Welcome to the Fall semester. If you are a returning student, I hope you are moving toward the completion of your educational goals. If you are new to our college, I wish you luck and encourage you to take advantage of the services available on campus to help you succeed.

As you can tell by the construction fences, we are building and renovating our facilities to provide you with the best learning environment possible. Student success is our highest priority and the faculty, staff, and administrators are here to provide you with a rigorous curriculum and student support services. I urge you to visit the Success Center in the Learning Resource Center to take advantage of our expanded services.

Now more than ever, it is essential to obtain an advanced degree and/or certificate to improve your potential for higher earnings, job security, and career advancement.

I wish you the best in your educational endeavours. On behalf of the Cerritos College Board of Trustees, our faculty, and our staff, I welcome you to our campus.

Sincerely,

Dr. Jose L. Fierro
President/Superintendent

OUR MISSION
Cerritos College values its diverse student population and is committed to providing these students with high quality, comprehensive, instructional programs and support services that improve student success and offer clear pathways to achieve personal, educational, and career goals. In doing so, the college develops in students the knowledge, skills, and values that prepare them to be productive participants in the global community.

SERVING THE COMMUNITIES OF
Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, La Mirada, Norwalk

AND PORTIONS OF
Bell Gardens, Lakewood, Long Beach, Santa Fe Springs, South Gate

CERRITOS COMMUNITY COLLEGE
DISTRICT ADMINISTRATION

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President/Superintendent

RICK MIRANDA
Vice President of Academic Affairs/Assistant Superintendent

FELIPE R. LOPEZ
Vice President of Business Services/Assistant Superintendent

ADRIANA FLORES-CHURCH, Ed.D
Vice President of Human Resources/Assistant Superintendent

STEPHEN B. JOHNSON, Ed.D.
Vice President of Student Services/Assistant Superintendent

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Member

RAUL AVALOS
Student Member

In accordance with the Americans with Disabilities Act, this information is available in alternate formats (Braille, enlarged type, e-text, etc.) and may be requested by calling (562) 860-2451, Ext. 2335.
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DISTANCE EDUCATION COURSES

From science to technology to
the humanities, at Cerritos College,
our focus is teaching, learning
and academic excellence.

If you have questions or need information in Spanish about Cerritos College, please call the Admissions and Records Office at (562) 860-2451, extension 2211. Office hours are Monday through Thursday, 8 am – 7 pm; Friday, 8 am – 12 pm. Additional information is available in Spanish on pages 10-14 and 127.

Si usted tiene preguntas o necesita información en español acerca del Colegio de Cerritos, llame por favor a la Oficina de Admisiones y Registro al número (562) 860-2451, extensión 2211. El horario de oficina es Lunes a Jueves, 8 am – 7 pm; Viernes, 8 am – 12 pm. Información adicional está disponible en español en las páginas 10-14 y 127.
FALL 2017 CALENDAR OF IMPORTANT DATES

ENROLLMENT BEGINS JULY 10, 2017

For information on assignment of enrollment priorities, please refer to the section titled, “Enrollment Appointment Priority” in this schedule of classes.

MYCERRITOS APPLICATION/ENROLLMENT HOURS:

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday – Saturday</td>
<td>8 am – 11:30 am</td>
</tr>
<tr>
<td>Sunday</td>
<td>2 am – midnight</td>
</tr>
</tbody>
</table>

ADMISSIONS AND RECORDS OFFICE FEE PAYMENT HOURS:

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday – Thursday</td>
<td>8 am – 6:30 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>8 am – midnight</td>
</tr>
</tbody>
</table>

Session Dates and Deadlines are now available online at: cms.cerritos.edu/admissions-and-records/add-drop-dates

IMPORTANT DATES:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>First day to file petition for A.A. Degree and Certificate for Fall 2017</td>
<td>August 14</td>
</tr>
<tr>
<td>Labor Day Holiday</td>
<td>September 4</td>
</tr>
<tr>
<td>Last day to file petition for A.A. Degree and Certificate for Fall 2017</td>
<td>October 2</td>
</tr>
<tr>
<td>Veterans Day Holiday</td>
<td>November 10 – 11</td>
</tr>
<tr>
<td>Thanksgiving Recess</td>
<td>November 23 – 26</td>
</tr>
<tr>
<td>Final Exams</td>
<td>December 9 – 15</td>
</tr>
</tbody>
</table>

CERRITOS COLLEGE OFFERS APPLICATION AND ENROLLMENT VIA THE WEB.

For Online submission of Admissions applications: www.cerritos.edu “Apply”

For Online Enrollment: www.cerritos.edu “MyCerritos” *

*An application must be submitted for new, returning, and transfer students prior to enrollment. For continuing students, a user ID number (7-digit student ID-example 0123456) and Password (6-digit date of birth-mmddyy) are required.

EMERGENCY INFORMATION

In the event of an emergency, the Cerritos College Emergency Information web page (http://www.cerritoscollege.us/) may be used to secure updated information about any emergency event occurring on the Cerritos College campus. The College also offers an SMS-based emergency notification service for mobile phones. In the event of an emergency, Cerritos students, staff, faculty, and others will be alerted in real-time to important security information. You may sign-up for Emergency Text Alerts by texting the keyword "CCALERTS" to 888777.

DISCLAIMER

Cerritos College has made reasonable efforts to ensure the accuracy of the information contained in this Schedule of Classes at the time of publication. The College reserves the right to add to, amend, or repeal any of the rules, regulations, policies and procedures, or any other content, consistent with applicable regulations and laws. Content is subject to change without notice by the administration for reasons of student enrollment, level of financial support, or for any other reason at the discretion of the College. The Schedule of Classes does not constitute a contract or the terms of a contract. The Schedule of Classes is not intended to promulgate all policies, procedures, rules, and regulations of partner organizations, transfer institutions, the College, or the Cerritos Community College District. Students are advised to consult the online version of this schedule of classes and to contact Counseling Services or the applicable administrative office for additional information.

ANNUAL SECURITY REPORT

Cerritos College publishes an Annual Security Report in accordance with the Clery Act. This report includes statistics for the previous three years concerning reported crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by Cerritos College; and on public property within, or immediately adjacent to and accessible from, the campus. This report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. You can obtain a copy of this report by contacting the Campus Police Department in person or by calling (562) 860-2451, extension 3202. This report is also available on the college website at www.cerritos.edu/securityreport.
Information is also available in Spanish on pages 10-14.

STUDENT RIGHTS AND RESPONSIBILITIES
(a) All students shall be required to:
(1) identify an education and career goal;
(2) diligently engage in course activities and complete assigned coursework; and
(3) complete courses and maintain progress toward an education goal and completing a course of study.
(b) Nonexempt first time students shall, within a reasonable period of time, be required to:
(1) identify a course of study,
(2) be assessed to determine appropriate course placement.
(3) complete an orientation provided by the college.
(4) participate in counseling, advising, or another education planning service to develop an abbreviated student education plan (A-SEP).
(c) For the purposes of this section, a first time student is a student who enrolls at the college for the first time, excluding students who transferred from another institution of higher education. For purposes of this section, first time enrollment does not include concurrent enrollment during high school. To the extent that a college has the capacity to require and provide the services identified in (b)(1) through (4) to other students, nothing in this section would preclude a college from doing so.
(d) Nonexempt students who have completed the services identified in (b)(1) through (4) shall be required to complete a comprehensive education plan after completing 15 semester units of degree applicable credit course work or prior to the end of the 3rd semester, or a shorter period if required by district or program policy.
(e) Failure to fulfill the required services listed in (b) may result in a hold on a student’s registration or loss of registration priority until the services have been completed.

INSTITUTIONAL RESPONSIBILITIES
(a) The college shall take steps to ensure that information regarding matriculation policies is accessible and available to all students during, or prior to, enrollment (e.g. during orientation) and is included in class schedules, catalogs, or other appropriate communications describing student rights and responsibilities.
(b) Once the student has identified a course of study and completed 15 semester units of degree applicable course work, the college shall provide the student with an opportunity to develop a comprehensive student education plan within a reasonable time period. Student responsibilities shall also be identified in the student’s education plan.
(c) College policy provides that a nonexempt student will have a hold placed on enrollment if a student fails to fulfill the responsibilities set forth in the section, “Student Rights and Responsibilities”.
(d) The college shall make reasonable efforts to avoid duplication of the orientation, assessment, counseling, advising, or other education planning services, and development of student education plans funded through this subchapter or funded through other programs.

STUDENT SUCCESS AND SUPPORT PROGRAM (SSSP)

ENROLLMENT APPOINTMENT PRIORITY
including Orientation, Assessment, Counseling, Student Education Plans, Tier Groups, Probation
The purpose of establishing enrollment priorities is to support students endeavoring to reach their educational goals at Cerritos College by providing priority enrollment to groups of students (as listed herein) with special needs and/or who are in continuing student status, as long as satisfactory progress is made.

PRIORITY ENROLLMENT CRITERIA AND CONDITIONS
A. Priority
1. New students not otherwise exempt, including those in any state-provided priority enrollment groups, must complete assessment, orientation, and counseling with at least an abbreviated student education plan (A-SEP), in order to receive priority enrollment.
2. First time, beginning with Fall 2014 enrollment, students who have identified a course of study, been assessed to determine appropriate course placement, completed an orientation program provided by the college, and participated in counseling, advising, or another education planning service including at least an abbreviated student education plan (A-SEP), are required to complete a comprehensive student education plan (C-SEP) after completing 15 units of degree-applicable credit course work, or prior to the end of the third (3rd) semester of enrollment, resources permitting.
3. Continuing students, including those in any state-provided priority enrollment groups, except eligible current and former foster youth, are subject to loss of the enrollment priority for which they would ordinarily be eligible if they are on any combination of progress or academic probation for two consecutive semesters.
4. Continuing students, including those in any state-provided priority enrollment groups, except eligible current and former foster youth, subject to loss of the graduation priority for which they would ordinarily be eligible if they have earned 100 degree-applicable, non-basic skills and non-ESL units. Units for high unit majors and programs may be disregarded to the extent they exceed the number of units required for non-high unit majors and programs. Units from credit by exam, advanced placement, International Baccalaureate, or other similar programs may also be exempted.

B. Subject to the above, continuing student enrollment appointments shall be set on the basis of units earned and cumulative grade point average at Cerritos College.
C. Students subject to enrollment priority exclusion shall have a "PRB" negative service indicator, appearing as a Hold in Student Center in MyCerritos, placed on their enrollment account. The effect shall be to place the student’s access to enroll at the end of the enrollment cycle in the period known as Open Enrollment.
D. Students excluded from enrollment priority shall be notified of options they may have, and/or are advised to exercise. See also the section of this procedure titled “Appeals and Exemptions.”

Additional Criteria for Enrollment Priority of Certain Students

A. Students who are otherwise specified by statute.
B. Students whose instructional program requires time off-campus or blocks of time associated with scheduled classes for such activities as practice, meetings, counseling, and off-campus time, which limit the choice of class periods.

STUDENT GROUPS WITH PRIORITIES:

Tier 1: Enrollment appointments for students in Tier 1 groups shall be set tier-wide based on units earned and cumulative grade point average, consistent with applicable regulations.

Armed Forces Personnel and Recent Veterans: students who are any member or former member of the Armed Forces of the United States, who is a resident of California, for any academic term, within four years of leaving active duty. (Education Code Section 66025.8)

Foster Youth: students formally deemed eligible current or former foster youth who are up to and including 24 years of age. (Education Code Section 66025.9)

EOPS: students formally enrolled in Extended Opportunity Programs and Services. (Education Code Section 66025.91)

DSPS: students who by their specific disabilities are enrolled in Disabled Student Programs and Services. (Education Code Section 66025.91)

CalWORKs: students formally enrolled in the CalWORKs Program. (Education Code Section 66025.92)

Tier 2: Enrollment appointments for students in Tier 2 groups shall be set tier-wide based on units earned and cumulative grade point average, consistent with applicable regulations.

Scholars’ Honors Students: students who have been officially admitted to the College’s Scholars’ Honors Program each term and are currently enrolling in Scholars’ Honors Program courses and/or Scholars’ Honors contracts.

Student Athletes: students who have been identified as eligible to participate in intercollegiate athletics.

Mandatory Enrollment Requirement Students: students in compliance with program requirements who must maintain full-time status, with completion time requirements, in order to remain in Cerritos College programs and/or who are in grant-funded programs with enrollment priority requirements.

Matriculated Students: students who, prior to their first semester of enrollment, completed the Admission, Orientation, Assessment, and Counseling components of Matriculation.

Trial, Grant-funded, or Other Special Groups for Student Success: students in groups identified for enhanced and/or expedited student success measures where trial, grant-funded, and/or other special, short-term measures are employed.

Tier 3: Enrollment appointments for students in Tier 3 groups shall be set in the order of the groups as listed and based on units earned and cumulative grade point average within those groups, consistent with applicable regulations.

Continuing Students: students who were enrolled in the previous academic year or summer session. Students who do not attend summer session will not lose continuing student status. The definition includes non-credit students who are matriculating to credit student status.

Returning Students: students who have completed at least one unit of credit at Cerritos College and are returning after a break of no more than one semester excluding summer session.

Tier 4: Enrollment appointments for students in Tier 4 groups shall be set in the order of the groups as listed and based on units earned and cumulative grade point average within those groups, consistent with applicable regulations.

College Bridge Students: high school juniors and seniors, as provided for and limited in, Board Policy 5010 titled Admissions and Concurrent Enrollment and Administrative Procedure 5011 titled Admission and Concurrent Enrollment of High School and Other Young Students.

Special Admit (Grades K-10) Students: talented elementary and secondary students through the 10th grade, as provided for and limited in, Board Policy 5010 titled Admissions and Concurrent Enrollment and Administrative Procedure 5011 titled Admission and Concurrent Enrollment of High School and Other Young Students.

ENROLLMENT LIMITATIONS

Enrollment in courses and programs may be limited to students meeting properly established prerequisites and co-requisites. (See Board Policy and Administrative Procedure 4260 titled Prerequisites and Co-requisites)

Additional Enrollment Limitations (including, but not limited to):

A. health and safety considerations;
B. faculty workload;
C. availability of qualified instructors;
D. funding limitations;
E. regional planning;
F. legal requirements;
G. facility limitations; and
H. accreditation, regulatory, and policy requirements.

Priorities When Enrollment Must be Limited

A. first come, first served, or other non-evaluative selection techniques, provided all prerequisite and/or course requisites have been met;
B. in the case of intercollegiate competition, honors courses, or public performance courses, allocating available seats to those students judged most qualified;
C. limiting enrollment to any selection procedure expressly authorized by statute; and
D. limiting enrollment in one or more sections to students enrolled in one or more other courses, provided that a reasonable percentage of all sections of the course do not have such restrictions.

Additional Conditions May Be Applicable to Order of Enrollment

Course sections funded other than by state apportionment, such as contract education, grant-funded programs, and certain fee-based sections (as permitted by law).
LOSS OF ELIGIBILITY FOR BOG FEE WAIVER

A student shall become ineligible for a Board of Governors (BOG) Fee Waiver if the student is placed on academic or progress probation, or any combination thereof, for two consecutive primary terms. Loss of eligibility shall become effective at the first registration opportunity after such determination is made.

The District shall notify students of their placement on academic or progress probation no later than 30 days following the end of the term that resulted in the student's placement on probation. The notification must clearly state that two consecutive primary terms of probation will lead to a loss of the BOG Fee Waiver until the student is no longer on probation. The notification must also advise students about the available student support services to assist them in maintaining eligibility.

The District shall adopt, prominently display, and disseminate policies ensuring that students are advised about the student support services available to assist them in maintaining and re-establishing BOG Fee Waiver eligibility. Dissemination includes, but is not limited to, information provided in college catalogs and class schedules.

The District shall establish written procedures by which a student may appeal the loss of a BOG Fee Waiver due to extenuating circumstances, or when a student with a disability applied for, but did not receive, a reasonable accommodation in a timely manner. Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances that might include documented changes in the student's economic situation or evidence that the student was unable to obtain essential student support services. Extenuating circumstances also include special consideration of the specific factors associated with Veterans, CalWORKs, EOPS, and DSPS student status.

Foster Youth shall not be subject to loss of BOG Fee Waiver due to placement on academic or progress probation. This exemption for Foster Youth is effective until the date specified in the Education Code, section 66025.9(c).

APPEALS AND EXEMPTIONS

It is the intent of these procedures to support and promote student success, including program completion, through access to needed courses. Petitions for appeals of, or exemption from, the implementation of these procedures are subject to consideration by the Committee on Academic Records and Standards (A&S) or its designee.

A. Students may appeal the loss of enrollment priority and/or loss of the BOG Fee Waiver due to extenuating circumstances, certain conditions specified on the Enrollment Priorities and/or the BOG Fee Waiver Appeals Form, or where a student with a disability applied for, but did not receive reasonable accommodation in a timely manner. Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances beyond the control of the student.

B. Students who have demonstrated significant academic improvement will regain the BOG Fee Waiver and/or priority enrollment status. It is the student's responsibility to timely verify changes in enrollment priority status. Significant academic improvement is defined as achieving no less than the minimum grade point average and progress standard within a term. The minimum academic standard is a 2.0 grade point average, once the student has attempted 12 semester units; the minimum progress standard is greater than 50% of all units enrolled in being other than “W”, “I”, “NP”, or “NC”, once the student has enrolled in a total of at least 12 semester units.

C. Students may request reinstatement of enrollment priority and/or the BOG Fee Waiver if an institutional mistake was made.

ADMISSION AND ORIENTATION

ASSESSMENT AND ORIENTATION-COUNSELING ARE REQUIRED FOR FIRST-TIME, NEW-TO-COLLEGE STUDENTS.

ADMISSION

Who May Apply for Admission?

• Anyone who is a high school graduate or at least 18 years of age who may benefit from instruction.

• High school students in their junior or senior year with appropriate Special Admit approval forms.

• International Students in valid, non-immigrant, F-1 visa status.

How to Apply for Admission

• Students who are enrolling for the first time or who are returning after an absence of one or more semesters, must complete an admissions application as early as possible prior to the start of enrollment (Proof of residence may be required). The admission application is available on the college website at www.cerritos.edu, "Future Students/Apply", "Apply Online".

• International students who are in F-1 student visa status. International students must submit an International Student application, meet specific admission requirements, and pay a $50 processing fee. Please see page 29 for admission requirements.

Prerequisites are strictly enforced by MyCerritos enrollment. Read your course selections carefully for all requirements. Requisites may be fulfilled by:

• Completing placement tests and enrolling in the recommended courses, and/or

• Completing the prerequisite course with a grade of Pass, or “C” or higher.

or

• By submitting transcripts to the Admissions and Records Office if a prerequisite course was completed at another college.

Requisite Clearance forms for consideration for the current semester should be submitted two weeks prior to the start of enrollment.
Assessment and Orientation-Counseling are required for all first-time, new-to-college students. Transfer students are also highly encouraged to complete orientation.

Assessment and Orientation-Counseling (AOC)
Assessment and Orientation-Counseling (AOC) are required for first-time, new-to-college students. Two holds will appear in the MyCerritos account of these students: one hold for Assessment (ASM) and one hold for Orientation-Counseling (ORI). Enrollment in classes will not be allowed until these requirements are met. Students not required to complete AOC under established criteria are automatically exempted upon application to the College.

Early Success Program (ESP)
Cerritos College offers the Early Success Program (ESP) during the Fall and Spring semesters. This program is designed to encourage early completion of Assessment and Orientation-Counseling. By completing AOC prior to the established deadline, first-time college students receive an earlier enrollment appointment date. For more information visit www.cerritos.edu/esp.

Options for New Student Orientations
Online
Start, stop, and restart anytime! Go to www.cerritos.edu, log in to MyCerritos, and click Orientation Plus.

On campus
Orientations are offered, including day and evening, prior to the start of each term. Call the Counseling Office at (562) 467-5231, or go online to www.cerritos.edu/aoc, for more information.

ADMISSION AND ORIENTATION
STUDENT ACTIVITY STICKER AND IDENTIFICATION CARD
ASCC utilizes the revenue collected from the Student Activity fee to support academic, extra-curricular, and student life programs, services, and events.

A student activity sticker and identification card can be obtained from the Student I.D. Center, which is located in the Admissions and Records Office in the Administration Building.

REGULAR HOURS
During fall and spring semesters: 8 am — 7 pm, Monday through Thursday; 8 am — 12 pm, Friday. Hours vary during summer sessions. For more information or current hours, call the Student I.D. Center at (562) 860-2451, ext. 2211.

If a student has special circumstances and cannot be available to obtain the student activity sticker and identification card during any of the hours listed above, arrangements can be made by calling (562) 860-2451, ext. 2211.

It is important that students be in possession of their Cerritos College identification card at all times while on campus. This card is necessary for “buy-backs” in the College Bookstore and it is important to present when using the College Library and Student Health Center.
WHAT IS “ASSESSMENT?”
Assessment is required for first-time, new-to-college students. “Assessment” means the process of gathering information about an individual student to facilitate his or her success. At Cerritos College, assessment includes, but is not limited to, the collection of information regarding a student’s study skills, English language proficiency, and/or computational skills. Academic counselors may also review high school and/or college transcripts, evidence of an A.A. degree or higher from an accredited institution, learning skills, academic performance, and need for special services. In addition, career assessment is the opportunity to explore career aspirations, goals, skills, interests, and values.

DO I NEED TO TAKE AN ASSESSMENT TEST?
First-time, new-to-college students are required to complete assessment prior to enrollment. Students planning to enroll in a math, English, or reading class, or planning to earn an A.A. degree, must complete assessment tests prior to enrollment. A current Cerritos College student number and photo ID are required to take a test. All tests are computerized.

If you have taken your assessment test at another community college, please submit a copy of your results (on letterhead from the college) with a completed Requisite Clearance form to the Admissions and Records Office at least 10 business days prior to your enrollment appointment date.

STUDENT SUCCESS & SUPPORT SERVICES (SSSP) EXEMPTION/EXCEPTION
Cerritos Community College offers Student Success and Support Services (formerly Matriculation) to all new students prior to their enrollment in classes. These services include assessment, orientation, and counseling. First-time, new-to-college students must complete required Assessment and Orientation-Counseling (AOC) prior to enrollment. Students not required to complete AOC under established criteria are automatically exempted upon application to the College. Students wishing to pursue another type of exemption must submit a completed Student Success and Support Program (SSSP) Exemption and Exception form to the Admissions and Records Office. If you have special needs for completing assessment, orientation or counseling, please contact the Assessment Center or Counseling Office.

ASSESSMENT TEST EXEMPTIONS
Students who already possess an A.A. degree or higher from a regionally accredited college are not required to take assessment tests, but will be required to verify the degree by presenting official documents to the Admissions and Records Office at least 10 working days prior to enrollment appointment date. A Requisite Clearance form must accompany the documents in order to meet prerequisites.

ASSESSMENT TEST EXCEPTIONS FOR:

English – Students who have completed English courses at another college may not need to take the English assessment. Please submit proof (official or unofficial transcripts) and a Requisite Clearance Request form to a counselor or Admissions and Records prior to enrollment.

Math – If you completed one year of Algebra I or higher with "B" grades or higher in high school, you may not need to take the math assessment. Students who have completed math courses at another college also may not need to take the math assessment. Please submit proof (official or unofficial transcripts) and a Requisite Clearance Request form to a counselor or Admissions and Records prior to enrollment. It is strongly recommended that these math courses have been completed within the past three years.

Advanced Placement Exams – Students who participate in advanced placement courses at their high schools and earn passing scores on AP exams may earn college credit for those courses when they come to Cerritos College. For further details, ask a counselor.

Chemistry – Please read the prerequisites and recommendations section with each chemistry class listing. Be sure that the prerequisites are satisfied before enrolling in a course.

Please note: The exceptions listed are assessment options for course clearance or placement. To meet the required reading, math, and English proficiencies necessary to qualify for the Associate in Arts degree, check your catalog or ask a counselor.

ACCOMMODATION FOR ENGLISH AS A SECOND LANGUAGE
Students planning to take ESL (English as a Second Language) courses need to take the ACCUPLACER ESL test. Students may take the test during regularly scheduled testing times.

MAY I RETAKE A TEST?
Students may repeat any assessment test one time AFTER an 18-week waiting period from the original test date.

ASSESSMENT TESTING SCHEDULE
Copies of the assessment testing schedule are available on the Cerritos College Career Services web page (www.cerritos.edu/assessment-center), or at the Admissions and Records Office, Counseling, and Career Services Center, or call (562) 860-2451, ext. 2355, for dates and times. Appointments are available during the peak testing period of July-August.

ACCOMMODATION FOR STUDENTS WITH DISABILITIES
Any student with a verified disability may arrange an appointment for alternative administration of English, reading, ESL, and mathematics placement tests by contacting the Disabled Student Programs and Services, (562) 860-2451, ext. 2355. A current Cerritos College application must be on file and advance request for DSPS assistance is necessary. Alternative administration may include large print, readers, writers, or the use of assistive technology.

NEW STUDENT
You are a new student if this is the first time you are attending any college. You are required to complete Assessment and Orientation-Counseling prior to enrollment.

TRANSFER STUDENT
You are a transfer student if you attended another college but have never attended Cerritos College.

RETURNING STUDENT
You are a returning student if you have previously attended Cerritos College but did not attend the 2017 Spring or Summer semesters.

CONTINUING STUDENT
You are a continuing student if you were enrolled in credit classes at Cerritos College during the 2017 Spring or Summer semesters.

SPECIAL ADMIT MINOR (K-12)
Concurrent enrollment for students who wish to attend Cerritos College while in grades K-12.
COUNSELING

• All students new to college are required to complete a new student orientation to receive counselor assistance for course selection prior to enrollment. See "Orientation" section for more information on required Assessment and Orientation-Counseling (AOC). Returning and transfer students are also encouraged to see a counselor.
• Complete assessment requirements before seeing a counselor.
• Students who are on academic and/or progress probation will be limited in the number of units they may take each semester based upon their GPA and course completion. They also risk losing their enrollment priority appointment and, as of Fall 2016, may be ineligible for the Board of Governors Fee Waiver (BOGFW) if they remain on probation for two consecutive semesters.
• Counselors are available on an appointment or standby basis prior to enrollment.
• During enrollment, counselors are available on a limited standby basis.
• Counselors are available online at www.cerritos.edu/counseling.
• Once the semester begins, new, readmit, and transfer students are highly encouraged to make a counseling appointment or attend an Ed Plan workshop to discuss educational goals and to complete a comprehensive educational plan.

Continuing students are encouraged to meet with a counselor every semester to ensure their educational plan accurately reflects their educational goal. Schedule an appointment or sign up for an Ed Plan workshop at the Counseling desk, or call (562) 467-5231.

FOLLOW-UP
Counseling and teaching faculty provide a number of follow-up services to students. These services are designed to provide information regarding the students’ academic progress. Special services are provided to students on academic and/or progress probation, students in basic skills courses, and students who are undecided about their educational goal. Referrals are made to on and off-campus services when appropriate.

BASIC SKILLS COURSE LIMITATIONS
No more than a total of thirty (30) units from the pre-collegiate basic skills courses listed below are allowed:

ENGL 20
MATH 20, 40
READ 41, 42, 43, 46, 48, 49

“Basic skills course work” refers to pre-collegiate basic skills courses (i.e. courses in reading, writing, computation, learning skills, study skills) that are designated as non-degree applicable courses, the purpose of which is to prepare students for successful completion of an Associate in Arts degree, transfer, or certification courses.

Students enrolled in one or more courses of English as a Second Language (ESL) or students identified as having a learning disability are exempt from the thirty (30) unit limitation. A student who has completed thirty (30) units of basic skills course work shall be barred from enrolling in pre-collegiate basic skills classes and referred to other agencies to develop the skills necessary to enter college-level course work.

Open Courses
All courses, course sections, and classes of the College shall be open for enrollment to any person who has been admitted to the College. Enrollment shall be limited to students meeting properly validated prerequisites and co-requisites. Exemptions for state or federal statutes or regulations shall be established and the President/Superintendent shall establish procedures to establish exemptions for other practical considerations.

BUY YOUR BOOKS WHEN YOU ENROLL!

Now you can buy your textbooks during the enrollment process. Just click the “buy books” button in MyCerritos on either of two screens: one when you “Add Classes” and another on “My Class Schedule”. The button links to the Cerritos College Bookstore’s eFollett website and presents a list of items (if available) that directly relate to your enrolled classes for the term.

Get Involved—Join a Club!
www.cerritos.edu/activities
INFORMACIÓN EN ESPAÑOL

PROGRAMAS DE APOYO Y ÉXITO DEL ESTUDIANTE
(Student Success and Support Programs, SSSP), anteriormente Matriculación

DERECHOS Y RESPONSABILIDADES DE LOS ESTUDIANTES
(a) Se debe requerir a los estudiantes que:
   (1) Identifiquen una meta educativa y profesional.
   (2) Particípenan diligentemente en las actividades del curso y completen los trabajos asignados.
   (3) Completan los cursos y mantengan el progreso hacia un objetivo educativo y concluyan un curso de estudio.
(b) Los estudiantes de primer ingreso no exentos tienen un plazo de tiempo razonable, deberán:
   (1) Identificar un curso de estudio.
   (2) Realizar una evaluación para determinar la colocación en el curso apropiado.
   (3) Completar una orientación que establece la universidad.
   (4) Participar en la consultoría, asesoría u otro servicio de planificación de la educación para desarrollar un plan educativo abreviado.

(c) A los efectos de esta sección, un estudiante de primer ingreso es un estudiante que se inscribe en la universidad por primera vez, salvo los estudiantes que se transfieren de otra institución de educación superior. Para los propósitos de esta sección, la inscripción por primera vez no incluye la inscripción simultánea cuando todavía se asiste a la escuela secundaria. En la medida en que una universidad tenga la capacidad de exigir y proporcionar los servicios indicados en (b)(1) a (4) a otros estudiantes, nada de lo incluido en esta sección impedirá a la universidad hacerlo.

(d) Los estudiantes no exentos que hayan cumplido con los servicios identificados en (b)(1) a (4) estarán obligados a terminar un plan de formación integral después de completar 15 unidades semestrales de los cursos con créditos aplicables al grado académico. Los estudiantes que están sujetos a la pérdida de la prioridad de inscripción para los cursos con créditos aplicables al grado académico o antes de finalizar el tercer semestre, o bien en un periodo más corto si lo requiere una política del programa o del distrito.

(e) El incumplimiento de realizar los servicios requeridos que se enumeran en (b) puede resultar en una retención en el registro del estudiante o la pérdida de la prioridad de inscripción hasta que los servicios se hayan completado.

RESPONSABILIDADES INSTITUCIONALES
(a) La universidad tomará las medidas necesarias para garantizar que la información sobre las políticas de matriculación sea accesible y esté disponible para todos los estudiantes, durante o antes de, la inscripción (por ejemplo, durante la orientación) y se incluye en los programas de clase, catálogos u otras comunicaciones apropiadas que describen los derechos y las responsabilidades de los estudiantes.
(b) Una vez que el estudiante ha identificado un curso de estudio y completó 15 unidades semestrales de trabajo del curso aplicables al grado académico, la universidad debe proporcionarle la oportunidad de desarrollar un plan educativo integral en un plazo razonable. Las responsabilidades estudiantiles también deberán determinarse en el plan de educación del estudiante.
(c) La política de la universidad establece que un estudiante no exento tendrá una retención de la matrícula si no cumple con las responsabilidades establecidas en la sección “Derechos y responsabilidades de los estudiantes”.

(d) La universidad hará esfuerzos razonables para evitar la duplicación de la orientación, evaluación, consultoría, asesoría u otros servicios de planificación de la educación y el desarrollo de los planes educativos financiados a través de este subcapítulo o por medio de otros programas.
(e) Se pretende que el área de servicios estudiantiles y de enseñanza de la universidad utilice diferentes fuentes de datos sobre los esfuerzos de planificación de la educación de los estudiantes y cursos identificados de estudio para coordinar la programación de los cursos.

PRIORIDAD DE LA CITA DE INSCRIPCIÓN
Incluye la orientación, evaluación, consultoría, planes educativos, grupos de nivel, periodo de prueba
El propósito de establecer prioridades de inscripción es apoyar a los estudiantes que se esfuerzan por alcanzar sus metas educativas en Cerritos College, proporcionando prioridad de inscripción a grupos de estudiantes (que se enumeran en este documento) con necesidades especiales o que están en condición de estudiantes de reingreso, siempre y cuando el progreso sea satisfactorio.

CRITERIOS Y CONDICIONES PARA LA PRIORIDAD DE INSCRIPCIÓN
A. Prioridad
   1. Los nuevos estudiantes que no se encuentran exentos de otra manera, entre ellos los que son parte de grupos con prioridad de inscripción que establece el estado, deben completar la evaluación, orientación y consultoría con por lo menos un plan educativo abreviado (A-SEP), a fin de recibir prioridad de inscripción.
   2. La primera vez, a partir de la inscripción en el año de 2014, los estudiantes que han identificado un curso de estudio, se han evaluado para determinar la colocación apropiada de cursos, completaron un programa de orientación que proporciona la universidad y han participado en la consultoría, asesoría u otro servicio de planificación de la educación que incluye, al menos, un plan educativo abreviado (A-SEP), están obligados a completar un plan educativo integral (C-SEP) después de completar 15 unidades semestrales de los cursos con créditos aplicables al grado académico o antes de finalizar el tercer (3.er) semestre de inscripción, según lo permitan los recursos.
   3. Los estudiantes de reingreso, incluidos los de algún grupo con prioridad de inscripción que establece el estado, salvo los jóvenes de crianza actual y anterior que son elegibles, están sujetos a la pérdida de la prioridad de inscripción para los que ordinariamente serían elegibles si están en cualquier combinación de progreso o probatoria académica para dos semestres consecutivos.
   4. Los estudiantes de reingreso, incluidos los de algún grupo con prioridad de inscripción que establece el estado, salvo los jóvenes de crianza actual y anterior que son elegibles, están sujetos a la pérdida de la prioridad de inscripción para la que ordinariamente serían elegibles si han obtenido 100 destrezas no básicas aplicables al grado académico y que no son unidades del programa ESL. Las unidades para asignaturas y programas principales podrán ignorarse en la medida en que superen el número de unidades requeridas para asignaturas y programas que no son principales. Las unidades de crédito por examen, colocación avanzada, Bachillerato Internacional u otros programas similares también pueden estar exentos.
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B. Sin perjuicio de lo anterior, las citas de matrícula de los estudiantes de reingreso se establecerán con base en las unidades o el promedio de calificaciones acumuladas en Cerritos College.

C. Los estudiantes que están sujetos a la exclusión de prioridad de inscripción tendrán un indicador de servicio negativo, que aparece como una retención en el Centro estudiantil en MyCerritos, colocado en su cuenta de la matrícula. El efecto será colocar el acceso del estudiante a matricularse al final del ciclo de inscripción en el período conocido como Inscripción Abierta.

D. Los estudiantes excluidos de la prioridad de inscripción deben recibir notificación de las opciones que tienen o qué se les aconseja ejercer. Vea también la sección de este procedimiento titulada "Apelaciones y Excepciones."

**Criterios adicionales para la prioridad de inscripción de determinados estudiantes**

A. Los estudiantes que de otra manera se especifican en el estatuto.

B. Los estudiantes cuyo programa educativo requiere tiempo fuera del campus o bloques de tiempo asociados con las clases programadas para actividades tales como práctica, reuniones, asesoramiento y tiempo fuera de la escuela, lo que limita la elección de los períodos de clase.

**GRUPOS DE ESTUDIANTES CON PRIORIDADES:**

**Nivel 1:** las citas de matrícula para los estudiantes en los grupos del Nivel 1 se programarán en todo el nivel con base en las unidades que han obtenido y el promedio de calificaciones acumuladas de conformidad con la normativa aplicable.

- **Personal de las Fuerzas Armadas y veteranos recientes:** los estudiantes que son miembros o ex miembros de las Fuerzas Armadas de los Estados Unidos, que son residentes de California, por cualquier plazo académico, dentro de los cuatro años siguientes al cese del servicio activo. (Artículo 66025.8 del Código de Educación)

- **Jóvenes de crianza:** los estudiantes que se consideran formalmente como jóvenes de crianza actualmente o en el pasado, que son elegibles hasta los 24 años de edad inclusive. (Artículo 66025.9 del Código de Educación)

- **EOPS:** estudiantes matriculados formalmente en los Programas y Servicios de Oportunidad Ampliada (Extended Opportunity Programs and Services, EOPS). (Artículo 66025.91 del Código de Educación)

- **DSPS:** estudiantes que por sus discapacidades específicas están inscritos en Programas y Servicios de Estudiantes Discapacitados (Disabled Students Programs and Services, DSPS) (Artículo 66025.91 del Código de Educación)

- **CalWORKs:** estudiantes inscritos formalmente en el Programa CalWORKs. (Artículo 66025.92 del Código de Educación)

**Nivel 2:** las citas de matrícula para los estudiantes en los grupos del Nivel 2 se programarán en todo el nivel con base en las unidades que han obtenido y el promedio de calificaciones acumuladas, de conformidad con la normativa aplicable.

- **Estudiantes del Programa de Excelencia Académica (Scholars’ Honors Students):** los estudiantes que han sido admitidos oficialmente en el Programa de Excelencia Académica cada semestre y en la actualidad se matriculan en los cursos o contratos del Programa de Excelencia Académica (Scholars’ Honors Program).

- **Estudiantes Atletas:** los estudiantes que se identifican como elegibles para participar en deportes intercolegiales.

- **Estudiantes con Requisitos de Inscripción Obligatoria:** los estudiantes en cumplimiento de los requisitos del programa que deben mantener la condición de tiempo completo con los requisitos de tiempo de finalización para permanecer en los programas universitarios de Cerritos que están en programas financiados con donaciones con necesidades prioritarias de inscripción.

**Estudiantes matriculados:** estudiantes que, antes de su primer semestre de inscripción, completaron la admisión, orientación, evaluación y los componentes de asesoramiento de matriculación.

**Grupos de prueba, financiamiento u otros grupos especiales para el éxito estudiantil:** los estudiantes en grupos identificados por medidas mejoradas o aceleradas para el éxito estudiantil donde se emplean las pruebas, financiamiento y otras medidas especiales a corto plazo.

**Nivel 3:** las citas de matrícula para los estudiantes en los grupos del Nivel 3 se programarán en el orden en que los grupos aparecen en la lista y con base en las unidades que han obtenido y el promedio de calificaciones acumuladas, de conformidad con la normativa aplicable.

- **Estudiantes de reingreso:** estudiantes que se inscribieron en el año académico anterior o en el curso de verano. Los estudiantes que no asistan al curso de verano no perderán la continuidad de la condición de estudiante de reingreso. La definición incluye a los estudiantes que no tienen créditos, quienes se matriculan en condición de estudiante con crédito.

- **Estudiantes que se reinscriben:** los estudiantes que han completado al menos una unidad de crédito en Cerritos College y regresan después de un período de no más de un semestre sin contar el curso de verano.

**Nivel 4:** las citas de matrícula para los estudiantes en los grupos del Nivel 4 se programarán en el orden en que los grupos aparecen en la lista y con base en las unidades que han obtenido y el promedio de calificaciones acumuladas con esos grupos, de conformidad con la normativa aplicable.

- **College Bridge Students:** estudiantes de penúltimo y último año de la escuela secundaria, según lo previsto y limitado en la Política del Consejo 5010 titulada Admisiones e inscripción simultánea y el Procedimiento Administrativo 5011 titulado Admisión e inscripción simultánea de la escuela secundaria y otros jóvenes estudiantes.

- **Estudiantes de admisión especial (grado K-10):** estudiantes de primaria y secundaria de la escuela secundaria hasta 10o grado, según lo previsto y limitado en la Política del Consejo 5010 titulada Admisiones e inscripción simultánea y el Procedimiento Administrativo 5011 titulado Admisión e inscripción simultánea de la escuela secundaria y otros jóvenes estudiantes.

**LIMITACIONES DE INSCRIPCIÓN**

La inscripción en los cursos y programas se puede limitar a los estudiantes que cumplen los requisitos previos y los requisitos conjuntos establecidos. (Consulte la Política del Consejo y el Procedimiento Administrativo 4260 titulado Requisitos previos y requisitos conjuntos)

**Limitaciones de inscripción adicionales (incluyen, entre otros):**

- consideraciones de salud y seguridad;
- carga de trabajo de los profesores;
- disponibilidad de instructores calificados;
- limitaciones de financiamiento;
- planificación regional;
- requisitos legales;
- limitaciones de instalaciones, y
- requisitos de acreditación, reglamentación y política.
Prioridades cuando la inscripción debe limitarse

A. Por orden de llegada u otras técnicas de selección no evaluativas, siempre que se hayan cumplido todos los requisitos previos o los requisitos del curso.
B. En el caso de las competencias intercolegiales, cursos de nivel avanzado o cursos de representación pública, se asignan los lugares disponibles a aquellos estudiantes que se consideren más calificados.
C. Limitar la inscripción a cualquier procedimiento de selección que los estatutos autoricen expresamente.
D. Limitar la inscripción en una o más secciones para los estudiantes inscritos en uno o más cursos, siempre que un porcentaje razonable de todas las secciones del curso no tengan tales restricciones.

Condiciones adicionales pueden ser aplicables al orden de inscripción

Secciones de los cursos financiados por distribución que no es del estado como la educación por contrato para los empleados de una compañía, los programas financiados con donaciones, y ciertas secciones de paga (según lo permite la ley).

PÉRDIDA DE ELEGIBILIDAD PARA RECIBIR LA EXENCIÓN DE CUOTAS DE INSCRIPCIÓN DE LA JUNTA DE GOBERNADORES (BOARD OF GOVERNORS, BOG)

Un estudiante ya no será elegible para recibir la Exención de cuotas de inscripción de la Junta de gobernadores (Board of Governors, BOG) si al estudiante se le pone en un periodo de prueba académico o de progreso, o en alguna combinación de estos, durante dos periodos académicos primarios consecutivos. La pérdida de elegibilidad entrará en vigencia en la primera oportunidad de inscripción después de que se haya tomado dicha determinación.

El distrito deberá notificar a los estudiantes sobre su asignación en el periodo de prueba académico o de progreso a más tardar treinta días después del final del periodo académico que provocó que el estudiante se le pusiera en un periodo de prueba. La notificación debe indicar claramente que dos periodos académicos primarios consecutivos en periodo de prueba ocasionarán la pérdida de la Exención de cuotas de inscripción de la BOG hasta que el estudiante ya no esté en el periodo de prueba. La notificación también debe informar a los estudiantes acerca de los servicios de apoyo para estudiantes disponibles para ayudarlos a conservar la elegibilidad.

El distrito adoptará, exhibirá claramente y divulgará políticas que garantizan que los estudiantes estén informados acerca de los servicios de apoyo para estudiantes disponibles para ayudarlos a conservar y restablecer la elegibilidad para calificar para recibir la Exención de cuotas de inscripción de la BOG. La divulgación incluye, entre otras, información proporcionada en los catálogos de la universidad y en los programas de clases.

El distrito establecerá procedimientos por escrito mediante los cuales un estudiante pueda apelar la pérdida de la Exención de cuotas de inscripción de la BOG debido a circunstancias atenuentes, o cuando un estudiante con discapacidad solicite, pero no reciba, una adaptación razonable de manera oportuna. Las circunstancias atenuentes son aquellos estudiantes que se consideren más calificados.

Cualquier persona que sea graduada de secundaria o por lo menos de 18 años de edad.

Estudiantes en su penúltimo año o con una forma aprobada de admisión especial (Special Admit).

Estudiantes internacionales con visas validas F-1 de no inmigrante.
Como solicitar admisión

- Estudiantes que se matriculan por primera vez o que regresan después de una ausencia de uno o más semesters, deben completar una solicitud de admisión tan pronto como sea posible antes de el comienzo de inscripción. (Prueba de residencia podría ser necesaria). La solicitud de admisión se encuentra disponible en el sitio web de Cerritos College, www.cerritos.edu, “Future Students/Apply”, “Apply Online”.
- Estudiantes internacionales con visa F-1 de estudiante. Estudiantes internacionales deben presentar una solicitud internacional de estudiante, reunir los requisitos de admisión específicos, y pagar una cuota de $50 por el cobro de procesamiento.

ORIENTACIÓN

Evaluación y Orientación-Consejería son requerimientos para todos los estudiantes nuevos o nuevos para el colegio. Es recomendable que también los estudiantes que se han transferido de otros colegios completen la orientación.

Evaluación y Orientación-Consejería (AOC)

La Evaluación y Orientación-Consejería (AOC, por sus siglas en inglés) se necesita para los estudiantes de primer ingreso, nuevos en la universidad. Aparecerán dos retenciones en la cuenta MyCerritos de estos estudiantes: una retención por evaluación (ASM) y una retención por asesoría de orientación (OR1). No se permitirá la inscripción en clases hasta que se haya cumplido con este requerimiento. Los estudiantes a los que no se les solicite que completen la AOC bajo los criterios establecidos quedan exentos automáticamente al momento de presentar la solicitud a la Universidad.

Programa de Éxito Prematuro

El Colegio de Cerritos ofrece el Programa de Éxito Prematuro durante el otoño y el semestre de primavera. Este programa está diseñado para motivar a los estudiantes a completar con anticipación la Evaluación y Orientación-Consejería. Si completan la Evaluación y Orientación-Consejería antes de el plazo indicado, los estudiantes nuevos para el colegio reciben una cita más temprana para inscribirse. Para obtener más información, visite la página web www.cerritos.edu/esp.

Opciones de Orientación para Nuevos Estudiantes

En línea

Comience, pare, y vuelva a comenzar en cualquier momento! Vaya a www.cerritos.edu, entre al sistema de MyCerritos, y elija Orientation Plus. En el plantel

Hay orientaciones disponibles antes del comienzo de cada semestre, incluyendo de día y de noche. Llame a Oficina de Consejería al (562) 467-5231, o en línea en el sitio www.cerritos.edu/aoc, para más información.

¿QUE ES LA “EVALUACION”?

La evaluación es necesaria para estudiantes de primer ingreso, nuevos en la universidad. “Evaluación” significa el proceso de obtener información sobre un estudiante individual para facilitar su éxito. En Cerritos College, las evaluaciones incluyen, pero no se limitan a la recopilación de información relacionada con y/o las habilidades de estudio del estudiante, habilidad del idioma inglés, habilidades de computación. Los asesores académicos pueden revisar también el expediente académico de la universidad o escuela secundaria, evidencia del título de A.A. o superior de una institución acreditada, habilidades de aprendizaje, rendimiento académico y necesidad de servicios especiales. Además, la evaluación de la carrera es la oportunidad para explorar las aspiraciones, metas, habilidades, intereses y valores relacionados con una futura carrera.

¿ES NECESARIO TOMAR UN PRUEBA DE EVALUACIÓN?

Es necesario que los estudiantes de primer ingreso, nuevos en la universidad complete la evaluación previa a la inscripción. Los estudiantes que planifican inscribirse en una clase de matemática, inglés o lectura o que planifican obtener un grado de A.A., deben completar las pruebas de evaluación previa a la inscripción. Se necesita una ID con fotografía y el número actual de estudiante de Cerritos College para tomar una prueba. Todas las pruebas son computarizadas.

Si toma su prueba de evaluación en otra universidad comunitaria (community college), envíe una copia de sus resultados (en hoja membretada de la universidad) con un formulario Requisite Clearance completo a la Oficina de admisiones y registros por lo menos 10 días hábiles previos a la fecha de su cita de inscripción.

EXENCION/EXCEPCIÓN DE SERVICIOS DE APOYO Y ÉXITO DEL ESTUDIANTE (3SP)

El Colegio de Cerritos ofrece servicios de Apoyo y Éxito del Estudiante (previamente matriculación) a todos los nuevos estudiantes antes de inscribirse en clases. Estos servicios incluyen: admisión a el colegio, evaluación, orientación, y consejería. Los estudiantes nuevos para el colegio deben completar el requisito de Evaluación y Orientación-Consejería antes de inscribirse. Los estudiantes a los cuales no se les requiere que completen la Evaluación y Orientación-Consejería, bajo los criterios establecidos, son automáticamente exentos una vez que apliquen para ser admitidos al colegio. Los estudiantes que desean recibir cualquier otro tipo de examen deben completar una forma de Exención y Excepción de servicios de Apoyo y Éxito del Estudiante y presentarla a la Oficina de Admisiones y Registros. Las formas de Exención y Excepción de Servicios de Apoyo y Éxito del Estudiante están disponibles en las oficinas de Admisiones y Registros, Evaluación, y Consejería.

EXCEPCIONES A LA PRUEBA DE EVALUACIÓN

Los estudiantes que ya poseen un grado técnico en humanidades (Associate of Arts) o superior en una universidad acreditada de la región no están obligados a realizar las pruebas de evaluación/colocación pero será necesario que comprueben el grado académico mediante la presentación de documentos oficiales ante la Oficina de Admisiones y Registros. Se recomienda que estos estudiantes contacten al 562-467-5231 o en línea en el sitio web www.cerritos.edu/ap, para tomar una prueba. Todas las pruebas son computarizadas.

EXCEPCIONES PARA LA PRUEBA DE EVALUACIÓN:

- **Inglés** – Es posible que los estudiantes que han completado cursos de inglés en otra universidad no tengan que tomar la evaluación de inglés. Presente evidencia (certificados oficiales o no oficiales) y un formulario de Solicitud de compensación de requisito ante un consejero o la Oficina de Admisiones y Registros antes de la inscripción. Se recomienda que estos estudiantes se matriculen en cursos de nivel avanzado.

- **Matemática** – Si completó un año de Álgebra 1 o superior con calificaciones "B" o más altas en la escuela secundaria, es posible que no tenga que tomar la evaluación de matemática. También es posible que los estudiantes que han completado los cursos de matemática en otra universidad no necesiten tomar la evaluación de matemáticas. Presente evidencia (certificados oficiales o no oficiales) y un formulario de Solicitud de exención de requisito ante un consejero o la Oficina de Admisiones y Registros antes de la inscripción. Se recomienda que estos cursos de Matemática se completen en los últimos tres años.

- **Cursos de Eligibilidad Avanzada** – Los estudiantes que participan en cursos de colocación avanzada (AP, por sus siglas en inglés) en sus escuelas secundarias y obtienen calificaciones positivas en los exámenes AP pueden obtener créditos universitarios para los cursos cuando vieren a Cerritos College. Para obtener más información, consulte a un consejero.
INFORMACIÓN EN ESPAÑOL

Química – Por favor lea la sección de recomendaciones y requisitos anunciados para clases de Química. Asegúrese de cumplir los requisitos previos antes de matricularse en un curso.

Tenga en cuenta: Las excepciones mencionadas son opciones de la evaluación para determinar elegibilidad para tomar ciertos cursos. Para cumplir con los requisitos de lectura, matemáticas, y dominio de el idioma inglés, necesarios para calificar para el título A.A. (Associate in Arts degree), revise su catálogo o pregunte a un consejero.

ADAPTACION PARA INGLES COMO SEGUNDO IDIOMA
Estudiantes que planean tomar cursos de ESL (Inglés como Segundo Idioma) necesitan tomar la prueba ESL ACCUPLACER. Los estudiantes pueden tomar la prueba durante tiempos de prueba regulares.

¿PUEDO REPETIR UN PRUEBA?
Los estudiantes pueden repetir cualquiera de las pruebas de evaluación una sola vez después de que un período de espera de 18 semanas después de la prueba original haya pasado.

CALENDARIO DE EVALUACIONES
Copias de el calendario de los exámenes están disponibles en la página web de Cerritos College Career Services (www.cerritos.edu/assessment-center), o en la Oficina de Admisiones y Registro, Consejería, y el Centro de Servicios de Carrera, o llame al (562) 860-2451, ext. 2355, para fechas y horarios. Hay citas disponibles durante la temporada alta de evaluaciones de Julio-Agosto.

ADAPTACIONES PARA ESTUDIANTES CON DISCAPACIDADES
Cualquier estudiante con una discapacidad comprobada puede hacer una cita para alternativas sobre la administración de exámenes de evaluación de Inglés, lectura, ESL y matemáticas, contactando el Programa de Estudiantes con Discapacidad (DSPS) al (562) 860-2451, ext. 2333. Deberá primero tener ya una aplicación con Cerritos College y haber solicitado asistencia antes de el día de la prueba. Estas alternativas pueden incluir el tipo de imprenta más grande, personas que le asistan con la lectura o escritura, o el uso de asistencia tecnológica.

CONSEJERIA
- Todos los estudiantes nuevos para el colegio deben participar en un taller de orientación para recibir asistencia de un consejero que los pueda ayudar a seleccionar los cursos adecuados antes de inscribirse. Vea la sección de orientación para más información respecto a los requisitos de Evaluación y Orientación-Consejería. Los estudiantes que vienen transferidos de otros colegios o los que regresan después de estar ausentes por un tiempo, también deberán ver a un consejero.
- Complete los requisitos de la evaluación antes de ver a un consejero.
- A los estudiantes que están en periodo de probatoria de progreso o académico se les limitará la cantidad de unidades que pueden tomar cada semestre con base en su porcentaje de cursos completados y su promedio de calificaciones (GPA, por sus siglas en inglés). También corren el riesgo de perder su nombramiento prioridad de inscripción ya partir de otoño de 2016, pueden ser elegibles para la Junta de Gobernadores Fee Waiver (BOGFW) si permanecen en periodo de probatoria durante dos semestres consecutivos.
- Los consejeros están disponibles por medio de citas o de acuerdo a la disponibilidad antes del periodo de inscripción.
- Durante el periodo de inscripción los consejeros están disponibles sin cita, pero con disponibilidad limitada.
- Los consejeros están disponibles en línea en www.cerritos.edu/counseling.
- Una vez que comienza el semestre, se anima a los estudiantes nuevos, de readmisión y transferidos para que hagan una cita de consultoría o asistan a un taller de Planificación educativa para discutir las metas educativas y completar un plan educativo integral.

Estudiantes exortados a reunirse con un consejero cada semestre para garantizar que su plan de educación refleje con exactitud su meta educativa. Pida una cita o inscribirse en un taller de puesta a punto en el mostrador de consejería o llame al (562) 467-5231.

SEGUIMIENTO
Consejería y profesores proporcionan una serie de servicios de seguimiento a los estudiantes. Estos servicios están diseñados para proporcionar información con respecto al progreso académico de los estudiantes. Se prestan servicios especiales a estudiantes que están en académico y/o progreso condicional, alumnos en cursos de habilidades básicas, y a los estudiantes que se encuentran indecisos sobre su meta educativa. Cuando es necesario los estudiantes son referidos a servicios fuera de esta institución.
ENROLLMENT INSTRUCTIONS

MYCERRITOS ENROLLMENT DATES

July 10 – November 2, 2017

Monday - Saturday 2:00 am - midnight
Sunday 8:00 am - midnight

ENROLLMENT APPOINTMENTS

• All eligible continuing students have the opportunity to enroll for classes on or after their scheduled appointment date and time. Refer also to the “Student Success and Support Program” section on page 5 for information on enrollment priority, loss of priority, and appeal information.
• Appointment information can be reviewed in your “Student Center”.
• To get to the Student Center, please log into the Cerritos College webpage at www.cerritos.edu.
• Select “MyCerritos” and log on by entering your User ID (your 7-digit student ID number). If your student ID number is 6 digits, please add a zero to the front of the numbers.
• Enter your password, your 6-digit date of birth (mmddyy), unless you have changed it. Please note that Cerritos College does not have access to passwords that have been changed.
• Once you have logged into MyCerritos, select Student Center.
• Your scheduled appointment date and time will appear in the yellow box under “Enrollment Dates” to the right of the page.

