

# MESSAGE FROM THE PRESIDENT

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*G*reetings, and welcome to the 2010 Summer Session at Cerritos College.

We are thrilled that you are taking advantage of the summer session to further your educational goals. At Cerritos College, we value your commitment to education and pledge to equal that commitment by providing a rigorous curriculum and student support services to promote student success.

We trust that you will find what you need as you browse this class schedule. It is our hope that as you explore your interests and passions through learning, you will discover the greatness of your potential.

Our faculty and staff welcome you, as do I and the Cerritos College Board of Trustees.

Sincerely,

*Dr. Linda L. Lacy*

Cerritos Collge President/Superintendent



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## OUR MISSION

*Cerritos College's mission is to serve the community by building futures through learning. Cerritos College is an open access institution committed to providing high-quality, academically rigorous instruction in a comprehensive curriculum that respects the diversity represented in our student body and our region.*

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## 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

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## CERRITOS COMMUNITY COLLEGE DISTRICT ADMINISTRATION

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In accordance with Section 508 of the Rehabilitation Act, this information is available in alternate formats by calling 562/860-2451, extension 2333.

**B**orn to a teacher mother, teaching just came naturally to Cerritos College psychology professor Kimberley Duff. Duff's family came to the United States from Scotland when she was nine years old.

The school district in the Midwest had no idea which grade to place this new student in, who was from a different school system in Scotland, and she ended up in fifth grade as a nine-year-old.

She admits that she was not a very successful student in high school due to the cultural difference and age difference and did not like school. It's not hard to imagine the difficulty keeping up with high school level classes for a 13-year-old, let alone adjusting to a new culture. Even though the language spoken is the same English, the American culture is very different from the Scottish culture.

Duff remembers feeling torn between two cultures. When she disagreed with someone American, she would get "that's because you are not American," and when she disagreed with someone back home, the person would tell her "that's because you are American."

These cultural experiences initiated her interest in psychology and in researching stereotypes. After finding her calling for psychology – she was a college student by then – she excelled at school.

She received her bachelor's degree in psychology with honors from UC Santa Barbara and continued her studies to earn her master's degree in 1995 and her doctoral degree in 1999, both from the University of Illinois, Chicago. Since then she has taught as an associate professor in Cerritos College's psychology department.

As an instructor, she believes it's never too early for students to do research that matters. While most students presenting their research findings at national conferences are graduate students, Duff has encouraged her community college students and alumni to jump in and give their seniors a run for their money—with impressive results. This has led to many former Cerritos College students continuing in a career in psychology at the four-year university level and beyond.

Students are often surprised that they are able to do sophisticated research at a community college, and the feedback she receives from the students is overwhelmingly positive.

Mentoring has always been Duff's passion above anything else. As part of her sabbatical project in 2008, Duff developed the MAP Web site ([www.cerritos.edu/kduff/map](http://www.cerritos.edu/kduff/map)) in which her psychology students can connect over the Internet with former Cerritos College psychology students, as well as access valuable information related to their major.

The MAP Web site is designed for students of psychology and uses students as a resource. The Web site provides biographies of psychology

## *Kimberley Duff's Excellence Leaps Beyond the Status Quo*



alumni from the research methods course and provides current students a way to contact these former students to serve as mentors.

It highlights novel empirical research that students have conducted and presented at conferences, podcast interviews with former students about what makes them successful students and psychologists, and many other resources for students.

Through MAP, Duff is connected with an amazing 70 percent of the research class graduates and they are giving back to the college by serving the current students as mentors.

As a teacher, few things are more gratifying to Duff than to watch her students have such success. "Seeing our students have their work accepted through the review process is a testament to all of their hard work, and it reflects the quality of education that our students receive at Cerritos," she says.

Duff received the Society for Teaching of Psychology's 2008 Wayne Weiten Excellence in Teaching Award, which annually recognizes an outstanding teacher at a two-year college. The Society for Teaching of Psychology is Division 2 of the American Psychological Association (APA).

Duff wears many hats as Psychology Club and Psi Beta co-advisor, book reviewer for various publishers, managing editor for MyPsychLab, and a multimedia Web site developer, to name a few, plus teaching and mentoring her students.

Although she encourages her students to interact and mentor each other, there is no mentor that is more passionate and supportive of the psychology students than Duff herself.

"Thanks to Dr. Duff's support, students realize that they are able to do outstanding research at a community college," said Maria Cosio, Dr. Duff's former student and former teaching assistant.

To Duff, excellence is to have a passion in what you do and go above and beyond what others are doing – and she herself stands as a testament to excellence.

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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 Office of Admissions at (562) 860-2451, extension 2211. Office hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9. Additional information is available in Spanish on pages 6-10 and 63.

Si usted tiene preguntas o necesita información en español acerca del Colegio de Cerritos, llame por favor a la Oficina de Admisiones al número (562) 860-2451, extensión 2211. El horario de oficina es Lunes y Jueves, 8 a.m. – 4:30 p.m.; Martes y Miércoles, 8 a.m. – 7 p.m.; y Viernes, 8 a.m. – mediodía. El colegio estará cerrado los Viernes de Mayo 28 a Agosto 6, excepto por Junio 4 y Julio 9. Información adicional está disponible en español en las páginas 6-10 y 63.

# SUMMER 2010 CALENDAR OF IMPORTANT DATES

## MYCERRITOS AND ON-CAMPUS ENROLLMENT FOR DSPS AND EOPS STUDENTS BY PRIOR ARRANGEMENT ONLY:

MyCerritos Enrollment for Disabled and EOPS Students	April 15	7 am – midnight
On-Campus Enrollment for Disabled Students	April 15	10 am – 12 pm and 5 pm – 6 pm
On-Campus Enrollment for EOPS Students	April 15	1 pm – 2 pm and 6 pm – 7 pm

## MYCERRITOS APPLICATION/ENROLLMENT HOURS:

Monday – Saturday	2 am – midnight
Sunday	8 am – midnight

## ADMISSIONS AND RECORDS OFFICE FEE PAYMENT HOURS:

April 15 – May 21	Monday and Thursday	8 am – 3:30 pm
	Tuesday and Wednesday	8 am – 6:30 pm
	Friday	8 am – 12 pm
May 24 – August 5	Monday and Thursday	8 am – 3:30 pm
	Tuesday and Wednesday	8 am – 6:30 pm

**Please note that the campus will be closed on Fridays from May 28 through August 6, except for June 4 and July 9.**

## IMPORTANT DATES:

Memorial Day Holiday	May 31
First day to file petition for A.A. Degree and Certificate for Summer	May 24
Last day to file petition for A.A. Degree and Certificate for Summer	July 1
Independence Day Holiday	July 5
Summer Session Ends	August 13

## CERRITOS COLLEGE OFFERS APPLICATION AND ENROLLMENT VIA THE WEB.

**For Online submission of Admissions applications:**

[my.cerritos.edu](http://my.cerritos.edu)

**“Student Application - Online”**

**For Online Enrollment:**

[www.cerritos.edu](http://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.

### DISCLAIMER

*Cerritos College has made reasonable efforts to assure 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 Cleary 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 at (562) 860-2451, extension 3202. This report is also available on the Web at [www.cerritos.edu/police](http://www.cerritos.edu/police).

# SUMMER 2010 CALENDAR OF IMPORTANT DATES

*If your class dates and deadlines are not listed, please call the Admissions and Records Office at (562) 860-2451, x2211, for assistance.*

FIRST 6-WEEK SESSION:	MAY 24 - JULY 2
Enrollment dates	April 15 - May 23
Instructor-initiated adds	May 24 - May 26
Last day to drop with a refund	May 26
Last day to add (Instructor initiated)	May 26
Last day to drop without a "W"	June 7
Last day to elect P/NP grading option	June 7
Last day to drop with a "W"	June 24

SECOND 8-WEEK SESSION:	JUNE 21 - AUGUST 13
Enrollment dates	April 15 - June 20
Instructor-initiated adds	June 21 - June 23
Last day to drop with a refund	June 23
Last day to add (Instructor initiated)	June 23
Last day to drop without a "W"	July 6
Last day to elect P/NP grading option	July 6
Last day to drop with a "W"	July 29

FIRST 8-WEEK SESSION:	MAY 24 - JULY 16
Enrollment dates	April 15 - May 23
Instructor-initiated adds	May 24 - May 26
Last day to drop with a refund	May 26
Last day to add (Instructor initiated)	May 26
Last day to drop without a "W"	June 8
Last day to elect P/NP grading option	June 8
Last day to drop with a "W"	July 10

SECOND 6-WEEK SESSION:	JULY 6 - AUGUST 13
Enrollment dates	April 15 - July 5
Instructor-initiated adds	July 6 - July 7
Last day to drop with a refund	July 7
Last day to add (Instructor initiated)	July 7
Last day to drop without a "W"	July 15
Last day to elect P/NP grading option	July 15
Last day to drop with a "W"	August 3

12-WEEK SESSION:	MAY 24 - AUGUST 13
Enrollment dates	April 15 - May 23
Instructor-initiated adds	May 24 - June 1
Last day to drop with a refund	June 1
Last day to add (Instructor initiated)	June 1
Last day to drop without a "W"	July 16
Last day to elect P/NP grading option	July 16
Last day to drop with a "W"	July 26



I-WEEK SESSION DATES	ENROLLMENT DATES	LAST DAY TO ADD	LAST DAY TO DROP WITH A REFUND, DROP WITHOUT A "W", AND ELECT P/NP GRADING OPTION	LAST DAY TO DROP WITH A "W"
May 24 – 27	April 15 – May 23	May 23	May 24	May 26
June 7 – 10	April 15 – June 6	June 6	June 7	June 9
July 6 – 8	April 15 – July 5	July 5	July 6	July 7
July 12 – 15	April 15 – July 11	July 11	July 12	July 14
July 19 – 22	April 15 – July 18	July 18	July 19	July 21

*Deadlines do not reflect in-person, office availability. Adds/drops available through MyCerritos.*

***During the week of May 24-28, parking is free in all white-lined stalls.  
Tune in to 1700 AM, Cerritos College Radio, for updated information on enrollment and registration.***

# ADMISSION AND ORIENTATION

## ADMISSION Y ORIENTACION

### ALL COURSE PREREQUISITES ARE STRICTLY ENFORCED BY MYCERRITOS ENROLLMENT. READ YOUR COURSE SELECTIONS CAREFULLY FOR ALL REQUIREMENTS.

*Matriculation is a process designed to assist students in accomplishing their educational goals. The process brings the college and the student into an agreement for the purpose of realizing the student's educational goal.*

*The primary purpose of matriculation is student success. For additional information, visit the matriculation website at <http://cms.cerritos.edu/counseling/matriculation>.*

#### THE COLLEGE AGREES TO PROVIDE:

- An admissions application process.
- An orientation to the College's programs and services.
- An assessment of the student's study skills, English language proficiency, computational skills, goals, learning skills, career aspirations, academic performance, and need for special services.
- Counseling and advisement to develop an educational plan.
- Follow-up evaluation of each student's progress in achieving an education goal.

#### THE STUDENT AGREES TO:

- Express at least a broad educational intent upon admission.
- Declare an educational goal before or during the term after which the student completed 15 units.
- Attend class.
- Work diligently to complete course assignments.
- Demonstrate an effort to attain an educational goal.

#### NEW STUDENT

You are a new student if this is the first time you are attending any college.

#### TRANSFER STUDENT

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

#### RETURNING STUDENT

You are a readmit student if you have previously attended Cerritos College but did not attend the 2010 Spring semester.

#### CONTINUING STUDENT

You are a continuing student if you were enrolled in credit classes at Cerritos College during the 2010 Spring semester.

#### 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 [my.cerritos.edu](http://my.cerritos.edu), "Student Application-Online."
- Continuing students who were active in the previous session will be mailed enrollment material and are **ENCOURAGED TO ENROLL USING MY CERRITOS**.
- **International students are in F-1 student visa status.** International students must submit an International Student application, meet specific admission requirements, and pay a \$50 (\$35 for re-admit students) processing fee. Students with other visa status (e.g., B-2, F-2, H-4, etc.) are given the provisions to change to F-1 status. Contact the International Student Center at (562) 860-2451, ext. 2133, to have an application sent directly to your mailing address or download an application by visiting our website at [www.cerritos.edu/isc](http://www.cerritos.edu/isc).

F-2 visa holders are not authorized to study in academic programs. All F-2 visa holders who wish to study at Cerritos College are required to change to an F-1 student visa. **F-2 students attending high school should apply for F-1 visa status at least 3-4 months before graduating and transferring to Cerritos College.** Contact the International Student Center for further instructions.

#### ADMISSION

##### *¿Quién puede solicitar admisión?*

- 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 admission 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, [my.cerritos.edu](http://my.cerritos.edu) "Student Application – Online."
- Estudiantes que estuvieron activos en la sesion anterior reciban el material de inscripción por correo y son **EXORTADOS A INSCRIBIRSE POR EL SITIO WEB MY.CERRITOS.EDU**.
- **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 (\$35 para estudiantes que sean re-admitidos) por el cobro de procesamiento. A los estudiantes con otro estatus (por ejemplo, B-2, F-2, H-4, etc) se les puede proveer la oportunidad de cambiar su estatus migratorio por medio de la visa de estudiante (F-1). Contacte el Centro Internacional de Estudiantes si desea que se le envíe una aplicación a su dirección o también puede obtenerla directamente visitando el sitio web [www.cerritos.edu/isc](http://www.cerritos.edu/isc).

# ADMISSION AND ORIENTATION

## ADMISION Y ORIENTACION

Los poseedores de visa F-2 no están autorizados para estudiar en programas académicos. Los poseedores de visa F-2 que deseen estudiar en el Colegio de Cerritos deberán cambiar a visa de estudiante, F-1. Los estudiantes que poseen una visa F-2 y que son alumnos de la escuela secundaria deberán aplicar para un estatus de visa F-1 por lo menos 3-4 meses antes de graduarse y transferirse al Colegio de Cerritos. Contacte el Centro de Estudiantes Internacionales para recibir más instrucciones.

### ORIENTATION

- The new student orientation workshops are designed to acquaint you with Cerritos College and its programs and services. Attendance will make your enrollment process easier. Orientation workshops are held at a variety of times prior to the start of each semester and online at [www.cerritos.edu/counseling](http://www.cerritos.edu/counseling).
- Both day and evening workshops are available prior to enrollment. The workshops include campus information, counseling, and a tour of the campus. Make an appointment for a workshop in the Counseling Office or call (562) 860-2451, ext. 2231.
- It is recommended that students new to college attend an orientation workshop before they enroll. TRANSFER students are also highly encouraged to attend an orientation workshop. Readmit and continuing students are exempt.
- Orientation and Educational Planning classes are offered throughout the semester. These classes are listed in the schedule of classes under Counseling 50 (COUN 50), Orientation and Educational Planning.

### ORIENTACION

- Las conferencias de orientación para los nuevos estudiantes han sido diseñadas para familiarizarlo con Cerritos College y sus programas y servicios. Asistencia a estas conferencias le harán más fácil su proceso de inscripción. Estas conferencias de orientación se realizan varias veces antes de el comienzo de cada semestre y a travez de el servicio de internet en [www.cerritos.edu/counseling](http://www.cerritos.edu/counseling).
- Las conferencias estan disponibles tanto en el día como en la noche antes de la inscripción. Estas conferencias incluyen información acerca de el colegio, consejería, y un recorrido por el colegio. Para hacer una cita para una conferencia, vaya a la Oficina de Consejería (Counseling Office) o llame al (562) 860-2451 ext. 2231.
- Se recomienda que los estudiantes nuevos para el colegio asistan a una conferencia de orientación antes de inscribirse. Estudiantes que están siendo transferidos de otro colegio son también exortados a asistir a una de estas conferencias. Estudiantes que estuvieron activos en la sesion anterior y estudiantes que son readmitidos están exentos.
- Clases de orientación y planeamiento de educación se ofrecen durante todo el semestre. Estas clases se encuentran en el calendario de clases bajo Asesoramiento 50 (Counseling 50 - COUN 50), Planeamiento de Orientación y Educacion.

## 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.

### *Prerequisites are strictly enforced by MyCerritos enrollment.*

- *Complete placement tests and enroll into the recommended courses.*
- *Complete the prerequisite course with a "C" grade or higher.*
- *Bring transcripts to the Counseling Department of a prerequisite course completed at another college.*

## STUDENT ACTIVITY STICKER AND IDENTIFICATION CARD

A student activity sticker and identification card can be obtained from the Student I.D. Center which is located in the game room between the Food Court and the College Bookstore.

### REGULAR HOURS

During fall and spring semesters: 9 a.m. – 1 p.m. and 2 p.m. – 6 p.m., Monday through Thursday. Hours vary during summer sessions. Check the Student Activities website or call the Student I.D. Center at (562) 860-2451, ext. 2480.

### EXTENDED HOURS

During the week before and the first week of classes in fall and spring semesters, the Student I.D. Center will be open on Fridays, 9 a.m. – 3 p.m.

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. 2480.

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.

# ASSESSMENT

## EVALUACION

### WHAT IS “ASSESSMENT?”

“Assessment” means the process of gathering information about an individual student to facilitate his or her success. At Cerritos College, assessment testing includes, but is not limited to, the collection of information regarding a student’s study skills, English language proficiency, computational skills, high school and/or college transcript review, 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.

### ¿QUE ES LA “EVALUACION?”

“Evaluación” es el proceso de recopilación de información acerca de un alumno para facilitar su éxito. En Cerritos College, este examen incluye pero no está limitado a la recopilación de información en relación a las aptitudes de el estudiante, el dominio de el idioma inglés, conocimientos de computación, revision de educación transferida de la secundaria o de otro colegio, evidencia de título A.A. o superior que haya sido obtenido en una institución acreditada, capacidad de aprendizaje, rendimiento escolar, y la necesidad de servicios especiales. Además, la evaluación es la oportunidad de estudiar aspiraciones, metas, habilidades, intereses y valores con respecto a la carrera.

### DO I NEED TO TAKE AN ASSESSMENT TEST?

All new students need to be assessed. If you plan to enroll in a math, English, or reading class or if you plan to earn an A.A. degree, it is strongly recommended that you take assessment tests prior to enrollment. A student number and photo ID are required to take the test. All tests are computerized.

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.

### ¿ES NECESARIO TENER UNA APRECIACION DE PRUEBA?

Todos los nuevos estudiantes necesitan ser evaluados. Si usted planea inscribirse en clases de matemáticas, inglés, o lectura o si planea obtener un título A.A., es recomendable que tome el examen de evaluación antes de inscribirse. Para tomar el examen deberá presentar su número de estudiante y una identificación con fotografía. Todos los exámenes son computarizados.

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.

### MATRICULATION SERVICES WAIVER

Cerritos Community College offers Matriculation Services to all new students prior to their enrollment in classes. These services include: admission to the college, orientation, assessment and counseling. A student can elect to waive any or all Matriculation services. Should you decide, at a later date, to participate or utilize a previously waived service, you may do so by requesting the service through the Counseling Office. If you have special needs for completing assessment, orientation or counseling, please contact the Counseling Office.

### RENUNCIA A SERVICIOS DE MATRICULACION

Cerritos College ofrece servicios de matriculación a todos los nuevos estudiantes antes de inscribirse en clases. Estos servicios incluyen: admisión a el colegio, orientación, evaluación y asesoramiento. Estudiantes pueden optar por renunciar a cualquier o todos los servicios de matriculación. En caso de que usted decida, en una fecha posterior, participar o utilizar un servicio al cual había renunciado previamente, puede hacerlo solicitando el servicio a través de la Oficina de Consejería (Counseling Office). Si tiene necesidades especiales para completar la evaluación, orientación o asesoramiento, contacte la Oficina de Consejería.

### ASSESSMENT TEST EXEMPTIONS

Students who already possess an A.A. degree or higher are not required to take assessment tests, but will be required to verify the degree by presenting official documents to the Admissions Office at least one week prior to enrollment.

### EXCEPCIONES PARA EL EXAMEN DE EVALUACION

Los estudiantes que ya poseen un título A.A. o superior no están obligados a tomar el examen de evaluación, pero tendrán que verificar su título presentando documentos oficiales en la Oficina de Admisiones por lo menos una semana antes de inscribirse.

### INDIVIDUAL ASSESSMENT TEST

#### Exceptions for Course Placement

**English**– If you have completed English 100 or an equivalent three or four unit college-level composition course with a “C” grade or higher at an accredited college, you are exempt from the English Assessment. Please submit official proof (grade reports or transcripts) to a counselor prior to enrollment.

**Basic Math**– If you have completed Algebra 1 or higher with a “B” grade or higher at a high school or an accredited college, you are exempt from the Basic Math Assessment. Please submit official proof (grade reports or transcripts) to a counselor.

**Advanced Math**– Students who achieve Math 60 clearance on the Basic Math Readiness Test may take one of the appropriate Advanced Math Tests to determine their suitable math level

**OR** Students may be placed in advanced math courses based on “B” grade or higher in recently completed high school or college algebra courses. It is strongly recommended that these math courses have been completed within the past three years. Proof of high school or college grades is required.

**Advanced Placement Courses**–Students who participate in advanced placement courses at their high schools and earn required scores on tests can earn college credit for those courses when they come to Cerritos College. A student who scores 3, 4 or 5 on the College Board Advanced Placement Test in the areas of Biology, Chemistry, English, Mathematics, Physics, Spanish, Economics, Government/Politics and History may be eligible to receive college credit for selected classes. 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.

# ASSESSMENT

## EVALUACION

### EXAMENES INDIVIDUALES DE EVALUACION

#### Excepciones para colocación

**Inglés** – Si ha completado Inglés 100 (English 100) o un curso de tres o cuatro unidades en composición a nivel de Universidad con un grado de “C” o más alto en un colegio acreditado, usted está exento de tomar la evaluación de Inglés. Por favor envíe prueba oficial (calificaciones o transcripciones) a un consejero antes de inscribirse.

**Matemáticas Básicas** – Si usted ha completado Álgebra 1 o superior con un grado de “B” o más alto en una escuela superior o universidad acreditada, usted está exento de tomar la evaluación de Matemáticas Básicas. Por favor envíe prueba oficial (calificaciones o transcripciones) a un consejero.

**Matemáticas Avanzada** – Los estudiantes que pasen el nivel de Matemáticas 60 (Math 60) al presentar el examen en Matemáticas Básicas, podrán tomar un examen de Matemáticas Avanzada para determinar su nivel adecuado de matemáticas.

**O** Estudiantes pueden ser colocados en cursos avanzados de matemáticas si recientemente completaron cursos en álgebra para colegio en la secundaria o universidad con un grado de “B” o más alto. Se recomienda encarecidamente que estos cursos se hayan completado en los últimos tres años. Prueba de grados de la escuela secundaria o universidad es obligatoria.

**Cursos de Elegibilidad Avanzada** – Los estudiantes que participan en elegibilidad para cursos avanzados en sus escuelas secundarias y obtienen los resultados requeridos en los exámenes, pueden obtener créditos universitarios para esos cursos cuando vienen a Cerritos College. Estudiantes que reciban puntuaciones de 3, 4 o 5 en el examen “College Board Advanced Placement Test” en las áreas de Biología, Química, Inglés, Matemáticas, Física, Español, Economía, Gobierno y Política e Historia puede ser elegible para recibir créditos universitarios en ciertas clases. Para más detalles, solicite hablar con un consejero.

**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.

### ACCOMMODATIONS FOR ENGLISH AS A SECOND LANGUAGE

Students planning to take ESL (English as a Second Language) courses need to take the CELSA exam.

### ADAPTACIONES PARA INGLES COMO SEGUNDO IDIOMA

Estudiantes que planean tomar cursos de ESL (Inglés como Segundo Idioma) necesitan tomar el examen CELSA.

### MAY I RETAKE A TEST?

Students may repeat any assessment test one time AFTER an 18-week waiting period from the original test date.

### ¿PUEDO REPETIR UN EXAMEN?

Los estudiantes pueden repetir cualquiera de los exámenes de evaluación una sola vez después de que un período de espera de 18 semanas después de el examen original haya pasado.

### ASSESSMENT TESTING SCHEDULE

Copies of the assessment testing schedule are available on the Cerritos College Career Services web page ([www.cerritos.edu/assessment-center](http://www.cerritos.edu/assessment-center)), or at the Admissions Office, Counseling, and Career Services Center, or call (562) 860-2451, ext. 2355, for dates and times. Appointments are available during peak testing periods of November-January and June-August.

### CALENDARIO DE EVALUACIONES

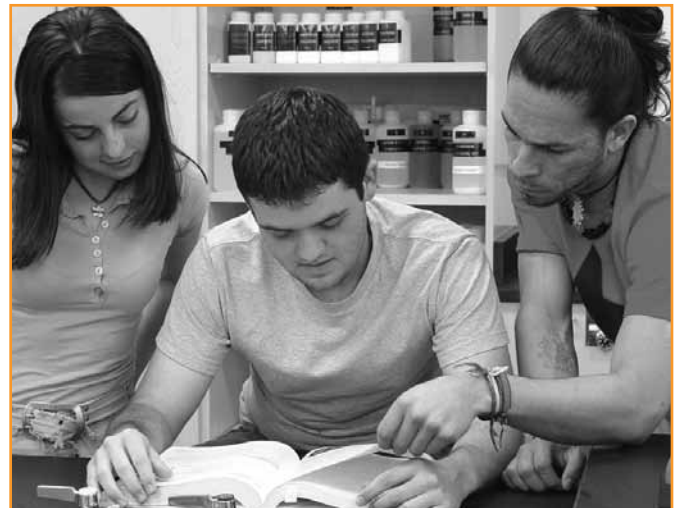
Copias de el calendario de los exámenes están disponibles en la página web de Cerritos College Career Services ([www.cerritos.edu/career-services/assessment-testing](http://www.cerritos.edu/career-services/assessment-testing)), o en la Oficina de Admisiones, Consejería, y el Centro de Servicios de Carrera, o llame al (562) 860-2451, ext. 2355, para fechas y horarios. Hay citas disponibles durante las temporadas altas de Noviembre-Enero y Junio-Agosto.

### 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, (562) 860-2451, ext. 2333. A current Cerritos College application must be on file and advance request for DSPS assistance is necessary. Alternative administration may include extended time, large print, readers, writers, or the use of assistive technology.

### 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 el examen. Estas alternativas pueden incluir extension de tiempo, el tipo de imprenta mas grande, personas que le asistan con la lectura o escritura, o el uso de asistencia tecnológica.



# COUNSELING AND FOLLOW-UP

## CONSEJERIA Y POSTERIORES

### COUNSELING

- All students new to college should attend an orientation workshop to receive counselor assistance for course selection prior to enrollment. Returning and transfer students should also see a counselor.
- Complete assessment requirements before seeing a counselor.
- Students on academic or progress probation are required to receive course approval from a counselor prior to enrollment.
- Counselors are available on an appointment or walk-in basis prior to enrollment.
- During enrollment, counselors are available on a limited walk-in basis.
- Counselors are available online at <http://www.cerritos.edu/counseling>.
- Once the semester begins, new, readmit, and transfer students are highly encouraged to make a counseling appointment to discuss educational goals and to make an educational plan.

Continuing students are encouraged to meet with a counselor every semester to ensure their educational plan accurately reflects their educational goal. Make an appointment at the counseling desk or call (562) 860-2451, ext. 2231.

### CONSEJERIA

- Todos los estudiantes nuevos para el colegio deben asistir a una orientación para recibir asistencia de un consejero que los pueda ayudar a seleccionar los cursos adecuados antes de inscribirse. Estudiantes que están transfiriendo de otra institución o que regresan después de una ausencia deberán ver a un consejero.
- Complete los requisitos de la evaluación antes de ver a un consejero.
- Los estudiantes que están en académico o progreso condicional deberán recibir aprobación de un consejero para tomar cursos antes de inscribirse.
- Consejeros están disponibles por medio de citas antes de el período de inscripción.
- Durante el período de inscripción consejeros están disponibles sin cita, pero estas citas son limitadas.
- Los consejeros están disponibles en línea en <http://www.cerritos.edu/counseling>.
- Una vez que el semestre comienza, estudiantes que son nuevos, readmitidos, o transferidos de otra institución, son exortados a hacer una cita con un consejero para discutir metas educativas y hacer un plan de educación.

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 en el mostrador de consejería o llame al (562) 860-2451 ext. 2231.

### 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.

### 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.

### BASIC SKILLS COURSE LIMITATIONS

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

BCOM 46

ENGL 15, 20, 22, 30, 31, 32

MATH 20, 40,

READ 41, 43, 46

“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.

As students near this thirty (30) unit limit, they will be notified by the Dean of Academic Affairs and referred to a counselor for educational planning.

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.



# ENROLLMENT INSTRUCTIONS

## MYCERRITOS ENROLLMENT DATES

April 15 - July 18, 2010

Monday - Saturday

2:00 a.m. - midnight

Sunday

8:00 a.m. - midnight

All eligible continuing students have the opportunity to enroll for classes on or after their scheduled appointment by logging on to the Cerritos College home page at [www.cerritos.edu](http://www.cerritos.edu) and selecting **MyCerritos**. (Please verify your appointment date and time.)

## WHO MAY ENROLL USING MYCERRITOS

All continuing students (students who attended Spring 2010) and new, returning, and transfer students who have met matriculation requirements.

**Exceptions:**

- Students who are on probation, subject to dismissal, or who have not seen a counselor for a contract.
- Students with enrollment holds (NSF checks, library and athletic obligations, administrative holds, etc.)

## VERIFY YOUR APPOINTMENT

Verify your appointment date and time at [www.cerritos.edu](http://www.cerritos.edu) and select **MyCerritos**, “**Student Center**”, “**Enrollment Dates**”. On your appointment date and time, log on to **MyCerritos**, “**Student Center**”, “**Enroll**”.

## REQUIREMENTS BEFORE ENROLLMENT

### **Academic Advisement:**

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

### **DSPS and EOPS Students:**

Should first contact their counselor or specialist in their program for enrollment assistance.

### **Clear Holds:**

All enrollment holds must be cleared prior to your enrollment date.