WHO MAY ENROLL USING MYCERRITOS

All continuing students (students who attended Spring or Summer 2017) and new, returning, and transfer students who have met Student Success and Support Program requirements.

Exceptions:

• First-time students who have an Assessment (ASM) or Orientation (ORI) hold.
• Students who have a Dismissal (DIS) hold.
• Students who have a “PRB” and/or “100+” hold due to second semester probation or more than 100 units.
• Students who have a Loss of BOG Fee Waiver (LBW) hold.
• Students with enrollment holds (NSF checks, library and athletic obligations, administrative holds, etc.)

Information regarding probation and 100+ unit holds may be found on page 5 under “Priority Enrollment Criteria and Conditions”.

RECOMMENDATIONS BEFORE ENROLLMENT

Academic Advisement:
Students who need advisement assistance are encouraged to see a counselor prior to their MyCerritos enrollment appointment date.

Clear Holds:
All enrollment holds must be cleared prior to your enrollment date.

CalWORKS, DSPS, EOPS, Foster Youth, and Student Veterans:
Should first contact a counselor or specialist in their program for enrollment assistance.

PLAN YOUR CLASS SCHEDULE

• Check student data on enrollment appointment. If there are corrections, please contact the Admissions and Records Office, in person, as soon as possible. Address, phone number, and email corrections can be made by using MyCerritos, Student Center.
• Check “Holds and To Do’s” prior to enrolling on MyCerritos, Student Center.

• List classes in priority order; 18 units maximum per semester.
• List alternative classes in case your class choices are not available. Pick alternatives with the same time offerings.
• Verify your placement scores and completion of prerequisites. Identify required LABS and possible CLASS TIME CONFLICTS.
• Students can make PROGRAM CHANGES (class adds and drops) by MyCerritos after initial enrollment.

WAIT LIST NOTES

• Cerritos College uses an “auto-enroll” process from wait list to roster. You are responsible for all drops. If you do not want your wait-listed classes, please drop to avoid a substandard grade and forfeiture of enrollment fees. For more information on wait lists, see “Wait List” on page 17.
• Prerequisites ARE CHECKED WHEN YOU ARE PLACED ON A WAIT LIST. They are also checked at enrollment. YOU MAY LOSE A SEAT if prerequisites are not met when the instructor adds you to a class, or “auto-enroll is activated. “Auto-enroll” will automatically enroll students from the wait list to the official roster when space becomes available.
• If you are enrolled in a class AND are on a wait list for the same course (i.e., enrolled in SOC 101 and #1 on the wait list for SOC 101 at another time), you will lose a seat when “auto-enroll” tries to move you from the wait list to the official roster due to “Multiple Enrollment”.

TO ENROLL

Verify your appointment date and time. If you log on to MyCerritos before your appointment date and time, the system will not allow you to enroll. However, you may log on anytime on or after your scheduled appointment date and time during published enrollment hours.

• Go to MyCerritos (http://my.cerritos.edu) or the Cerritos College home page and select MyCerritos.
• Enter your User ID (7-digit student ID number) and Password (6-digit date of birth).
• Select “Student Center”.
• Select “Enroll”.
• Verify Term (Fall 2017).
• Enter Class Number and select “Next”.
• Verify class information and availability, and select “Next”. If your class is closed you may wish to be added to a wait list, if available. Check the “Wait List” box and select “Next”.
• Your class is now in your “Shopping Cart”. You may enter another class number or, if done, select “Proceed to Step 2 of 3”.
• Confirm your class(es) and select “Finish Enrolling”.
• Verify your status as “Success”.
• To pay for your class(es), select “Make a Payment” and follow the directions for credit card payments.

PLEASE NOTE: Students wishing to take a short-term class that is a prerequisite to the subsequent short-term class may enroll IN PERSON for class.

Example:

1st 9 weeks English 52
2nd 9 weeks English 100

The student may enroll in English 52 on their scheduled appointment date via MyCerritos AND THEN enroll in English 100, on or after their scheduled appointment date, IN PERSON in the Admissions and Records Office.
Paying Your Fees

**IMPORTANT:** Students are required to pay all fees at the time of enrollment. Payment plans are not available. Each enrollment in a class, or add to a wait list for a class, results in a fee amount due. Students adding their names to wait lists will be charged the applicable enrollment fees, tuition, and applicable lab/materials fees. The amounts due will appear on the student account. **PAY CLOSE ATTENTION TO ALL DEBTS LISTED FOR EACH TRANSACTION.** The Board of Governors Fee Waiver (BOGFW) waives students’ course enrollment fees; however, all other fees, including but not limited to the Student Health fee, Student Activity fee, and applicable lab/materials fees, are due and payable at the time of enrollment. (See FEES on page 19 for waiver information.)

<table>
<thead>
<tr>
<th>Enrollment Period</th>
<th>Payment Schedule</th>
<th>Failure to Pay on Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 10 – August 10, 2017</td>
<td>In Person: Monday–Thursday, 8 am–6:30 pm&lt;br&gt;Friday, 8–11:30 am&lt;br&gt;Online: Monday–Saturday, 2 am–midnight&lt;br&gt;Sunday, 8 am–midnight</td>
<td>My result in a drop from classes and/or wait lists</td>
</tr>
<tr>
<td>Friday, August 11, 2017</td>
<td>In Person: 8–11:30 am&lt;br&gt;Online: no later than 11 pm</td>
<td>My result in a drop from classes and/or wait lists</td>
</tr>
<tr>
<td>August 14, 2017 – Instructor Add Period</td>
<td>Midnight of the following day</td>
<td>HOLD on all student accounts and records</td>
</tr>
</tbody>
</table>

**ON THE WEB VIA MYCERRITOS (HTTP://MY.CERRITOS.EDU):**

- After logging in, select “Student Center” on the MyCerritos home page.
- Under ”Finances”, select “Make a Payment”.
- Fees must be paid by credit card (MasterCard, VISA, Discover or American Express).

**BY MAIL:**

- MyCerritos will indicate your total fees and the date your payment is due.
- Enclose a money order or cashier’s check, or complete the credit card information on your registration payment coupon. Cerritos College does not accept personal checks. Please make your payment in the exact amount due and print your Student I.D. number in the “memo” portion of your money order or cashier’s check.
- Send your payment to: Admissions and Records, Cerritos College, 11110 Alondra Boulevard, Norwalk, CA 90650

**ON CAMPUS:**

- Pay your fees on campus in the Admissions and Records Office. Fee windows are open 8 am – 6:30 pm, Monday through Thursday; and 8 am – 11:30 am, Friday. You may also drop your fee payment in the box provided in the Admissions and Records Office by 3 pm, Monday through Thursday, for same day processing. Cerritos College does not accept personal checks.
- You will receive an enrollment print-out and receipt.

If you require further assistance, contact the Admissions and Records Office at (562) 860-2451, extension 2211, 8 am–7 pm, Monday through Thursday; 8 am–12 pm, Friday.

**BECOME A LEADER — JOIN STUDENT GOVERNMENT**

www.cerritos.edu/activities
As you enroll in classes, you may find that some are “closed.” This means that these classes have reached maximum enrollment. In this event you may choose to add your name to the wait list. The number of additions to wait lists is limited to 10 units. Please follow the instructions in MyCerritos, Student Center.

Cerritos College has implemented a “paid” wait list. What this means is that once you have added your name to the wait list, you must pay all applicable fees for that class. Additionally, “auto-enroll” will be in operation. Auto-enroll will automatically enroll students from the wait list to the official roster when space becomes available. Auto-enroll from a wait list will not occur if:

1. Student has a hold (service indicator) on their account. Please check in MyCerritos, Student Center, under Holds and ToDos.
2. The class prerequisite has not been met.
3. Illegal course repetition has occurred. (See Admission and Records for Academic Records and Standards petition.)
4. There is a class time conflict. Students may not be enrolled in two classes that meet at the same time.
5. If you are enrolled in a class AND are on a wait list for the same course (i.e., enrolled in SOC 101 and #1 on the wait list for SOC 101 at another time) you will lose a seat when “auto-enroll” tries to move you from the wait list to the official roster due to “Multiple Enrollment”.

Auto-enrollment will continue through the Friday before classes begin. View your enrollment status on MyCerritos (http://my.cerritos.edu). Failure to attend class IS NOT an automatic drop or refund. If you do not want your wait-listed classes, please drop to avoid a substandard grade and forfeiture of enrollment fees.

Prompt attendance on the first day is recommended for all wait listed students. Failure to attend will jeopardize your enrollment status.

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**Earn a Bachelor’s Degree in Business on the Cerritos College Campus**

- Degrees for working adults
- Year-round enrollment
- All classes taught on campus

Learn more at www.cerritos.edu/northwood
### Reading the Class Schedule

#### Online
Most work and communications occur online. Access to email and the internet is required.

#### Hybrid
Hybrid courses meet both on campus and online. See your instructor’s website for class meeting.

<table>
<thead>
<tr>
<th>Course number</th>
<th>Course name</th>
<th>Time class meets</th>
<th>Class meets online</th>
<th>Class number needed for enrollment</th>
<th>Building &amp; room number</th>
<th>Specific instructor not yet designated</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 100</td>
<td>4.0 UNITS</td>
<td>FRESHMAN COMPOSITION</td>
<td>CAN ENGL 2</td>
<td>Transferable to UC, CSU</td>
<td>Staff</td>
<td>CB101</td>
</tr>
<tr>
<td>20372</td>
<td>11:00- 1:00PM</td>
<td>MW</td>
<td>STAFF</td>
<td></td>
<td>CB101</td>
<td></td>
</tr>
<tr>
<td>20375</td>
<td>2:00- 4:00PM</td>
<td>MW</td>
<td>Clemens,S</td>
<td>CB102</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20376</td>
<td>3:00- 5:00PM</td>
<td>TTh</td>
<td>Ernest,R</td>
<td>HC213</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20880</td>
<td>5:00- 7:00PM</td>
<td>MW</td>
<td>O’Neil,S</td>
<td>LC134</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21681</td>
<td>4:00 HRS ARR</td>
<td>OL</td>
<td>Swanson,J</td>
<td>ONLINE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Mandatory Orientation:
7:00 - 9:00 am, Saturday - January 14 in PS20.

### Classes meet both on campus and online
See definition below

### Online course-
See definition below

### Course meets online

### Class meets on campus
Evening classes are designated in bold print

### Time class meets

### Dates class meets

### Must satisfy requirements PRIOR to taking the course
FEES

1. **Enrollment Fee**: $46 per unit.
2. **Non-Resident Tuition**: Students who are non-residents of California or International Students, with or without F-1 visas, will be assessed $263 per unit ($234 per unit non-resident tuition and a $29 per unit capital outlay fee) in addition to the $46 per unit enrollment fee above.
3. **Student Activity Fee**: $10 per semester; $4 for summer session. This fee is automatically charged and is due and payable for all students, but may be waived subsequently by the student. Fee purpose and waiver information is available online at the Admissions and Records Office of Student Affairs websites.
4. **Student Health Fee**: $19 per semester; $16 for summer session. Students who rely on prayer for healing and can supply the college with documentation from their spiritual leader are exempt.
5. **Parking**: On-campus student parking for automobiles is $40 per semester ($30 for BOGFW recipients) and $25 for summer session. Motorcycles may use designated areas at no charge. A daily permit may be purchased for $2 from the dispensers located in the student parking lots.
6. **Lab/Materials Fees**: as listed with courses in this class schedule. Please note that failure to pay these fees may result in withdrawal from courses for lack of payment.

Students are required to pay all fees at the time of enrollment. Students adding their names to wait lists will be charged the applicable enrollment fees, tuition, and applicable lab/materials fees. Students who do not pay fees and drop classes after the refund date are still responsible for all fees. The Board of Governors Fee Waiver (BOGFW) waives students’ course enrollment fees; however, all other fees, including but not limited to the Student Health fee, Student Activity fee, and applicable lab/materials fees, are due and payable at the time of enrollment. Payments for the parking, student activity, and student health fees may be subject to additional considerations.

A parking permit is required to park a vehicle on campus. The student activities fee is subject to student waiver. Information is available from the Office of Student Affairs located in the Student Activities Building. The waiver request form is available online at the Admissions and Records Forms webpage. Revenue from the collection of this fee may be used. The student health fee may be waived with documentation from the student’s spiritual leader that the student relies on prayer for healing.

*Subject to legislative change

RESIDENT REQUIREMENTS

To be considered a California resident for purposes of admission to Cerritos College, a student is required to have resided in the state of California for at least one year and one day prior to the start of the semester for which the student is enrolling.

REFUND POLICIES AND PROCEDURES

It is the student’s responsibility to apply for a refund. A student is eligible for a refund after classes have been officially dropped. Classes must be dropped by the appropriate deadline for the session in order to be eligible for a refund. Stated deadlines are not adjusted due to late enrollment. See the “Calendar of Important Dates” for specific deadlines.

A student is eligible for a refund if: a) classes are dropped by the required deadline; b) the program change is the result of action taken by the college to cancel or reschedule a class; c) the student is dropped for failure to meet a prerequisite(s) or corequisite(s); and/or, d) the student is active or reserve U.S. Military personnel who withdraws due to military orders.

Eligible students may file a petition with the district requesting refund of their enrollment fee(s). A refund will not be processed if academic credit has been awarded for the class. Refunds are not automatically processed.

To request a refund, a student must come to the Admissions and Records Office and submit a Refund Request Form. The Refund Request Form is also available online and can be mailed to the Admissions and Records Office. Approved refunds will be mailed in approximately four to six weeks. Be sure your current mailing address is on file with the college.

A check is the only form of payment that Cerritos College uses to issue refunds. If a payment is made by credit card for any registration transaction, and you later drop any or all of your classes within the required refund period, we will NOT credit your credit card account. All refund checks are made payable to the student.

Refunds are made pursuant to Title 5, Section 58501 or 58501.1.

CREDITS/REFUNDS

Credits

Enrollment Fee, Non-Resident Tuition, and Capital Outlay Fee will be credited if the official drop has occurred within the appropriate deadline* for session or semester. This is in accordance with the Refund of Enrollment Fee regulation, Title 5, 58508.

Student Health, Student Activity1 and Parking Fees2 will be credited only if all classes within the semester have been officially dropped within the appropriate deadline* for the semester.

*Deadlines for fee credit are defined as the first two weeks of full semester length classes or 10% of class meetings for shorter than semester-length classes.

1 Student Activity sticker for the semester must be surrendered at the time of refund request. No refund will be given if sticker is marked or used.

2 Parking Permit for the semester must be surrendered at the time of refund request.

Refunds

A refund request form must be completed to receive credit funds on account. The Refund Request Form is available online at the Admissions webpage under FORMS or in the Admissions and Records Office.

Time limit on requesting a refund: A one year limitation exists on the credit. Students must apply for the refund between the beginning of the semester in which the credit was issued and the last day of the semester one year later. Example: Beginning of the Spring semester to the end of the Spring semester of the following year. Credit totals will be removed from the student account after this time.

MYCERRITOS ACCEPTS PAYMENT BY MASTERCARD, VISA, DISCOVER OR AMERICAN EXPRESS CREDIT CARD.

This method of payment is encouraged for immediate confirmation of your enrollment.
REPETITION OF COURSES

At Cerritos College, previous course enrollment is reviewed electronically for prior enrollment attempts. All courses have repetition limitations. Cerritos College offers some courses that have designated repeatability. Please review the catalog for maximum repeat units available.

Students may repeat a course in which a substandard grade (D, F, NP, FW) or "W" in any combination has been received one time. Students receiving any combination of substandard grades may petition the Academic Records and Standards Committee for an exception to the two attempts rule. All petitions are subject to approval or denial. Upon completion of a repeated course, the most recent grade earned will be computed in the cumulative grade point average and the student's academic record so annotated.

When a student repeats a class to alleviate substandard academic work, the previous grade and credit shall be disregarded in the computation of grade point averages, but shall not be deleted from the student's permanent record. Courses that are repeated shall be recorded on the student's permanent academic record using an appropriate annotation. Annotating the permanent academic record shall be done in a manner so that all work remains legible, insuring a true and complete academic history.

Students may use an equivalent course from an accredited college or university to replace a Cerritos College course in which a substandard grade was recorded, if earned subsequent to the substandard grade at Cerritos College. The student must petition the Academic Records and Standards Committee to record the change. The College may honor the prior course repetition actions provided in the College Administrative Procedures.

Examples of Exceptions for Consideration of Course Repetition Limitations

An Academic Records and Standards petition must be filed for official consideration of course repetition. All petitions are subject to approval or denial. Contact the Admissions and Records Office for specific directions.

1. Student received an “MW” (Military Withdrawal).
2. Student's previous grades are a result of documented extenuating circumstances beyond his/her control.
3. Cooperative work experience courses, subject to stated maximums, as provided in the College Administrative Procedures.
4. Certain activity or skill building courses, subject to stated maximums, as provided in College Administrative Procedures.
5. Certain classes for students with disabilities, subject to stated qualifications, as provided in College Administrative Procedures.
6. Repetition necessary for legally mandated training. Such courses may be repeated any number of times, regardless of whether or not substandard work was previously recorded, and the grade received each time shall be included for purposes of calculating the student's grade point average.
7. After a significant lapse of time, a student may repeat a course in which a grade of "C" or better was received if the course is required by the district as a properly established recency prerequisite or another institution of higher education to which the student is seeking to transfer requires the student to have taken the course more recently than the student's last enrollment (Title 5, Sections 55040(b)(3), 55053).

PASS/NO PASS CLASSES

Classes offered on a non-optional pass/no pass basis only will be indicated on a student's permanent record as a "P" grade (with unit credit) or "NP" grade (no units earned). This will not affect the student's grade point average. Optional pass/no pass courses are designed to encourage students to explore courses in areas they feel they may have an interest. See page 23 for guidelines and a list of approved courses in each department.

OPEN ENTRY/OPEN EXIT CLASSES

All students should meet with the instructor as soon as possible after the start of the session to inquire about enrollment (unless otherwise noted). A student may enter these classes at any time during the session prior to the specific cut-off date for the individual classes. The courses may be completed within the session in whatever time is necessary for the student to finish the course requirements.

DIRECTED STUDIES

Any student interested in pursuing independent projects on an individual basis for one or two units should contact a faculty member to determine if he/she is available to sponsor a directed studies project. Students may enroll in these classes only through the second week and with the authorization to enroll in Directed Studies. Form must be signed by both the instructional dean and the faculty member conducting the Directed Studies.

WORK EXPERIENCE

Students may register for Cooperative Work Experience only through the second week of classes. Only a reduction of hours may be made after the first week.

PREREQUISITES, COREQUISITES, RECOMMENDATIONS AND PREREQUISITE CHALLENGE PROCEDURE

Please see “Prerequisites” in the Cerritos College Catalog.

DEFINITION OF A CLASS HOUR

A “class hour” is the basic unit of scheduled attendance and/or examination and is defined as a period not less than 50 minutes. A “clock hour” is a 60-minute time frame which is composed of one 50-minute class hour and a 10-minute segment referred to as a “passing period” or “break”. Classes scheduled for more than an hour follow formulas to stay within this definition. For example, a class scheduled from 8:00 to 8:50 has already incorporated the passing period and students must be in attendance for the full 50 minutes. Cerritos College has scheduled classes to account for the passing period and there is no need to leave 10 minutes early. Classes that meet for multiple hours may assign a 10-minute break between hours but not in the last hour of attendance. Cerritos College follows these time patterns.
WITHDRAWALS [TITLE V, SECTION 58004 (C) (3)]

Pursuant to Title 5, section 58004 and Cerritos College Board Policy, it is the student’s responsibility to participate fully in class(es), once enrollment is complete. However, should it become necessary to withdraw from class, it is the student’s responsibility to drop in person in the Admissions and Records Office or through MyCerritos.

**THE ULTIMATE RESPONSIBILITY OF WITHDRAWAL FALLS TO THE STUDENT.**

How to officially withdraw after enrollment ends:
Complete an Add/Drop card (available in the Admissions and Records Office) or for a faster response, use MyCerritos (http://my.cerritos.edu). Retain an updated printout for your records.

ALL WITHDRAWALS MUST BE COMPLETED BY THE LISTED DEADLINES. FAILURE TO OFFICIALLY WITHDRAW FROM CLASS(ES) MAY RESULT IN AN “F/FW” GRADE FOR EACH CLASS. See the “Session Dates and Deadlines” now available online at: cms.cerritos.edu/admissions-and-records/add-drop-dates.

WITHDRAWAL RESULTING IN PROGRESS PROBATION AND/OR GRADES RESULTING IN ACADEMIC PROBATION FOR TWO CONSECUTIVE TERMS CAUSE LOSS OF ENROLLMENT PRIORITY, WITH CERTAIN EXCEPTIONS, AND ARE SUBJECT TO APPEAL.

PROBATION

A. Academic Probation
   Students who have attempted at least twelve (12) semester units as shown by the official academic record shall be placed on academic probation if the students have earned a grade point average below 2.0 in all units undertaken at Cerritos College.

B. Progress Probation
   Students who have enrolled in a total of at least twelve (12) semester units as shown by the official academic record shall be placed on progress probation when the percentage of all units at Cerritos College which the students have attempted and for which entries of “W,” “I,” and “NP” are recorded reaches or exceeds 50 percent.

Probation is entered on the student’s permanent records and transcripts of record. Students placed on academic or progress probation will be notified by email at the email address listed on the official college record.

Probation Clearance:

A. Academic Probation Clearance
   Students may clear academic probation by earning sufficient grade points to raise the cumulative grade point average to 2.0 or higher in the next semester of attendance. Probation status is not cleared by one semester of 2.0 GPA if it does not raise the cumulative GPA to 2.0 or higher.

B. Progress Probation Clearance
   Students may clear progress probation by decreasing the percentage of “W,” “I,” or “NP” entries to less than 50 percent of all units in which the students have attempted.

Appeals:

Appeals of the loss of enrollment priority must be submitted on the Enrollment Priority Appeals Petition available on the Admissions and Records website. Automatic clearance is provided to students who achieve Significant Academic Improvement as defined in regulations.

ADD/DROP PROCEDURES

If you wish to change your class schedule, please follow the steps below:

- Classes may be added via MyCerritos, Student Center (http://my.cerritos.edu).
- Classes may be dropped via MyCerritos, Student Center (http://my.cerritos.edu). Be mindful of deadline dates for refunds and posting of “W’s” to transcripts.

LEVEL/SECTION CHANGES

Level/section changes must be processed in person. Program changes which involve level changes in skill and performance classes may be made by the add deadline. Students may also make level changes in Work Experience classes by the add deadline, but only a reduction of hours may be made after the add deadline.

Section changes may not be made between terms or semesters. A student may not drop a first six/eight week course and then enroll in a second six/eight week course by executing a section change. The student is required to officially drop the first six/eight week class and then pay the appropriate fees to be enrolled in the second six/eight week class. The money will not transfer from one term to another if the drop is processed outside of the refund date.

WHAT CERRITOS COLLEGE OFFERS

- Freshman and sophomore level course work transferable to four-year colleges and universities.
- Vocational/Technical courses designed to prepare for immediate employment.
- General education course work designed for academic, cultural, and educational enrichment.

DEADLINES

Throughout the enrollment process (including class petitioning), certain deadlines are necessary in order to comply with state attendance laws and must be followed by all students. Failure to comply with these guidelines may mean that the student will not be enrolled and will not receive credit for, or be allowed to attend, classes. Stated deadlines are not adjusted due to late enrollment.

RETURNED CHECK POLICY

Personal checks are not accepted for payment of tuition, fees, and other costs. If a check is accepted for another purpose, a $25 fee will be charged on all returned and stop payment checks. All fees are subject to change without notice in accordance with action taken by the Board of Trustees. Under state law, including California Civil Code 1719, any person who writes a check which is dishonored for lack of funds is civilly liable, and under the law is liable for at least $100 or three times the amount of the check plus additional costs.
FAILURE TO PAY FINANCIAL OBLIGATIONS

Failure to pay a financial obligation will result in an administrative withholding of grades, transcripts, diplomas or enrollment privileges or any combination thereof. The item or items being withheld shall be released when the financial obligation has been met (California Code of Regulations, Title 5, Section 59410).

AUDITING OF COURSES

Auditing courses is permitted at Cerritos College. An auditor is a student who attends a course or courses for no credit or notation on an official transcript. Auditing may be available, pending signed permission, for any student who wishes to attend a course for information, review purposes or skill building. Students wishing to audit should be aware that audited courses will NOT appear on the official transcript.

1. Students may not audit a course unless he/she has exhausted all possibilities to take the course for credit.

2. If criteria is met, permission to audit a course is granted at the discretion of the instructor. Signature of both the instructor and division dean are required.

3. With the instructor's and division dean's signed permission, a student may submit the audit form to the Admissions and Records Office anytime during the semester after the first class meeting.

4. An auditor may be allowed to elect credit in lieu of audit prior to the end of the 5th week of school for a semester length course or prior to 30% of a course for a short-term course, with the instructor's written permission. No refund of audit fees will be available and all credit fees must be paid in full at the time of credit election.

5. A credit student may be allowed to elect audit status in lieu of credit prior to end of the 5th week of school for a semester length course or prior to 30% of a course for a short-term course, with the instructor's written permission. No refund of credit fees will be available after the refund deadline and all audit fees must be paid in full at the time of audit election.

6. Credit students have priority over auditing students. If a course closes after an auditor has been admitted, the auditor may be asked to withdraw to make room for a credit student. Instructor discretion is strongly recommended.

7. The fee to audit a class is $15 per unit (in addition to the student fees). Students enrolled in 10 or more units can audit 3 units free (may be 3 one-unit classes). The $15 per unit audit fee will automatically be charged if the student drops below 10 units.

For additional information regarding auditing, students may make inquiries at the Counseling Office, Office of Academic Affairs, division office, or the Admissions and Records Office. Audit forms may be obtained in the Admissions and Records Office.

CREDIT BY EXAM CLASSES

Occasionally a student may feel that he/she can earn credit for a certain course by taking a special examination. The student may have gained proficiency through work experience, travel, or independent study. In these cases, a student may petition to receive unit credit by taking an exam prepared by the department. For more information, contact your counselor.

Credit by Examination will not be offered this semester by the Modern Languages Department.

The following courses have been designated by the divisions as those which may be taken for credit by examination:

BUSINESS, HUMANITIES, AND SOCIAL SCIENCES

Accounting 100
Administration of Justice (all courses except for AJ 71, 91, 107, 173, 220)
Business Administration 106, 107, 114, 115, 118, 120, 132, 156
Business Communications Office Technology 131

FINE ARTS AND COMMUNICATIONS

Art 120
Music 100, 101, 102, 103, 104, 104B, 105, 106, 110, 112, 120
Photography 160
Theatre 101, 102, 103, 110, 150, 151

HEALTH OCCUPATIONS

Child Development/Early Childhood 161
Culinary Arts 101
Dental Assisting 51, 52, 53, 54
Health Occupations 152
Medical Assisting 63, 161
Nursing (all courses)
Pharmacy Technician 50, 83, 85

HPED/ATHLETICS

Health Education 100

SCIENCE, ENGINEERING, AND MATH

Astronomy 102, 103
Physics 100

TECHNOLOGY

Autobody 51, 61, 181
Automotive 100, 110, 150
Engineering Technology 101, 102
Machine Tool Technology 51, 59, 180, 278
New Product Development 100, 101, 102, 103, 104, 105, 106
Plastics Manufacturing Technology 51, 53, 61, 67, 70, 72, 100
The option to enroll in a pass/no pass class is designed to encourage students to explore courses in areas they may feel they have an interest. Only these courses listed specifically for pass/no pass may be taken on this basis. Units thus earned may be counted toward the A.A. degree, but grade points are not assigned to pass/no pass grading symbols.

Courses approved for pass/no pass will be indicated on the student's permanent records as "P" with units earned and no grade points; or "NP" with no units earned and no grade points. Units attempted for which "NP" is recorded shall be considered in probation and dismissal procedures. The student is required to take all tests, complete all assignments, and shall be subject to all withdrawal and attendance regulations. Standards of evaluation are identical for all students. Please refer to the college catalog for additional information.

**Non-Optional Pass/No Pass Classes**
These classes are offered on a pass/no pass basis only and are graded entirely on a pass/no pass basis.

**BUSINESS, HUMANITIES & SOCIAL SCIENCES**
- Law 1T

**COUNSELING** 10, 50, 100, 101A, 101B, 101C

**DISABLED STUDENT PROGRAMS & SERVICES**
Access Learning 90, 91, 92

**HEALTH OCCUPATIONS**
- Dental Assisting 1
- Health Occupations 7
- Nursing 5, 25, 26, 47, 48T, 57LA, 57LB, 57LC, 57LD, 251
- Physical Therapist Assistant 126, 236, 246

**HPED/ATHLETICS**
- Dance 50, 108C

**LIBERAL ARTS**
- English as a Second Language 36
- Reading 6, 41

**LIBRARY** 50, 100, 101

**SCIENCE, ENGINEERING & MATH**
- Biology 95
- Chemistry 95A, 95B, 95C, 95D, 95E, 95F
- Math 5
- Physics 95

Optional Pass/No-Pass Classes: 15-unit limit
The student shall petition for an optional pass/no pass course through the Admissions and Records Office. The request for such a class must be completed no later than the end of the first 30% of the term. A student may be allowed to elect a letter grade in lieu of the pass/no pass option prior to completion of 30% of the course. See college catalog for additional information.

**BUSINESS, HUMANITIES & SOCIAL SCIENCES**
(All business courses, except Business Administration 109, 116, 124, 125, 126, 208, 233; Law 65, 104, 105, 115, 150, 171, 172, 290; Real Estate 98, 99, 174A; or those listed under Non-Optional Pass/No Pass classes)
- Administration of Justice 101, 102, 103
- Anthropology 170, 203, 205
- Economics 101, 204
- Education/Elementary School Teachers 105
- History 120, 230, 245, 250, 255, 260, 265
- Philosophy 100, 102, 103, 104, 106, 200, 298, 299
- Political Science 90, 110, 210, 230
- Sociology 110, 205, 220

**COUNSELING** 200, 210, 220, 298, 299

**FINE ARTS & COMMUNICATIONS**
- Film 101, 103, 104, 159, 160, 293
- Journalism 100, 101, 106, 107, 111, 119
- Music 100, 101, 102, 103, 104, 104B, 112, 139, 143, 152, 153, 171, 244
- Photography 100, 171
- Theatre Arts 101, 107, 115, 120, 123, 123A, 126, 144, 150, 151, 171, 208, 216, 221, 221A, 222

**HPED/ATHLETICS**
- Health Education 100, 101, 110, 200
- Physical Education (all activity courses)

**HEALTH OCCUPATIONS**
- Health Occupations 150
- Nursing 80

**LIBERAL ARTS**
(All courses, except American Sign Language 110, 111, 210, 211, 220, English 239 and 250, French 285, and Spanish 285, or those listed under Non-Optional Pass/No Pass classes)

**SCIENCE, ENGINEERING & MATH**
- Anatomy and Physiology 120, 150, 151, 200, 201
- Biology 100, 105, 110, 115, 120, 200, 201, 202
- Botany 120
- Chemistry 100, 110, 111
- Earth Science 101, 102, 104, 104L, 106, 110
- Energy 110
- Environmental Policy 200
- Geography 101, 101L, 102, 103, 105, 140, 160
- Geology 100, 101, 102, 102L, 105L, 120, 201, 204, 207, 208, 209
- Mathematics 20, 40, 60, 70, 75, 80, 80A, 80B, 105, 110A, 110B, 112, 114, 115, 116, 140, 170
- Microbiology 200
- Physical Science 100
- Physics 100
- Zoology 120

**TECHNOLOGY**
- Architecture (all courses except for ARCH 101, 110, 112, 222)
- Automotive Mechanical Repair 1, 2, 3, 4, 5, 6, 7, 54, 55, 60, 73, 74, 80, 98, 99, 100, 108, 109, 110, 111, 120, 121, 130, 140, 150, 151, 160, 161, 170, 179, 180, 181, 182, 190, 193, 194, 195, 210, 211, 212, 260, 280, 281
- Engineering Design Technology 138, 237, 299
- Machine Tool Technology 51, 52, 56, 57, 59, 62, 91L, 92L, 94L, 95L, 100
- Manufacturing Technology 53, 54
- Plastics/Composites Manufacturing Technology 53, 59, 61, 63L, 67, 68, 70, 72, 76, 98, 99, 100, 221
- Welding 43, 44, 52, 53, 98, 99, 100, 120, 130, 200, 220, 240L, 250L
- Woodworking Manufacturing Technologies 1, 43, 44, 80, 98, 99, 102, 107, 111L, 119L, 120, 123, 132, 134, 144, 153, 155, 157, 181, 183, 211, 212, 229L, 235, 237, 239L, 249L, 250, 252, 269L
Effective Fall 2013, repeatability in Dance, Drama, Physical Education, Visual Arts, and most Music courses has been changed. Intercollegiate Athletics and some Music and Theater courses that are required for transfer programs are the only courses in these disciplines that will remain repeatable; all other courses previously offered as repeatable will be offered as single enrollment courses. There will be a notation after the course description if the course is allowed to be repeated.

The college has developed Families of Courses. The Families of Courses include old and new courses related in content (see below for Families of Courses listed by department). A family of courses may consist of more than four courses, but students are limited to a maximum of four courses in any family. Further, all grades, including “W”s, will count toward the four-course enrollment limitation. Students can repeat Art, Dance, Drama, Music, and PE courses that are included in Families of Courses in which a grade of “NP”, “D”, or “F” was earned or a “W” was assigned; however, all enrollments count toward the four-enrollment maximum for each family of courses.

### ART AND DESIGN
- **3D Animation**
  - Art 191A, 191B, 195
- **Calligraphy**
  - Art 180, 181, 183A, 183B, 287A, 287B
- **Ceramics**
  - Art 150, 151, 152, 153, 154, 252, 253
- **Computer Graphics**
  - Art 184, 186, 189L, 284
- **Digital Painting**
  - Art 196
- **Drawing**
  - Art 111, 114, 183, 185, 285
- **Foundation Design Principles**
  - Art 110, 120, 121
- **Graphic Design**
  - Art 184, 284
- **Lettering and Typography**
  - Art 182A, 182B
- **Life Drawing**
  - Art 112, 213, 214, 232
- **Life Painting**
  - Art 237, 238, 239
- **Motion Graphics**
  - Art 198
- **Motion Picture Editing**
  - Art 192, 192B
- **Multimedia Design**
  - Art 194
- **Painting**
  - Art 130A, 130B, 136, 231
- **Print Making**
  - Art 116, 117, 218, 219
- **Water Coloring**
  - Art 133A, 133B, 134, 135

### COUNSELING
- **Educational Planning**
  - Counseling 101A, 101B, 101C

### DANCE
- **Ballet**
  - Dance 106A, 106B, 107
- **Commercial Dance**
  - Dance 110, 124
- **Dance Composition**
  - Dance 130A, 130B, 135, 136
- **Dance Documentation**
  - Dance 131, 132
- **Dance Theory**
  - Dance 100, 101, 105
- **Formal Dance Performance**
  - Dance 133, 134, 136, 150, 151
- **Informal Dance Performance**
  - Dance 50, 135, 151
- **Introductory Dance**
  - Dance 105
- **Jazz Dance**
  - Dance 140, 141
- **Theater 140, 141**
- **Modern Dance**
- **Partnering**
  - Dance 120, 125
- **Tap Dance**
  - Dance 142, 143
- **Theater 142, 143**
- **Theater Dance**
  - Dance 140, 141, 142, 143, 144
- **Theater Dance**
  - Dance 140, 141, 142, 143, 144
- **World Dance**
  - Dance 109, 121, 122, 123

### FILM
- **Motion Picture**
  - Film 101, 104, 107, 293
- **Television**
  - Film 102, 103

### JOURNALISM
- **College Newspaper**
  - Journalism 107, 107A, 107B, 107C, 107D

### LIBRARY
- **Library Research**
  - Library 100, 101

### MUSIC
- **Guitar Studies**
  - Music 120, 121, 122, 123
- **Piano**
  - Music 112, 113, 115, 144
- **Vocal Studies**
  - Music 116, 117, 118, 119, 143

### PHYSICAL EDUCATION
- **Adapted PE**
  - PE 120, PEX 100
- **Aerobics**
- **Badminton**
  - PE 154, PEX 156, 261
- **Baseball**
  - PE 175, 175A, PEX 163, 261
- **Basketball**
  - PE 176A, 176C, 176D, PEX 165, 166, 255, 265
- **Bowling**
  - PE 155A, 155B, PEX 167, 267
- **Cardiovascular Fitness**
  - PE 145, 147, PEX 118, 119
- **Cheer**
  - PE 137, 245, PEX 169, 170
- **Football**
  - PE 177, 178, 211, 212, 272, PEX 172, 273, 274
Course Repeatability

General Fitness
  PE 140A, 143, 146, PEX 124, 126, 136
Golf
  PE 155, 245, PEX 170, 176
Indoor Fitness
  PE 130, 132, 136, 148, PEX 134, 136
Muscular Conditioning
  PE 131, 149A, 149B, 162, 240, PEX 138, 140, 141
Pilates
  PE 129, 139, PEX 156, 157
Self Defense
  PE 160, 161A, 161B, PEX 147, 149, 249
Soccer
  PE 173, 179A, 179B, PEX 178, 179, 278
Softball
  PE 171A, 171C, 179B, 281, PEX 181, 282
Swimming
  PE 150A, 150B, 150C, 150D, 170, PEX 184, 185, 186, 284, 285

Tennis
  PE 159A, 159B, 159C, 159D, PEX 184, 189, 288, 289
Volleyball
  PE 172A, 172B, 172C, 172D, PEX 191, 192, 291, 292
Walking, Jogging and Running
  PE 131, 149A, 149B, 162, PEX 138, 140, 141, 240
Wrestling
  PE 151, PEX 194
Yoga
  PE 128, 138, PEX 128, 151

Speech
Forensic Activity
  Speech 236A, 236B, 236C, 236D

Theater
Acting
  Theatre 107, 110, 111, 212, 213, 216

Costuming
  Theatre 144, 221, 221A
Crew
  Theatre 109, 133, 134
Improvisation
  Theatre 108, 117, 208
Make-Up
  Theatre 123, 123A
Musical Theater
  Theatre 105, 146, 147
Portable Entertainment
  Theatre 223, 224, 225
Rehearsal and Performance
  Theatre 130, 131, 132
Theater Dance
  Theatre 140, 141, 142, 143, 144
Dance 140, 141, 142, 143, 144
Touring Theater
  Theatre 136, 137
ATTENDANCE

It is the responsibility of students to attend classes regularly and apply themselves to the college studies in which they are enrolled. When students have been absent due to illness, they should report to their instructor to explain the absence. Students not in attendance or late for the first class meeting are subject to drop. Students who are absent in excess of 10% of the total class hours are subject to drop. Students who are absent during the course add period are subject to drop. Certain academic and career technical education areas may have stricter attendance requirements. Listed below are two types of absences which permit the making up of work missed, provided that the work is of such a nature that it can be made up.

1. AUTHORIZED ABSENCE: For an approved educational field trip or school activity.
2. EXCUSED ABSENCE: For illness, injury, or quarantine.

NO CREDIT WILL BE GIVEN FOR A CLASS IN WHICH A STUDENT IS NOT OFFICIALLY ENROLLED. Students must attend the first class meeting or their names may be removed from the roll to allow another student seeking admission to enter. If a student is unable to attend the first class meeting, the instructor must be notified.

REMOVAL FROM CLASS

A student may be involuntarily removed from a course due to excessive absences, failure to meet prerequisite(s), or as a result of official disciplinary action (California Code of Regulations, Title 5, Section 55003).

GRADING

Accomplishment in course work is indicated by the following symbols:

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Definition</th>
<th>Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>Passing, less than satisfactory</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Failing (earned)</td>
<td>0</td>
</tr>
<tr>
<td>FW</td>
<td>Failing, due to lack of participation and failure to withdrawal</td>
<td>0</td>
</tr>
<tr>
<td>P</td>
<td>Pass (at least satisfactory, the equivalent of a &quot;C,&quot; units awarded not counted in GPA)</td>
<td>–</td>
</tr>
<tr>
<td>NP</td>
<td>No Pass (less than satisfactory or failing; units not counted in GPA)</td>
<td>–</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>–</td>
</tr>
<tr>
<td>MW</td>
<td>Military Withdrawal (without penalty)</td>
<td>–</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
<td>–</td>
</tr>
<tr>
<td>RD*</td>
<td>Report Delayed</td>
<td>–</td>
</tr>
</tbody>
</table>

* The RD symbol is used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible. RD shall not be used in calculating grade point averages.

INCOMPLETE

Students are not to re-enroll or audit a course in which a grade of “I” has been recorded. Incomplete academic work for unforeseeable, emergency, and justifiable reasons at the end of the term may result in an “I” symbol being entered in the student’s record. The condition for removal of the “I” shall be stated by the instructor in a written record. This record shall contain the conditions for removal of the “I” and the grade assigned in lieu of its removal. This record must be given to the student with a copy on file with the Admissions and Records Office until the “I” is made up or the time limit has passed. A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed. The “I” may be made up no later than one year following the end of the term in which it was assigned. The “I” symbol shall not be used in calculating units attempted nor for grade points. A student may petition for a time extension due to unusual circumstances by completing a petition form from the Admissions and Records Office.

GRADE CHANGES

The determination of the student’s grade by the instructor shall be final in the absence of mistake, fraud, bad faith, or incompetency. The correction of a grade given shall only be allowed for a request initiated within one year following the end of the term in which it was assigned. Exceptions to the one-year limit on grade changes may be requested by petition of the student in extenuating circumstances. A formal petition must be submitted to the Academic Standards Committee. Extenuating circumstances are verified cases of accident, illness, or other circumstances beyond the control of the students (Title 5, Section 55760, Board Policy 4231).

GRADE REPORTS

To view your grades, log in to your MyCerritos account and select Student Center, My Academics, Unofficial Transcript. Grades are not mailed to students.
The Financial Aid Office is available to answer financial aid questions and assist students with applying for financial aid.

Services:
- **Financial Aid Office Drop-Box** is available for submitting required documents.
- **Online Video Clips** about financial aid topics can be viewed at http://cerritos.financialaidtv.com.
- **Computer Stations and Staff** are available to assist with the following:
  - Submit a Free Application for Federal Student Aid (FAFSA)
  - Submit a California Dream Act Application
  - Check your To Do List in MyCerritos
  - IRS Data Retrieval
  - View disbursements via MyCerritos
  - Activate Cerritos Falcon Card
  - Apply for a loan
  - Accept/deny loans
- **Workshops** are available for students with topics such as:
  - Financial Aid 101
  - Limits on Financial Aid
  - Paying for Transfer Education
  - California Dream Act Application
  - FAFSA Workshop
  - Financial Literacy

### Contact Information:
- **Office Hours:**
  - Monday through Thursday
    - 8 am to 7 pm
  - Friday
    - 8 am to 12 pm
- **Website:** www.cerritos.edu/finaid
- **Phone:** (562) 860-2451, ext. 2397
- **E-mail:** finaid-staff-list@cerritos.edu
- **Fax:** (562) 467-5035

### QLESS™
New! Online Check-in system. Save time, skip the line. Text “Cerritos College” to 562-375-4979 to join the line.

### Financial Aid Information
- **Services:**
  - Financial Aid Office Drop-Box
  - Online Video Clips
  - Computer Stations and Staff
  - Workshops

### Financial Aid Process
Apply every academic year: Applications cover Fall, Spring, and Summer. Applications become available in October:

1. **Apply**
   - Submit FAFSA at [www.fafsa.gov](http://www.fafsa.gov)
   - Submit a California Dream Act Application at [www.caldreamact.org](http://www.caldreamact.org)
   - List the federal school code for Cerritos College: 001161

2. **Submit Forms**
   - View To Do List on MyCerritos
   - Download required forms at [www.cerritos.edu/finaid/forms.html](http://www.cerritos.edu/finaid/forms.html)
   - Submit required forms to the Financial Aid Office

3. **Review Awards**
   - For award notification, check your message center on MyCerritos
   - You must meet Satisfactory Academic Progress (SAP) standards to receive awards

4. **Receive Disbursement**
   - Receive your Refund Selection Kit
   - The Financial Aid Office will disburse your financial aid
   - Scheduled disbursement dates are posted online

### Important Points of Satisfactory Academic Progress (SAP)
To be eligible for federal and state financial aid funds (excluding the Board of Governors Fee Waiver*), a student must make satisfactory academic progress. The Financial Aid Office at Cerritos College has established the following Satisfactory Academic Progress (SAP) standards to determine if a student is making satisfactory academic progress.

**Grade Point Average (GPA) Requirement**
You must maintain a 2.0 cumulative Grade Point Average (GPA).

**Maximum Time Frame Requirement**
Students must complete their educational program within a maximum time frame of 150% of the published program’s required units at Cerritos College. For example, associate in arts degree and transfer programs generally require 60 units. Therefore, 150% of those programs would be 90 units (60 units x 1.5).

**Unit Completion Requirement – Pace of Progress**
Students are required to complete 67% of the units they have attempted. The cumulative units completed will be divided by the cumulative units attempted to calculate the pace of progress. All units are considered in his calculation. Units for which a grade of W, NP, NC, and/or F was received are considered as units attempted, but not completed.

*Students must meet institutional academic and progress standards for the Board of Governors Fee Waiver:*
Special Admit Minors are students enrolled in grades K-12 without high school diplomas, who can benefit from "advanced scholastic or career/technical work."

HIGH SCHOOL JUNIORS AND SENIORS
(COLLEGE BRIDGE PROGRAM)

1. The high school principal or designee must recommend and give consent with signature on the Special Admit Minor Form that the student would benefit from college instruction.

2. A parent/guardian must approve student’s participation and give consent by signing the Special Admit Minor Form. Signature of the parent/guardian also acknowledges that the student will conform to all College policies and procedures.

Academic Eligibility
- Students must have a cumulative high school grade point average of 2.5, or higher, as reflected on the most recent school transcript.
- For all courses attempted, the students must complete the appropriate College assessment process and meet the stated prerequisite and/or co-requisite for the desired course.
- Students who require accommodations due to a disability should make arrangements through their K-12 school district, in consultation with the Disabled Student Programs and Services (DSPS) office at Cerritos College. Please call (562) 860-2451, ext. 2335, for assistance.

Limitations on Enrollment
- A high school junior or senior student may be permitted to enroll in up to 8 units. Exceptions may be made, subject to consideration and approval by the Dean of Admissions, Records and Services.
- Students may not enroll in pre-collegiate courses (1-99) or physical education courses.
- Students may not enroll in a College course to alleviate a high school deficiency.
- Students who have previously enrolled and who have dropped their courses and/or have not made satisfactory progress will not be allowed to continue in the Special Admit Program.
- Students will not receive priority enrollment status and will be charged all applicable fees, with the exception of the California Community College in-state per unit enrollment fee.

ELEMENTARY AND SECONDARY STUDENTS THROUGH
THE 10TH GRADE (SPECIAL ADMIT PROGRAM)

1. The school principal or designee must recommend and give consent with signature on the Special Admit Minor Form that the student would benefit from college instruction.

2. A parent/guardian must approve student’s participation and give consent by signing the Special Admit Minor Form. Signature of the parent/guardian also acknowledges that the student will conform to all College policies and procedures.

Cerritos College will admit highly gifted elementary students and secondary students through the 10th grade level for enrollment to the College if they are eligible to participate based on the following criteria:

TO ATTEND CERRITOS COLLEGE AS A COLLEGE BRIDGE
OR SPECIAL ADMIT STUDENT, PLEASE FOLLOW STEPS
BELOW:

1. Complete the Special Admit Minor Form (check box for College Bridge or Special Admit) and the Cerritos College Admission Application.

2. Review class(es) of choice, complete Assessment Test(s) and prerequisites.

3. Special Admit Students (K-10) must obtain Dean of Admissions, Records and Services signature prior to enrollment.

It is recommended that College Bridge students (11-12 graders) meet with a Cerritos College academic counselor and participate in New Student Orientation.

For more information, please call (562) 860-2451, ext. 2211.
Cerritos College is a Student and Exchange Visitor Program (SEVP) certified and approved institution for nonimmigrant students.

The Office of International Student Services (OISS) welcomes international students to Cerritos College. Whether planning to achieve an Associate Degree and/or transfer to top universities, OISS is committed in assisting all students to reach their goal(s)! Visit the Office of International Student Services, located in the Santa Barbara Building, for the following services:

International Admission and Counseling Assistance: Assists F-1 international students with the admission process, academic advisement, orientation, registration, and cultural adjustment to the United States, Cerritos College, and our surrounding communities.

Intensive English Program (IEP): Cerritos College welcomes international students to develop English skills while introducing them to the American experience and to the diverse cultures of Southern California. Students completing Cerritos College IEP will have the opportunity to continue their education by transferring into the academic program for completion of an Associate of Arts degree and/or to transfer to a university.

Questions may be directed to the Office of International Student Services by phone at (562) 860-2451, ext. 2133, or by email at: oiss@cerritos.edu. Please visit our website at www.cerritos.edu/oiss for additional information or on Facebook at Cerritos College Office of International Student Services.

APPLICATION REQUIREMENTS

The following documents are required for admission to Cerritos College:

- International Student Admission Application (your name must appear the same as in your passport)
- A $50 processing fee payable to Cerritos College
- Notarized Statement of Support (must be completed by a financial sponsor)
- Bank Certification (verification on bank letterhead, signed by a bank official, showing at least $22,000, or equivalent, is available to the student.) Personal checks will not be accepted for payment of tuition and fees.
- Tuberculosis (TB) exam results
- Transcripts (proof of high school graduation)/High School Diploma or GED
- TOEFL, IELTS, iTEP, and/or equivalent Cerritos College Placement Test (not required for students applying for the Intensive English Program)
- Copies of Passport, Visa, and I-94
- Copies of ALL I-20s (both SEVIS and Non-SEVIS I-20s)
- Transfer Authorization (if transferring from U.S. college or language school)
- Proof of Medical Insurance: Cerritos College international students are required to purchase college-approved coverage from Student Insurance Company - more information can be found on our website at http://cms.cerritos.edu/oiss/student-insurance.htm or http://www.studentinsuranceusa.com.
- Dependents: Attach a copy of the passport, marriage certificate and/or birth certificate for each dependent. All dependents are required to have health insurance. Add $3,000 per dependent to the Bank Certification.
- SEVIS I-20 fee of $200 (preferred payment by credit card on the internet at www.fmjfee.com).

Note: We will assist students with other non-immigrant visa status (i.e., B-2, F-2, J-1, etc.) to change to F-1 student status.

Beginning May 29, 2015, F-2 children and/or the spouse of an F-1 student in the United States may study part-time in any certified program at an SEVP-certified school, so long as the study does not amount to what regulations define as full-time for F-1 students. For further assistance please contact the Office of International Student Services at (562) 860-2451, ext. 2133, or via email at oiss@cerritos.edu.

F-1 INTERNATIONAL STUDENT REQUIREMENTS

MAINTAINING F-1 INTERNATIONAL STUDENT REQUIREMENTS

- Enroll in a minimum of 12 units (full-time) for the Fall and Spring semester
- Maintain a minimum 2.0 grade point average (C grade or better) each semester
- Limit enrollment in online classes to a maximum of 3 units as part of the 12-unit requirement
- Meet with the International Counselor each semester and as needed
- Meet with the International Counselor prior to dropping classes, changing class schedule, or concurrent enrollment at another school
- Enroll for classes on registration appointment date and pay fees by semester deadlines
- Will not work on or off-campus without authorization
- Purchase health insurance from Cerritos College each academic year
- Notify the OISS of any changes and updates within 10 days on the following personal and college application information: name change, home address, email address, phone numbers, major and field of study, financial support, and dependents information.
- Meet with a Designated School Official (DSO) prior to traveling outside the U.S. and present I-20 and passport
- File state and/or federal income tax if participating in an APPROVED on or off-campus employment.
- Falsification, Plagiarism, and Cheating are violations of academic dishonesty and such actions are causes for termination of F-1 status and I-20 at Cerritos College.
### ACCESS LEARNING

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>22424</td>
<td>1:00-2:50PM</td>
<td>TTh</td>
<td>Garrett,D</td>
<td>LA131</td>
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<td>Class#22424</td>
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Class#:22424 meets 10/16/2017-12/13/2017

### ACCOUNTING

#### ACCT 60 - 1.5 UNITS QUICKBOOKS ACCOUNTING
Not Transferable

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>21945</td>
<td>3.0 HRS ARR</td>
<td>OL</td>
<td>Alenikov,T</td>
<td>ONLINE</td>
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<tr>
<td>Class#21945</td>
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Note: For class information and orientation go to Canvas Class#21945 meets 08/14/2017-10/13/2017

#### ACCT 61 - 1.5 UNITS TURBO TAX ACCOUNTING
Not Transferable

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
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</tr>
</thead>
<tbody>
<tr>
<td>21950</td>
<td>7:00-9:50PM</td>
<td>T</td>
<td>Ambroz,L</td>
<td>BE122</td>
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<tr>
<td>Class#21950</td>
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</table>

Class#21950 meets 08/15/2017-10/10/2017

Class#21951 meets 10/17/2017-12/12/2017

#### ACCT 100 - 3.0 UNITS INTRODUCTION TO ACCOUNTING
Transferable to CSU

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>21900</td>
<td>8:00-9:15AM</td>
<td>MW</td>
<td>Alenikov,T</td>
<td>SS140</td>
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</table>

Class#21900 meets 08/15/2017-10/10/2017

Class#21901 meets 09/09/2017-12/12/2017

Class#21902 meets 09/09/2017-12/12/2017

#### ACCT 101 - 4.0 UNITS FUNDAMENTALS OF ACCOUNTING I
Transferable to UC, CSU (CAN BUS 2) (CAN BUS SEQ A)

Prerequisite: ACCT 100 or equivalent with a grade of Pass or "C" or higher.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>21912</td>
<td>11:00-12:30PM</td>
<td>MW</td>
<td>Moloney,P</td>
<td>BE111</td>
</tr>
<tr>
<td>Class#21912</td>
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</tr>
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</table>

Class#21912 meets 09/09/2017-12/12/2017

#### ACCT 102 - 4.0 UNITS FUNDAMENTALS OF ACCOUNTING II
Transferable to UC, CSU (CAN BUS 4) (CAN BUS SEQ A)

Prerequisite: ACCT 101 or equivalent with a grade of Pass or "C" or higher.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>21938</td>
<td>1:30-3:00PM</td>
<td>MW</td>
<td>Fronke,M</td>
<td>SS141</td>
</tr>
<tr>
<td>Class#21938</td>
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</tr>
</tbody>
</table>

Class#21938 meets 09/09/2017-12/12/2017

#### ACCT 130 - 3.0 UNITS PAYROLL TAX ACCOUNTING
Transferable to CSU

Prerequisite: ACCT 100 or ACCT 101 or equivalent with a grade of Pass or "C" or higher.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>21936</td>
<td>7:00-9:50PM</td>
<td>T</td>
<td>Le Coz,R</td>
<td>SS140</td>
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<tr>
<td>Class#21936</td>
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#### ACCT 131 - 3.0 UNITS COMPUTERIZED ACCOUNTING - IBM
Transferable to CSU

Prerequisite: ACCT 100 or ACCT 101 or equivalent with a grade of Pass or "C" or higher.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>21937</td>
<td>7:00-9:50PM</td>
<td>W</td>
<td>Ambroz,L</td>
<td>BE122</td>
</tr>
<tr>
<td>Class#21937</td>
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</table>

#### ACCT 133 - 3.0 UNITS SPREADSHEET ACCOUNTING I
Transferable to CSU

Prerequisite: ACCT 100 or equivalent with a grade of Pass or "C" or higher.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>21938</td>
<td>11:00-12:15PM</td>
<td>MW</td>
<td>Johnson,D</td>
<td>BE108</td>
</tr>
<tr>
<td>Class#21938</td>
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</tbody>
</table>

#### ACCT 201 - 4.0 UNITS INTERMEDIATE ACCOUNTING I
Transferable to CSU

Prerequisite: ACCT 102 or equivalent with a grade of Pass or "C" or higher.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
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<tbody>
<tr>
<td>21941</td>
<td>7:30-9:00PM</td>
<td>TTh</td>
<td>Farina,M</td>
<td>BE109</td>
</tr>
<tr>
<td>Class#21941</td>
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</table>

#### ACCT 240 - 4.0 UNITS COST ACCOUNTING
Transferable to CSU

Prerequisite: ACCT 100 or ACCT 101 or equivalent with a grade of Pass or "C" or higher.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>21943</td>
<td>7:30-9:00PM</td>
<td>MW</td>
<td>Terrell,B</td>
<td>BE109</td>
</tr>
<tr>
<td>Class#21943</td>
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</tbody>
</table>

Students not in attendance or late for the first class are subject to drop.
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### ART AND DESIGN

**ART 100 - 3.0 UNITS**  
**INTRODUCTION TO WORLD ART**  
Transferable to UC, CSU  
Recommendation: ENGL 52, or ENGL 72 or ESL 152 and READ 54 or READ 97 or equivalent with Pass or "C" or higher.  
22533  
 **Class#** Time Day Instructor Room  
 **22533** 12:30-3:30PM M Vitela,L FA133  
20063 3.0 HRS ARR (OL) Mac Devitt,J ONLINE  
Note: This is an ONLINE course – all class instruction is completed online.  
No in-person orientation. Please check Canvas or instructor website: http://www.macdevitt.com for online orientation information and directions for completion (instructor e-mail address: jmacdevitt@cerritos.edu).  

**ART 101 - 3.0 UNITS**  
**ART HISTORY I: PREHISTORY TO GOTHIC**  
Transferable to UC, CSU (CAN ART 2)  
Recommendation: ENGL 52, or ENGL 72 or ESL 152 and READ 54 or READ 97 or equivalent with grades of Pass or "C" or higher.  
26534 3.0 HRS ARR (OL) Vitela,L ONLINE  
Note: This is an ONLINE course – all instruction is completed online.  
No in-person orientation. Please check Canvas for online orientation information and directions for completion (instructor e-mail address: lboutin@cerritos.edu).  

**ART 102 - 3.0 UNITS**  
**ART HISTORY II: RENAISSANCE TO ROCOCO**  
Transferable to UC, CSU (CAN ART 4)  
Recommendation: ENGL 52, or ENGL 72 or ESL 152 and READ 54 or READ 97 or equivalent with grades of Pass or "C" or higher.  
26174 3.0 HRS ARR (OL) Vitela,L ONLINE  
Note: This is an ONLINE course – all instruction is completed online.  
No in-person orientation. Please check Canvas for online orientation information and directions for completion (instructor e-mail address: lboutin@cerritos.edu).  

**ART 103 - 3.0 UNITS**  
**ART HISTORY III: NEOCLASSICAL TO PRESENT**  
Transferable to UC, CSU  
Recommendation: ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher.  

**ART 104 - 3.0 UNITS**  
**LIFE DRAWING**  
Transferable to UC, CSU (CAN ART 24)  
Prerequisite: ART 110 or equivalent with a grade of Pass or "C" or higher.  
20917 9:00-10:50AM MW Najarian,H FA207  
20628 7:00-8:50PM MW Martinez,E FA207  
21706 1:00-2:00PM MW Najarian,H FA207  
2:00-3:50PM MW Najarian,H FA207  

**ART 105 - 3.0 UNITS**  
**FREEHAND DRAWING**  
Transferable to UC, CSU (CAN ART 8)  
20064  
 **Class#** Time Day Instructor Room  
 **20064** 8:00-9:00AM TTh Tran,B FA227  
20065  
 **Class#** Time Day Instructor Room  
 **20065** 9:00-10:50AM TTh Tran,B FA227  
20066  
 **Class#** Time Day Instructor Room  
 **20066** 10:00-11:50AM TTh Bersaglieri,A FA227  
20067  
 **Class#** Time Day Instructor Room  
 **20067** 1:00-2:00PM TTh Irie,I FA227  
23417  
 **Class#** Time Day Instructor Room  
 **23417** 1:00-2:00PM TTh Bersaglieri,A FA227  
24007  
 **Class#** Time Day Instructor Room  
 **24007** 6:00-7:00PM TTh Gholoum,R FA231  
20627  
 **Class#** Time Day Instructor Room  
 **20627** 6:00-7:00PM TTh Gholoum,R FA231  
24349  
 **Class#** Time Day Instructor Room  
 **24349** 1:00-2:00PM TTh Teran,S FA113  
24351  
 **Class#** Time Day Instructor Room  
 **24351** 9:00-11:00AM F Minear,S FA231  
11:00-2:00PM F Minear,S FA231  
26837  
 **Class#** Time Day Instructor Room  
 **26837** 6:00-7:00PM MW Acuna,R FA227  
7:00-8:50PM MW Acuna,R FA227  

**ART 106 - 3.0 UNITS**  
**ARCHITECTURE**  
Please read the technical standards relevant to this department at http://cms.cerritos.edu/technology/standards.htm  

**ARCH 110 - 3.0 UNITS**  
**INTRODUCTION TO ARCHITECTURE AND ENVIRONMENTAL DESIGN**  
Transferable to UC, CSU  
24204 2:00-3:15PM MW Van,H PST236  
21397 3:30-4:45PM MW Van,H PST236  

**ARCH 111 - 3.0 UNITS**  
**ARCHITECTURAL DRAFTING AND DESIGN I**  
Transferable to CSU  
NOTE: a material fee of $6.00 is required for ARCH 111  
26129 6:00-7:00PM TTh Greas,M PST230  
7:00-8:50PM TTh Greas,M PST230  
26807 8:00-9:00AM TTh Rother,E PST230  
9:00-10:50AM TTh Rother,E PST230  

**ARCH 112 - 3.0 UNITS**  
**HISTORY OF ARCHITECTURE**  
Transferable to UC, CSU  
20062 8:00-10:50AM T Paul,D PST236  
20626 11:30-2:20PM T Paul,D PST236  
24205 3:00-5:50PM T Paul,D PST236  
26809 3:00-5:50PM Th LeMaster,E PST236  

**ARCH 113 - 4.0 UNITS**  
**BUILDING CODES**  
Transferable to CSU  
26131 12:30-2:15PM TTh Rother,E PST230  

**ARCH 123 - 4.0 UNITS**  
**INTRODUCTION TO 2D COMPUTER AIDED DRAFTING**  
Transferable to CSU  
NOTE: a material fee of $6.00 is required for ARCH 123  
20626 11:00-12:30PM MW Rother,E PST227  
12:30-1:45PM MW Rother,E PST227  

**ARCH 212 - 3.0 UNITS**  
**ARCHITECTURAL DESIGN THEORY I**  
Transferable to UC, CSU  
NOTE: a material fee of $6.00 is required for ARCH 212  
22739 8:00-9:00AM MW Rother,E PST230  
9:00-10:50AM MW Rother,E PST230  

**ARCH 223 - 4.0 UNITS**  
**REVIT ARCHITECTURE**  
Transferable to CSU  
NOTE: a material fee of $6.00 is required for ARCH 223  
22467 7:00-8:30PM MW Villalon Jr,R PST230  
8:30-9:50PM MW Villalon Jr,R PST230  

Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
Class#  Time    Day    Instructor    Room
20083  12:30-1:30PM MW Miller,K        FA234
        1:30-2:30PM MW Miller,K        FA234
26180  6.0 HRS ARR (OL) Wilson,C        ONLINE
        Note: This is an ONLINE course – all class instruction is completed online.
        Mandatory in-person orientation: 3:00 to 5:00 p.m., in FA234, Monday, August 15.
        All other class work is completed online. Please check Canvas or instructor website for more information: http://www.art192.com for online orientation
        Information and directions for completion (instructor e-mail address: cw@art192.com)
27032  12:30-1:30PM TTh Miller,K        FA235
        1:30-2:30PM TTh Miller,K        FA235

ART 193 - 3.0 UNITS  MOTION PICTURE EDITING
Transferable to CSU
21335  12:30-1:30PM TTh Wilson,C        FA234
        1:30-2:30PM TTh Wilson,C        FA234
        Software used: Final Cut Pro and Smoke

ART 194A - 3.0 UNITS  ADVANCED FINAL CUT PRO
Transferable to CSU
25732  12:30-1:30PM TTh Wilson,C        FA234
        1:30-2:30PM TTh Wilson,C        FA234

ART 195 - 3.0 UNITS  3D MODELING FOR ANIMATION
Transferable to CSU
Note: a material fee of $10.00 is required for ART 195
26640  9:00-10:00AM MW Miller,K        FA234
        10:00-11:50AM MW Miller,K        FA234
        Software used: Final Cut Pro and Smoke

ART 196 - 3.0 UNITS  WEB DESIGN WITH FLASH AND DREAMWEAVER
Transferable to CSU
Recommendation: CIS 235 or equivalent with a grade of Pass or "C" or higher.
Note: a material fee of $10.00 is required for ART 196
20085  8:00-9:00AM TTh Miller,K        FA234
        9:00-10:50AM MW Miller,K        FA234

ART 213 - 3.0 UNITS  INTERMEDIATE LIFE DRAWING
Transferable to UC, CSU
Prerequisite: ART 112 or equivalent with a grade of Pass or "C" or higher.
20086  9:00-10:00AM MW Najarian,H        FA207
        10:00-11:50AM MW Najarian,H        FA207
20636  6:00-7:00PM MW Martinez,E        FA207
        7:00-8:50PM MW Martinez,E        FA207
21708  1:00-2:00PM MW Najarian,H        FA207
        2:00-3:50PM MW Najarian,H        FA207

ART 214 - 3.0 UNITS  SPECIAL STUDIES IN LIFE DRAWING
Transferable to UC, CSU
Prerequisite: ART 213 or equivalent with a grade of Pass or "C" or higher.
21710  1:00-2:00PM MW Najarian,H        FA207
        2:00-3:50PM MW Najarian,H        FA207
21762  6:00-7:00PM MW Martinez,E        FA207
        7:00-8:50PM MW Martinez,E        FA207
21856  9:00-10:00AM MW Najarian,H        FA207
        10:00-11:50AM MW Najarian,H        FA207

ART 217L - 1.0 UNIT  ADVANCED SCREENPRINTING/ADVANCED ETCHING LAB
Transferable to CSU
Corequisite: Concurrent enrollment in ART 218 or ART 219.
21379  5:30-6:50PM MW Teran,S        FA113

ART 218 - 3.0 UNITS  SCREENPRINTING
Transferable to UC, CSU
Prerequisite: ART 117 or equivalent with a grade of Pass of "C" or higher.
NOTE: a material fee of $35.00 is required for ART 218
20637  7:00-8:00PM MW Teran,S        FA153
        8:00-9:50PM MW Teran,S        FA113

ART 219 - 3.0 UNITS  ADVANCED ETCHING
Transferable to UC, CSU
Prerequisite: ART 117 or equivalent with a grade of Pass of "C" or higher.
NOTE: a material fee of $35.00 is required for ART 219
22027  7:00-8:00PM MW Teran,S        FA153
        8:00-9:50PM MW Teran,S        FA113

ART 231 - 3.0 UNITS  INTERMEDIATE PAINTING
Transferable to UC, CSU
Prerequisite: ART 130B or equivalent with a grade of Pass or "C" or higher.
21714  8:00-9:00AM TTh Phelps,J        FA207
        9:00-10:50AM TTh Phelps,J        FA207
20067  1:00-2:00PM TTh Najarian,H        FA207
        2:00-3:50PM TTh Najarian,H        FA207
24359  9:00-11:00AM F Lloyd,J        FA207
        11:00-2:50PM F Lloyd,J        FA207

ART 298 - 1.0 UNIT  DIRECTED STUDIES
Transferable to CSU
26120  3.6 HRS ARR Portigal,S
        Class#26120 meets 09/05/2017-12/15/2017
26124  6.0 HRS ARR Portigal,S
        Class#26124 meets 10/16/2017-12/15/2017

ART 299 - 2.0 UNITS  DIRECTED STUDIES
Transferable to CSU
26119  7.2 HRS ARR Portigal,S
        Class#26119 meets 09/05/2017-12/15/2017
25384  12.0 HRS ARR Portigal,S
        Class#25384 meets 10/16/2017-12/15/2017

ASTRONOMY

ASTR 102 - 3.0 UNITS  INTRODUCTORY ASTRONOMY: STARS AND THE UNIVERSE
Transferable to UC, CSU
22659  3:30-4:45PM MW Henriques,J        S 104
23818  9:30-12:20PM F STAFF        S 104
21251  7:00-9:50PM W STAFF        S 104
22258  11:00-12:15PM TTh Hugenerber,S        PST124
25395  12:30-1:45PM MW Henriques,J        S 104
26924  4:00-5:15PM TTh Szabo,T        PST124
26925  5:30-6:45PM TTh STAFF        PST124
26926  7:00-9:50PM M STAFF        S 104
26927  7:00-9:50PM T STAFF        S 104
21252  8:00-10:50AM TTh Hugenerber,S        S 104
        Class#21252 meets 08/15/2017-10/12/2017

ASTR 103 - 3.0 UNITS  INTRODUCTORY ASTRONOMY: THE SOLAR SYSTEM
Transferable to UC, CSU
22796  9:30-10:45AM MW McLarty-Schroeder,J        PST124
20068  3.0 HRS ARR (OL) McLarty-Schroeder,J        ONLINE
        Note: Mandatory Orientation: 1:00 - 2:00 p.m. - Monday, August 14 in S201.
        All exams on campus.
        21253  11:00-12:15PM MW McLarty-Schroeder,J        S 104
21254  3.0 HRS ARR (OL) McLarty-Schroeder,J        ONLINE
        Note: Mandatory Orientation: 1:00 - 2:00 p.m. - Monday, August 14 in S201.
        All exams on campus.
26929  7:00-9:50PM Th STAFF        S 104
22394  3.0 HRS ARR (OL) McLarty-Schroeder,J        ONLINE
        Note: Mandatory Orientation: 1:00 - 2:00 p.m. - Monday, August 14 in S201.
        All exams on campus.
21452  8:00-10:50AM TTh Hugenerber,S        S 104
        Class#21452 meets 10/17/2012-12/14/2017

ASTR 104 - 3.0 UNITS  LIFE IN THE UNIVERSE
Transferable to UC, CSU
20640  9:30-10:45AM TTh McLarty-Schroeder,J        PST124

ASTR 105L - 1.0 UNIT  OBSERVATIONAL ASTRONOMY
Transferable to UC, CSU
Prerequisite: ASTR 101, ASTR 102, ASTR 103, ASTR 104 or ASTR 106 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment.
20641  7:00-9:50PM Th Szabo,T        PST124
20642  7:00-9:50PM T Szabo,T        PST124
26929  2:00-4:50PM W Szabo,T        PST124
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<th>Transferable to UC, CSU</th>
<th>24670</th>
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Note: Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.

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Please read the technical standards relevant to this department at http://cms cerritos.edu/technology/standards.htm

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<tr>
<td>9:30-10:50AM</td>
<td>Vega,F</td>
<td>AT 11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20643</td>
<td>7:00-8:30PM</td>
<td>MW</td>
<td>Chavez,P</td>
<td>AT 11</td>
</tr>
<tr>
<td>8:30-9:50PM</td>
<td>Chavez,P</td>
<td>AT 11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23765</td>
<td>8:00-9:50AM</td>
<td>F</td>
<td>Treadwell,G</td>
<td>AT 11</td>
</tr>
<tr>
<td>11:00-1:50PM</td>
<td>Treadwell,G</td>
<td>AT 11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21219</td>
<td>7:00-8:30PM</td>
<td>TTh</td>
<td>Glick,L</td>
<td>AT 11</td>
</tr>
<tr>
<td>8:30-9:50PM</td>
<td>Glick,L</td>
<td>AT 11</td>
<td></td>
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</tr>
<tr>
<td>AUTO 101 - 4.0 UNITS</td>
<td>AUTOMOTIVE SERVICE TOOLS AND EQUIPMENT</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Transferable to CSU</td>
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<tr>
<td>Recommendation: AUTO 100 or equivalent with a grade of &quot;C&quot; or higher or &quot;Pass.&quot;</td>
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<tr>
<td>NOTE: a material fee of $15.00 is required for AUTO 101</td>
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</tr>
<tr>
<td>26602</td>
<td>8:00-9:30AM</td>
<td>MTWTh</td>
<td>Gallagher,P</td>
<td>AT 26</td>
</tr>
<tr>
<td>9:30-11:00AM</td>
<td>Gallagher,P</td>
<td>AT 24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Class#26602 meets 10/16/2017-12/14/2017</td>
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<tr>
<td>AUTO 110 - 5.0 UNITS</td>
<td>AUTOMOTIVE ENGINES</td>
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<tr>
<td>Transferable to CSU</td>
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<tr>
<td>Recommendation: AUTO 100 or equivalent with a grade of Pass or &quot;C&quot; or higher.</td>
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<tr>
<td>NOTE: a material fee of $15.00 is required for AUTO 110</td>
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<tr>
<td>21217</td>
<td>6:30-8:30PM</td>
<td>TTh</td>
<td>Vasilik,R</td>
<td>AT 21</td>
</tr>
<tr>
<td>8:30-10:20PM</td>
<td>Vasilik,R</td>
<td>AT 21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>27037</td>
<td>8:00-10:00AM</td>
<td>TTh</td>
<td>Gonzalez,J</td>
<td>AT 21</td>
</tr>
<tr>
<td>10:00-11:50AM</td>
<td>Gonzalez,J</td>
<td>AT 21</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Students not in attendance or late for the first class are subject to drop.

AUTO 121 - 6.0 UNITS  DRIVE TRAIN TRANSMISSIONS AND AXLES
Transferable to CSU
Recommendation: AUTO 181 and AUTO 73/74 or equivalent with grades of Pass or "C" or higher.
NOTE: a material fee of $15.00 is required for AUTO 121

20654  12:30-3:05PM  MTWTh  Taylor,K  AT 10
3:05-5:20PM  MTWTh  Taylor,K  AT 10
Class#20654 meets 08/14/2017-10/12/2017

21398  12:30-3:05PM  MTWTh  Bender,W  AT 14
3:05-5:20PM  MTWTh  Bender,W  AT 14
Class#21398 meets 10/16/2017-12/14/2017

AUTO 130 - 5.0 UNITS  MANUAL DRIVETRAIN AND AXLES
Transferable to CSU
Recommendation: AUTO 100 or equivalent with a grade of Pass or "C" or higher.
NOTE: a material fee of $15.00 is required for AUTO 130

20645  6:30-8:30PM  TTth  Taylor,K  AT 10
8:30-10:20PM  TTth  Taylor,K  AT 10

AUTO 150 - 5.0 UNITS  AUTOMOTIVE BRAKES
Transferable to CSU
Recommendation: AUTO 100 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.
NOTE: a material fee of $15.00 is required for AUTO 150

20092  8:00-10:00AM  MW  Mulleary,J  AT 46
10:00-11:50AM  MW  Mulleary,J  AT 45

AUTO 151 - 6.0 UNITS  AUTOMOTIVE ALIGNMENT BRAKE AND SUSPENSION
Transferable to CSU
Recommendation: AUTO 100 or equivalent with a grade of Pass or "C" or higher.
NOTE: a material fee of $15.00 is required for AUTO 151

27115  6:30-8:09PM  MWF  Jacobo,C  AT 46
8:09-9:40PM  MWF  Jacobo,C  AT 45

21375  12:30-3:05PM  MTWTh  Vega,F  AT 45
3:05-5:20PM  MTWTh  Vega,F  AT 45
Class#21375 meets 08/14/2017-10/12/2017

AUTO 160 - 5.0 UNITS  AUTOMOTIVE ELECTRICITY
Transferable to CSU
Recommendation: AUTO 100 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.
NOTE: a material fee of $15.00 is required for AUTO 160

20644  6:30-8:30PM  MW  Roper,D  AT 26
8:30-10:20PM  MW  Roper,D  AT 26

AUTO 161 - 7.0 UNITS  AUTOMOTIVE ELECTRICITY
Transferable to CSU
Recommendation: AUTO 100 or AUTO 151 and AUTO 73/74 or equivalent with grades of Pass or "C" or higher.
NOTE: a material fee of $15.00 is required for AUTO 161

21292  12:30-3:05PM  MTWTh  Baron,T  AT 14
3:05-5:20PM  MTWTh  Baron,T  AT 10
Class#21292 meets 08/14/2017-10/12/2017

20899  12:30-3:05PM  MTWTh  Glick,L  AT 10
3:05-5:20PM  MTWTh  Glick,L  AT 10
Class#20899 meets 10/16/2017-12/14/2017

AUTO 180 - 5.0 UNITS  ELECTRONIC ENGINE MANAGEMENT SYSTEMS
Transferable to CSU
Recommendation: AUTO 100 or AUTO 151 and AUTO 73/74 or equivalent with grades of Pass or "C" or higher, or appropriate work experience.
NOTE: a material fee of $15.00 is required for AUTO 180

21721  6:30-8:30PM  TTth  Martin,E  AT 61
8:30-10:20PM  TTth  Martin,E  AT 62

AUTO 181 - 6.0 UNITS  ELECTRONIC ENGINE MANAGEMENT SYSTEMS-CORPORATE
Transferable to CSU
Recommendation: AUTO 100 and AUTO 73/74 or equivalent with grades of Pass or "C" or higher.
NOTE: a material fee of $15.00 is required for AUTO 181

21377  12:30-3:05PM  MTWTh  Mulleary,J  AT 61
3:05-5:20PM  MTWTh  Mulleary,J  AT 45
Class#21377 meets 10/16/2017-12/14/2017

AUTO 195 - 3.0 UNITS  AUTOMOTIVE CUSTOMER RELATIONS
Transferable to CSU
Recommendation: Employment in an automotive repair facility or full-time automotive student.

27039  7:00-9:50PM  W  Supple,M  AP12B

AUTO 210 - 5.0 UNITS  AUTOMOTIVE MACHINE SHOP
Transferable to CSU
Recommendation: AUTO 100 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.
NOTE: a material fee of $15.00 is required for AUTO 210

24228  6:30-8:30PM  MW  Gonzalez,J  AT 21
8:10-10:20PM  MW  Gonzalez,J  AT 24

AUTO 260 - 4.0 UNITS  ADVANCED ELECTRICAL SYSTEMS
Transferable to CSU
Prerequisite: AUTO 160 or equivalent with a grade of Pass or "C" or higher or appropriate work experience.
NOTE: a material fee of $15.00 is required for AUTO 260

26134  7:00-8:30PM  MW  Bender,W  AT 14
8:30-9:50PM  MW  Bender,W  AT 14

Earn a Bachelor’s Degree in Automotive Marketing/Management from Northwood University on the Cerritos College Campus.
For information call (562) 988-9606

BIOLOGY

BIOL 105 - 3.0 UNITS  HUMANS AND THE ENVIRONMENT
Transferable to UC, CSU
Recommendation: ENGL 52 or ENGL 72 or ESL 152 or equivalent with a grade of "C" or higher or Pass or "C" or higher, or appropriate work experience.
Prerequisite: AUTO 160 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.
Transferable to UC, CSU

20101  12:30-1:45PM  MW  Valcarcel,A  S 103
23980  7:00-9:50PM  M  Cocca,S  S 103
24234  12:30-1:45PM  TTth  Valcarcel,A  S 103
26866  9:00-11:50AM  F  STAFF  S 103
26869  2:00-3:15PM  TTth  McNulty,S  S 103

BIOL 115 - 3.0 UNITS  MARINE BIOLOGY
Transferable to UC, CSU

26454  12:00-1:45PM  F  Reyes,J  S 124
2:00-4:50PM  F  Reyes,J  S 127

BIOL 120 - 4.0 UNITS  INTRODUCTION TO BIOLOGICAL SCIENCE
Transferable to UC, CSU (CAN BIOL 2)
Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52, ENGL 72 or ESL 152 or equivalent with a grade of Pass or "C" or higher.

20102  11:00-12:15PM  MW  McNulty,S  S 202
Note: PLEASE ENROLL IN LAB SECTION OF YOUR CHOICE. THE LECTURE SECTION #20102 WILL AUTOMATICALLY BE ASSIGNED.

20104  12:30-3:20PM  M  STAFF  S 121
20111  3:30-6:20PM  W  Harris,L  S 121
23827  8:00-10:50AM  T  Stieber,M  S 121
20103  9:30-10:45AM  TTth  McNulty,S  S 201
Note: PLEASE ENROLL IN LAB SECTION OF YOUR CHOICE. THE LECTURE SECTION #20103 WILL AUTOMATICALLY BE ASSIGNED.

20107  12:30-3:20PM  T  STAFF  S 121
20113  12:30-3:20PM  Th  Covil,M  S 121
20106  9:30-10:45AM  MW  Stieber,M  S 202
Note: PLEASE ENROLL IN LAB SECTION OF YOUR CHOICE. THE LECTURE SECTION #20106 WILL AUTOMATICALLY BE ASSIGNED.

20105  3:30-6:20PM  M  Takahashi,G  S 121
20110  12:30-3:20PM  W  Johnson,W  S 121
20112  8:00-10:50AM  Th  Henderson,S  S 121
20653  5:30-6:45PM  TTth  Martinez,I  S 201
Note: PLEASE ENROLL IN LAB SECTION OF YOUR CHOICE. THE LECTURE SECTION #20653 WILL AUTOMATICALLY BE ASSIGNED.
Students not in attendance or late for the first class are subject to drop.
BA 109 - 3.0 UNITS  HUMAN RESOURCE DEVELOPMENT
Transferable to CSU
27169  12:30-2:50PM  TF  Daltro,M  (HYBRID)  BE119
Note: Class will meet the first week on Tuesday and Friday and the instructor will inform the students of future class meetings.
Class#27169 meets 08/15/2017-10/13/2017

BA 110 - 3.0 UNITS  ADVERTISING
Transferable to CSU
NOTE: a material fee of $20.00 is required for BA 110
21732  3.6 HRS ARR  (OL)  Elam,C  ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline
Class#21732 meets 08/14/2017-11/24/2017

BA 113 - 3.0 UNITS  LEGAL ENVIRONMENT OF BUSINESS
Transferable to UC, CSU
20649  9:30-10:45AM  MW  Ramos,G  SS312
21439  9:30-10:45AM  TTh  Ramos,G  SS312
25664  7:00-8:50AM  T  Elarcos,J  SS311
21773  3.6 HRS ARR  (OL)  Connelly,G  ONLINE
Orientation: Mid-term and final exam will be taken on campus during the semester. Email instructor for class details and dates. All class information will be available at www.cerritos.edu/baonline
Class#25664 meets 08/14/2017-10/13/2017
Class#21773 meets 08/14/2017-11/24/2017

BA 114 - 3.0 UNITS  MARKETING
Transferable to CSU
NOTE: a material fee of $20.00 is required for BA 114
20650  7:00-9:50PM  T  Titel,M  BE119
22126  3.6 HRS ARR  (OL)  Acheson,M  ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline
Class#22126 meets 08/14/2017-11/24/2017
Class#22124 meets 08/14/2017-10/13/2017

BA 115 - 3.0 UNITS  MANAGEMENT-BUSINESS
Transferable to CSU
NOTE: a material fee of $20.00 is required for BA 115
20651  7:00-9:50PM  W  Trieu,N  BE119
21441  11:00-12:15PM  TTh  Connelly,G  BE119
24965  3.6 HRS ARR  (OL)  Ghidella,R  ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline
Class#24965 meets 08/14/2017-11/24/2017
Class#23573 meets 08/14/2017-10/13/2017
23573  6.0 HRS ARR  (OL)  Ciraulo,J  ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline
Class#23573 meets 08/14/2017-10/13/2017
22063  6.0 HRS ARR  (OL)  Daltro,M  ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline
Class#22063 meets 10/16/2017-12/15/2017
23574  6.0 HRS ARR  (OL)  Acheson,M  ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline
Class#23574 meets 10/16/2017-12/15/2017

Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
### CHEM 100 - 4.0 UNITS  INTRODUCTORY CHEMISTRY
Transferable to UC, CSU (CAN CHEM 6)  
Prerequisite: MATH 40 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 40.  
Recommendation: Meet the prerequisite within four years prior to the date of enrollment in CHEM 100.  

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>20002</td>
<td>5:30-6:45PM</td>
<td>TTh</td>
<td>Dukhovny,O</td>
<td>S 215</td>
</tr>
<tr>
<td>Note:</td>
<td>PLEASE ENROLL IN LAB SECTION #20003, LECTURE SECTION #20002 WILL AUTOMATICALLY BE ASSIGNED.</td>
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</tbody>
</table>

### CHEM 110 - 4.0 UNITS  ELEMENTARY CHEMISTRY
Transferable to UC, CSU  
Prerequisite: MATH 80 or MATH 80B or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 80. Recommendation: Meet the prerequisite within four years prior to the date of enrollment in CHEM 110.  

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>20006</td>
<td>11:00-12:15PM</td>
<td>MW</td>
<td>Bradbury,J</td>
<td>S 219</td>
</tr>
<tr>
<td>Note:</td>
<td>PLEASE ENROLL IN LAB SECTION #20009, LECTURE SECTION #20006 WILL AUTOMATICALLY BE ASSIGNED.</td>
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</table>

### CHEM 111 - 5.0 UNITS  GENERAL CHEMISTRY
Transferable to UC, CSU (CAN CHEM 2) (CAN CHEM SEQ A)  
Prerequisite: CHEM 110 or equivalent with a grade of "C" or higher or "Pass" and MATH 80 or MATH 80B or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for math courses numbered 100 level or higher. Recommendation: Meet the prerequisite within four years prior to the date of enrollment in CHEM 111.  

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>20013</td>
<td>9:30-10:45AM</td>
<td>MW</td>
<td>Shimazu,C</td>
<td>S 104</td>
</tr>
<tr>
<td>Note:</td>
<td>PLEASE ENROLL IN LAB SECTION #20015, LECTURE SECTION #20013 WILL AUTOMATICALLY BE ASSIGNED.</td>
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</tbody>
</table>

### CHEM 112 - 5.0 UNITS  GENERAL CHEMISTRY
Transferable to UC, CSU (CAN CHEM 4) (CAN CHEM SEQ A)  
Prerequisite: CHEM 111 or equivalent with a grade of Pass or "C" or higher or equivalent.  
Recommendation: It is strongly recommended that the preceding prerequisite be completed within four years prior to the date of enrollment in CHEM 112.  

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>20018</td>
<td>9:30-10:45AM</td>
<td>MW</td>
<td>Waldman,L</td>
<td>S 201</td>
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<tr>
<td>Note:</td>
<td>PLEASE ENROLL IN LAB SECTION #20019, LECTURE SECTION #20018 WILL AUTOMATICALLY BE ASSIGNED.</td>
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### CHEM 211 - 5.0 UNITS  ORGANIC CHEMISTRY
Transferable to UC, CSU  
Prerequisite: CHEM 112 or equivalent with a grade of Pass or "C" or higher. Recommendation: It is strongly recommended that the preceding prerequisite be completed within four years prior to the date of enrollment in CHEM 211.  

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>22560</td>
<td>5:30-6:45PM</td>
<td>MW</td>
<td>Boness Jr.,N</td>
<td>S 102</td>
</tr>
<tr>
<td>Note:</td>
<td>PLEASE ENROLL IN LAB SECTION #21263, LECTURE SECTION #22560 WILL AUTOMATICALLY BE ASSIGNED.</td>
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</table>

### CHEM 212 - 5.0 UNITS  ORGANIC CHEMISTRY
Transferable to UC, CSU  
Prerequisite: CHEM 211 or equivalent with a grade of Pass or "C" or higher.  
Recommendation: It is strongly recommended that the preceding prerequisites be completed within four years prior to the date of enrollment in CHEM 212.  

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>26195</td>
<td>9:30-10:45AM</td>
<td>MW</td>
<td>Waldman,L</td>
<td>S 102</td>
</tr>
<tr>
<td>Note:</td>
<td>PLEASE ENROLL IN LAB SECTION #26196, LECTURE SECTION #26195 WILL AUTOMATICALLY BE ASSIGNED.</td>
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</table>

### CHEM 250L - 1.0 UNIT  SPECIAL TOPICS IN CHEMISTRY
Transfer CSU, UC determined after admission  
Prerequisite: CHEM 111 or equivalent with a grade of Pass or "C" or higher.  

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>22234</td>
<td>3:00-4:45PM</td>
<td>TTh</td>
<td>Waldman,L</td>
<td>S 224</td>
</tr>
</tbody>
</table>

Students not in attendance or late for the first class are subject to drop.
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<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>25378</td>
<td>8:00-10:00</td>
<td>M</td>
<td>Fuschetto,S</td>
<td>ONLINE</td>
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<tr>
<td>Class#25378 meets 10/16/2017-12/15/2017</td>
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<tr>
<td>26788</td>
<td>8:00-10:00</td>
<td>M</td>
<td>STAFF</td>
<td>ONLINE</td>
</tr>
<tr>
<td>Note: Mandatory Orientation: 8:00 - 10:00 p.m., Friday - October 20 in MCIS208.</td>
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<tr>
<td>Class#26788 meets 10/16/2017-12/15/2017</td>
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<tr>
<td>22332</td>
<td>8:00-10:00</td>
<td>M</td>
<td>STAFF</td>
<td>ONLINE</td>
</tr>
<tr>
<td>Note: Mandatory Orientation: 5:30 - 7:30 p.m., Friday - October 20 in MCIS208.</td>
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<tr>
<td>Class#22332 meets 10/16/2017-12/15/2017</td>
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<tr>
<td>22694</td>
<td>8:00-10:00</td>
<td>M</td>
<td>STAFF</td>
<td>ONLINE</td>
</tr>
<tr>
<td>Note: Mandatory Orientation: 5:30 - 7:30 p.m., Friday - October 20 in MCIS208.</td>
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<tr>
<td>Class#22694 meets 10/16/2017-12/15/2017</td>
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</tr>
<tr>
<td>23989</td>
<td>8:00-10:00</td>
<td>M</td>
<td>STAFF</td>
<td>ONLINE</td>
</tr>
<tr>
<td>Note: Mandatory Orientation: 8:00 - 10:00 p.m., Friday - October 20 in MCIS208.</td>
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<tr>
<td>Class#23989 meets 10/16/2017-12/15/2017</td>
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<td></td>
</tr>
<tr>
<td>24093</td>
<td>8:00-10:00</td>
<td>M</td>
<td>STAFF</td>
<td>ONLINE</td>
</tr>
<tr>
<td>Note: Mandatory Orientation: 5:30 - 7:30 p.m., Friday - October 20 in MCIS211.</td>
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<tr>
<td>Class#24093 meets 10/16/2017-12/15/2017</td>
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<tr>
<td>25188</td>
<td>8:00-10:00</td>
<td>M</td>
<td>STAFF</td>
<td>ONLINE</td>
</tr>
<tr>
<td>Note: Mandatory Orientation: 9:00 - 11:00am, Saturday - October 21 in MCIS208.</td>
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<td>Class#25188 meets 10/16/2017-12/15/2017</td>
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<tr>
<td>25934</td>
<td>8:00-10:00</td>
<td>M</td>
<td>STAFF</td>
<td>ONLINE</td>
</tr>
<tr>
<td>Note: Mandatory Orientation: 8:00 - 10:00 p.m., Friday - October 20 in MCIS211.</td>
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<tr>
<td>Class#25934 meets 10/16/2017-12/15/2017</td>
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</table>

CIS 102 - 3.0 UNITS INTRODUCTION TO MICROCOMPUTER HARDWARE AND APPLICATIONS SOFTWARE
Transferable to UC, CSU
Class#25146 meets 10/16/2017-12/15/2017
Note: Mandatory Orientation: 5:30 - 7:30 p.m., Friday - October 20 in MCIS211.
Class#25146 meets 10/16/2017-12/15/2017
Note: Mandatory Orientation: 9:00-11:00am, Saturday - October 21 in MCIS208.
Class#25188 meets 10/16/2017-12/15/2017
Note: Mandatory Orientation: 8:00 - 10:00 p.m., Friday - October 20 in MCIS211.
Class#25934 meets 10/16/2017-12/15/2017

CIS 103 meet the Computer Logic requirements for students in a wide selection of majors including Computer Science, Math, Engineering, Business, and many of the Social Sciences.

CIS 103 - 3.5 UNITS COMPUTER PROGRAMMING LOGIC
Transferable to UC, CSU
Recommendation: Concurrent enrollment in or completion of CIS 101 or CIS 102 or equivalent with a grade of Pass or "C" or higher.
Class#24104 meets 10/16/2017-12/15/2017
Mandatory Orientation: 5:00 - 7:00 p.m., Friday - August 18 in MCIS211. Two examinations and final are taken on campus.

CIS 151 - 3.5 UNITS MICROSOFT EXCEL FOR INFORMATION SYSTEMS/INFORMATION TECHNOLOGY
Transferable to CSU
Class#25531 meets 10/16/2017-12/15/2017

CIS 155 - 3.0 UNITS MICROSOFT ACCESS
Transferable to CSU
Recommendation: CIS 102 or equivalent with a grade of Pass or "C" or higher.
Class#26885 meets 10/16/2017-12/15/2017
Mandatory Orientation: 5:00 - 7:00 p.m., Monday - August 14 in MCIS208.
Class#26887 meets 10/16/2017-12/15/2017
Mandatory Orientation: 8:00 - 10:00 p.m., Monday - August 14 in MCIS208.
Note: A portion of the hours for this class will be online.

CIS 160 - 3.5 UNITS WEB PAGE DEVELOPMENT
Transferable to CSU
Recommendation: CIS 205.
Class#26889 meets 10/16/2017-12/15/2017
Mandatory Orientation: 5:00 - 7:00 p.m., Monday - August 14 in MCIS208.
Class#26891 meets 10/16/2017-12/15/2017
Mandatory Orientation: 8:00 - 10:00 p.m., Monday - August 14 in MCIS208.

CIS 162 - 3.5 UNITS HTML AND CSS
Transferable to CSU
Recommendation: CIS 101 or CIS 102 or equivalent with a grade of Pass or "C" or higher.
Class#24321 meets 10/16/2017-12/15/2017
Mandatory Orientation: 5:00 - 7:00 p.m., Thursday - August 17 in MCIS205.
Class#26891 meets 10/16/2017-12/15/2017
Mandatory Orientation: 8:00 - 10:00 p.m., Thursday - August 17 in MCIS210.
Note: A portion of the hours for this class will be online.

CIS 164 - 3.5 UNITS JAVASCRIPT PROGRAMMING
Transferable to CSU
Prerequisite: CIS 103 and CIS 162 or equivalents with grades of "C" or higher or "Pass."
Class#26432 meets 10/16/2017-12/15/2017
Mandatory Orientation: 5:00 - 7:00 p.m., Tuesday - August 15 in MCIS205.

Cisco Networking Academy at Cerritos College
Cisco Course    Cerritos Course
CONA 1    Networking Fundamentals    CIS 170A
CONA 2    Router Configuration    CIS 170E
CONA 3    Advanced Switching & Routing    CIS 170F
CONA 4    Wide Area Networks    CIS 170G
Other courses for the Networking Certification at Cerritos College
CIS 170B    Local Area Networks
CIS 170H    Introduction to TCP/IP
Preparation for the Cisco CCNA and CCNP, the Network +, and the Microsoft MCSE certifications involves the fundamental knowledge of networks learned in CIS 170A
For more information, contact: Kenny Lou, e-mail: klou@cerritos.edu or Gene LaZor, e-mail: glazor@cerritos.edu

CIS 170A - 3.5 UNITS NETWORKING FUNDAMENTALS
Transferable to CSU
Class#24307 meets 08/14/2017-10/13/2017
Note: Mandatory Orientation - See website http://www.cerritos.edu/klou for orientation instructions.

CIS 170B - 3.5 UNITS NETWORK + CERTIFICATION
Transferable to CSU
Class#24311 meets 10/16/2017-12/15/2017
Note: Mandatory Orientation - See website http://www.cerritos.edu/klou for orientation instructions.
**CIS 170E - 3.5 UNITS**

**ROUTER CONFIGURATIONS AND PROTOCOL**

Transferable to CSU

Prerequisite: CIS 170A or equivalent with a grade of Pass or "C" or higher or appropriate work experience.

24313 5:00- 6:00PM W Lazor,C (HYBRID) MCIS205

8:00- 9:50PM W Lazor,C (HYBRID) MCIS205

Note: A portion of the hours for this class will be online.

**CIS 170F - 3.5 UNITS**

**ADVANCED SWITCHING AND ROUTING**

Transferable to CSU

Prerequisite: CIS 170E or equivalent with a grade of Pass or "C" or higher or appropriate work experience.

24315 5.0 HRS ARR (OL) Lazor,C ONLINE

Note: Mandatory Orientation: 5:00 - 8:00 pm, Wednesday - August 16 in MCIS205.

**CIS 170G - 3.5 UNITS**

**WIDE AREA NETWORKS**

Transferable to CSU

Prerequisite: CIS 170E or equivalent with a grade of Pass or "C" or higher or appropriate work experience.

24317 5.0 HRS ARR (OL) Lazor,C ONLINE

Note: Mandatory Orientation: 5:00 - 8:00 pm, Wednesday - August 16 in MCIS205.

**CIS 170H - 3.0 UNITS**

**TCP/IP FUNDAMENTALS**

Transferable to CSU

Prerequisite: A knowledge of Web browser and e-mail applications.

26367 6.0 HRS ARR (OL) Lou,Z ONLINE

Note: Mandatory Orientation - See website http://www.cerritos.edu/klou for orientation instructions.

Class#26367 meets 10/16/2017-12/15/2017

**CIS 170L - 3.5 UNITS**

**CYBERSECURITY FUNDAMENTALS**

Transferable to CSU

Note: Mandatory Orientation - See website http://www.cerritos.edu/klou for orientation instructions.

24303 5:00- 7:50PM Th Lou,Z MCIS202

8:00- 9:50PM Th Lou,Z MCIS202

24305 5.0 HRS ARR (OL) Lou,Z ONLINE

Note: A portion of the hours for this class will be online.

**CIS 180 - 3.0 UNITS**

**PROGRAMMING IN C/C++**

Transferable to UC, CSU

Prerequisite: CIS 103 or equivalent with a grade of Pass or "C" or higher.

21448 5:00- 7:50PM Th Nguyen,P (HYBRID) MCIS211

8:00- 9:50PM Th Nguyen,P (HYBRID) MCIS206

Note: A portion of the hours for this class will be online.

**CIS 183 - 3.0 UNITS**

**JAVA PROGRAMMING**

Transferable to CSU

Prerequisite: CIS 103 or equivalent with a grade of "C" or higher or "Pass."

25716 12:30- 2:00PM T Wilson,J (HYBRID) MCIS204

12:30- 2:00PM T Wilson,J (HYBRID) MCIS204

Note: A portion of the hours for this class will be online.

25718 5:00- 7:50PM T Mellas,D, MCIS209

8:00- 9:50PM T Mellas,D MCIS209

25720 5.0 HRS ARR (OL) STAFF ONLINE

Note: Mandatory Orientation: 4:30 - 6:00 p.m., Friday - August 18 in MCIS208. This class requires midterm and final exam to be taken on campus.

**CIS 185 - 3.0 UNITS**

**DISCRETE STRUCTURES**

Transferable to UC, CSU

Prerequisite: CIS 183 or equivalent with a grade of "C" or higher or "Pass."

26365 5:00- 8:00PM Th STAFF (HYBRID) MCIS204

8:00- 9:50PM Th STAFF (HYBRID) MCIS204

Note: A portion of the hours for this class will be online.

**CIS 201 - 3.0 UNITS**

**SYSTEMS ANALYSIS AND DESIGN**

Transferable to CSU

21750 4.0 HRS ARR (OL) STAFF ONLINE

Note: Mandatory Orientation: 5:30 - 7:30 p.m., Wednesday - August 15 in MCIS211.

26899 5:00- 7:50PM W STAFF (HYBRID) MCIS211

8:00- 8:50PM W STAFF (HYBRID) MCIS210

Note: A portion of the hours for this class will be online.

**CIS 202B - 3.5 UNITS**

**MICROSOFT PROJECT**

Transferable to CSU

Prerequisite: CIS 102 or equivalent with a grade of Pass or "C" or higher or appropriate work experience.

25525 5.0 HRS ARR (OL) Fuschetto,S ONLINE

Note: Mandatory ONLINE Orientation: See website http://www.cerritos.edu/ sfuschetto for orientation document and quiz due 08/16/2017.

27053 7:00- 9:50PM W Fuschetto,S (HYBRID) MCIS207

5:00- 6:50PM W Fuschetto,S (HYBRID) MCIS208

Note: A portion of the hours for this class will be online.

Note: Mandatory ON CAMPUS Orientation: See website http://www.cerritos.edu/sfuschetto for orientation document and quiz due 08/16/2017.

Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.

COSMETOLOGY

All cosmetology students must purchase the approved equipment kit (Cosmetology approx. $1150/Esthetician approx. $875). Students enrolled in an introductory class will be assessed a materials fee for the student kit upon registration. The materials fee must be paid with your enrollment fees through the Office of Admissions and Records. These kits are MANDATORY. Contact the program office for more information at ext. 2950.

Please read the technical standards relevant to this department at http://cms.cerritos.edu/technology/standards.htm

COS 53 - 6.5 UNITS ADVANCED COSMETOLOGY MANIPULATION
Not Transferable
Prerequisite: COS 52C or COS 62B or 70C or COS 73B with a grade of Pass or "C" or higher.
27218 8:45-10:57AM WThF Ramirez-Han,J HS203
12:00- 4:45PM WThF Ramirez-Han,J HS203
Class#27128 meets 08/15/2017-10/13/2017

COS 54 - 10.0 UNITS INTRODUCTORY ESTHETICIAN
Not Transferable
Prerequisite: Completion of ENGL 20 with a grade of "C" or higher or "Pass" or completion of the English Placement Process with a score eligible for ENGL 52 and completion of READ 42 or READ 48 with a grade of "C" or higher or "Pass" or completion of the Reading Placement Process.
NOTE: a material fee of $875.00 is required for COS 54
24231 8:00-10:00AM WThF Petrova,R HS201
10:00-11:00AM WThF Petrova,R HS201
12:00- 4:50PM WThF Petrova,R HS201
Class#24231 meets 09/06/2017-12/15/2017

COS 60A - 10.0 UNITS INTRODUCTORY COSMETOLOGY I
Not Transferable
Prerequisite: ENGL 20 with a grade of "C" or higher or "Pass" or completion of the English Placement Process and READ 43 or READ 49 with a grade of "C" or higher or "Pass" or completion of the Reading Placement Process.
22217 8:00-10:00AM MTWThF Smith,F HS205
10:00-11:00AM MTWThF Smith,F HS205
12:00- 4:50PM MTWThF Smith,F HS205
Class#22217 meets 08/14/2017-10/13/2017

COS 60B - 10.0 UNITS INTRODUCTORY COSMETOLOGY II
Not Transferable
Prerequisite: COS 60A or COS 71A with a grade of Pass or "C" or higher.
22219 8:00-10:00AM MTWThF Smith,F HS205
10:00-11:00AM MTWThF Smith,F HS205
12:00- 4:50PM MTWThF Smith,F HS205
Class#22219 meets 10/16/2017-12/15/2017

COS 61A -10.0 UNITS INTERMEDIATE COSMETOLOGY I
Not Transferable
Prerequisite: COS 50C or 60B or 70A or 71B with a grade of Pass or "C" or higher.
22221 8:00-10:00AM MTWThF Motruk,N HS204
10:00-11:00AM MTWThF Motruk,N HS204
12:00- 4:50PM MTWThF Motruk,N HS204
Class#22221 meets 08/14/2017-10/13/2017

COS 61B - 10.0 UNITS INTERMEDIATE COSMETOLOGY II
Not Transferable
Prerequisite: COS 61A or COS 72A with a grade of Pass or "C" or higher.
22223 8:00-10:00AM MTWThF Motruk,N HS204
10:00-11:00AM MTWThF Motruk,N HS204
12:00- 4:50PM MTWThF Motruk,N HS204
Class#22223 meets 10/16/2017-12/15/2017

COS 62A - 10.0 UNITS ADVANCED COSMETOLOGY I
Not Transferable
Prerequisite: COS 51C or COS 61B or COS 70B or COS 72B with a grade of Pass or "C" or higher.
22225 8:00-10:00AM MTWThF Motruk,N HS204
10:00-11:00AM MTWThF Motruk,N HS204
12:00- 4:50PM MTWThF Motruk,N HS204
Class#22225 meets 08/14/2017-10/13/2017

COS 62B - 10.0 UNITS ADVANCED COSMETOLOGY II
Not Transferable
Prerequisite: COS 62A or COS 73A with a grade of Pass or "C" or higher.
22227 8:00-10:00AM MTWThF Motruk,N HS204
10:00-11:00AM MTWThF Motruk,N HS204
12:00- 4:50PM MTWThF Motruk,N HS204
Class#22227 meets 10/16/2017-12/15/2017

COUNSELING

COUN 10 - 1.0 UNIT CAREER PLANNING
Transferable to CSU
Not Transferable
NOTE: a material fee of $25.00 is required for COUN 10
25580 2:00- 3:50PM Th Ukita,T SS207
Class#25580 meets 08/17/2017-10/12/2017
21775 2:00- 3:50PM T Lee,R SS207
Class#21775 meets 10/17/2017-12/12/2017

COUN 101B - 0.5 UNIT ORIENTATION TO COLLEGE
Transferable to CSU
23661 5:00- 6:15PM Th Wang,L MC104
Class#23661 meets 09/28/2017-11/02/2017

COUN 150 - 3.0 UNITS DYNAMICS OF LEADERSHIP
Transferable to UC, CSU
Recommendation: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher and participation in a college or community-based organization or club.
26812 9:30-10:45AM TTh Hurtado,H (EOPS) AD117
26813 11:00-12:15PM TTh Valenzuela,R (EOPS) AD117

COUN 200 - 3.0 UNITS SUCCESS IN COLLEGE AND CAREER
Transferable to UC, CSU
Recommendation: Completion of ENGL 20 or equivalent with a grade of "C" or higher or "Pass" or completion of the English Placement Process with eligibility for ENGL 52, ENGL 72, and ESL 152.
NOTE: a material fee of $25.00 is required for COUN 200
20133 2:00- 4:50PM M Garriola,B SS140
26201 9:30-10:45AM MW Mahoney,M MP205
22518 9:30-10:45AM TTh Bello-Gardner,S MP205
### CULINARY ARTS

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
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<tr>
<td>22519</td>
<td>11:00-12:15PM</td>
<td>TTh</td>
<td>Romero,G</td>
<td>MP205</td>
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This COUN 200 class is part of the – FYE Transfer House III Learning Community. You must enroll in ENGL 100 #24540, ENGL 103 #26765, and LIBR 100 #27019. For additional enrollment information go to www.cerritos.edu/lcp/ and click on Fall 2017.

### CA 182 - 5.0 UNITS
**PROFESSIONAL BAKING AND PASTRY**
Transferable to CSU
Prerequisite: CA 181 or equivalent with a grade of "C" or higher or "Pass."

<table>
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<tr>
<td>24185</td>
<td>4:00-5:30PM</td>
<td>MW</td>
<td>Alton,A</td>
<td>CB101</td>
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<td>5:30-8:45PM</td>
<td>MW</td>
<td>Alton,A</td>
<td>CB101</td>
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NOTE: a material fee of $50.00 is required for CA 182

### CA 230 - 3.0 UNITS
**PROFESSIONAL HEALTHY COOKING**
Transferable to CSU
Corequisite: CA 101 or prior completion or equivalent with a grade of "C" or higher or "Pass."
Recommendation: Completion of ENGL 52, or ENGL 72, or ESL 152, or equivalent with a grade of "C" or higher or "Pass" or completion of the placement process with eligibility for ENGL 100.

<table>
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<th>Time</th>
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<th>Room</th>
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</thead>
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<tr>
<td>24706</td>
<td>2:00-4:50PM</td>
<td>T</td>
<td>Pierini,M</td>
<td>CB101</td>
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NOTE: a material fee of $50.00 is required for CA 250

### CA 250 - 7.0 UNITS
**PROFESSIONAL COOKING II**
Transferable to CSU
Corequisite: CA 153 or CA 251 or equivalent with a grade of "C" or higher or "Pass."
Recommendation: CA 230 or equivalent with a grade of "C" or higher or "Pass."

<table>
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<td>24187</td>
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<td>CB101</td>
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<td>10:00-12:00PM</td>
<td>TW</td>
<td>Lopez,J</td>
<td>CB104</td>
</tr>
<tr>
<td></td>
<td>12:00-2:00PM</td>
<td>M</td>
<td>Lopez,J</td>
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<td>2:00-4:00PM</td>
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<td>Lopez,J</td>
<td>CB104</td>
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</table>

### CA 251 - 8.0 UNITS
**PROFESSIONAL HEALTHY COOKING II**
Transferable to CSU
Prerequisite: CA 153 or CA 251 or equivalent with a grade of "C" or higher or "Pass."
Recommendation: CA 230 or equivalent with a grade of "C" or higher or "Pass."