## PLAN YOUR CLASS SCHEDULE

- **Check student data on enrollment appointment.** If there are corrections, please contact Admissions and Records, in person, as soon as possible. Address, phone number and email corrections can be made by using **MyCerritos**.
- **Check “Holds and To Do’s” on MyCerritos prior to enrolling.**
- **Use the worksheet on page 15.**
- **List classes in priority order; 8 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.**

## NOTE:

- **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.
- **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 13.
- **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 (Summer 2010).
- 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.

## FEES ARE DUE AND PAYABLE

**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 and tuition. The amounts due will appear on the student account. **PAY CLOSE ATTENTION TO ALL DEBTS LISTED FOR EACH TRANSACTION.** Board of Governors Fee Waiver (BOGFW) students' course enrollment fees are waived; however all other fees, including but not limited to the Student Health fee and applicable lab/materials fees, are due and payable at the time of enrollment.

**Failure to pay in seven (7) calendar days will result in withdrawal from courses and/or wait lists.**  
**Day one (1) of seven (7) calendar days begins when enrollment occurs for each class.**

CERRITOS COLLEGE WILL BE CLOSED ON FRIDAYS FROM MAY 28 THROUGH AUGUST 6, EXCEPT FOR JUNE 4 AND JULY 9.

# PAYING YOUR FEES

**IMPORTANT:** 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 and tuition. Board of Governors Fee Waiver (BOGFW) students' course enrollment fees are waived; however all other fees, including but not limited to the Student Health fee and applicable lab/materials fees, are due and payable at the time of enrollment. **Failure to pay in seven (7) calendar days will result in withdrawal from courses and/or wait list.** Please refer to "FEES ARE DUE AND PAYABLE" on page 11.

## ON THE WEB VIA MYCERRITOS ([HTTP://MY.CERRITOS.EDU](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. # in the "memo" portion of your money order or cashier's check.
- Enclose your registration payment coupon with your pre-printed Student I.D. # and name.
- Send your payment to: Admissions and Records, Cerritos College, 11110 Alondra Boulevard, Norwalk, CA 90650
- You will receive your enrollment print-out and receipt by return mail.
- Parking permits will be mailed to students who enroll on MyCerritos and pay their fees prior to the start of the term.

## ON CAMPUS:

- Pay your fees on campus in the Admissions and Records Office within seven (7) calendar days. Fee windows are open 8:00 a.m. to 3:30 p.m., Monday and Thursday; 8:00 a.m. to 6:30 p.m., Tuesday and Wednesday; and 8:00 a.m. to noon on Friday. You may also drop your fee payment in the box provided in the Admissions Office by 3:00 p.m., Monday through Thursday, or Friday before 11:00 a.m., for same day processing. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9.
- Bring your registration payment coupon.
- You will receive an enrollment print-out and receipt.

## FEES

Enrollment Fee*	\$26 per unit
Student Activity Fee	\$4
Health Services Fee	\$13
Parking Fee (optional)	\$20
Non-Resident Tuition Fee	\$221 per unit (\$183 per unit non-resident tuition plus \$38 per unit capital outlay fee)

\*Subject to legislative change.

*If you require further assistance contact Admissions and Records at (562) 860-2451, extension 2211, Monday and Thursday, 8 a.m.–4:30 p.m.; Tuesday and Wednesday, 8 a.m.–7 p.m.; and Friday, 8 a.m.–12 p.m. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9.*

**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.

## WAIT LIST

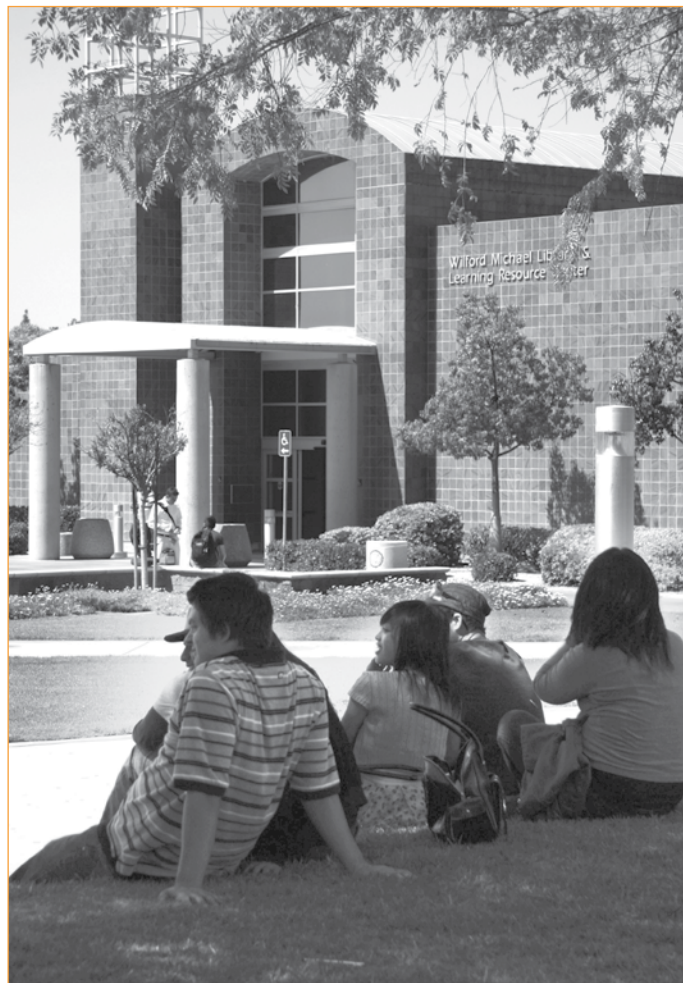
As you enroll in classes, you may find that some are “closed.” This means that these classes have reached maximum enrollment. In this event you may choose to add your name to the wait list. The number of additions to wait lists is limited to 10 units. Please follow the instructions on **MyCerritos**.

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 **MyCerritos** 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 Sunday 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.**



## 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](http://www.cerritos.edu/northwood)

# READING THE CLASS SCHEDULE

Course number

Course name

**POL 101**

**3.0 UNITS**

**AMERICAN POLITICAL INSTITUTIONS**

*Must satisfy requirements PRIOR to taking the course.*

Transferable to UC, CSU (CAN GOVT 2)  
Prerequisite: Satisfactory completion of the English Placement Process or ENGL 20 or equivalent with a grade of Credit or "C" or higher and satisfactory completion of the Reading Placement Process or READ 43 or equivalent with a grade of Credit or "C" or higher.

Instructor name

Specific instructor not yet designated

Dates class meets.

27139

8:00-10:15AM MTWTh  
Class#27139 meets 05/19/2008-06/27/2008

STAFF

SS214

27140

10:15-12:30PM MTWTh  
Class#27140 meets 05/19/2008-06/27/2008

Obasohan,V

SS314

27141

12:30- 2:45PM MTWTh  
Class#27141 meets 05/19/2008-06/27/2008

Obasohan,V

(HYBRID)

SS314

27142

9.0 HRS ARR (OL)  
Class#27142 meets 05/19/2008-06/27/2008

Falcon,D

ONLINE

**27675**

**5:45- 8:00PM MTWTh**  
Class#27675 meets 05/19/2008-06/27/2008

STAFF

SS214

Class meets online.

28042

9.0 HRS ARR (OL)  
Class#28042 meets 05/19/2008-06/27/2008

Obazuaye,S

ONLINE

27329

8:00-10:15AM MTWTh  
Class#27329 meets 06/30/2008-08/08/2008

STAFF

SS214

**27650**

**5:45- 8:00PM MTWTh**  
Class#27650 meets 06/30/2008-08/08/2008

STAFF

SS314

Class number needed for enrollment.

Time class meets. Evening classes are designated in bold print.

Days the class meets

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

Online course- See definition below

Building & room number

**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 details.



# ENROLLMENT WORKSHEET

Name					Student I.D.						
Class # (5 digits)	Subject	Catalog #	Units	Time	M	T	W	T	F	S	Instructor
21066	<i>Math</i>	60	4	9-11	X		X				<i>Jones</i>

## WAIT LIST TABLE

*No more than 10 units can be wait listed. Prompt attendance on the first day is recommended for all wait-listed classes. Failure to attend may jeopardize your enrollment status.*

Name					Student I.D.						
Class # (5 digits)	Subject	Catalog #	Units	Time	M	T	W	T	F	S	Instructor
21066	<i>Math</i>	60	4	9-11	X		X				<i>Jones</i>

# FEES/REFUND INFORMATION AND PROCEDURES

## EXPENSES

1. **\*Enrollment Fee:** \$26 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 \$221 per unit (\$183 per unit non-resident tuition and a \$38 per unit capital outlay fee) in addition to the \$26 per unit enrollment fee above.
3. **Student Activity Fee:** \$10 per semester; \$4 for summer session.
4. **Student Health Fee:** \$16 per semester; \$13 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 \$35 per semester and \$20 for summer session. Students must present their original receipt when picking up the parking permit. Mopeds and motorcycles may use designated areas at no charge. A daily permit may be purchased for \$ 2.00 from the yellow dispensers located in the student parking lots.
6. **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 and tuition. Board of Governors Fee Waiver (BOGFW) students' course enrollment fees are waived; however all other fees, including but not limited to the Student Health fee and applicable lab/materials fees, are due and payable at the time of enrollment. **Failure to pay in seven (7) calendar days will result in withdrawal from courses and/or wait list.** Please refer to "FEES ARE DUE AND PAYABLE" on page 11.

*\*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.

The above listed 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, Records & Services office and submit a refund request form. The refund request form is also available online and can be mailed to the Admissions, Records & Services 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 refunds checks are made payable to the student.

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

## FEES/REFUNDS

1. **Enrollment Fee, Non-Resident Tuition, and Capital Outlay Fee** will be refunded if a student has officially dropped within the appropriate deadline for the session. **There are no exceptions.**
2. **Student Health, Student Activity, and Parking Fees** will be refunded only if a student has officially dropped all classes, and applied for the refunds, before the term begins. The Student Activity sticker and Parking Permit must be surrendered at the time the student applies for the refund. Once the term begins, no refunds will be issued. **There are no exceptions.**
3. **One year limit on refunds.** Students seeking refunds must meet requirements of #1 and #2 above to be eligible. Students then have one year from the beginning of the semester in which fees were due to apply for a refund. Beyond the one-year limit, students will no longer be eligible for a refund.



**MYCERRITOS ACCEPTS PAYMENT BY MASTERCARD, VISA, DISCOVER OR AMERICAN EXPRESS CREDIT CARD.  
This method of payment is encouraged for immediate confirmation of your enrollment.**

# GENERAL INFORMATION

## REPEATING A COURSE

At Cerritos College, previous course enrollment is reviewed electronically for prior enrollment attempts. Most courses have repeatability 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 without filing a petition. Prior to a second repeat (third enrollment) of a course, students must file a petition with, and receive approval from, the Academic Records and Standards Committee. 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 of other accredited colleges and universities in determining acceptance of credits, subject to student petition to, and approval by, the Academic Records and Standards Committee.

### Examples of Exceptions to Course Repetition Limitations

An Academic Records and Standards petition must be filed for official consideration of certain repeat requests. Contact the Admissions & Records Office for specific directions.

1. Student received an “MW” (Military Withdrawal).
2. Student’s previous grades are a result of documented 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. Following a qualified significant lapse of time, as provided in College Administrative Procedures.

## 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 20 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.



A CD VERSION OF THE COLLEGE CATALOG IS AVAILABLE IN THE BOOKSTORE FOR \$3.00 PLUS TAX (\$5.00 MAILED).

# ACADEMIC INFORMATION

## 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 "Calendar of Important Dates" for specific deadlines.**

## DIRECTORY INFORMATION IN COMPLIANCE WITH THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

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.

## ADD/DROP PROCEDURES

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

- To add a class, complete an Add/Drop card (available in the Admissions and Records Office) or for a faster response, add via **MyCerritos** (<http://my.cerritos.edu>).

If the class is closed, you must go to class on the first day and time that it meets; be on time. Respectfully request of the instructor(s) to be added to the class(es); if the instructor approves, an electronic enrollment will be submitted on your behalf to Admissions and Records. Please note that prerequisites, holds (service indicators), conflicts, and illegal course repetition will be checked. All fees must be paid within seven (7) calendar days. Please refer to "FEES ARE DUE AND PAYABLE" on page 11. Please check your student account via **MyCerritos** (<http://my.cerritos.edu>) or in the **Admissions and Records Office**. All enrollments must be completed by the listed add deadlines.

- To drop a class, complete an Add/Drop card (available in the Admissions and Records Office) or for a faster response, drop via **MyCerritos** (<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.**

1. Program changes which involve level changes in skill and performance classes such as shorthand, typing, math, music, etc. may be made during the first week of the session.
2. The English Department, at its own discretion, will allow students to make level adjustments during the first three weeks of classes.
3. With the exception of the Math Learning Center, no level changes will be allowed in the Mathematics Department after the first two weeks of classes.
4. Students may make level change in Work Experience classes during the first week. Only a reduction of hours may be made after the first week.

**NOTE:** Level changes after the first week may be allowed with the consent of both instructors and approval by the instructional dean.

**NOTE:** 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 drop is processed outside of 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

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 Assembly Bill 1226, any person who writes a check which is dishonored for lack of funds is civilly liable, and under the law is liable for three times the amount of the check plus the face value of the check.

## ACADEMIC INFORMATION (CONTINUED)

### FAILURE TO PAY FINANCIAL OBLIGATIONS

Failure to pay a financial obligation will result in the 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.

### ACCESS TO STUDENT RECORDS

Cerritos College may permit access to student records to any person for whom the student has executed written consent specifying the record 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.

### 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 the official transcript. Auditing may be available, pending instructor's 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. Permission to audit a course is granted at the discretion of the instructor and with the instructor's **signed** permission.

3. With the instructor's **signed** permission a student may enroll for audit status anytime during the semester **after** the first day of the course. (The first day of the course refers to the actual 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.
7. The fee to audit a class is \$15.00 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 \$15.00 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 Office of Admissions and Records. Audit forms may be obtained in the Office of Admissions and Records.



# PASS/NO PASS CLASSES

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.

## **Non-Optional Pass/No Pass Classes**

These classes are offered on a pass/no pass basis only (see college catalog) and are graded entirely on a pass/no pass basis.

### **BUSINESS**

Accounting 1T, 2T  
Business Computerized Office Technologies 3T, 7T  
Court Reporting and Captioning Careers 1T, 5T, 9A, 9B, 10A, 10B, 11  
Law 1T

**COUNSELING** 10, 20, 33, 34, 35, 36, 50, 100

### **FINE ARTS AND COMMUNICATIONS**

Theatre Arts 142

### **HEALTH OCCUPATIONS**

Culinary Arts 15  
Dental Assisting 1  
Health Occupations 7  
Nursing 5, 25, 26, 48T, 251  
Physical Therapist Assistant 126, 236, 246

### **HPE/ATHLETICS**

Dance 50  
Physical Education 127

### **LIBERAL ARTS**

English 15, 22, 30, 31, 33  
English as a Second Language 36  
Reading 6, 41  
Speech 30, 31

### **LIBRARY** 100

### **SCIENCE, ENGINEERING AND MATH**

Math 5

### **TECHNOLOGY**

Machine Tool Technology 77  
Plastics/Composites Manufacturing Technology 55

## **Optional Pass/No-Pass Classes**

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.

### **BUSINESS** (all courses)

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

### **FINE ARTS AND COMMUNICATIONS**

Art 50, 100, 101, 102, 103, 105A, 105B, 106, 107, 110, 114, 116, 120, 130A, 133A, 144, 150, 155, 156L, 160, 163, 171, 180, 182A, 183, 183A, 183B, 189L, 190, 191A, 191B, 193, 194A, 198, 264  
Journalism 50, 100, 101, 103, 105, 106, 111, 112, 119, 120, 171  
Music 100, 101, 102, 103, 104, 104B, 112, 125A, 126, 128, 138, 138A, 139, 143, 152, 153, 171, 244  
Photography 100, 171

Theatre Arts 101, 102, 107, 115, 120, 123, 123A, 126, 140, 144, 150, 151, 153, 157, 158, 159, 160, 171, 208, 216, 221, 221A, 222, 293

### **HPE/ATHLETICS**

Dance 105, 106A, 106B, 108A, 108B, 109, 110, 120, 121, 122, 123, 124, 125, 130, 132, 133, 134, 135, 136, 140, 141, 142, 143, 144  
Health Education 100, 101, 110, 200  
Physical Education (all activity courses)

### **HEALTH OCCUPATIONS**

Child Development Parent Education 10  
Health Occupations 150  
Nursing 80

### **HUMANITIES/SOCIAL SCIENCES**

Administration of Justice 101, 102, 103, 105  
Anthropology 100, 101, 115, 170, 200, 203, 205  
Economics 101, 204  
Education/Elementary School Teachers 105  
History 120, 230, 245, 250, 255, 260, 265  
Philosophy (all courses)  
Political Science 90, 110, 210, 230  
Sociology 110, 205, 220

**LIBERAL ARTS** (all courses, unless listed under Non-Optional Pass/ No Pass classes)

### **SCIENCE, ENGINEERING AND MATH**

Anatomy and Physiology 120, 130, 150, 151, 200, 201  
Astronomy 101  
Biology 100, 105, 110, 115, 120, 200, 201, 202  
Botany 120  
Chemistry 100, 110  
Computer and Information Sciences (all courses)  
Earth Science 101, 102, 104, 104L, 106, 110  
Energy 110  
Environmental Policy 200  
Geography 101, 101L, 102, 103, 105  
Geology 100, 101, 201, 204, 207, 208, 209  
Mathematics 20, 40, 60, 70, 80, 80A, 80B, 90A, 90B, 110A, 110B, 140, 150A, 170A, 190A  
Microbiology 200  
Physical Science 100  
Physics 100  
Zoology 120

### **TECHNOLOGY**

Architecture (all courses)  
Automotive Collision Repair 51, 52, 53, 54, 55, 56, 57, 58L, 59F, 59M, 59P, 59U, 61, 61L, 62, 63, 64, 65, 66, 67, 68L, 73, 74, 75, 76, 77, 79L, 80, 83A, 83P, 83U, 86, 88, 98, 99, 181, 182, 183, 188, 281, 282, 283, 285, 286, 287, 288  
Automotive Mechanical Repair 1, 2, 3, 4, 5, 6, 54, 55, 60, 73, 74, 80, 98, 99, 100, 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 116, 117, 131, 133, 138, 151, 153, 237, 255, 258, 259, 265, 266, 298, 299  
Machine Tool Technology 50, 51, 52, 54, 56, 57, 58, 59, 60, 62, 76, 91L, 92L, 93L, 94L, 95L, 98, 99, 100, 170  
Manufacturing Technology 43, 44, 50, 51, 52, 53, 54, 60, 65, 100  
Plastics/Composites Manufacturing Technology 1, 2, 3, 4, 5, 43, 44, 53, 57, 58, 59, 60, 61, 62, 63L, 64, 65, 66, 67, 68, 70, 71, 72, 75, 76, 98, 99, 100, 221  
Technical Mathematics 50, 98, 99  
Welding 43, 44, 50, 52, 53, 54L, 55, 60, 98, 99, 100, 120, 130, 200, 210L, 220, 240, 250L  
Woodworking Manufacturing Technologies 1, 43, 44, 80, 98, 99, 101, 102, 107, 108, 111L, 115, 117, 119L, 120, 123, 132, 134, 137, 144, 148, 151, 153, 154, 155, 157, 159, 171, 181, 185, 202, 211, 212, 229L, 235, 237, 239L, 243, 248, 249L, 250, 251, 252, 253, 259L, 268A, 268B, 268C, 269L, 281

### **TECHNOLOGY TRAINING & DISTANCE EDUCATION**

Educational Technology 101

# ATTENDANCE AND GRADING

## 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. For summer school, a student is considered excessively absent and subject to exclusion from class when the hours of absence exceed ten percent (10%) of the total class hours. 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 on an availability card to enter. If a student is unable to attend the first class meeting, the instructor must be notified.

## DISMISSAL FROM CLASS OR COLLEGE

Excessive absences, unsatisfactory academic or progress achievement, undesirable citizenship, or falsification of information supplied to the Office of Admissions and Records shall serve as a basis for dismissal from a class or from the college.

## GRADING

Accomplishment in course work is indicated by the following symbols:

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

\* 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.

## 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).

## GRADING DEADLINES

See the "Calendar of Important Dates" for specific deadlines for dropping without a "W", electing the P/NP grading option, and dropping with a "W".

## INCOMPLETE

Students are not to re-enroll for 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.

# FINANCIAL ASSISTANCE

## FINANCIAL AID INFORMATION

The Financial Aid Office is available to answer financial aid questions and assist students with applying for financial aid.

### Contact Information:

**Office Hours:** Monday and Thursday 8 a.m. to 4:30 p.m.  
 Tuesday and Wednesday 8 a.m. to 7 p.m.  
 Friday 8 a.m. to 12 noon

\*Closed on Fridays from May 28 through August 6, except for June 4 and July 9.

**Website:** [www.cerritos.edu/finaid](http://www.cerritos.edu/finaid)

**E-mail:** [finaid-staff-list@cerritos.edu](mailto:finaid-staff-list@cerritos.edu)

**Phone:** (562) 860-2451, ext. 2397

**Fax:** (562) 467-5035

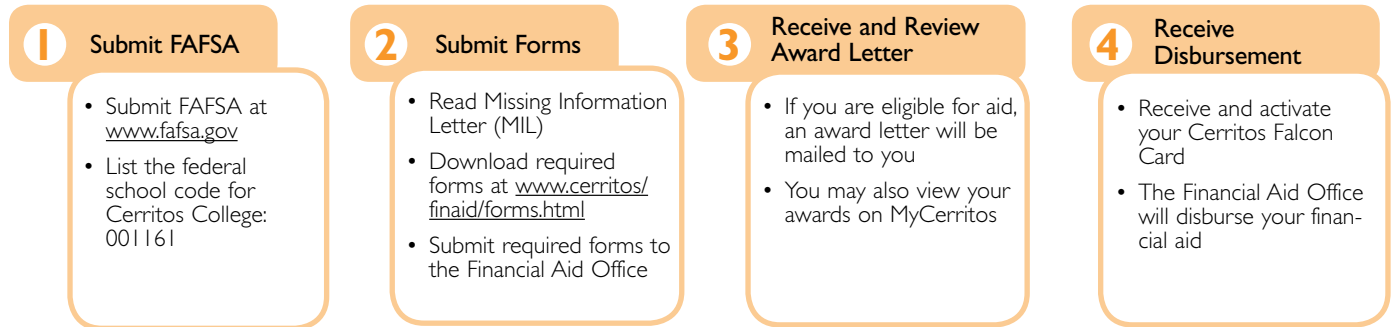


### Services:

- ◆ **Financial Aid Office Drop-Box** is available for submitting required documents.
- ◆ **One Stop Student Services Computer Stations and Staff** are available to assist with submitting the Free Application for Federal Student Aid (FAFSA) online. Bring a copy of your income tax return and W2s to apply.
- ◆ **Online Video Clips** about financial aid topics can be viewed at <http://cerritos.financialaidtv.com>.

## FINANCIAL AID PROCESS

Apply every academic year. Applications cover Fall, Spring, and Summer. Applications become available in January.



## 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).

### 90 Unit Limit

You can earn a total of 90 units and remain eligible for financial aid.

If your major/program requires more than 90 units, you may receive financial aid if you schedule an appointment with an academic counselor to complete a Lock-In-List Appeal. The appeal will be reviewed by the Financial Aid Advisory Committee (FAAC).

### Unit Completion Requirement

The chart below indicates how many units you are required to complete per semester with a passing grade, based on your enrollment status:

Satisfactory Academic Progress Unit Completion Requirement	
Units Enrolled for Semester	Units Required to Complete
12+	at least 9
9 – 11.5	at least 7
6 – 8.5	at least 5
less than 6 units	all units

# ADMISSION AND ENROLLMENT OF SPECIAL ADMIT MINORS

**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. High school principal or designee must recommend and verify with consent and signature on the Special Admit Minor Form student would benefit from college instruction.
2. Parent/guardian must approve student’s participation with consent and signature on the Special Admit Minor Form. Signature of parent/guardian also acknowledges that the student will conform to all College policies and procedures.

### Academic Eligibility

- Students wishing to enroll in degree appropriate courses must have a cumulative high school grade point average of 2.0 or higher shown on their most recent school transcript.
- For all courses attempted, students must complete the appropriate College assessment process and meet the stated prerequisite and/or co-requisite for the desired course.
- Students who need accommodations due to a disability should make arrangements through their K-12 school district, in consultation with the Disabled Student Programs and Services (DSP&S) 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 8.0 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 College Bridge 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. High school principal or designee must recommend and verify with consent and signature on the Special Admit Minor Form student would benefit from college instruction.
2. Parent/guardian must approve student’s participation with consent and signature on the Special Admit Minor Form. Signature of 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.

### Academic Eligibility

- Students must have a cumulative 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 need accommodations due to a disability should make arrangements through their K-12 school district, in consultation with the Disabled Student Programs and Services (DSP&S) office at Cerritos College. Please call (562) 860-2451, ext. 2335, for assistance.

### Limitations on Enrollment

Students will be allowed to enroll in up to 4 units each term; enrollment in courses is based on space availability; and College instructor signature required prior to enrollment, and

- may not enroll in pre-collegiate courses (1-99) or physical education courses.
- may not enroll in a College course to alleviate a high school deficiency.
- if previously enrolled and dropped courses and/or have not made satisfactory progress, will not be allowed to continue in the Special Admit Program.
- will not receive priority enrollment status and will be charged all applicable fees, except California Community College in-state per unit enrollment fees.

## SUMMER ENROLLMENT OF K-12 STUDENTS

In addition to the above, minor students wishing to attend summer session must meet the additional criteria:

- The student demonstrates adequate preparation in the discipline to be studied.
- Pre-collegiate courses in English and mathematics may be taken if the student has exhausted all opportunities to enroll in an equivalent course at their school of attendance.

## 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 pre-requisites.
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.

# INTERNATIONAL STUDENT CENTER



The International Student Center (ISC) welcomes international students to Cerritos College. The ISC will assist you in achieving your academic goal, whether it is transferring to a University or seeking your Associate in Arts Degree. Visit the International Student Center, located outside the Admissions Building, for the following services:

**Admission and Counseling Assistance:** Assist F-1 students in their admission, academic advisement, orientation, registration and cultural adjustment to the United States and the Cerritos College educational system. Cerritos College is approved as a SEVIS institution.

**International Student Advisement:** Assist international students in their relations with the United States Citizenship and Immigration Services (USCIS) and other U.S. and foreign governmental agencies while they maintain proper immigration status at Cerritos College.

**Workshops and Programs:** Geared for the specific needs of international students as well as exposure of Cerritos College personnel and students to world cultures.

**International Student Association:** Assists students in getting involved in campus organizations, meeting fellow students and becoming leaders on campus and in the community.

Questions regarding the International Student Center may be directed to (562) 860-2451, ext. 2133. Our fax number is (562) 467-5086, and our website is [www.cerritos.edu/isc](http://www.cerritos.edu/isc).

## INTERNATIONAL STUDENT APPLICATION REQUIREMENTS

The following documents are required for admission into Cerritos College:

- International Student Application
- Fee of \$50 for new students, payable to the Cerritos College Foundation (fee of \$35 for readmit students)
- Notarized Statement of Support
- Bank Certification (verification on bank letterhead signed by a bank official showing at least \$22,000, or equivalent, available to the student.)
- Tuberculosis (TB) exam results
- Transcripts (proof of high school graduation)/High School Diploma
- STEP, TOEFL and/or equivalent Cerritos College Placement Test
- Copies of Passport, Visa, and I-94
- Copies of ALL I-20's (both SEVIS and Non-SEVIS I-20's)
- Transfer Authorization (if transferring from U.S. college or language school)
- Proof of Medical Insurance Coverage (available in the International Student Center) Cerritos College International Student Medical Insurance is provided through Student Insurance Company. Their website is [www.studentinsuranceagency.com](http://www.studentinsuranceagency.com) and their telephone number is (800) 367-5830.
- Students with other visa status (e.g., B-2, F-2, H-4, etc.) are given the provisions to change to F-1 status.
- Dependents: Write the name, date of birth, country of birth, and relationship to the F-1 student for each dependent on a separate sheet of paper. All dependents must have health insurance. Add \$3,000 per dependent to Bank Certification.
- SEVIS I-20 fee of \$200 (preferred payment by credit card on the Internet at [www.fmjfee.com](http://www.fmjfee.com)). For other payment options contact the International Student Center.

## INTERNATIONAL STUDENT GUIDELINES/REGULATIONS

- **Before** you decide to drop a class or stop attending a class, notify and seek advice from the International Student Center (ISC).
- Do **not** drop below 12 units without authorization from the ISC.
- Maintain a GPA of at least 2.0.
- Seek advice from the ISC counselor regarding education plan, adding or dropping classes, or problems with a class.
- **Before** transferring to another institution in the U.S., contact the ISC for information on transfer.
- Do **not** work on or off campus without approval from the ISC.
- Have your current passport, a valid I-20, and all immigration documents available at all times.
- Contact the ISC to update your file with new address, phone number, email address, change of major and other information.
- Have International Student Medical Insurance for yourself and your dependents at all times.
- **Before** leaving the U.S., come to the ISC with your I-20, I-94, and passport.
- Become a leader and meet fellow students. It is highly recommended that you get involved on campus with student organizations and activities.

**F-2 visa holders are not authorized to study in academic programs. All F-2 visa holders who wish to study at Cerritos College are required to change to an F-1 student visa. F-2 students attending high school should apply for F-1 visa status at least 3-4 months before graduating and transferring to Cerritos College. Contact the International Student Center for further instructions.**

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

### ACCT 1T - 0.5 UNIT ACCOUNTING MICROCOMPUTER TUTORIAL

Not Transferable				
21238	6.0 HRS ARR		Alenikov,T	BE 11
Lab time available: 12:30 - 2:00 pm, Monday, Tuesday, Wednesday, and Thursday in BE 11.				
Class#21238 meets 07/06/2010-08/13/2010				

### ACCT 100 - 3.0 UNITS INTRODUCTION TO ACCOUNTING

Transferable to CSU				
21241	8:00-10:15AM	MTWTh	Schmidt,D	BE 6
Class#21241 meets 07/06/2010-08/13/2010				
21247	5:30-10:00PM	TTh	Farina,M	BE 6
Class#21247 meets 07/06/2010-08/13/2010				
21248	10:15-12:30PM	MTWTh	Moloney,P	SS140
Class#21248 meets 07/06/2010-08/13/2010				
21249	5:30-10:00PM	MW	Farina,M	BE 6
Class#21249 meets 07/06/2010-08/13/2010				

### 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.				
21242	8:30-10:45AM	MTWTh	Alenikov,T	SS308
	10:45-12:15PM	MTWTh	Alenikov,T	SS308
Class#21242 meets 07/06/2010-08/13/2010				

### 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.				
NOTE: a material fee of \$4.00 is required for ACCT 133				
21244	10:15-12:30PM	MTWTh	Schmidt,D	BE 11
Class#21244 meets 07/06/2010-08/13/2010				
21486	5:30-10:00PM	TTh	Fronke,M	BE 10
Class#21486 meets 07/06/2010-08/13/2010				

## ADMINISTRATION OF JUSTICE

### AJ 101 - 3.0 UNITS INTRODUCTION TO ADMINISTRATION OF JUSTICE

Transferable to UC, CSU (CAN AJ 2)				
20003	8:00-10:15AM	MTWTh	Haynes,W	SS212
Class#20003 meets 05/24/2010-07/02/2010				
20312	8:00-10:15PM	MTWTh	Satterfield,P	SS220
Class#20312 meets 07/06/2010-08/13/2010				

### AJ 102 - 3.0 UNITS CONCEPTS OF CRIMINAL LAW

Transferable to UC, CSU (CAN AJ 4)				
20004	10:15-12:30PM	MTWTh	Haynes,W	SS212
Class#20004 meets 05/24/2010-07/02/2010				
21472	10:15-12:30PM	MTWTh	Collins,J	SS212
Class#21472 meets 07/06/2010-08/13/2010				

### AJ 103 - 3.0 UNITS CRIMINAL PROCEDURES

Transferable to CSU				
20313	5:45- 8:00PM	MTWTh	Satterfield,P	SS220
Class#20313 meets 07/06/2010-08/13/2010				

## ADULT EDUCATION

### AED 90.91- 0.0 UNIT MATHEMATICS - TUTORIAL

Not Transferable				
Prerequisite: This course is ONLY OPEN to students enrolled in Math 20, Math 40, or Math 60.				
21589	3.0 HRS ARR		Budarin,D	
Class#21589 meets 07/06/2010-08/13/2010				

## ANATOMY AND PHYSIOLOGY

### A&P 150 - 4.0 UNITS INTRODUCTION TO HUMAN ANATOMY

Transferable to UC, CSU				
Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher.				
20001	9:00-11:15AM	MTWTh	Lepere,S	S 129
	11:15-12:00PM	MTWTh	Lepere,S	S 129
	12:00- 1:30PM	MTWTh	Lepere,S	S 129
Class#20001 meets 07/06/2010-08/13/2010				

## ANTHROPOLOGY

### ANTH 100 - 3.0 UNITS CULTURAL ANTHROPOLOGY

Transferable to UC, CSU (CAN ANTH 4)				
20144	8:00-10:15AM	MTWTh	Rigby,J	SS315
Class#20144 meets 07/06/2010-08/13/2010				

### ANTH 115 - 3.0 UNITS PHYSICAL ANTHROPOLOGY

Transferable to UC, CSU (CAN ANTH 2)				
20314	10:15-12:30PM	MTWTh	Rigby,J	SS315
Class#20314 meets 07/06/2010-08/13/2010				
20315	9.0 HRS ARR	(OL)	Abbruzzese,M	ONLINE
Please see TalonNet posting.				
Class#20315 meets 07/06/2010-08/13/2010				
20444	9.0 HRS ARR	(OL)	Bellas,M	ONLINE
Please see TalonNet posting.				
Class#20444 meets 07/06/2010-08/13/2010				

### ANTH 203 - 3.0 UNITS THE ANTHROPOLOGY OF MAGIC, WITCHCRAFT, AND RELIGION

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 satisfactory completion of the Reading Placement Process or READ 54 with a grade of Pass or "C" or higher.				
21179	5:45- 8:00PM	MTWTh	Bellas,M	SS315
Class#21179 meets 07/06/2010-08/13/2010				

## ARCHITECTURE

### ARCH 113 - 4.0 UNITS BUILDING CODES

Transferable to CSU				
20268	6:00-10:00PM	MTW	Rother,E	TE 12
Class#20268 meets 07/06/2010-08/13/2010				

## ART AND DESIGN

### ART 100 - 3.0 UNITS INTRODUCTION TO WORLD ART

Transferable to UC, CSU				
Recommendation: ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher.				
20145	9.0 HRS ARR	(OL)	Mac Devitt,J	ONLINE
No orientation. Please check website for more information: <a href="http://www.macdevitt.com">www.macdevitt.com</a> or email instructor at <a href="mailto:jmacdevitt@cerritos.edu">jmacdevitt@cerritos.edu</a>				
Class#20145 meets 07/06/2010-08/13/2010				

### ART 110 - 3.0 UNITS FREEHAND DRAWING

Transferable to UC, CSU (CAN ART 8)				
20744	10:00-11:30AM	MTWTh	STAFF	FA 70
	11:30- 2:30PM	MTWTh	STAFF	FA 70
Class#20744 meets 07/06/2010-08/13/2010				

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
<b>ART 192 - 3.0 UNITS PHOTOSHOP/DIGITAL IMAGING</b>					<b>AB 77 - 4.5 UNITS FULL-PANEL FABRICATION</b>				
Transferable to CSU					Not Transferable				
NOTE: a material fee of \$10.00 is required for ART 192					NOTE: a material fee of \$20.00 is required for AB 77				
21508	9:00-10:30AM	MTWTh	Miller,K	LC174	21464	5:30- 7:15PM	MTWTh	Robertson,C	AT 54
	10:30- 1:30PM	MTWTh	Miller,K	LC174		7:15-10:00PM	MTWTh	Robertson,C	AT 50
Class#21508 meets 07/06/2010-08/13/2010					Class#21464 meets 06/21/2010-08/13/2010				
<b>ART 192B - 3.0 UNITS ADVANCED PHOTOSHOP</b>					<b>AB 79L - 1.5 UNITS AUTOMOTIVE FABRICATION LAB</b>				
Transferable to CSU					Not Transferable				
NOTE: a material fee of \$10.00 is required for ART 192B					Prerequisite: AB 75 or AB 76 or AB 77 or equivalent with a grade of Pass or "C" or higher or appropriate work experience, or concurrent enrollment.				
21510	9:00-10:30AM	MTWTh	Miller,K	LC174					
	10:30- 1:30PM	MTWTh	Miller,K	LC174	21461	7:15-10:00PM	MTWTh	Robertson,C	AT 50
Class#21510 meets 07/06/2010-08/13/2010					Class#21461 meets 06/21/2010-08/13/2010				

## ASTRONOMY

<b>ASTR 102 - 3.0 UNITS INTRODUCTORY ASTRONOMY: STARS AND THE UNIVERSE</b>				
Transferable to UC, CSU				
20505	4:00- 7:00PM	TWTh	Henriques,J	S 104
Class#20505 meets 07/06/2010-08/13/2010				
<b>ASTR 105L - 1.0 UNIT OBSERVATIONAL ASTRONOMY</b>				
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.				
20146	7:30-10:30PM	TWTh	Henriques,J	PS 5
Class#20146 meets 07/06/2010-08/13/2010				

## AUTOMOTIVE COLLISION REPAIR & REFINISHING/AUTOBODY

<b>AB 55 - 4.5 UNITS STRUCTURAL PANEL REPLACEMENT</b>				
Not Transferable				
Prerequisite: AB 52 or equivalent with a grade of Pass or "C" higher or concurrent enrollment.				
NOTE: a material fee of \$20.00 is required for AB 55				
21462	8:00- 9:41AM	MTWTh	Asperen,R	AT 55
	9:41-12:30PM	MTWTh	Asperen,R	AT 70
Class#21462 meets 06/21/2010-08/13/2010				
<b>AB 58L - 1.5 UNITS COLLISION REPAIR LAB</b>				
Transferable to CSU				
Prerequisite: AB 51 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment.				
NOTE: a material fee of \$20.00 is required for AB 58L				
21459	9:41-12:30PM	MTWTh	Asperen,R	AT 70
Class#21459 meets 06/21/2010-08/13/2010				
<b>AB 62 - 4.5 UNITS OVERALL AND MULTI-COAT REFINISHING</b>				
Not Transferable				
Prerequisite: AB 61 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment.				
NOTE: a material fee of \$20.00 is required for AB 62				
21165	6:00- 7:41PM	MTWTh	Ferre,B	AT 55
	7:41-10:30PM	MTWTh	Ferre,B	AT 70
Class#21165 meets 06/21/2010-08/13/2010				
<b>AB 68L - 1.5 UNITS REFINISHING LAB</b>				
Not Transferable				
Prerequisite: AB 61 or equivalent with a grade of Pass or "C" or higher or appropriate work experience, or concurrent enrollment.				
NOTE: a material fee of \$20.00 is required for AB 68L				
21460	7:41-10:30PM	MTWTh	Ferre,B	AT 70
Class#21460 meets 06/21/2010-08/13/2010				

## AUTOMOTIVE MECHANICAL REPAIR TECHNOLOGY

<b>AUTO 73 - 3.0 UNITS AUTOMOTIVE MECHANICAL REPAIR OCCUPATIONAL WORK EXPERIENCE</b>				
Not Transferable				
20014	7:00-10:00PM	M	Glick,L	AT 10
Class#20014 meets 05/24/2010-07/02/2010				
20317	7:00-10:00PM	M	Glick,L	AT 10
Class#20317 meets 07/06/2010-08/13/2010				
<b>AUTO 111 - 4.0 UNITS AUTOMOTIVE ENGINES</b>				
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 111				
20473	7:00- 9:30AM	MTWTh	Taylor,K	AT 10
	9:30-12:00PM	MTWTh	Taylor,K	AT 10
Class#20473 meets 05/24/2010-07/02/2010				
20605	8:00-10:30AM	MTWTh	Vega,F	AT 21
	10:30- 1:00PM	MTWTh	Vega,F	AT 21
Class#20605 meets 05/24/2010-07/02/2010				
20475	8:00-10:30AM	MTWTh	Baron,T	AT 14
	10:30- 1:00PM	MTWTh	Baron,T	AT 14
Class#20475 meets 07/06/2010-08/13/2010				
<b>AUTO 179 - 4.0 UNITS AUTOMOTIVE AIR CONDITIONING</b>				
Transferable to CSU				
Recommendation: AUTO 161 or equivalent with a grade of Pass or "C" or higher.				
NOTE: a material fee of \$15.00 is required for AUTO 179				
20476	7:00- 9:30AM	MTWTh	Bender,W	AT 14
	9:30-12:00PM	MTWTh	Bender,W	AT 14
Class#20476 meets 05/24/2010-07/02/2010				
20478	7:00- 9:30AM	MTWTh	Aragon,R	AT 26
	9:30-12:00PM	MTWTh	Aragon,R	AT 26
Class#20478 meets 07/06/2010-08/13/2010				

Earn a Bachelor's Degree in Automotive Marketing/Management from Northwood University on the Cerritos College campus.  
For information call (562) 988-9506

## BIOLOGY

<b>BIOL 120 - 4.0 UNITS INTRODUCTION TO BIOLOGICAL SCIENCE</b>				
Transferable to UC, CSU (CAN BIOL 2)				
Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.				
20150	8:00-10:15AM	MTWTh	Boardman,C	S 124
	10:15-12:30PM	MTWTh	Boardman,C	S 121
Class#20150 meets 07/06/2010-08/13/2010				

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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## BUSINESS ADMINISTRATION

### BA 100 - 3.0 UNITS FUNDAMENTALS OF BUSINESS

Transferable to UC, CSU

20319 8:00-12:30PM MW Blackmun,E SS312  
Class#20319 meets 07/06/2010-08/13/2010

### BA 106 - 3.0 UNITS HUMAN RESOURCE MANAGEMENT

Transferable to CSU

21487 9.0 HRS ARR (OL) Moriarty,C ONLINE  
Orientation: All class information will be available at www.cerritos.edu/baonline  
Class#21487 meets 07/06/2010-08/13/2010

21220 9.0 HRS ARR (OL) Moriarty,C ONLINE  
Orientation: All class information will be available at www.cerritos.edu/baonline  
Class#21220 meets 07/06/2010-08/13/2010

### BA 113 - 3.0 UNITS LEGAL ENVIRONMENT OF BUSINESS

Transferable to UC, CSU

21380 9.0 HRS ARR (OL) STAFF ONLINE  
Orientation: All class information will be available at www.cerritos.edu/baonline  
Class#21380 meets 07/06/2010-08/13/2010

### BA 115 - 3.0 UNITS MANAGEMENT-BUSINESS

Transferable to CSU

21488 9.0 HRS ARR (OL) Finkelstein,H ONLINE  
Orientation: All class information will be available at www.cerritos.edu/baonline  
Class#21488 meets 07/06/2010-08/13/2010

21489 9.0 HRS ARR (OL) Finkelstein,H ONLINE  
Orientation: All class information will be available at www.cerritos.edu/baonline  
Class#21489 meets 07/06/2010-08/13/2010

### BA 120 - 3.0 UNITS MANAGEMENT-ACCOUNTING AND INTERNAL CONTROL

Transferable to CSU

21490 9.0 HRS ARR (OL) Livingston,R ONLINE  
Orientation: All class information will be available at www.cerritos.edu/baonline  
Class#21490 meets 07/06/2010-08/13/2010

21491 9.0 HRS ARR (OL) Livingston,R ONLINE  
Orientation: All class information will be available at www.cerritos.edu/baonline  
Class#21491 meets 07/06/2010-08/13/2010

Earn a Bachelor's Degree in Business Administration from Northwood University on the Cerritos College campus.  
For information call (562) 988-9506

## BUSINESS COMMUNICATIONS

### BCOM 46 - 3.0 UNITS BUSINESS COMMUNICATIONS

Not Transferable

20015 9.0 HRS ARR (OL) Sharp,M ONLINE  
Orientation: 9:00 am, Tuesday - July 6 in BE 14.  
Class#20015 meets 07/06/2010-08/13/2010

### BCOM 152 - 1.5 UNITS JOB SEARCH IN THE BUSINESS FIELD

Transferable to CSU

Recommendation: Completion of or near completion of any certificate or AA degree in the Business Division.

20862 4.5 HRS ARR (OL) Elizondo,S ONLINE  
Orientation: 3:00 pm, Wednesday - July 7 in BE 14.  
Class#20862 meets 07/06/2010-08/13/2010

## BUSINESS COMPUTERIZED OFFICE TECHNOLOGIES

### BCOT 62 - 1.0 UNIT COMPUTER KEYBOARDING

Not Transferable

Recommendation: Concurrent enrollment in BCOT 3T.

NOTE: a material fee of \$1.00 is required for BCOT 62

20468 4.5 HRS ARR (OL) Soden,B ONLINE  
Orientation: 9:00 am, Tuesday - July 6 in BE 17.  
Class#20468 meets 07/06/2010-08/13/2010

### BCOT 113 - 3.5 UNITS MICROSOFT EXCEL

Transferable to CSU

Recommendation: Concurrent enrollment in BCOT 3T.

NOTE: a material fee of \$4.00 is required for BCOT 113

20539 15.0 HRS ARR (OL) Soden,B ONLINE  
Orientation: 10:00 am, Tuesday - July 6 in BE 17.  
Class#20539 meets 07/06/2010-08/13/2010

### BCOT 161 - 1.0 UNIT PRINCIPLES OF FILING

Transferable to CSU

Recommendation: Concurrent enrollment in BCOT 3T.

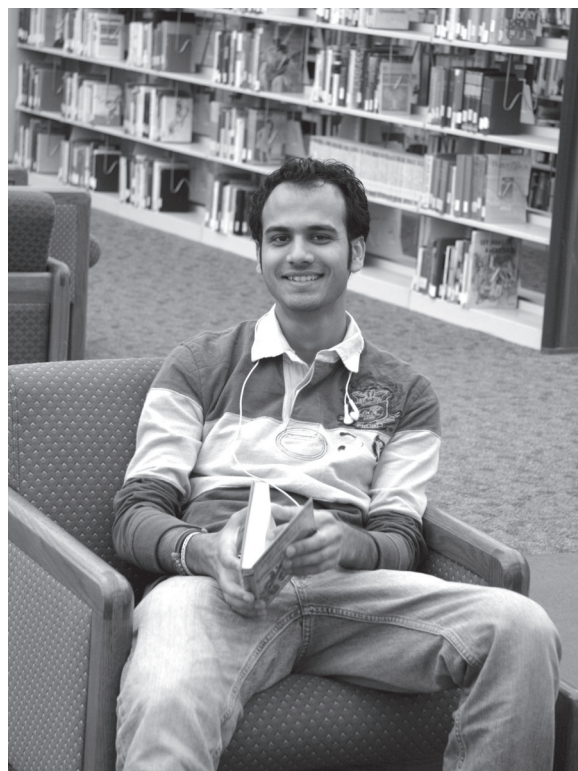
20865 4.5 HRS ARR (OL) Elizondo,S ONLINE  
Orientation: 4:30 pm, Wednesday - July 7 in BE 14.  
Class#20865 meets 07/06/2010-08/13/2010

### BCOT 162 - 3.0 UNITS BUSINESS SPELLING AND PROOFREADING SKILLS

Transferable to CSU

Recommendation: Concurrent enrollment in BCOT 3T.

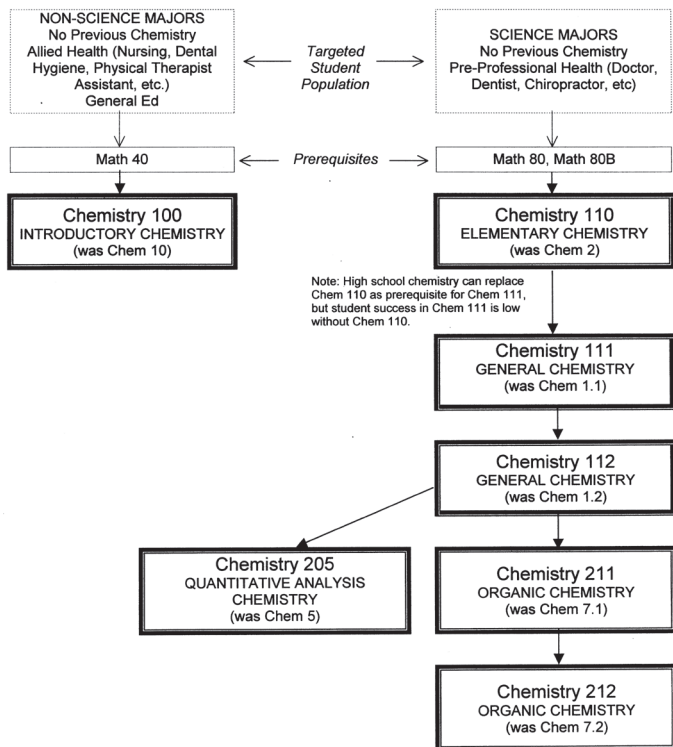
20017 9.0 HRS ARR (OL) Sharp,M ONLINE  
Orientation: 10:00 am, Tuesday - July 6 in BE 14.  
Class#20017 meets 07/06/2010-08/13/2010



Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

## CHEMISTRY

### CHEMISTRY DEPARTMENT COURSE SEQUENCE



#### CHEM 110 - 4.0 UNITS ELEMENTARY CHEMISTRY

Transferable to UC, CSU  
Prerequisite: MATH 80 or MATH 80B or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Math Placement Process.  
Recommendation: It is strongly recommended that the preceding prerequisite be completed within four years prior to the date of enrollment in CHEM 110.

20502	9:00-11:15AM	MTWTh	Romer,C	S 102
	11:30-12:30PM	MTW	Shimazu,C	S 219
	12:30- 2:30PM	MTW	Shimazu,C	S 219
	Class#20502 meets 07/06/2010-08/13/2010			

#### 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.

20030	8:00-10:15AM	MTWTh	Zewail,M	S 222
	10:30-12:00PM	MTWTh	Bradbury,J	S 222
	12:00- 3:00PM	MTWTh	Bradbury,J	S 222
	Class#20030 meets 07/06/2010-08/13/2010			

## CHILD DEVELOPMENT

Earn a Bachelor's Degree in Child Development from the University of LaVerne on the Cerritos College campus. For information call Christine Crispen at (909) 593-3511, extension 5436.

<b>CD 110 - 3.0 UNITS CHILD DEVELOPMENT</b>		Transferable to UC, CSU (CAN HEC 14)		
20766	11:00- 2:00PM	TWTh	Medina,C	HS101
Class#20766 meets 07/06/2010-08/13/2010				

## CHILD DEVELOPMENT/EARLY CHILDHOOD

<b>CDEC 111 - 3.0 UNITS PRINCIPLES AND PRACTICES IN EARLY CHILDHOOD EDUCATION</b>		Transferable to CSU		
B20767	7:00-10:00PM	TWTh	Marine,R	HS101
Class#20767 meets 07/06/2010-08/13/2010				

<b>CDEC 112 - 3.0 UNITS INTRODUCTION TO CURRICULUM</b>		Transferable to CSU		
20022	3:00- 6:00PM	TWTh	Braun,S	HS101
Class#20022 meets 07/06/2010-08/13/2010				

Students enrolled in CDEC 164 are required to spend 4.5 hours per week in placement for a total of 54 hours. TB clearance and good health are required to participate in this course.

<b>CDEC 164 - 3.0 UNITS PRACTICUM FIELD EXPERIENCE</b>		Transferable to CSU		
Prerequisite: CD 110, CDEC 111, CDEC 112 and CDEC 113 or equivalent with grades of Pass or "C" or higher.				
21468	6:30- 9:30PM	T	Gradin,S	HS103
+ 4.5 HRS ARR Gradin,S				

### Earn a Bachelor's Degree with the University of La Verne

Cerritos College and La Verne have created a partnership to provide students an opportunity to earn a bachelor's degree in child development. Students may take La Verne upper division courses while completing Cerritos GE courses. The program has accelerated 10 week semesters. Classes are held on Saturdays at Cerritos College.

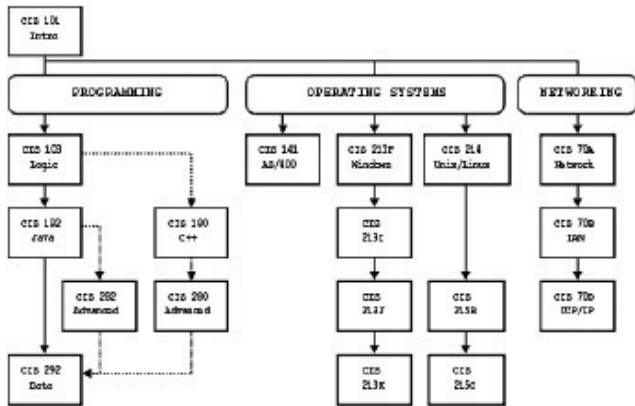


#### BS CHILD DEVELOPMENT

For more information contact:  
Christine Crispen  
800-675-4858 x5436    cbayless@ulv.edu



## COMPUTER AND INFORMATION SCIENCES



### CIS 70G - 3.5 UNITS WIDE AREA NETWORKS

Not Transferable  
Prerequisite: CIS 70E or equivalent with a grade of Pass or "C" or higher.

21185	6:00- 8:15PM	MTW	Lazor,C	TE 10
	8:15- 9:45PM	MTW	Lazor,C	TE 10

Class#21185 meets 06/21/2010-08/13/2010

CIS 101 meets important Computer Literacy Requirements for ALL majors and transfers as a Computer Course Requirement to most 4-year universities in the area.

### CIS 101 - 3.0 UNITS INTRODUCTION TO COMPUTER INFORMATION SYSTEMS

Transferable to UC, CSU (CAN BUS 6)

20161	8:00-12:30PM	MW	Nance,W	SS138
	1:00- 2:30PM	MW	Nance,W	LA 4

Class#20161 meets 07/06/2010-08/13/2010

20322	5:30-10:00PM	MW	Negrete,B	SS138
	3:30- 5:00PM	MW	Hohly,M	BE 12

Class#20322 meets 07/06/2010-08/13/2010

20496	12.0 HRS ARR	(OL)	Fuschetto,S	ONLINE
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Mandatory Online Orientation: See website <http://www.cerritos.edu/sfuschetto> for orientation and quiz due 7/06/10.  
Class#20496 meets 07/06/2010-08/13/2010

20776	12.0 HRS ARR	(OL)	Hohly,M	ONLINE
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Mandatory Orientation: 5:30 - 7:30 pm, Tuesday - July 6 in BE 12.  
Class#20776 meets 07/06/2010-08/13/2010

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.

20498	7:00-10:00PM	TWTh	Wilson,J	SS139
	5:00- 7:00PM	TWTh	Wilson,J	LA 4

Class#20498 meets 07/06/2010-08/13/2010

20778	15.0 HRS ARR	(OL)	Nguyen,P	ONLINE
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Mandatory Orientation: 6:00 - 8:00 pm, Tuesday - July 6 in LA 3.  
Class#20778 meets 07/06/2010-08/13/2010

### CIS 271 - 1.0 UNIT COMPUTER AND INFORMATION SCIENCES OCCUPATIONAL WORK EXPERIEN

Transferable to CSU  
Mandatory Orientation: 7:30 - 9:30 pm, Tuesday - July 6 in BE 12.  
Class#21503 meets 07/06/2010-08/13/2010

21503	3.0 HRS ARR	(OL)	Hohly,M	ONLINE
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## COSMETOLOGY

All Cosmetology students should be prepared to purchase the approved equipment kit (Cosmetology approx \$1205/Esthetician approx \$725) at the second class meeting. These kits are MANDATORY. Contact the program office for more information at ext. 2950.

### COS 70A - 8.0 UNITS INTRODUCTORY COSMETOLOGY

Not Transferable  
Recommendation: Satisfactory completion of the English Placement Process or ENGL 20 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.

20124	8:30-10:30AM	MTWThF	Novinski,P	HS205
	10:30- 4:30PM	MTWThF	Novinski,P	HS205

Class#20124 meets 06/21/2010-08/13/2010

### COS 70B - 8.0 UNITS INTERMEDIATE COSMETOLOGY

Not Transferable  
Prerequisite: COS 50C or COS 60B or COS 70A or COS 71B with a grade of Pass or "C" or higher.

20125	8:30-10:30AM	MTWThF	Chavez,E	HS204
	10:30- 4:30PM	MTWThF	Chavez,E	HS204

Class#20125 meets 06/21/2010-08/13/2010

### COS 70C - 8.0 UNITS ADVANCED COSMETOLOGY MANIPULATION

Not Transferable  
Prerequisite: COS 51C or COS 61B or COS 70B or COS 72B with a grade of Pass or "C" or higher.

20126	8:30-10:30AM	MTWThF	Johnson,J	HS203
	10:30- 4:30PM	MTWThF	Johnson,J	HS203

Class#20126 meets 06/21/2010-08/13/2010

### COS 71B - 4.0 UNITS INTRODUCTORY COSMETOLOGY II

Not Transferable  
Prerequisite: COS 60A or COS 71A with a grade of Pass or "C" or higher.

21402	5:30- 6:37PM	MTWTh	Motruk,N	HS203
	6:37-10:00PM	MTWTh	Motruk,N	HS203

Class#21402 meets 06/21/2010-08/13/2010

### COS 72A - 4.0 UNITS INTERMEDIATE COSMETOLOGY I

Not Transferable  
Prerequisite: COS 50C or COS 60B or COS 70A or COS 71B with a grade of Pass or "C" or higher.

20296	5:30- 6:37PM	MTWTh	Motruk,N	HS203
	6:37-10:00PM	MTWTh	Motruk,N	HS203

Class#20296 meets 06/21/2010-08/13/2010

### COS 72B - 4.0 UNITS INTERMEDIATE COSMETOLOGY II

Not Transferable  
Prerequisite: COS 61A or COS 72A with a grade of Pass or "C" or higher.

20732	5:30- 6:37PM	MTWTh	STAFF	HS204
	6:37-10:00PM	MTWTh	STAFF	HS204

Class#20732 meets 06/21/2010-08/13/2010

### COS 73A - 4.0 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.

20297	5:30- 6:37PM	MTWTh	STAFF	HS204
	6:37-10:00PM	MTWTh	STAFF	HS204

Class#20297 meets 06/21/2010-08/13/2010

## COUNSELING

### COUN 10 - 1.0 UNIT CAREER PLANNING

Not Transferable  
NOTE: a material fee of \$25.00 is required for COUN 10

21607	8:30- 9:30AM	TWTh	Hurtado,H	AD117
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Class#21607 meets 07/06/2010-08/13/2010

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
21608	8:30- 9:30AM	TWTh	Valenzuela,R	AD117					
	Class#21608 meets 07/06/2010-08/13/2010								
<b>COUN 50 - 0.5 UNIT ORIENTATION AND EDUCATIONAL PLANNING</b>									
Transferable to CSU									
21579	9:00-12:00PM	TWTh	Ukita,T	FA 65					
	Class#21579 meets 07/05/2010-07/08/2010								
21580	12:00- 3:00PM	TWTh	Herrera,V	FA 65					
	Class#21580 meets 07/05/2010-07/08/2010								
21581	9:00-11:15AM	MTWTh	Barcelo,M	FA 65					
	Class#21581 meets 07/12/2010-07/15/2010								
21582	1:00- 3:15PM	MTWTh	Sugiyama,C	FA 65					
	Class#21582 meets 07/12/2010-07/15/2010								
21583	9:00-11:15AM	MTWTh	Casillas,R	FA 65					
	Class#21583 meets 07/19/2010-07/22/2010								
21584	1:00- 3:15PM	MTWTh	Macias,D	FA 65					
	Class#21584 meets 07/19/2010-07/22/2010								
21597	4:00- 6:15PM	MTWTh	Toumajian,M	FA 65					
	Class#21597 meets 05/24/2010-05/27/2010								
21598	4:00- 6:15PM	MTWTh	Boudreau,D	FA 65					
	Class#21598 meets 06/07/2010-06/10/2010								

## COURT REPORTING & CAPTIONING

The court reporting curriculum prepares the student for Certification by the Court Reporters Board of California and other related employment.