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<td>Pierini,M</td>
<td>CB101</td>
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<td>9:00-1:15PM</td>
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<td>Pierini,M</td>
<td>CB101</td>
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<tr>
<td></td>
<td>10:00-1:15PM</td>
<td>TW</td>
<td>Pierini,M</td>
<td>CB101</td>
</tr>
</tbody>
</table>

### CA 252 - 8.0 UNITS
**PROFESSIONAL COOKING III**
Transferable to CSU
Prerequisite: CA 153 or CA 251 or equivalent with a grade of "C" or higher or "Pass."
Recommendation: CA 230 or equivalent with a grade of "C" or higher or "Pass."

<table>
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<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>24193</td>
<td>4:00-6:50PM</td>
<td>T</td>
<td>Lew,E</td>
<td>CB102</td>
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### DANCE

**DANCE CONCERT AUDITIONS**
Saturday, August 19, 10:30 a.m. location CB 102.
Dance Concert participants are required to enroll in DANC 150/151 Concert Dates: To Be Announced
(For more information contact Rebekah Hathaway, Ext. 2846 or Email instructor at rhathaway@cerritos.edu)

#### DANCE 100 - 3.0 UNITS
**DANCE APPRECIATION**
Transferable to UC, CSU
Please check your email the week before the online registration for information regarding the classroom.

<table>
<thead>
<tr>
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<th>Time</th>
<th>Day</th>
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</thead>
<tbody>
<tr>
<td>24484</td>
<td>3:30-4:15PM</td>
<td>T</td>
<td>Hendrix,J</td>
<td>MCIS20</td>
</tr>
<tr>
<td>26228</td>
<td>6:30-8:15PM</td>
<td>M</td>
<td>Cole,P</td>
<td>MC104</td>
</tr>
<tr>
<td>27064</td>
<td>2:30-3:15PM</td>
<td>T</td>
<td>Gregory,C</td>
<td>MC104</td>
</tr>
</tbody>
</table>

Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.

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<th>Room</th>
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<tbody>
<tr>
<td>22679</td>
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<td>MW</td>
<td>Hendrix, J</td>
<td>CB105</td>
<td>21812</td>
<td>4:00-4:30PM</td>
<td>MW</td>
<td>Rosa, S</td>
<td>CB105</td>
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<tr>
<td>22683</td>
<td>6:00-8:30AM</td>
<td>TTh</td>
<td>Berney, D</td>
<td>CB105</td>
<td>21814</td>
<td>6:00-7:00PM</td>
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<td>CB105</td>
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<td>26742</td>
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<td>Berney, D</td>
<td>CB105</td>
<td>27130</td>
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<td>22083</td>
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<td>Hathaway, R</td>
<td>ONLINE</td>
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<td>CB105</td>
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<td>Rawles, D</td>
<td>CB105</td>
<td>21812</td>
<td>4:00-4:30PM</td>
<td>MW</td>
<td>Rosa, S</td>
<td>CB105</td>
</tr>
<tr>
<td>22083</td>
<td>6:00-8:30AM</td>
<td>TTh</td>
<td>Berney, D</td>
<td>CB105</td>
<td>21814</td>
<td>6:00-7:00PM</td>
<td>TTh</td>
<td>Cole, P</td>
<td>CB105</td>
</tr>
<tr>
<td>27130</td>
<td>6:00-7:00PM</td>
<td>F</td>
<td>Rawles, D</td>
<td>CB105</td>
<td>21812</td>
<td>4:00-4:30PM</td>
<td>MW</td>
<td>Rosa, S</td>
<td>CB105</td>
</tr>
</tbody>
</table>

Note: Online registered students must go to Canvas class webpage between 8 am on 8/14/17 and 11:55 pm on 8/17/17 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your student ID and your password is your 6-digit birthday. Class#22679 meets 08/14/2017-10/13/2017

Note: Online registered students must go to Canvas class webpage between 8 am on 8/10/16 and 11:55 pm on 8/13/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your student ID and your password is your 6-digit birthday. Class#26742 meets 10/16/2017-12/15/2017

DANC 101 - 3.0 UNITS  HISTORY OF DANCE
Transferable to UC, CSU
9:00-11:50AM  F  Berney, D
BE109

DANC 105 - 3.0 UNITS  INTRODUCTION TO DANCE MOVEMENT
Transferable to UC, CSU
6:00-8:30PM  MW  Hendrix, J
CB105
9:00-11:50AM  MW  Hendrix, J
CB105

DANC 106A - 2.0 UNITS  BEGINNING BALLET
Transferable to UC, CSU
8:00-10:30AM  MW  Berney, D
CB105
8:00-10:30AM  TTh  Berney, D
CB105

DANC 106B - 2.0 UNITS  INTERMEDIATE BALLET
Transferable to UC, CSU
2:00-4:30PM  MW  Cabag, V
CB105
4:30-6:00PM  MW  Cabag, V
CB105
4:30-6:00PM  MW  Cabag, V
CB105

DANC 107 - 2.0 UNITS  BALLET VARIATIONS
Transferable to UC, CSU
10:00-11:12AM  MW  Cabag, V
CB105
10:00-11:12AM  MW  Cabag, V
CB105
12:30-2:30PM  MW  Cabag, V
CB105
12:30-2:30PM  MW  Cabag, V
CB105

DANC 108A - 2.0 UNITS  DANCE, MODERN, BEGINNING
Transferable to UC, CSU
8:00-10:00AM  MW  Gregory, C
CB105
8:00-10:00AM  MW  Gregory, C
CB105

DANC 108B - 2.0 UNITS  DANCE, MODERN, INTERMEDIATE
Transferable to UC, CSU
12:30-2:30PM  MW  Hendrix, J
CB105
12:30-2:30PM  MW  Hendrix, J
CB105

DANC 109 - 2.0 UNITS  COMMERCIAL DANCE
Transferable to UC, CSU
10:00-11:12AM  MW  Cabag, V
CB105
10:00-11:12AM  MW  Cabag, V
CB105
12:30-2:30PM  MW  Hendrix, J
CB105
12:30-2:30PM  MW  Hendrix, J
CB105

DANC 110 - 2.0 UNITS  DANCE, CONTEMPORARY MODERN
Transferable to UC, CSU
12:30-2:30PM  MW  Hendrix, J
CB105
12:30-2:30PM  MW  Hendrix, J
CB105

DANC 112 - 2.0 UNITS  LATIN SOCIAL DANCE
Transferable to UC, CSU
2:00-4:30PM  MW  Rosa, S
CB105
2:00-4:30PM  MW  Rosa, S
CB105

DANC 121 - 2.0 UNITS  MIDDLE EASTERN DANCE
Transferable to UC, CSU
2:00-4:30PM  MW  Rosa, S
CB105
2:00-4:30PM  MW  Rosa, S
CB105

DANC 122 - 2.0 UNITS  HIP HOP DANCE TRENDS
Transferable to UC, CSU
10:00-11:50AM  MW  Cabag, V
CB105
10:00-11:50AM  MW  Cabag, V
CB105

DANC 130A - 2.0 UNITS  BEGINNING CHOREOGRAPHY
Transferable to UC, CSU
2:00-4:00PM  TTh  STAFF
CB105
3:00-3:30PM  TTh  T Th
CB105

DANC 130B - 2.0 UNITS  INTERMEDIATE CHOREOGRAPHY
Transferable to UC, CSU
2:00-4:00PM  TTh  STAFF
CB105
3:00-3:30PM  TTh  T Th
CB105

DANC 134 - 2.0 UNITS  DANCE PERFORMANCE
Transferable to UC, CSU
4:00-6:00PM  TTh  Gregory, C
CB105
4:00-6:00PM  TTh  Gregory, C
CB105

DANC 140 - 2.0 UNITS  BEGINNING JAZZ DANCE
Transferable to UC, CSU
10:00-11:50AM  MW  Cabag, V
CB105
10:00-11:50AM  MW  Cabag, V
CB105

DANC 141 - 2.0 UNITS  INTERMEDIATE JAZZ DANCE
Transferable to UC, CSU
10:00-11:50AM  MW  Cabag, V
CB105
10:00-11:50AM  MW  Cabag, V
CB105

DANC 150 - 2.0 UNITS  REHEARSAL FOR FORMAL DANCE CONCERTS
Transferable to UC, CSU
4:00-6:00PM  MW  Cabag, V
CB105
4:00-6:00PM  MW  Cabag, V
CB105

DANC 151 - 2.0 UNITS  REHEARSAL FOR INFORMAL DANCE SHOWCASES
Transferable to UC, CSU
4:00-6:00PM  MW  Cabag, V
CB105
4:00-6:00PM  MW  Cabag, V
CB105

Mandatory first class meeting/audition on Saturday, August 19, 10:30 a.m. in CB102.

Note: Online registered students must go to Canvas class webpage between 8 am on 8/14/17 and 11:55 pm on 8/17/17 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your student ID and your password is your 6-digit birthday.
Applications for Fall 2018 admission to the Dental Hygiene Program are due in the Health Occupations Division Office no later than April 2, 2018. Students must be accepted into the Dental Hygiene Program prior to enrolling in any class. For more information, call (662) 860-2451, Ext. 2550.

DENTAL HYGIENE

Applications for Fall 2018 admission to the Dental Hygiene Program are due in the Health Occupations Division Office no later than April 2, 2018. Students must be accepted into the Dental Hygiene Program prior to enrolling in any class. For more information, call (662) 860-2451, Ext. 2550.

DENTAL ASSISTING

Applications for Fall 2018 admission to the Dental Assisting Program are due in the Health Occupations Division Office no later than May 15, 2018. Students must be accepted into the Dental Assisting Program prior to enrolling in any class. For more information, call (662) 860-2451, Ext. 2550.

Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
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ENGT 116 - 2.0 UNITS  
BLUEPRINT READING  
Transferable to CSU  
Recommendation: ENGT 131 or equivalent with a grade of Pass or "C" or higher.

21468  
9:00-10:41AM Sat Stever,E PST236  
10:41-12:13PM Sat Stever,E PST236  
Class#21468 meets 08/19/2017-12/09/2017

ENGT 117 - 2.0 UNITS  
GEOMETRICAL DIMENSIONING AND TOLERANCING  
Transferable to CSU  
Corequisite: ENGT 116 or equivalent with a grade of Pass or "C" or higher or prior completion.

26136  
7:00- 8:50PM F Real,Y (HYBRID) PST227

ENGT 131 - 3.0 UNITS  
DESIGN FUNDAMENTALS INCLUDING 3D MODELING  
Transferable to CSU  
Recommendation: ENGT 116 or equivalent with a grade of "C" or higher, or "Pass."

NOTE: a material fee of $10.00 is required for ENGT 131

20222  
8:00- 9:00AM MW Hiranandani,J PST227  
9:00-10:20AM MW Hiranandani,J PST227  
26137  
8:00- 9:07AM Sat Li,D PST230  
9:07-12:15PM Sat Li,D PST230  
Class#26137 meets 08/19/2017-12/09/2017

ENGT 133 - 2.0 UNITS  
SOLIDWORKS FOR SHEET METAL DESIGN  
Transferable to CSU  
Prerequisite: ENGT 103 or ENGT 138 or ENGT 259 or ENGT 265 or equivalent with a grade of "C" or higher or "Pass."

NOTE: a material fee of $10.00 is required for ENGT 133

24235  
8:00-11:22AM Sat Hiranandani,J PST227  
12:07-3:19PM Sat Hiranandani,J PST227  
Class#24235 meets 08/19/2017-12/09/2017

ENGT 139 - 4.0 UNITS  
INTRODUCTION TO ENGINEERING DESIGN USING AUTOCAD  
Transferable to UC, CSU  
Recommendation: ENGT 116 and ENGT 131 or equivalent with a grade of "C" or higher, or "Pass," or appropriate work experience.

NOTE: a material fee of $10.00 is required for ENGT 139

26141  
6:00- 7:30PM MW Hiranandani,J PST227  
7:30- 8:50PM MW Hiranandani,J PST227

ENGT 237 - 3.0 UNITS  
STATICS AND STRENGTH OF MATERIALS USING SIMULATION  
Transferable to CSU  
Prerequisite: ENGT 103 or ENGT 138 or ENGT 259 or ENGT 265 or equivalent with a grade of "C" or higher, or "Pass."

NOTE: a material fee of $10.00 is required for ENGT 237

27117  
4:00- 5:00PM TTh Micic,M PST227  
5:00- 6:20PM TTh Micic,M PST227

ENGT 258 - 4.0 UNITS  
TOOLS AND FIXTURES APPLICATIONS USING SOLIDWORKS  
Transferable to CSU  
Prerequisite: ENGT 103, or ENGT 138, or ENGT 259, or ENGT 265 or equivalent with a grade of "C" or higher, or "Pass."

NOTE: a material fee of $10.00 is required for ENGT 258

26334  
6:30- 8:00PM TTh Li,D PST227  
8:00- 9:20PM TTh Li,D PST227  
24245  
8:00- 9:30AM MW Li,D PST224  
9:30-10:50AM MW Li,D PST224

ENGT 259 - 4.0 UNITS  
SOLIDWORKS INTRODUCTION  
Transferable to CSU  
Prerequisite: ENGT 259 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.

NOTE: a material fee of $10.00 is required for ENGT 259

27121  
4:00- 5:30PM MW Micic,M PST224  
5:30- 6:50PM MW Micic,M PST224

Students not in attendance or late for the first class are subject to drop.
If you place into English 52, you are also eligible to enroll in English 72 as an alternative to English 52. Students who pass English 72 will be able to move directly into English 100, freshman composition, the required college writing course for the A.A. degree and transfer.

ENGL 52 - 3.0 UNITS INTRODUCTION TO COLLEGE COMPOSITION
Not Transferable
Prerequisite: Completion of ENGL 20 or equivalent with a grade of "C" or higher, or of "Pass", or completion of the placement process with eligibility for ENGL 52.

FIRST NINE WEEKS:

Class# 21501 9:00-10:30AM MW Cavallaro,L MCIS20
2:00-3:00PM MW Cavallaro,L MCIS20
PAIRED 9-WEEK: Class#21501 meets 08/14/2017-10/17/2017. In the first week of the semester, students in this class will be automatically enrolled in ENGL 52 #21756 which meets 10/17/2017-12/16/2017.

Class# 21525 9:00-10:30AM MW Cavallaro,L LA106
6:00-9:30PM T Th GAik,F LA204
PAIRED 9-WEEK: Class#21525 meets 08/14/2017-10/17/2017. In the first week of the semester, students in this class will be automatically enrolled in ENGL 52 #21518 which meets 10/17/2017-12/17/2017.

Class# 26934 9:00-10:30AM MW Cavallaro,L LA106
3:00-4:30PM MW Cavallaro,L LA106
PAIRED 9-WEEK: Class#26934 meets 08/15/2017-10/18/2017. In the first week of the semester, students in this class will be automatically enrolled in ENGL 52 #24509 which meets 10/17/2017-12/16/2017.

Class# 27069 7:00-10:30AM MW Chester,R MP209
10:30-10:50AM MW Chester,R MP209
PAIRED 9-WEEK: Class#27069 meets 08/14/2017-10/17/2017. In the first week of the semester, students in this class will be automatically enrolled in ENGL 52 #27071 which meets 10/17/2017-12/17/2017.

Class# 27071 7:00-10:30AM T Th Chester,R MP209
10:30-10:50AM T Th Chester,R MP209
PAIRED 9-WEEK: Class#27071 meets 08/15/2017-10/17/2017. In the first week of the semester, students in this class will be automatically enrolled in ENGL 52 #27075 which meets 10/17/2017-12/17/2017.

Class# 27085 7:00-10:30AM T Th LA211 LA211
PAIRED 9-WEEK: Class#27085 meets 08/14/2017-10/17/2017. In the first week of the semester, students in this class will be automatically enrolled in ENGL 52 #27089 which meets 10/17/2017-12/17/2017.

Class# 27599 7:00-10:30AM MW STAFF LA204
10:30-10:50AM MW STAFF LA204
PAIRED 9-WEEK: Class#27599 meets 08/14/2017-10/17/2017. In the first week of the semester, students in this class will be automatically enrolled in ENGL 52 #27603 which meets 10/17/2017-12/17/2017.

Class# 27603 7:00-10:30AM MW STAFF LA204
10:30-10:50AM MW STAFF LA204
PAIRED 9-WEEK: Class#27603 meets 08/14/2017-10/17/2017. In the first week of the semester, students in this class will be automatically enrolled in ENGL 52 #27607 which meets 10/17/2017-12/17/2017.

Class# 27609 7:00-10:30AM T Th LA106
10:30-10:50AM T Th LA106
PAIRED 9-WEEK: Class#27609 meets 08/15/2017-10/17/2017. In the first week of the semester, students in this class will be automatically enrolled in ENGL 52 #27613 which meets 10/17/2017-12/17/2017.
Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.

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**ENGLISH TRADITIONAL CLASSES**

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>26765</td>
<td>7:00-9:50AM</td>
<td>TTh</td>
<td>Cheatham,T</td>
<td>LA103</td>
</tr>
</tbody>
</table>

This ENGL 103 class is part of the FYE University Transfer House III Learning Community. You must also enroll in COUR 200 #26332, ENGL 100 #24540, and UBR 100 #27019. For additional enrollment information go to www.cerritos.edu/icp and click on Fall 2017.

**ENGL 5L - 0.5 UNIT FRESHMAN COMPOSITION SUPPLEMENTAL SEMINAR**

Not Transferable

Prerequisite: Completion of the English placement process with a combined score of 85-94.

Corequisite: Concurrent enrollment in ENGL 100.

This class will be open to other students should there be space during the week of 10/17/2017.

**ENGL 20 - 3.0 UNITS BASIC WRITING**

Not Transferable

Prerequisite: Satisfactory completion of the English Placement Process or ENGL 15 or ESL 200 or equivalent with a grade of Pass or "C" or higher.

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Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>22068</td>
<td>7:00-8:30PM</td>
<td>MW</td>
<td>STAFF</td>
<td>MP211</td>
</tr>
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<td></td>
<td>8:30-9:50PM</td>
<td></td>
<td>STAFF</td>
<td>MP211</td>
</tr>
<tr>
<td>21519</td>
<td>7:00-8:30AM</td>
<td>M</td>
<td>MTWTh</td>
<td>SS138</td>
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<tr>
<td></td>
<td>8:30-9:50AM</td>
<td></td>
<td>MTWTh</td>
<td>SS138</td>
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</tbody>
</table>

This class is targeted for students in the AIME program. If this class is closed, you may still be able to join this class through AIME. To join AIME, please go to www.cerritos.edu/aime.

Class #21519 meets 08/14/2017-10/12/2017

23889 7:00-8:30AM MTWTh STAFF (AIME) MCIS207
3:00-4:50PM MTWTh STAFF (AIME) MCIS207

This class is targeted for students in the AIME program. If this class is closed, you may still be able to join this class through AIME. To join AIME, please go to www.cerritos.edu/aime.

Class #23889 meets 10/16/2017-12/14/2017

If you place into English 52, you are also eligible to enroll in English 72 as an alternative to English 52. Students who pass English 72 will be able to move directly into English 100, Freshman Composition, the required college writing course for the A.A. degree and transfer.

ENGL 52 - 3.0 UNITS INTRODUCTION TO COLLEGE COMPOSITION
Not Transferable
Prerequisite: Completion of ENGL 20 or equivalent with a grade of "C" or higher, or of "Pass", or completion of the placement process with eligibility for ENGL 52.

22045 11:00-12:30PM MW  Ashe,S  LA201
12:30-1:50PM MW  Ashe,S  LA201
22070 9:00-10:30AM MW  Quass-Berryman,F (PUENTE) LA203
10:30-11:50AM MW  Quass-Berryman,F LA203

This ENGL 52 class is part of the – FYE House B1 Learning Community. You must also enroll in COUN 200 #22519 and LIBR 100 #22178. For additional enrollment information go to www.cerritos.edu/tcp/ and click on Fall 2017.

23462 4:00-5:30PM TTh  Cagnolatti,D MP200
10:30-11:50AM TTh  Cagnolatti,D MP200

This class is targeted for students in the AIME program. If this class is closed, you may still be able to join this class through AIME. To join AIME, please go to www.cerritos.edu/aime.

Class #23462 meets 08/14/2017-10/31/2017

23913 5:00-6:30PM MW  LA205
3:00-4:30PM MW  LA205
21547 7:00-8:30PM TTh  STAFF  LA212
8:30-9:50PM TTh  STAFF  LA212
23915 9:00-10:30AM TTh  Havice,S  LA202
10:30-11:50AM TTh  Havice,S  LA202

This ENGL 52 class is part of the – FYE House B1 Learning Community. You must also enroll in COUN 200 #22519 and LIBR 100 #22178. For additional enrollment information go to www.cerritos.edu/tcp/ and click on Fall 2017.

21549 9:00-10:30AM TTh  STAFF  BE105
10:30-11:50AM TTh  Havice,S  LA202
1:00-2:30PM TTh  STAFF  BE105
2:30-5:00PM TTh  STAFF  BE105

This ENGL 52 class is part of the – FYE House B1 Learning Community. You must also enroll in COUN 200 #22519 and LIBR 100 #22178. For additional enrollment information go to www.cerritos.edu/tcp/ and click on Fall 2017.

25477 11:00-1:30PM TTh  Danielo,J MP213
3:00-5:00PM TTh  Danielo,J MP213

This class is targeted for students in the AIME program. If this class is closed, you may still be able to join this class through AIME. To join AIME, please go to www.cerritos.edu/aime.

26273 7:00-8:30AM MWF  Alvarez,L LA201
8:30-9:50AM MWF  Alvarez,L LA201

This class is targeted for students in the AIME program. If this class is closed, you may still be able to join this class through AIME. To join AIME, please go to www.cerritos.edu/aime.

26275 9:00-10:30AM MWF  Alvarez,L LA205
10:30-11:50AM MWF  Alvarez,L LA205

This class is targeted for students in the AIME program. If this class is closed, you may still be able to join this class through AIME. To join AIME, please go to www.cerritos.edu/aime.

26277 11:00-1:30PM MW  Hua,L PST236
1:30-3:30PM MW  Hua,L PST236
26279 9:00-10:30AM MWF  STAFF  BE106
10:30-11:50AM MWF  STAFF  BE106

26281 9:00-11:30AM MW  Greene,C MP200
11:30-1:30PM MW  Greene,C MP200

26283 3:00-5:30PM TTh  STAFF  LA205
5:30-5:50PM TTh  STAFF  LA205
26285 1:00-3:30PM Hua,L (AIME) MP211
3:00-5:30PM Hua,L (AIME) MP211

This class is targeted for students in the AIME program. If this class is closed, you may still be able to join this class through AIME. To join AIME, please go to www.cerritos.edu/aime.

26287 6:00-8:30PM MWF  STAFF  LA205
8:30-10:50PM MWF  STAFF  LA205
26289 7:00-9:50PM MW  STAFF  LA202
9:30-10:50PM MW  STAFF  LA202
26291 7:00-9:30PM TTh  STAFF  LA210
9:30-10:50PM TTh  STAFF  LA210
Students not in attendance or late for the first class are subject to drop.
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SUPPLEMENTAL ESL CLASSES

To gain fluency and confidence in English, it is important that ESL students develop all areas of language. Supplemental ESL classes target the development of specific skill areas. Students may take ESL supplemental classes along with ESL core courses or individually.

- Listening & Speaking classes: ESL 7: Beginning Speaking and Listening (1.5 units), ESL 10: Intermediate Speaking and Listening (3 units), ESL 20: Advanced Speaking and Listening (3 units)
- Pronunciation classes: ESL 12: Beginning Pronunciation (1.5 units), ESL 14: Pronunciation Plus (3.0 units)
- Vocabulary, Spelling, and Idioms classes: ESL 21A: Intermediate Vocabulary (3.0 units), ESL 21B: Advanced Vocabulary (3.0 units), ESL 32: American Idioms (1.5 units), ESL 23: Spelling (1.5 units)
- Editing: ESL 35 Advanced Editing (1.5 units)

TOEFL: ESL 57 Preparation for the Test of English as a Foreign Language (3.0 units)

Students not in attendance or late for the first class are subject to drop.
<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL 120 - 5.0 UNITS</td>
<td>PREPARATION FOR COLLEGE WRITING FOR NON-NATIVE ENGLISH SPEAKERS</td>
<td>Transferable to UC, CSU</td>
<td>Prerequisite: Completion of the English as a Second Language placement process with a qualifying score for ESL 120 or completion of ESL 5, ESL 200, or equivalent with a grade of Pass or &quot;C&quot; or higher.</td>
<td>23697</td>
<td>8:30-10:50AM</td>
<td>TTh</td>
<td>Sugihara-Cheetham,J</td>
<td>LC205</td>
<td>26184</td>
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<tr>
<td>FILM 101 - 3.0 UNITS</td>
<td>MOTION PICTURE PRODUCTION</td>
<td>Transferable to CSU</td>
<td>NOTE: a material fee of $40.00 is required for FILM 101</td>
<td>21843</td>
<td>5:00-7:00PM</td>
<td>W</td>
<td>McIlroy,L</td>
<td>LA110</td>
<td>20270</td>
</tr>
<tr>
<td>FILM 102 - 3.0 UNITS</td>
<td>TELEVISION PRODUCTION</td>
<td>Transferable to CSU</td>
<td>NOTE: a material fee of $40.00 is required for FILM 102</td>
<td>22272</td>
<td>9:00-11:55AM</td>
<td>Sat</td>
<td>Karshmer,A</td>
<td>FA136</td>
<td>20275</td>
</tr>
<tr>
<td>FILM 103 - 3.0 UNITS</td>
<td>TELEVISION COMMERCIAL AND PUBLIC SERVICE ANNOUNCEMENT PRODUCTION</td>
<td>Transferable to CSU</td>
<td>Prerequisite: FILM 101 or FILM 102 or equivalent with a grade of Pass or &quot;C&quot; or higher.</td>
<td>26182</td>
<td>5:00-7:00PM</td>
<td>F</td>
<td>Karshmer,A</td>
<td>FA136</td>
<td>26184</td>
</tr>
<tr>
<td>FILM 104 - 3.0 UNITS</td>
<td>MOTION PICTURE AND DIGITAL CINEMATOGRAPHY</td>
<td>Transferable to CSU</td>
<td>Prerequisite: FILM 101 or equivalent with a grade of Pass or &quot;C&quot; or higher.</td>
<td>26184</td>
<td>5:00-6:00PM</td>
<td>TTh</td>
<td>Hirohama,S</td>
<td>FA136</td>
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<tr>
<td>NOTE: a material fee of $40.00 is required for FILM 104</td>
<td></td>
<td></td>
<td></td>
<td>26842</td>
<td>9:00-11:00AM</td>
<td>W</td>
<td>Turowski,K</td>
<td>FA136</td>
<td>26842</td>
</tr>
<tr>
<td>NOTE: a material fee of $40.00 is required for FILM 104</td>
<td></td>
<td></td>
<td></td>
<td>26102</td>
<td>3.0 HRS ARR</td>
<td>K</td>
<td>Karshmer,A</td>
<td>FA136</td>
<td>21959</td>
</tr>
<tr>
<td>NOTE: a material fee of $2.50 is required for FIN 51</td>
<td></td>
<td></td>
<td></td>
<td>21956</td>
<td>3.0 HRS ARR</td>
<td>OL</td>
<td>Mirza,A</td>
<td>ONLINE</td>
<td>21957</td>
</tr>
<tr>
<td>NOTE: Orientation and all class work are done online. Email instructor at <a href="mailto:amirzal@cerritos.edu">amirzal@cerritos.edu</a></td>
<td></td>
<td></td>
<td></td>
<td>22127</td>
<td>3.0 HRS ARR</td>
<td>OL</td>
<td>Moloney,P</td>
<td>ONLINE</td>
<td>22127</td>
</tr>
</tbody>
</table>
FIN 126 - 3.0 UNITS INTRODUCTION TO STOCK MARKET AND INVESTMENTS
Transferable to CSU
21958 7:00-9:50PM W Davis, R SS141

FREN 101 - 5.0 UNITS ELEMENTARY FRENCH
Transferable to UC, CSU (CAN FREN 1)
20233 12:30-2:45PM TTh Florescu, M LA213
+ 1.0 HRS ARR Florescu, M LC205
LAB IS ONE HOUR ARR PER WEEK IN THE SUCCESS CENTER
20234 8:30-10:45AM MW Florescu, M LA213
+ 1.0 HRS ARR Florescu, M LC205
LAB IS ONE HOUR ARR PER WEEK IN THE SUCCESS CENTER
22024 4:30-6:45PM MW Bailey, K LA103
+ 1.0 HRS ARR Bailey, K LC205
LAB IS ONE HOUR ARR PER WEEK IN THE SUCCESS CENTER
23952 7:00-9:15PM TTh Nicolas, J SS314
+ 1.0 HRS ARR Nicolas, J LC205
LAB IS ONE HOUR ARR PER WEEK IN THE SUCCESS CENTER

FREN 102 - 5.0 UNITS ELEMENTARY FRENCH
Transferable to UC, CSU (CAN FREN 4)
Prerequisite: FREN 101 or equivalent with a grade of Pass or "C" or higher.
20235 8:30-10:45AM TTh Florescu, M LA213
+ 1.0 HRS ARR Florescu, M LC205
LAB IS ONE HOUR ARR PER WEEK IN THE SUCCESS CENTER

FREN 201 - 5.0 UNITS INTERMEDIATE FRENCH
Transferable to UC, CSU (CAN FREN 8)
Prerequisite: FREN 102 or equivalent with a grade of Pass or "C" or higher.
20236 11:00-1:15PM MW Florescu, M LA213
+ 1.0 HRS ARR Florescu, M LC205
LAB IS ONE HOUR ARR PER WEEK IN THE SUCCESS CENTER

FREN 202 - 4.0 UNITS INTERMEDIATE FRENCH
Transferable to UC, CSU (CAN FREN 10)
Prerequisite: FREN 201 or equivalent with a grade of Pass or "C" or higher.
20237 11:00-12:50PM MW Florescu, M LA213

FREN 203 - 4.0 UNITS INTERMEDIATE FRENCH ADVANCED LEVEL I
Transferable to UC, CSU
Prerequisite: FREN 202 or equivalent with a grade of Pass or "C" or higher.
20238 11:00-12:50PM MW Florescu, M LA213

GEOG 102 - 3.0 UNITS CULTURAL GEOGRAPHY
Transferable to UC, CSU (CAN GEOG 4)
20242 4:00-6:50PM M Goode, R S 101
23821 2:00-3:15PM MW Goode, R S 101

GEOG 103 - 3.0 UNITS ENVIRONMENTAL GEOGRAPHY
Transferable to UC, CSU
21887 3:30-6:20PM Th Barajas, D S 101
22653 7:00-9:50PM Th Barajas, D S 101

GEOG 105 - 3.0 UNITS WORLD REGIONAL GEOGRAPHY
Transferable to UC, CSU
23822 12:30-1:45PM MW Goode, R S 101
26914 7:00-9:50PM M STAFF S 101
26915 4:00-6:50PM F STAFF S 101

GEOG 107L - 1.0 UNIT PHYSICAL GEOGRAPHY LABORATORY
Transferable to UC, CSU
Prerequisite: GEOG 101 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment.
21466 10:00-12:50PM F Lo Vetere, C PST137
One Friday through Sunday camping field trip and up to two Saturday or Sunday field trips are a required part of this course. The dates of the field trips will be announced at the first class meeting.
21467 1:00-3:50PM F Lo Vetere, C PST137
One Friday through Sunday camping field trip and up to two Saturday or Sunday field trips are a required part of this course. The dates of the field trips will be announced at the first class meeting.
27056 4:00-6:50PM T Lo Vetere, C PST137
Up to two Saturday or Sunday Field trips are a required part of this course. The dates of the field trips will be announced at the first class meeting.

Students not in attendance or late for the first class are subject to drop.
**GERMAN**

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>GERM 101 - 5.0 UNITS ELEMENTARY GERMAN</td>
<td>Transferable to UC, CSU (CAN GERM 2)</td>
<td>21647</td>
<td>8:00-10:15AM</td>
<td>TTh</td>
</tr>
<tr>
<td>GERM 102 - 5.0 UNITS ELEMENTARY GERMAN</td>
<td>Transferable to UC, CSU (CAN GERM 4)</td>
<td>26977</td>
<td>10:30-12:45PM</td>
<td>MW</td>
</tr>
<tr>
<td>GERM 201 - 4.0 UNITS INTERMEDIATE GERMAN</td>
<td>Transferable to UC, CSU (CAN GERM 8)</td>
<td>26307</td>
<td>6:00-9:50PM</td>
<td>Th</td>
</tr>
<tr>
<td>GERM 202 - 4.0 UNITS INTERMEDIATE GERMAN</td>
<td>Transferable to UC, CSU (CAN GERM 10)</td>
<td>26308</td>
<td>6:00-9:50PM</td>
<td>Th</td>
</tr>
<tr>
<td>GERM 203 - 4.0 UNITS SCIENTIFIC GERMAN</td>
<td>Transferable to UC, CSU</td>
<td>26309</td>
<td>6:00-9:50PM</td>
<td>Th</td>
</tr>
<tr>
<td>GERM 204 - 4.0 UNITS SCIENTIFIC GERMAN</td>
<td>Transferable to UC, CSU</td>
<td>26310</td>
<td>6:00-9:50PM</td>
<td>Th</td>
</tr>
</tbody>
</table>

**HED 100 - 3.0 UNITS CONTEMPORARY HEALTH PROBLEMS**

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
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<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>HED 101 - 3.0 UNITS STRESS MANAGEMENT</td>
<td>Transferable to CSU</td>
<td>20710</td>
<td>6:00-8:50PM</td>
<td>M</td>
</tr>
</tbody>
</table>

Students not in attendance or late for the first class are subject to drop.
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<th>Room</th>
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</thead>
<tbody>
<tr>
<td>HIST 230 - 3.0 UNITS</td>
<td>HISTORY OF MEXICO</td>
<td>Transferable to UC, CSU</td>
<td>12:30-1:45PM</td>
<td>TTh</td>
</tr>
<tr>
<td>HIST 235 - 3.0 UNITS</td>
<td>HISTORY OF LATIN AMERICA</td>
<td>Transferable to UC, CSU</td>
<td>12:30-1:45PM</td>
<td>TTh</td>
</tr>
<tr>
<td>HIST 241 - 3.0 UNITS</td>
<td>WESTERN CIVILIZATION</td>
<td>Transferable to UC, CSU (CAN HIST 2)</td>
<td>9:30-10:45AM</td>
<td>MW</td>
</tr>
<tr>
<td>HIST 245 - 3.0 UNITS</td>
<td>WORLD CIVILIZATION FROM ANTIQUITY TO 1500</td>
<td>Transferable to UC, CSU</td>
<td>9:30-10:45AM</td>
<td>MW</td>
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<tr>
<td>HIST 260 - 3.0 UNITS</td>
<td>SURVEY OF THE HISTORY OF ASIA</td>
<td>Transferable to UC, CSU</td>
<td>9:30-10:45AM</td>
<td>MW</td>
</tr>
<tr>
<td>HUM 100 - 3.0 UNITS</td>
<td>THE ART OF BEING HUMAN</td>
<td>Transferable to UC, CSU</td>
<td>11:00-12:15PM</td>
<td>W</td>
</tr>
<tr>
<td>HUM 106 - 3.0 UNITS</td>
<td>MENTAL AND MASCULINITIES: CONSTRUCTING MANHOOD IN AMERICA</td>
<td>Transferable to UC, CSU</td>
<td>11:00-12:15PM</td>
<td>W</td>
</tr>
<tr>
<td>HUM 109 - 3.0 UNITS</td>
<td>GENDER AND SEXUALITY IN ART</td>
<td>Transferable to UC, CSU</td>
<td>11:00-12:15PM</td>
<td>W</td>
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</tbody>
</table>

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<tr>
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<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 125 - 3.0 UNITS</td>
<td>INTRODUCTION TO VISUAL AND CULTURAL STUDIES</td>
<td>Transferable to CSU</td>
<td>11:00-12:15PM</td>
<td>TTh</td>
</tr>
</tbody>
</table>

### JOURNALISM

<table>
<thead>
<tr>
<th>Class#</th>
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<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>JOUR 100 - 3.0 UNITS</td>
<td>MASS COMMUNICATIONS AND SOCIETY</td>
<td>Transferable to UC, CSU (CAN JOUR 4)</td>
<td>12:30-1:45PM</td>
<td>TTh</td>
</tr>
<tr>
<td>JOUR 107A - 3.0 UNITS</td>
<td>COLLEGE NEWSPAPER</td>
<td>Transferable to UC, CSU (CAN JOUR 3)</td>
<td>12:30-1:45PM</td>
<td>TTh</td>
</tr>
<tr>
<td>JOUR 107B - 3.0 UNITS</td>
<td>INTERMEDIATE COLLEGE NEWSPAPER</td>
<td>Transferable to UC, CSU</td>
<td>12:30-1:45PM</td>
<td>TTh</td>
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### JAPANESE

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>JAPN 101 - 5.0 UNITS</td>
<td>ELEMENTARY JAPANESE</td>
<td>Transferable to UC, CSU</td>
<td>1:00-2:15PM</td>
<td>TTh</td>
</tr>
<tr>
<td>JAPN 107 - 5.0 UNITS</td>
<td>ELEMENTARY JAPANESE</td>
<td>Transferable to UC, CSU</td>
<td>1:00-2:15PM</td>
<td>TTh</td>
</tr>
</tbody>
</table>

### INTERDISCIPLINARY STUDIES

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>INST 151 - 3.0 UNITS</td>
<td>PRINCIPLES OF RECOVERY AND PSYCHOSOCIAL REHABILITATION</td>
<td>Transferable to CSU</td>
<td>1:00-2:15PM</td>
<td>TTh</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>INST 272 - 3.0 UNITS</td>
<td>SPECIAL POPULATIONS</td>
<td>Transferable to CSU</td>
<td>1:00-2:15PM</td>
<td>TTh</td>
</tr>
</tbody>
</table>
Students not in attendance or late for the first class are subject to drop.

KINESIOLOGY

KIN 100 - 3.0 UNITS INTRODUCTION TO KINESIOLOGY
Transferable to UC, CSU
24640 9:30-10:45AM MW Bueno,N MC103
25558 9:30-10:45AM TTh Jensen,D MC103
26249 11:00-12:15PM TTh STAFF MC103
26250 6:00-7:15PM TTh STAFF MC103

KIN 102 - 3.0 UNITS INTRODUCTION TO ATHLETIC TRAINING
Transferable to UC, CSU
24641 8:00-9:20AM TTh Castro,M MC103
25951 9:30-10:45AM MW STAFF CB103

KIN 104 - 3.0 UNITS FITNESS AND WELLNESS
Transferable to UC, CSU
NOTE: A material fee of $5.00 is required for KIN 104
NOTE: Students must select one (1) lecture and one (1) lab.
When registering enter the class # for lecture FIRST. When pop-up box appears asking for the accompanying section, enter the lab class number #.
LECTURE OPTIONS APPEAR BELOW
24645 2.0 HRS ARR (OL) Edwards,C ONLINE

KIN 106 - 2.0 UNITS STUDENT ATHLETES IN SOCIETY
Transferable to CSU
24657 6:30-8:20PM MW Gaylord,K MC103

KIN 108 - 3.0 UNITS WOMEN IN SPORTS
Transferable to UC, CSU
26251 1:00-3:50PM T STAFF (Women's Studies) MC103

KIN 130 - 3.0 UNITS THEORY OF COACHING
Transferable to UC, CSU
24978 9:30-10:45AM TTh May,R MC104
25030 3:00-5:00PM MWF Mazzotta,F FH
26478 1:00-2:15PM MW Richardson,C MC104

LAW

LAW 56 - 3.0 UNITS INTRODUCTION TO COMPUTERIZED LEGAL SOFTWARE
Not Transferable
21973 9:30-10:45AM MW Noyes,N BE117
21974 7:00-9:50PM F Noyes,N BE117

LAW 65 - 3.0 UNITS ADVANCED LEGAL TECHNOLOGY
Not Transferable
Recommendation: LAW 56 or equivalent with a grade of "C" or higher or "Pass."
27004 7:00-9:50PM M Kim,R BE117

LAW 100 - 3.0 UNITS INTRODUCTION TO CALIFORNIA CIVIL PROCEDURES
Transferable to CSU
Recommendation: LAW 56 with a grade of "C" or higher or "Pass."
21975 8:00-9:15AM T Th Greenberg,B LC 22
21976 7:00-9:50PM M Binning,M LC 22

LAW 101 - 3.0 UNITS INTRODUCTION TO LAW
Transferable to CSU
21977 11:00-1:50PM T Sauber,D LC 22
21996 7:00-9:50PM T Filer,A BE106
23782 11:00-12:15PM MW Binning,M BE105

LAW 102 - 3.0 UNITS ADVANCED CALIFORNIA CIVIL PROCEDURES
Transferable to CSU
Prerequisite: LAW 100 with a grade of "C" or higher.
Recommendation: LAW 56 with a grade of "C" or higher or "Pass."
21979 7:00-9:50PM T Noyes,N BE106
Students not in attendance or late for the first class are subject to drop.
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MATH 60 - 4.0 UNITS  ELEMENTARY ALGEBRA
Not Transferable
Prerequisite: MATH 40 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 60.
Recommendation: Meet the prerequisite within two years prior to the date of enrollment in MATH 60.

20294  10:00-11:50AM  MW  Campeau,L  LC209
20303  9:00-10:50AM  TTh  Worrel,D  LC209
20726  5:30- 7:20PM  MW  Worrel,D  LC209
20729  5:30- 7:20PM  TTh  Campeau,L  LC209
12173  12:30- 2:20PM  TTh  Worrel,D  LC209
26200  12:00- 1:50PM  MW  Campeau,L  LC209

MATH 80 - 4.0 UNITS  INTERMEDIATE ALGEBRA
Not Transferable
Prerequisite: MATH 60 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 80.
Recommendation: Meet the prerequisite within two years prior to the date of enrollment in MATH 80.

20310  10:00-11:50AM  MW  Campeau,L  LC209
20312  12:00- 1:50PM  MW  Campeau,L  LC209
20315  9:00-10:50AM  TTh  Worrel,D  LC209
20317  12:30- 2:20PM  TTh  Worrel,D  LC209
20731  5:30- 7:20PM  MW  Worrel,D  LC209
20733  5:30- 7:20PM  TTh  Campeau,L  LC209

MATH 80A - 3.0 UNITS  INTERMEDIATE ALGEBRA I
Not Transferable
Prerequisite: MATH 60 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 80A.
Recommendation: Meet the prerequisite within two years prior to the date of enrollment in MATH 80A.

20323  10:00-11:15AM  MW  Campeau,L  LC209
20325  12:00- 1:15PM  MW  Campeau,L  LC209
20326  9:00-10:15AM  TTh  Worrel,D  LC209
20328  12:30- 1:45PM  TTh  Worrel,D  LC209
20734  5:30- 6:45PM  MW  Worrel,D  LC209

MATH 80B - 3.0 UNITS  INTERMEDIATE ALGEBRA II
Not Transferable
Prerequisite: MATH 80A or equivalent with a grade of "C" or higher or "Pass", or completion of the math placement process with a score eligible for MATH 80B.

20330  10:00-11:15AM  MW  Campeau,L  LC209
20331  12:00- 1:15PM  MW  Campeau,L  LC209
20332  9:00-10:15AM  TTh  Worrel,D  LC209
20334  12:30- 1:45PM  TTh  Worrel,D  LC209
20737  5:30- 6:45PM  TTh  Campeau,L  LC209

MATH 114 - 4.0 UNITS  COLLEGE ALGEBRA
Transferable to UC, CSU
Prerequisite: MATH 80 or MATH 80B or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH courses 100 level or higher.
A graphing calculator is required for this course. A Texas Instruments 83+, 84, or 84+, is strongly recommended.

20343  12:00- 1:50PM  MW  Campeau,L  LC209
20739  9:00-10:50AM  TTh  Worrel,D  LC209
20742  5:30- 7:20PM  TTh  Campeau,L  LC209
23415  5:30- 7:20PM  MW  Worrel,D  LC209

MATH 140 - 3.0 UNITS  TRIGONOMETRY
Transferable to CSU (CAN MATH 8)
Prerequisite: MATH 80 or MATH 80B or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH courses numbered 100 level or higher and MATH 70 or equivalent with a grade of "C" or higher or "Pass".
A graphing calculator is required for this course. A Texas Instruments 83+, 84, or 84+, is strongly recommended.

20349  10:00-11:15AM  MW  Campeau,L  LC209
20350  12:30- 1:45PM  TTh  Worrel,D  LC209
20744  5:30- 6:45PM  MW  Worrel,D  LC209
20745  9:00-10:15AM  TTh  Worrel,D  LC209
20746  5:30- 6:45PM  TTh  Campeau,L  LC209

MATH 5 - 1.0 UNIT  MATHEMATICS LEARNING STRATEGIES
Not Transferable
Corequisite: Concurrent enrollment in MATH 20, 40, 60, 80, 80A, or 80B.

22654  1:00- 1:50PM  T  STAFF  PST237
This MATH 5 class is part of the – Success in Math I Learning Community.
You must also enroll in MATH 60 #26472. Not open to students with prior credit in MATH 5. For additional enrollment information go to www.cerritos.edu/lcp/ and click on Fall 2017.

21893  11:00-11:50AM  W  Nguirmdjou,E  MCIS108
This MATH 5 class is part of the – Success in Math II Learning Community.
You must also enroll in MATH 40 #20283. Not open to students with prior credit in MATH 40. For additional enrollment information go to www.cerritos.edu/lcp/ and click on Fall 2017.

22252  11:00-11:50AM  M  Gilliotte,C  MCIS108
This MATH 5 class is part of the – Success in Math IV Learning Community.
You must also enroll in MATH 40 #24235. Not open to students with prior credit in MATH 40. For additional enrollment information go to www.cerritos.edu/lcp/ and click on Fall 2017.

26192   1:00- 1:50PM  Th  Ford,D  PST237
This MATH 5 class is part of the – Success in Math III Learning Community.
You must also enroll in MATH 40 #20291. Not open to students with prior credit in MATH 40. For additional enrollment information go to www.cerritos.edu/lcp/ and click on Fall 2017.

MATH 40 - 4.0 UNITS  PREALGEBRA
Not Transferable
Prerequisite: MATH 20 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 40.

20823  12:00-1:50PM  MW  Gilliotte,C  MCIS108
This MATH 40 class is part of the – Success in Math II Learning Community.
You must also enroll in MATH 5 #21993. Not open to students with prior credit in MATH 5. For additional enrollment information go to www.cerritos.edu/lcp/ and click on Fall 2017.

20825  11:00-12:50PM  MW  Lewandowski,P  MCIS104
20396  4:00- 5:50PM  MW  Leon Jr.,R  MCIS108
26471  6:00- 7:50PM  MW  Johnson,J  MCIS108
23810  2:00- 3:50PM  MW  O'Neil,S  MCIS108
20821  2:00- 3:50PM  TTh  STAFF  PST237
This MATH 40 class is part of the – Success in Math III Learning Community.
You must also enroll in MATH 5 #26192. Not open to student with prior credit in MATH 5. For additional enrollment information go to www.cerritos.edu/lcp/ and click on Fall 2017.

21456  1:00- 2:50PM  TTh  George,P  MCIS108
26193  7:00- 8:50AM  TTh  Mata,P  MCIS108
23807  5:30- 7:20PM  MW  Godwin,S  MCIS104
22435  9:00-10:50AM  MW  Nguirmdjou,E  MCIS108
This MATH 40 class is part of the – Success in Math I Learning Community.
You must also enroll in MATH 5 #22252. Not open to students with prior credit in MATH 5. For additional enrollment information go to www.cerritos.edu/lcp/ and click on Fall 2017.

22428  9:00-10:50AM  TTh  Budarin,D  MCIS108
21890  11:00-12:50PM  TTh  STAFF  MCIS107
21891  5:00- 6:50PM  TTh  Leon Jr.,R  MCIS108
20725  7:00- 9:10PM  TTh  Tran,L  MCIS108

Walk-In Math Tutoring
Monday – Thursday: 9 am – 9 pm
Friday: 10 am – 2 pm
Saturday: 10 am – 3 pm

Math Tutoring Appointments now available!
Visit the Success Center Reception Desk to schedule yours today!
All students should have a Cerritos College ID Card with the current semesters sticker.
Hours and staffing may be subject to change, call the Math Success Center at (562) 653 7891 for more information.

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MEDICAL ASSISTANT

Additional MEDICAL ASSISTING DEPARTMENT courses are listed under Health Occupations (HO 53, HO 54, and HO 55). Clearance of a criminal background check and/or drugs abuse testing are required prior to clinical field experience.

MA 60 - 2.0 UNITS  INTRODUCTION TO MEDICAL ASSISTING
Not Transferable
20714 5:00-6:50PM  M  Gurrola,M  SL108
20727 9:00-10:50AM  T  Gurrola,M  SL108

MA 63 - 3.0 UNITS  HEALTH INSURANCE CODING AND BILLING
Not Transferable
Recommendation: MA 161 or equivalent with a grade of "C" or higher or "Pass."  
24195 7:00-9:50PM  M  Tawadros,Y  SL109
27028 12:00-2:50PM  M  Kane,R  SL105

MA 64 - 3.0 UNITS  MEDICAL OFFICE ASSISTING
Not Transferable
NOTE: a material fee of $8.50 is required for MA 64
20716 5:00-7:00PM  Th  Tawadros,Y  SL105
7:00-9:50PM  Th  Tawadros,Y  SL105

MA 66 - 3.0 UNITS  MEDICATIONS AND SPECIALTIES
Not Transferable
NOTE: a material fee of $36.00 is required for MA 66
26861 9:00-11:00AM  Th  STAFF  SL105
11:00-1:50PM  Th  STAFF  SL105

MA 67 - 3.0 UNITS  MEDICAL OFFICE ADMINISTRATION
Not Transferable
Prerequisite: MA 60.
Recommendation: BCOT 62 and BCOT 3T or equivalent with grades of Pass or "C" or higher.
26863 3:00-5:50PM  Th  Kane,R  SL105

MA 68 - 4.0 UNITS  MEDICAL ASSISTING INTERNSHIP EXPERIENCE
Not Transferable
Prerequisite: MA 60, MA 62A and MA 62B or MA 63, and MA 64, MA 161, HO 53, HO 54, HO 55 or equivalent with grades of "C" or higher or "Pass."  
Corequisite: MA 66 and MA 67 or prior completion with a grade of "Pass" or "C" or higher.
26864 2:00-2:50PM  Th  Gurrola,M  SL105
+10.0 HRS ARR  Gurrola,M

MA 161 - 3.0 UNITS  MEDICAL TERMINOLOGY
Transferable to CSU
20277 9:00-11:50AM  M  STAFF  SL109
20718 7:00-9:50PM  T  Artaides,E  SL109
21341 3.0 HRS ARR  (OL)  Schmidt,C  ONLINE  Mandatory Orientation: 10:00 a.m. - 12:00 p.m., Saturday - August 19 in HS102.
24196 3.0 HRS ARR  (OL)  McDonald,S  ONLINE  Mandatory Orientation: 10:00 a.m. - 12:00 p.m., Saturday - August 19 in SL109.
27062 8:00-11:05AM  Sat  STAFF  HS102  Class#27062 meets 08/19/2017-12/09/2017

MICROBIOLOGY

MIRC 200 - 5.0 UNITS  PRINCIPLES AND APPLICATIONS OF MICROBIOLOGY
Transferable to UC, CSU (CAN BIOL 14)
Prerequisite: CHEM 100 or BIOL 120 or ZOOL 120 or equivalent with grades of Pass or "C" or higher.
20358 12:30-1:45PM  MW  Rojas,S  S 202
Note: PLEASE ENROLL IN LB SECTION OF YOUR CHOICE. THE LECTURE SECTION #20358 WILL AUTOMATICALLY BE ASSIGNED.

20359 9:00-11:50AM  MW  Rojas,S  S 117
20360 2:00-4:50PM  MW  Cocca,S  S 117
21402 1:30-4:20PM  TTh  Rojas,S  S 117
20753 5:30-6:45PM  TTh  Rojas,S  S 202
Note: PLEASE ENROLL IN LB SECTION OF YOUR CHOICE. THE LECTURE SECTION #20753 WILL AUTOMATICALLY BE ASSIGNED.

20754 7:00-8:50PM  MW  Souki,S  S 117
20755 7:00-8:50PM  TTh  Morales,G  S 117

MUSIC

FIELD TRIPS TO LOCAL MUSIC PRODUCTIONS MAY BE REQUIRED
If so, students provide their own tickets – please check with your instructor for specific event information.

MUS 100 - 3.0 UNITS  MUSIC APPRECIATION
Transferable to UC, CSU
20361 9:30-12:20PM  F  Lee,S  BC 53
23964 11:00-12:20PM  TTh  Dimond,T  BC 53
24371 12:30-1:50PM  MW  Dillon,R  BC 53
27048 3.0 HRS ARR  (OL)  Pacier,P  ONLINE  Note: This is an ONLINE course – all instruction is completed online. No in-person orientation. Please check Canvas for online orientation information and directions for completion (instructor e-mail address: ppacier@cerritos.edu).
<table>
<thead>
<tr>
<th>Course#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 101 - 3.0 UNITS</td>
<td>3:00-3:50PM</td>
<td>Th</td>
<td>Carroll II,D</td>
<td>BC 51</td>
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<tr>
<td>MUS 102 - 3.0 UNITS</td>
<td>3:00-3:50PM</td>
<td>Th</td>
<td>Simmons,J</td>
<td>ONLINE</td>
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**Class Schedule**

<table>
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<tr>
<td>MUS 103 - 3.0 UNITS</td>
<td>9:30-10:30AM</td>
<td>MW</td>
<td>Lopez,C</td>
<td>ONLINE</td>
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<tr>
<td>MUS 104 - 3.0 UNITS</td>
<td>9:30-10:30AM</td>
<td>MW</td>
<td>Lopez,C</td>
<td>ONLINE</td>
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**Prerequisites**

- MUS 105 or equivalent with a grade of "C" or higher or "Pass" or completion of the English Placement Process with a score eligible for ENGL 100.
- MUS 118 or equivalent with a grade of "C" or higher.

**Notes**

- This course covers the fundamental vocabulary, techniques, concepts, and devices used in contemporary music production and related media fields.
- Topics include sound fundamentals, professional audio equipment, computers, music production software, recording studios, MIDI, electronic music, audiovisual productions, and film.
- This class is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.

**MUS 112 - 2.0 UNITS**

**ELEMENTARY PIANO I**

Transferrable to UC, CSU (CAN MUS 22)

<table>
<thead>
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<tr>
<td>20370</td>
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<td>Lee,S</td>
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<tr>
<td>20759</td>
<td>8:30-9:20PM</td>
<td>Th</td>
<td>Chen,J</td>
<td>BC 68</td>
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<tr>
<td>21297</td>
<td>3:30-4:30PM</td>
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<td>Lee,S</td>
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<td>21954</td>
<td>9:30-10:30AM</td>
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<td>Lopez,C</td>
<td>BC 68</td>
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<td>22263</td>
<td>9:30-11:30AM</td>
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<td>Russell,B</td>
<td>BC 68</td>
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<tr>
<td>24374</td>
<td>3:30-4:30PM</td>
<td>TTh</td>
<td>Da Silva,P</td>
<td>BC 68</td>
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<tr>
<td>21298</td>
<td>8:30-9:20PM</td>
<td>W</td>
<td>Schreiner,G</td>
<td>BC 68</td>
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</table>

**Prerequisites**

- MUS 108 or equivalent with a grade of "C" or higher.
- MUS 111 or equivalent with a grade of "C" or higher.

**Notes**

- This course is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.

**MUS 113 - 2.0 UNITS**

**ELEMENTARY PIANO II**

Transferrable to UC, CSU (CAN MUS 24)

<table>
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<th>Time</th>
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<th>Room</th>
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<td>20371</td>
<td>6:30-8:30PM</td>
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<td>Schreiner,G</td>
<td>BC 68</td>
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<tr>
<td>21312</td>
<td>9:30-10:30AM</td>
<td>MW</td>
<td>Lopez,C</td>
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<tr>
<td>22665</td>
<td>9:30-11:30AM</td>
<td>F</td>
<td>Russell,B</td>
<td>BC 68</td>
</tr>
<tr>
<td>21666</td>
<td>6:30-8:30PM</td>
<td>Th</td>
<td>Chen,J</td>
<td>BC 68</td>
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</table>

**Notes**

- This course is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.

**MUS 114 - 2.0 UNITS**

**INTERMEDIATE PIANO I**

Transferrable to UC, CSU

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<tr>
<td>21668</td>
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</table>

**Notes**

- This course is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.

**MUS 115 - 2.0 UNITS**

**INTERMEDIATE PIANO II**

Transferrable to UC, CSU

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<td>Chen,J</td>
<td>BC 68</td>
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</tbody>
</table>

**Notes**

- This course is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.

**MUS 116 - 2.0 UNITS**

**VOICE I**

Transferrable to UC, CSU

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<td>MW</td>
<td>DeMichele,A</td>
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<tr>
<td>20907</td>
<td>9:30-10:30AM</td>
<td>TTh</td>
<td>DeMichele,A</td>
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<tr>
<td>24376</td>
<td>6:30-8:30PM</td>
<td>M</td>
<td>Immel Jr.,R</td>
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**Notes**

- This course is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.

**MUS 117 - 2.0 UNITS**

**VOICE II**

Transferrable to UC, CSU

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<td>21672</td>
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<td>MW</td>
<td>DeMichele,A</td>
<td>BC 51</td>
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<tr>
<td>24378</td>
<td>6:30-8:30PM</td>
<td>M</td>
<td>Immel Jr.,R</td>
<td>BC 51</td>
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</table>

**Notes**

- This course is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.

**MUS 118 - 2.0 UNITS**

**VOICE III**

Transferrable to UC, CSU

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<tr>
<td>21674</td>
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<td>MW</td>
<td>DeMichele,A</td>
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<td>21200</td>
<td>9:30-10:30AM</td>
<td>TTh</td>
<td>DeMichele,A</td>
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<tr>
<td>24380</td>
<td>6:30-8:30PM</td>
<td>M</td>
<td>Immel Jr.,R</td>
<td>BC 51</td>
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</table>

**Notes**

- This course is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.

**MUS 119 - 2.0 UNITS**

**VOICE IV**

Transferrable to UC, CSU

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<th>Room</th>
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<tr>
<td>21295</td>
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<td>DeMichele,A</td>
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<tr>
<td>21678</td>
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<td>MW</td>
<td>DeMichele,A</td>
<td>BC 51</td>
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<tr>
<td>24382</td>
<td>6:30-8:30PM</td>
<td>M</td>
<td>Immel Jr.,R</td>
<td>BC 51</td>
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</tbody>
</table>

**Notes**

- This course is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.

**MUS 120 - 2.0 UNITS**

**ELEMENTARY GUITAR I**

Transferrable to UC, CSU

<table>
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<th>Time</th>
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</thead>
<tbody>
<tr>
<td>21304</td>
<td>2:00-4:00PM</td>
<td>M</td>
<td>Torres,M</td>
<td>BC 51</td>
</tr>
<tr>
<td>23965</td>
<td>2:00-4:00PM</td>
<td>Th</td>
<td>Torres,M</td>
<td>BC 53</td>
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</table>

**Notes**

- This course is required of all Commercial Music majors and is a prerequisite for all other commercial music courses.
Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
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<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>MUS 205E - 1.0 UNIT</td>
<td>6:00-8:00PM</td>
<td>M</td>
<td>Hallback,A</td>
<td>BC 53</td>
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<td></td>
<td>8:00-9:50PM</td>
<td>M</td>
<td>Hallback,A</td>
<td>BC 53</td>
</tr>
<tr>
<td>MUS 206E - 1.0 UNIT</td>
<td>7:00-9:00PM</td>
<td>W</td>
<td>Betancourt,D</td>
<td>BC 53</td>
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<tr>
<td></td>
<td>9:00-10:50PM</td>
<td>W</td>
<td>Betancourt,D</td>
<td>BC 53</td>
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<tr>
<td>MUS 207E - 1.0 UNIT</td>
<td>7:00-9:00PM</td>
<td>Th</td>
<td>Betancourt,D</td>
<td>BC 53</td>
</tr>
<tr>
<td></td>
<td>9:00-10:50PM</td>
<td>Th</td>
<td>Betancourt,D</td>
<td>BC 53</td>
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</tbody>
</table>

**NEW PRODUCT DEVELOPMENT**

Please read the technical standards relevant to this department at [http://cms.cerritos.edu/technology/standards.htm](http://cms.cerritos.edu/technology/standards.htm)

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>NPD 100 - 3.0 UNITS ECONOMY</td>
<td>6:30-9:20PM</td>
<td>F</td>
<td>Li,D</td>
<td>PST236</td>
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<tr>
<td>NPD 103 - 3.0 UNITS TOOLING AND MATERIALS FOR NEW PRODUCT DEVELOPMENT</td>
<td>6:30-9:20PM</td>
<td>T</td>
<td>Micic,M</td>
<td>PST224</td>
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</table>

**NURSING**

Applications for Fall 2018 and Spring 2019 admission into the NURSING PROGRAM are due in the Health Occupations Division Office no later than March 15, 2018. Applications are only accepted once a year.

For more information, call (662) 860-2451, Ext. 2550.

Clearance of a criminal background check and drug testing are required prior to clinical experience.

<table>
<thead>
<tr>
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<th>Time</th>
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<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>NRSG 25 - 0.5 UNIT CLINICAL WORKSHOP 1</td>
<td>4:00-4:30PM</td>
<td>W</td>
<td>Moreno,J</td>
<td>SL121</td>
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<td>4:30-7:45PM</td>
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<td>Moreno,J</td>
<td>SL121</td>
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<tr>
<td>NRSG 26 - 0.5 UNIT CLINICAL WORKSHOP 2</td>
<td>4:00-4:30PM</td>
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<td>Moreno,J</td>
<td>SL121</td>
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<td>4:30-7:45PM</td>
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<td>Moreno,J</td>
<td>SL121</td>
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<tr>
<td>NRSG 48T - 0.5 UNIT ELECTIVE NURSING - TUTORIAL</td>
<td>4:00-7:50PM</td>
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<table>
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<th>Room</th>
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<tbody>
<tr>
<td>NRSG 57A - 1.0 UNIT BEGINNING NURSING SKILLS LAB</td>
<td>9:00-9:50AM</td>
<td>M</td>
<td>STAFF</td>
<td>HS102</td>
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<td>9:00-10:50AM</td>
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<td>STAFF</td>
<td>SL121</td>
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<tr>
<td>NRSG 57B - 1.0 UNIT INTERMEDIATE NURSING SKILLS LAB</td>
<td>10:00-10:50AM</td>
<td>M</td>
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<td>HS102</td>
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<td>STAFF</td>
<td>SL121</td>
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<tr>
<td>NRSG 57C - 1.0 UNIT ADVANCED INTERMEDIATE NURSING SKILLS LAB</td>
<td>9:00-9:50AM</td>
<td>Th</td>
<td>STAFF</td>
<td>HS102</td>
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<td>Th</td>
<td>STAFF</td>
<td>SL122</td>
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<td>NRSG 57D - 1.0 UNIT ADVANCED NURSING SKILLS LAB</td>
<td>10:00-10:50AM</td>
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<td>5:30-7:20PM</td>
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<td>STAFF</td>
<td>SL122</td>
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<tr>
<td>NRSG 210 - 5.0 UNITS FUNDAMENTALS OF NURSING</td>
<td>12:30-3:20PM</td>
<td>MTh</td>
<td>Natividad,R</td>
<td>SL109</td>
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<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
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<td>20860</td>
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<td>Natividad,R</td>
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<td>Class#20860 meets 08/14/2017-10/12/2017</td>
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<tr>
<td>20861</td>
<td>7:00-12:50PM</td>
<td>TW</td>
<td>Natividad,R</td>
<td>(LAB A)</td>
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<td>Class#20861 meets 08/14/2017-10/12/2017</td>
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<tr>
<td>20862</td>
<td>7:00-12:50PM</td>
<td>TW</td>
<td>Montez-Ochoa,V</td>
<td>(LAB B)</td>
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<td>Class#20862 meets 08/14/2017-10/12/2017</td>
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<td>TW</td>
<td>Alcala,S</td>
<td>(LAB C)</td>
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<td>Wilson,D</td>
<td>(LAB D)</td>
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<td>Class#20864 meets 08/14/2017-10/12/2017</td>
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<td>Cooke,M</td>
<td>(LAB E)</td>
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<tr>
<td></td>
<td>Class#20865 meets 08/14/2017-10/12/2017</td>
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</tr>
</tbody>
</table>

Please read the technical standards relevant to this department at [http://cms.cerritos.edu/technology/standards.htm](http://cms.cerritos.edu/technology/standards.htm)
NRSG 211 - 1.0 UNIT  
INTRODUCTION TO THEORETICAL FRAMEWORK
Transferable to CSU
Prerequisite: Admission to the Nursing Program or possession of an active Licensed Psychiatric Technician license.
Class#20910 meets 08/17/2017-10/12/2017
Class#20910 meets 08/17/2017-10/12/2017

NRSG 212 - 5.0 UNITS  
MEDICAL-SURGICAL NURSING I
Transferable to CSU
Prerequisite: NRSG 210 or equivalent with a grade of Pass or "C" or higher.
For Option B students: Possession of an active Licensed Psychiatric Technician license and admission to the Nursing Program.
Corequisite: NRSG 211 may be taken prior to admission or concurrent with first semester of admission. Courses must be completed with a grade of Pass or "C" or higher to progress to the second semester.
Recommendation: NRSG 200 or NRSG 213A or equivalent with a grade of Pass or "C" or higher.
NOTE: a material fee of $25.00 is required for NRSG 212
Class#20911 meets 10/16/2017-12/14/2017
PLEASE ENROLL IN LAB SECTION AS ASSIGNED. THE LECTURE SECTION #20911 WILL BE AUTOMATICALLY ADDED.

NRSG 213A - 0.5 UNIT  
MAJOR DRUGS AND NURSING MANAGEMENT I
Transferable to CSU
Prerequisite: Admission to the Nursing Program
Class#20866 meets 09/19/2017-12/14/2017

NRSG 213B - 1.0 UNIT  
MAJOR DRUGS AND NURSING MANAGEMENT II
Transferable to CSU
Prerequisite: NRSG 213A or equivalent with a grade of Pass or "C" or higher.
NOTE: a material fee of $38.00 is required for NRSG 213B
Class#21404 meets 08/17/2017-10/12/2017

NRSG 215 - 1.0 UNIT  
ADVANCED PLACEMENT BRIDGE
Transferable to CSU
Prerequisite: An active LPN license or current enrollment in a vocational or registered nursing program or completion of one or more Associate Degree Nursing or Bachelor of Science in Nursing courses with a grade of Pass or "C" or higher.
Recommendation: Completion of READ 54, ENGL 52, and MATH 60 or equivalent with grades of Pass or "C" or higher or successful completion of the college placement process.
Class#22196 meets 08/16/2017-12/14/2017

NRSG 220 - 5.5 UNITS  
MEDICAL-SURGICAL NURSING 3
Transferable to CSU
Prerequisite: NRSG 211, NRSG 212 and NRSG 213A or equivalent with a grade of "C" or higher or "Pass." For Option B and E students.
NOTE: a material fee of $27.50 is required for NRSG 220

NRSG 222 - 5.5 UNITS  
MATERNAL/CHILD NURSING
Transferable to CSU
Prerequisite: NRSG 220 or equivalent with a grade of Pass or "C" or higher.
Class#20916 meets 10/16/2017-12/13/2017
PLEASE ENROLL IN LAB SECTION AS ASSIGNED. THE LECTURE SECTION #20916 WILL BE AUTOMATICALLY ADDED.

NRSG 230 - 5.0 UNITS  
PSYCHOSOCIAL AND COMMUNITY NURSING
Transferable to CSU
Prerequisite: NRSG 222 or equivalent with a grade of Pass or "C" or higher.
For Option C, D, E and F students: Admission to the Nursing Program.
Class#20872 meets 10/16/2017-12/13/2017
PLEASE ENROLL IN LAB SECTION AS ASSIGNED. THE LECTURE SECTION #20872 WILL BE AUTOMATICALLY ADDED.

NRSG 232 - 5.0 UNITS  
MEDICAL-SURGICAL NURSING 4
Transferable to CSU
Prerequisite: NRSG 230 or equivalent with a grade of Pass or "C" or higher.
For Option C, D and E students: Admission to the Nursing Program.
NOTE: a material fee of $38.00 is required for NRSG 232

NRSG 240 - 5.0 UNITS  
MEDICAL-SURGICAL NURSING 5
Transferable to CSU
Prerequisite: NRSG 232 or equivalent with a grade of Pass or "C" or higher.
For Option E and F students: Admission to the Nursing Program.
NOTE: a material fee of $27.50 is required for NRSG 240

Students not in attendance or late for the first class are subject to drop.
NRSG 242 - 3.0 UNITS  PROFESSIONAL ROLE TRANSITION
Transferable to CSU
Prerequisite: NRSG 240 or equivalent with a grade of Pass or "C" or higher.
27155 12:30-1:45PM W Stuart,F HS102
Class#27155 meets 10/16/2017-11/22/2017
PLEASE ENROLL IN LAB SECTION AS ASSIGNED. THE LECTURE SECTION #27155 WILL BE AUTOMATICALLY ADDED.

NRSG 251 - 1.0 UNIT  BASIC ADULT PHYSICAL ASSESSMENT
Transferable to CSU
NOTE: a material fee of $5.00 is required for NRSG 251
21405 4:00-5:00PM M Caminiti,C SL105
5:00-6:05PM M Caminiti,C SL105
Class#21405 meets 08/14/2017-10/09/2017

PHARMACY TECHNICIAN

Students who wish to complete the program at an accelerated pace must make an appointment with the program director.
Clearance of a criminal background check and/or drugs of abuse testing may be required prior to clinical field experience.

PHAR 50 - 1.5 UNITS  PHARMACUTICS
Not Transferable
Prerequisite: HO 56 or equivalent with a grade of Pass or "C" or higher.
20952 8:00-10:50AM W STAFF SL107
Class#20952 meets 10/18/2017-12/13/2017

PHAR 55 - 1.5 UNITS  PHARMACY INTRODUCTION
Not Transferable
Corequisite: PHAR 56
23662 8:00-10:50AM T Makarem,N SL101
Class#23662 meets 08/15/2017-10/10/2017

PHAR 56 - 0.5 UNIT  PHARMACY SKILLS LAB INTRODUCTION
Not Transferable
Corequisite: PHAR 55
NOTE: a material fee of $10.00 is required for PHAR 56
23665 12:30-1:30PM T Makarem,N SL101
1:30-3:20PM T Makarem,N SL101
Class#23665 meets 08/15/2017-10/10/2017

PHAR 57 - 1.5 UNITS  PHARMACY OPERATIONS I
Not Transferable
Prerequisite: PHAR 55 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment.
23669 8:00-10:50AM W Makarem,N SL107
Class#23669 meets 08/16/2017-10/11/2017

PHAR 63 - 2.0 UNITS  PHARMACY OPERATIONS II
Not Transferable
Prerequisite: PHAR 55, PHAR 56, and PHAR 57 or equivalent of grades of Pass or "C" or higher.
NOTE: a material fee of $14.00 is required for PHAR 63
20772 8:00-10:50AM T Makarem,N SL101
12:30-1:30PM T Makarem,N SL101
1:30-3:20PM T Makarem,N SL101

PHIL 100 - 3.0 UNITS  INTRODUCTION TO PHILOSOPHY
Transferable to UC, CSU (CAN PHIL 2)
Prerequisite: Completion of ENGL 52, ENGL 72, ESL 152 or equivalent with a grade of "C" or higher, or "Pass," or completion of the English Placement Process with eligibility for ENGL 100.
22579 2:00-3:15PM TTh Chatman,T SS307
20470 12:30-1:45PM MW Van De Mortel,J SS136
23785 8:00-9:15AM MW Pereira,J SS136
24058 12:30-1:45PM MW Stolze,T SS307
24071 9:30-10:45AM TTh Stolze,T SS307
20472 7:00-9:50PM T Deering,M SS136
20775 7:00-9:50PM M Spooner,G SS136
21699 11:00-12:15PM MW Pereira,J LC 22
20776 7:00-9:50PM Th Deering,M SS137

PHIL 102 - 3.0 UNITS  INTRODUCTION TO ETHICS
Transferable to UC, CSU (CAN PHIL 4)
Prerequisite: Completion of ENGL 52, ENGL 72, ESL 152 or equivalent with a grade of "C" or higher, or "Pass," or completion of the English Placement Process with eligibility for ENGL 100.
23869 9:30-10:45AM TTh Stiff,R SS308
21603 12:30-1:45PM TTh Van De Mortel,J SS136
21421 7:00-9:50PM W Cho,Y SS137

Students not in attendance or late for the first class are subject to drop.
PHIL 103 - 3.0 UNITS  PHILosophical Reasoning: CRITICAL THINKING IN PHILOSOPHY
Transferable to UC, CSU
Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher
or satisfactory completion of the Advanced Placement English Examination of the
College Entrance Examination Board.
21783  12:30-1:45PM  MW  Sutherland,C  BE105
21782  9:30-10:45AM  TTh  Berling,K  BE105
21784  7:00-9:00AM  T  Spooner,G  SS137
26554  9:30-10:45AM  MW  Berling,K  BE105

PHIL 104 - 3.0 UNITS  PHILOSOPHY OF CULTURAL DIVERSITY:
CHALLENGE AND CHANGE
Transferable to UC, CSU
Prerequisite: Completion of ENGL 52, ENGL 72, ESL 152 or equivalent with a
grade of Pass or "C" or higher, or completion of the English Placement Process
with eligibility for ENGL 100.
Financial clearance
T .Handler,S  FA221
T .Handler,S  FA221
F .Handler,S  FA221
21422  11:00-12:15PM  MW  Stolze,T  BE106
20474  8:00-9:15AM  TTh  Siff,R  SS308
26362  9:30-10:45AM  TTh  Torres-Bower,A  SS137
This PHIL 104 class is part of the – Gender and Cultural Diversity Learning
Community. You must also enroll in ENGL 100 #20196. For additional
enrollment information go to www.cerritos.edu/lcp/ and click on Fall 2017.

PHIL 106 - 3.0 UNITS  INTRODUCTION TO LOGIC
Transferable to UC, CSU (CAN PHIL 6)
Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher.
20475  8:00-9:15AM  MW  Deering,M  SS137
20777  8:00-9:15AM  TTh  Torres-Bower,A  SS137
20778  11:00-12:15PM  MW  Van De Mortel,J  SS136

PHIL 108 - 3.0 UNITS  PHILOSOPHY OF THE AMERICAS
Transferable to UC, CSU
Prerequisite: Completion of ENGL 52, ENGL 72, ESL 152 or equivalent with a
grade of Pass or "C" or higher, or completion of the English Placement Process
with eligibility for ENGL 100.
27010  12:30-1:45PM  TTh  Chatman,T  SS307

PHIL 130 - 3.0 UNITS  HISTORY OF ANCIENT PHILOSOPHY
Transferable to UC, CSU
Prerequisite: Completion of ENGL 52, ENGL 72, or ESL 152, or equivalent with a
grade of "Pass" or "C" or higher or completion of the placement process
with eligibility for ENGL 100.
27009  9:30-10:45AM  TTh  Van De Mortel,J  SS136

PHIL 200 - 3.0 UNITS  WORLD RELIGIONS
Transferable to UC, CSU
Recommendation: Satisfactory completion of the English Placement Process
or ENGL 52 or ENGL 155 or equivalent with a grade of Pass or "C" or higher
is strongly recommended.
20476  2:00-3:15PM  TTh  Berling,K  SS136
20779  9:30-10:45AM  MW  Van De Mortel,J  SS136

PHIL 203 - 3.0 UNITS  PHILOSOPHY OF RELIGION
Transferable to UC, CSU
Prerequisite: Completion of ENGL 52, ENGL 72, ESL 152 or equivalent with a
grade of Pass or "C" or higher, or completion of the English Placement Process
with eligibility for ENGL 100.
22685  9:30-10:45AM  MW  Stolze,T  SS307

PHOT 100 - 3.0 UNITS  INTRODUCTORY PHOTOGRAPHY
Transferable to UC, CSU (CAN ART 18)
NOTE: a material fee of $20.00 is required for PHOT 100
Manually operable 35 mm camera or digital SLR required. Exceptions may be
considered.
20477  9:00-10:00AM  MW  Fernandez,C  FA221
10:00-11:50AM  MW  Fernandez,C  FA222
20478  9:30-10:30AM  TTh  Flanders,M  FA221
10:30-12:20PM  TTh  Flanders,M  FA222
23422  3:30-4:30PM  TTh  Heckerman,E  FA221
4:30-6:20PM  TTh  Heckerman,E  FA222
20479  9:00-11:00AM  F  Emmett,K  FA221
11:00-2:00PM  F  Emmett,K  FA222
20780  6:30-7:30PM  MW  Sanchez,A  FA221
7:30-9:20PM  MW  Sanchez,A  FA222

PHOT 101 - 1.0 UNIT  WHEELCHAIR ACTIVITIES
Transferable to UC, CSU
Recommendation: Completed adapted physical education physician health
clearance for participation, adapted physical education health history
questionnaire, intake interview assessment procedures.
24701  10:00-10:50AM  TTh  O'Connor,J  GYM
10:15-10:50AM  TTh  O'Connor,J  GYM

PHOT 102 - 1.0 UNIT  ADAPTED CARDIOVASCULAR EXERCISES
Transferable to UC, CSU
Recommendation: Completed adapted physical education physician health
clearance for participation, adapted physical education health history
questionnaire, intake interview assessment procedures.
25956  1:00-1:15PM  MW  O'Connor,J  PE 2A
1:15-1:50PM  MW  O'Connor,J  PE 2A
27132  12:00-12:15PM  TTh  O'Connor,J  PE 2A
12:15-12:50PM  TTh  O'Connor,J  GYM

PHYSICAL EDUCATION
Physical Education activity classes require appropriate attire; equipment is
furnished unless noted. Students using locker room facilities must purchase a
combination lock for security purposes.
The lock number is recorded. Towels are furnished.
DESIGNED FOR STUDENTS WITH DISABILITIES - PEX 100-105
Prior to enrolling in PEX 100-105 class(es), student should contact the
Disabled Student Programs and Services (DSPS) in the Liberal Arts/DSPS building to complete a “Request for Certification of
Physical Condition/Limitations”.
For additional information contact DSPS at (562) 860-2451 x 2333.

PEX 100 - 1.0 UNIT  SEDENTARY ACTIVITIES FOR STUDENTS WITH DISABILITIES
Transferable to UC, CSU
Recommendation: Completed adapted physical education physician health
clearance for participation, adapted physical education health history
questionnaire, intake interview assessment procedures.
24697  12:00-12:15PM  MW  O'Connor,J  WT
12:15-12:50PM  MW  O'Connor,J  WT
Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.

Applications for Fall 2018 admission to the PHYSICAL THERAPIST ASSISTANT PROGRAM are due in the Health Occupations Division Office no later than April 16, 2018. STUDENTS MUST BE ACCEPTED INTO THE PTA PROGRAM PRIOR TO ENROLLING IN ANY CLASS. For more information call (562) 860-2451, Ext. 2550. Clearance of a criminal background check and/or drugs of abuse testing are required prior to clinical field experience.

Class# Time Day Instructor  Room  Class# Time Day Instructor  Room

22194 5:00- 7:50PM T  Bathke,J  HS305

PTA 110 - 4.0 UNITS INTRODUCTION TO PHYSICAL THERAPY
Transferable to CSU
20523 4:00- 6:50PM M  Bathke,J  HS104
20524 4:00- 6:50PM T  Christensen,V  HS302
2080 7:00- 9:50PM T  Christensen,V  HS302

PTA 120 - 4.0 UNITS KINESIOLOGY
Transferable to CSU
Prerequisite: A&P 150 and A&P 151 or equivalent with grades of Pass or "C" or higher.
20525 4:00- 6:50PM W  Christensen,V  HS305
20526 4:00- 6:50PM Th  Coursey,N  HS302
20810 7:00- 9:50PM Th  Coursey,N  HS302

PTA 129 - 1.5 UNITS PHYSICAL THERAPY ASPECTS OF AGING AND INTEGUMENTARY MANAGEMENT
Transferable to CSU
22194 5:00- 7:50PM T  Bathke,J  HS305

PTA 230 - 4.0 UNITS THERAPEUTIC EXERCISE
Transferable to CSU
Prerequisite: PTA 120 or equivalent with a grade of Pass or "C" or higher.
20527 7:00- 9:50PM M  Christensen,V  HS305
20612 7:00- 9:50PM W  Bathke,J  HS302

PTA 233 - 2.0 UNITS PROSTHETICS AND ORTHOTICS FOR ALLIED HEALTH PROFESSIONALS
Transferable to CSU
20813 5:00- 6:50PM M  De Haas,L  HS305

PTA 236 - 4.0 UNITS CLINICAL PRACTICUM II
Transferable to CSU
Prerequisite: PTA 125 or equivalent with a grade of Pass or "C" or higher.
NOTE: a material fee of $13.00 is required for PTA 236
20528 12.3 HRS ARR  Christensen,V  TBD *

PHYS 100 - 4.0 UNITS ELEMENTARY PHYSICS
Transferable to UC, CSU (CAN PHYS 2) (CAN PHYS SEQ A)
Prerequisite: MATH 140 or equivalent with a grade of Pass or "C" or higher.
20483 2:00- 3:15PM TTh  Szabo,T  S 104
Note: PLEASE ENROLL IN LAB SECTION OF YOUR CHOICE THE LECTURE #20483 WILL AUTOMATICALLY BE ASSIGNED.
20484 9:30-12:20PM F  Mera,C  PST124
20485 1:30- 4:20PM F  Mera,C  PST133

PHYS 101 - 4.0 UNITS GENERAL PHYSICS
Transferable to UC, CSU (CAN PHYS 2) (CAN PHYS SEQ A)
Prerequisite: MATH 140 or equivalent with a grade of Pass or "C" or higher.
20486 2:00- 3:15PM TTh  Szabo,T  S 104
Note: PLEASE ENROLL IN LAB SECTION OF YOUR CHOICE THE LECTURE #20486 WILL AUTOMATICALLY BE ASSIGNED.
20785 7:00- 9:50PM T  Mera,C  PST133
22067 7:00- 9:50PM Th  STAFF  PST133

PHYS 102 - 4.0 UNITS GENERAL PHYSICS
Transferable to UC, CSU (CAN PHYS 4) (CAN PHYS SEQ A)
Prerequisite: PHYS 101 or equivalent with a grade of Pass or "C" or higher.
26930 11:00-12:15PM MW  STAFF  PST133
12:30- 3:20PM M  STAFF  PST133

Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.

**PHYS 201 - 4.0 UNITS**  **ENGINEERING PHYSICS**  
Transferable to UC, CSU (CAN PHYS 8) (CAN PHYS SEQ B)  
Prerequisite: PHYS 100, or PHYS 101, and MATH 170 or equivalent with grades of Pass or "C" or higher.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>20786</td>
<td>5:30-6:45PM</td>
<td>MW</td>
<td>Henriques,J</td>
<td>PST133</td>
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<tr>
<td>7:00-8:00PM</td>
<td>M</td>
<td>Henriques,J</td>
<td>PST133</td>
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</tr>
<tr>
<td>8:00-9:00PM</td>
<td>M</td>
<td>Henriques,J</td>
<td>PST133</td>
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</table>

Attendance to the first Lab meeting is MANDATORY. Failure to attend will jeopardize your enrollment.

**PHYS 202 - 4.0 UNITS**  **ENGINEERING PHYSICS**  
Transferable to UC, CSU (CAN PHYS 12) (CAN PHYS SEQ B)  
Prerequisite: PHYS 201 and MATH 170 or equivalents with grades of "C" or higher or "Pass."

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<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>20788</td>
<td>12:30-1:45PM</td>
<td>TTh</td>
<td>Henriques,J</td>
<td>S 104</td>
</tr>
</tbody>
</table>

Note: PLEASE ENROLL IN LAB SECTION OF YOUR CHOICE. THE LECTURE SECTION #20788 WILL AUTOMATICALLY BE ASSIGNED.

**PHYS 203 - 4.0 UNITS**  **ENGINEERING PHYSICS**  
Transferable to UC, CSU (CAN PHYS 14) (CAN PHYS SEQ B)  
Prerequisite: PHYS 201 and MATH 170 or equivalents with grades of "C" or higher or "Pass."

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<th>Day</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>22810</td>
<td>5:00-6:15PM</td>
<td>TTh</td>
<td>Mera,C</td>
<td>PST133</td>
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<td>7:00-8:00PM</td>
<td>W</td>
<td>Mera,C</td>
<td>PST133</td>
<td></td>
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<tr>
<td>8:00-9:00PM</td>
<td>W</td>
<td>Mera,C</td>
<td>PST133</td>
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</table>

Attendance to the first Lab meeting is MANDATORY. Failure to attend will jeopardize your enrollment.

**PHYS 299 - 2.0 UNITS**  **DIRECTED STUDIES**  
Transferable to CSU

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>26113</td>
<td>7.2 HRS ARR</td>
<td>McLarty-Schreoder,J</td>
<td>SS313</td>
</tr>
</tbody>
</table>

PLASTICS/COMPOSITES MANUFACTURING TECHNOLOGY

Please read the technical standards relevant to this department at http://cms.cerritos.edu/technology/standards.htm

**PMT 51 - 2.5 UNITS**  **COMPOSITES FABRICATION**  
Not Transferable  
Recommendation: PMT 70 or equivalent with a grade of Pass or "C" or higher or appropriate work experience.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>26817</td>
<td>6:00-8:00PM</td>
<td>T</td>
<td>O'Farrell,F</td>
<td>ME</td>
</tr>
<tr>
<td>8:00-9:00PM</td>
<td>T</td>
<td>O'Farrell,F</td>
<td>ME</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>27124</td>
<td>8:00-10:15AM</td>
<td>Sat</td>
<td>Fitzgerald,B</td>
<td>ME</td>
</tr>
<tr>
<td>10:15-12:15PM</td>
<td>Sat</td>
<td>Fitzgerald,B</td>
<td>ME</td>
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</tbody>
</table>

Class# 27124 meets 08/19/2017-12/09/2017

**PMT 59 - 2.5 UNITS**  **INJECTION MOLDING I**  
Not Transferable  
NOTE: a material fee of $10.00 is required for PMT 59

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>26819</td>
<td>6:00-8:00PM</td>
<td>F</td>
<td>Mendoza,L</td>
<td>ME</td>
</tr>
<tr>
<td>8:00-9:00PM</td>
<td>F</td>
<td>Mendoza,L</td>
<td>ME</td>
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</tbody>
</table>

**PMT 63L - 0.5 UNIT**  **SPECIALITY PLASTICS LAB**  
Not Transferable  
NOTE: a material fee of $10.00 is required for PMT 63L

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>20896</td>
<td>8:00-9:15PM</td>
<td>W</td>
<td>Fitzgerald,B</td>
<td>ME</td>
</tr>
</tbody>
</table>

POLITICAL SCIENCE

**POL 101 - 3.0 UNITS**  **AMERICAN POLITICAL INSTITUTIONS**  
Transferable to UC, CSU (CAN GOVT 2)  
Recommendation: Satisfactory completion of the English Placement Process or ENGL 20 or equivalent with a grade of Pass or "C" or higher and satisfactory completion of the Reading Placement Process or READ 43 or equivalent with a grade of Pass or "C" or higher.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>23766</td>
<td>3.0 HRS ARR</td>
<td>(OL)</td>
<td>Falcon,D</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

Note: Visit www.cerritos.edu/dfalcon and follow all instructions on that site no later than midnight of the second day of the semester to satisfy the orientation requirement for this class. Students failing to do this may be dropped as no show.

**PMT 67 - 2.5 UNITS**  **FIBERGLASS PRODUCTION**  
Not Transferable  
NOTE: a material fee of $10.00 is required for PMT 67

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>20790</td>
<td>6:00-8:00PM</td>
<td>W</td>
<td>Fitzgerald,B</td>
<td>ME</td>
</tr>
<tr>
<td>8:00-9:05PM</td>
<td>W</td>
<td>Fitzgerald,B</td>
<td>ME</td>
<td></td>
</tr>
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</table>

**PMT 100 - 2.5 UNITS**  **PLASTICS TECHNOLOGY**  
Transferable to CSU  
NOTE: a material fee of $10.00 is required for PMT 100

<table>
<thead>
<tr>
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<th>Time</th>
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<th>Room</th>
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<tbody>
<tr>
<td>22768</td>
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<td>M</td>
<td>Spaziano,M</td>
<td>ME</td>
</tr>
<tr>
<td>8:00-9:50PM</td>
<td>M</td>
<td>Spaziano,M</td>
<td>ME</td>
<td></td>
</tr>
</tbody>
</table>

Visit www.cerritos.edu/dfalcon and follow all instructions on that site no later than midnight of the second day of the semester to satisfy the orientation requirement for this class. Students failing to do this may be dropped as no show.
<table>
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<tr>
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<th>Time</th>
<th>Day</th>
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<th>Room</th>
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</thead>
<tbody>
<tr>
<td>25991</td>
<td>2:00-3:15PM</td>
<td>Th</td>
<td>STAFF</td>
<td>SS312</td>
</tr>
<tr>
<td>25992</td>
<td>5:30-6:45PM</td>
<td>Th</td>
<td>STAFF</td>
<td>SS137</td>
</tr>
<tr>
<td>23790</td>
<td>5:00-6:30PM</td>
<td>MW</td>
<td>STAFF</td>
<td>SS137</td>
</tr>
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</table>

Class#23790 meets 09/06/2017-12/13/2017

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<th>Room</th>
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</thead>
<tbody>
<tr>
<td>20511</td>
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<td>Th</td>
<td>St. John,H</td>
<td>BE110</td>
</tr>
<tr>
<td>20512</td>
<td>3:30-4:45PM</td>
<td></td>
<td>Larson,M</td>
<td>BE110</td>
</tr>
<tr>
<td>20801</td>
<td>5:00-6:15PM</td>
<td>Th</td>
<td>Pozos Flores,H</td>
<td>BE110</td>
</tr>
<tr>
<td>20802</td>
<td>6:30-9:20PM</td>
<td>M</td>
<td>Nath,J</td>
<td>BE110</td>
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<tr>
<td>25903</td>
<td>6:30-9:20PM</td>
<td>W</td>
<td>Ledezma,E</td>
<td>MP202</td>
</tr>
<tr>
<td>26061</td>
<td>6:30-9:20PM</td>
<td>T</td>
<td>Jasso,A</td>
<td>MP202</td>
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<tr>
<td>26708</td>
<td>11:00-12:15PM</td>
<td>MW</td>
<td>Nath,J</td>
<td>BE110</td>
</tr>
<tr>
<td>26739</td>
<td>7:00-10:30PM</td>
<td>M</td>
<td>Garcia,A</td>
<td>MP202</td>
</tr>
<tr>
<td>26738</td>
<td>9:00-12:50PM</td>
<td>F</td>
<td>Beas,V</td>
<td>BE110</td>
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Class#26738 meets 09/08/2017-12/15/2017

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<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
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<tbody>
<tr>
<td>20803</td>
<td>6:30-9:20PM</td>
<td>M</td>
<td>Sanchez,V</td>
<td>SS215</td>
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<tr>
<td>20804</td>
<td>3:30-5:00PM</td>
<td>TTh</td>
<td>Vincent,M</td>
<td>SS215</td>
</tr>
<tr>
<td>20805</td>
<td>5:00-6:20PM</td>
<td>TTh</td>
<td>Vincent,M</td>
<td>SS215</td>
</tr>
<tr>
<td>22688</td>
<td>6:30-9:20PM</td>
<td>MW</td>
<td>Neuse,J</td>
<td>SS215</td>
</tr>
<tr>
<td>24469</td>
<td>8:00-9:30AM</td>
<td>T</td>
<td>Ronquillo-Adachi,J (Honors Section)</td>
<td>SS215</td>
</tr>
<tr>
<td>24471</td>
<td>6:30-8:00PM</td>
<td>TTh</td>
<td>STAFF</td>
<td>SS215</td>
</tr>
<tr>
<td>25567</td>
<td>8:00-9:20PM</td>
<td>TTh</td>
<td>STAFF</td>
<td>SS215</td>
</tr>
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Class#25567 meets 09/09/2017-12/15/2017

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<tbody>
<tr>
<td>20516</td>
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<td>Duff,K</td>
<td>SS215</td>
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<tr>
<td>25495</td>
<td>6:30-8:00PM</td>
<td>MW</td>
<td>St. John,H</td>
<td>SS215</td>
</tr>
<tr>
<td>27002</td>
<td>12:30-2:00PM</td>
<td>TTh</td>
<td>Ronquillo-Adachi,J</td>
<td>SS215</td>
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<tr>
<td>27001</td>
<td>2:30-4:30PM</td>
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<td>Ronquillo-Adachi,J</td>
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<table>
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<th>Room</th>
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<tbody>
<tr>
<td>20518</td>
<td>12:30-1:45PM</td>
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<td>Ferguson,M</td>
<td>SS213</td>
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<tr>
<td>20807</td>
<td>12:30-1:45PM</td>
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<td>Ferguson,M</td>
<td>SS213</td>
</tr>
<tr>
<td>20519</td>
<td>6.0 HRS ARR</td>
<td>(OL)</td>
<td>Lewellen,R</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

There is no on campus orientation. Orientation is done online and must be done on the first day of class. Instructor will email students with course information one week prior to the start of the semester. All classwork is done online. Email: rlewellen@cerritos.edu

Class#20519 meets 10/16/2017-12/13/2017

<table>
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<th>Time</th>
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<tbody>
<tr>
<td>25994</td>
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<td>STAFF</td>
<td>SS137</td>
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</table>

Students not in attendance or late for the first class are subject to drop.
<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
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<tbody>
<tr>
<td>24610</td>
<td>6:00-8:50PM</td>
<td>T</td>
<td>STAFF</td>
<td>LA105</td>
</tr>
<tr>
<td>24612</td>
<td>9:00-10:15AM</td>
<td>MW</td>
<td>Helberg,B</td>
<td>LA105</td>
</tr>
<tr>
<td>24613</td>
<td>12:30-3:20PM</td>
<td>MW</td>
<td>Helberg,B</td>
<td>(HYBRID)HS104</td>
</tr>
</tbody>
</table>

Note: A portion of the hours for this class will be online.

This READ 49 class is part of the Intro, To College Reading and Writing 1 Learning Community. You must also enroll in ENGL 20 #22059, ENGL 52 #21589, and READ 54 #24502. For additional enrollment information go to www.cerritos.edu/icp/ and click on Fall 2017.

Class#24613 meets 08/14/2017-10/11/2017

<table>
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<tr>
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<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>24614</td>
<td>6:00-8:50PM</td>
<td>MW</td>
<td>STAFF</td>
<td>SS139</td>
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</table>

Note: A portion of the hours for this class will be online.

Class#24614 meets 08/14/2017-10/11/2017

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<th>Time</th>
<th>Day</th>
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<th>Room</th>
</tr>
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<tbody>
<tr>
<td>24611</td>
<td>12:30-3:20PM</td>
<td>TTh</td>
<td>Codd,G</td>
<td>SS139</td>
</tr>
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Class#24611 meets 08/15/2017-10/12/2017

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<th>Room</th>
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<tbody>
<tr>
<td>26313</td>
<td>12:30-3:20PM</td>
<td>TTh</td>
<td>Codd,G</td>
<td>(HYBRID)SS139</td>
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Note: A portion of the hours for this class will be online.

Class#26313 meets 10/17/2017-12/14/2017

### ADVANCED COLLEGE READING

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<th>Room</th>
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</thead>
<tbody>
<tr>
<td>20937</td>
<td>3.0 HRS ARR</td>
<td>OL</td>
<td>STAFF</td>
<td>ONLINE</td>
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</table>

Mandatory Orientation: 2:00 - 4:00 p.m., Friday - August 18 in LA104.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>20540</td>
<td>3.0 HRS ARR</td>
<td>OL</td>
<td>Belroy,B</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

All class information will be available online via Canvas.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>20541</td>
<td>12:30-3:20PM</td>
<td>W</td>
<td>Miller,A</td>
<td>LC217</td>
</tr>
<tr>
<td>20542</td>
<td>4:00-6:50PM</td>
<td>M</td>
<td>Miller,A</td>
<td>LC217</td>
</tr>
<tr>
<td>20543</td>
<td>3:30-6:20PM</td>
<td>T</td>
<td>Belroy,B</td>
<td>LC218</td>
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</table>

Note: A portion of the hours for this class will be online.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>23928</td>
<td>3.0 HRS ARR</td>
<td>OL</td>
<td>Belroy,B</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

All class information will be available online via Canvas.

<table>
<thead>
<tr>
<th>Class#</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>20819</td>
<td>4:00-6:50PM</td>
<td>W</td>
<td>Miller,A</td>
<td>LC217</td>
</tr>
<tr>
<td>20820</td>
<td>3:30-6:20PM</td>
<td>W</td>
<td>Belroy,B</td>
<td>(HYBRID)LC105</td>
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</table>

Note: A portion of the hours for this class will be online.

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<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>23503</td>
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<td>HS305</td>
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<th>Day</th>
<th>Instructor</th>
<th>Room</th>
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<tr>
<td>20545</td>
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<td>MW</td>
<td>Codd,G</td>
<td>(HYBRID)MCIS21</td>
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Not Transferable

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<th>Room</th>
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<tbody>
<tr>
<td>20886</td>
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<td>Codd,G</td>
<td>(HYBRID)MCIS21</td>
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Note: A portion of the hours for this class will be online.

Class#20886 meets 08/14/2017-10/11/2017

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<th>Room</th>
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<tbody>
<tr>
<td>20885</td>
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<td>MW</td>
<td>Helberg,B</td>
<td>(HYBRID)LC218</td>
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Note: A portion of the hours for this class will be online.

Class#20885 meets 08/14/2017-10/11/2017

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<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>23501</td>
<td>6:00-8:50PM</td>
<td>MW</td>
<td>STAFF</td>
<td>SS139</td>
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Class#23501 meets 10/16/2017-12/13/2017

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<tbody>
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<td>(HYBRID)MCIS20</td>
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Note: A portion of the hours for this class will be online.

Class#22277 meets 10/16/2017-12/13/2017

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</table>

Note: A portion of the hours for this class will be online. This READ 54 class is part of the Intro, To College Reading and Writing 1 Learning Community. You must also enroll in ENGL 20 #22059, ENGL 52 #21589, and READ 54 #24502. For additional enrollment information go to www.cerritos.edu/icp/ and click on Fall 2017.

Class#23502 meets 10/16/2017-12/13/2017

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Note: A portion of the hours for this class will be online.

Class#24124 meets 10/16/2017-12/13/2017

### INTRODUCTION TO COLLEGE READING-Accelerated

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<th>Room</th>
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<tbody>
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<td>LC213</td>
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<tr>
<td>24617</td>
<td>1:30-3:45PM</td>
<td>TTh</td>
<td>STAFF</td>
<td>(HYBRID)LC213</td>
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Note: A portion of the hours for this class will be online.

Class#24617 meets 08/14/2017-10/11/2017

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<td>25979</td>
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<td>MW</td>
<td>STAFF</td>
<td>SS138</td>
</tr>
</tbody>
</table>

**Mandatory Orientation:** 4:00 - 6:00 p.m., Friday - August 18 in LA104.

---

*Note: Students not in attendance or late for the first class are subject to drop.*
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<table>
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<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>25632</td>
<td>6.0 HRS ARR</td>
<td>(OL)</td>
<td>Hoppe-Nagao,A</td>
<td>ONLINE</td>
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</tbody>
</table>

Orientation will be held online. Instructor will contact enrolled students with instructions. Class#25632 meets 08/14/2017-10/13/2017

<table>
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<tr>
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<th>Time</th>
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<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>25633</td>
<td>6.0 HRS ARR</td>
<td>(OL)</td>
<td>Hoppe-Nagao,A</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

Orientation will be held online. Instructor will contact enrolled students with instructions. Class#25633 meets 10/16/2017-12/15/2017

**SPCH 120 - 3.0 UNITS FUNDAMENTALS OF INTERPERSONAL COMMUNICATION**
Transferable to UC, CSU (CAN SPCH 4)
Prerequisite: Completion of at least one of these courses with a grade of "C" or higher or "Pass" or an equivalent course: SPCH 60, ENGL 52, ENGL 72, ESL 152, READ 54, READ 97, or completion of the English or Reading placement process.

<table>
<thead>
<tr>
<th>Time</th>
<th>Staff</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00-9:50PM</td>
<td>T</td>
<td>STAFF</td>
</tr>
<tr>
<td>12:30-1:45PM</td>
<td>TTh</td>
<td>STAFF</td>
</tr>
<tr>
<td>4:00-6:50PM</td>
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<tr>
<td>20582</td>
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<td>SS224</td>
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<td>21864</td>
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<td>SS207</td>
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<td>20583</td>
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**SPCH 130 - 3.0 UNITS FUNDAMENTALS OF PUBLIC SPEAKING**
Transferable to UC, CSU (CAN SPCH 4)
Prerequisite: Completion of at least one of these courses with a grade of "C" or higher or "Pass" or an equivalent course: SPCH 60, ENGL 52, ENGL 72, ESL 152, READ 54, READ 97, or completion of the English or Reading placement process.

<table>
<thead>
<tr>
<th>Time</th>
<th>Staff</th>
<th>Room</th>
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<tr>
<td>7:00-9:50PM</td>
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<td>STAFF</td>
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</tr>
<tr>
<td>20584</td>
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**SPCH 132 - 3.0 UNITS FUNDAMENTALS OF SMALL GROUP COMMUNICATION**
Transferable to UC, CSU (CAN SPCH 10)
Prerequisite: Completion of at least one of these courses with a grade of "C" or higher or "Pass" or an equivalent course: SPCH 60, ENGL 52, ENGL 72, ESL 152, READ 54, READ 97 or completion of the English or Reading placement process.

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**SPCH 140 - 3.0 UNITS ORAL INTERPRETATION OF LITERATURE**
Transferable to UC, CSU
Prerequisite: Completion of at least one of these courses with a grade of "C" or higher or "Pass" or an equivalent course: SPCH 60, ENGL 52, ENGL 72, ESL 152, READ 54, READ 97 or completion of the English or Reading placement process.

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**SPCH 145 - 3.0 UNITS STORYTELLING**
Transferable to CSU

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**SPCH 150 - 3.0 UNITS ORGANIZATIONAL COMMUNICATION**
Transferable to CSU
Recommendation: Completion of at least one of these courses with a grade of "C" or higher or "Pass" or an equivalent course: SPCH 60, ENGL 52, ENGL 72, ESL 152, READ 54, READ 97, or completion of the English or Reading placement process with eligibility for ENGL 100 or READ 54 Exempt.

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**SPCH 200 - 3.0 UNITS CONTEMPORARY COMMUNICATION TOPICS**
Transferable to CSU
Recommendation: ENGL 52 or READ 54 with a grade of Pass or "C" or higher or the equivalent.

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Note: A portion of the hours for this class will be offered online. Class#23507 meets 08/14/2017-10/09/2017

Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.
### SHORT TERM CLASSES

#### 1ST SIX WEEKS: 08/14/2017 – 09/22/2017

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#### 1ST NINE WEEKS: 08/14/2017 – 10/13/2017

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Complete class listings, including days, times, and prerequisites, are located on pages 30-93.
Complete class listings, including days, times, and prerequisites, are located on pages 30-93.
# SHORT TERM CLASSES

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## 2ND SIX WEEKS: 09/25/2017 – 11/03/2017

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Complete class listings, including days, times, and prerequisites, are located on pages 30-93

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### SHORT TERM CLASSES

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### SHORT TERM CLASSES

Complete class listings, including days, times, and prerequisites, are located on pages 30-93.

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#### 3RD SIX WEEKS: 11/06/2017 – 12/15/2017

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08/18/2017 – 12/10/2017

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NO FEE NON-CREDIT CLASSES

The following information will help you register for non-credit classes offered by Cerritos College. In non-credit classes students build the basic skills needed for personal and professional growth. Students in non-credit classes do not earn units toward the award of a credit degree or certificate, and are not required to pay registration fees for these courses. Instruction in English as a Second Language, General Education Development, Assessment Preparation, Citizenship and other basic skills are offered within the non-credit Adult Education unit. Some classes are offered in both English and Spanish. Most non-credit classes take place off-campus at community sites. Classes for students with disabilities require a separate registration process.

More information is available by calling the offices of:
Adult Education ....................... (562) 467-5098
Emeritus - Older Wiser Learner ........ (562) 467-5098

REGISTRATION
STEPS TO ENROLL IN NON-CREDIT CLASSES

1. IDENTIFY THE CLASS OR CLASSES YOU WISH TO TAKE
   Review the course list and identify class and ticket number.

2. COMPLETE REGISTRATION FORM
   Complete a Cerritos College application online at www.cerritos.edu; select “Apply Online”.

3. WALK-IN REGISTRATION
   You may register online or in person at the Office of Adult Education & Diversity Programs. Call (562) 467-5098 for office hours.
   If you are registering for an ESL or Vocational ESL, or GED class, an assessment test will need to be taken.

4. SCHEDULE AN APPOINTMENT WITH COUNSELOR
   Counselors are available to talk with you about the right courses for you. Call (562) 467-5098 to schedule an appointment.

CLASES GRATIS DE NO-CREDITO DEL COLEGIO

Lo siguiente le ayudará a matricularse para clases de no-crédito del Colegio de Cerritos. En las clases de no-crédito, los estudiantes mejoran sus habilidades académicas básicas necesarias para el desarrollo personal y profesional. Las clases de no-crédito no se aplican para título o certificado en los programas de crédito. Se ofrecen clases de Inglés como Segundo Idioma, Diploma de Preparatoria, Preparación de Evaluación, Ciudadanía, y otras clases de habilidades académicas. La mayoría de las clases de no-crédito se ofrecen en sitios distintos de la comunidad. Clases para estudiantes con discapacidades requieren de una matrícula aparte.

Para información en español, llame a las oficinas de:
Educación de Adultos ..................... (562) 467-5098
Programa de educación para adultos de mayor edad ..................... (562) 467-5098

REGISTRACIÓN
COMO MATRICULARSE EN CLASES DE NO-CRÉDITO

1. Escoja la clases o clase que le gustaria tomar.

2. Llene la aplicación de registración para Cerritos College por internet www.cerritos.edu, presione Apply Online, opción en Español.

3. Registacion en persona.
   Al llenar la aplicación de registración, venga a la oficina de Educación para Adultos localizada en el edificio de CE 11.
   Registración para los cursos de Inglés Como Segundo Idioma requieren una prueba de evaluación. Llame la oficina para mas información (562) 467-5098.

4. Consulte con un consejero.
   Consejeros que hablan español están disponibles. Para hacer una cita, llame al (562) 467-5098.
This course prepares adults for the citizenship process, the INS examination, and interview. The course will also emphasize oral communication and strengthen English language skills for those limited in English.

**PREPARED BY:**

CUIDADANIA

Preparese para el examen de ciudadanía y la entrevista con inmigración, aprendiendo al mismo tiempo Ingles.

---

**AED 60.01 - 0.0 UNIT CITIZENSHIP I**

Not Transferable

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Class# 27206 meets 08/19/2017-12/09/2017

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**ENGLISH AS A SECOND LANGUAGE**

Four levels are offered to assist you in your language development. Emphasis is placed on oral communication and conversational language.

**INGLES COMO SEGUNDO IDIOMA**

Cuatro niveles de Ingles se ofrecen para ayudarle a desarrollar sus conocimientos del idioma Ingles. Esta clase esta enfocada en comunicacion oral y conversacion del idioma Ingles.

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**AED 42.14 - 0.0 UNIT LOW BEGINNING ENGLISH AS A SECOND LANGUAGE**

Not Transferable

<table>
<thead>
<tr>
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<th>Time</th>
<th>Day</th>
<th>Instructor</th>
<th>Room</th>
</tr>
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<tbody>
<tr>
<td>22915</td>
<td>6:00-8:50PM</td>
<td>TTh</td>
<td>Leguizamon-Turnell, C</td>
<td>CE 6</td>
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AED 42.15 - 0.0 UNIT HIGH BEGINNING ENGLISH AS A SECOND LANGUAGE

Not Transferable

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<th>Time</th>
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<tbody>
<tr>
<td>22967</td>
<td>8:30-11:20AM</td>
<td>MW</td>
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AED 42.16 - 0.0 UNIT LOW INTERMEDIATE ENGLISH AS A SECOND LANGUAGE

Not Transferable

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<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>27198</td>
<td>8:30-11:20AM</td>
<td>TTh</td>
<td>Mondaca, F</td>
<td>CE 7</td>
</tr>
<tr>
<td>27199</td>
<td>8:30-11:20AM</td>
<td>Sat</td>
<td>Sanchez, M</td>
<td>S 103</td>
</tr>
<tr>
<td>23611</td>
<td>8:30-11:20AM</td>
<td>Sat</td>
<td>Tucker, J</td>
<td>S 102</td>
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Class# 23611 meets 08/19/2017-12/09/2017

AED 42.17 - 0.0 UNIT HIGH INTERMEDIATE ENGLISH AS A SECOND LANGUAGE

Not Transferable

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<th>Room</th>
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<tr>
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<td>Robles, M</td>
<td>CE 7</td>
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<tr>
<td>22914</td>
<td>6:00-8:50PM</td>
<td>TTh</td>
<td>Robles, M</td>
<td>CE 7</td>
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<tr>
<td>25102</td>
<td>6:00-8:50PM</td>
<td>MW</td>
<td>Nunez Jr, N</td>
<td>CE 6</td>
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</table>

Class# 25102 meets 09/05/2017-12/14/2017

AED 42.18 - 0.0 UNIT LOW ADVANCED ENGLISH AS A SECOND LANGUAGE

Prerequisite: Pass AED 42.17 High Intermediate English as a Second Language course or assess into AED 42.18.