In order for a student to qualify to take the state licensing examination, the student must complete a program at a recognized school. For information regarding the minimum CSR requirements, contact the Court Reporters Board of California, 2535 Capitol Oaks Drive, Suite 230, Sacramento, CA 95833.

The Cerritos College Court Reporting Program is a participating school in the National Court Reporters Association (NCRA). National Court Reporters Association, 8224 Old Courthouse Road Vienna, VA 22182-3808, www.NCRAonline.org

All court reporting students should be prepared to purchase or rent a stenotype machine at the second class meeting. Students who have questions regarding costs of the program and/or new employment opportunities should contact the Court Reporting Department at (562) 860-2451, Ext. 2746.

### CRCC 1T - 1.0 UNIT COMPUTER-AIDED TRANSCRIPTION LAB

Not Transferable

21493	12.0 HRS ARR		Balmages,M	FA 71
Note: Lab will be available 12:30 - 2:30 pm, Monday, Tuesday, and Wednesday also 12:30 - 2:15 pm on Thursday in FA 71.				
Class#21493 meets 07/06/2010-08/13/2010				

### CRCC 153 - 3.0 UNITS MULTIPLE-VOICE COLLOQUY I COMPUTERIZED SHORTHAND SPEED BUILD

Transferable to CSU

Corequisite: CRCC 1T

21494	9:00-10:30AM	MTWTh	Morgan,V	FA 51
	10:30- 1:30PM	MTWTh	Morgan,V	FA 51
Class#21494 meets 07/06/2010-08/13/2010				

### CRCC 164AB- 3.0 UNITS Q AND A SPEED BUILDING II

Transferable to CSU

21496	8:00- 9:30AM	MTWTh	Balmages,M	FA 52
	9:30-12:30PM	MTWTh	Balmages,M	FA 52
Class#21496 meets 07/06/2010-08/13/2010				

## DANCE

### DANC 105 - 3.0 UNITS INTRODUCTION TO DANCE MOVEMENT

Transferable to UC, CSU

21141	10:15-11:51AM	TWTh	Sanderson,J	FA 55
	+ 9.0 HRS ARR		Sanderson,J	FA 55
Class#21141 meets 07/06/2010-08/13/2010				

### DANC 108A - 2.0 UNITS DANCE, MODERN, BEGINNING

Transferable to UC, CSU

21131	1:15- 2:15PM	TWTh	Lopez,R	FA 55
	+ 9.0 HRS ARR		Lopez,R	
Class#21131 meets 07/06/2010-08/13/2010				

### DANC 108B - 2.0 UNITS DANCE, MODERN, INTERMEDIATE

Transferable to UC, CSU

21590	1:15- 2:15PM	TWTh	Lopez,R	FA 55
	+ 9.0 HRS ARR		Lopez,R	FA 55
Class#21590 meets 07/06/2010-08/13/2010				

### DANC 130 - 2.0 UNITS CHOREOGRAPHY

Transferable to UC, CSU

21145	12.0 HRS ARR		Sanderson,J	FA 55
First class meeting Tuesday, July 6 at 10:15 in FA 55.				
Class#21145 meets 07/06/2010-08/13/2010				

## DENTAL ASSISTING

### DA 75 - 5.0 UNITS CLINICAL II COOPERATIVE OFFICE TRAINING

Not Transferable

Prerequisite: DA 65 or equivalent with a grade of Pass or "C" or higher.

NOTE: a material fee of \$11.00 is required for DA 75

20274	5:30- 8:50PM	M	Wedell,D	HS307
	+32.0 HRS ARR		Wedell,D	TBD *
Class#20274 meets 05/24/2010-07/02/2010				

## DENTAL HYGIENE

Clearance of a criminal background check and/or drug testing may be required prior to clinical field experience.

### DH 150C - 1.0 UNIT CLINICAL DENTAL HYGIENE IIA

Transferable to CSU

Prerequisite: DH 125C & DH 128 or equivalent with a grade of Pass or "C" or higher.

20168	9.0 HRS ARR		Ninomiya,K	LAB A	TBD *
Class#20168 meets 07/06/2010-08/13/2010					
20169	9.0 HRS ARR		Carroll,D	LAB B	TBD *
Class#20169 meets 07/06/2010-08/13/2010					
20170	9.0 HRS ARR		Krayer,A	LAB C	TBD *
Class#20170 meets 07/06/2010-08/13/2010					
20171	9.0 HRS ARR		STAFF	LAB D	TBD *
Class#20171 meets 07/06/2010-08/13/2010					

## ECONOMICS

ECON 201 requires one (3) hrs per week lab participation.

As of Fall 2010, the California State University system will require Intermediate Algebra as a prerequisite for both ECON 201 and ECON 202.

### ECON 201 - 3.0 UNITS PRINCIPLES OF MACROECONOMICS

Transferable to UC, CSU (CAN ECON 2)

Prerequisite: MATH 40 or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Math Placement Process.

Recommendation: ENGL 100 or equivalent with a grade of Pass or "C" or higher.

20856	9.0 HRS ARR	(OL)	Keenan,D	ONLINE
Please see instructor's webpage.				
Class#20856 meets 07/06/2010-08/13/2010				

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
<p>ECON 202 requires one (3) hrs per week lab participation. As of Fall 2010, the California State University system will require Intermediate Algebra as a prerequisite for both ECON 201 and ECON 202.</p>					20632	11:00- 1:15PM	MTWTh	Alvarez,L	LA 23
						1:15- 2:00PM	MTWTh	Alvarez,L	LA 23
					Class#20632 meets 07/06/2010-08/13/2010				
					20681	8:00-10:15AM	MTWTh	Alvarez,L	LA 23
						10:15-11:00AM	MTWTh	Alvarez,L	LA 23
					Class#20681 meets 07/06/2010-08/13/2010				
					<b>20691</b>	<b>7:00- 9:15PM</b>	<b>MTWTh</b>	Burns,M	LA 23
						<b>9:15-10:00PM</b>	<b>MTWTh</b>	Burns,M	LA 23
					Class#20691 meets 07/06/2010-08/13/2010				
					20806	4:00- 6:15PM	MTWTh	Burns,M	LA 23
						6:15- 7:00PM	MTWTh	Burns,M	LA 23
					Class#20806 meets 07/06/2010-08/13/2010				

**ECON 202 - 3.0 UNITS PRINCIPLES OF MICROECONOMICS**  
Transferable to UC, CSU (CAN ECON 4)  
Recommendation: ENGL 100 or equivalent with a grade of Pass or "C" or higher.

20857 9.0 HRS ARR (OL) Keenan,D ONLINE  
Please see instructor's webpage.  
Class#20857 meets 07/06/2010-08/13/2010

20902 12:30- 2:45PM MTWTh Namala,S SS306  
Class#20902 meets 07/06/2010-08/13/2010

**ENGL 33 - 0.5 UNIT INDIVIDUALIZED WRITING**  
Not Transferable

20670 2.3 HRS ARR Fabish,D LC206  
Class#20670 meets 05/24/2010-08/13/2010

## EDUCATIONAL TECHNOLOGY (EDTCH)

General Distance Orientation for all ONLINE and HYBRID courses is available on the Distance Education website, <http://www.cerritos.edu/de>

**EDT 103 - 2.0 UNITS SPREADSHEETS FOR EDUCATORS**  
Transferable to CSU

20762 6.0 HRS ARR (OL) Alexander,C ONLINE  
Class#20762 meets 07/06/2010-08/13/2010

**EDT 104 - 2.0 UNITS WORD PROCESSING FOR EDUCATORS**  
Transferable to CSU  
Recommendation: EDT 50 or EDT 51 and EDT 52 or EDT 53 or equivalent with grades of Pass or "C" or higher.

20035 6.0 HRS ARR (OL) Alexander,C ONLINE  
Class#20035 meets 07/06/2010-08/13/2010

**EDT 105 - 2.0 UNITS POWERPOINT FOR EDUCATORS**  
Transferable to CSU  
Recommendation: EDT 50 or EDT 51 and EDT 52 or EDT 53 or equivalent with grades of Pass or "C" or higher.

20763 6.0 HRS ARR (OL) Alexander,C ONLINE  
Class#20763 meets 07/06/2010-08/13/2010

**ENGL 52 - 3.0 UNITS INTRODUCTION TO COLLEGE COMPOSITION**  
Not Transferable

Prerequisite: Satisfactory completion of the English Placement Process or ENGL 20 or equivalent with a grade of Pass or "C" or higher.

20641 8:00-10:15AM MTWTh Hu,P LA 26  
10:15-11:00AM MTWTh Hu,P LA 26  
Class#20641 meets 07/06/2010-08/13/2010

20649 11:00- 1:15PM MTWTh Ashe,S LA 33  
1:15- 2:00PM MTWTh Ashe,S LA 33  
Class#20649 meets 07/06/2010-08/13/2010

20651 2:00- 4:15PM MTWTh Ashe,S LA 33  
4:15- 5:00PM MTWTh Ashe,S LA 33  
Class#20651 meets 07/06/2010-08/13/2010

20695 8:00-10:15AM MTWTh Fabish,D LA 31  
10:15-11:00AM MTWTh Fabish,D LA 31  
Class#20695 meets 07/06/2010-08/13/2010

20697 10:30-12:15PM MTWTh Chester,R FA 62  
12:15- 1:15PM MTWTh Chester,R FA 62  
Class#20697 meets 07/06/2010-08/13/2010

20699 11:00- 1:15PM MTWTh Fabish,D LA 31  
1:15- 2:00PM MTWTh Fabish,D LA 31  
Class#20699 meets 07/06/2010-08/13/2010

20701 10:15-12:15PM MTWTh Mixson Jr.,F SS313  
12:15- 1:15PM MTWTh Mixson Jr.,F SS313  
Class#20701 meets 07/06/2010-08/13/2010

20709 4:00- 6:15PM MTWTh Kayser,L LA 27  
6:15- 7:00PM MTWTh Kayser,L LA 27  
Class#20709 meets 07/06/2010-08/13/2010

## ENGINEERING DESIGN TECHNOLOGY

**ENGT 138 - 4.0 UNITS AUTOCAD**  
Transferable to UC, CSU  
Prerequisite: ENGT 131 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.  
NOTE: a material fee of \$6.00 is required for ENGT 138

**20298 5:30- 7:45PM MTWTh Wissa,F TE 7**  
**7:45-10:00PM MTWTh Wissa,F TE 7**  
Class#20298 meets 07/06/2010-08/13/2010

**ENGT 265 - 4.0 UNITS CATIA I**  
Transferable to CSU  
Prerequisite: ENGT 138 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.  
NOTE: a material fee of \$6.00 is required for ENGT 265

**20736 5:30- 7:45PM MTWTh Hiranandani,J TE 6**  
**7:45-10:00PM MTWTh Hiranandani,J TE 6**  
Class#20736 meets 07/06/2010-08/13/2010

**ENGL 100 - 4.0 UNITS FRESHMAN COMPOSITION**  
Transferable to UC, CSU (CAN ENGL 2)

Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.

20174 8:00-11:00AM MTWTh Gaik,F LA 21  
Class#20174 meets 07/06/2010-08/13/2010

20175 8:00-11:00AM MTWTh Juntilla,T LC208  
Class#20175 meets 07/06/2010-08/13/2010

20176 10:15- 1:15PM MTWTh Palumbo,L LA 27  
Class#20176 meets 07/06/2010-08/13/2010

20323 11:00- 2:00PM MTWTh Hu,P LA 26  
Class#20323 meets 07/06/2010-08/13/2010

20451 12.0 HRS ARR (OL) Swanson,J ONLINE  
Mandatory Orientation: 3:30 - 5:30 pm, Tuesday - July 6 in BE 4.  
Class#20451 meets 07/06/2010-08/13/2010

21147 12.0 HRS ARR (OL) Swanson,J ONLINE  
Mandatory Orientation: 12:00 - 2:00 pm, Tuesday - July 6 in BE 4.  
Class#21147 meets 07/06/2010-08/13/2010

20541 12.0 HRS ARR (OL) Crawford,S ONLINE  
Mandatory Orientation: 6:00 - 8:00 pm, Tuesday - July 6 in BE 4.  
Class#20541 meets 07/06/2010-08/13/2010

20664 12.0 HRS ARR (OL) Shah-Williams,N ONLINE  
Mandatory Orientation: 5:00 - 7:00 pm, Tuesday - July 6 in BE 1.  
Class#20664 meets 07/06/2010-08/13/2010

20718 12.0 HRS ARR (OL) Carney,D ONLINE  
Mandatory Orientation: 11:00 - 1:00 pm, Tuesday - July 6 in BE 2.  
Class#20718 meets 07/06/2010-08/13/2010

## ENGLISH

**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.

20036 8:00-10:15AM MTWTh Carney,D LA 33  
10:15-11:00AM MTWTh Carney,D LA 33  
Class#20036 meets 07/06/2010-08/13/2010

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
<b>ENGL 102 - 3.0 UNITS FRESHMAN COMPOSITION AND LITERATURE</b> Transferable to UC, CSU (CAN ENGL 4) Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher.					ESL 100 Requires 3 hrs. per week lab participation				
20180	8:00-10:15AM	MTWTh	Chester,R	FA 62					
Class#20180 meets 07/06/2010-08/13/2010					<b>ESL 100 - 3.0 UNITS ESL ADVANCED WRITING AND GRAMMAR 1</b> Transferable to UC, CSU Prerequisite: Satisfactory completion of the English As a Second Language Placement Process or ESL 3 or equivalent with a grade of Pass or "C" or higher.				
<b>ENGL 103 - 3.0 UNITS CRITICAL AND ARGUMENTATIVE WRITING</b> 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.					20051	10:15-12:30PM	MTWTh	Berry,P	LA 24
20148	10:15-12:30PM	MTWTh	Mueller,B	LA 22	Class#20051 meets 07/06/2010-08/13/2010				
20183	8:00-10:15AM	MTWTh	Mueller,B	LA 22	ESL 200 Requires 3 hrs. per week lab participation				
Class#20183 meets 07/06/2010-08/13/2010					<b>ESL 200 - 3.0 UNITS ESL ADVANCED WRITING AND GRAMMAR 2</b> Transferable to UC Prerequisite: Satisfactory completion of the English As Second Language Placement Process or ESL 100 or equivalent with a grade of Pass or "C" or higher.				
20184	7:00- 9:15AM	MTWTh	Kayser,L	LA 27	20053	10:15-12:30PM	MTWTh	Yeager,M	LA 25
Class#20184 meets 07/06/2010-08/13/2010					Class#20053 meets 07/06/2010-08/13/2010				
20450	10:15-12:30PM	MTWTh	Whitson,B	(HYBRID) LA 20					
This ENGL 103 class is part of the – The Play's the Thing Learning Community. You must also register for ENGL 235 # 20668. For additional enrollment information, contact the Learning Community office (562) 860-2451 ext. 2782. Class#20450 meets 07/06/2010-08/13/2010									
<b>ENGL 235 - 3.0 UNITS READINGS IN THE DRAMA</b> Transferable to UC, CSU (CAN ENGL 22) Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.									
20668	8:00-10:15AM	MTWTh	Stiles,L	(HYBRID) LA 20					
This ENGL 235 class is part of the – The Play's the Thing Learning Community. You must also register for ENGL 103 # 20450. For additional enrollment information, contact the Learning Community office (562) 860-2451 ext. 2782. Class#20668 meets 07/06/2010-08/13/2010									
<b>ENGL 240 - 3.0 UNITS CREATIVE WRITING</b> Transferable to UC, CSU (CAN ENGL 6) Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.									
20721	11:00- 1:15PM	MTWTh	Gaik,F	LA 21					
Class#20721 meets 07/06/2010-08/13/2010									
<b>ENGL 246B - 3.0 UNITS SURVEY OF ENGLISH LITERATURE</b> Transferable to UC, CSU (CAN ENGL 10)(CAN ENGL SEQ B) Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher.									
21540	8:00-10:15AM	MTWTh	Palumbo,L	LA 25					
Class#21540 meets 07/06/2010-08/13/2010									
<b>FINANCE</b>									
<b>FIN 125 - 3.0 UNITS PERSONAL FINANCE</b> Transferable to CSU NOTE: a material fee of \$3.00 is required for FIN 125									
21245	5:30-10:00PM	MW	Fronke,M	BE 10					
Class#21245 meets 07/06/2010-08/13/2010									
21485	8:00-10:15AM	MTWTh	Moloney,P	BE 10					
Class#21485 meets 07/06/2010-08/13/2010									
<b>FRENCH</b>									
<b>FREN 101 - 5.0 UNITS ELEMENTARY FRENCH</b> Transferable to UC, CSU (CAN FREN 2)(CAN FREN SEQ A) Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher, or concurrent enrollment.									
20055	8:00-11:45AM	MTWTh	Florescu,M	LA 29 LC205					
+ 3.0 HRS ARR Class#20055 meets 07/06/2010-08/13/2010									
<b>GEOGRAPHY</b>									
<b>GEOG 101 - 3.0 UNITS PHYSICAL GEOGRAPHY</b> Transferable to UC, CSU (CAN GEOG 2)									
20773	8:00-10:15AM	MTWTh	Kreger,R	S 101					
Class#20773 meets 07/06/2010-08/13/2010									
21599	9:30-12:30PM	TWTh	Lo Vetere,C	CB105					
Class#21599 meets 07/06/2010-08/13/2010									
<b>GEOG 101L - 1.0 UNIT PHYSICAL GEOGRAPHY LABORATORY</b> Transferable to UC, CSU Prerequisite: GEOG 101 or equivalent with a grade of Pass or "C" or higher, or concurrent enrollment.									
21600	1:00- 4:00PM	TWTh	Lo Vetere,C	PS 2					
Class#21600 meets 07/06/2010-08/13/2010									
<b>GEOG 105 - 3.0 UNITS WORLD REGIONAL GEOGRAPHY</b> Transferable to UC, CSU									
21190	10:30-12:45PM	MTWTh	Kreger,R	S 101					
Class#21190 meets 07/06/2010-08/13/2010									
<b>ENGLISH AS A SECOND LANGUAGE</b>									
<b>ESL 2 - 5.0 UNITS ESL GRAMMAR, READING, AND WRITING 2</b> Not Transferable Prerequisite: Satisfactory completion of the English As a Second Language Placement Process or ESL 1 or equivalent with a grade of Pass or "C" or higher.									
20048	6:00- 9:45PM	MTWTh	Sugihara-Cheetham,J	LA 24					
Class#20048 meets 07/06/2010-08/13/2010									
20186	9:00-12:45PM	MTWTh	Coulter,L	SS220					
Class#20186 meets 07/06/2010-08/13/2010									
<b>ESL 3 - 5.0 UNITS ESL GRAMMAR, READING, AND WRITING 3</b> Not Transferable Prerequisite: Satisfactory completion of the English As a Second Language Placement Process or ESL 2 or equivalent with a grade of Pass or "C" or higher.									
20187	9:00-12:45PM	MTWTh	Coulter,L	SS220					
Class#20187 meets 07/06/2010-08/13/2010									
20671	6:00- 9:45PM	MTWTh	Sugihara-Cheetham,J	LA 24					
Class#20671 meets 07/06/2010-08/13/2010									
<b>ESL 10 - 3.0 UNITS ESL SPEAKING AND LISTENING 1</b> Not Transferable									
20049	8:00-10:15AM	MTWTh	Berry,P	LA 24					
Class#20049 meets 07/06/2010-08/13/2010									
<b>ESL 20 - 3.0 UNITS ESL SPEAKING AND LISTENING 2</b> Not Transferable									
20050	8:00-10:15AM	MTWTh	Berry,P	LA 24					
Class#20050 meets 07/06/2010-08/13/2010									

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

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

### GERM 101 - 5.0 UNITS ELEMENTARY GERMAN

Transferable to UC, CSU (CAN GERM 2)(CAN GERM SEQ A)

20326	6:00- 9:45PM	MTWTh	Potter,I	LA 22 LC205
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+ 3.0 HRS ARR  
Class#20326 meets 07/06/2010-08/13/2010

## HEALTH EDUCATION

### HED 100 - 3.0 UNITS CONTEMPORARY HEALTH PROBLEMS

Transferable to UC, CSU

20189	8:00-10:15AM	MTWTh	McPherson,M	CB104
Class#20189 meets 07/06/2010-08/13/2010				
20190	10:15-12:30PM	MTWTh	McPherson,M	CB104
Class#20190 meets 07/06/2010-08/13/2010				
20470	8:00-11:00AM	MTW	Murray,K	FA 75
Class#20470 meets 07/06/2010-08/13/2010				
21345	11:00- 1:00PM	MTW	Murray,K	FA 75
Class#21345 meets 07/06/2010-08/13/2010				
20471	9.0 HRS ARR	(OL)	Bueno,N	ONLINE
Mandatory Orientation: 6:00 - 8:00 pm, Thursday - July 8 in CB 106. Class#20471 meets 07/06/2010-08/13/2010				
21421	9.0 HRS ARR	(OL)	Edwards,C	ONLINE
Mandatory Orientation: 6:00 - 8:00 pm, Tuesday - July 6 in CB 106. Class#21421 meets 07/06/2010-08/13/2010				
20057	10:15-12:30PM	MTWTh	Gaylord,K	S 103
Class#20057 meets 07/06/2010-08/13/2010				

## HEALTH OCCUPATIONS

### HO 56 - 1.0 UNIT MEDICATION CALCULATIONS

Not Transferable

Prerequisite: MATH 40 or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Math Placement Process.

20280	5:00- 8:00PM	T	Veloz-Rendon,L	HS104
Class#20280 meets 05/24/2010-07/02/2010				
20614	2:00- 5:00PM	Th	Orozco,R	HS104
Class#20614 meets 07/06/2010-08/13/2010				

## HISTORY

### HIST 102 - 3.0 UNITS POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES: 1500S TO

Transferable to UC, CSU (CAN HIST 8)(CAN HIST SEQ B)

Prerequisite: Satisfactory completion of the English Placement process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.

Recommendation: Satisfactory completion of the Reading Placement Process or READ 54 with a grade of Pass or "C" or higher.

20196	12:30- 2:45PM	MTWTh	Fernandez,W	SS311
Class#20196 meets 07/06/2010-08/13/2010				
20851	8:00-10:15AM	MTWTh	Haas,J	LC155
Class#20851 meets 07/06/2010-08/13/2010				

### HIST 103 - 3.0 UNITS POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES: 1877 TO P

Transferable to UC, CSU (CAN HIST 10)(CAN HIST SEQ B)

Prerequisite: Satisfactory completion of the English Placement process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.

Recommendation: Satisfactory completion of the Reading Placement Process or READ 54 with a grade of Pass or "C" or higher.

20327	9.0 HRS ARR	(OL)	Oliver,S	ONLINE
Please see instructor's webpage. Class#20327 meets 07/06/2010-08/13/2010				
20724	8:00-10:15AM	MTWTh	Oliver,S	SS310
Class#20724 meets 07/06/2010-08/13/2010				
20860	10:15-12:30PM	MTWTh	Haas,J	LC155
Class#20860 meets 07/06/2010-08/13/2010				

### HIST 120 - 3.0 UNITS HISTORY OF CALIFORNIA

Transferable to UC, CSU

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 with a grade of Pass or "C" or higher.

20195	2:45- 5:00PM	MTWTh	Fernandez,W	SS311
Class#20195 meets 07/06/2010-08/13/2010				

## JOURNALISM

### JOUR 100 - 3.0 UNITS MASS COMMUNICATIONS AND SOCIETY

Transferable to UC, CSU (CAN JOUR 4)

20065	10:15-12:30PM	MTWTh	STAFF	FA 43
Class#20065 meets 07/06/2010-08/13/2010				

### JOUR 121 - 3.0 UNITS MULTIMEDIA REPORTING

Transferable to CSU

Recommendation: JOUR 101 or equivalent with a grade of Pass or "C" or higher.

21512	10:00-11:30AM	MTWTh	Cameron,R	FA 42
	11:30- 1:45PM	MTWTh	Cameron,R	FA 42
Class#21512 meets 07/06/2010-08/13/2010				

## LAW

### LAW 101 - 3.0 UNITS INTRODUCTION TO LAW

Transferable to CSU

21225	5:30-10:00PM	TTh	Mullin,M	LC 22
Class#21225 meets 07/06/2010-08/13/2010				

### LAW 111 - 3.0 UNITS BUSINESS LAW

Transferable to UC, CSU (CAN BUS 8)

21233	9.0 HRS ARR	(OL)	Pribble,M	ONLINE
Orientation: 5:30 - 6:30 pm, Tuesday - July 6 in BE 16. Class#21233 meets 07/06/2010-08/13/2010				
21234	9.0 HRS ARR	(OL)	Pribble,M	ONLINE
Orientation: 6:30 - 7:30 pm, Tuesday - July 6 in BE 16. Class#21234 meets 07/06/2010-08/13/2010				

### LAW 220 - 3.0 UNITS LANDLORD AND TENANT LAW

Transferable to CSU

Recommendation: LAW 56 with a grade of Pass or "C" or higher.

NOTE: a material fee of \$4.00 is required for LAW 220

21498	5:30-10:00PM	MW	Mullin,M	LC 22
Class#21498 meets 07/06/2010-08/13/2010				

## MACHINE TOOL TECHNOLOGY

### MTT 60 - 2.0 UNITS ADVANCED MACHINE TOOL CONCEPTS

Not Transferable

NOTE: a material fee of \$10.00 is required for MTT 60

21466	6.0 HRS ARR	(OL)	Real,Y	ONLINE
Mandatory Orientation: 5:00 pm, Tuesday - July 6 in ME 3H. Class#21466 meets 07/06/2010-08/13/2010				

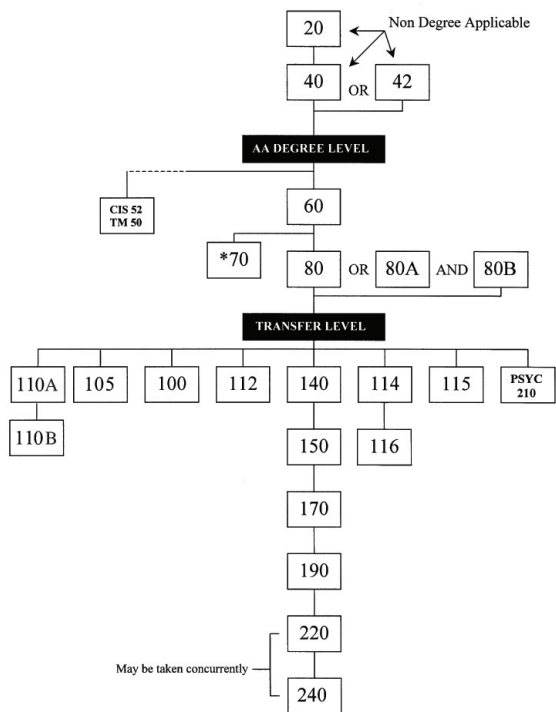
Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
<b>MTT 62 - 2.0 UNITS FIXTURE TOOLING</b> Not Transferable NOTE: a material fee of \$10.00 is required for MTT 62 21162 6.0 HRS ARR (OL) Real,Y ONLINE Mandatory Orientation: 5:00 pm, Tuesday - July 6 in ME-3H. Class#21162 meets 07/06/2010-08/13/2010					Need Help with Your Math Class??? Monday- Thursday: 10:00 am - 2:00 pm Register in AED 90.91, class # 21589  Walk-In Math Tutoring in the ASC (LC-166) By Trained Tutors and Math Department Faculty Hours, staffing, and location may be subject to change.  For more information call the Academic Support Center at (562) 860-2451, ext. 2404.				
<b>MTT 76 - 2.5 UNITS GIBBSCAM MILLING</b> Not Transferable NOTE: a material fee of \$10.00 is required for MTT 76 21336 5:30- 7:30PM MTW Real,Y ME 2J 7:30- 9:30PM MTW Real,Y ME 2J Class#21336 meets 07/06/2010-08/13/2010					<b>MATH 5 - 1.0 UNIT MATHEMATICS LEARNING STRATEGIES</b> Not Transferable Prerequisite: Concurrent enrollment in MATH 20, 40, 60 ,80, 80A, or 80B 21522 9:30-10:15AM MTWTh Worrel,D CB101 This Math 5 must be taken with Math 20 #20199. Class#21522 meets 07/06/2010-08/13/2010 21524 4:00- 4:45PM MTWTh George,P PS 11 This Math 5 must be taken with Math 20 #20437. Class#21524 meets 07/06/2010-08/13/2010				
<b>MTT 91L - 1.0 UNIT CNC MILL MACHINING LABORATORY</b> Not Transferable Prerequisite: MTT 51 or MTT 76 and MTT 52, with grades of Pass or "C" or higher. Corequisite: MTT 56 with a grade of Pass of "C" or higher, or prior completion NOTE: a material fee of \$10.00 is required for MTT 91L 20798 5:30- 8:30PM MTW Real,Y ME 2J Class#20798 meets 07/06/2010-08/13/2010					<b>MATH 20 - 3.0 UNITS BASIC MATHEMATICS</b> Not Transferable 20199 10:15-12:30PM MTWTh Worrel,D CB101 This Math 20 must be taken with Math 5 #21522. Class#20199 meets 07/06/2010-08/13/2010 20437 4:45- 7:00PM MTWTh George,P PS 11 This Math 20 must be taken with Math 5 #21524. Class#20437 meets 07/06/2010-08/13/2010				
<b>MTT 92L - 1.0 UNIT MASTERCAM LABORATORY</b> Not Transferable Prerequisite: MTT 51 or MTT 57 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 MTT 92L 20529 5:30- 8:30PM MTW Real,Y ME 2J Class#20529 meets 07/06/2010-08/13/2010					<b>MATH 40 - 4.0 UNITS PRE-ALGEBRA</b> Not Transferable Prerequisite: MATH 20 or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Math Placement Process. 20200 10:00- 1:00PM MTWTh Jordan,W PS 11 Class#20200 meets 07/06/2010-08/13/2010 20202 1:00- 4:00PM MTWTh O'Neil,S CB105 Class#20202 meets 07/06/2010-08/13/2010 20448 7:00-10:00PM MTWTh Feldstein,T PS 14 Class#20448 meets 07/06/2010-08/13/2010 20461 7:00-10:00AM MTWTh Mata,P LC133 Class#20461 meets 07/06/2010-08/13/2010 20460 4:00- 7:00PM MTWTh Feldstein,T PS 14 Class#20460 meets 07/06/2010-08/13/2010 20155 10:00- 1:00PM MTWTh Mata,P LC133 Class#20155 meets 07/06/2010-08/13/2010				

## MATHEMATICS

### Cerritos College Mathematics Department

#### Sequence of Courses



\*MATH 70 is a prerequisite for Math 105, 110A, 100, 140 and above. Although it is not a prerequisite it is recommended for Math 115 and Math 116.