<table>
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<th>Time</th>
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<th>Room</th>
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<tbody>
<tr>
<td>27200</td>
<td>8:30-11:55AM</td>
<td>MW</td>
<td>Nunez, M</td>
<td>PADS*</td>
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Class# 27200 meets 09/06/2017-12/13/2017

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**AED 49.02 - 0.0 UNIT VOCATIONAL ENGLISH AS A SECOND LANGUAGE**

Not Transferable

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<tr>
<td>26437</td>
<td>3:00-5:10PM</td>
<td>TTh</td>
<td>Ramos, M</td>
<td>NOR *</td>
</tr>
<tr>
<td>26447</td>
<td>8:30-1:20PM</td>
<td>F</td>
<td>Perez Juarez, M</td>
<td>MESP*</td>
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<tr>
<td>26116</td>
<td>4:00-6:25PM</td>
<td>TTh</td>
<td>Barcena, F</td>
<td>LAKE*</td>
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Class# 26116 meets 09/05/2017-12/14/2017

AED 49.03 - 0.0 UNIT VOCATIONAL ENGLISH AS A SECOND LANGUAGE

Not Transferable

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<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>24638</td>
<td>9:00-1:50PM</td>
<td>Sat</td>
<td>Fragos, M</td>
<td>SNPK*</td>
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Class# 24638 meets 09/19/2017-12/09/2017

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**AED 49.05 - 0.0 UNIT COLLEGE ENGLISH SKILLS**

Not Transferable

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<tr>
<td>24634</td>
<td>10:00-11:30AM</td>
<td>MW</td>
<td>Morrison, A</td>
<td>AT 54</td>
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<tr>
<td>24636</td>
<td>1:00-2:30PM</td>
<td>MW</td>
<td>Morrison, A</td>
<td>MP104</td>
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<tr>
<td>24637</td>
<td>3:00-5:00PM</td>
<td>MW</td>
<td>Morrison, A</td>
<td>MP104</td>
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Class# 24637 meets 08/14/2017-11/01/2017

AED 48.05 - 0.0 UNIT COLLEGE ENGLISH SKILLS

Not Transferable

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<tbody>
<tr>
<td>25198</td>
<td>8:00-9:30AM</td>
<td>TTh</td>
<td>Robles, M</td>
<td>WD 1</td>
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<tr>
<td>25199</td>
<td>9:30-10:50AM</td>
<td>TTh</td>
<td>Robles, M</td>
<td>WD 1</td>
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Class# 25198 meets 08/15/2017-11/02/2017

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**PREPATORY MATHEMATICS**

**AED 49.01 - 0.0 UNIT PREPATORY MATH**

Not Transferable

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<tr>
<td>25700</td>
<td>2:00-3:30PM</td>
<td>MW</td>
<td>Samel, C</td>
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<tr>
<td>25702</td>
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<td>TTh</td>
<td>Nunez Jr, N</td>
<td>MP105</td>
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<tr>
<td>25704</td>
<td>6:30-8:00PM</td>
<td>MW</td>
<td>Rosales, L</td>
<td>MP105</td>
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<tr>
<td>23520</td>
<td>3:00-4:30PM</td>
<td>MTWTh</td>
<td>Nunez Jr, N</td>
<td>MP105</td>
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<tr>
<td>23524</td>
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<td>MTWTh</td>
<td>Barrera De Contreras, G</td>
<td>MP105</td>
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<tr>
<td>27176</td>
<td>9:00-10:00AM</td>
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<td>Ortiz, L</td>
<td>CE 7</td>
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<tr>
<td>27178</td>
<td>9:00-10:00AM</td>
<td>MTWTh</td>
<td>Barrera De Contreras, G</td>
<td>MP103</td>
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<tr>
<td>27180</td>
<td>12:30-1:30PM</td>
<td>MTWTh</td>
<td>Bonakdar, M</td>
<td>MP105</td>
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<tr>
<td>27182</td>
<td>12:30-1:30PM</td>
<td>MTWTh</td>
<td>Barrera De Contreras, G</td>
<td>MP103</td>
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Class# 27176 meets 08/14/2017-10/12/2017

AED 49.02 - 0.0 UNIT VOCATIONAL ENGLISH AS A SECOND LANGUAGE

Not Transferable

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<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>26438</td>
<td>9:00-10:00AM</td>
<td>MW</td>
<td>Samel, C</td>
<td>CE 2</td>
</tr>
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</table>

Class# 26438 meets 09/19/2017-12/09/2017

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**Students not in attendance or late for the first class are subject to drop.**
OCCUPATIONAL PREPARATION

Learn basic skills about conducting a job search, attitudes at the workplace, interviewing, work habits, time management, and stress reduction.

PREPARACION OCCUPACIONAL

Aprenda tecnicas fundamentales sobre como dirigir o buscar trabajo, actitud en el sitio de trabajo, como organizar su tiempo, y como reducir el estres.

AED 36.01 - 0.0 UNIT OCCUPATIONAL ORIENTATION

Not Transferable

26435 9:00-1:15PM F Lozano,J COCC*
4:00-8:00PM B Barraza,K COCC*
5:00-9:00PM B Barrera De Contreras COCC*
26505 8:30-10:40AM TTH Correa,R FISA*
Class# 26505 meets 09/05/2017-12/14/2017

GENERAL EDUCATION DEVELOPMENT (GED)

This GED course consists of five examinations in the areas of writing skills, science, literature, and mathematics. This course will prepare students to take the battery of GED tests.

PREPARAR PARA TOMAR EL EXAMEN EQUIVALENTE A LA PREPARATORIA

Este curso consiste en cinco materias que son escritura, ciencias sociales, literatura, y matematicas. Estas clases lo capacitan para pasar el examen y obtener su certificado de preparatoria.

AED 42.10 - 0.0 UNIT SPANISH GED TEST PREP-A

Not Transferable

22985 10:00-12:50PM TTH Ramos,M CE 6
22917 6:00-8:30PM F Chavez-De Vasquez,A SS137
8:00-11:50AM Sat Chavez-De Vasquez,A SS137
27197 6:00-8:50PM TTH Chavez-De Vasquez,A SAD*
26441 9:00-12:25PM TTH Chavez-De Vasquez,A FISA*
Class# 26441 meets 09/05/2017-12/14/2017
26442 9:00-12:25PM TTH Rosales,I LKMS*
Class# 26442 meets 09/05/2017-12/14/2017
26443 8:30-11:55AM MW Correa,R BELL*
Class# 26443 meets 09/06/2017-12/13/2017
27196 9:00-12:25PM MW Iachetta,C TMUF*
Class# 27196 meets 09/06/2017-12/13/2017
24629 8:30-2:55PM Sat Barrera De Contreras SS141
Class# 24629 meets 08/19/2017-12/09/2017
25713 8:30-2:55PM Sat STAFF SS136
Class# 25713 meets 08/19/2017-12/09/2017

AED 42.12 - 0.0 UNIT GED PREPARATION-A

Not Transferable

22919 9:00-11:50AM TTH San Nicolas,K CE 1
24628 9:00-11:50AM MW STAFF CE 1
26467 6:00-8:50PM TTH Iachetta,C CE 1
22929 8:30-2:55PM Sat Rosales,I SS140
Class# 22929 meets 08/19/2017-12/09/2017

OLDER WISER LEARNER (FORMERLY EMERITUS COLLEGE)

The Older Wiser Learner program offers special interest, non-credit classes for adults. These courses are designed to support lifelong learning. Register in the class. Classes are open enrollment.

AED 11.08-0.0 UNIT STRESS MANAGEMENT/OLDER ADULT

Not Transferable

22931 1:00-2:00PM M Lanye,J NSC*
2:00-3:00PM M Lanye,J NSC*
22933 1:00-2:00PM T Lozano,J DCC*
2:00-3:00PM T Lozano,J DCC*
22935 10:00-10:50AM MW Van Herk,T LMG*
10:30-10:50AM MW Van Herk,T LMG*
22937 2:00-3:00PM M Dejong,H ACH*
2:30-3:30PM M Dejong,H ACH*
22939 1:00-2:00PM Th Lozano,J DCC*
2:00-2:50PM Th Lozano,J DCC*
22941 1:00-2:00PM M Van Herk,T CSCR*
2:00-2:50PM M Van Herk,T CSCR*
22943 1:00-2:00PM W Van Herk,T LMG*
2:00-2:50PM W Van Herk,T LMG*
22945 7:30-8:00AM MW Jackson,M CSCR*
8:00-8:50AM MW Jackson,M CSCR*
22947 9:15-9:45AM MW Jackson,M NSC*
9:45-10:15AM MW Jackson,M NSC*
22949 9:30-10:00AM TTH Van Herk,T VINT*
10:00-10:20AM TTH Van Herk,T VINT*
22952 8:15-8:45AM MW Van Herk,T NBC*
8:45-9:15AM MW Van Herk,T NBC*
22954 1:00-2:00PM F Van Herk,T ACH*
2:00-2:50PM F Van Herk,T ACH*
27111 3:00-3:30PM TTH Lozano,J DCC*
3:30-3:50PM TTH Lozano,J DCC*
27213 10:15-10:45AM MW Jackson,M NSC*
10:45-11:15AM MW Jackson,M NSC*
27215 5:00-5:30PM MW Jackson,M CSCR*
5:30-6:00PM MW Jackson,M CSCR*
27217 9:00-10:30AM F Jackson,M LMG*
10:30-11:30AM F Jackson,M LMG*
27219 11:15-11:45AM MW Van Herk,T LMG*
11:45-12:25PM MW Van Herk,T LMG*
27221 12:15-12:45PM MW STAFF LMG*
12:45-1:05PM MW STAFF LMG*
27223 7:00-7:30PM MW STAFF CSR*
7:30-7:50PM MW STAFF CSR*
27225 8:00-8:30PM MW STAFF CSR*
8:30-8:50PM MW STAFF CSR*
27227 3:00-4:00PM MW STAFF CSR*
4:00-4:50PM MW STAFF CSR*

AED 14.08 - 0.0 UNIT CREATIV ARTS/CRAFTS/ADULTS

Not Transferable

22951 1:00-2:50PM W Reynolds,C CSCR*
27229 3:00-4:50PM W Reynolds,C CSCR*

AED 22.09 - 0.0 UNIT TOPICS OF INTEREST SENIORS

Not Transferable

22900 11:30-1:20PM F Levy,E WDC*
22901 9:00-10:50AM F Levy,E NSC*
22902 8:00-9:50AM W Levy,E FOIN*
22903 8:00-9:50AM M Levy,E FOIN*
22907 3:00-4:50PM M Levy,E CSCR*
22957 2:00-3:50PM F Levy,E LMG*
27230 10:00-10:50AM MW Levy,E LMG*
27231 3:00-4:50PM Th Levy,E NSC*

AED 48.03 - 0.0 UNIT CREATIVE WRITING FOR SENIORS

Not Transferable

22908 2:00-3:50PM Th Mansell,B NSC*
27233 4:00-5:50PM Th Mansell,B NSC*

Students not in attendance or late for the first class are subject to drop.
Students not in attendance or late for the first class are subject to drop.

### SUPERVISED TUTORING

**AED 42.05 - 0.0 UNIT SUPERVISED TUTORING**

Not Transferable

<table>
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<tbody>
<tr>
<td>27236</td>
<td>Open Entry/Open Exit 11:00AM-12:50PM</td>
<td>MW</td>
<td>Sanchez, M</td>
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<td>Class#20049 meets 08/14/2017-10/11/2017</td>
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<td>27237</td>
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<td>Class#20051 meets 08/14/2017-10/11/2017</td>
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### PLAZA COMMUNITARIA

The Office of Adult Education & Diversity Programs in collaboration with the Mexican Consulate in Los Angeles offers an innovative new program called Plaza Comunitaria. The program consists of three levels of progression which teach the Spanish speaking adults to read, write and speak in their native tongue and to complete their first and secondary education. At the completion of this program the student will receive a diploma from the Secretary of Public Education from Mexico. Our goal is to transition the student into regular ESL courses with a higher rate of success and then introduce them to a higher level of education.

El Departamento de Educación de Adultos y Programas Diversos en colaboración con el Consulado Mexicano de Los Ángeles ofrecemos un nuevo e innovador programa “Plaza Comunitaria.” La Plaza Comunitaria es un programa que consiste en tres niveles que permite que los adultos de habla Española aprendan leer y escribir en su lengua natal y acabar su educación primaria y secundaria. Al terminar cada nivel, el estudiante recibe un diploma de la Secretaria de Educación Publica en México. Al terminar su educación secundaria los estudiantes son capaces a la transición en cursos de ESL con un índice más alto de éxito.

For further information call (562) 860-2451, ext. 2518

### APPRENTICESHIP PROGRAMS

Learn a trade while you work. Apprenticeship is a well-organized and supervised method of training individuals who have little or no knowledge of the craft.

Cerritos College has three apprenticeship programs:
- Field Ironworkers
- SC/PDCA Painters & Decorators of California
- ABC – Associated Builders and Contractors
- CAFSA – Fire Sprinklers

For further information call (562) 860-2451, ext. 2497

### FOSTER KINSHIP CARE PROGRAM

The workshops offered through Cerritos College help to enhance and develop parenting skills related to caring for both foster children and children in a relatives care. As a licensed foster parent, you are required to obtain continuing education hours every year, and the classes we offer at Cerritos College through the FKCE program fill these requirements.

For further information call (562) 860-2451, ext. 2490
<table>
<thead>
<tr>
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<th>NAME</th>
<th>LOCATION</th>
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<tbody>
<tr>
<td>AAGMC*</td>
<td>Anaheim Global Medical Center</td>
<td>111 W. La Palma Ave., Anaheim</td>
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<tr>
<td>ARMC*</td>
<td>Anaheim Regional Medical Center</td>
<td>11164 E. 183rd St., Artesia</td>
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<td>ACH</td>
<td>Artesia Christian Hospital</td>
<td>9725 Jefferson St, Bellflower</td>
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<td>BELL*</td>
<td>Bellflower - Washington Elementary School</td>
<td>15301 McNab Ave, Bellflower</td>
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<tr>
<td>BELF*</td>
<td>Bellflower High School</td>
<td>13100 Studebaker Road, Norwalk</td>
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<td>CSRC*</td>
<td>Cerritos Senior Center</td>
<td>8701 College Pl., Cerritos</td>
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<td>CPH</td>
<td>Coast Plaza Hospital, Norwalk</td>
<td>10900 E. 183rd St., Suite 392, Cerritos</td>
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<td>CH*</td>
<td>College Hospital</td>
<td>10802 College Pl., Cerritos</td>
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<td>COCC*</td>
<td>One-Stop Career Center Plus</td>
<td>10902 Woodruff Ave, Downey</td>
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<td>DAS*</td>
<td>Downey Adult School</td>
<td>13240 Woodruff Ave, Downey</td>
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<td>Downey Community Senior Center</td>
<td>7810 Quill Dr., Downey</td>
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<td>ELMT*</td>
<td>El Monte Dental Clinic</td>
<td>10953 Romona Blvd., El Monte</td>
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<td>FISA*</td>
<td>Fedde International Studies Academy</td>
<td>9945 Flower St., Bellflower</td>
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<td>FOUN*</td>
<td>Founders</td>
<td>10321 Pioneer Blvd., Long Beach</td>
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<td>HDSN*</td>
<td>Hudson Dental Clinic</td>
<td>9921 E. 183rd St., Norwalk</td>
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<td>Humphrey Dental Clinic</td>
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<td>KDMC*</td>
<td>Kaiser Downey Medical Center</td>
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<td>La Casa Mental Health Rehab Center</td>
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<td>La Mirada Activity Center</td>
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<td>LMGM*</td>
<td>La Mirada Gymnasium</td>
<td>10802 College Pl., Cerritos</td>
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<tr>
<td>LAKE*</td>
<td>Lake View Elementary School</td>
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<tr>
<td>LKMS*</td>
<td>Lakeland Middle School</td>
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<td>LRMC*</td>
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<td>LBVA*</td>
<td>Long Beach Veteran's Admin</td>
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<td>Los Alamitos Hospital</td>
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<tr>
<td>LAPL*</td>
<td>Los Angeles Public Library</td>
<td>10802 College Pl., Cerritos</td>
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<td>MESP*</td>
<td>Migrant Ed. Student/Parent Ctr</td>
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<td>MCDH*</td>
<td>Miller Children's Dental Health</td>
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<td>NBRC*</td>
<td>Neighborhood Center</td>
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<td>NOR*</td>
<td>Northgate Store</td>
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<td>NCH</td>
<td>Norwalk Community Hospital</td>
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<td>NHS*</td>
<td>Norwalk High School</td>
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<td>NSC</td>
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<td>PIHD*</td>
<td>PIH HEALTH-DOWNEY</td>
<td>10802 College Pl., Cerritos</td>
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<tr>
<td>PIHW*</td>
<td>PIH HEALTH-WHITTIER</td>
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<td>PADS*</td>
<td>Paddison Elementary School</td>
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<td>RLA</td>
<td>Rancho Los Amigos</td>
<td>10802 College Pl., Cerritos</td>
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<tr>
<td>RYBL*</td>
<td>Roybal Dental Clinic</td>
<td>10802 College Pl., Cerritos</td>
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<tr>
<td>SAD*</td>
<td>Saddleback Square</td>
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<td>SNPK*</td>
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<td>TBD</td>
<td>To Be Determined</td>
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<td>WDCR*</td>
<td>Woodruff Care</td>
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For more information, please contact the appropriate department office.
WHY STUDY CHICANO STUDIES?

The Mexican American/Chicano(a)/Latino(a) Department seeks to increase critical understanding and appreciation of social, historical, and continuing, cultural significance of Mexican American and Latino(a) communities. The Latino(a) population has played an important role in shaping our nation’s history and is now the fastest growing population in the United States and will soon become the majority population in the state of California. Students who major in Chicano Studies will enroll in classes from a variety of disciplines that enrich their understanding of the experiences and contributions of Mexican Americans and Latino(a)s past and present. The Chicano Studies Associate in Arts Degree requires completion of courses from the fields of History, Art, Women’s Studies, Sociology, Philosophy, Psychology, Spanish, English, and Anthropology.

Chicano Studies courses are vital to help you learn, value, and practice cultural competence – an imperative and beneficial skill to build in an increasingly diverse society. Chicano Studies courses will help you gain more self-confidence and improved self-esteem to experience new ways of learning, as course framework reflects that of historically marginalized groups that are often overlooked.

IF YOU TAKE COURSES IN CHICANO STUDIES, YOU WILL:

• Gain understanding of the importance of Chicano(a)/ Latino(a) culture in the United States.
• Analyze and evaluate the contributions of Chicano(a)s and Latino(a)s within US society in diverse disciplines such as Politics, Science, Health, Education, Social Sciences, Humanities, Music, and Fine Arts.
• Be introduced to significant Mexican American, Chicano, and Latino leaders in the US, both new and contemporary figures, as a form of mentorship. Learning about these leaders will help you advance further in your personal, academic, and professional lives.
• Become active in today’s society to procure benefits for your education and for the benefit of others in your community.

The Associate in Arts Degree in Chicano Studies prepares students to transfer to California State University (CSU) campuses that offer Chicano Studies. In addition, Chicano Studies is an interdisciplinary program that contains a wide array of classes from English, Spanish, History, Social Science, Fine Arts, Women Studies, and Anthropology. All of these major courses of study will also prepare the student to obtain additional coursework to major and/or minor in the disciplines mentioned above. The degree requires students to complete 60 CSU transferable units.

There are many careers in which a Chicano Studies degree is beneficial:

| Arts, Fine Arts and Music | Medical Profession | Non-Profit Organization |
| Community Organizing | Public & Business Administration | Public Policy |
| English | Law | Social Work |
| Foreign Service | Law Enforcement | Teaching: K-12, Credentialing, and |
| Journalism | Librarian/Historian | Higher Education |
| Marketing & Public Relations | |

MAJOR REQUIREMENTS:

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ANTH 100</td>
<td>Cultural Anthropology</td>
<td>3</td>
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<tr>
<td>ENGL 223</td>
<td>Chicana/Chicano Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 225</td>
<td>Mexican Literature in Translation</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 210</td>
<td>Highlights of Hispanic Culture</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 245</td>
<td>Intro to Chicano/Mexican American Culture</td>
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Elective Courses (choose two classes)

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<tr>
<td>ANTH 170</td>
<td>Intro to Language and Culture</td>
</tr>
<tr>
<td>ANTH 202</td>
<td>The Maya, Inca, and Aztecs</td>
</tr>
<tr>
<td>ART 105A</td>
<td>The Arts of Latin America and the Caribbean</td>
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<tr>
<td>ART 105B</td>
<td>The Arts of Latin America and the Caribbean</td>
</tr>
<tr>
<td>HIST 120</td>
<td>History of California</td>
</tr>
<tr>
<td>HIST 230</td>
<td>History of Mexico</td>
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<tr>
<td>HIST 235</td>
<td>History of Latin America</td>
</tr>
<tr>
<td>HUM 108</td>
<td>Black Images Pop Culture</td>
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<tr>
<td>PHIL 104</td>
<td>Philosophy of Cultural Diversity</td>
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<td>PHIL 200</td>
<td>World Religions</td>
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<tr>
<td>PSYC 261</td>
<td>Social Psychology</td>
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<tr>
<td>SOC 201</td>
<td>Social Problems</td>
</tr>
<tr>
<td>SOC 210</td>
<td>American Minority Relations</td>
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<tr>
<td>SOC 215</td>
<td>Sociology of Cultural Diversity</td>
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<tr>
<td>SPAN 201</td>
<td>Intermediate Spanish</td>
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<tr>
<td>SPAN 202</td>
<td>Intermediate Spanish</td>
</tr>
<tr>
<td>WS 101</td>
<td>Issues for Women in American Society</td>
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Total Units Required for the Major: 21-24

Students must complete a minimum of 21 units, all general education requirements for Plan B or Plan C, and any additional units for a total of 60 transferable units. Double counting courses in general education and the major is allowed.
WHAT IS THE SCHOLARS’ HONORS PROGRAM?
The Scholars’ Honors Program (SHP) is a social and academic home that Cerritos College offers to talented and motivated students planning to transfer to four-year colleges and universities, especially to the UC and CSU systems. It introduces you to a community of faculty and staff who are committed to helping you succeed and it provides you with a supportive environment of fellow-students with similar goals and interests.

HOW DO I JOIN?
Go on line to the SHP web page, http://www.cerritos.edu/shp where you can find more information and an on-line application. You can also pick up a paper application at the SHP Office (next to the counseling appointments desk in the One Stop Center), or request one by phone: (562) 860-2451, ext. 2728, or by e-mail: shp-info@cerritos.edu.

HONORS COURSES, FALL SEMESTER, 2017
The following honors sections are limited to 30 seats. You may enroll in them if you have been accepted into the SHP or if you are not in the SHP but have a GPA of 3.0 or above. Students must enroll in the SHP in order to receive honors credit for the course. New students who are eligible for one of these courses are strongly advised to sign up for the honors section of that course.

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tr>
<td>Earth Science 104:</td>
<td>Oceanography</td>
<td>#21885</td>
</tr>
<tr>
<td>Prof. Dan DeKraker, T, 12:30 – 3:20 pm</td>
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</tr>
<tr>
<td>UC/CSU: Fulfills an IGETC Physical &amp; Biological Sciences requirement. (Plan C: Area 5A)</td>
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<tr>
<td>Economics 201M:</td>
<td>Principles of Macroeconomics</td>
<td>#24440</td>
</tr>
<tr>
<td>Prof. Solomon Namala, TTh, 9:00 – 10:30 am + 10:30 – 10:50 am</td>
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<tr>
<td>UC/CSU: Fulfills an IGETC Social &amp; Behavioral Sciences requirement. (Plan C: Area 4)</td>
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<tr>
<td>English 100:</td>
<td>Freshman Composition</td>
<td>#20192</td>
</tr>
<tr>
<td>Prof. Timothy Juntilla, MM, 9:00 – 10:50 am</td>
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<tr>
<td>Prof. Timothy Juntilla, MW, 11:00 am – 12:50 pm</td>
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<tr>
<td>UC/CSU: Fulfills the IGETC Freshman Composition requirement. (Plan C: Area 1A)</td>
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<tr>
<td>English 103:</td>
<td>Critical and Argumentative Writing</td>
<td>#20217</td>
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<tr>
<td>Prof. Daniel Gardner, TTh, 2:00 – 3:15 pm</td>
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<tr>
<td>Prof. Nicole Lovejoy-Robold, TTh, 9:00 – 10:30 am (15-weeks)</td>
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<td>UC/CSU: Fulfills the IGETC Critical Thinking requirement. (Plan C: Area 1B)</td>
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<tr>
<td>English 222:</td>
<td>Children’s Literature</td>
<td>#26293</td>
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<td>Prof. Nicole Lovejoy-Robold, TuTh, 3:00 – 4:15 pm</td>
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<td>UC/CSU: Fulfills an IGETC Arts &amp; Humanities requirement. (Plan C: Area 3B)</td>
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<tr>
<td>English 246A:</td>
<td>Survey of English Literature</td>
<td>#20221</td>
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<tr>
<td>Prof. Stephen Clifford, MW, 11:00 am – 12:15 pm</td>
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<td>UC/CSU: Fulfills an IGETC Arts &amp; Humanities requirement. (Plan C: Area 3B)</td>
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<tr>
<td>Humanities 109:</td>
<td>Gender and Sexuality in Art</td>
<td>#22111</td>
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<tr>
<td>Prof. Julie Trager, TTh, 8:00 – 10:50 am (1st 9-Weeks)</td>
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<td>UC/CSU: Fulfills an IGETC Arts &amp; Humanities requirement. (Plan C: Area 3A OR Area 3B)</td>
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<tr>
<td>Psychology 210:</td>
<td>Elementary Statistics</td>
<td>#24469</td>
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<tr>
<td>Prof. Jaclyn Ronquillo-Adachi, TTh, 8:00 am – 9:30 am + TTh, 9:30 am – 10:50 am</td>
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<tr>
<td>UC/CSU: Fulfills an IGETC Mathematical Concepts and Quantitative Reasoning requirement. (Plan C: Area 2)</td>
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<tr>
<td>Sociology 202:</td>
<td>Gender and Society</td>
<td>#22310</td>
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<tr>
<td>Prof. Amy Holzgang, TuTh, 12:30 – 2:00 pm (15-weeks)</td>
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<td>UC/CSU: Fulfills an IGETC Social &amp; Behavioral Sciences requirement. (Plan C: Area 4)</td>
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<tr>
<td>Sociology 205:</td>
<td>Introduction to Social Research Methods</td>
<td>#26209</td>
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<td>Prof. Amy Holzgang, TTh, 2:00 – 3:30pm (15-weeks)</td>
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<td>UC/CSU: Fulfills an IGETC Social &amp; Behavioral Sciences requirement. (Plan C: Area 4)</td>
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<tr>
<td>Speech 110:</td>
<td>Intercultural Communication</td>
<td>#25632</td>
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<tr>
<td>Prof. Angela Hoppe-Nagao, ONLINE (1st 9-Weeks)</td>
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<tr>
<td>Prof. Angela Hoppe-Nagao, ONLINE (2nd 9-Weeks)</td>
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<tr>
<td>UC/CSU: Fulfills an IGETC Social &amp; Behavioral Sciences requirement. (Plan C: Area 4)</td>
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</table>
# Women’s and Gender Studies Department

## Fall 2017 Classes

### Women’s Studies 101 (WS 101)
**Issues for Women in American Society**
Transferable to UC and CSU.
- **Class #20606**: Michelle Fagundes M/W 12:30 – 1:45 pm TBA
- **Class #25739**: Mariam Youssef T/TH 11:00 am – 12:15 pm SS 307
- **Class #22581**: Mariam Youssef T/TH 5:00 – 6:15 pm SS 307

### Women’s Studies 102 (WS 102)
**Women and Religion**
Transferable to UC and CSU.
- **Class #26415**: Mariam Youssef T/TH 2:00 – 3:15 pm SS 212

### Women’s Studies 103 (WS 103)
**Women, Their Bodies and Health**
Transferable to CSU.
- **Class #20607**: Ni Bueno M/W 12:30 – 1:15 pm MC 103
- **Class #27138**: Kari Pestolesi M/W 9:30 – 10:45 am TBA
- **Class #24475**: Pauline Acosta T 6:30 – 9:20 pm TBA

### Women’s Studies 107 (WS 107)
**Men and Masculinities: Constructing Manhood in America**
- **Class #27016**: Trager T/TH (Nine weeks B7) 8:00 – 11:00 am FA 134

### Women’s Studies 108 (WS 108)
**Women in Sports**
Transferable to UC and CSU.
- **Class #24478**: Trisha Raniewicz TBA TBA ONLINE
- **Class #26429**: Deborah Jensen T 1:00 – 3:50 pm MC 103

### Women’s Studies 202 (WS 202)
**Gender and Society**
Transferable to UC and CSU.
- **Class #24476**: Amy Holzgang M/W 12:30 – 2:00 pm BE 106

### Women’s Studies 204 (WS 204)
**Women in American History**
Transferable to UC and CSU.
- **Class #26383**: Julie Davis M/W 12:30 – 1:55 pm SS 309

### Women’s Studies 206 (WS 206)
**Women in the Global Economy**
- **Class #27139**: Solomon Namala M/W 9:30 – 10:55 pm SS 306

### Women’s Studies 208 (WS 208)
**Leadership for Women in Business**
Transferable to CSU. All class information will be available at www.cerritos.edu/baonline
- **Class #26384**: Barbara Livingston TBA TBA ONLINE
- **Class #26385**: Barbara Livingston TBA TBA ONLINE
- **Class #26386**: Barbara Livingston TBA TBA ONLINE

### English 236 (ENGL 236)
**Studies in Women’s Literature**
- **Class #26964**: Michelle Fagundes M/W 3:00 – 4:15 pm LA 204
LEARNING COMMUNITIES

HOW TO REGISTER IN A LEARNING COMMUNITY

MyCerritos
Log on to www.cerritos.edu, select MyCerritos, and follow the directions. Important, please note, to enroll in a learning community you must enroll in all courses in the learning community before exiting MyCerritos. Please call the Learning Communities Program Center or visit the LCP website for additional information on the enrollment process.

For more information about enrolling in the Learning Communities Program or for a complete description of each learning community, please check our website at www.cerritos.edu/lcp/ or call (562) 860-2451, ext. 2782.

DEVELOPMENTAL EDUCATION TRACK:
These courses will help you attain the academic skills necessary to prepare you for advanced courses or to develop your career goals and objectives.

Success in Math I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<th>Time</th>
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<td>22435</td>
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<td>4</td>
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<td>MW</td>
<td>9:00 – 10:50 am</td>
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<tr>
<td>22522</td>
<td>MATH 5</td>
<td>1</td>
<td>Staff</td>
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Success in Math II

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<td>MATH 40</td>
<td>4</td>
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<td>MW</td>
<td>12:00 – 1:50 pm</td>
<td>MCIS-108</td>
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<tr>
<td>21893</td>
<td>MATH 5</td>
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Success in Math III

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<tr>
<td>20291</td>
<td>MATH 40</td>
<td>4</td>
<td>Staff</td>
<td>TTH</td>
<td>2:00 – 3:50 pm</td>
<td>PST-237</td>
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<tr>
<td>26192</td>
<td>MATH 5</td>
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<td>Staff</td>
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<td>1:00 – 1:50 pm</td>
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Success in Math IV

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<tr>
<td>26472</td>
<td>MATH 60</td>
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<td>Staff</td>
<td>TTH</td>
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<tr>
<td>22654</td>
<td>MATH 5</td>
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<td>Staff</td>
<td>T</td>
<td>1:00 – 1:50 pm</td>
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Success in Math V

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<tr>
<td>20133</td>
<td>COUN 200</td>
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<td>Gallardo</td>
<td>M</td>
<td>2:00 – 4:50 pm</td>
<td>SS-140</td>
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<tr>
<td>26048</td>
<td>MATH 60</td>
<td>4</td>
<td>Beyene</td>
<td>TTH</td>
<td>1:00 – 2:50 pm</td>
<td>MCIS-107</td>
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MATH & Technical Ed Careers I

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<tbody>
<tr>
<td>22395</td>
<td>MATH 60 (1st 9 – wks)</td>
<td>4</td>
<td>McCance</td>
<td>(Hybrid)</td>
<td>9:00 – 11:50 am + 2 hrs online</td>
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Introduction to College Reading and Writing I - Day Session

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<th>Location</th>
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<td>ENGL 20 (1st 9 – wks)</td>
<td>3</td>
<td>Blake</td>
<td>TTH</td>
<td>9:00 am – 12:50 pm</td>
<td>BE-106</td>
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<tr>
<td>21589</td>
<td>ENGL 52 (2nd 9 – wks)</td>
<td>3</td>
<td>Blake</td>
<td>TTH</td>
<td>9:00 am – 12:50 pm</td>
<td>MP-213</td>
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<tr>
<td>24613</td>
<td>READ 49 (1st 9 – wks)</td>
<td>3</td>
<td>Helberg</td>
<td>MW (Hybrid)</td>
<td>12:30 – 3:20 pm</td>
<td>HS-104</td>
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<tr>
<td>23502</td>
<td>READ 54 (2nd 9 – wks)</td>
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<td>Helberg</td>
<td>MW (Hybrid)</td>
<td>12:30 – 3:20 pm</td>
<td>MCIS-211</td>
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UMOJA: The Unity of Knowledge and Self - I

Please contact Dr. Sheila Hill, ext 2125, or email shill@cerritos.edu for more information. (New Cohort of Students)

<table>
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<tr>
<th>Course Code</th>
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<td>ENGL 52</td>
<td>3</td>
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<td>TTH</td>
<td>9:00 am – 10:50 am</td>
<td>MP-200</td>
</tr>
<tr>
<td>25579</td>
<td>COUN 200</td>
<td>3</td>
<td>Hill</td>
<td>TTH</td>
<td>1:00 – 2:35 pm</td>
<td>MP-205</td>
</tr>
</tbody>
</table>

G.E. TRACK:
Many of these courses fulfill General Education and/or transfer requirements for Cerritos College, CSU and/or UC. Check the catalog or with a counselor for more specific information.

MATH & Technical Ed Careers II

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>22398</td>
<td>MATH 80 (2nd 9 – wks)</td>
<td>4</td>
<td>McCance</td>
<td>(Hybrid)</td>
<td>9:00 – 11:50 am + 2 hrs online</td>
<td>MCIS-105</td>
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TRANSFER TRACK:
These courses fulfill transfer requirements for CSU and/or UC. Check the catalog or with a counselor for more specific information.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>CRN</th>
<th>Section</th>
<th>Units</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>World Civilization From Antiquity to 1500</td>
<td>22307</td>
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<td>3</td>
<td>Haas</td>
<td>MW</td>
<td>9:30 – 10:45 am</td>
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<td>Gender and Cultural Diversity</td>
<td>20196</td>
<td>ENGL 100</td>
<td>4</td>
<td>Fagundes</td>
<td>TTH</td>
<td>1:00 – 2:50 pm</td>
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<td></td>
<td>26382</td>
<td>PHIL 104</td>
<td>3</td>
<td>Torres-Bower</td>
<td>TTH</td>
<td>9:30 – 10:45 am</td>
<td>SS-137</td>
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<tr>
<td>Women's Health Issues</td>
<td>24475</td>
<td>WS 103</td>
<td>3</td>
<td>Acosta</td>
<td>T</td>
<td>6:30 – 9:20 pm</td>
<td>HS-102</td>
</tr>
<tr>
<td></td>
<td>25031</td>
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<tr>
<td></td>
<td>20803</td>
<td>PSYCH 150</td>
<td>3</td>
<td>Sanchez</td>
<td>M</td>
<td>6:30 – 9:20 pm</td>
<td>SS-140</td>
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FIRST YEAR EXPERIENCE TRACK:
The First-Year Experience Program (FYE) is a special part of the Learning Community Program (see detailed information below). FYE is designed to provide students with a strong start in college. Students who are interested in this program should check the Internet at www.cerritos.edu/lcp and click the FYE link for additional information.

To enroll in the FYE Program, students are required to submit a signed contract and proof that course prerequisites have been met to the Learning Community Center located in the Multipurpose Building, Room 100 A-F. LC Center hours are Monday-Thursday, 8 am – 4:30 pm. All FYE students are required to attend an orientation on Thursday, August 10, 2017, from 5-7 pm in LC 155. Students will meet their instructors and classmates and will also receive important information about their classes, parking, and books.

To qualify for full-time status, FYE students will need to enroll in an additional course(s) to complete the full schedule of 12 units. This requirement may be met by adding mathematics, reading, or another G.E. course(s). Recommendations for courses to take in addition to each House are listed below.

**House B1 College Ready!**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>CRN</th>
<th>Section</th>
<th>Units</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
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<td>ENGL 52</td>
<td>21551</td>
<td></td>
<td>3</td>
<td>Orr</td>
<td>TTH</td>
<td>1:00 – 2:50 pm</td>
<td>BE-105</td>
</tr>
<tr>
<td>COUN 200</td>
<td>22519</td>
<td></td>
<td>3</td>
<td>Romero</td>
<td>TTH</td>
<td>11:00 am – 12:15 pm</td>
<td>MP-205</td>
</tr>
<tr>
<td>LIBR 100</td>
<td>22178</td>
<td></td>
<td>1</td>
<td>Rosenblatt</td>
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<td>9:00 – 10:50 am</td>
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<tr>
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**University Transfer House I: S.T.A.R.S.-Students Taking Action to Reach Success**

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<th>Instructor</th>
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<td>ENGL 100</td>
<td>20200</td>
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<td>4</td>
<td>Sartin</td>
<td>TTH</td>
<td>7:00 – 8:50 am</td>
<td>LA-202</td>
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<tr>
<td>COUN 200</td>
<td>22518</td>
<td></td>
<td>3</td>
<td>Bello-Gardner</td>
<td>TTH</td>
<td>9:30 – 10:45 am</td>
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<tr>
<td>LIBR 100</td>
<td>22170</td>
<td></td>
<td>1</td>
<td>Gersitz</td>
<td>T (Hybrid)</td>
<td>2:00 – 3:50 pm</td>
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**University Transfer House II**

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<tbody>
<tr>
<td>ENGL 100</td>
<td>26511</td>
<td></td>
<td>4</td>
<td>Hitch</td>
<td>TTH</td>
<td>3:00 – 4:50 pm</td>
<td>LA-109</td>
</tr>
<tr>
<td>LIBR 100</td>
<td>27017</td>
<td></td>
<td>1</td>
<td>Pereira</td>
<td>T (Hybrid)</td>
<td>1:00 – 2:50 pm</td>
<td>BC-47</td>
</tr>
<tr>
<td></td>
<td>20839</td>
<td>TH 101</td>
<td>3</td>
<td>Piotrowski</td>
<td>MW</td>
<td>12:30 – 1:50 pm</td>
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<td>24540</td>
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<td>4</td>
<td>Cheatham</td>
<td>TTH</td>
<td>7:00 – 10:50 am</td>
<td>LA-103</td>
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<td>ENGL 103 (2nd 9 wks)</td>
<td>26785</td>
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<td>Cheatham</td>
<td>TTH</td>
<td>7:00 – 9:50 am</td>
<td>LA-103</td>
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<tr>
<td>COUN 200</td>
<td>22633</td>
<td></td>
<td>3</td>
<td>Castro</td>
<td>MW</td>
<td>11:00 am – 12:15 pm</td>
<td>MP-205</td>
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<td>LIB 100</td>
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<td></td>
<td>1</td>
<td>Talbjee</td>
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</tr>
</thead>
<tbody>
<tr>
<td>ENGL 100</td>
<td>26510</td>
<td></td>
<td>4</td>
<td>Crum</td>
<td>TTH</td>
<td>11:00 am – 12:50 pm</td>
<td>LA-203</td>
</tr>
<tr>
<td>TH 151</td>
<td>21435</td>
<td></td>
<td>3</td>
<td>Breit</td>
<td>MW</td>
<td>8:00 – 9:20 am</td>
<td>BC-47</td>
</tr>
<tr>
<td>LIB 100</td>
<td>27021</td>
<td></td>
<td>1</td>
<td>Mitchell</td>
<td>W (Hybrid)</td>
<td>9:30 – 11:20 am</td>
<td>MC-101</td>
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<td><strong>Recommend a Math course to complete a full-time schedule.</strong></td>
<td></td>
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</tr>
</tbody>
</table>
LEARNING COMMUNITIES CLASSES
Learning communities involve the intentional creation of class pairs or clusters around a common theme, public issue, or question. Typically, the same group of students is co-enrolled in two or more courses, usually from different disciplines—for instance, history and art, English and career guidance, political science and philosophy. Students enroll in both courses but receive a separate grade for each one.

Course instructors integrate their syllabi, encouraging students to gain a deeper understanding of each course, even as they discover connections between the two. Classroom activities, tests, assignments, field trips, research projects, and educational technology are used to engage students in their own learning, as well as provide them with valuable “real-world” skills.

Perhaps more importantly, the learning community model promotes student-centered learning, with an emphasis on an enriched classroom environment. It promotes greater intellectual growth and genuine mastery of course content through collaborative activities, frequent feedback, and increased student-teacher and student-student interactions. Traditional lecturing is minimized; active learning and thoughtful integration of content are maximized.

Research indicates learning communities promote student achievement, retention, and progress toward degree completion. Faculty benefit from professional development and training, fresh approaches to teaching, and collaboration with colleagues.

WHAT ARE THE BENEFITS OF JOINING A LEARNING COMMUNITY?
• Smooth your transition into college
• Meet other students and form lasting friendships
• Reinforce learning in one class while working on projects in the other
• Learn how to choose your major and reach your academic goals sooner
• Graduate or transfer to a four-year college or university sooner
• Increase your learning and earn better grades

ARE LEARNING COMMUNITY COURSES MORE DIFFICULT?
No, you will not be required to do more work than if you took the two classes separately. In fact, by taking the courses in a learning community, you may find that material is easier to understand.

HOW WILL LEARNING COMMUNITY COURSES BE LISTED ON MY TRANSCRIPT?
Your transcript will reflect the classes as separate courses.

LEARNING COMMUNITIES PROGRAM WITHDRAWAL POLICY
When a student enrolls in a group of two or more courses as part of a learning community or FYE House, he or she MUST MEET THE PREREQUISITE(S), if there are any, for EACH course in the combination. Students enrolled in one section of a course that is part of a learning community must be enrolled in all other courses in that group. If one course is dropped, the student MUST and WILL BE DISENROLLED from all other courses in that learning community. THERE ARE NO EXCEPTIONS TO THIS POLICY.

QUESTIONS
If you have questions about the Learning Communities Program (LCP), please call (562) 860-2451, ext. 2782, or stop by the LCP Center located in the Multipurpose Building.

ARE LEARNING COMMUNITY COURSES TRANSFERABLE?
Many of the courses are transferable to CSUs and UCs. See the Schedule of Classes or the Cerritos College Catalog to check specific courses.

WHAT ARE THE REQUIREMENTS TO ENROLL?
The only requirement is that you must enroll in all the courses listed for that Learning Community. The prerequisites are listed in the Cerritos College Catalog and must be met prior to enrollment.
WHAT IS DISTANCE EDUCATION?
Distance education takes place when a teacher and students are separated by physical distance. In place of traditional classroom delivery, voice, video, data, and print are used to bridge the instructional gap. Cerritos College offers online and hybrid courses (see definitions in next column). All courses carry full academic credit and their content is equivalent to what you would receive in a more traditional mode of delivery.

WHAT ARE THE TYPES OF ONLINE INSTRUCTION?
Online courses occur online. Some instructors may require on-campus attendance for orientation, test-taking, or to satisfy other course requirements. Access to email and the Internet are required to complete work using email, chat rooms, discussion boards, and other instructional tools. Online courses are designated as OL in the published class schedule. Hybrid courses include the combination of traditional in-class instruction with online instruction. Therefore, students will be required to attend on-campus meetings as scheduled by the instructor, as well as complete work using email, the campus course management system (Canvas) and/or chat rooms, discussion boards, and other instructional tools. These courses are designated as HYBRID in the published class schedule.

ENROLLING IN AN ONLINE COURSE?
Students enroll in online sections in the same manner as regular classes. Consult the general enrollment procedures in this schedule for more information.

ACCESSING ONLINE AND HYBRID COURSES:
Once you are enrolled in a class, go to the Canvas website, www.cerritos.edu/canvas, and log on with your username and password.

Username: This is your 7-digit student ID number. Example: John Smith, ID #1234567. Your ID number, 1234567, is your username.
Password: Your initial password is your 8-digit date of birth in the “mmddyyyy” format. Example: John Smith’s date of birth is May 30, 1990. His password would be 05301990.

ONLINE ORIENTATION:
There is also an online general orientation for all online courses. Go to www.cerritos.edu/de. Some instructors give on-campus orientations. Check course listings for information. You must attend any mandatory orientations and/or contact your instructor prior to the 1st week of class or you will be dropped. If the orientation for an online class conflicts with a class that meets on campus, you must attend the on-campus class and notify the online instructor about the conflict in advance.

FOR INFORMATION CONTACT
THE SUCCESS CENTER
Phone: (562) 860-2451, x2404 or (562) 653-7891
Email: de-info@cerritos.edu or visit the DE home page at: http://cms.cerritos.edu/de
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Department</th>
</tr>
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<tbody>
<tr>
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<tr>
<td>25597</td>
<td>BCOT 113</td>
<td>Microsoft Excel</td>
</tr>
<tr>
<td>21352</td>
<td>BCOT 114</td>
<td>Introduction to Microsoft Office</td>
</tr>
<tr>
<td>21361</td>
<td>BCOT 131</td>
<td>Beginning College Keyboarding and Document Processing</td>
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<td>21362</td>
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<td>BCOT 131</td>
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### EDUCATIONAL TECHNOLOGY (EDTCH)

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### ENGLISH

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### JOURNALISM

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# Distance Education Courses (Continued)

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POLICY ON AFFIRMATIVE CONSENT, SEXUAL ASSAULT, AND TITLE IX

Cerritos College is committed to providing a safe and secure environment for all members of the campus community. Board Policy and Administrative Procedure 3540 Sexual and Other Assaults on Campus, operationalize relevant State and Federal Laws. These cover sexual assault, including rape, sexual battery, and threat of sexual assault; dating violence; domestic violence; stalking; and failure to have affirmative consent. District response, including claimant options, victim resources, case investigation, and administrative and law enforcement response are provided in Administrative Procedure 3540. Any student or employee who becomes a victim of sexual violence, dating violence, domestic violence, or stalking is encouraged to report the matter immediately to Dr. Valencia Raphael, District Title IX Coordinator in the Office of Human Resource Services. The phone number for the Title IX Coordinator is (562) 860-2451, ext. 2276, and the email address is TitleIXcoordinator@cerritos.edu. The District is dedicated to providing prompt and compassionate services. In the event of an incident, Student Health Services will provide confidential support services and direction. The phone number for Student Health Services is (562) 860-2451, ext. 2321.

Please see Board Policy 3540 and Administrative Procedure 3540 Sexual and Other Assaults on Campus, for more information. This Policy and Procedure are on the Board Policy webpage at: http://cms.cerritos.edu/board/policies.

AFFIRMATIVE CONSENT POLICY

Board Policy 3540 and 5500 define “affirmative consent” as affirmative, conscious, and voluntary agreement to engage in sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent. People under 18 years old, incapacitated by drugs, alcohol, or medication, asleep, unconscious or otherwise unable to understand the fact, nature, or extent of the sexual activity cannot give consent. Failure, as a person involved in sexual activity, to ensure mutual, affirmative consent throughout sexual activity constitutes good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student. Information about violators of this policy are encouraged to report this matter immediately to the Director of Diversity, Compliance, and Title IX Coordinator in the Office of Human Resources Office or the Campus Police. The number for the campus police is 562-860-2451, ext. 2325.

SEXUAL HARASSMENT

It is the policy of the Cerritos Community College District to provide an educational, employment, and business environment free of unwelcome sexual advances, requests or offers for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment, as defined and otherwise prohibited by federal and state statutes and Board Policy.

The Board of Trustees and the President-Superintendent have provided regulations and procedures to implement this policy and the regulations and procedures are included as a part of the District’s Equal Employment Opportunity Plan and Board Policy.

It is a violation of Board Policy for anyone who is authorized to recommend or take personnel or academic actions affecting an employee or student, or who is otherwise authorized to transact business or perform other acts or services on behalf of the Cerritos Community College District, to engage in sexual harassment as defined in Board Policy or as described below.

Sexual harassment occurs when unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature takes place and:

1. Is made explicitly or implicitly a term or condition of an individual’s educational status or employment; or
2. Is used as a basis for educational or employment decisions affecting such individual; or
3. Has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile or offensive educational or working environment; or
4. Is used as the basis for any decision affecting the individual regarding benefits, services, honors, programs, or activities available at or through the District. Informal and formal complaints under this policy shall be processed through the District’s Administrative Procedure 3435, Discrimination and Harassment Investigations, through the Director of Diversity, Compliance, and Title IX Coordinator. The District’s Policies and Procedures are available on the website at http://cms.cerritos.edu/board/policies.
The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

1) The right to inspect and review the student's education records within 45 days of the day the College receives a request for access. A student should submit to the registrar or designee a written request that identifies the record(s) the student wishes to inspect. The registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the registrar, the registrar shall advise the student of the correct official to whom the request should be addressed.

2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the College to amend a record should write the registrar, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the College decides not to amend the record as requested, the College will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3) The right to provide written consent before the College discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The College discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted as its agent to provide a service instead of using College employees or officials (such as an attorney, auditor, or collection agent); or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the College. The College may also disclose education records without consent to officials of another school in which a student seeks or intends to enroll.

4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

DIRECTORY INFORMATION
Cerritos College will not release personal data about students without their prior written consent except to persons and agencies authorized by law. The college may make an exception to legitimate inquiries, by providing general directory information to include: name • major field of study • class level • dates of attendance • degrees and awards received • participation in officially recognized activities and sports • weight and height of members of athletic teams, and • previous educational institutions attended.

STUDENT RECORDS CONSENT
Cerritos College may permit access to student records to any person for whom the student has executed written consent specifying the records to be released and identifying the party or parties to whom the records may be released. Such consent must be signed and dated by the student. The recipient must be notified that the transmission of the information to others is prohibited. Title 5 (California Administrative Regulations) Sec. 54616.

WITHHOLDING OF STUDENT RECORDS
Student records may be withheld pending satisfaction of certain requirements, per Board Policy and Administrative Procedure 5035.

Reference: Board Policy and Administrative Procedure 5040
Requirements for the Associate in Arts (A.A.) Degree at Cerritos College can be met in one of three different ways: Plan A, B or C.

**PLAN A** is designed primarily for those students interested in preparing for a vocational career upon graduation. Plan A may also be used by university transfer students and for students in vocational majors who may possibly wish to transfer in the future. However, there are courses listed under Plan A that are not transferable for general education credit to the four-year universities. Therefore, students wishing to use this option should see a Cerritos College counselor for advice in selecting the A.A. General Education plan that in combination with a major will best match their educational and career goals. Please see the Plan A degree description page for further details.

**PLAN B** is designed primarily for students who will transfer to a California State University (CSU) campus and are not interested in attending a University of California campus. Students may use this plan to combine completion of both the Associate in Arts general education requirements, and the California State University (CSU) General Education Certification pattern. Students should see a counselor for advice on selecting the A.A. General Education plan that in combination with a major will best match their educational and career goals. Please see the Plan B degree description page for further details.

**PLAN C** is designed primarily for students who intend to transfer to the University of California (UC), or who are undecided between transferring to the University of California or the California State University. Students may use this plan to combine completion of both the A.A. degree general education requirements and the Intersegmental General Education Transfer Curriculum (IGETC) requirements. Plan C may not be recommended for some majors at certain CSU or UC campuses. Please see the Plan C description page for further details.

The significant differences between Plan A, Plan B and Plan C are:

**Plan A** requires the completion of a minimum of 18 units of identified general education courses and requirements and a minimum of 18 units of specified “major” courses, proficiency requirements and electives, if necessary, to total a minimum of 60 degree applicable units.

**Plan B** requires a minimum of 39 units of identified CSU general education courses and requirements plus specified major courses, the health and wellness proficiency requirement, and elective courses, if necessary, for a minimum of 60 degree applicable units.

If a student only wishes to transfer at an upper division level and is not seeking an A.A. degree, a minimum of 60 CSU transferable units is required (see transfer requirements for CSU and your counselor).

**Plan C** requires a minimum of 34 (UC) or 37 (CSU) units of identified general education courses and requirements plus specified major courses, the health and wellness proficiency requirement, and electives, if necessary, to total a minimum of 60 degree applicable units.

If a student only wishes to transfer at an upper division level and is not seeking an A.A. degree, a minimum of 60 UC transferable units is required (see IGETC, UC transfer requirements, and your counselor).

There are important differences among the three plans. In order to select the plan that best meets each individual's AA and transfer goals, students should see a Cerritos College counselor.
Associate in Arts Degree
General Education
2017-18
Plan A
Degree and/or Career Option

A total of 60 degree applicable units including the following requirements must be completed to qualify for the A.A. degree:

1. MAJOR PROGRAM REQUIREMENTS:
   Complete all requirements for the chosen major program under “Major Requirements” in the Cerritos College Catalog.

2. MATHEMATICS PROFICIENCY REQUIREMENT:
   This requirement can be met by one of the following options:
   a. Earn a score on the College Level Math test sufficient for placement in a course above the level of MATH 80 or MATH 80B.
   b. Completion of MATH 80 or MATH 80B with a grade of Pass, or “C”, or higher.
   c. For other options, see your counselor.

3. READING PROFICIENCY REQUIREMENT:
   This requirement can be met by one of the following options:
   a. Earn a score on the reading proficiency test sufficient for placement in a course above the level of READ 54.
   b. Completion of READ 54 or READ 97 with a grade of Pass, or “C”, or higher.
   c. For other options, see your counselor.

4. WRITING PROFICIENCY REQUIREMENT:
   Completion of ENGL 100 with a grade of Pass, or “C”, or higher.

5. HEALTH AND WELLNESS PROFICIENCY REQUIREMENT:
   This requirement can be met by one of the of the following options:
   a. Completion with a grade of Pass, or “C”, or higher of at least one unit of a course from the approved department list below:
      Kinesiology 100, 102, 104, 106, 108, 120, 121, 122, 123, 130, 131, 132, 133, 134, 200, 202, 203, 206, 207, 210
      Other courses that will meet the requirement include Dance 105, 106A, 106B, 107, 108A, 108B, 108C, 109, 110, 112, 120, 121, 122, 123, 124, 125, 126, 130A, 130B, 133, 134, 135, 136, 140, 141, 142, 143, 144, 150, 151
   b. Completion of HED 100, 101,103, or 200; HO 100 or 152; CDEC 161; or WS 103.
   c. Enrollment and completion of Allied Health program (DA, DH, RN, PTA, Pharm Tech, MA).
   d. For other options, see your counselor.

6. GENERAL EDUCATION REQUIREMENTS: PLAN A 18 UNITS
   a. NATURAL SCIENCES: 3 UNITS MINIMUM FROM EITHER PHYSICAL SCIENCES OR BIOLOGICAL SCIENCES
      (1) Physical Sciences
         Astronomy 102, 103, 104, 105L (lab), 106
         Chemistry 100 (lab), 110 (lab), 111 (lab), 112 (lab)
         Earth Science 101, 102 (lab), 104, 104L (lab), 106,110 (lab)
         Energy 110
         Geography 101, 101L (lab), 103
         Geology 101 (lab), 102, 102L (lab), 105L (lab), 201 (lab), 204, 207 (lab), 208, 209
         Physics 100 (lab), 101 (lab), 102 (lab), 201 (lab), 202 (lab), 203 (lab)
      (2) Biological Sciences
         Anatomy and Physiology 120 (lab), 150 (lab), 151 (lab), 200 (lab), 201 (lab)
         Anthropology **110, 115, 115L (lab)
         Biology 105, 110 (lab), 115 (lab), 120 (lab), 200 (lab), 201 (lab)
         Botany 120 (lab)
         Microbiology 200 (lab)
         Psychology 241
         Zoology 120 (lab)
   b. SOCIAL AND BEHAVIORAL SCIENCES: 3 UNITS MINIMUM
      NOTE: Completion of a U.S. history or government course which fulfills the California State University requirement taken at any accredited institution may be used in lieu of the course requirement.
      One course from Section B1 or B2 is required.
      (1) History 101, 102, 103
         (This requirement can be met by successfully passing the College Board’s Advanced Placement Exam, U.S. History. Unit credit is awarded for passing the AP exam option with a score of 3 or higher.)
      (2) Political Science 101 or 201
         (This requirement can be met by successfully passing the College Board’s Advanced Placement exam, U.S. Government and Politics. Unit credit is awarded for passing the Advanced Placement exam option with a score of 3 or higher.)
      (3) Social and Behavioral Sciences
         Administration of Justice 101
         American Sign Language 220
         Anthropology 100, 120, 170, 200, 201, 202, 203, 205
         Business Administration **208
GENERAL EDUCATION REQUIREMENTS
FOR THE ASSOCIATE DEGREE

Child Development 110
Child Development/Early Childhood **113
Counseling **150, 200
Economics 101, 102, 201, 201M, 202, 202M, 204
Environmental Policy 200
Finance 125
Geography 102, 105, 140
History 110, 120, 204, 210, 220, 221, 230, 235, 241, 242, 245, 246,
250, 255, 260, 265, **270, 275
Journalism 100
Kinesiology ***108, 211
Political Science 110, 210, 220, 230, 240, ***250, 260
Psychology 101, 150, 251, 261, 271
Sociology 101, 110, 120, 201, 202, 205, 210, 215, **225, 230, 250
Speech 110
Speech Language Pathology **105
Women's Studies 101, 108, 202, 204, 205, 206, **208

c. FINE ARTS AND HUMANITIES: 3 UNITS MINIMUM FROM EITHER FINE ARTS OR HUMANITIES

(1) FINE ARTS
Architecture **110, 112
113, 116, **118, **119A, 120, **124, **125, 130A, 150, **186,
**192, 193, **200, **207
Dance 100, 101
Film 159
Humanities: *108, *109, **125, **200
Music 100, 101, 102, 103, 104, 104B, 105, 180
Photography 100, 160
Theatre 101, 102, 103, 104, **110, 150, RTV/TH 151, RTV 152
Women's Studies 107, **207

(2) HUMANITIES
American Sign Language 110, 111, ***210, ***211
Art *108, *109
Chinese 101, 102, 201, 202, 260
English 102, 106, 221A, 221B, 222, 223, 224, 225, 226, 227, 228,
246B, 248A, 248B
French 101, 102, 201, 202, 203, 281, 282, 283, 285
German 101, 102, 201, 202
Humanities 100, **107, *108, *109
Japanese 101, 102, 201, 202
Philosophy 100, 102, 104, 105, 107, 108, 109, 130, 140, 200, 201,
203, 204, 205, 206
Photography 150
Spanish 101, 102, 111, 112, 201, 202, 206, 210, 245, 285
Speech 140, **145
Women's Studies 102, 109

d. LANGUAGE AND RATIONALITY: 6 UNITS MINIMUM
Select at least three units from Section D1 and three units from
Section D2:

(1) ENGLISH COMPOSITION
English 100

(2) COMMUNICATION AND ANALYTICAL THINKING
Business Communication **148
Computer and Information Sciences **101, **102, **103
Engineering Design Technology **131
English 101, 103
Mathematics **80, **80B, 110A, 110B, 112, 114, 115, 116, 140,
155, 160, 170, 190, 220, 250
Philosophy 103, 106, **160
Psychology 103, 210
Reading 200
Speech **60, 100, 120, 130, 132, 150, 235
Speech Language Pathology **220

e. Select an additional general education course from those listed
above or a course from Plan B or Plan C so that the earned gen-
eral education units total at least 18.

* These courses appear in more than one category, but may only be
counted once.
** These courses do not meet the General Education Requirements
for CSU or IGETC.
*** These courses do not meet the General Education Requirements
for IGETC.

NOTE: The preceding graduation requirements apply to stu-
dents who were in attendance during the 2017-18 school
year and thereafter. Students who enrolled prior to Fall 2017
and who have maintained continuous attendance at Cerritos
College have the option of meeting the current requirements or
those in effect at the time continuous attendance began.
### Associate in Arts Degree

**General Education**

**2017-18**

**Plan B and/or**

The General Education Certification

**Requirements For The Bachelor's Degree**

At The California State University

Plan B is designed primarily for students who will transfer to a California State University (CSU) campus and are not interested in attending a University of California campus. Students may use this plan to combine completion of both the Associate in Arts general education requirements and the CSU General Education Certification pattern. Students should see a counselor for advice on selecting the AA General Education plan that in combination with a major will best match their educational and career goals.

To earn an Associate in Arts Degree using Plan B, students must complete a minimum of 60 degree applicable units with an overall grade point average of “C” (2.0) or higher, which must include the specified general education requirements and designated courses for a major. The Health and Wellness Proficiency requirement must be completed (see description in Plan A).

If a student wishes only to transfer and is not seeking an A.A. degree, they can follow the requirements below. However, there are no proficiencies required for CSUGE certification.

It should be noted that completion of the CSU General Education Certification is not required for admission to the CSU nor is it the only way to fulfill the lower division general education requirements. Depending upon the student’s major, it may be advantageous to complete the requirements of the specific campus the student plans to attend.

### CALIFORNIA STATE UNIVERSITY

**GENERAL EDUCATION CERTIFICATION REQUIREMENTS**

A maximum of 39 units is required to fulfill the CSU lower division general education requirements, with the units to be distributed as follows: Nine (9) units in Area A; nine (9) units in Areas B, C and D, with no more than 30 units total in areas B through D combined; and three (3) units in Area E.

A letter grade of “C” or higher is required in Oral Communication, Written Communication, Critical Thinking, and Mathematical Concepts.

Note: Courses appearing in more than one category may be used to satisfy only one category. Such courses are marked with an *.

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<table>
<thead>
<tr>
<th>Area</th>
<th>Requirement</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>Natural Science and Mathematics</td>
<td>Astronomy 102, 103, 104, 105L (lab), Chemistry 100 (lab), 110 (lab), 111 (lab), 112 (lab), Earth Science 101, 102 (lab), 104, 104L (lab), 106, 110 (lab), Energy 110, Geography 101, 101L (lab), 103, Geology 101 (lab), 102, 102L (lab), 201 (lab), 204, 207 (lab), 208, 209, Physical Science 100, 112, Anthropology 115, 115L (lab), Biological Sciences 120 (lab), 150 (lab), 151 (lab), 200 (lab), 201 (lab), Botany 120 (lab), Microbiology 200 (lab), Zoology 241, 120 (lab)</td>
</tr>
<tr>
<td>C</td>
<td>Communications</td>
<td>Speech 100, 120, 130, 132, 150, English 100, English 101, 103; Philosophy 103, 106; Psychology 103; Reading 200; Speech 235</td>
</tr>
<tr>
<td>D</td>
<td>Oral Communication</td>
<td>English 100, 101, 103; Philosophy 103, 106; Psychology 103; Reading 200; Speech 235</td>
</tr>
<tr>
<td>E</td>
<td>Critical Thinking</td>
<td>English 101, 103, 106; Philosophy 103, 106; Psychology 103; Reading 200; Speech 235</td>
</tr>
<tr>
<td></td>
<td></td>
<td>English 100, 101, 103; Philosophy 103, 106; Psychology 103; Reading 200; Speech 235</td>
</tr>
</tbody>
</table>

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A letter grade of “C” or higher is required in Oral Communication, Written Communication, Critical Thinking, and Mathematical Concepts.
2. Humanities
   American Sign Language 110, 111, 210, 211, *220
   Art *108, *109
   Chinese 101, 102, 201, 202, 260
   English 102, 106, 221A, 221B, 222, 223, 224, 225, 226, 227, 228,
   246B, 248A, 248B
   French 101, 102, 201, 202, 203, 281, 282, 283, 285
   German 101, 102, 201, 202
   Humanities 100, *108, *109
   Japanese 101, 102, 201, 202
   Philosophy 100, 102, 104, 105, 107, 108, 109, 130, 140, 200, 201,
   203, 204, 205, 206
   Photography 150
   Political Science *240
   Spanish 101, 102, 111, 112, 201, 202, 205, 206, 210, 245, 285
   Speech 140
   Women's Studies 102, 109

D) Social Sciences: 9 units minimum.
   Take one course in category 1, 2 and 3.

1. American History
   History *101, *102, *103
   (Any one of these courses meet the requirement in U.S.
   History)
2. American Government
   Political Science 101, 201
   (Either of these courses meet the requirement for Constitution
   and American Ideals)
3. Social, Political, Historical and Economic Institutions
   Administration of Justice 101
   American Sign Language *220
   Anthropology 100, 120, 170, 200, 201, 202, 203, *205
   Child Development *110
   Economics 101, 102, 201, 201M, 202, 202M, 204
   Environmental Policy 200
   Geography 102, 105, 140
   Journalism 100
   Kinesiology *108, 211
   Political Science 110, 210, 220, 230, *240, 250, 260
   Psychology 101, *150, 251, 261, 265, 271
   Sociology 101, *110, *120, 201, 202, 205, 210, 215, 230, 250
   Speech 110

E) Self-Development: 3 units minimum.
   Take one course from the following:
   Anthropology *205
   Child Development *110
   Counseling 200
   Finance 125
   Health Education 100, 101
   Health Occupations 152
   Kinesiology 104, *108
   Psychology *150, 245
   Sociology *110, *120
   Women's Studies *108, *205

* These courses appear in more than one category, but may be used only
  to satisfy one category.

NOTE: Changes in the above General Education requirements
  may occur from time to time. If courses are added to or deleted
  from the pattern, this may affect a student's selection of courses.
  Students do not have catalog rights to a certification pattern,
  regardless of their continual attendance status.

CSU Transfer credit is noted in individual catalog course descriptions.
A complete list of CSU transferable courses offered by Cerritos College can
be found on ASSIST website at www.assist.org.
**General Education Requirements for the Associate Degree and for Transfer to the California State University and University of California**

### Associate in Arts Degree

#### General Education

**2017-18**

**Plan C and/or**

The Intersegmental General Education Transfer Curriculum (IGETC)

For Transfer To UC And CSU

Plan C is designed primarily for students who intend to transfer to the University of California (UC) or are undecided between transferring to the UC or the California State University (CSU). Students may use this plan to combine completion of both the AA Degree general education requirements and the IGETC General Education requirements.

The purpose of IGETC is to provide an option for students to fulfill lower division general education requirements prior to transferring to a UC or CSU campus.

Depending upon the student's major and campus choice, it may be advantageous to complete the requirements of the specific campus the student plans to attend. In general, it is not advisable for transfer students preparing for majors at any UC campus requiring a high number of units, such as engineering and science, to use IGETC.

Plan C can be fulfilled by completing the IGETC requirements specified for either the UC or CSU.

A letter grade of “C” or higher is required in all Plan C courses.

To earn an Associate in Arts degree using Plan C, students must complete a minimum of 60 degree applicable units with a grade point average of “C” (2.0) or higher which must include the specified general education requirements and designated courses for a major. The Health and Wellness Proficiency requirement must be completed (see description in Plan A).

If a student wishes only to transfer and is not seeking an A.A. degree, they can follow the requirements below. There are no proficiencies required for IGETC certification.

It should be noted that completion of IGETC is not required for admission to the UC or CSU.

Further information and other regulations pertaining to IGETC and the Associate in Arts Degree are found in the catalog.

#### AREA 1 English Communication

**CSU:** Courses from A, B, and C required.

**UC:** Courses from A and B required.

A) English Composition

(1 course, 3 semester/4-5 quarter units)

- English 100

B) Critical Thinking-English Composition

(1 course, 3 semester/4-5 quarter units)

- English 101, 103
- Philosophy 103
- Psychology 103
- Speech 235

C) Oral Communication (CSU ONLY)

(1 course, 3 semester/4-5 quarter units)

- Speech 100+, 120, 130, 132+

#### AREA 2 Mathematical Concepts and Quantitative Reasoning

(1 course, 3 semester/4-5 quarter units)

- Psychology 210+

#### AREA 3 Arts and Humanities

(3 courses, with at least one from A and one from B below; 9 semester/12-15 quarter units)

A) Arts

- Architecture 112
- Dance 100, 101
- Film 159
- Humanities *108, *109
- Music 100, 101, 103, 104, 104B, 105, 180
- Photography 160
- Theatre 101, 102, 103, 104, 150

B) Humanities

- American Sign Language 111, *220
- Art *108, *109
- Chinese 102, 201, 202
- French 201, 202, 281, 282, 283, 285+
- German 102, 201, 202
- Japanese 102
- Philosophy 100, 102, 104, 105, 107, 108, 109, 130, 140, 200, 201, 203, 204, 205, 206
- Photography 150
- Political Science *240
- Spanish 102+, 112+, 201, 202, 205, 210, 245, 285+
- Women's Studies 102, 109

#### AREA 4 Social and Behavioral Sciences

(3 courses from at least two disciplines or an interdisciplinary sequence: 9 semester/12-15 quarter units)

- American Sign Language *220
- Anthropology 100, 120, 170, 200, 201, 202, 203, 205
AREA 5    PHYSICAL AND BIOLOGICAL SCIENCES

(2 courses, one from A and one from B below; at least one course must include laboratory (lab); 7-9 semester/9-12 quarter units)

A) Physical Sciences
   Astronomy 102+, 103+, 104, 105L (lab) 106
   Chemistry 100+ (lab), 110+ (lab), 111 (lab), 112 (lab)
   Earth Science 101, 102 (lab), 104, 104L (lab), 106, 110+ (lab)
   Geography 101, 101L (lab), 103
   Geology 101 (lab), 102, 102L (lab), 201 (lab), 207 (lab), 208, 209
   Physical Science 100+
   Physics 100+ (lab), 101+ (lab), 102+ (lab), 201+ (lab), 202+ (lab), 203+ (lab)

B) Biological/Life Sciences
   Anatomy and Physiology 120+ (lab), 150+ (lab), 151+ (lab), 200+ (lab), 201+ (lab)
   Anthropology 115, 115L (lab)
   Biology 115 (lab), 120+ (lab), 200 (lab), 201 (lab), 202
   Botany 120 (lab)
   Microbiology 200 (lab)
   Psychology 241
   Zoology 120 (lab)

* These courses appear in more than one category, but may be used only to satisfy one category.

ADDITIONAL REQUIREMENTS

A) UC ONLY: Language other than English
   There are several ways to satisfy this requirement. They include:
   a. Complete two years of the same foreign language in high school with a grade of “C-” or higher.
   b. Complete first college course in any foreign language or ASL 110.
   c. Earn a minimum score of 500 on an appropriate College Board Achievement Test in a foreign language.
   d. For other options, see your counselor.

B) CSU ONLY: The CSU has a specific American Institutions requirement that is separate from the general education requirements. Courses used to meet the American Institutions requirement may be used to satisfy requirements for the IGETC, at the discretion of the receiving CSU campus. It is recommended that this requirement be met prior to transfer. The following will meet the CSU American Institutions requirement.
   6 units, one course from Group 1 and one course from Group 2.
   Group 1:  History 101+, 102+, 103+
   Group 2:  Political Science 101+, 201+

C) The UC-bound student should be aware of the American history and institutions requirements at the campus of choice.
   Requirements may vary. See your counselor for details.

+Credit limitation. UC credit limitations may apply for certain courses in IGETC, as well as other UC transferable courses which are not in IGETC. An explanation for each course which has credit limitations appears in the college catalog course description. For details, see your counselor.
The following pages describe the student services available at Cerritos College. We sincerely hope that you take the time to become familiar with these services and use them often to meet your goals at the college. The telephone extension of each service is listed. The college telephone number is (562) 860-2451.

**ACCIDENT INSURANCE**  EXT. 2321
Accident insurance is provided by Cerritos College to all enrolled students in the event of an accident or injury during college sponsored and supervised activities. The insurance may assist in covering medical bills incurred by students and athletes. There are benefit limitations and some exclusions in the policy, so it is important to work with the Student Health Services staff to insure optimum coverage. Students enrolled at Cerritos College, whose children are injured while using the officially designated childcare facility on campus, are covered by Accident Insurance.

**ADMISSIONS AND RECORDS**  EXT. 2211
The Admissions and Records Office has many functions. It is responsible for: application for admission, permanent records, transcript requests, student academic petitions, verification of student enrollment to appropriate institutions, and a segment of the enrollment procedure. Concerns should be directed to the Dean of Admissions, Records, and Services. Except during enrollment, the Admissions and Records Office hours are Monday through Thursday, 8 am – 7 pm; Friday, 8 am – 12 pm For additional information visit our website at www.cerritos.edu/admissions.

**ASSESSMENT TESTING**  EXT. 2599
Assessment testing is administered in the Assessment Office located on the second floor of the Multipurpose Building. Results are used for advisement in selecting classes. Tests for reading, math, English writing, and ESL placement are available. Please check our website at www.cerritos.edu/assessment-center for the current testing schedule.

**ATHLETICS**  EXT. 2864
Cerritos College is a member of the South Coast Conference. Cerritos men's teams are represented in: baseball, basketball, cross country, football (SCFA), soccer, swimming, tennis, track and field, water polo and wrestling (SCWA). Cerritos women's teams are represented in: basketball, cross country, soccer, softball, swimming, tennis, track and field, volleyball, and water polo.

**BOOKSTORE**  EXT. 2462
The Cerritos College Bookstore is maintained by the Follett Higher Education Group in association with the ASCC. The store carries required materials, new and used textbooks, reference materials, school supplies, snacks, imprinted gifts and clothing, MasterCard, Visa, American Express, and Discover are accepted. Fall and spring semester regular hours are: 7:30 am – 7 pm, Monday through Thursday; 7:30 am – 2 pm, Friday; closed on Saturday and Sunday.

**CALWORKS**  EXT. 2593
The Cerritos College CalWORKs Program assists students who are receiving cash aid assistance through the state of California's CalWORKs Welfare Program, in good standing with the college, and have developed or are in the process of developing a welfare-to-work plan with the local welfare office. The program provides eligible students with the following support services: Academic, Career and/or Transfer, and Personal Counseling services, Priority Enrollment, one-on-one new student orientations, math tutoring, computer lab, study rooms, workshops and scholarship opportunities, referrals to campus- and community-based organizations and up-to-date information regarding welfare regulations, rules, and requirements. The staff advocates for students with the Department of Public Social Services (DPSS) in order to ensure that county, state and federal regulations are administered fairly and correctly. For eligible students, the CalWORKs Office also provides a work-study program, which includes Career Guidance, assistance with resume writing, mock interviewing skill building, Pre-Employment Preparation workshops (PEP), and subsidized paid work-study placements on campus. To make an appointment with a CalWORKs Counselor, please call (562) 860-2451, ext. 2593. The CalWORKs Office is located in the Santa Barbara Building. Our hours are Monday, Tuesday, Thursday, and Friday, 8 am – 4 pm; Wednesday, 8 am – 6:30 pm. For additional information please visit our website at www.cerritos.edu/calworks.

**CAMPUS NEWS SERVICES AND SOCIAL MEDIA**  EXT. 2618
To keep you abreast of news and interesting aspects of campus life, student publications are available to you free of charge. Produced by students in the Journalism Department is the award-winning weekly newspaper Talon Marks. The paper provides timely coverage of campus news and highlights, sports, and current events. Campus news is also available online at the Talon Marks website at www.talonmarks.com and on the campus radio station WPMD, or www.cerritos.edu/wpmd. These media, as well as the college itself, also provide news through Twitter and Facebook. In addition, the Falcon Flyer, published by the ASCC, lists scheduled campus events and can be obtained in the Office of Student Affairs, and online at www.cerritos.edu/activities/calendar.

**CAREER PLANNING**  EXT. 2356
Career planning is available to individuals who are currently enrolled, who have graduated, or who hold certificates from Cerritos College. Career planning provides opportunities to explore career options as well as the use of highly sophisticated Computerized search programs which include the Internet. Students are encouraged to take advantage of the skills, interests, and values inventories that are available to them in the Career Services Center. A career counselor will assist you to understand the assessment results and help you in choosing a career or major.

**CAREER SERVICES CENTER**  EXT. 2356
The Career Services Center offers the following services to assist students in exploring and planning their academic and vocational futures: (1) Assessment Testing, ext. 2599; (2) Career Planning, ext. 2356; (3) Student Employment – Job Placement, ext. 2366; and (4) Reentry Programs, ext. 2362. You may visit our website at www.cerritos.edu/career-services. The Career Services Center hours are Monday and Thursday, 8 am – 4:30 pm; Tuesday and Wednesday, 8 am – 7 pm; and Friday, 8 am – noon.

**CHILD DEVELOPMENT CENTER**  EXT. 2583
The Cerritos College Child Development Center Program services students, college employees and the community. The Center is also a laboratory school for future teachers in the field of Early Childhood Education. Our purpose is to provide a safe, nurturing, exceptional early childhood education program for children from 2 – 5 years old. Inspired by the schools of Reggio Emilia, Italy, we use a constructivist approach to learning. Cerritos College Child Development Center is open from 7:30 am – 5 pm, Monday through Friday. We foster an emergent curriculum, one that arises out of the children's interests and responses to the prepared indoor and outdoor classroom environment and their experiences.

Students interested in these services must contact the Child Development Center and fill out a Request for Child Development Services or call (562) 860-2451, ext. 2583.
SERVICES FOR STUDENTS

COUNSELING (562) 467-5231
Counselors are available in the Counseling Department to assist you with academic advisement, establishing realistic goals and devising a comprehensive educational plan to meet those goals. Counselors can keep you abreast of current requirements for your major. Counselors are available on a half-hour appointment basis or on a limited standby basis for quick questions. Online counseling is available at www.cerritos.edu/counseling. Counseling Center hours are Monday through Thursday, 8 am – 7 pm; Friday, 8 am – 2 pm.

DISABLED STUDENT PROGRAMS AND SERVICES (DSPS) EXT. 2335
Students with limitations due to a disability may receive support services and instruction from Disabled Student Programs and Services. Those students with mobility, visual, hearing, speech, psychological, and other health impairments as well as learning and developmental disabilities are served. Disabled Student Programs and Services (DSPS) has been in operation at Cerritos College since 1969. For information or an appointment, call (562) 860-2451, ext. 2335; (562) 274-7164 (VP); (562) 467-5006 (FAX); or visit our website at www.cerritos.edu/dsp.

EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS) EXT. 2398
Extended Opportunity Programs and Services (EOPS) assists low-income and educationally disadvantaged students in college. The program offers academic, personal, and career counseling, book grants, tutoring, early enrollment assistance, counseling courses, EOPS Summer Bridge program, school supplies, transfer assistance, and university tours. The EOPS Office is located on the south side of the Administration Building. Office hours are Monday through Thursday, 8 am – 4:30 pm; and Friday, 8 am – noon. For more information call (562) 860-2451, ext. 2398, or visit our website at www.cerritos.edu/eops.

FINANCIAL AID OFFICE EXT. 2397
The Financial Aid Office offers grants, work-study opportunities, loans, and scholarships provided by federal and state governments and local agencies. The Free Application for Federal Student Aid (FAFSA) can be filed on the web at www.fafsa.gov. The federal school code for Cerritos College is 001161. Financial Aid Office hours are Monday through Thursday, 8 am – 7 pm; Friday, 8 am – 12 pm. For additional information visit our website at www.cerritos.edu/finaid.

HEALTH INSURANCE EXT. 2321
Supplemental insurance coverage programs are available for health and hospitalization coverage. Students interested should contact Student Health Services for insurance information and application.

HEALTH SERVICES EXT. 2321
Health services are available to all students currently enrolled at Cerritos College upon proof of enrollment. First aid and referrals are available to all faculty, staff and visitors. The Student Health Services is staffed by a group of professionals which include physicians, nurse practitioners, registered nurses, medical assistants, and clerical support. They are all dedicated to your health and wellness. The SHS is able to provide basic outpatient services for the diagnosis and treatment of acute and sub-acute illnesses and injuries. A brief overview of services includes urgent care, preventive care, women’s and men’s health care, as well as, chiropractic services, referrals to psychological and optometric services, and a variety of support services (pharmacy, laboratory, health education, etc.). Accident, International student, and supplemental insurances are also available through the SHS. Office hours are currently Monday through Thursday, 8 am – 4:30 pm; Friday, 8 am – noon. We invite you to visit our website at www.cerritos.edu/shs or call (562) 860-2451, ext. 2321. We are located on the southeast corner of campus and would like to extend an invitation for you to stop in and visit us anytime.

LEADERS INVOLVED IN CREATING CHANGE (LINC) EXT. 2371
Leaders Involved in Creating Change (LINC) is a support program designed to help link foster youth with support services on and off campus to ensure a successful transition from foster care to independent living. The goals of the program are to improve college access for current and former foster youth, increase retention and graduation rates, and promote student learning and development. Services provided to LINC students include academic counseling, early enrollment assistance (if eligible), tutoring, assistance with financial aid, and links to on-campus and off-campus resources. For more information call (562) 860-2451, ext. 2371, or visit www.cerritos.edu/linc.

LIBRARY AND LEARNING RESOURCE CENTER EXT. 2430
The Wilford Michael Library and Learning Resource Center (LRC) is located near the center of campus. It provides a wide variety of services and materials. The library is available for study and research. It contains more than 120,000 books and reference materials and over 100 print magazine and newspaper subscriptions. The library provides access to its online library catalog and thousands of magazine, journal, and newspaper articles in 70 online subscription databases through the library website on the Internet. Copy machines, printers, and computers are also available in the library for student use, and librarians are available for reference assistance.

The LRC houses the following services: Library (ext. 2430), Library Computer lab (ext. 2184), Media Services (ext. 2443), Distance Education (ext. 2405), Center for Teaching Excellence (ext. 2797), and Success Center (ext. 2404).

MENTAL WELLNESS PROGRAM EXT. 2321
Psychological services, crisis intervention, and referrals are available to students experiencing emotional difficulties or concerns. Please contact Student Health Services at extension 2321 for assistance or visit our website at www.cerritos.edu/shs.
OFFICE OF INTERNATIONAL STUDENT SERVICES  EXT. 2133

The Office of International Student Services (OISS) fosters the education and development of F-1 Nonimmigrant students. The program provides eligible students with a comprehensive “One-Stop” approach with the following services: Admissions, Academic Counseling and Advising, Early Enrollment, small group Orientations, Welcome Receptions Advocacy regarding immigration requirements, computer lab, study rooms, and on-campus and community resources. The well-trained staff provides a welcoming and nurturing environment that assist new and continuing students to stay in federal program compliance and maintain in good academic standing. The program provides workshops and support that assist students in adjusting to the American Culture and the California Community College educational system.

Cerritos College also offers a full-time Intensive English Program (IEP) to help develop English language skills. The IEP is a student-centered environment where students are fully immersed into the English language and culture. Upon successful completion, students can transition into their major field of study at Cerritos College and then transfer to the university of their choice.

To view the application for the Academic and Intensive English Program and all required documents, please visit our site at: www.cerritos.oiss or call us at (562) 860-2451, ext. 2133. Our email address is oiss@cerritos.edu. The OISS office hours are Monday, Tuesday, Thursday, and Friday, 8 am to 4 pm; Wednesday, 8 am to 6:30 pm. The OISS is located in the Santa Barbara Building.

PARKING  EXT. 2325

All parking at Cerritos College is by permit only. Parking regulations are enforced 24 hours a day/ 7 days a week. A semester parking permit may be ordered online by logging into MyCerritos at http://my.cerritos.edu and clicking the link “Buy Parking Permit”. Permits may also be purchased on campus in the Admissions and Records Office during regular business hours and at Campus Police when Admissions and Records is closed, including weekends. A daily permit may be purchased from the ticket dispensers located in our student parking lots for $2.00. All dispensers accept credit cards and cash; a 25 cent convenience charge will be added for purchases made with a credit card (Ticket dispensers do not provide change or refunds). Dispensers are located near the marquee in front of the gymnasium, on Falcon Way, and in student parking lots 1, 5, 6, 8, and 10. Tinted parking stalls are also available and are located in lots 2, 6, and 8; these stalls require a pay and display permit which is valid for up to 2 hours. Parking in staff parking lots requires a current staff parking permit. Vehicles with a valid disabled “DP” placard or plate and a current and valid student or one-day permit are permitted to park in staff parking lots. “Blue Curb” and marked disabled parking stalls do not require a parking permit if a valid “DP” placard or plate is displayed in the vehicle (The registered owner of “DP” placard must be present at all times when placard is being used on campus). Persons displaying a “DP” plate or placard may not park in parking stalls reserved for “Carpool” or “Board Members” at any time. Parking is free in white stalls (student parking) only for the first week of each semester.

VEHICLES WITHOUT A PERMIT OR THAT ARE INCORRECTLY PARKED CAN BE ISSUED A PARKING CITATION. CERRITOS COLLEGE ASSUMES NO LIABILITY AND IS NOT RESPONSIBLE FOR DAMAGE TO OR THEFT OF ANY VEHICLE OR ITS CONTENTS. LOST OR STOLEN PARKING PERMITS ARE NOT REPLACED. PLEASE REFER TO THE COLLEGE CATALOG FOR ADDITIONAL PARKING INFORMATION.

RE-ENTRY RESOURCE PROGRAM  EXT. 2362

The Re-entry Resource Program assists adults returning to school make a smooth transition, overcome barriers unique to returning adults, and successfully attain their college goals and objectives. Services include personal assistance, orientations, workshops based on re-entry student issues, support groups, and information regarding child care, financial aid, career counseling, job placement and community resources. Re-entry students of varied ages find these services relevant to their needs and interests. The Re-entry Resource Program is located in the Career Services Center. For more information, visit us at www.cerritos.edu/re-entry-program.

STUDENT EMPLOYMENT - JOB PLACEMENT  EXT. 2366

Cerritos College students and alumni who are seeking employment may review job listings in the Career Services Center. Additional listings are accessible through the Internet. Assistance in seeking internships is also provided. Handouts on job search resources, resume writing, and interviewing skills are available on request. Student Employment coordinates the bi-annual job fairs, Employer Business Panel, and on-campus employer information tables. For more information, call (562) 860-2451, ext. 2366, email student-employment@cerritos.edu, or visit us at www.cerritos.edu/job-placement.

SUCCESS CENTER  EXT. 7891

The Success Center, located on the lower floor of the LRC, has been established to serve the needs of faculty and students across the campus. The Success Center provides learning assistance and academic support for students at all levels. Assistance in virtually any subject is available via workshops, directed learning activities, and computer software programs, as well as individually from qualified tutors and instructors. Faculty and staff in the Success Center involve instructors in developing supplemental instruction in a variety of forms and work with instructors to enhance course offerings. For hours, special schedules, and additional information, please call the Success Center at (562) 860-2451, ext. 2404, or visit the Center’s website at www.cerritos.edu/sc.

TRANSCRIPTS/VERIFICATION OF ENROLLMENT  EXT. 2211

A transcript of all college work completed may be obtained by submitting a written request in the Admissions and Records Office. If ordered on campus, the first 2 transcripts (whether official or unofficial) and verifications of enrollment are free. For subsequent copies, a fee of $3 is charged for each regular transcript; a $10 fee is charged for each rush transcript requested at least 2 hours before closing. The fee for verification of enrollment is $2 for three to five working days processing time or $7 for 24-hour service. Please contact the Admissions and Records Office by phone or check the website at www.cerritos.edu/,”MyCerritos”, “Transcripts”, for information on ordering transcripts via the web.

TRANSFER CENTER  EXT. 2154

The Transfer Center offers information, referrals and counseling services. The Center provides transfer events and workshops, general education information, advising appointments with university representatives, and university tours. The Transfer Center is located in the Administration Building across from Counseling. Office hours are Monday through Thursday, 8 am – 7 pm; Friday, 8 pm – 2 pm Visit our website at www.cerritos.edu/transfer.

VETERANS’ EDUCATION OFFICE  EXT. 3716

The Veterans’ Education Office is located in the Veterans’ Resource Center. The primary function of this office is to certify to the Veteran’s Administration that eligible veterans are enrolled at the college and pursuing an approved educational goal. Hours are Monday through Wednesday, 8 am – 7 pm; Thursday, 8 am – 5:30 pm; closed on Friday.

VETERANS’ RESOURCE CENTER  EXT. 3716

The Veterans’ Resource Center (VRC) is a one-stop center that houses certifying officials, veteran’s counselors, tutors, and other valuable resources. There are computers available for veteran students’ use and assistive technology for improved learning. Tutoring is available Monday through Wednesday from 8 am – 7 pm and Thursday from 8 am – 5:30 pm The VRC is located in the Student Center Complex. Hours are Monday through Wednesday, 8 am – 7 pm; Thursday, 8 am – 5:30 pm; and closed on Friday.
EMPEZANDO EN CERRITOS COLLEGE

ADMISIONES Y REGISTRO  EXT. 2211
La oficina de Admisiones y Registro tiene muchas funciones. Es responsable por: solicitud de admisión, registros permanentes, peticiones de transcripción, peticiones académicas, verificación de matriculación de estudiantes para las instituciones pertinentes, y un segmento de el procedimiento de matriculación. Preguntas y comentarios pueden ser dirigidos al Decano de Admisiones y Servicios de Registro. Salvo en el tiempo de inscripción, el horario de la Oficina de Admisiones y Registro es Lunes a Jueves, 8 am – 7 pm; Viernes, 8 am – 12 pm Para obtener información adicional, visite nuestro sitio web en www.cerritos.edu/admissions.

EXAMENES DE EVALUACION  EXT. 2599
Las pruebas de evaluación se realizan en la Oficina de evaluación, que se encuentra en el Edificio de Usos Múltiples. Los resultados se utilizan para asesoría en la selección de clases. Se encuentran disponibles las pruebas para lectura, matemática, escritura de inglés y colocación de ESL. Revise nuestro sitio web en www.cerritos.edu/assessment-center para conocer el programa actual de pruebas.

LIBRERIA  EXT. 2462
La librería de Cerritos College es operada por el Grupo Follet Higher Education, en asociación con la ASCC. La tienda brinda materiales necesarios, libros nuevos y usados, materiales de referencia, útiles escolares, bocadillos, regalos y ropa impresa. Mastercard, Visa, American Express y Discover son aceptados. Las horas regulares de Otono y Primavera son: 7:30 am a 7 pm, de Junes a Jueves; 7:30 am a 2 pm, Viernes; cerrado Sábados y Domingos.

CONSEJERIA  (562) 467-5231
Los consejeros están disponibles en el Departamento de Asesoramiento para ayudarle con asesoría académica, el establecimiento de metas reales y la elaboración de un integral plan de educación para alcanzar esos objetivos. Consejeros pueden mantenerle al corriente de las necesidades actuales de su carrera. Los consejeros están disponibles por medio de citas de media hora o limitadamente sin cita para breves consultas. Consejería en línea está disponible en www.cerritos.edu/counseling. Los horarios del Centro de asesoría son Lunes a Jueves de 8 a.m. a 7 p.m.; Viernes de 8 am a 2 p.m.

PROGRAMAS Y SERVICIOS PARA DISCAPACITADOS  EXT. 2335
Los estudiantes con limitaciones debido a una discapacidad pueden recibir servicios de apoyo e instrucciones de los Programas y Servicios para Estudiantes Discapacitados. Son atendidos aquellos estudiantes con problemas de movilidad, visuales, auditivos, del habla, psicológicos, y otros problemas de salud, así como discapacidades de aprendizaje y desarrollo. Los Programas y Servicios para Estudiantes Discapacitados (DSPS) han estado en funcionamiento en Cerritos College desde 1969. Para obtener información o una cita, llame al (562) 860-2451, ext. 2335; (562) 274-7164 (VP); (562) 467-5006 (FAX); o visite nuestro sitio web en www.cerritos.edu/dsp.

AYUDA FINANCIERA  EXT. 2397
La Oficina de Ayuda Financiera ofrece becas, trabajo y oportunidades de estudio, préstamos y becas otorgadas por los gobiernos federales y estatales y agencias locales. La Solicitud Gratuita de Ayuda Federal para Estudiantes (FAFSA) puede llenarse en la web en www.fafsa.gov. El código de Cerritos College es 001161. El horario de la Oficina de Ayuda Financiera es Lunes a Jueves, 8 am – 7 pm; Viernes, 8 am – 12 pm Para obtener información adicional, visite nuestro sitio web en www.cerritos.edu/financial.

ESTACIONAMIENTO  EXT. 2325
El estacionamiento en Cerritos College es únicamente con permiso. Las regulaciones de estacionamiento se deben cumplir las 24 horas del día, los 7 días de la semana. Se puede solicitar un permiso de estacionamiento semestral por Internet. Para hacerlo, regístrate en MyCerritos en y haga clic en el enlace “Buy Parking Permit” (Comprar permiso de estacionamiento). También se pueden comprar permisos en el campus, en la Oficina de Admisiones y Registros (Admissions and Records Office) durante el horario normal de atención, y en la Policía del Campus (Campus Police) cuando la Oficina de Admisiones y Registros esté cerrada, incluso los fines de semana. Se pueden comprar permisos por día, por $2, en los dispensadores de boletos ubicados en nuestros estacionamientos para estudiantes. Todos los dispensadores aceptan tarjetas de crédito y efectivo; se cobrará una tarifa extra de 25 centavos para compras realizadas con tarjeta de crédito (los dispensadores no dan cambio ni reembolsos). Los dispensadores se encuentran cerca de la marquesina frente al gimnasio, en Falcon Way, y en los estacionamientos para estudiantes 1, 5, 6, 8 y 10. Los lugares de estacionamiento por tiempo también se encuentran disponibles en los estacionamientos 2, 6 y 8. Estos lugares requieren del pago y de la exhibición del permiso que es válido por hasta 2 horas. El estacionamiento en lugares reservados para el personal requiere un permiso vigente. Se permite que los vehículos con un cartel o una placa válida por discapacidad “DP” (persona discapacitada, por sus siglas en inglés), y un permiso por un día vigente y válido para estudiantes, estacionen en estacionamientos para el personal. La “acera de color azul” y los lugares de estacionamiento marcados para discapacitados no requieren un permiso de estacionamiento, si el vehículo tiene un cartel o una placa válida de “DP” (el dueño registrado del cartel de “DP” debe estar presente en todo momento cuando se use el cartel en el campus). Las personas que exhiban una placa o un cartel de “DP” no pueden estacionar en ningún momento en aquellos lugares de estacionamiento reservados para “personas que comparten el vehículo” o “miembros de la junta”. El estacionamiento es gratuito en los lugares de color blanco (estacionamiento para estudiantes) solo durante la primera semana de cada semestre.

SE PUEDE EMITIR UNA CITACIÓN DE ESTACIONAMIENTO A AQUELLOS VEHÍCULOS SIN UN PERMISO O QUE ESTÉN ESTACIONADOS DE FORMA INCORRECTA. CERRITOS COLLEGE NO ASUME NINGUNA RESPONSABILIDAD NI TAMPOCO ES RESPONSABLE DEL DAÑO O ROBO DE NINGÚN VEHÍCULO NI SUS CONTENIDOS. NO SE REEMPLAZAN LOS PERMISOS DE ESTACIONAMIENTO PERDIDOS O ROBADOS. CONSULTE EL CATÁLOGO DE LA UNIVERSIDAD SI DESEA OBTENER INFORMACIÓN ADICIONAL SOBRE ESTACIONAMIENTO.

If you have questions or need information in Spanish about Cerritos College, please call the Admissions and Records Office at (562) 860-2451, extension 2211. Office hours are Monday through Thursday, 8 am – 7 pm; Friday, 8 am – 12 pm. Additional information is available in Spanish on pages 10-14.

Si usted tiene preguntas o necesita información en español acerca del Colegio de Cerritos, llame por favor a la Oficina de Admisiones y Registro al número (562) 860-2451, extensión 2211. El horario de oficina es Lunes a Jueves, 8 am – 7 pm; Viernes, 8 am – 12 pm Información adicional está disponible en español en las páginas 10-14.
Individuals with educational limitations due to a disability may receive support services and instruction from Disabled Student Programs and Services (DSPS) at Cerritos College. Disabilities served include: mobility, vision, hearing, speech/language, psychological, health-related, learning, developmental/intellectual, and acquired brain injuries. Students who wish to apply for DSPS services should come to the Liberal Arts/DSPS building to pick up a New Student Packet. For further information, contact DSPS at (562) 860-2451, ext. 2335; (562) 274-7164/VP; or visit our website at http://www.cerritos.edu/dsps/.

DSPS Services:
DSPS determines reasonable accommodations on a case by case basis by reviewing the disability verification documentation and an interactive process with each student. Following are some of the supportive services which may be approved as reasonable accommodations, depending on the nature of the student’s educational limitations, to assure access to educational activities at Cerritos College:

- Notetakers
- Testing accommodations
- Materials in alternate format
- Assistive Technology
- Sign language interpreters
- Assistive listening devices
- Priority enrollment
- Academic adjustments

Additional services available through DSPS may include:
- Counseling
- Enrollment assistance
- Illness notification
- Instructor liaison
- Assistive technology training

In accordance with the Americans with Disabilities Act, this information is available in alternate formats (Braille, enlarged type, e-text, etc.) and may be requested by calling (562) 860-2451, Ext. 2335.
Do you need tutoring for any of your Cerritos College courses? Do you need help managing your time efficiently? Do you need to learn how to take good lecture notes or learn how to better study from your textbook? Do you need help dealing with the stress of going to college? The Success Center can provide the answers and the help that you're looking for. All Cerritos College students may attend any of the free services listed below. Visit the Success Center, located in the LRC, for more information or visit the Center’s website at www.cerritos.edu/sc.

**Individualized Instruction from Faculty**
Faculty members are available at various times for assistance in math, English, English as a Second Language, and reading.

**Technology Training & Computer Proficiency**
Training sessions are offered in word processing, spreadsheets, multimedia presentations, MyFoundationsLab, Canvas, etc.

**Support for Online Students**
Walk-in support for online students
Online tutoring
Online FAQ's

**Tutorial Services**
Walk-in math & English tutoring
Tutoring by appointment in other subjects
Smarthinking Online Tutoring

**Workshops**
Workshops in various topics such as, How to Read Your Textbook, How to Take Great Notes, Stress Management, Student Success, and many more!
ASSOCIATED STUDENTS
The Associated Students of Cerritos College (ASCC) provides the governing body that finances, organizes, and directs many programs for the student population. It co-sponsors with the district such activities as touchtone registration, athletics, choir, band, forensics, drama, and the student newspaper. Students are encouraged to participate in campus clubs and organizations. The club program is an ever-growing phase of campus life, with new clubs forming every year. With more than 60 clubs, students are provided the opportunity to become involved in curricular, special interest, and social programs. The Inter-Club Council meets regularly to give all clubs and organizations the chance to share their activities collectively. For additional information about the ASCC and campus clubs, please stop by the Office of Student Affairs, or call (562) 860-2451, ext. 2473.

STATEMENT OF STUDENT RIGHTS AND RESPONSIBILITIES
PREAMBLE
The community college exists for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students should be encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth and knowledge.

Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility so as not to endanger the rights, goals, and beliefs of other students.

Cerritos College is open to all qualified students regardless of national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics, or any other status protected by law in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.

CLASSROOM RIGHTS AND RESPONSIBILITIES
The professor in the classroom and in conference should permit free discussion, inquiry, and expression of thought by the student. Student performance should be evaluated solely on an academic basis, not on opinions or willingness to accept professors' personal beliefs, or conduct unrelated to academic standards. Students should be free to take reasoned exception to the data or views offered in any course of study for which they are enrolled and for maintaining standards of academic performance established for each course in which they are enrolled. The student has the right to have the course taught in a systematic, meaningful manner and to know at the beginning of the course those academic standards required of the student in the course.

Administrative staff and faculty members should respect confidential information about students, such as student views, beliefs and political associations, that is acquired in the course of their work. Transcripts of academic records should contain only information about academic status.

ON THE CAMPUS RIGHTS AND RESPONSIBILITIES
Students should be free to examine and discuss all questions of interest to them, and express opinions publicly and privately. They should be free to organize and join associations to promote their common interests. The membership, policies and actions of a student organization will be determined by vote of only those persons who hold bona fide membership in that college organization. Campus advisors shall advise organizations in the exercise of their rights and responsibilities.

Student organizations shall be required to submit a statement of purpose, criteria for membership, rules of procedures, a current list of officers, and the advisor shall certify the list of verified members. Campus organizations should be open to all students.

Students and student organizations should be free to support causes by orderly means which do not disrupt the regular and essential operation of the college. Student organizations shall have the right to recommend, invite, and hear any person of their own choosing as long as such speakers and topics are in accordance with federal, state and local laws, and guarantee the safety of students and protection of public property. Guest speakers invited by students or student organizations should be subject only to those policies, requirements, and regulations as established by the Board of Trustees in order to insure an appropriate and meaningful contribution to the academic community. It should be made clear to the academic community and the larger community that the public expressions of students, student organizations and guest speakers speak only for themselves.

As constituents of the academic community, students should be free, individually and collectively, to express their views on issues of institutional policy, instruction, the evaluation of professors as it pertains to their course content, and on matters of general interest to the student body.

IN THE LARGER COMMUNITY
College students are both citizens and members of the academic community. As citizens, students should enjoy the same freedom of speech, peaceful assembly, and right of petition that other citizens enjoy. As citizens, they should be subject to civil law as others and may incur penalties prescribed by civil authorities when violating these laws. Only where the college’s interest as an academic community are distinct and clearly involved should the special authority of the college be asserted.

STUDENT PUBLICATIONS
Student publications and the student press perform the traditional roles of informing, entertaining, and influencing. They are both instructional and informational, and as such should meet the highest academic and professional standards in serving the broad college community and should set forth as the primary goal of the student newspaper the coverage of news events, happenings, and experiences on the college campus.

Associated Student Body, administrative and academic authorities, in consultation with students and advisors have the responsibility to define and clarify the role of student publications, and the standards to be used in their evaluation.

They must also assure that both academic freedom and editorial freedom are protected and exercised so that the integrity of the student publications program and the free press will not be compromised.

It is incumbent upon student editors and managers to act according to the highest ethics of responsible journalism. This corollary responsibility includes careful adherence to the laws of libel and good taste, and such considerations as the avoidance of indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo, and should allow adequate space for rebuttal and differing views in regard to articles in which there is some controversy.
Safeguards to assure freedom of the student press with responsibility should include freedom from censorship or arbitrary control of the press, and protection of editors and managers from arbitrary attack, suspension, or removal because of disapproval of editorial policy or content by any external influence.

**STUDENT RIGHTS AND GRIEVANCES**

Note: Complaints under Section 504, Section 508, and/or the Americans with Disabilities Act are to be made to the Section 504/508/ADA Coordinator in the Disabled Student Programs and Services Office or to the Diversity/Compliance/Title IX Officer in the Human Resources Office. Complaints of sexual harassment and other illegal discrimination are to be made to the Diversity/Compliance/Title IX Officer in the Human Resources Office or the Vice President of Human Resources.

If a student files a grievance under this procedure that includes an allegation of unlawful discrimination, including harassment or retaliation, the grievance, or portion of the grievance, will immediately be referred to (i) the Diversity/Compliance/Title IX Officer or to the Vice President of Human Resources or designee per AP 3435, "Intake and Processing of the Complaint," or to (ii) the Cerritos College Section 504/ADA Coordinator per Administrative Procedure 3412, for attempted informal resolution or investigation.

**STUDENT GRIEVANCE PROCEDURES**

A student of the College may address grievances as applied to and regarding academic, administrative, and instructional matters relating to students, and including, but not limited to, any grievance dealing with any academic or management employee of the District.

A grievance shall herein be defined as any act depriving a student of any of the rights set forth in the statement of "Students Rights and Responsibilities," or any state, federal, or local codes. Grades and grading grievances are not addressed within this administrative procedure. The student should refer to “Student Grade Grievance Procedure.”

The determination of whether the Statement of Grievance presents sufficient grounds for a hearing shall be based on the following:

- The statement contains facts which, if true, would constitute a grievance under these procedures;
- The grievant is a student, which includes applicants and former students;
- The grievant is personally and directly affected by the alleged grievance;
- The grievance was filed in a timely manner;
- The grievance is not clearly frivolous, clearly without foundation, or clearly filed for purposes of harassment.

If the grievance does not meet each of the requirements, the Office of Student Conduct and Grievance or ASCC Chief Justice or designee shall notify the student in writing of the rejection of the request for a grievance hearing, together with the specific reasons for the rejection and the procedures for appeal.

**GRIEVANCE PROCEDURE (EXCEPT GRADES AND GRADING, SEXUAL HARASSMENT, AND OTHER ILLEGAL DISCRIMINATION):**

**STEP I - INFORMAL ACTION**

A. The student with a grievance shall first attempt to resolve the matter by informal discussion with the employee(s) involved.

B. If the problem is not resolved in step I-A, the student shall then attempt to resolve the matter by informal discussion with the person at the lowest level of supervisory authority for the person with whom there is a complaint.

C. If the grievant still believes the issue has not been resolved satisfactorily after Step I-B, a student Statement of Grievance Form may be obtained from the Office of Student Conduct and Grievance. After completion of the Form, specifying the time, place, nature of the complaint and remedy or correction requested, it should be submitted to the Coordinator of Student Conduct and Grievance who will send a copy of the written statement to the ASCC Supreme Court Chief Justice and the Vice President of Academic Affairs. This statement must be submitted within 30 instructional days after the grievant has become aware of the act or condition on which the complaint is based. An instructional day is defined as any day Monday through Friday that all normal college business is conducted, both in the classroom and administrative offices. All weekend days and college holidays are excluded.

D. The ASCC Chief Justice or Court designee shall attempt to resolve the problem through informal meeting and discussion among the pertinent parties while remaining neutral on all issues involved. This informal meeting and discussion is intended to include the levels of management or administration concerned with the problem and should be completed within ten instructional days, as such days are defined herein. In the event the informal procedure fails, the formal procedure may be implemented.

**STEP II - FORMAL ACTION**

**A. PRELIMINARY STEPS**

1. If the grievant does not believe the grievance has been resolved, the grievant may request Step II - Formal Action through the ASCC Chief Justice. The Chief Justice upon receiving the request of the grievant shall call a meeting of the Student Grievance Hearing Committee. The Hearing Committee will be composed in the following manner:
   - ASCC Chief Justice or designee and two Court Justices or designees,
   - the Vice President of Academic Affairs or administrative designee,
   - the Faculty Senate President or Senate designee, and
   - one Faculty Senate member, chosen by the Faculty Senate.

   If replaced per section II.A.5. herein, the ASCC Chief Justice or designee or Court Justices or designees substitute(s) shall be appointed by the ASCC Court.

2. The Chief Justice or designee shall serve as the Hearing Committee Chair, but shall have no vote in committee decisions. The five voting members of the Hearing Committee may be selected within the first six weeks of the academic year. Names selected by the Faculty Senate are to be submitted to the Chief Justice. Members of the Committee are to serve for an academic year.

3. The Vice President of Academic Affairs or administrative designee shall serve as Hearing Committee Executive Secretary. The Executive Secretary, a voting member of the committee, shall be responsible for keeping necessary records of committee hearings and assist the ASCC Chief Justice in the conduct of the hearing.

4. Grievance Committee members are to deal with all grievances in a confidential manner, except when both parties agree to a public hearing or otherwise required by law.
5. No person shall serve as a member of a Hearing Committee if that person has been personally involved in any matter giving rise to the grievance, has made any statement on the matters at issue, or could otherwise not act in a neutral manner. Any party to the grievance may challenge for cause any member of the hearing committee prior to the beginning of the hearing by addressing a challenge to the Hearing Committee Chair, who shall determine whether cause for disqualification has been shown. If the Hearing Committee Chair determines that sufficient grounds for removal of a member of the committee have been presented, the Hearing Committee Chair shall remove the challenged member or members and request a substitute from the original appointing constituent group.

B. FORMAL HEARING

The Hearing Committee shall conduct its proceedings according to the following procedures:

1. The Hearing Committee must meet within 15 instructional days after informal action has been completed and the grievant has requested a formal hearing.

2. The Chair must notify the parties involved within five instructional days before the hearing of the date, time, and location of the hearing and must include a copy of the written complaint, a copy of the Statement of Student Rights and Responsibilities, and copy of the Grievance Procedure.

3. Four members shall constitute a quorum by which Hearing Committee business may proceed. The quorum must include at least one student member, one faculty member, and one administrative member.

4. The members of the Hearing Committee shall be provided with a copy of the grievance and any written response provided by the respondent before the hearing begins.

5. Both parties shall have the right to present personal statements, testimony, evidence, and witnesses. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted. Unless the Hearing Committee determines to proceed otherwise, each party to the grievance shall be permitted to make an opening statement. Thereafter, the grievant or respondents shall make the first presentation, followed by the respondent or respondents. The grievant(s) may present rebuttal evidence after the respondent(s)’ evidence. The burden shall be on the grievant or grievances to prove by substantial evidence that the facts alleged are true.

6. Each party shall have the right to be present, to be accompanied by the person of his or her choice (who may not participate in the hearing), and to question witnesses who are present. In a closed hearing, witnesses shall not be present at the hearing when not testifying, unless all parties and the committee agree to the contrary.