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
<b>MATH 80B - 3.0 UNITS INTERMEDIATE ALGEBRA II</b> Not Transferable Prerequisite: MATH 80A or equivalent with a grade of Pass or "C" or higher.					<b>MATH 150 - 4.0 UNITS PRECALCULUS MATH</b> Transferable to UC, CSU (CAN MATH 16) Prerequisite: MATH 140 or equivalent with a grade of Pass or "C" or higher.				
20163	10:15-12:30PM	MTWTh	Chalmers,G	CB102	Entering students must attain a satisfactory score on the Calculus Readiness Test. A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.				
A TI-83 Plus, or 84 Plus graphing calculator is required for section #20163. Class#20163 meets 07/06/2010-08/13/2010					20165	7:00-10:00AM	MTWTh	Budarin,D	PS 20
<b>20439</b>	<b>7:15- 9:30PM</b>	<b>MTWTh</b>	Leon Jr.,R	PS 13	Class#20165 meets 07/06/2010-08/13/2010				
<b>MATH 110A - 3.0 UNITS MATHEMATICS FOR ELEMENTARY TEACHERS</b> Transferable to UC, CSU (CAN MATH 4) Prerequisite: MATH 80 (or MATH 80B) and MATH 70 or equivalent with grades of Pass or "C" or higher.					<b>21192</b>	<b>7:00-10:00PM</b>	<b>MTWTh</b>	George,P	PS 11
Students who have not taken MATH 80 or MATH 80B must attain a satisfactory score on the Advanced Math Readiness Test. A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.					Class#21192 meets 07/06/2010-08/13/2010				
20078	4:00- 6:45PM	MTWTh	Carreon,L	PS 20	<b>MATH 170 - 4.0 UNITS ANALYTIC GEOMETRY AND CALCULUS I</b> Transferable to UC, CSU (CAN MATH 18)(CAN MATH SEQ C) Prerequisite: MATH 150 or equivalent with a grade of Pass or "C" or higher.				
A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.					Students who have not taken MATH 150 must attain a satisfactory score on the Calculus Readiness Test. A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.				
Class#20078 meets 07/06/2010-08/13/2010					20288	10:00- 1:00PM	MTWTh	Hugen,M	CB106
<b>MATH 112 - 4.0 UNITS ELEMENTARY STATISTICS</b> Transferable to UC, CSU (CAN STAT 2) Prerequisite: MATH 80 or MATH 80B or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Math Placement Process.					Class#20288 meets 07/06/2010-08/13/2010				
A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.					<b>MEDICAL ASSISTANT</b>				
20329	1:00- 4:00PM	MTWTh	Chalmers,G	CB102	<b>MA 161 - 3.0 UNITS MEDICAL TERMINOLOGY</b> Transferable to CSU				
Class#20329 meets 07/06/2010-08/13/2010					<b>20328</b>	<b>6:00- 9:00PM</b>	<b>MTTh</b>	Marks,S	HS305
20509	10:00- 1:00PM	MTWTh	Nikdel,M	CB103	Class#20328 meets 07/06/2010-08/13/2010				
Class#20509 meets 07/06/2010-08/13/2010					<b>MICROBIOLOGY</b>				
20285	7:00-10:00AM	MTWTh	Nikdel,M	PS 12	<b>MICR 200 - 5.0 UNITS PRINCIPLES AND APPLICATIONS OF MICROBIOLOGY</b> 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.				
Class#20285 meets 07/06/2010-08/13/2010					20215	2:45- 5:00PM	MTWTh	Walther,R	S 103
<b>MATH 114 - 4.0 UNITS COLLEGE ALGEBRA</b> Transferable to UC, CSU Prerequisite: MATH 80 or MATH 80B or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Math Placement Process.					10:00- 2:30PM MTWTh Walther,R Class#20215 meets 07/06/2010-08/13/2010				
A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.					<b>MUSIC</b>				
20213	10:00- 1:00PM	MTWTh	Lewandowski,P	LC134	<b>MUS 104B - 3.0 UNITS HISTORY OF ROCK MUSIC</b> Transferable to UC, CSU				
Class#20213 meets 07/06/2010-08/13/2010					20753	9.0 HRS ARR	(OL)	Pritchard Jr.,G	ONLINE
<b>20286</b>	<b>7:00-10:00PM</b>	<b>MTWTh</b>	Cordova,E	LC134	No Orientation: Please check TalonNet for more information. Email address: GPritchard@cerritos.edu Class#20753 meets 07/06/2010-08/13/2010				
Class#20286 meets 07/06/2010-08/13/2010					<b>MUS 105 - 3.0 UNITS MUSIC FUNDAMENTALS</b> Transferable to UC, CSU				
21298	1:00- 4:00PM	MTWTh	Demian,K	LC133	20218	9.0 HRS ARR	(OL)	Lopez,C	ONLINE
Class#21298 meets 07/06/2010-08/13/2010					Recommended Orientation: Wed. June 30 from 10-11:30am in BC 68. Website www.cerritos.edu/clopez is also accessible through TalonNet. Class#20218 meets 07/06/2010-08/13/2010				
20445	4:00- 7:00PM	MTWTh	Demian,K	LC133	20219	9.0 HRS ARR	(OL)	Nelson,D	ONLINE
Class#20445 meets 07/06/2010-08/13/2010					Mandatory Orientation: Fri. July 2 from 10-10:30am in BC 51. Website www.cerritos.edu/dnelson is also accessible through TalonNet. Class#20219 meets 07/06/2010-08/13/2010				
<b>MATH 115 - 4.0 UNITS FINITE MATHEMATICS</b> Transferable to UC, CSU (CAN MATH 12) Prerequisite: MATH 80 or MATH 80B or equivalent with a grade of Pass or "C" or higher.					Instrumental Ensemble Auditions for MUS 124A and 125A please contact the music office (562)860-2451, Ext. 2631 for more information.				
Students who have not taken MATH 80 or MATH 80B must attain a satisfactory score on the Advanced Math Readiness Test. A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.					<b>MUS 124A - 2.5 UNITS BEGINNING BAND</b> Transferable to CSU				
21526	10:00- 1:00PM	MTWTh	Lewandowski,T	PS 20	<b>20872</b>	<b>6:00-10:30PM</b>	<b>M</b>	Betancourt,D	BC 53
Class#21526 meets 07/06/2010-08/13/2010					<b>6:00-10:30PM T</b> Class#20872 meets 05/24/2010-07/16/2010				
<b>MATH 116 - 4.0 UNITS CALCULUS FOR MANAGERIAL, BIOLOGICAL AND SOCIAL SCIENCES</b> Transferable to UC, CSU (CAN MATH 34) Prerequisite: MATH 114 or equivalent with a grade of Pass or "C" or higher.					<b>MATH 140 - 3.0 UNITS TRIGONOMETRY</b> Transferable to CSU (CAN MATH 8) Prerequisite: MATH 80 (or MATH 80B) and MATH 70 or equivalent with grades of Pass or "C" or higher.				
Students who have not taken MATH 80 or MATH 80B must attain a satisfactory score on the Advanced Math Readiness Test. A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.					A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.				
<b>21295</b>	<b>7:00-10:00PM</b>	<b>MTWTh</b>	Carreon,L	PS 20	Class#20164 meets 07/06/2010-08/13/2010				
Class#21295 meets 07/06/2010-08/13/2010					<b>MATH 140 - 3.0 UNITS TRIGONOMETRY</b> Transferable to CSU (CAN MATH 8) Prerequisite: MATH 80 (or MATH 80B) and MATH 70 or equivalent with grades of Pass or "C" or higher.				
Students who have not taken MATH 80 or MATH 80B must attain a satisfactory score on the Advanced Math Readiness Test. A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.					A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.				
<b>20164</b>	<b>5:00- 7:15PM</b>	<b>MTWTh</b>	Leon Jr.,R	PS 13	Class#20164 meets 07/06/2010-08/13/2010				
Class#20164 meets 07/06/2010-08/13/2010					<b>MATH 140 - 3.0 UNITS TRIGONOMETRY</b> Transferable to CSU (CAN MATH 8) Prerequisite: MATH 80 (or MATH 80B) and MATH 70 or equivalent with grades of Pass or "C" or higher.				
Students who have not taken MATH 80 or MATH 80B must attain a satisfactory score on the Advanced Math Readiness Test. A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.					A graphing calculator is required for this course. A Texas Instruments 83+, or 84+, is strongly recommended.				

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
<b>MUS 125A - 2.5 UNITS COMMUNITY BAND</b>					<b>PHAR 60 - 2.0 UNITS PHARMACY INTRODUCTION</b>				
Transferable to CSU					Not Transferable				
20874	6:00-10:30PM	M	Betancourt,D	BC 53	Corequisite: PHAR 60L.				
	6:00-10:30PM	T	Betancourt,D	BC 53	21122	6:00- 9:00PM	W	Bowman,D	HS104
Class#20874 meets 05/24/2010-07/16/2010									

## NURSING

<b>NRSNG 5 - 2.0 UNITS REMOVING BARRIERS TO SUCCESS IN NURSING</b>				
Not Transferable				
Recommendation: Achievement of a score below benchmark on the diagnostic assessment test.				
20842	9:00-12:00PM	WTh	Brooks,K	HS104
Class#20842 meets 05/24/2010-07/02/2010				

<b>NRSNG 25 - 0.5 UNIT CLINICAL WORKSHOP 1</b>				
Not Transferable				
Prerequisite: Current license as a Licensed Psychiatric Technician or Licensed Vocational Nurse or completion of one or more nursing core courses in an approved/accredited nursing program.				
NOTE: a material fee of \$34.00 is required for NRSNG 25				
20221	9:00- 9:45AM	T	Natividad,R	SL105
	9:45- 3:00PM	T	Natividad,R	SL121
Class#20221 meets 07/06/2010-08/13/2010				

<b>NRSNG 26 - 0.5 UNIT CLINICAL WORKSHOP 2</b>				
Not Transferable				
Prerequisite: Current license as a Licensed Psychiatric Technician or Licensed Vocational Nurse or completion of one or more nursing core courses in an approved/accredited nursing program.				
NOTE: a material fee of \$47.00 is required for NRSNG 26				
20222	9:00- 9:45AM	T	Natividad,R	SL105
	9:45- 3:00PM	T	Natividad,R	SL121
Class#20222 meets 07/06/2010-08/13/2010				

<b>NRSNG 47 - 1.0 UNIT NURSING SKILLS LAB</b>				
Not Transferable				
21592	9:00- 1:30PM	WTh	Veloz-Rendon,L	SL122
Class#21592 meets 07/06/2010-08/13/2010				

<b>NRSNG 48T - 0.5 UNIT ELECTIVE NURSING - TUTORIAL</b>				
Not Transferable				
Prerequisite: Admission to the Nursing Program.				
NOTE: a material fee of \$25.00 is required for NRSNG 48T				
20789	9:00- 3:00PM	W	Brooks,K	SL121
Class#20789 meets 07/06/2010-08/13/2010				

<b>NRSNG 80 - 1.0 UNIT NURSING PROCESS DOCUMENTATION</b>				
Transferable to CSU				
Prerequisite: NRSNG 210 or equivalent with a grade of Pass or "C" or higher or admission to the Nursing Program.				
20813	10:00- 1:00PM	M	Orozco,R	SL106
	1:00- 2:30PM	M	Orozco,R	SL106
Class#20813 meets 07/06/2010-08/13/2010				

<b>NRSNG 251 - 1.0 UNIT BASIC ADULT PHYSICAL ASSESSMENT</b>				
Transferable to CSU				
Prerequisite: Current or prior enrollment in an accredited nursing program or licensure as a health care provider.				
NOTE: a material fee of \$5.00 is required for NRSNG 251				
20768	9:00-10:30AM	Th	Natividad,R	SL105
	10:30- 3:00PM	Th	Natividad,R	SL105
Class#20768 meets 07/06/2010-08/13/2010				

## PHARMACY TECHNICIAN

Clearance of a criminal background check and/or drug testing may be required prior to clinical field experience.

<b>PHAR 50 - 1.5 UNITS PHARMACEUTICS</b>				
Not Transferable				
Prerequisite: HO 56 or equivalent with a grade of Pass or "C" or higher.				
20770	6:00- 8:25PM	TTh	Bowman,D	HS104
Class#20770 meets 07/06/2010-08/13/2010				

<b>PHAR 60L - 1.0 UNIT PHARMACY SKILLS LAB INTRODUCTION</b>				
Not Transferable				
Corequisite: PHAR 60.				
NOTE: a material fee of \$10.00 is required for PHAR 60L				
21127	2:00- 3:00PM	W	Levine,F	HS104
	3:00- 5:00PM	W	Levine,F	HS104

<b>PHAR 62 - 0.5 UNIT PHARMACY OPERATIONS I</b>				
Not Transferable				
Prerequisite: PHAR 60 or equivalent with a grade of Pass or "C" or higher.				
20771	1:00- 3:00PM	T	Malkin,H	HS104
	3:00- 4:00PM	T	Malkin,H	HS104
Class#20771 meets 07/06/2010-08/13/2010				

<b>PHAR 90 - 3.0 UNITS CLINICAL EXPERIENCE I</b>				
Not Transferable				
Prerequisite: PHAR 50, PHAR 63, and PHAR 81 or equivalent with grades of Pass or "C" or higher. Verification of negative chest x-ray or non-reactive T.B. skin test within the last year.				
21123	10:00-11:30AM	T	Malkin,H	HS104
	+10.0 HRS ARR		Malkin,H	TBD *

<b>PHAR 95 - 5.0 UNITS CLINICAL EXPERIENCE II</b>				
Not Transferable				
Prerequisite: PHAR 64, PHAR 83, and PHAR 85 or equivalent with grades of Pass or "C" or higher.				
21124	8:00- 9:30AM	T	Malkin,H	HS104
	+16.7 HRS ARR		Malkin,H	TBD *

## PHILOSOPHY

<b>PHIL 100 - 3.0 UNITS INTRODUCTION TO PHILOSOPHY</b>				
Transferable to UC, CSU (CAN PHIL 2)				
Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.				
20241	8:00-10:15AM	MTWTh	Torres-Bower,A	SS137
Class#20241 meets 07/06/2010-08/13/2010				
20242	10:15-12:30PM	MTWTh	Van De Mortel,J	SS136
Class#20242 meets 07/06/2010-08/13/2010				

<b>PHIL 102 - 3.0 UNITS INTRODUCTION TO ETHICS</b>				
Transferable to UC, CSU (CAN PHIL 4)				
Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.				
20243	10:15-12:30PM	MTWTh	Stolze,T	SS307
Class#20243 meets 07/06/2010-08/13/2010				

<b>PHIL 104 - 3.0 UNITS PHILOSOPHY OF CULTURAL DIVERSITY: CHALLENGE AND CHANGE</b>				
Transferable to UC, CSU				
Recommendation: ENGL 52 or equivalent with a grade of Pass or "C" or higher is strongly recommended.				
20725	12:30- 2:45PM	MTWTh	Stolze,T	SS307
Class#20725 meets 07/06/2010-08/13/2010				

<b>PHIL 106 - 3.0 UNITS INTRODUCTION TO LOGIC</b>				
Transferable to UC, CSU (CAN PHIL 6)				
Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher.				
20244	10:15-12:30PM	MTWTh	Torres-Bower,A	SS137
Class#20244 meets 07/06/2010-08/13/2010				

<b>PHIL 200 - 3.0 UNITS WORLD RELIGIONS</b>				
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.				
21473	8:00-10:15AM	MTWTh	Van De Mortel,J	SS136
Class#21473 meets 07/06/2010-08/13/2010				

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

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

### 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

20332	9:00-10:30AM	MTWTh	Fernandez,C	FA 41
	10:30- 1:30PM	MTWTh	Fernandez,C	FA 40

Class#20332 meets 07/06/2010-08/13/2010

### PHOT 110 - 3.0 UNITS INTRODUCTION TO DIGITAL PHOTOGRAPHY

Transferable to CSU  
NOTE: a material fee of \$12.50 is required for PHOT 110

20750	9:00-10:30AM	MTWTh	Konya,A	LC173
	10:30- 1:30PM	MTWTh	Konya,A	LC173

Class#20750 meets 07/06/2010-08/13/2010

## 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.

### PE 101A - 1.0 UNIT SPORT OFFICIATING FOR FOOTBALL

Transferable to UC, CSU  
8:30-9:30AM MTW Wells,D  
Class#20223 meets 07/06/2010-08/13/2010

20223	8:30-9:30AM	MTW	Wells,D	FA 53
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### PE 106 - 3.0 UNITS WOMEN IN SPORTS

Transferable to UC, CSU  
11:00- 1:15PM MTWTh Jensen,D  
Class#20847 meets 07/06/2010-08/13/2010

20847	11:00- 1:15PM	MTWTh	Jensen,D	FA 54
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DESIGNED FOR STUDENTS WITH DISABILITIES

PE 120 – PE 124

Prior to enrolling in PE 120-124 class(es), student must contact Disabled Student Programs and Services (DSPS) in the Santa Barbara Building to complete a "Request for Certification of Physical Condition/Limitations".

For additional information contact DSPS at (562) 860-2451 x 2333.

### PE 120 - 1.0 UNIT SEDENTARY ACTIVITIES FOR STUDENT'S 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.

20128	2:30- 3:15PM	TTh	Nakao,G	PE 2A
	3:15- 5:30PM	TTh	Nakao,G	PE 2A

Class#20128 meets 07/06/2010-08/13/2010

### PE 121 - 1.0 UNIT ADAPTED CARDIOVASCULAR EXERCISE

Transferable to UC, CSU  
2:30- 3:15PM TTh Nakao,G PE 2A  
3:15- 5:30PM TTh Nakao,G PE 2A  
Class#20129 meets 07/06/2010-08/13/2010

20129	2:30- 3:15PM	TTh	Nakao,G	PE 2A
	3:15- 5:30PM	TTh	Nakao,G	PE 2A

### PE 122 - 1.0 UNIT ADAPTED STRENGTH TRAINING

Transferable to UC, CSU  
2:30- 3:15PM TTh Nakao,G PE 2A  
3:15- 5:30PM TTh Nakao,G PE 2A  
Class#20130 meets 07/06/2010-08/13/2010

20130	2:30- 3:15PM	TTh	Nakao,G	PE 2A
	3:15- 5:30PM	TTh	Nakao,G	PE 2A

### PE 123 - 1.0 UNIT ADAPTED SWIMMING

Transferable to UC, CSU  
2:30- 3:15PM TTh Nakao,G PE 2A  
3:15- 5:30PM TTh Nakao,G PE 2A  
Class#20131 meets 07/06/2010-08/13/2010

20131	2:30- 3:15PM	TTh	Nakao,G	PE 2A
	3:15- 5:30PM	TTh	Nakao,G	PE 2A

### PE 124 - 1.0 UNIT WHEELCHAIR ACTIVITIES

Transferable to UC, CSU  
2:30- 3:15PM TTh Nakao,G PE 2A  
3:15- 5:30PM TTh Nakao,G PE 2A  
Class#20520 meets 07/06/2010-08/13/2010

20520	2:30- 3:15PM	TTh	Nakao,G	PE 2A
	3:15- 5:30PM	TTh	Nakao,G	PE 2A

### PE 131 - 1.0 UNIT WALKING FOR FITNESS

Transferable to UC, CSU  
9:30-9:52AM MTWTh Wells,D PE  
9:52-11:00AM MTWTh Wells,D PE  
Class#20225 meets 07/06/2010-08/13/2010

20225	9:30-9:52AM	MTWTh	Wells,D	PE
	9:52-11:00AM	MTWTh	Wells,D	PE

### PE 132B - 1.5 UNITS AEROBIC ACTIVITIES

Transferable to UC, CSU  
8:00- 8:45AM MTWTh Bueno,N PE  
8:45-10:15AM MTWTh Bueno,N PE  
Class#21354 meets 07/06/2010-08/13/2010

21354	8:00- 8:45AM	MTWTh	Bueno,N	PE
	8:45-10:15AM	MTWTh	Bueno,N	PE

### PE 135A - 1.0 UNIT CIRCUIT WEIGHT TRAINING BEGINNING

Transferable to UC, CSU  
8:00- 8:22AM MTWTh Jensen,D WT  
8:22- 9:30AM MTWTh Jensen,D WT  
Class#20227 meets 07/06/2010-08/13/2010

20227	8:00- 8:22AM	MTWTh	Jensen,D	WT
	8:22- 9:30AM	MTWTh	Jensen,D	WT

11:00-11:22AM MTWTh Wells,D WT  
11:22-12:30PM MTWTh Wells,D WT  
Class#20228 meets 07/06/2010-08/13/2010

20228	11:00-11:22AM	MTWTh	Wells,D	WT
	11:22-12:30PM	MTWTh	Wells,D	WT

12:30-12:52PM MTWTh Wells,D WT  
12:52- 2:00PM MTWTh Wells,D WT  
Class#20230 meets 07/06/2010-08/13/2010

20230	12:30-12:52PM	MTWTh	Wells,D	WT
	12:52- 2:00PM	MTWTh	Wells,D	WT

2:30- 2:52PM MTWTh Caines,T WT  
2:52- 4:00PM MTWTh Caines,T WT  
Class#20231 meets 07/06/2010-08/13/2010

20231	2:30- 2:52PM	MTWTh	Caines,T	WT
	2:52- 4:00PM	MTWTh	Caines,T	WT

9:00- 9:30AM TWTh Artiaga,B WT  
9:30-11:00AM TWTh Artiaga,B WT  
Class#20673 meets 07/06/2010-08/13/2010

20673	9:00- 9:30AM	TWTh	Artiaga,B	WT
	9:30-11:00AM	TWTh	Artiaga,B	WT

4.5 HRS ARR Grosfeld,S WT  
First class meets on Monday, June 21 at 4:00 pm in the Weight Room.  
Class#20132 meets 06/21/2010-08/13/2010

20132	4.5 HRS ARR		Grosfeld,S	WT
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### PE 135B - 2.0 UNITS CIRCUIT WEIGHT TRAINING, INTERMEDIATE/ADVANCED

Transferable to UC, CSU  
11:00-11:45AM MTWTh Wells,D WT  
11:45- 2:00PM MTWTh Wells,D WT  
Class#21479 meets 07/06/2010-08/13/2010

21479	11:00-11:45AM	MTWTh	Wells,D	WT
	11:45- 2:00PM	MTWTh	Wells,D	WT

2:30- 3:15PM MTWTh Caines,T WT  
3:15- 5:30PM MTWTh Caines,T WT  
Class#20601 meets 07/06/2010-08/13/2010

20601	2:30- 3:15PM	MTWTh	Caines,T	WT
	3:15- 5:30PM	MTWTh	Caines,T	WT

9.1 HRS ARR Caines,T WT  
First class meets on Monday, June 21 at 4:00 pm in the Weight Room.  
Class#20133 meets 06/21/2010-08/13/2010

20133	9.1 HRS ARR		Caines,T	WT
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9.1 HRS ARR Mazzotta,F WT  
First class meets on Monday, June 21 at 4:00 pm in the Weight Room.  
Class#20300 meets 06/21/2010-08/13/2010

20300	9.1 HRS ARR		Mazzotta,F	WT
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### PE 141 - 3.0 UNITS FITNESS AND WELLNESS

Transferable to UC, CSU  
6.0 HRS ARR (OL) Edwards,C ONLINE  
10:15-12:30PM MTWTh Prindle,J PE 2A  
Orientation: Check instructor's webpage at <http://www.cerritos.edu/cedwards> or email instructor at [cedwards@cerritos.edu](mailto:cedwards@cerritos.edu)  
Class#20512 meets 07/06/2010-08/13/2010

20512	6.0 HRS ARR (OL)		Edwards,C	ONLINE
	10:15-12:30PM	MTWTh	Prindle,J	PE 2A

### PE 143 - 1.0 UNIT PERSONAL FITNESS PROGRAM

Transferable to UC, CSU  
8:30- 8:52AM MTWTh Prindle,J PE 2A  
8:52-10:00AM MTWTh Prindle,J PE 2A  
Class#20233 meets 07/06/2010-08/13/2010

20233	8:30- 8:52AM	MTWTh	Prindle,J	PE 2A
	8:52-10:00AM	MTWTh	Prindle,J	PE 2A

10:15-10:37AM MTWTh Prindle,J PE 2A  
10:37-11:45AM MTWTh Prindle,J PE 2A  
Class#20514 meets 07/06/2010-08/13/2010

20514	10:15-10:37AM	MTWTh	Prindle,J	PE 2A
	10:37-11:45AM	MTWTh	Prindle,J	PE 2A

4.5 HRS ARR Grosfeld,S WT  
First class meets on Monday, June 21 at 5:00 pm in the Weight Room.  
Class#20134 meets 06/21/2010-08/13/2010

20134	4.5 HRS ARR		Grosfeld,S	WT
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Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
<b>PE 145 - 1.0 UNIT BASIC TRAINING AND PHYSICAL CONDITIONING</b>					<b>PE 179B - 2.0 UNITS SOCCER INTERMEDIATE/ADVANCED</b>				
Transferable to UC, CSU					Transferable to UC, CSU				
20556	4.5 HRS ARR		Mazzotta,F	WT	21477	11:00-11:45AM	MTWTh	Artiaga,B	PE
First class meets on Monday, June 21 at 6:00 pm in the Weight Room.					11:45- 2:00PM MTWTh Artiaga,B				
Class#20556 meets 06/21/2010-08/13/2010					Class#21477 meets 07/06/2010-08/13/2010				
20558	4.5 HRS ARR		Grosfeld,S	WT	20494	7:00- 7:45AM	MTWTh	Gonzalez,R	PE
First class meets on Monday, June 21 at 6:00 pm in the Weight Room.					7:45-10:00AM TWTh Gonzalez,R				
Class#20558 meets 06/21/2010-08/13/2010					Class#20494 meets 07/06/2010-08/13/2010				
<b>PE 146 - 1.0 UNIT WEIGHT MANAGEMENT</b>					<b>PE 201 - 2.0 UNITS BASEBALL OFF-SEASON CONDITIONING</b>				
Transferable to UC, CSU					Transferable to UC, CSU				
20234	8:30- 8:52AM	MTWTh	Prindle,J	PE 2A	21483	12.0 HRS ARR		Gaylord,K	
	8:52-10:00AM	MTWTh	Prindle,J	PE 2A	First class meeting Tuesday, July 6 at 1:00 pm at the Baseball Field.				
Class#20234 meets 07/06/2010-08/13/2010					Class#21483 meets 07/06/2010-08/13/2010				
<b>PE 148 - 1.0 UNIT BODY SCULPTING</b>					<b>PE 207 - 1.0 UNIT CROSS COUNTRY CONDITIONING</b>				
Transferable to UC, CSU					Transferable to UC, CSU				
21346	8:00- 8:30AM	TWTh	Sanderson,J	FA 55	20238	6.0 HRS ARR		Goldman,J	WT
	8:30-10:00AM	TWTh	Sanderson,J	FA 55	First class meets on Tuesday, July 6 at 3:30 pm in the Weight Room.				
Class#21346 meets 07/06/2010-08/13/2010					Class#20238 meets 07/06/2010-08/13/2010				
<b>PE 149A - 1.0 UNIT BEGINNING JOGGING FOR FITNESS</b>					<b>PE 218 - 2.0 UNITS SOCCER PRE-SEASON CONDITIONING</b>				
Transferable to UC, CSU					Transferable to UC, CSU				
20526	9:30- 9:52AM	MTWTh	Jensen,D	GYM	21129	11:00-11:45AM	MTWTh	Artiaga,B	PE
	9:52-11:00AM	MTWTh	Jensen,D	GYM		11:45- 2:00PM	MTWTh	Artiaga,B	PE
Class#20526 meets 07/06/2010-08/13/2010					Class#21129 meets 07/06/2010-08/13/2010				
<b>PE 150A - 1.0 UNIT SWIMMING BEGINNING</b>					<b>PE 21404 - 2.0 UNITS SOCCER PRE-SEASON CONDITIONING</b>				
Transferable to UC, CSU					Transferable to UC, CSU				
20302	11:45-12:18PM	MTWTh	Macias,S	POOL	21404	7:00- 7:45AM	MTWTh	Gonzalez,R	PE
	12:18- 1:15PM	MTWTh	Macias,S	POOL		7:45-10:00AM	MTWTh	Gonzalez,R	PE
Class#20302 meets 07/06/2010-08/13/2010					Class#21404 meets 07/06/2010-08/13/2010				
20516	5:30- 5:52PM	MTWTh	Abing,J	POOL	<b>PE 236 - 1.0 UNIT VOLLEYBALL PRE-SEASON CONDITIONING</b>				
	5:52- 7:00PM	MTWTh	Abing,J	POOL	Transferable to UC, CSU				
Class#20516 meets 07/06/2010-08/13/2010					20239 6.0 HRS ARR Velazquez-Ortega,M GYM				
<b>PE 150B - 2.0 UNITS SWIMMING, INTERMEDIATE/ADVANCED</b>					<b>PE 238 - 2.0 UNITS WRESTLING OFF SEASON TRAINING</b>				
Transferable to UC, CSU					Transferable to UC, CSU				
20303	10:15-10:48AM	MTWTh	Macias,S	POOL	20607	12.0 HRS ARR		Gould,E	PE 2A
	10:48- 1:15PM	MTWTh	Macias,S	POOL	First class meets on Tuesday, July 6 at 5:00 pm in the PE 2A.				
Class#20303 meets 07/06/2010-08/13/2010					Class#20607 meets 07/06/2010-08/13/2010				
20518	5:00- 5:30PM	MTWTh	Abing,J	POOL	<b>PE 298 - 1.0 UNIT DIRECTED STUDIES</b>				
	5:30- 8:00PM	MTWTh	Abing,J	POOL	Transferable to CSU				
Class#20518 meets 07/06/2010-08/13/2010					20678 9.0 HRS ARR Grosfeld,S				
<b>PE 170 - 2.0 UNITS WATER POLO</b>					<b>PE 299 - 2.0 UNITS DIRECTED STUDIES</b>				
Transferable to UC, CSU					Transferable to CSU				
20304	7:15- 7:48AM	MTWTh	Macias,S	POOL	20240	18.0 HRS ARR		Grosfeld,S	
	7:48-10:15AM	MTWTh	Macias,S	POOL	Must have instructor's permission before enrolling.				
Class#20304 meets 07/06/2010-08/13/2010					Class#20240 meets 07/06/2010-08/13/2010				
20492	7:00- 7:33PM	MTWTh	Abing,J	POOL	<b>PHYSICS</b>				
	7:33-10:00PM	MTWTh	Abing,J	POOL	<b>PHYS 100 - 4.0 UNITS ELEMENTARY PHYSICS</b>				
Class#20492 meets 07/06/2010-08/13/2010					Transferable to UC, CSU				
<b>PE 176A - 1.0 UNIT BEGINNING BASKETBALL</b>					Prerequisite: MATH 140 or equivalent with a grade of Pass or "C" or higher.				
Transferable to UC, CSU					Entering students must attain a satisfactory score on the Calculus Readiness Test.				
21348	5:00- 5:22PM	MTWTh	Raniewicz,T	PE	20791	1:00- 3:15PM	TWTh	Buschauer,R	PS 8
	5:22- 6:30PM	MTWTh	Raniewicz,T	PE	Students must attend Tues., 9:00 AM Lab first.				
Class#21348 meets 07/06/2010-08/13/2010					9:00-12:25PM T Mera,C				
20904	6:30- 6:52PM	MTWTh	May,R	PE	9:00-12:20PM Th Mera,C				
	6:52- 8:00PM	MTWTh	May,R	PE	Class#20791 meets 06/21/2010-08/13/2010				
Class#20904 meets 07/06/2010-08/13/2010					<b>PE 176B - 2.0 UNITS BASKETBALL, ADVANCED</b>				
Transferable to UC, CSU					Transferable to UC, CSU				
21358	5:00- 5:45PM	MTWTh	Raniewicz,T	PE	21481	6:30- 7:15PM	MTWTh	May,R	PE
	5:45- 8:00PM	MTWTh	Raniewicz,T	PE		7:15- 9:30PM	MTWTh	May,R	PE
Class#21358 meets 07/06/2010-08/13/2010					Class#21481 meets 07/06/2010-08/13/2010				
<b>PE 177 - 1.0 UNIT FLAG FOOTBALL</b>									
Transferable to UC, CSU									
20135	4.5 HRS ARR		Grosfeld,S	WT					
First class meets on Monday, June 21 at 7:00 pm in the Weight Room.									
Class#20135 meets 06/21/2010-08/13/2010									
20305	4.5 HRS ARR		Mazzotta,F	WT					
First class meets on Monday, June 21 at 7:00 pm in the Weight Room.									
Class#20305 meets 06/21/2010-08/13/2010									