7. The hearing shall be recorded by the Coordinator of Student Conduct and Grievance, either by audio recording or stenographic recording, and shall be the only recording made. No witness who refuses to be recorded may be permitted to give testimony. The audio or stenographic recording shall remain in the custody of the District, at all times, unless released to a professional transcribing service. Any recognized party to the grievance may request a copy of the recording.

8. The Hearing Committee Chair shall, at the beginning of the hearing, ask each person present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name.

9. The Hearing Committee shall discuss the stated grievance(s), hear testimony, examine witnesses, and receive all available evidence to the charge.

10. The hearing shall be closed to the public unless otherwise agreed upon in writing by both parties.

11. The Hearing Committee shall make decisions in private. The Hearing Committee shall write up findings and decisions. Copies of findings and decisions, including majority and minority reports, are to be sent to each party and the appropriate Vice President. The Hearing Committee's decision(s) shall be final unless appealed.

12. A recording of the proceedings shall be kept in a confidential file in the Office of Student Conduct and Grievance and shall be available at all times to parties directly involved. All documents, communications, and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants. After a period of four years, the grievance file shall be destroyed.

13. Reprisals of any kind will not be taken by the District or any of its agents against any party of interest or any other participant in the grievance procedure by reason of such participation.

14. Evidence and testimony given in each case presented shall not be the sole cause of initiating or filing further grievances.

15. If the grievant does not act within the time limits provided herein, the ability to proceed with the grievance shall be terminated and no further action will be taken.

16. The number of instructional days indicated at each step herein should be considered a maximum and every effort must be made to expedite the process. Time limits may be extended by mutual consent in writing or by decision of the Hearing Committee.

17. The Hearing Committee should attempt to reach a decision by discussion and consensus on a workable solution. Voting should be a last course of action.

18. If in the course of the proceedings a student graduates before a solution is found, the student shall not be denied full consideration under this policy. A student may also submit a grievance after graduation if the grievance did not become known until that time. However, it must be submitted within 30 instructional days after the grievant should have reasonably become aware of the act or condition on which the complaint is based.

APPEALS PROCESS

1. If a party wishes to formally appeal a recommendation of the Hearing Committee, an appeal must be submitted within ten instructional days to the appropriate Vice President provided the appropriate Vice President is not a direct party to the grievance. If the appropriate Vice President is a direct party to the grievance, and either party is dissatisfied with the recommendation of the Hearing Committee, an appeal may be submitted to a Vice President/Assistant Superintendent not a direct party to the grievance.
2. Upon receiving the findings and recommendations of the Hearing Committee, and after examination of the appeal as requested by either party, the appropriate Vice President or alternate may accept or reject the Hearing Committee’s decision.

3. If the appropriate Vice President or alternate rejects the Hearing Committee’s decision, he or she shall submit his/her decision with the stated reasons for objections to the Hearing Committee within ten instructional days. The Hearing Committee shall within ten instructional days reconsider its decision(s) and submit its decisions to the appropriate Vice President for a final decision.

4. The appropriate Vice President shall transmit his or her final decision to the parties within ten instructional days.

5. An appeal of the appropriate Vice President’s decision may be submitted to the President/Superintendent by either party within five instructional days of the appropriate Vice President’s decision. The President/Superintendent shall transmit his or her final decision to the parties within ten instructional days.

6. An appeal of the President/Superintendent’s decision may be submitted to the Board of Trustees by either party within five instructional days of the President/Superintendent’s decision. The Board of Trustees may review an appeal for two consecutive regular Board meetings before making a final determination of the matter at the District level.

7. The President/Superintendent or designee, or the Board of Trustees may reject a Hearing Committee decision only after reviewing a transcription of the involved hearing.

STUDENT GRADE GRIEVANCE PROCEDURE

A student of the College may present a grade grievance. The California Education Code, Section 76224, quoted, states clearly the conditions upon which grades or grading can be questioned.

“When grades are given for any courses of instruction taught in a community college district, the grade given to each student shall be determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetence, shall be final.” “Mistake” may include, but is not limited to, errors made by an instructor in calculating a student’s grade and clerical errors.

STEP I – INDIVIDUAL ACTION

A student who believes a final course grade was assigned due to mistake, fraud, bad faith, or incompetence shall meet with the faculty member to resolve his/her concern.

STEP II – MANAGEMENT ACTION

Note: If a student files a grade grievance that includes an allegation of unlawful discrimination, including harassment or retaliation, the grievance, or portion of the grievance, will immediately be referred to (i) the Diversity/Compliance/Title IX Officer or to the Vice President of Human Resources or designee per AP 3435, “Intake and Processing of the Complaint” or to (ii) the Cerritos College Section 504/ADA Coordinator per AP 3412, for attempted informal resolution or investigation.

1. The student will obtain a Grade Grievance Form from the Office of Student Conduct and Grievance.

2. The student must return the Grade Grievance Form to the Office of Student Conduct and Grievance within 30 instructional days after the completion of the course about which the grade grievance is filed. An instructional day is defined as any day Monday through Friday that all normal college business is conducted, both in the classroom and in the administrative offices. All weekend days and college holidays are excluded.

3. The Student Conduct and Grievance Coordinator will meet with the student and review the completed Grade Grievance Form. If the student wishes to pursue the grievance, the Student Conduct and Grievance Coordinator will sign and date the Form. In the absence of the Coordinator, the Dean of Student Services will perform these duties.

4. The student will present a copy of the Grade Grievance Form to the applicable Division Dean. The Division Dean may schedule a meeting of all concerned if appropriate. The Division Dean should schedule a meeting only if the Form has the signature of the Student Conduct and Grievance Coordinator, and is dated. The In the absence of the Coordinator, the Dean of Student Services will meet with the Division Dean. The Division Dean shall make a recommendation to the parties within ten instructional days.

STEP III – ADMINISTRATIVE ACTION

If either party is dissatisfied with the recommendation of the Division Dean, he or she may appeal the matter to the Vice President of Academic Affairs or designee within ten instructional days of the Division Dean’s recommendation. The Vice President of Academic Affairs or designee shall call a meeting with the student, the ASCC Chief Justice, the Division Dean, and if needed, the faculty member. The Vice President of Academic Affairs or designee shall transmit his or her decision to the parties within ten instructional days.

STEP IV – PRESIDENT/SUPERINTENDENT ACTION

If either party chooses to appeal the decision of the Vice President of Academic Affairs, he or she may appeal the matter to the President/Superintendent of the College within ten instructional days of such decision. If a faculty member is dissatisfied with a recommendation and neither acts on it, nor appeals it, the Vice President of Academic Affairs will forward the matter to the President/Superintendent. The President/Superintendent will review the recommendation and if needed, request persons involved in the grievance to meet.

The President/Superintendent shall make a recommendation within ten instructional days. If either party is dissatisfied with the recommendation of the President/Superintendent, an appeal of the President/Superintendent’s recommendation may be submitted to the Board of Trustees by either party. The appeal must be submitted within ten instructional days after the President/Superintendent’s recommendation. The Board may review an appeal for two consecutive regular Board meetings, and if needed, request persons involved in the grievance to appear before making a final determination of the matter at the District level.
STUDENT SERVICES AND POLICIES

ADDITIONAL INFORMATION

Most complaints, grievances, and disciplinary matters should be resolved at the college level. If a complaint does not fall into one of the college's established procedures, it may be addressed in writing to the President/Superintendent. Individuals are strongly encouraged to make every attempt to resolve matters through the appropriate administrative processes.

Matters that are not resolved at the college level may be submitted to one or more of the following agencies for consideration:
- The Accrediting Commission for Community and Junior Colleges (ACCJC) at http://www.accjc.org/complaint-process, if the complaint is associated with the institution's compliance with academic program quality and accrediting standards. The ACCJC is the agency that accredits the academic programs of the California Community Colleges.
- If the complaint does not concern the college's compliance with academic program quality and accrediting standards, it may be directed to the California Community Colleges Chancellor's Office by completing the web form found at http://californiacommunitycolleges.cccco.edu.

STANDARDS OF STUDENT CONDUCT

The President/Superintendent shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the state and federal laws and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

A complainant or witness who participates in an investigation of sexual assault, domestic violence, dating violence, or stalking will not be subject to disciplinary sanctions for a violation of the District's student conduct policy at or near the time of the incident, unless the District determines that the violation was egregious, including but not limited to, an action that places the health or safety of any other person at risk or involves plagiarism, cheating, or academic dishonesty.

Due process requires that in all significant disciplinary situations a student is informed of charges against him/her, is given an opportunity to refute them, and has the opportunity to appeal a decision.

The Board of Trustees shall consider any recommendation from the President/Superintendent for expulsion. The Board of Trustees shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board of Trustees on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the College catalog and other means.

Students enrolling in Cerritos College assume an obligation to abide by all District regulations on District-owned or controlled property or at District-sponsored or supervised functions.

Students who fail to adhere to District regulations are subject to disciplinary actions.

In all disciplinary actions, the student shall be informed of the nature of the charges against him/her and given a fair opportunity to refute them. The District shall not be arbitrary in its actions.

The following conduct while on District-owned or controlled property or at District-sponsored or supervised functions shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student.

1. Assault, battery, or any threat of force or violence, or causing, attempting to cause, or threatening to cause physical injury to another person, in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.
2. Possession, use, sale, or otherwise furnishing any firearm, knife, explosive, or other dangerous object or chemical, including but not limited to any facsimile firearm, knife, or explosive on District-owned or controlled property or at District-sponsored or supervised functions without the prior authorization of the President/Superintendent or designee.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging, or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code, Section 11014.5.
4. Committing or attempting to commit robbery or extortion.
5. Theft, attempted theft of, or willful damage to District property or property in the possession of, or owned by, a member of the college community or knowingly receiving stolen property or private property on District premises.
6. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the District.
7. Committing sexual harassment as defined by law or by District policies and procedures in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.
8. Engaging in harassing or discriminatory behavior based on national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics, or any other status protected by law in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.
9. Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.
10. Willful misconduct that results in injury or death to a student, client, patient, visitor, guest, or to District personnel or that results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
11. Endangering a student, client, patient, visitor, guest, or District employee or contributing to or causing harm to the health, safety, and/or well-being of such others.
12. Disruptive behavior, continual or willful disobedience and/or persistent defiance of the authority, habitual profanity or vulgarity, or abuse of District personnel or where the presence of the student causes a continuing danger to the physical safety of students or others.
13. Cheating, or engaging in other academic dishonesty including copying from another's work; discussion prohibited by the instructor; obtaining exam copies without permission; and using notes, other information, or devices that have been prohibited.

14. Misrepresentation and/or impersonation, including arranging for or allowing another individual to impersonate or otherwise misrepresent himself or herself to be a student generally or to be a particular student either in person or in an online environment, and/or impersonating or otherwise misrepresenting oneself to be another person in person or in an online environment.

15. Plagiarism, in individual or group work or in a student publication, including the act of taking the ideas, words or specific substantive material of another and offering them as one's own without giving credit to the source.

16. Dishonesty; forgery; alteration or misuse of District documents, records, or identification; or knowingly furnishing false information to the District.

17. Unauthorized entry upon, into, or use of District facilities, either in person or in an online environment.

18. Lewd, indecent or obscene conduct on District-owned or controlled property; or at District-sponsored or supervised functions; or directed at and for the purpose of harming another individual or group associated with the District, whether carried out in person or in an online environment, and whether or not the location is associated with the District.

19. Engaging in expression that is obscene, libelous or slanderous, or that so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.

20. Persistent serious misconduct where other means of correction have failed to bring about proper conduct.

21. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any Board policy or administrative procedure.

22. Unauthorized use of audio, video or other listening, recording or transmitting device in any classroom, service area, or District activity without prior consent of the instructor, service area manager, or activity advisor except as necessary for reasonable accommodation.

23. Failure, as a person involved in sexual activity, to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent.

• Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent. "Affirmative consent" means affirmative, conscious, and voluntary agreement to engage in sexual activity.

a. In the evaluation of complaints in any disciplinary process, it shall not be a valid excuse to alleged lack of affirmative consent that the accused believed that the complainant consented to the sexual activity under either of the following circumstances:

i. The accused's belief in affirmative consent arose from the intoxication or recklessness of the accused.

ii. The accused did not take reasonable steps, in the circumstances known to the accused at the time, to ascertain whether the complainant affirmatively consented.

b. In the evaluation of complaints in the disciplinary process, it shall not be a valid excuse that the accused believed that the complainant affirmatively consented to the sexual activity if the accused knew or reasonably should have known that the complainant was unable to consent to the sexual activity under any of the following circumstances:

i. The complainant was asleep or unconscious.

ii. The complainant was incapacitated due to the influence of drugs, alcohol, or medication, so that the complainant could not understand the fact, nature, or extent of the sexual activity.

iii. The complainant was unable to communicate due to a mental or physical condition.

24. Sexual assault, defined as actual or attempted sexual contact with another person without that person's consent, regardless of the victim's affiliation with the college; and, effective January 1, 2016, regardless of whether such conduct is related to college activity or college attendance; including, but not limited to, any of the following: (1) Intentional touching of another person's intimate parts without that person's consent or other intentional sexual contact with another person without that person's consent. (2) Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent. (3) Rape, which includes penetration, no matter how slight, without the person's consent, of either of the following: (A) The vagina or anus of a person by any body part of another person or by an object. (B) The mouth of a person by a sex organ of another person.

25. Sexual exploitation, defined as a person taking sexual advantage of another person for the benefit of anyone other than that person without that person's consent, regardless of the victim's affiliation with the college; and, effective January 1, 2016, regardless of whether such conduct is related to college activity or college attendance; including, but not limited to, any of the following: (1) Prostitution another person. (2) Recording images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness without that person's consent. (3) Distributing images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not consent to the disclosure and objected to the disclosure. (4) Viewing another person's sexual activity, intimate body parts, or nakedness in a place where that person would have a reasonable expectation of privacy, without that person's consent, and for the purpose of arousing or gratifying sexual desire.
26. Misrepresentation of oneself or of an organization to be an agent of the District.
27. Continued disruption on or off District property of the District's educational or student services activities, administrative functions and procedures, public service functions, authorized curricular or co-curricular activities, other functions, or prevention of authorized guests from carrying out the purpose for which they are on District property.
28. Abuse of any person, or any possession of any person, on District-owned or controlled property.
29. Violation of state or local laws, Board policies, or administrative procedures concerning the registration of student organizations, the use of District facilities, or the time, place, and manner of public expression.
30. Abusive behavior directed toward coercion of, or hazing of, or bullying of a member of the college community, in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.
31. Violation of Board policies or administrative procedures governing the use of student user accounts, Computers, and telecommunication resources, including but not limited to the unauthorized entry, opening, or viewing of a file; the unauthorized use of another individual's identification and password; arranging for, allowing, and/or impersonation of one person by another; sending obscene or abusive messages or files; and/or use of computing facilities to interfere with the work of another student or employee of the District.
32. Engaging in physical or verbal disruption, intimidation, or harassment of such severity or pervasiveness as to have the purpose or effect of unreasonably interfering with a student's academic performance, or District employee's work performance, or of creating an intimidating, hostile or offensive educational or work environment, in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.
33. Violation of a duly issued restraining order, stalking, and/or a pattern of conduct with intent to follow, alarm, or harass another person, and which causes the person to reasonably fear for his or her safety, and where the pattern of conduct persisted after the person has demanded that the pattern of conduct cease.
34. Failure to identify oneself when requested to do so by District officials acting in the performance of their duties.
35. Any other cause not listed above which is identified as “Good Cause” by the Education Code or that disrupts the college, its environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.

ACADEMIC HONESTY/DISHONESTY POLICY

Your instructors are eager to help you succeed in your studies at Cerritos College. But success means more than just receiving a passing grade in a course. Success means that you have mastered the course content so that you may use that knowledge in the future, either to be successful on a job, or to continue on with your education in advanced classes.

Your success depends on a combination of the skill and knowledge of your instructors, and your own hard work. You will reach your future goals only if you gain new knowledge from every course you take. That knowledge becomes yours and can be used by you, only if it is gained through your own personal efforts. Receiving a grade in a course, without acquiring the knowledge that goes with it, diminishes your chances for future success.

While in college, you are also shaping the principles which will guide you throughout the rest of your life. Ethical behavior and integrity are a vital part of those principles. A reputation for honesty says more about you, and is more highly prized, than simply your academic skills.

For this reason, academic honesty is taken very seriously by the Cerritos College faculty. The following guidelines have been prepared so that you will understand what is expected of you in maintaining academic honesty.

Academic Dishonesty is normally to be dealt with as an academic action by the instructor, reflected in the student's grade in the particular course, rather than through college disciplinary procedures. No specific departmental, divisional or institutional procedures are established for academic dishonesty other than the normal process for review and appeal of an instructor's grading procedures.

Academic Dishonesty is defined as the act of obtaining or attempting to obtain credit for work by the use of any dishonest, deceptive, or fraudulent means. Examples of academic dishonesty would include, but not be limited to the following:

- Copying, either in part or in whole, from another's test or examination;
- Discussion of answers or ideas relating to the answers, on examination or test when such discussion is prohibited by the instructor;
- Obtaining copies of an exam without the permission of the instructor;
- Using notes, “Cheat sheets,” or otherwise utilizing information or devices not considered appropriate under the prescribed test conditions;
- Altering a grade or interfering with the grading procedures in any course;
- Allowing someone other than the officially enrolled student to represent the same;
- Plagiarism, which is defined as the act of taking the ideas, words or specific substantive material of another and offering them as one’s own without giving credit to the source.

Options may be exercised by the faculty member to the extent that the faculty member considers the cheating or plagiarism to manifest the student’s lack of scholarship or to reflect on the student’s lack of academic performance in the course. One or more of the following actions are available to the faculty member who suspects a student has been cheating or plagiarizing:

1. Review-no action.
2. An oral reprimand with emphasis on counseling toward prevention of further occurrences.
3. A requirement that work be repeated.
4. A reduction of the grade earned on the specific work in question, including the possibility of no credit for the work.
5. A reduction of the course grade as a result of item 4 above, including the possibility of a failing grade for the course.
6. Referral to the Office of Student Conduct and Grievance for further administrative action, such as suspension or expulsion.
STUDENT DISCIPLINE PROCEDURES

Student Conduct Programs should contribute to the teaching of appropriate individual and group behavior as well as to protecting the campus community from disruption and harm. The Programs should be conducted in ways that will serve to foster the ethical development and personal integrity of students and the promotion of an environment that is in accord with the overall educational goals of the institution. This procedure will be used in a fair and equitable manner, and not for purposes of retaliation. It is not intended to substitute for criminal or civil proceedings that may be initiated by other agencies.

These Administrative Procedures are specifically not intended to infringe in any way on the rights of students to engage in free expression as protected by the state and federal constitutions, and by Education Code Section 76120, and will not be used to punish expression that is protected.

The Office of Student Conduct and Grievances is responsible for the student conduct and sanctioning procedures of the college. Inquiries should be directed to the Office of Student Conduct and Grievances.

STUDENT CONDUCT PROCEDURES AND SANCTIONS

Definitions

District – The Cerritos Community College District.
Day – A day is defined as any day Monday through Friday that all normal College business is conducted, both in the classroom and in the administrative offices. All weekend days and College holidays are excluded.
Student – Any person currently enrolled as a student of the District.
Instructor – Any academic employee of the District in whose class a student subject to discipline is or was enrolled, or counselor who is providing or has provided services to the student, or other academic employee who has responsibility for the student’s educational program.
Written or verbal reprimand – An admonition to the student to cease and desist from conduct determined to violate the Standards of Student Conduct. Written reprimands may become part of a student’s permanent record at the college. A record of the fact that a verbal reprimand has been given may become part of a student’s record at the college for a period of up to one year.
Disciplinary Probation – A period on probation that may include, but is not limited to, exclusion of the individual from designated co-curricular activities of the college for a set period of time.
Removal from class – Exclusion of the student by an instructor for the day of the removal and the next class meeting.
Withdrawal of Consent to Remain on Campus – Withdrawal of consent by the President/Superintendent or designee for any person to remain on campus in accordance with California Penal Code Section 626.4 where the President/Superintendent or designee has reasonable cause to believe that such person has willfully disrupted the orderly operation of the campus.
Short-term Suspension – Exclusion of the student by the President/ Superintendent or designee for good cause from one or more classes for a period of up to ten consecutive days of instruction.
Long-term Suspension – Exclusion of the student by the President/ Superintendent or designee for good cause from one or more classes for the remainder of the school term, or from all classes and activities of the college for one or more terms.
Expulsion – Exclusion of the student by the Board of Trustees from the District for one or more terms.

Short-term Suspensions, Long-term Suspensions, and Expulsions

Before any disciplinary action to suspend, or expel is taken against a student, the following procedures will apply:

Notice – The President/Superintendent or designee will provide the student with written notice of the conduct warranting the discipline. The written notice will include the following:

• the specific section of the Standards of Student Conduct that the student is accused of violating.
• a short statement of the facts supporting the accusation.
• the right of the student to meet with the Dean of Student Services or designee to discuss the accusation, or to respond in writing.
• the nature of the discipline that is being considered.

Time limits – The notice must be provided to the student within 20 days of the date on which the administration of the college became aware of the conduct; in the case of continuous, repeated, or ongoing conduct of which the administration of the college has become aware, the notice must be provided within 20 days of the date on which the administration became aware that the conduct occurred which led to the decision to take disciplinary action.

Hearing Officer Meeting – The student is to have a hearing with the Dean of Student Services or designee serving as the district hearing officer. The hearing must occur no sooner than five days after the notice is provided. At the meeting, the student must again be told the facts leading to the accusation, and must be given an opportunity to respond verbally or in writing to the accusation.

Short-term Suspension – Within five days after the meeting described above, the President/Superintendent or designee shall, pursuant to a recommendation from the Dean of Student Services or designee, decide whether to impose a short-term suspension, whether to impose some lesser disciplinary action, or whether to end the matter. Written notice of the President/Superintendent’s or designee’s decision shall be provided to the student. The notice will include the length of time of the suspension, or the nature of the lesser disciplinary action. The President/Superintendent or designee decision on a short-term suspension shall be final.

Long-term Suspension – Within five days after the meeting described above, the President/Superintendent or designee shall, pursuant to a recommendation from the Dean of Student Services or designee, decide whether to impose a long-term suspension. Written notice of the President/Superintendent or designee decision shall be provided to the student. The notice will include the right of the student to request a formal hearing before the hearing panel before a long-term suspension is imposed, and a copy of this policy describing the procedures for a hearing. The request must be made in writing to the Vice President of Student Services or designee.

Expulsion – Within 10 days after the meeting described above, the President/Superintendent or designee shall, pursuant to a recommendation from the Dean of Student Services or designee, decide whether to recommend expulsion to the Board of Trustees. Written notice of the decision shall be provided to the student. The notice will include the right of the student to request a formal hearing before the hearing panel before expulsion is imposed, and a copy of this policy describing the procedures for a hearing. The request must be made in writing to the Vice President of Student Services or designee.

Smoking, including the use of electronic cigarettes or other emission-producing products or devices, is prohibited within 20 feet of any exit, entrance, operable window, or ventilation intake of any campus building or structure; in any enclosed area on campus, including lobbies, lounges, courtyards, waiting areas, stairwells, and restrooms that are a part of any building or structure; and in all District vehicles, including gasoline or electric carts.
A decision of the Board of Trustees to impose expulsion shall be reached no later than the next regularly scheduled regular meeting of the Board after receipt of the recommended decision.

**Disciplinary Decisions, Sanctions, and Conditions**

**Written or Verbal Reprimand** – May be initiated by any faculty or college manager and sent in writing to the Office of Student Conduct and Grievances. The Disciplinary Officer (Dean of Student Services or designee) shall determine if there exists good and sufficient reason to initiate disciplinary action and the student should be notified of such actions.

**Disciplinary Probation** – Initiated by the Dean of Student Services or designee. The nature of the misconduct, dates, times, places, and the length of probation shall be placed in writing. Written copies shall be sent to the student and copies filed with the Office of Student Conduct and Grievances.

**Removal from Class (Education Code Section 76032)** – Any instructor may order a student removed from his/her class for the day of the removal and the next class meeting. The instructor shall immediately report the removal to the Faculty Coordinator for Student Conduct and Grievance and complete a Student Conduct Incident Form. The Faculty Coordinator or designee shall arrange for a conference between the student and the instructor regarding the removal. If the instructor or the student requests, the Faculty Coordinator or designee shall attend the conference. The student shall not be returned to the class during the period of the removal without the concurrence of the instructor. Nothing herein will prevent the Faculty Coordinator, or designee from recommending further disciplinary procedures in accordance with these procedures based on the facts which led to the removal.

**Immediate Interim Suspension (Education Code Section 66017)** – The President/Superintendent or designee may order immediate suspension of a student where he or she concludes that immediate suspension is required to protect lives or property and to ensure the maintenance of order. In cases where an interim suspension has been ordered, the time limits contained in these procedures shall not apply, and all hearing rights, including the right to a formal hearing where a long-term suspension or expulsion is recommended, will be afforded to the student within ten days.

**Withdrawal of Consent to Remain on Campus** – The President/Superintendent or designee may notify any person for whom there is a reasonable belief that the person has willfully disrupted the orderly operation of the campus that consent to remain on campus has been withdrawn. If the person is on campus at the time, he/she must promptly leave or be escorted off campus. If consent is withdrawn by the Dean of Student Services or designee, a written report must be promptly made to the President/Superintendent or designee.

The person from whom consent has been withdrawn may submit a written request for a hearing on the withdrawal within the period of the withdrawal. The request shall be granted not later than seven days from the date of receipt of the request. The hearing will be conducted in accordance with the provisions of this procedure relating to interim suspensions.

In no case shall consent be withdrawn for longer than 14 days from the date upon which consent was initially withdrawn.

All applicable conditions of a withdrawal of consent to remain on campus, suspension, or expulsion in effect when a break occurs in the conducting of College business (both in the classroom and in the administrative offices) remain in effect during the break unless specifically excepted in writing by the President/Superintendent or designee.

A withdrawal of consent to remain on campus, suspension, or expulsion prohibits both physical presence on the campus and at a facility or activity operated by the College and any type of online or distance education presence or participation in classes, activities, and/or operations of the College.

Any person as to whom consent to remain on campus has been withdrawn who knowingly reenters the campus during the period in which consent has been withdrawn, except to come for a meeting or hearing, is subject to arrest (Penal Code Section 626.4).

**Clearance to Return** – Prior clearance to return to the college (in-person and/or online) may be required. Clearance requirements may include completion of educational or other courses or processes as specified in the sanction decision. This requirement may include confirmation that the individual is ready for the college classroom and/or that the individual’s continued presence on campus is not a threat to himself/herself, others, and/or the property of the District or others.

**Hearing Panel**

The hearing panel for any disciplinary action subject to hearing by a panel shall be composed of one administrator, two faculty members, and two students.

Unless he or she determines to keep the prior year’s appointees in place, the president of the Faculty Senate, and the President of ASCC shall each, at the beginning of the academic year, establish a list of at least five persons who will serve on student disciplinary hearing panels. The President/Superintendent or designee shall appoint the hearing panel from the names on these lists plus the Dean of Student Services or designee. However, no administrator, faculty member, or student who has any personal involvement in the matter to be decided, who is a necessary witness, or who could not otherwise act in a neutral manner shall serve on a hearing panel.

The hearing panel shall be responsible to the President/Superintendent for reviewing and making a recommendation to the President/Superintendent or designee.

Membership of the hearing panel shall include the following:

1. Two members of the instructional staff appointed by the Faculty Senate.
2. Two ASCC Student Court Justices, or two other students who meet the minimum eligibility requirements to hold office in the ASCC if such justices are party to the matter at hand or are otherwise unavailable to serve, appointed by the ASCC Court Chief Justice or by the Associated Students President, if the Court Chief Justice is a party to the matter.
3. The Disciplinary Officer/Dean of Student Services or designee shall serve as the Chairperson of the Hearing Panel, but will not vote except to break a tie.
Procedures for a Hearing, Disposition, and Imposition of Sanctions

1. Written notice of a hearing shall be mailed or delivered to the student. A hearing must be held within ten days of the suspension if the suspension is immediate.

2. Notice shall include date and place of hearing, a statement of all charges, a copy of applicable policies and procedures, the opportunity of the student to appear in person, and the opportunity to present oral and documentary evidence.

3. Hearings shall be conducted in the manner consistent with the orderly conduct of the affairs of the College, and which seems to the hearing panel to be most conducive to the determination of the truth.

4. The members of the hearing panel shall be provided with a copy of the accusation against the student and any written response provided by the student before the hearing begins.

5. The facts supporting the accusation shall be presented by a college representative who shall be the Dean of Student Services or designee.

6. The college representative and the student may call witnesses and introduce oral and written testimony relevant to the issues of the matter.

7. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted.

8. Unless the hearing panel determines to proceed otherwise, the college representative and the student shall each be permitted to make an opening statement. Thereafter, the college representative shall make the first presentation, followed by the student. The college representative may present rebuttal evidence after the student completes his/her evidence. The burden shall be on the college representative to prove by the preponderance of the evidence that the facts alleged are true.

9. The student may represent himself/herself, and may also have the right to be represented by a person of his/her choice, except that the student shall not be represented by an attorney unless, in the judgment of the hearing panel, complex legal issues are involved. If the student wishes to be represented by an attorney, a request must be presented not less than five days prior to the date of the hearing. If the student is permitted to be represented by an attorney, the college representative may request that legal counsel to the college participate in his/her place. The hearing panel may also request legal assistance; any legal advisor provided to the panel may sit with it in an advisory capacity to provide legal counsel but shall not be a member of the panel nor vote with it.

10. Hearings shall be closed and confidential unless the student requests that it be open to the public. If more than one student’s case is under consideration, any and all such other students must also request that the hearing be open to the public in order to make it open to the public. Any such request must be made no less than five days prior to the date of the hearing. Requests contrary to state or federal law or to the safety of the college or participants shall not be approved, subject to appeal to the President/Superintendent or designee.

11. In a closed hearing, witnesses shall not be present at the hearing when not testifying, unless all parties and the panel agree to the contrary.

12. All testimony shall be taken under oath; the oath shall be administered by the hearing panel chair. Written statements of witnesses under penalty of perjury shall not be used unless the witness is unavailable to testify. A witness who refuses to be tape recorded shall not be considered unavailable for the purposes of this section.

13. The hearing shall be recorded by the District either by tape recording or stenographic recording. The official recording shall be the only recording made. No witness who refuses to be recorded may be permitted to give testimony. In the event the recording is by tape recording, the hearing panel chair shall, at the beginning of the hearing, ask each person present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name. The recording shall remain in the custody of the District at all times, unless released to a professional transcribing service. The student may request a copy of the recording. Transcripts may be redacted to comply with law, policies, and to protect the privacy and/or safety of individuals.

14. Within five days following the close of the hearing, the hearing panel shall prepare and send to the President/Superintendent or designee a written decision. The decision shall include specific factual findings regarding the accusation, and shall include specific conclusions regarding whether any specific section of the Standards of Student Conduct were violated. The decision shall also include a specific recommendation regarding the sanction to be imposed, if any. The decision shall be based only on the record of the hearing, and not on matter outside of that record. The record consists of the original accusation, the written response, if any, of the student, and the oral and written evidence produced at the hearing.

President/Superintendent’s Decision:

Long-term suspension – Within five days following receipt of the hearing panel’s recommended decision, the President/Superintendent or designee shall render a final written decision. The President/Superintendent or designee may accept, modify, or reject the findings, decisions and recommendations of the hearing panel. If the President/Superintendent or designee modifies, or rejects the hearing panel’s decision, the President/Superintendent or designee shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the President/Superintendent or designee shall be final.

Expulsion – Within five days following receipt of the hearing panel’s recommended decision, the President/Superintendent or designee shall render a written recommended decision to the Board of Trustees. The President/Superintendent or designee may accept, modify, or reject the findings, decisions and recommendations of the hearing panel. If the President/Superintendent or designee modifies, or rejects the hearing panel’s decision, he/she shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The President/Superintendent’s or designee’s decision for expulsion shall be forwarded to the Board of Trustees.

Board of Trustees Decision:

Expulsion – A decision of the Board of Trustees to impose expulsion shall be reached no later than the next regularly scheduled regular meeting of the Board after receipt of the recommended decision.
The Board shall consider an expulsion recommendation in closed session, unless the student has requested that the matter be considered in a public meeting in accordance with these procedures. (Education Code Section 72122)

The student shall be notified in writing, by registered or certified mail to the address last on file with the District, or by personal service, at least three days prior to the meeting, of the date, time, and place of the Board's meeting.

The student may, within forty-eight hours after receipt of the notice, request that the hearing be held as a public meeting.

Even if a student has requested that the Board consider an expulsion recommendation in a public meeting, the Board will hold any discussion that might be in conflict with the right to privacy of any student other than the student requesting the public meeting in closed session.

The Board may accept, modify, or reject the findings, decisions and recommendations of the President/Superintendent and/or the hearing panel. If the Board modifies or rejects the decision, the Board shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the Board shall be final.

The final action of the Board on the expulsion shall be taken at a public meeting, and the result of the action shall be a public record of the District.

Time Limits – Any times specified in these procedures may be shortened or lengthened if there is mutual concurrence by all parties.

These procedures may change from time to time and may be superseded by current state and federal laws and regulations. Otherwise, the College Catalog, which is updated annually, contains the most recent information regarding student discipline procedures.

Also see BP 5500 titled Standards of Student Conduct.

STUDENT CONDUCT AND GRIEVANCE

Information regarding student rights and responsibilities is available from the Dean of Student Services. The dean is available to meet with you to explain the “System” and your rights with regard to student grievances, student conduct and academic-related student grievances. This office also serves as a source of information and/or referral for all student problems and concerns. The office is located in the Office of Student Affairs. Inquiries should be directed to the Dean of Student Services in the Office of Student Affairs or by calling (562) 860-2451, ext. 2473.

TITLE IX POLICY

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity receiving Federal financial assistance (Title IX of the Educational Amendments of 1972 to the 1964 Civil Rights Act).

It is the policy of the State of California to afford all persons, regardless of their sex or gender identity, equal rights and opportunities in the educational institutions of the state (Educational Code sections 200 – 264). In compliance with Title IX and Board Policy 3410, the District’s educational programs and activities are offered to the community without regard to sex or gender identity. Title IX prohibits discrimination based on sex in educational programs and activities that receive Federal financial assistance. Examples of programs and activities that are subject to Title IX include admissions, recruitment, financial aid, academic programs, athletics and employment. Title IX also protects students from sexual harassment, including sexual violence, such as rape, other forms of sexual assault, sexual battery and sexual coercion.

Title IX Coordinator

Cerritos College’s Title IX Coordinator monitors and oversees the college’s compliance with Title IX and the prevention of sex harassment and discrimination, including the coordination of education and training activities and the response to Title IX complaints. Students, faculty, administrators, staff, visitors, or others who participate in the District’s educational programs and activities with questions, concerns, or complaints about sex discrimination, sex harassment or sexual misconduct are encouraged to contact the Title IX Coordinator at:

Dr. Valencia Raphael
Director of Diversity, Compliance, and Title IX Coordinator
Cerritos College, 11110 Alondra Blvd., Norwalk, CA 90650
(562) 860-2451, ext. 2276; (562) 467-5003 Fax
EQUAL OPPORTUNITY POLICY

Cerritos College does not discriminate in educational and employment opportunities on the basis of national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics, or any other status protected by law in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.

The District is strongly committed to achieving staff diversity and the principles of equal opportunity education and employment. The District encourages a diverse pool of applicants for employment and does not discriminate in any of its policies, procedures, or practices. The District encourages applications from all segments of qualified people and Board Policies 3410 and 3420 prohibit discrimination and promote equal opportunity.

Questions concerning the application of the policy may be addressed to Dr. Valynia Raphael in the Office of Human Resource Services by calling: (562) 860-2451, ext. 2276.

SECTION 504/508/AMERICANS WITH DISABILITIES ACT

Under Section 504/508/ADA of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, Cerritos College will take all necessary steps to ensure that no student with a verified disability is denied the benefits of, excluded from participation in, or otherwise subjected to discrimination because of the absence of auxiliary aids or academic accommodations. The decision to authorize such aids or accommodations is the responsibility of the Disabled Student Programs and Services (DSPS) Dean, Disability Specialist, or DSPS counselor after a review of documentation verifying the disability and any resulting educational limitations.

It is the responsibility of the student with a verified disability and resultant educational limitation to apply for DSPS assistance in the Liberal Arts/DSPS Building and to file a request for accommodations with DSPS via the college form entitled “Disabled Student Programs and Services – Application for Services”. The request should be completed with adequate notice provided for an effective response. Classroom related requests will be reviewed for approval on the “Service Request Form” and, upon approval by DSPS, notification will be sent within 3 days to any involved instructor by DSPS staff. The instructor will respond to the request in writing in a timely manner. Non-return will be construed as agreement.

If the instructor denies the classroom related request(s) the DSPS Dean, or designee, will intervene with the appropriate academic staff and attempt to resolve the matter. In the event of continued denial of an accommodation request or request for course substitution or waiver DSPS will provide the student with the policy, procedures and form entitled “Academic Accommodation Request Form”. The DSPS Dean or designee, will concurrently inform the student that he/she has the right to file a grievance under the college’s discrimination grievance procedure and/or the Office for Civil Rights and will provide the student with the information necessary to do so.

Inquiries regarding DSPS or the District’s non-discrimination policy relative to students, employees, or applicants with disabilities should contact the Director of Diversity, Compliance, and Title IX Coordinator at ext. 2276 in the Office of Human Resource Services.

Section 504/508 Complaint Procedure

The student should first discuss the complaint regarding discrimination due to a disability with the individual(s) involved or with the Director of Diversity, Compliance, and Title IX Coordinator at ext. 2276. The Director may contact all parties concerned and attempt to reach some resolution of the problem.
BP 3550 – DRUG AND ALCOHOL FREE ENVIRONMENT
AND DRUG AND ALCOHOL ABUSE PREVENTION
PROGRAM

The District shall maintain a drug and alcohol free campus/workplace
environment for students and employees. The District prohibits the
unlawful possession, use, or distribution of illicit drugs and/or alcohol by
students and employees.

The unlawful manufacture, distribution, dispensing, possession, or
use of a controlled substance is prohibited in all facilities under the control
and use of the District.

Any student who violates this policy will be subject to disciplinary
action, which may include, but is not limited to, referral to an appropriate
rehabilitation program, suspension or expulsion. Any employee who
violates this policy will be subject to disciplinary action up to and
including termination. The District may refer students and employees
who violate this policy to the Campus Police or other appropriate law
enforcement agency for appropriate criminal action.

The President/Superintendent shall assure that the District annually
distributes the information required by the Drug-Free Schools and
Communities Act Amendments of 1989 to all students and employees and
that the District complies with other requirements of the Act.

The President/Superintendent shall ensure that a biennial report is
prepared to review the effectiveness of the District’s policies and programs
in maintaining a drug and alcohol free campus and workplace environment.

The District is committed to providing its employees and students
with an alcohol and drug-free campus and workplace environment. It
emphasizes prevention and intervention through education.

Health Risks That May Be Associated with the Use of Illicit Drugs
and the Abuse of Alcohol

• Partner and/or child abuse.
• Unintended injuries or death, including motor vehicle crashes.
• Sexual assault, including rape, sexual battery, and threat of sexual
assault; dating violence; domestic violence; stalking; and failure
to have affirmative consent.
• Being hit, otherwise assaulted, violently attacked, and/or mur-
dered by another under the influence.
• Sexual activity without protection against HIV, hepatitis (A, B,
and C), and other STDs.
• Unsafe interactions with medications, including more than 150
medications that should not be mixed with alcohol.
• Binge and other drinking behaviors leading to ingestion of toxic
amounts of alcohol, which can lead to alcohol poisoning, with
effects including mental confusion, stupor, coma, inability to be
roused, vomiting, seizures, slow or irregular breathing, hypo-
thermia, bluish skin color, and paleness, and, if left untreated,
seizures, permanent brain damage, and/or death.
• Premature births and low birth weights; alcohol and illicit drug-
related birth defects, including fetal alcohol syndrome (FAS)
involving severe physical, mental, and behavioral problems; and
in the case of prenatal cocaine exposure, a 1.5 times increased
likelihood of needing special education services in school.
• Suicide.
• Long-term health problems including liver disease; heart dis-
ease; cancers including those of the mouth, throat, larynx (voice
box), breast, rectum, and colon; and pancreatitis.
• Homelessness.

Prevention and Intervention Programs

The District provides education and maintains programs and services
designed to aid students, employees and their families in receiving
assistance for alcohol and/or drug abuse problems. Included in these
educational and assistive programs and services are:
• Notification of the dangers of drug use and dependency in the
class schedule;
• Mental health services provided to students through the
Student Health Services; and
• An Employee Assistance Program (EAP) for employees and
their families.

Alcohol and Drug Prohibitions

The unlawful manufacture, distribution, dispensing, possession, or
use of alcohol or any controlled substance is prohibited on District
property, during District-sponsored field trips, activities or workshops,
and in any facility or vehicle operated by the District.

Violation of Board Policy 3550, Drug and Alcohol Free Environment
and Drug and Alcohol Abuse Prevention Program, will be addressed by the
District. The District will take appropriate action designed to address each
specific violation, which may include, but is not limited to:
• Termination of employment,
• Expulsion,
• Referral to Campus Police or other law enforcement agency for
prosecution as permitted by law, or
• Mandatory participation in an alcohol or drug abuse assistance
or rehabilitation program.

As a condition of employment, employees of the District will have their
fingerprints recorded with the California State Department of Justice and
any conviction or violations of the law involving drugs and/or alcohol will
be reported to Campus Police and to the Office of Human Resource Services
pursuant to the requirements of law. In addition, employees must notify
the District within five (5) calendar days of any conviction for violation of
a criminal drug statute occurring in the workplace. The District is required
to report any violations of criminal drug or alcohol statutes that occur in the
workplace to the United States Department of Education on an annual basis.

Information regarding legal sanctions under federal, state, and
local laws is available in the following locations:
1. Library
2. Office of Human Resource Services
3. Office of Student Affairs
4. Student Health Services

Alcohol/Drug Abuse Counseling, Treatment, Rehabilitation
Information

Referral information and Social Service Directories for Los Angeles and
Orange Counties are available in the following locations:
1. Counseling Center, ext. 2231
2. Student Health Services, ext. 2321
# Campus Phone Extensions

CERRITOS COLLEGE COMMUNICATION CENTER: (562) 860-2451  
HOURS: 8:00 am – 7:00 pm, Monday – Thursday; 8:00 am – 4:30 pm, Friday

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<td>International Student Advisement</td>
<td>Office of International Student Services</td>
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<tr>
<td>Job Placement</td>
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<td>Library</td>
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<tr>
<td>Lost and Found</td>
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<td>Northwood University</td>
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<td>Parking Information</td>
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<td>Personal Counseling</td>
<td>Student Health Services</td>
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<td>Refunds</td>
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<td>Student Body Activities</td>
<td>Office of Student Affairs</td>
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<td>Student Conduct and/or Grievance Information</td>
<td>Office of Student Affairs</td>
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<td>Student Health Services</td>
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<td>Student ID Center</td>
<td>Office of Student Affairs</td>
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<td>Transfer Center</td>
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<td>Veterans Education</td>
<td>Veterans Resource Center</td>
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## Divisions

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<th>LOCATION</th>
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<td>Business Education Building</td>
</tr>
<tr>
<td>Counseling Division</td>
<td>Administration Building</td>
</tr>
<tr>
<td>Fine Arts &amp; Communications Division</td>
<td>Fine Arts Building</td>
</tr>
<tr>
<td>Health Occupations Division</td>
<td>Health Science Building</td>
</tr>
<tr>
<td>Health, Physical Education, Dance &amp; Athletics Division</td>
<td>Physical Education Building</td>
</tr>
<tr>
<td>Liberal Arts Division</td>
<td>Liberal Arts/DSPS Building</td>
</tr>
<tr>
<td>Science, Engineering &amp; Mathematics Division</td>
<td>Physical Science &amp; Technology Building</td>
</tr>
<tr>
<td>Technology Division</td>
<td>Physical Science &amp; Technology Building</td>
</tr>
</tbody>
</table>

Emergency phones are found in the following locations and are to be used for emergency purposes only. These phones are a direct line to the campus police department; therefore, when using them please be sure to: identify yourself when placing the call — identify the nature and location of the emergency.

<table>
<thead>
<tr>
<th>Building</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration Building</td>
<td>Admissions and Records Office Records Room (Vault) only</td>
</tr>
<tr>
<td>Burnight Center Building</td>
<td>Lobby/Elevator, Music Wing/Elevator</td>
</tr>
<tr>
<td>Business Education Building</td>
<td>North Wing, South Wing</td>
</tr>
<tr>
<td>Cafeteria</td>
<td>Student Center</td>
</tr>
<tr>
<td>Classroom Building</td>
<td>Hallway</td>
</tr>
<tr>
<td>Fine Arts Complex</td>
<td>1st and 2nd Floors, North and South ends of main corridors</td>
</tr>
<tr>
<td>Gym</td>
<td>Southeast Corner</td>
</tr>
<tr>
<td>Health Science Building</td>
<td>1st Floor, 2nd Floor, 3rd Floor, East Elevator, West Elevator</td>
</tr>
<tr>
<td>Liberal Arts/DSPS Building</td>
<td>Intercoms, 1st and 2nd Floors Next to Elevators</td>
</tr>
<tr>
<td>Library</td>
<td>Elevator East Wing</td>
</tr>
<tr>
<td>LRC</td>
<td>Near Center Elevator of Upper/Lower Levels</td>
</tr>
<tr>
<td>Math/CIS Building</td>
<td>1st and 2nd Floors, East and West ends of main corridors</td>
</tr>
<tr>
<td>Multi-Purpose Building</td>
<td>1st Floor, East Exterior near Men’s Restroom; 2nd Floor, West End</td>
</tr>
<tr>
<td>Physical Education Building</td>
<td>Lobby/Women’s Locker Room</td>
</tr>
<tr>
<td>Physical Science &amp; Technology Building</td>
<td>1st Floor, West End/ East End; 2nd Floor, West End/ East End</td>
</tr>
<tr>
<td>Science Building</td>
<td>1st Floor, 2nd Floor</td>
</tr>
<tr>
<td>Skills Lab</td>
<td>West End/East End</td>
</tr>
<tr>
<td>Social Science Building</td>
<td>1st Floor, 2nd Floor, 3rd Floor, Elevator</td>
</tr>
<tr>
<td>Weight Training Room</td>
<td>Near Room 3</td>
</tr>
</tbody>
</table>

The emergency phones can be used for any of the following: emergencies, escorts, medical aid, reports of a crime, keys locked in car. From cell phones, reach Campus Police by calling (562) 402-3674 (for 911 emergency calls only).
Examinations will be conducted in the same room used for the regular class meeting.

Final examinations for all day classes will be held according to this schedule. On the chart below, find the appropriate square which identifies the starting day and time for your class during the regular semester. From this you can determine the date and two-hour time block for your final exam. Check with your instructor if your class day or start time does not appear on this final exam schedule.

**LAST DAY OR EVENING FOR CLASSROOM INSTRUCTION IS FRIDAY, DECEMBER 8.**

<table>
<thead>
<tr>
<th>EXAM TIME</th>
<th>DECEMBER 11 Monday</th>
<th>DECEMBER 12 Tuesday</th>
<th>DECEMBER 13 Wednesday</th>
<th>DECEMBER 14 Thursday</th>
<th>DECEMBER 15 Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 AM TO 8 AM</td>
<td>6:00 M T W T H</td>
<td>6:30 T T</td>
<td>6:30 D A I L Y</td>
<td>6:30 T H</td>
<td>6:30 F</td>
</tr>
<tr>
<td>8 AM TO 10 AM</td>
<td>7:00 M W</td>
<td>7:00 M T W T H</td>
<td>7:00 T T H</td>
<td>7:00 M W F</td>
<td>8:00 T H</td>
</tr>
<tr>
<td>10 AM TO 12 PM</td>
<td>9:00 M</td>
<td>9:00 M T W T H</td>
<td>9:00 T T H</td>
<td>9:00 W</td>
<td>9:00 T W T H</td>
</tr>
<tr>
<td>12 PM TO 2 PM</td>
<td>11:00 M</td>
<td>11:00 M W</td>
<td>11:00 T T H</td>
<td>11:00 W</td>
<td>11:00 T H</td>
</tr>
<tr>
<td>2 PM TO 4 PM</td>
<td>1:00 M</td>
<td>1:00 M W</td>
<td>1:00 T T H</td>
<td>1:00 W</td>
<td>1:00 D A I L Y</td>
</tr>
<tr>
<td>4 PM TO 6 PM</td>
<td>3:00 M</td>
<td>3:00 M T W T H</td>
<td>3:00 T T H</td>
<td>3:00 W</td>
<td>3:00 D A I L Y</td>
</tr>
<tr>
<td>6 PM TO 8 PM</td>
<td>5:00 M</td>
<td>5:00 M W</td>
<td>5:00 T</td>
<td>5:00 W</td>
<td>5:00 T H</td>
</tr>
<tr>
<td>8 PM TO 10 PM</td>
<td>7:00 M</td>
<td>7:00 M W</td>
<td>7:00 T T H</td>
<td>7:00 W</td>
<td>7:00 T H</td>
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**EXTENDED DAY FINALS**

<table>
<thead>
<tr>
<th>EXAM TIME</th>
<th>DECEMBER 11 Monday</th>
<th>DECEMBER 12 Tuesday</th>
<th>DECEMBER 13 Wednesday</th>
<th>DECEMBER 14 Thursday</th>
<th>DECEMBER 15 Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 AM TO 8 AM</td>
<td>6:00 M T W T H</td>
<td>6:30 T T</td>
<td>6:30 D A I L Y</td>
<td>6:30 T H</td>
<td>6:30 F</td>
</tr>
<tr>
<td>8 AM TO 10 AM</td>
<td>7:00 M W</td>
<td>7:00 M T W T H</td>
<td>7:00 T T H</td>
<td>7:00 M W F</td>
<td>8:00 T H</td>
</tr>
<tr>
<td>10 AM TO 12 PM</td>
<td>9:00 M</td>
<td>9:00 M T W T H</td>
<td>9:00 T T H</td>
<td>9:00 W</td>
<td>9:00 T W T H</td>
</tr>
<tr>
<td>12 PM TO 2 PM</td>
<td>11:00 M</td>
<td>11:00 M W</td>
<td>11:00 T T H</td>
<td>11:00 W</td>
<td>11:00 T H</td>
</tr>
<tr>
<td>2 PM TO 4 PM</td>
<td>1:00 M</td>
<td>1:00 M W</td>
<td>1:00 T T H</td>
<td>1:00 W</td>
<td>1:00 D A I L Y</td>
</tr>
<tr>
<td>4 PM TO 6 PM</td>
<td>3:00 M</td>
<td>3:00 M T W T H</td>
<td>3:00 T T H</td>
<td>3:00 W</td>
<td>3:00 D A I L Y</td>
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<td>6 PM TO 8 PM</td>
<td>5:00 M</td>
<td>5:00 M W</td>
<td>5:00 T</td>
<td>5:00 W</td>
<td>5:00 T H</td>
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<tr>
<td>8 PM TO 10 PM</td>
<td>7:00 M</td>
<td>7:00 M W</td>
<td>7:00 T T H</td>
<td>7:00 W</td>
<td>7:00 T H</td>
</tr>
</tbody>
</table>

**SPECIAL SITUATIONS:**
1. These exam times are subject to change and will be announced by instructors.
2. Classes scheduled for a double period on one day and a single period another day (e.g. 8 - 10 T Th and 9 Th) will have the final examination scheduled for that hour (8) on which the class meets both days (T Th) (for example, exam will be from 8 - 10 T).
3. Classes scheduled in a block on a single day (e.g. 9 – 12 T or 12 – 4 F) will take the final examination scheduled for the first hour on which the class meets (for example, exam time will be from 10 – 12 T for the 9 – 12 T class and 12 – 2 F for the 12 – 4 F class).
4. Students whom because of personal illness are unable to take examinations as scheduled must make individual arrangements with the instructor involved.
Map subject to change due to construction projects. Updates available at http://www.cerritos.edu/map.
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Cerritos College Transfer Center Summer-Fall Time Line

June 1 – 30, 2017
CSU application priority filing period for Winter quarter 2018 applicants, if open.

November 1 – 30, 2017
UC application priority filing period for Fall 2018 semester/quarter applicants. Attend UC application workshops. www.universityofcalifornia.edu/apply

July 1 – 31, 2017
UC application priority filing period for Winter quarter 2018 applicants, if open. Begin brainstorming on UC personal statement.

October 1 – November 30, 2017
CSU application priority filing period for Fall 2018 semester/quarter applicants. Attend CSU application workshops. www.csumentor.edu

August 1 – 31, 2017
CSU application priority filing period for Spring semester/quarter 2018 applicants, if open. Begin scholarship research and applications.

September 2017
Continue scholarship research and applications. UC TAG filing period Fall 2018. uctag.universityofcalifornia.edu

Cerritos College Transfer Center
Located in the Administration Building (AP), West Quad
Monday through Thursday, 8 a.m. – 7 p.m.; Friday, 8 a.m. – 2 p.m. Office hours are subject to change.
(562) 860-2451, ext. 2154 • www.cerritos.edu/transfer
Manny Muratalla discovered his interest in Chinese culture when he began taking Kung Fu lessons while in high school. For the Bellflower native born to Mexican parents, Manny was fascinated by Chinese culture. He enrolled in Chinese classes at the College in spring 2013 after graduating Somerset High School. The same year, he had an opportunity to travel to China for the first time for two weeks on a scholarship offered through a partnership between the College and the University of California, Los Angeles. Since then, he has returned to China every summer. Each year, he visits several different cities and interviews people on the street to learn the culture.

On campus, Manny wears many hats. The linguistics and Chinese major works as a teacher’s aide and conversation facilitator in the Intensive English Program, where he helps international students learn English and American culture to prepare for their study at the College. Manny also serves as president of the Chinese Student Club and organizes club activities. Because of his commitment and effort in promoting cultural understanding between the U.S. and China, he was selected as 100K Strong Student Ambassador by the US-China Strong Foundation, a nonprofit organization that seeks to strengthen US-China relations by fostering a new generation of leaders, and was invited to its Student Ambassador Conference in Washington, D.C. representing Cerritos College. Recently, Manny competed in the Chinese Proficiency Competition for non-native Chinese speaking students, held at the University of Arizona, Tucson, and won second place. He also won the Curricular Award in Chinese from the Associated Students of Cerritos College.

This fall, Manny will transfer to San Francisco State University’s Chinese Flagship program to further his Chinese studies. “The Flagship Program allows me to study a semester or year in China,” said Manny. He plans to teach a few years in China after he completes his bachelor’s degree, and obtain a master’s in TESOL (teaching English to speakers of other languages) to bridge the two cultures as a translator and teacher.