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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## PLASTICS/COMPOSITES MANUFACTURING TECHNOLOGY

### 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.

20894	9:00-11:15AM	MW	Price,T	ME 1
	11:15- 1:30PM	MW	Price,T	ME 1

Class#20894 meets 06/21/2010-08/13/2010

### PMT 61 - 2.5 UNITS FIBERGLASS TECHNOLOGY

Not Transferable

20309	6:00- 8:15PM	TTh	Price,T	ME 1
	8:15-10:30PM	TTh	Price,T	ME 1

Class#20309 meets 06/21/2010-08/13/2010

### PMT 63L - 0.5 UNIT SPECIALTY PLASTICS LAB

Not Transferable

20310	6:00- 9:23PM	T	Price,T	ME 1
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Class#20310 meets 06/21/2010-08/13/2010

## 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.

20246	10:15-12:30PM	MTWTh	Obasohan,V	SS314
	Class#20246 meets 07/06/2010-08/13/2010			
20247	12:30- 2:45PM	MTWTh	Obasohan,V	SS314
	Class#20247 meets 07/06/2010-08/13/2010			
20248	9:0 HRS ARR	(OL)	Obazuaye,S	ONLINE
	Please see instructor's webpage for mandatory orientation.			
	Class#20248 meets 07/06/2010-08/13/2010			
20442	5:45- 8:00PM	MTWTh	Obazuaye,S	SS314
	Class#20442 meets 07/06/2010-08/13/2010			
20612	9:0 HRS ARR	(OL)	Falcon,D	ONLINE
	Please see instructor's webpage.			
	Class#20612 meets 07/06/2010-08/13/2010			
20093	12:30- 2:45PM	MTWTh	Falcon,D	CB104
	Class#20093 meets 07/06/2010-08/13/2010			

## PSYCHOLOGY

### PSYC 101 - 3.0 UNITS GENERAL INTRODUCTORY PSYCHOLOGY

Transferable to UC, CSU (CAN PSY 2)

Recommendation: Satisfactory score on the English Placement Process or ENGL 52 with a grade of Credit or "C" or higher and satisfactory completion of the Reading Placement Process or READ 54 with a grade of Credit or "C" or higher.

20250	8:00-10:15AM	MTWTh	Dunroe,W	SS213
	Class#20250 meets 07/06/2010-08/13/2010			
20251	10:15-12:30PM	MTWTh	Dunroe,W	SS213
	Class#20251 meets 07/06/2010-08/13/2010			
20429	12:30- 2:45PM	MTWTh	Gaffaney,T	SS214
	Class#20429 meets 07/06/2010-08/13/2010			
20466	5:45- 8:00PM	MTWTh	Duva,M	SS214
	Class#20466 meets 07/06/2010-08/13/2010			
20467	9:0 HRS ARR	(OL)	Duff,K	ONLINE
	Please see instructor's webpage.			
	Class#20467 meets 07/06/2010-08/13/2010			

21182	9:0 HRS ARR	(OL)	Duff,K	ONLINE
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Please see instructor's webpage.

Class#21182 meets 07/06/2010-08/13/2010

### PSYC 150 - 3.0 UNITS PERSONAL AND SOCIAL ADJUSTMENT

Transferable to UC, CSU

Recommendation: PSYC 101 and ENGL 52 or equivalent with grades of Pass or "C" or higher.

20252	10:15-12:30PM	MTWTh	Gaffaney,T	SS214
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Class#20252 meets 07/06/2010-08/13/2010

### PSYC 241 - 3.0 UNITS INTRODUCTION TO PSYCHOBIOLOGY

Transferable to UC, CSU

Recommendation: PSYC 101 or equivalent with a grade of Pass or "C" or higher.

20104	10:15-12:30PM	MTWTh	Lewellen,R	SS215
	Class#20104 meets 07/06/2010-08/13/2010			
20528	2:45- 5:00PM	MTWTh	Lewellen,R	SS214
	Class#20528 meets 07/06/2010-08/13/2010			

## READING

READ 42 requires 3 hrs. per week lab participation

### READ 42 - 3.0 UNITS READ ACCESS COLLEGE SUCCESS

Not Transferable

Recommendation: Completion of the Reading Placement Process.

20253	10:15-12:30PM	MTWTh	Miller,A	LC217
	Class#20253 meets 07/06/2010-08/13/2010			
20452	3:00- 5:15PM	MTWTh	Paige,M	LC218
	Class#20452 meets 07/06/2010-08/13/2010			
20829	12:30- 2:45PM	MTWTh	Miller,A	LC217
	Class#20829 meets 07/06/2010-08/13/2010			

READ 43 requires 3 hrs. per week lab participation

### READ 43 - 3.0 UNITS INTRODUCTION TO COLLEGE READING

Not Transferable

Prerequisite: Satisfactory completion of the Reading Placement Process or READ 42 or equivalent with a grade of Pass or "C" or higher.

20436	5:15- 7:30PM	MTWTh	Paige,M	LC218
	Class#20436 meets 07/06/2010-08/13/2010			
20254	8:00-10:15AM	MTWTh	Renteria,R	LC218
	Class#20254 meets 07/06/2010-08/13/2010			
20255	10:15-12:30PM	MTWTh	Renteria,R	LC218
	Class#20255 meets 07/06/2010-08/13/2010			

### READ 54 - 3.0 UNITS ADVANCED COLLEGE READING

Not Transferable

Prerequisite: Satisfactory completion of the Reading Placement Process or READ 43 or equivalent with a grade of Pass or "C" or higher.

20256	8:00-10:15AM	MTWTh	Codd,G	(HYBRID) LC213
	Class#20256 meets 07/06/2010-08/13/2010			
20257	10:15-12:30PM	MTWTh	Codd,G	(HYBRID) LC213
	Class#20257 meets 07/06/2010-08/13/2010			
20433	12:30- 2:45PM	MTWTh	Helberg,B	LC218
	Class#20433 meets 07/06/2010-08/13/2010			
20544	7:00- 9:15PM	MTWTh	Belroy,B	(HYBRID) LC217
	Class#20544 meets 07/06/2010-08/13/2010			

## REAL ESTATE

### RE 101 - 3.0 UNITS REAL ESTATE PRINCIPLES

Transferable to CSU

21236	9:0 HRS ARR	(OL)	Brady,M	ONLINE
	Orientation: 7:00 - 8:00 pm, Tuesday - July 6 in BE 1.			
	Class#21236 meets 07/06/2010-08/13/2010			
21499	9:30- 2:00PM	TTh	Brady,M	BE 1
	Class#21499 meets 07/06/2010-08/13/2010			

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

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

### SOC 101 - 3.0 UNITS INTRODUCTORY SOCIOLOGY PRINCIPLES

Transferable to UC, CSU (CAN SOC 2)

20258	8:00-10:15AM	MTWTh	Troup,J	SS214
Class#20258 meets 07/06/2010-08/13/2010				
20179	10:15-12:30PM	MTWTh	Holzgang,A	SS306
Class#20179 meets 07/06/2010-08/13/2010				
21361	12:30- 2:45PM	MTWTh	Holzgang,A	SS316
Class#21361 meets 07/06/2010-08/13/2010				

### SOC 120 - 3.0 UNITS INTRODUCTION TO HUMAN SEXUALITY

Transferable to UC, CSU

21474	10:15-12:30PM	MTWTh	Pirtle,D	SS316
Class#21474 meets 07/06/2010-08/13/2010				
21363	8:00-10:15AM	MTWTh	Pirtle,D	SS316
Class#21363 meets 07/06/2010-08/13/2010				

### SOC 230 - 3.0 UNITS JUVENILE DELINQUENCY

Transferable to CSU

Recommendation: SOC 101 or equivalent with a grade of Pass or "C" or higher is strongly recommended.

21475	10:15-12:30PM	MTWTh	Troup,J	SS309
Class#21475 meets 07/06/2010-08/13/2010				

## SPANISH

### SPAN 101 - 5.0 UNITS ELEMENTARY SPANISH

Transferable to UC, CSU (CAN SPAN 2)(CAN SPAN SEQ A)

20114	8:30-12:15PM	MTWTh	Arce,C	LA 35 LC205
+ 3.0 HRS ARR				
Class#20114 meets 07/06/2010-08/13/2010				
20290	12:30- 4:15PM	MTWTh	Medina-Valin,N	LA 35 LC205
+ 3.0 HRS ARR				
Class#20290 meets 07/06/2010-08/13/2010				

### SPAN 111 - 5.0 UNITS ELEMENTARY SPANISH FOR SPANISH SPEAKERS

Transferable to UC, CSU

20291	6:00- 9:45PM	MTWTh	Jaime,J	LA 33 LC205
+ 3.0 HRS ARR				
Class#20291 meets 07/06/2010-08/13/2010				

### SPAN 112 - 5.0 UNITS ELEMENTARY SPANISH FOR SPANISH SPEAKERS

Transferable to UC, CSU

Prerequisite: SPAN 101 or SPAN 111 or SPAN 103B or equivalent with a grade of Pass or "C" or higher.

21611	6:00- 9:45PM	MTWTh	Cabuto,F	LA 31 LC205
+ 3.0 HRS ARR				
Class#21611 meets 07/06/2010-08/13/2010				

## SPEECH

### SPCH 100 - 3.0 UNITS FUNDAMENTALS OF ORAL COMMUNICATION

Transferable to UC, CSU (CAN SPCH 2)

Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent or SPCH 60 or equivalent with a grade of Pass or "C" or higher.

20260	8:00-10:15AM	MTWTh	Hanks,W	SS207
Class#20260 meets 07/06/2010-08/13/2010				
20261	8:00-10:15AM	MTWTh	Lavariere,C (HYBRID)	SS211
Class#20261 meets 07/06/2010-08/13/2010				
20262	10:15-12:30PM	MTWTh	Hanks,W	SS207
Class#20262 meets 07/06/2010-08/13/2010				
20790	12:30- 2:45PM	MTWTh	Rosenfeld,K (HYBRID)	SS207
Class#20790 meets 07/06/2010-08/13/2010				

20885	10:15-12:30PM	MTWTh	Lavariere,C	SS211
Class#20885 meets 07/06/2010-08/13/2010				
20472	8:00-10:15PM	MTWTh	Hoppe-Nagao,A (HYBRID)	SS211
Class#20472 meets 07/06/2010-08/13/2010				
20615	2:30- 4:45PM	MTWTh	Sparks Jr.,W	SS211
Class#20615 meets 07/06/2010-08/13/2010				
20816	10:15-12:30PM	MTWTh	Havice,S	SS224
Class#20816 meets 07/06/2010-08/13/2010				
20815	12:30- 2:45PM	MTWTh	Havice,S	SS224
Class#20815 meets 07/06/2010-08/13/2010				

### SPCH 110 - 3.0 UNITS INTERCULTURAL COMMUNICATION

Transferable to UC, CSU

Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.

20680	9.0 HRS ARR (OL)		Hoppe-Nagao,A	ONLINE
Mandatory Orientation: 6:00 - 8:00 pm, Tuesday - July 6 in BE 2.				
Class#20680 meets 07/06/2010-08/13/2010				

### SPCH 150 - 3.0 UNITS ORGANIZATIONAL COMMUNICATION

Transferable to CSU

Recommendation: READ 54 or ENGL 52 or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the English Placement Process.

20784	10:15-12:30PM	MTWTh	Rosenfeld,K (HYBRID)	SS139
Class#20784 meets 07/06/2010-08/13/2010				

### SPCH 235 - 3.0 UNITS FUNDAMENTALS OF ARGUMENTATION AND PERSUASION

Transferable to UC, CSU (CAN SPCH 6)

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

20263	5:45- 8:00PM	MTWTh	Sparks Jr.,W	SS211
Class#20263 meets 07/06/2010-08/13/2010				

## THEATRE ARTS

FIELD TRIPS TO LOCAL PRODUCTIONS MAY BE REQUIRED  
If so, students will provide their own theatre tickets. Check with your individual instructor for particulars.

### TH 101 - 3.0 UNITS INTRODUCTION TO THE THEATRE

Transferable to UC, CSU (CAN DRAM 18)

20264	10:00- 1:00PM	MTW	Watanabe-Lonsbury,S	BE 3
Class#20264 meets 07/06/2010-08/13/2010				

### TH 110 - 3.5 UNITS FUNDAMENTALS OF ACTING

Transferable to UC, CSU (CAN DRAM 8)

20334	10:00- 1:00PM	MTW	Hoggard,K	BC 31
	1:00- 3:00PM	MTW	Hoggard,K	BC 31
Class#20334 meets 07/06/2010-08/13/2010				

AUDITIONS ARE REQUIRED FOR THE FOLLOWING CLASSES: TH 130, 131, and 132. Please phone Theatre Production Office to receive an audition flier and complete information (562) 467-5058.

### TH 130 - 1.0 UNIT REHEARSAL AND PERFORMANCE FOR THE MINOR ROLE

Transferable to UC, CSU

20292	6:00- 6:30PM	MTWTh	Well,G	BC 31
+ 7.5 HRS ARR				
Class#20292 meets 07/06/2010-08/13/2010				

### TH 131 - 2.0 UNITS REHEARSAL AND PERFORMANCE FOR THE SUPPORTING ROLE

Transferable to UC, CSU

21514	6:00- 6:45PM	MTWTh	Well,G	BC 31
+12.0 HRS ARR				
Class#21514 meets 07/06/2010-08/13/2010				

### TH 132 - 3.0 UNITS REHEARSAL AND PERFORMANCE FOR THE LEADING ROLES

Transferable to UC, CSU (CAN DRAM 16)

21516	6:00- 6:45PM	MTWTh	Well,G	BC 31
+21.0 HRS ARR				
Class#21516 meets 07/06/2010-08/13/2010				

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
<b>TH 133 - 1.0 UNIT STAGE CREW ACTIVITY</b>									
Transferable to UC, CSU									
21518	3:00- 3:30PM	MTW	STAFF	BC 20					
	3:30- 6:00PM	MTW	STAFF	BC 20					
Class#21518 meets 07/06/2010-08/13/2010									
<b>TH 150 - 3.0 UNITS APPRECIATION AND HISTORY OF THE MOTION PICTURE</b>									
Transferable to UC, CSU									
21586	9:00-12:00PM	MTW	Breit,C	BC 47					
Class#21586 meets 07/06/2010-08/13/2010									
<b>TH 153 - 3.0 UNITS MOTION PICTURE PRODUCTION</b>									
Transferable to CSU									
NOTE: a material fee of \$10.00 is required for TH 153									
20534	4:00- 6:00PM	MTW	Hirohama,S	FA 74					
	6:00-10:00PM	MTW	Hirohama,S	FA 74					
Class#20534 meets 07/06/2010-08/13/2010									
<b>TH 158 - 3.0 UNITS MOTION PICTURE AND DIGITAL CINEMATOGRAPHY</b>									
Transferable to CSU									
Prerequisite: TH 153 or equivalent with a grade of Pass or "C" or higher.									
21389	4:00- 6:00PM	MTW	Hirohama,S	FA 74					
	6:00-10:00PM	MTW	Hirohama,S	FA 74					
Class#21389 meets 07/06/2010-08/13/2010									
<b>TH 225 - 1.0 UNIT PORTABLE EVENT PRODUCTION</b>									
Transferable to CSU									
Prerequisite: TH 223 or TH 224 or equivalent with grades of Pass or "C" or higher.									
Recommendation: TH 120, TH 133, or TH 134 or equivalent with grades of Pass or "C" or higher									
21505	10:00-11:30AM	W	Ward,D	BC 20					
	12:00- 5:00PM	W	Ward,D	BC 20					
Plus 2.50 hrs. arr. per wk.									
Class#21505 meets 05/24/2010-07/02/2010									
<b>TH 271 - 3.0 UNITS MUSIC VIDEO PRODUCTION</b>									
Transferable to CSU									
Prerequisite: TH 153 and TH 156 or ART 114 and TH 193 or equivalent with grades of Pass or "C" or higher.									
Recommendation: Adequate hearing and vision to produce and edit music videos.									
21587	4:00- 6:00PM	MTW	Hirohama,S	FA 74					
	6:00-10:00PM	MTW	Hirohama,S	FA 74					
Class#21587 meets 07/06/2010-08/13/2010									

## WELDING

<b>WELD 50 - 3.0 UNITS BLUE PRINT READING FOR THE WELDING TRADES</b>									
Not Transferable									
21467	7:00-11:30AM	MT	STAFF	ME 13					
Class#21467 meets 07/06/2010-08/13/2010									
<b>WELD 51L - 1.0 UNIT ADVANCED ARC WELDING SPECIALTY LAB</b>									
Not Transferable									
Prerequisite: WELD 120 or equivalent with a grade of Pass or "C" or higher, or concurrent enrollment.									
21314	5:30-10:00PM	MT	Johnson,B	ME 13					
Class#21314 meets 07/06/2010-08/13/2010									
21315	9:00- 1:30PM	WTh	Pacheco,R	ME 13					
Class#21315 meets 07/06/2010-08/13/2010									
<b>WELD 53 - 2.0 UNITS PIPE LAYOUT</b>									
Not Transferable									
Prerequisite: WELD 120 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.									
21289	6:00- 7:00PM	TWTh	Foral,J	ME 13					
	7:00-10:00PM	TWTh	Foral,J	ME 13					
Class#21289 meets 07/06/2010-08/13/2010									
<b>WELD 100 - 2.5 UNITS WELDING FUNDAMENTALS</b>									
Transferable to CSU									
21172	7:00-10:00AM	WTh	Pacheco,R	ME 13					
	10:30- 1:30PM	WTh	Pacheco,R	ME 13					
Class#21172 meets 07/06/2010-08/13/2010									

## WOMEN'S STUDIES

<b>WS 106 - 3.0 UNITS WOMEN IN SPORTS</b>									
Transferable to UC, CSU									
21476	11:00- 1:15PM	MTWTh	Jensen,D	FA 54					
Class#21476 meets 07/06/2010-08/13/2010									

## WOODWORKING MANUFACTURING TECHNOLOGY

<b>WMT 101 - 3.0 UNITS INTRODUCTION TO WOODWORKING</b>									
Transferable to CSU									
NOTE: a material fee of \$20.00 is required for WMT 101									
20138	5:00- 7:48PM	MW	Atherton,A	WD 13					
	7:48-10:03PM	MW	Atherton,A	WD 13					
Class#20138 meets 06/21/2010-08/13/2010									
20139	8:00-10:48AM	TTh	Fortner,A	WD 14					
	10:48- 1:03PM	TTh	Fortner,A	WD 14					
Class#20139 meets 06/21/2010-08/13/2010									
<b>WMT 111L - 1.0 UNIT INTRODUCTION TO WOODWORKING LAB</b>									
Transferable to CSU									
Prerequisite: WMT 101 or equivalent with a grade of Pass or "C" or higher.									
NOTE: a material fee of \$20.00 is required for WMT 111L									
20890	5:00- 8:30PM	MW	Atherton,A	WD 13					
Class#20890 meets 06/21/2010-08/13/2010									
20891	8:00-11:23AM	TTh	Fortner,A	WD 14					
Class#20891 meets 06/21/2010-08/13/2010									
<b>WMT 117 - 1.0 UNIT WOODWORKING APPRECIATION</b>									
Transferable to CSU									
21291	10:00-12:15PM	W	Fortner,A	WD 15					
	12:15- 3:11PM	W	Fortner,A	WD 15					
Class#21291 meets 06/21/2010-08/13/2010									
<b>WMT 228L - 1.0 UNIT PROJECT COMPLETION LAB</b>									
Transferable to CSU									
Prerequisite: WMT 151 or WMT 153 or WMT 102 or WMT 103 or equivalent with a grade of Pass or "C" or higher.									
NOTE: a material fee of \$20.00 is required for WMT 228L									
20742	5:30-10:00PM	TTh	Mortensen,E	WD 14					
Class#20742 meets 06/21/2010-08/13/2010									
20368	1:00- 5:30PM	MW	Stammerjohn,C	WD 14					
Class#20368 meets 06/21/2010-08/13/2010									
<b>WMT 268A - 5.0 UNITS PRODUCTION CABINETMAKING (COMMERCIAL/INSTITUTIONAL)</b>									
Transferable to CSU									
Prerequisite: WMT 151 or WMT 153 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.									
Corequisite: WMT 250 or WMT 252.									
Recommendation: WMT 154, WMT 155, WMT 181									
NOTE: a material fee of \$20.00 is required for WMT 268A									
21547	8:00-11:00AM	TWTh	STAFF	WD 13					
	11:30- 2:30PM	TWTh	STAFF	WD 13					
Class#21547 meets 06/21/2010-08/13/2010									

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

# ADULT EDUCATION AND DIVERSITY PROGRAMS

## NO FEE NON-CREDIT CLASSES

The following information will help you register for free 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. Instruction in English as a Second Language, citizenship and other basic skills is 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) 860-2451, ext. 2496

## 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 and submit to the Adult Education office located in CE 11.

#### 3. WALK-IN REGISTRATION

You may register in person at the Office of Adult Education & Diversity Programs. Call (562) 467-5098 for office hours.

If you are registering for an ESL, Vocational ESL, or GED class, an assessment test will need to be taken.

#### 4. SEE A 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, 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 matriculación 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) 860-2451, ext. 2496

### COMO MATRICULARSE EN CLASES DE NO-CRÉDITO

#### 1. Escoja la clases o clase que le gustaria tomar.

#### 2. Llene la aplicacion de registración para Cerritos College y entregue la aplicacion a la oficina del programa para adultos.

#### 3. Registracion en persona.

Al llenar la aplicacion de registración, venga a la oficina de Educacion para Adultos localizada en el edificio de CE 11.

Registración para los cursos de Inglés Como Segundo Idioma y GED 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.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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## ESL/CITIZENSHIP

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.

CUIDADANIA

Prepárese para el examen de ciudadanía y la entrevista con inmigración, aprendiendo al mismo tiempo Inglés.

<b>AED 60.01- 0.0 UNIT CITIZENSHIP I</b>				
Not Transferable				
20569	8:00- 2:00PM	FSat	Cardona,R	BE 2

## 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 Inglés se ofrecen para ayudarle a desarrollar sus conocimientos del idioma Inglés. Esta clase esta enfocada en comunicacion oral y conversacion del idioma Inglés.

<b>AED 42.14- 0.0 UNIT LOW BEGINNING ENGLISH AS A SECOND LANGUAGE</b>				
Not Transferable				
21227	4:30- 7:30PM	F	Furgason,D	BE 1
	8:30- 3:00PM	Sat	Furgason,D	BE 1

<b>AED 42.15- 0.0 UNIT HIGH BEGINNING ENGLISH AS A SECOND LANGUAGE</b>				
Not Transferable				
21229	4:30- 7:30PM	F	Salaam,S	BE 13
	8:30- 3:00PM	Sat	Salaam,S	BE 13
21228	3:00- 9:00PM	TWTh	Nunez,M	BE 13
Class#21228 meets 07/06/2010-08/12/2010				

<b>AED 42.16- 0.0 UNIT LOW INTERMEDIATE ENGLISH AS A SECOND LANGUAGE</b>				
Not Transferable				
21231	2:00- 5:00PM	F	Nunez,M	CE 3
	8:30- 3:00PM	Sat	Nunez,M	BE 15
<b>21232</b>	<b>5:00- 9:00PM</b>	<b>MTWTh</b>	Salaam,S	CE 3
Class#21232 meets 07/06/2010-08/10/2010				

<b>AED 42.17- 0.0 UNIT HIGH INTERMEDIATE ENGLISH AS A SECOND LANGUAGE</b>				
Not Transferable				
21214	4:30- 7:30PM	F	Chen,L	CB104
	8:30- 3:00PM	Sat	Chen,L	CB104
<b>21215</b>	<b>5:00- 9:30PM</b>	<b>MTWTh</b>	Sanchez,S	CB104
Class#21215 meets 07/06/2010-08/12/2010				

<b>AED 49.02- 0.0 UNIT VOCATIONAL ENGLISH AS A SECOND LANGUAGE</b>				
Not Transferable				
21071	8:00- 2:45PM	Sat	Robles,M	CE 2
20979	3:00- 7:30PM	TWTh	Villar,S	NOR *
Class#20979 meets 07/06/2010-08/12/2010				

## OCCUPATIONAL PREPARATION

Learn basic skills about conducting a job search, attitudes at the workplace, interviewing, work habits, time management, and stress reduction.

PREPARACION OCUPACIONAL

Aprenda tecnicas fundamentales sobre como dirigir o buscar trabajo, actitud en el sitio de trabajo, como dirigir una entrevista, habitos de trabajo, como organizar su tiempo, y como reducir el estres.

<b>AED 36.01- 0.0 UNIT OCCUPATIONAL ORIENTATION</b>				
Not Transferable				
21527	10:00-12:00PM	TWTh	Lopez,A	SAD *
Class#21527 meets 07/10/2010-08/07/2010				
<b>21416</b>	<b>5:00- 9:00PM</b>	<b>TWTh</b>	Gonzalez,G	CE 2
Class#21416 meets 07/06/2010-08/13/2010				

## GENERAL EDUCATION DEVELOPMENT (GED)

This GED course consists of five examinations in the areas of writing skills, social studies, science, literature, and mathematics. This course will prepare students to take the battery of GED tests.

PREPARESE 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.

<b>AED 42.11- 0.0 UNIT SPANISH GED TEST PREP-B</b>				
Not Transferable				
<b>20977</b>	<b>5:00- 9:30PM</b>	<b>MTWTh</b>	Barrera De Contreras	SAD *
Class#20977 meets 07/06/2010-08/12/2010				

<b>AED 42.13- 0.0 UNIT GED PREPARATION-B</b>				
Not Transferable				
20976	4:30- 7:30PM	F	Nava,D	CB105
	8:30- 3:00PM	Sat	Nava,D	CB105
<b>20975</b>	<b>5:00- 9:30PM</b>	<b>MTWTh</b>	San Nicolas,K	CB105
Class#20975 meets 07/06/2010-08/12/2010				

## 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.

<b>AED 10.06- 0.0 UNIT MUSIC EXPERIENCE FOR SENIORS</b>				
Not Transferable				
20931	9:30-10:30AM	TF	Miller,M	SUNC*
	10:30-11:30AM	TF	Miller,M	SUNC*
Class#20931 meets 07/06/2010-08/13/2010				
20933	9:45-11:45AM	W	Miller,M	MIRH*
	9:30-11:30AM	Sat	Miller,M	MIRH*
20935	2:00- 3:00PM	MTh	Blair,R	MPRL*
	3:00- 4:00PM	MTh	Blair,R	MPRL*
Class#20935 meets 07/06/2010-08/13/2010				

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
20937	8:45-9:45AM	TTh	Davis,B	MPRL*	20921	9:30-10:00AM	MTh	Savoy,S	VECH*
	9:45-10:45AM	TTh	Davis,B	MPRL*		10:00-11:30AM	MTh	Savoy,S	VECH*
	Class#20937 meets 07/06/2010-08/13/2010					Class#20921 meets 07/06/2010-08/13/2010			
20939	11:00-12:00PM	TTh	Davis,B	MIRH*	20923	4:15-5:15PM	MW	Savoy,S	NSC*
	12:00-1:00PM	TTh	Davis,B	MIRH*		8:15-9:15AM	TTh	Savoy,S	NSC*
	Class#20939 meets 07/06/2010-08/13/2010								
20941	9:00-11:00AM	F	Davis,B	MPRL*	<b>AED 14.09- 0.0 UNIT ARTS &amp; CRAFTS FOR ADULTS</b>				
	2:00-4:00PM	Sat	Davis,B	MPRL*	Not Transferable				
20943	10:00-12:00AM	M	Blair,R	DRC*	20984	1:30-3:30PM	T	Savoy,S	RHCC*
	1:00-3:00PM	W	Blair,R	DRC*		9:30-11:30AM	W	Savoy,S	RHCC*
20993	9:30-10:30AM	TTh	Blair,R	MIRH*	21001	9:30-11:30AM	T	Savoy,S	VECH*
	10:30-11:30AM	TTh	Blair,R	MIRH*		1:30-3:30PM	Th	Savoy,S	VECH*
	Class#20993 meets 07/06/2010-08/13/2010				21005	10:00-12:00PM	WF	Hyatt Solomina,Y	DRC*
21003	10:00-12:00AM	Th	Kubiak,P	NMN*		Class#21005 meets 07/06/2010-08/13/2010			
	1:00-3:00PM	F	Kubiak,P	NMN*	21007	2:00-4:00PM	WF	Reynolds,C	ACC*
						Class#21007 meets 07/06/2010-08/13/2010			
<b>AED 10.08- 0.0 UNIT EXERCISE FOR ADULTS</b>					<b>AED 16.10- 0.0 UNIT SENIOR CHORUS</b>				
Not Transferable					Not Transferable				
21541	1:00-1:30PM	M	Layne,J	NSC*	20957	10:00-10:45AM	TW	Kubiak,P	CSRC*
	1:30-3:00PM	M	Layne,J	NSC*		10:45-12:00PM	TW	Kubiak,P	CSRC*
	Class#21541 meets 07/06/2010-08/13/2010					Class#20957 meets 07/06/2010-08/13/2010			
21543	3:30-4:00PM	W	Kimura,D	ACH*	<b>AED 16.13- 0.0 UNIT VOCAL ARTS WORKSHOP FOR SENIORS</b>				
	4:00-5:00PM	W	Kimura,D	ACH*	Not Transferable				
	Class#21543 meets 07/06/2010-08/13/2010				20959	12:30-1:30PM	TW	Kubiak,P	LMAC*
21545	2:00-2:30PM	T	Lozano,J	DCC*		1:30-3:30PM	TW	Kubiak,P	LMAC*
	2:30-4:00PM	T	Lozano,J	DCC*		Class#20959 meets 07/06/2010-08/13/2010			
	Class#21545 meets 07/06/2010-08/13/2010				<b>AED 22.09- 0.0 UNIT TOPICS OF INTEREST SENIORS</b>				
21549	1:00-1:30PM	MF	Lozano,J	CID*	Not Transferable				
	1:30-2:00PM	MF	Lozano,J	CID*	20961	2:30-4:30PM	W	Levy,E	NSC*
	Class#21549 meets 07/06/2010-08/13/2010					9:00-11:00AM	Th	Levy,E	NSC*
21551	1:00-1:30PM	F	Lozano,J	DCC*	20962	9:00-11:00AM	MF	Levy,E	LMAC*
	1:30-3:00PM	F	Lozano,J	DCC*		Class#20962 meets 07/06/2010-08/13/2010			
	Class#21551 meets 07/06/2010-08/13/2010				20963	12:00-2:00PM	T	Levy,E	FOUN*
21553	3:30-4:00PM	M	Lozano,J	CSRC*		2:00-4:00PM	F	Levy,E	FOUN*
	4:00-5:30PM	M	Lozano,J	CSRC*	20964	10:00-12:00PM	MT	Fiske,R	COCC*
	Class#21553 meets 07/06/2010-08/13/2010					Class#20964 meets 07/06/2010-08/13/2010			
21555	2:45-3:15PM	Th	Lozano,J	CSRC*	20965	12:00-2:00PM	MT	Fiske,R	COCC*
	3:15-4:45PM	Th	Lozano,J	CSRC*		Class#20965 meets 07/06/2010-08/13/2010			
	Class#21555 meets 07/06/2010-08/13/2010				20966	9:00-1:00PM	Sat	Fiske,R	COCC*
<b>21557</b>	<b>4:30-5:00PM</b>	<b>W</b>	Lozano,J	LMAC*		Class#20966 meets 07/06/2010-08/13/2010			
	<b>5:00-6:30PM</b>	<b>W</b>	Lozano,J	LMAC*	20967	5:00-7:00PM	W	Levy,E	FOUN*
	Class#21557 meets 07/06/2010-08/13/2010					11:30-1:30PM	Th	Levy,E	FOUN*
21559	7:30-8:00AM	MW	Jackson,M	CSRC*	20968	12:00-2:00PM	WF	Levy,E	WDCR*
	8:00-8:30AM	MW	Jackson,M	CSRC*		Class#20968 meets 07/06/2010-08/13/2010			
	Class#21559 meets 07/06/2010-08/13/2010				<b>AED 22.11- 0.0 UNIT CONTEMPORARY ISSUES/ADULTS</b>				
21561	9:30-10:00AM	M	Jackson,M	NSC*	Not Transferable				
	10:00-11:30AM	M	Jackson,M	NSC*	21575	4:00-6:00PM	M	Levy,E	CSRC*
	Class#21561 meets 07/06/2010-08/13/2010					Class#21575 meets 07/06/2010-08/13/2010			
21563	9:00-9:30AM	TTh	Van Herk,T	ACC*	21576	9:00-11:00AM	W	Levy,E	LMAC*
	9:30-10:00AM	TTh	Van Herk,T	ACC*		Class#21576 meets 07/06/2010-08/13/2010			
	Class#21563 meets 07/06/2010-08/13/2010				21577	2:00-4:00PM	Th	Levy,E	PIH*
21565	9:30-10:00AM	W	Jackson,M	NSC*		Class#21577 meets 07/06/2010-08/13/2010			
	10:00-11:30AM	W	Jackson,M	NSC*	<b>AED 24.03- 0.0 UNIT ADULT NUTRITION</b>				
	Class#21565 meets 07/06/2010-08/13/2010				Not Transferable				
21567	4:15-5:15PM	T	Lozano,J	DCC*	21578	2:00-4:00PM	T	Wyckhouse,M	LMRC*
	3:15-4:15PM	F	Lozano,J	DCC*		Class#21578 meets 07/06/2010-08/13/2010			
21569	1:15-1:45PM	T	Kimura,D	ACH*	<b>AED 48.03- 0.0 UNIT CREATIVE WRITING FOR SENIORS</b>				
	1:45-3:15PM	T	Kimura,D	ACH*	Not Transferable				
	Class#21569 meets 07/06/2010-08/13/2010				21038	2:00-4:00PM	TTh	Mansell,B	NSC*
21571	3:30-4:00PM	T	Kimura,D	LMAC*		Class#21038 meets 07/06/2010-08/13/2010			
	4:00-5:30PM	T	Kimura,D	LMAC*	<b>AED 10.10- 0.0 UNIT MOVEMENT INTO FITNESS</b>				
	Class#21571 meets 07/06/2010-08/13/2010				Not Transferable				
<b>21573</b>	<b>5:00-5:30PM</b>	<b>W</b>	Kimura,D	CSRC*	20907	10:15-10:45AM	MWF	Van Herk,T	LMGM*
	<b>5:30-7:00PM</b>	<b>W</b>	Kimura,D	CSRC*		10:45-11:30AM	MWF	Van Herk,T	LMGM*
	Class#21573 meets 07/06/2010-08/13/2010					Class#20907 meets 07/06/2010-08/13/2010			
20907	10:15-10:45AM	MWF	Van Herk,T	LMGM*	20915	8:30-9:00AM	MWF	Van Herk,T	BWC*
	10:45-11:30AM	MWF	Van Herk,T	LMGM*		9:00-9:45AM	MWF	Van Herk,T	BWC*
	Class#20907 meets 07/06/2010-08/13/2010					Class#20915 meets 07/06/2010-08/13/2010			
20915	8:30-9:00AM	MWF	Van Herk,T	BWC*	20917	2:00-2:30PM	MTh	Dejong,H	ACH*
	9:00-9:45AM	MWF	Van Herk,T	BWC*		2:30-4:00PM	MTh	Dejong,H	ACH*
	Class#20915 meets 07/06/2010-08/13/2010					Class#20917 meets 07/06/2010-08/13/2010			
20917	2:00-2:30PM	MTh	Dejong,H	ACH*	20919	1:30-3:30PM	M	Savoy,S	RHCC*
	2:30-4:00PM	MTh	Dejong,H	ACH*		2:30-4:30PM	F	Savoy,S	RHCC*

Attendance is mandatory (including wait listed students). Failure to appear will jeopardize your official enrollment.

## APPRENTICESHIP PROGRAMS

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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 3 apprenticeship programs:  
Field Ironworkers  
SC/PDCA Painters & Decorators of California  
ABC – Associated Builders and Contractors

For further information call (562) 860-2451, ext. 2497

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## DISABLED STUDENT PROGRAMS AND SERVICES

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Classes designed for individuals with disabilities are available through Adult Education both on campus and at Rancho Los Amigos Medical Center. For additional information please refer to the DSPS Program found in this schedule or visit our website at [www.cerritos.edu/dsps](http://www.cerritos.edu/dsps).

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## SITE LOCATIONS

SITE	NAME	LOCATION
<b>ACC</b>	Artesia Community Center	18750 Clarkdale Ave., Artesia
<b>ACH</b>	Artesia Christian Home	11614 E. 183rd St., Artesia
<b>BWC</b>	Betty Wilson Center	11641 Florence Ave., Santa Fe Springs
<b>CID</b>	Country Inn Downey	11111 Myrtle St., Downey
<b>COCC</b>	One-Stop Career Center Plus SELACO WIA	10900 E. 183rd St., Suite 392, Cerritos
<b>CSRC</b>	Cerritos Senior Center	12340 South St., Artesia
<b>DCC</b>	Downey Community Senior Center	7810 Quill Dr., Downey
<b>DRC</b>	Downey Retirement Center	11500 Dolan Ave., Downey
<b>FOUN</b>	Founder's House of Hope	18025 Pioneer Blvd., Artesia
<b>LMAC</b>	La Mirada Activity Center	13810 La Mirada Blvd., La Mirada
<b>LMGM</b>	La Mirada Gymnasium	15105 Alicante Rd., La Mirada
<b>LMRC</b>	La Mirada Resource Center	13710 La Mirada Blvd., La Mirada
<b>MIRH</b>	Mirada Hills	12200 La Mirada Blvd., La Mirada
<b>MPRL</b>	Imperial Convalescent Home	12926 La Mirada Blvd., La Mirada
<b>NMN</b>	Norwalk Meadows Nursing Center	10625 Leffingwell Rd., Norwalk
<b>NOR</b>	Northgate Store	Contact department office for location
<b>NSC</b>	Norwalk Senior Center	14040 San Antonio Dr., Norwalk
<b>PIH</b>	Presbyterian Intercommunity Hospital	12401 E. Washington Blvd., Whittier
<b>PMC</b>	Paramount Meadows Nursing Center	7039 Alondra Blvd., Paramount
<b>RHCC</b>	Rivera Health Care Center	8203 Telegraph Rd., Pico Rivera
<b>SAD</b>	Saddleback Square	12440 Firestone Blvd., Norwalk
<b>SUNC</b>	Sunbridge Community Center	12627 Studebaker Rd., Norwalk
<b>TBD</b>	To be determined	Contact department office for location
<b>VECH</b>	Villa Elena Convalescent Hospital	13226 Studebaker Rd., Norwalk
<b>WDCR</b>	Woodruff Care	16409 Woodruff Ave., Bellflower

**For more information, please contact the appropriate department office.**





# SCHOLARS' HONORS PROGRAM

## 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.

## WHAT DOES HONORS OFFER ME?

- Small-enrollment classes giving you direct access to the instructors
- One-on-one contact with professors to learn research skills through completing honors contracts
- Guaranteed priority consideration for transfer to local UC campuses
- Acceptance into honors programs with priority registration privileges at regional CSU campuses
- Library privileges at local universities
- Opportunities to travel to academic conferences to present research papers

## AM I ELIGIBLE FOR THE SHP?

### *Current college students need:*

- Minimum 12 units of UC/CSU transferable classes
- A cumulative GPA of 3.0 or above in all transferable coursework
- Readiness for English 100 (Freshman Composition)

### *Students applying from high school need:*

- A cumulative GPA of 3.25 in all coursework
- Readiness for English 100 (Freshman Composition)

## 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](mailto:shp-info@cerritos.edu).

## HONORS COURSES, SUMMER SESSION, 2010

**Honors Contract Courses:** All courses which are UC or CSU transferable and taught by full-time instructors are eligible for Honors contracts. Consult your instructor or check the SHP Web Page ([www.cerritos.edu/shp/](http://www.cerritos.edu/shp/)) or SHP office for a list of available courses.



# DISTANCE EDUCATION PROGRAM

## ONLINE COURSES



For complete course descriptions, see the regular course listings in the schedule of classes.

### WHAT IS DISTANCE EDUCATION?

Distance education takes place when a teacher and students are separated by physical distance and technology. 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. All courses carry full academic credit and their content is equivalent to what you would receive in a more traditional mode of delivery.

### WHAT SKILLS ARE REQUIRED FOR ONLINE LEARNING?

Before registering for any online course, you should make sure that you are proficient in the following areas: basic computing, web browsing, email, and word processing. Your instructor will not teach these skills as part of the course content. If you do not possess these skills, you can register for EDT 50, Preparation for Online Learning, or CIS 101, Introduction to Computer Info Systems.

### 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 computer-based learning and other instructional technologies. Therefore, students will be required to attend on-campus meetings as scheduled by the instructor, as well as complete work using email, chat rooms, discussion boards, and other instructional tools. These courses are designated as HYBRID in the published class schedule.

### FOR INFORMATION CONTACT THE ACADEMIC SUPPORT CENTER

Phone: (562) 860-2451, x2405

Email: [yjuarez@cerritos.edu](mailto:yjuarez@cerritos.edu)

### 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:

Go to the TalonNet website, <http://talonnet.cerritos.edu>, and log on with your username and password.

**Username:** This is your 7-digit student ID number. Example: John Smith, ID #1234567.

**Password:** Your initial password is your 6-digit date of birth in the “mmd-yy” format. Example: John Smith's date of birth is May 30, 1990. His password would be 053090.

## Earn your A.A. Degree Online!



Online Certificate programs also available.

For more information contact:

THE ACADEMIC SUPPORT CENTER - DISTANCE ED OFFICE

PHONE (562)860-2451, EXT. 2405

e-mail: [de-info@cerritos.edu](mailto:de-info@cerritos.edu)

# DISTANCE EDUCATION COURSES

## ONLINE COURSES

**Most work and communications occur online. Access to email and the Internet is required.  
Orientations are mandatory.**

### ANTHROPOLOGY

<b>ANTH 115</b> 20315	<b>(3 units)</b> Abbruzzese	<b>Physical Anthropology</b> 2nd 6-week See TalonNet at <a href="http://www.cerritos.edu/abbruzzese">http://www.cerritos.edu/abbruzzese</a> for specific course instructions or email at <a href="mailto:mabbruzzese@cerritos.edu">mabbruzzese@cerritos.edu</a>
20444	Bellas	2nd 6-week See TalonNet at <a href="http://www.cerritos.edu/mbellas">http://www.cerritos.edu/mbellas</a> for specific course instructions or email at <a href="mailto:bellas@cerritos.edu">bellas@cerritos.edu</a>

### ART

<b>ART 100</b> 20145	<b>(3 units)</b> MacDevitt	<b>Introduction to World Art</b> 2nd 6-week Orientation: Students must check website for directions and information <a href="http://www.macdevitt.com">http://www.macdevitt.com</a> , email at <a href="mailto:jmacdevitt@cerritos.edu">jmacdevitt@cerritos.edu</a>
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### BUSINESS ADMINISTRATION

<b>BA 106</b> 21487 21220	<b>(3 units)</b> Moriarty	<b>Human Resource Management</b> 2nd 6-week Orientation: All class information will be available at <a href="http://www.cerritos.edu/baonline">www.cerritos.edu/baonline</a>
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<b>BA 113</b> 21380	<b>(3 units)</b> Staff	<b>Legal Environment of Business</b> 2nd 6-week Orientation: All class information will be available at <a href="http://www.cerritos.edu/baonline">www.cerritos.edu/baonline</a>
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<b>BA 115</b> 21488 21489	<b>(3 units)</b> Finkelstein	<b>Management-Business</b> 2nd 6-week Orientation: All class information will be available at <a href="http://www.cerritos.edu/baonline">www.cerritos.edu/baonline</a>
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<b>BA 120</b> 21490 21491	<b>(3 units)</b> Livingston	<b>Management-Accounting and Internal Control</b> 2nd 6-week Orientation: All class information will be available at <a href="http://www.cerritos.edu/baonline">www.cerritos.edu/baonline</a>
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### BUSINESS COMMUNICATIONS

<b>BCOM 46</b> 20015	<b>(3 units)</b> Sharp	<b>Business Communications</b> 2nd 6-week Orientation: T 07-06-10 9:00 am BE 14 All class information will be available at <a href="http://www.cerritos.edu/msharp">www.cerritos.edu/msharp</a> <a href="http://www.cerritos.edu/msharp">http://www.cerritos.edu/msharp</a>
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<b>BCOM 152</b> 20862	<b>(1.5 units)</b> Elizondo	<b>Job Search in the Business Field</b> 2nd 6-week Orientation: W 07-07-10 3:00 pm BE 14 <a href="http://www.cerritos.edu/elizondo">http://www.cerritos.edu/elizondo</a>
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### BUSINESS COMPUTERIZED OFFICE TECHNOLOGIES

<b>BCOT 62</b> 20468	<b>(1 unit)</b> Soden	<b>Computer Keyboarding</b> 2nd 6-week Orientation: T 07-06-10 9:00 am BE 17 <a href="http://www.cerritos.edu/bsoden">http://www.cerritos.edu/bsoden</a>
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<b>BCOT 113</b> 20539	<b>(3.5 units)</b> Soden	<b>Microsoft Excel</b> 2nd 6-week Orientation: T 07-06-10 10:00 am BE 17 <a href="http://www.cerritos.edu/bsoden">http://www.cerritos.edu/bsoden</a>
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<b>BCOT 161</b> 20865	<b>(1 unit)</b> Elizondo	<b>Principles of Filing</b> 2nd 6-week Orientation: W 07-07-10 4:30 pm BE 14 <a href="http://www.cerritos.edu/elizondo">http://www.cerritos.edu/elizondo</a>
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<b>BCOT 162</b> 20017	<b>(3 units)</b> Sharp	<b>Business Spelling and Proofreading Skills</b> 2nd 6-week Orientation: T 07-06-10 10:00 am BE 14 <a href="http://www.cerritos.edu/msharp">http://www.cerritos.edu/msharp</a>
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### COMPUTER INFORMATION SYSTEMS

<b>CIS 101</b> 20496	<b>(3 units)</b> Fuschetto	<b>Introduction to Computer Information Systems</b> 2nd 6-week Orientation: See website <a href="http://www.cerritos.edu/sfuschetto">http://www.cerritos.edu/sfuschetto</a> for orientation and quiz due 07/06/10
20776	Hohly	2nd 6-week Orientation: T 07-06-10 5:30-7:30 pm BE 12 <a href="http://www.cerritos.edu/hohly">http://www.cerritos.edu/hohly</a> or email at <a href="mailto:hohly@cerritos.edu">hohly@cerritos.edu</a>

<b>CIS 103</b> 20778	<b>(3.5 units)</b> Nguyen	<b>Computer Programming Logic</b> 2nd 6-week Orientation: T 07-06-10 6:00-8:00 pm LA 3 <a href="http://www.cerritos.edu/pnguyen">http://www.cerritos.edu/pnguyen</a>
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<b>CIS 271</b> 21503	<b>(1 unit)</b> Hohly	<b>Computer and Information Sciences Occupational Work Experience</b> 2nd 6-week Orientation: T 07-06-10 7:30-9:30 pm BE 12 <a href="http://www.cerritos.edu/hohly">http://www.cerritos.edu/hohly</a> or email at <a href="mailto:hohly@cerritos.edu">hohly@cerritos.edu</a>
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### ECONOMICS

<b>ECON 201</b> 20856	<b>(3 units)</b> Keenan	<b>Principles of Macroeconomics</b> 2nd 6-week See web page at <a href="http://www.cerritos.edu/dkeenan">http://www.cerritos.edu/dkeenan</a> or email at <a href="mailto:DianeKeenan21@verizon.net">DianeKeenan21@verizon.net</a>
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<b>ECON 202</b> 20857	<b>(3 units)</b> Keenan	<b>Principles of Microeconomics</b> 2nd 6-week See web page at <a href="http://www.cerritos.edu/dkeenan">http://www.cerritos.edu/dkeenan</a> or email at <a href="mailto:DianeKeenan21@verizon.net">DianeKeenan21@verizon.net</a>
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# DISTANCE EDUCATION COURSES (CONTINUED)

## EDUCATIONAL TECHNOLOGY

General Orientation for all online courses is available on the Distance Education website: <http://www.cerritos.edu/de>

**EDT 103 (2 units) Spreadsheets for Educators**  
20762 Alexander 2nd 6-week  
<http://www.cerritos.edu/calexander>

**EDT 104 (2 units) Word-processing for Educators**  
20035 Alexander 2nd 6-week  
<http://www.cerritos.edu/calexander>

**EDT 105 (2 units) PowerPoint for Educators**  
20763 Alexander 2nd 6-week  
<http://www.cerritos.edu/calexander>

## ENGLISH

**ENGL 100 (4 units) Freshman Composition**  
20718 Carney 2nd 6-week  
Orientation: T 07-06-10 11:00-1:00 pm BE 2  
Email at [dcarney@cerritos.edu](mailto:dcarney@cerritos.edu)  
20664 Shah-Williams 2nd 6-week  
Orientation: T 07-06-10 5:00-7:00 pm BE 1  
Email at [nshahwilliams@cerritos.edu](mailto:nshahwilliams@cerritos.edu)  
20541 Crawford 2nd 6-week  
Orientation: T 07-06-10 6:00-8:00 pm BE 4  
Email at [scrawford@cerritos.edu](mailto:scrawford@cerritos.edu)  
21147 Swanson 2nd 6-week  
Orientation: T 07-06-10 12:00-2:00 pm BE 4  
20451 Swanson 2nd 6-week  
Orientation: T 07-06-10 3:30-5:30 pm BE 4  
Email at [jswanson@cerritos.edu](mailto:jswanson@cerritos.edu)

## HEALTH EDUCATION

**HED 100 (3 units) Contemporary Health Problems**  
20471 Bueno 2nd 6-week  
Orientation: Th 07-08-10 6:00-8:00 pm CB 106  
<http://e-courses.cerritos.edu/nbueno>, email at [nbueno@cerritos.edu](mailto:nbueno@cerritos.edu)  
21421 Edwards 2nd 6-week  
Orientation: T 07-06-10 6:00-8:00 pm CB 106  
<http://e-courses.cerritos.edu/cedwards>, email [cgleckner@cerritos.edu](mailto:cgleckner@cerritos.edu)

## HISTORY

**HIST 103 (3 units) Political and Social History of the United States: 1877 to Present**  
20327 Oliver 2nd 6-week  
Orientation: See instructor web page at <http://cerritos.edu/soliver> or email at [soliver@cerritos.edu](mailto:soliver@cerritos.edu)

## LAW

**LAW 111 (3 units) Business Law**  
21233 Pribble 2nd 6-week  
Orientation: T 07-06-10 5:30-6:30 pm BE 16  
21234 Pribble 2nd 6-week  
Orientation: T 07-06-10 6:30-7:30 pm BE 16  
<http://www.cerritos.edu/mpribble>

## MACHINE TOOL TECHNOLOGY

**MTT 60 (2 units) Advanced Machine Tool Concepts**  
21466 Real 2nd 6-week  
Orientation: T 07-06-10 5:00 pm ME 3H  
<http://cerritos.edu/yreal> or email at [yreal@cerritos.edu](mailto:yreal@cerritos.edu)

**MTT 62 (2 units) Fixture Tooling**  
21162 Real 2nd 6-week  
Orientation: T 07-06-10 5:00 pm ME 3H  
<http://cerritos.edu/yreal> or email at [yreal@cerritos.edu](mailto:yreal@cerritos.edu)

## MUSIC

**MUS 104B (3 units) History of Rock Music**  
20753 Pritchard 2nd 6-week  
Orientation: No orientation. Please check Talon Net for more information.  
<http://www.cerritos.edu/gpritchard> or email at [gpritchard@cerritos.edu](mailto:gpritchard@cerritos.edu)

**MUS 105 (3 units) Music Fundamentals**  
20218 Lopez 2nd 6-week  
Orientation: W 06-30-10 10:00-11:30 am BC 68  
<http://www.cerritos.edu/clopezor> email at [clopez@cerritos.edu](mailto:clopez@cerritos.edu)  
20219 Nelson 2nd 6-week  
Orientation: F 07-02-10 10:00-10:30 am BC 51  
<http://www.cerritos.edu/dnelson> or email at [dnelson@cerritos.edu](mailto:dnelson@cerritos.edu)

## PHYSICAL EDUCATION

PE 141 (3 units) Fitness and Wellness  
20512 Edwards 2nd 6-week  
Orientation: Check instructor webpage at <http://www.cerritos.edu/cgleckner> or email instructor at [cgleckner@cerritos.edu](mailto:cgleckner@cerritos.edu)

## POLITICAL SCIENCE

**POL 101 (3 units) American Political Institutions**  
20248 Obazuaye 2nd 6-week  
See instructor web page at <http://www.cerritos.edu/sobazuaye> or email [atsobazuaye@cerritos.edu](mailto:atsobazuaye@cerritos.edu)  
20612 Falcon 2nd 6-week  
See instructor web page at <http://www.cerritos.edu/falcon> for specific course instructions or email at [falcon@cerritos.edu](mailto:falcon@cerritos.edu)

## PSYCHOLOGY

**PSYC 101 (3 units) General Introductory Psychology**  
20467 Duff 2nd 6-week  
21182 Duff 2nd 6-week  
See instructor web page at <http://www.cerritos.edu/duff> for specific course instructions or email at [kduff@cerritos.edu](mailto:kduff@cerritos.edu)

# DISTANCE EDUCATION COURSES (CONTINUED)

## REAL ESTATE

**RE 101 (3 units) Real Estate Principles**  
 21236 Brady 2nd 6-week  
 Orientation: T 07-06-10 7:00-8:00 pm BE 1  
<http://www.cerritos.edu/brady> or email at [brady@cerritos.edu](mailto:brady@cerritos.edu)

## SPEECH

**SPCH 110 (3 units) Intercultural Communication**  
 20680 Hoppe-Nagao 2nd 6-week  
 Orientation: T 07-06-10 6:00-8:00 pm BE 2  
<http://www.cerritos.edu/anagao> or email at [anagao@cerritos.edu](mailto:anagao@cerritos.edu)



## HYBRID COURSES

**Classes meet both on campus and online. Access to email and the internet is required.  
 2nd 6-WEEK SESSION – July 6-August 13, 2010**

### ENGLISH

**ENGL 103 (3 units) Critical and Argumentative Writing**  
 20450 Whitson 2nd 6-week  
 MTWR 07-06-10 10:15-12:30 pm LA 20  
 Email [whitson@cerritos.edu](mailto:whitson@cerritos.edu)

**ENGL 235 (3 units) Readings in the Drama**  
 20668 Stiles 2nd 6-week  
 MTWR 07-06-10 8:00-10:15am LA 20  
 Email [lstiles@cerritos.edu](mailto:lstiles@cerritos.edu)

### READING

**READ 54 (3 units) Advanced College Reading**  
 20256 Codd 2nd 6-week  
 MTWR 07-06-10 8:00-10:15am LC 213  
 20257 Codd 2nd 6-week  
 MTWR 07-06-10 10:15-12:30 pm LC 213  
 20544 Codd 2nd 6-week  
 MTWR 07-06-10 7:00-9:15pm LC 217  
<http://www.cerritos.edu/gcodd> or email [gcodd@cerritos.edu](mailto:gcodd@cerritos.edu)

### SPEECH

**SPCH 100 (3 units) Fundamentals of Oral Communication**  
 20261 Lavarieri 2nd 6-week  
 MTWR 07-06-10 8:00-10:15am SS 211  
<http://www.cerritos.edu/carrelano> or email [carrelano@cerritos.edu](mailto:carrelano@cerritos.edu)

20472 Hoppe-Nagao 2nd 6-week  
 MTWR 07-06-10 8:00-10:15 pm SS 211  
<http://www.cerritos.edu/anagao> or email [anagao@cerritos.edu](mailto:anagao@cerritos.edu)

20790 Rosenfeld 2nd 6-week  
 MTWR 07-06-10 12:30-2:45pm SS 207  
<http://www.cerritos.edu/rosenfeld> or email [rosenfeld@cerritos.edu](mailto:rosenfeld@cerritos.edu)

**SPCH 150 (3 units) Organizational Communication**  
 20784 Rosenfeld 2nd 6-week  
 MTWR 07-06-10 10:15-12:30 pm SS 139  
<http://www.cerritos.edu/rosenfeld> or email [rosenfeld@cerritos.edu](mailto:rosenfeld@cerritos.edu)

## 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.

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 Staff Diversity Plan.

It is a violation of this 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 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 Faculty and Staff Diversity Officer. The College's policies and procedures are available on the website and are also published in the college catalog.

### POLICY ON SEXUAL AND OTHER ASSAULTS

Cerritos College is committed to providing a safe and secure environment for all members of the campus community. Board Policy 3540, Sexual and Other Assaults on Campus, conforms with relevant State and Federal Laws. Sexual assault and acquaintance rape are crimes and will be treated as such. Any student or employee who becomes a victim of sexual assault or acquaintance rape is encouraged to report the crime immediately to Campus Police. The District is dedicated to providing prompt and compassionate services to all crime victims. In the event of an incidence of sexual assault or acquaintance rape, Student Health Services will provide support services and direction. The phone number for Student Health Services is (562) 860-2451, ext. 2321. The Chief of Campus Police will notify the President-Superintendent of all reports of sexual assault and/or acquaintance rape.

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/board-policies>.

## CERRITOS COLLEGE ALCOHOL AND DRUG POLICY

### CERRITOS COLLEGE'S POLICY

*It is the policy of Cerritos College to implement and maintain the provisions of the Drug-Free Schools and Communities Act amendments of 1989.*

*The college's policy clearly prohibits the unlawful possession, use, or distribution of illicit drugs or alcohol by students and employees on campus or as part of any of its activities.*

*(Board Policy 3550)*

INFORMATION REGARDING LEGAL SANCTIONS UNDER FEDERAL, STATE, AND LOCAL LAWS IS AVAILABLE IN THE FOLLOWING LOCATIONS:

1. Library
2. Human Resources
3. Student Activities Office
4. Career Services Center
5. 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
3. Adult Re-Entry, ext. 2362

# GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE AND FOR TRANSFER TO THE CALIFORNIA STATE UNIVERSITY AND UNIVERSITY OF CALIFORNIA

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.



# GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE

## Associate in Arts Degree General Education 2009-10 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:

- Earn a score on the Advanced Math Readiness test sufficient for placement in a course above the level of MATH 80 or MATH 80B.
- Completion of MATH 80 or MATH 80B with a grade of Pass, or "C", or higher.
- For other options, see your counselor.

### 3. READING PROFICIENCY REQUIREMENT:

This requirement can be met by one of the following options:

- Earn a score on the reading proficiency test sufficient for placement in a course above the level of READ 54.
- Completion of READ 54 with a grade of Pass, or "C", or higher.
- For other options, see your counselor.

NOTE: Students completing both English 52 and Reading 54 will be able to count the units from only one course towards the associate in arts degree.

### 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:

- Completion of at least one unit of a Physical Education activity course from the approved department list below:  
Physical Education 120, 121, 122, 123, 124, 125, 126, 127, 130, 131, 132A, 132B, 133, 134, 135A, 135B, 136, 137, 138, 139, 141, 142, 143, 145, 146, 148, 149A, 149B, 150A, 150B, 151, 153A, 153B, 154A, 154B, 155A, 155B, 156A, 156B, 158A, 158B, 159A, 159B, 160, 170, 171A, 171B, 171C, 172A, 172B, 173, 175A, 175B, 176A, 176B, 177, 178, 179A, 179B, 200, 201, 202, 204, 206, 207, 208, 210, 211, 212, 213, 217, 218, 219, 221, 222, 223, 225, 227, 228, 229, 231, 233, 234, 235, 236, 238, 239, 241, 243, 245, 254, 255  
Dance 105, 106A, 106B, 107, 108A, 108B, 109, 110, 120, 121, 122, 123, 124, 125, 130, 133, 134, 135, 136, 140, 141, 142, 143, 144
- Completion of HED 100, 101, 103, or 200; TH 140-143; MUS 160-164; HO 100, 151 or 152; CDEC 161; PE 100 or WS 103.

- Enrollment and completion of Allied Health program (DA, DH, RN, PTA, Pharm Tech, MA).
- For other options, see your counselor.

### 6. GENERAL EDUCATION REQUIREMENTS: PLAN A 18 UNITS

#### a. NATURAL SCIENCES: 3 UNITS MINIMUM FROM EITHER PHYSICAL SCIENCE OR BIOLOGICAL SCIENCES

##### (1) Physical Sciences

Astronomy 101, 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), 201 (lab), 204, 207 (lab), 208, 209  
Physical Science 100, 112 (lab)  
Physics \*\*50 (lab), 100 (lab), 101 (lab), 102 (lab), 201 (lab), 202 (lab), 203 (lab)

##### (2) Biological Sciences

Anatomy and Physiology 120 (lab), 130 (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: American 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, Government and Politics: United States. 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  
Anthropology 100, 120, 170, 200, 201, 202, 203, 205  
Child Development 110  
Child Development/Early Childhood \*\*113  
Counseling \*\*150, 200  
Economics 101, 102, 201, 202, 204  
Environmental Policy 200  
Finance 125  
Geography 102, 105

# GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE

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- History 110, 120, 204, 210, 220, 221, 230, 235, 241,242, 245, 246, 250, 255, 260, 265, \*\*270, 275  
Journalism 100  
Physical Education 106  
Political Science 110, 210, 220, 230, 260  
Psychology 101, 150, 251, 261, 271  
Sociology 101, 110, 120, 201, 202, 205, 210, 215, \*\*225, 230, 250  
Speech 110  
Women's Studies 101, 106, 202, 204, 205, 206
- c. FINE ARTS AND HUMANITIES: 3 UNITS MINIMUM FROM EITHER FINE ARTS OR HUMANITIES  
*NOTE: Courses appearing in more than one category may be used to satisfy only one category. Such courses are marked with an \*.*
- (1) FINE ARTS  
Architecture \*\*110, 112  
Art 100, 101, 102, 103, 104, 105A, 105B, 106, 107, \*108, \*109, 110, \*\*113, 116, 120, 130A, 144, 150, \*\*186, \*\*192, 193  
Dance 100, 101  
Humanities: \*108, \*109  
Music 100, 101, 102, 103, 104, 104B, 105  
Photography 100, \*\*150, 160  
Theatre 101, 102, 103, 104, \*\*110, 150, RTV/TH 151, RTV 152, TH 159
- (2) HUMANITIES  
Art \*108, \*109  
Chinese 101  
English 102, 106, 221A, 221B, 222, 223, 224, 225, 226, 227, 228, 230A, 230B, 232, 233, 234, 235, 236, 237, 238, 245, 246A, 246B, 248A, 248B  
French 101,102, 201, 202, 203  
German 101, 102, 201, 202  
Humanities 100, \*108, \*109  
Japanese 101, 102, 201, 202  
Philosophy 100, 102, 104, 200, 201, 204, 206  
Sign Language 101, 102, 201  
Spanish 101, 102, 111, 112, 201, 202, 206, 210, 245  
Speech 140, \*\*145  
Women's Studies 102
- 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, \*\*178  
Engineering Design Technology \*\*131  
English 101, 103  
Mathematics \*\*80, \*\*80B, 100, 110A, 110B, 112, 114, 115, 116, 140, 150, 170, 190, 220, 240  
Philosophy 103, 106  
Psychology 103, 210  
Reading 200  
Speech \*\*60, 100, 120, 130, 132, 150, 235, \*\*271
- e. Select an additional general education course from those listed above or a course from Plan B or Plan C so that the earned general 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.
- NOTE: The preceding graduation requirements apply to students who were in attendance during the 2009-10 school year and thereafter. Students who enrolled prior to Fall 2009 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.*



# GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE AND FOR TRANSFER TO THE CALIFORNIA STATE UNIVERSITY

## Associate in Arts Degree General Education 2009-10 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.

### 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 \*.**

- A) Communications: 9 units minimum.  
Must take one course from category 1, 2, and 3
  - 1. Oral Communication  
Speech 100, 120, 130, 132, 150
  - 2. Written Communication  
English 100
  - 3. Critical Thinking  
English 101, 103; Philosophy 103, 106; Psychology 103;  
Reading 200; Speech 235
  
- B) Natural Science and Mathematics: 9 units minimum.  
Take a course from category 1, 2 and 3. AT LEAST ONE LABORATORY (LAB) MUST BE INCLUDED IN CATEGORY 1 or CATEGORY 2.
  - 1. Physical Sciences  
Astronomy 101, 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), 201 (lab), 204, 207 (lab), 208, 209  
Physical Science 100, 112 (not considered a LAB science for CSU GE)  
Physics 100 (lab), 101 (lab), 102 (lab), 201 (lab), 202 (lab), 203 (lab)
  - 2. Biological Sciences  
Anatomy and Physiology 120 (lab), 130 (lab), 150 (lab),  
151 (lab), 200 (lab), 201 (lab)  
Anthropology 115, 115L (lab)  
Biology 105, 110 (lab), 115 (lab), 120 (lab), 200 (lab), 201 (lab), 202  
Botany 120 (lab)  
Microbiology 200 (lab)  
Psychology 241  
Zoology 120 (lab)
  - 3. Mathematical Concepts  
Mathematics 100, 110A, 110B, 112, 114, 115, 116, 140,  
150, 170, 190, 220, 240  
Psychology 210
  
- C) Fine Arts and Humanities: 9 units minimum.  
Take one course in category 1 and 2. The third course may be taken in either category
  - 1. Fine Arts  
Architecture 112  
Art 100, 101, 102, 103, 104, 105A, 105B, 106, 107, \*108, \*109, 110,  
116, 120, 130A, 144, 150, 193  
Dance 100, 101  
Humanities \*108, \*109  
Music 100, 101, 102, 103, 104, 104B, 105  
Photography 100, 160  
Theatre 101, 102, 103, 104, 150, RTV/TH 151, RTV 152, TH159

# GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE AND FOR TRANSFER TO THE CALIFORNIA STATE UNIVERSITY

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2. Humanities  
 Art \*108, \*109  
 Chinese 101  
 English 102, 106, 221A, 221B, 222, 223, 224, 225, 226, 227, 228,  
 229, 230A, 230B, 232, 233, 234, 235, 236, 237, 238, 245, 246A,  
 246B, 248A, 248B  
 French 101, 102, 201, 202, 203  
 German 101, 102, 201, 202  
 History \*101, \*102, \*103, \*110, \*120, \*210, \*220, \*221, \*230,  
 \*235, \*241, \*242, \*245, \*246, \*250, \*255, \*260, \*265, \*275  
 Humanities 100, \*108, \*109  
 Japanese 101, 102, 201, 202  
 Philosophy 100, 102, 104, 200, 201, 204, 206  
 Sign Language 101, 102, 201  
 Spanish 101, 102, 111, 112, 201, 202, 205, 206, 210, 245  
 Speech 140  
 Women's Studies 102

- 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  
 Anthropology 100, 120, 170, 200, 201, 202, 203, \*205  
 Child Development \*110  
 Economics 101, 102, 201, 202, 204  
 Environmental Policy 200  
 Geography 102, 105  
 History \*110, \*120, 204, \*210, \*220, \*221, \*230, \*235, \*241, \*242,  
 \*245, \*246, \*250, \*255, \*260, \*265, \*275  
 Journalism 100  
 Physical Education \*106  
 Political Science 110, 210, 220, 230, 260  
 Psychology 101, \*150, 251, 261, 265, 271  
 Sociology 101, \*110, \*120, 201, 202, 205, 210, 215, 230, 250  
 Speech 110  
 Women's Studies 101, \*106, 202, 204, \*205, 206

- 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  
 Physical Education \*106, 141  
 Psychology \*150, 245  
 Sociology \*110, \*120  
 Women's Studies \*106, \*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](http://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 2009-10 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. However, 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)  
Mathematics 100, 112+, 114+, 115, 116+, 150+, 170+, 190, 220, 240  
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+  
Art 100, 101, 102, 103, 104, 105A, 105B, 106, 107, \*108, \*109  
Dance 100, 101  
Humanities \*108, \*109  
Music 100, 101, 103, 104, 104B, 105  
Photography 160  
Theatre 101, 102, 103, 104, 150, 159
- B) Humanities  
Art \*108, \*109  
English 102, 106, 221A, 221B, 222, 223, 224, 225, 226, 227, 228,  
230A, 230B, 232, 233, 234, 235, 236, 237, 238, 245, 246A, 246B,  
248A, 248B  
French 201, 202  
German 102, 201, 202  
History \*101+, \*102+, \*103+, \*110, \*120, \*210+, \*220, \*221,  
\*230, \*235, \*241, \*242, \*245, \*246, \*250, \*255, \*260, \*265, \*275  
Humanities 100, \*108, \*109  
Japanese 102  
Philosophy 100, 102, 104, 200, 201, 204, 206  
Sign Language 201  
Spanish 102+, 112+, 201, 202, 205, 210, 245  
Women's Studies 102

### AREA 4 SOCIAL AND BEHAVIORAL SCIENCES

(3 courses from at least two disciplines or an interdisciplinary  
sequence: 9 semester/12-15 quarter units)  
Anthropology 100, 120, 170, 200, 201, 202, 203, 205  
Child Development 110  
Economics 101+, 102, 201, 202

# GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE AND FOR TRANSFER TO THE CALIFORNIA STATE UNIVERSITY AND UNIVERSITY OF CALIFORNIA

Environmental Policy 200  
 Geography 102, 105  
 History \*101+, \*102+, \*103+, \*110, \*120, 204, \*210+, \*220,  
 \*221, \*230, \*235, \*241, \*242, \*245, \*246, \*250, \*255, \*260, \*265,  
 \*275  
 Physical Education 106  
 Political Science 101+, 201+, 210, 220, 230  
 Psychology 101, 150, 251, 261, 265+, 271  
 Sociology 101, 110, 120, 201, 202+, 205, 210, 215, 250  
 Speech 110  
 Women's Studies 101, 106, 202+, 204, 205, 206

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 do 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.

## 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 101, 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), 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), 130+ (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 SL 101.
- 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,



# SERVICES FOR STUDENTS

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.

## ACADEMIC SUPPORT CENTER EXT. 2404

The Academic Support Center (ASC) is a campus support system designed to provide services and information to students who want to acquire, improve, review or maintain personal learning skills. The ASC has a centralized location where students develop learning skills that will improve their efficiency and effectiveness in the classroom. The ASC offers tutorial services in almost all subjects, individualized instruction from Cerritos College faculty, study skills workshops support for online students, computer proficiency certification and much more. All services are free to Cerritos College students. The ASC is located in the lower level of the LRC in LC166.

## 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. It **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 child-care facility on campus, are covered by Accident Insurance.

## ADMISSIONS AND RECORDS EXT. 2211

The Admissions 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. The Admissions Office hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9. For additional information visit our website at [www.cerritos.edu/admissions](http://www.cerritos.edu/admissions).

## ASSESSMENT TESTING EXT. 2599

Assessment testing is administered in the Career Services Center. Results are used for advisement in selecting classes. Tests for reading, math, English writing, and ESL placement are administered in the Career Services Center. Please check our website at [www.cerritos.edu/career-services/assessment-center](http://www.cerritos.edu/career-services/assessment-center) for 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. 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. Summer hours are 8:00 a.m. – 4:00 p.m., Monday through Thursday; closed Friday through Sunday.

## CALWORKS EXT. 2356

The Cerritos College CalWORKs Program assists students who are receiving Temporary Assistance for Needy Families (TANF), are in good standing with the college, and have developed or are in the process of developing a welfare-to-work plan with the local county welfare office. The program provides eligible students with counseling, educational and career planning, job search assistance, referrals to campus and community based organizations, up-to-date information regarding Welfare Reform Rules, and advocacy with the Department of Public Social Services (DPSS). For eligible students, the CalWORKs program also provides work-study opportunities. The CalWORKs office is located in the Career Services Center. To make an appointment with a CalWORKs Counselor, please call (562) 860-2451, ext. 2356. For additional information, please visit our website at [www.cerritos.edu/calworks](http://www.cerritos.edu/calworks).

## CAMPUS NEWS SERVICES 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](http://www.talonmarks.com) and on the campus radio station WPMD, located at 1700 on the AM dial or [www.cerritos.edu/wpmd](http://www.cerritos.edu/wpmd). In addition, the *Falcon Flyer*, published by the ASCC, lists scheduled campus events and can be obtained in the Student Activities Office.

## 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 (located in the Administration Building)

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; (4) Reentry Programs, ext. 2362; and (5) Transfer Center, ext. 2154. You may visit our website at [www.cerritos.edu/career-services](http://www.cerritos.edu/career-services). The Career Services Center hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9.

## CHILD DEVELOPMENT CENTER EXT. 2583

The Cerritos College Child Development Center is a Nationally Accredited Program that 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,

## SERVICES FOR STUDENTS

exceptional early childhood education program for children from 2½ – 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 a.m. – 5:00 p.m., 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. We offer three types of programs:

**The Preschool Program** serves children from ages 2½ – 5 years old and is available for full-time care anytime from 7:30 a.m. – 5 p.m. Part-time care is available Monday through Friday from 8 a.m. – 1 p.m.

**The LAUP Program:** The Los Angeles Universal Preschool program serves children turning 4 years old by December 2 and provides a school readiness program. We offer two sessions: a morning session that meets from 8:30 a.m. – 12:00 p.m., Monday through Friday, and an afternoon session from 1:00 p.m. – 4:30 p.m., Monday through Friday, from September to June.

**California State Preschool Program:** This program serves children year round who will turn 4 years of age by December 2, and offers a language-rich and print-rich environment in which to develop language, math, and scientific inquiry skills. This program is funded by the State Department of Education and families must meet the income and need eligibility requirements for no fee or reduced fees. CSPP is available Monday through Friday from 7:30 a.m. – 5:00 p.m.

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.

### COUNSELING

EXT. 2231

Counselors are available in the Counseling Center to assist you with academic advisement, establishing realistic goals and devising a sound 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 walk-in basis for brief consultations. Online counseling is available at [www.cerritos.edu/counseling](http://www.cerritos.edu/counseling). Counseling Center hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9.

### DISABLED STUDENT PROGRAMS AND SERVICES EXT. 2333

Disabled Student Programs and Services (DSPS) was established to provide support so that students with disabilities can participate in general campus programs and activities to the greatest extent feasible. Resources available to qualified disabled students include: specialized counseling and guidance classes, adaptive physical education, interpreters for the deaf, mobility aides, assistance with registration, assistive technology, and more. For more information call (562) 860-2451, ext. 2333; (562) 467-5043/TTY; (866) 971-0948/VP; or visit our website at <http://www.cerritos.edu/dsps/>.

### EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

EXT. 2398

EOPS is a state-funded program designed to assist students who are educationally and financially disadvantaged. The program has a three-fold mission which includes: (1) recruitment, (2) retention, and (3) transfer to the university or employment. Some of the services provided to EOPS students include a Summer Bridge program, academic counseling, early enrollment

assistance, grants, university application waivers and EOP nominations, and an Achievement in Mathematics (AIM) Program. The EOPS Office is located on the south side of the Administration Building. EOPS hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9.

### FINANCIAL AID OFFICE

(located in the Administration Building)

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 <http://www.fafsa.gov>. The federal school code for Cerritos College is 001161. Financial Aid Office hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9. For additional information visit our website at [www.cerritos.edu/finaid](http://www.cerritos.edu/finaid).

### HEALTH INSURANCE

EXT. 2321

Supplemental insurance is available on a voluntary basis 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. Summer office hours are Monday through Thursday, 8 a.m. – 4:30 p.m.; closed on Friday. We invite you to visit our website at [www.cerritos.edu/health](http://www.cerritos.edu/health) or call (562) 860-2451, extension 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.

### INTERNATIONAL STUDENT CENTER

EXT. 2133

The International Student Center welcomes F-1 international students to attend Cerritos College, a sevis-approved institution. The Center provides international students assistance with admissions, counseling, immigration advisement, cultural adjustment and educational support while they pursue their academic goals. We assist international students in their relations with the United States Citizenship and Immigration Services (USCIS) and other U.S. and foreign governmental agencies while they maintain proper immigration status at Cerritos College. Students with other visa status (e.g., B-2, F-2, H-4, etc.) are given the provisions to change to F-1 status. F-2 students attending high school should apply for F-1 visa status at least 3-4 months before graduating and transferring to Cerritos College. Mandatory medical insurance is required for all F-1 students attending Cerritos College. Visit our website at [www.cerritos.edu/isc](http://www.cerritos.edu/isc) or call us at (562) 860-2451, ext. 2133, for further information or for an international student application package.

# SERVICES FOR STUDENTS

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## JOB PLACEMENT

EXT. 2366

Cerritos students and alumni who are seeking employment may review job listings in the Job Placement center, located 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, interviewing skills, and professional dress are available on request. Job Placement coordinates the Disney College Paid Internship Program, job fairs, major-related field trips and/or job shadowing. Job Placement hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9. For more information, call (562) 860-2451, ext. 2366, email [job-placement-info@cerritos.edu](mailto:job-placement-info@cerritos.edu), or visit us at [www.cerritos.edu/career-services/job-placement](http://www.cerritos.edu/career-services/job-placement).

## LIBRARY AND LEARNING RESOURCE CENTER

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 110,000 books and reference materials and 250 print magazine and newspaper subscriptions. The library provides access to the integrated library catalog; the Internet; hundreds of magazine, journal, and newspaper titles in various online subscription databases. Copy machines are also available in the library for student use. Librarians are available for reference assistance.

The LRC houses the following services: Library (Ext. 2430), Independent Study Center (Ext. 2442), Instructional Media Services (Ext. 2438), Computer Assisted Instruction (CAI) (Ext. 2185), Innovation Center (Ext. 2797), Academic Support Center (ASC) (Ext. 2404), Math Learning Center (Ext. 2659), Reading Center (Ext. 2856), and Writing Center (Ext. 2855). Please call for the operating hours within each service area.

## PARKING

EXT. 2325

All parking at Cerritos College is by permit only. A one-term parking permit may be purchased at enrollment or anytime during the semester in the Admission and Records Office. A daily permit may be obtained from the yellow dispensers located in the student parking lots. The dispensers accept quarters or \$1.00 bills (dispensers do not provide change or refunds). Metered parking is also available. Students may not park in staff parking lots or stalls unless they have a qualified disability, and have a valid "DP" plate or placard and a current student parking permit displayed. Visitors with qualified disabilities are not required to purchase a parking permit if they display a valid "DP" plate or placard and park in "Blue Curb" zones. Persons displaying a "DP" plate or placard may not park in spaces reserved for "Carpool" or Board Members. Parking is free in all white-lined stalls during the first week of each semester and the first week of the first summer session. **VEHICLES WITHOUT A PERMIT OR INCORRECTLY PARKED MAY BE ISSUED A PARKING CITATION. PLEASE REFER TO THE COLLEGE CATALOG FOR ADDITIONAL PARKING INFORMATION.**

## PSYCHOLOGICAL SERVICES

EXT. 2321

Psychological services, crisis intervention, and referrals are available to students experiencing emotional problems or concerns. Please contact Student Health Services at extension 2321 for assistance or visit our website at [www.cerritos.edu/health](http://www.cerritos.edu/health).

## 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. Office hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9.

## 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 two 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 (2-hour turnaround). 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 Admission and Records Office by phone or check the website at [www.cerritos.edu](http://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 current information on transfer programs, general education information, educational advising with university representatives, and financial aid information for the university. The Transfer Center is located in the Career Services Center. Office hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9. Visit our website at [www.cerritos.edu/transfer](http://www.cerritos.edu/transfer).

## VETERAN'S AFFAIRS OFFICE

EXT. 2120

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. The Veteran's Affairs Office is located within Admissions and Records in the Administration building.

# EMPEZANDO EN CERRITOS COLLEGE

## ADMISIONES Y REGISTRO

EXT. 2211

La oficina de Admisiones 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. El horario de la Oficina de Admisiones es Lunes y Jueves, 8 a.m. – 4:30 p.m.; Martes y Miércoles, 8 a.m. – 7 p.m.; y Viernes, 8 a.m. – mediodía. El colegio estará cerrado los Viernes de Mayo 28 a Agosto 6, excepto por Junio 4 y Julio 9. Para obtener información adicional, visite nuestro sitio de web en [www.cerritos.edu/admissions](http://www.cerritos.edu/admissions).

## EXAMENES DE EVALUACION

EXT. 2599

Exámenes de evaluación se administran en el Centro de Recursos Profesionales (Career Service Center). Los resultados se utilizan para la asesoría en la selección de clases. Las pruebas de lectura, matemáticas, inglés escrito, y la colocación de ESL, son administrados en el Centro de Recursos Profesionales. Para información sobre los horarios de pruebas, por favor visite el sitio oficial de cerritos en [www.cerritos.edu/career-services/assessment-testing](http://www.cerritos.edu/career-services/assessment-testing).

## 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 Otoño y Primavera son: 7:30 am a 7:00 pm, de lunes a jueves; 7:30 am a 2:00 pm, viernes. Cerrado sábados y domingos.

## CONSEJERIA

EXT. 2231

Los consejeros están disponibles en el Centro de Asesoramiento para ayudarle con asesoría académica, el establecimiento de metas realistas y la elaboración de un sólido 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](http://www.cerritos.edu/counseling). El horario del Centro de Asesoramiento es Lunes y Jueves, 8 a.m. – 4:30 p.m.; Martes y Miércoles, 8 a.m. – 7 p.m.; y Viernes, 8 a.m. – mediodía. El colegio estará cerrado los Viernes de Mayo 28 a Agosto 6, excepto por Junio 4 y Julio 9.

## PROGRAMAS Y SERVICIOS PARA DISCAPACITADOS

EXT. 2333

Programas y Servicios para Estudiantes Discapacitados (DSPS) fué creado para brindar apoyo a fin de que los estudiantes con discapacidades puedan participar, en general, en los programas y actividades de la institución en la mayor medida posible. Los recursos disponibles para estudiantes con discapacidades calificados son: clases especializadas de orientación y asesoramiento, educación física de adaptación, intérpretes para sordos, ayudantes para mobilizarse, asistencia con el proceso de registración, tecnología asistiva, y más. Para obtener más información, llame al (562) 860-2451 ext. 2333; (562) 467-5043/TTY; (866) 971-0948/VP; o visite nuestro sitio web en <http://www.cerritos.edu/dsps>.

## AYUDA FINANCIERA

(Ubicada en el Edificio de la Administración)

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 <http://www.fafsa.gov>. El código de Cerritos College es 001161. El horario de la Oficina de Ayuda Financiera es Lunes y Jueves, 8 a.m. – 4:30 p.m.; Martes y Miércoles, 8 a.m. – 7 p.m.; y Viernes, 8 a.m. – mediodía. El colegio estará cerrado los Viernes de Mayo 28 a Agosto 6, excepto por Junio 4 y Julio 9. Para obtener información adicional, visite nuestro sitio web en [www.cerritos.edu/finaid](http://www.cerritos.edu/finaid).

## ESTACIONAMIENTO

EXT. 2325

Estacionamiento en Cerritos College es permitido sólo con permiso de estacionamiento. Permisos para cada semestre pueden comprarse durante el proceso de inscripción o en cualquier otro momento durante el semestre en la Oficina de Admisión y Registros. Permisos de estacionamiento para un sólo día puede obtenerse en los dispensadores amarillos situados en los estacionamientos para estudiantes. Los dispensadores aceptan monedas de \$.25 o billetes de \$1 (Los dispensadores no proveen cambio o devoluciones). También hay estacionamiento medido disponible. Los estudiantes no deberán estacionarse en estacionamientos asignados a el personal a menos que sean discapacitados y tengan una placa o cartel "DP" y muestren un permiso vigente de estacionamiento para estudiantes. Los visitantes discapacitados no están obligados a adquirir un permiso de estacionamiento siempre y cuando muestren una placa o cartel "DP" válida y se estacionen en los espacios marcados de azul ("Blue Curb zones"). Las personas que expongan una placa o cartel "DP" no deberán estacionarse en los espacios reservados para vehículos de viaje compartido o para miembros de el consejo ("Board Members"). Estacionamiento es gratis en todos los espacios delineados de blanco durante la primera semana de cada semestre y la primera semana de la primera sesión de verano. VEHICULOS SIN UN PERMISO O INCORRECTAMENTE ESTACIONADOS RECIBIRAN UNA INFRACCION DE ESTACIONAMIENTO. Favor de consultar el catálogo del colegio para obtener más información con respecto a estacionamiento.

## TASAS

Cuota de Inscripción*	\$26 por unidad
Cuota de Actividades Estudiantiles	\$ 4
Cuota de Servicios de Salud	\$13
Cuota de Estacionamiento (opcional)**	\$20
Cuota de Inscripción a no residents	\$221 por unidad (\$183 por unidad por no residencia mas \$38 por unidad de pago capital)

\*Sujeto a cambios legislativos.

\*\*Permisos de estacionamiento serán enviados a los estudiantes que se inscriban por teléfono o por MyCerritos y paguen sus cuentas antes de el comienzo de semestre.

If you have questions or need information in Spanish about Cerritos College, please call the Office of Admissions at (562) 860-2451, extension 2211. Office hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 8 a.m. – 7 p.m.; and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9. Additional information is available in Spanish on pages 6-10.

Si usted tiene preguntas o necesita información en español acerca del Colegio de Cerritos, llame por favor a la Oficina de Admisiones al numero (562) 860-2451, extensión 2211. El horario de oficina es Lunes y Jueves, 8 a.m. – 4:30 p.m.; Martes y Miércoles, 8 a.m. – 7 p.m.; y Viernes, 8 a.m. – mediodía. El colegio estará cerrado los Viernes de Mayo 28 a Agosto 6, excepto por Junio 4 y Julio 9. Información adicional está disponible en español en las páginas 6-10.

## DISABLED STUDENT PROGRAMS AND SERVICES

Individuals with limitations due to a disability may receive support services and instruction from one or more of six programs at Cerritos. Those with mobility, visual, hearing, speech, psychological and other health impairments as well as learning and developmental disabilities are served. All students are provided with an initial interview, counseling and referral as needed through **Central Intake and Services (CIS)**. Additional non-classroom related assistance for all students includes: registration assistance, campus orientation, placement tests, elevator access, parking, matriculation and support with initial disability management issues. Special instruction and services which are classroom related and ongoing disability management are provided through the Centers described below. For further information or an initial appointment contact DSPS at (562) 860-2451, ext. 2333; (562) 467-5043/ TTY; (866) 971-0948/VP; or visit our website at <http://www.cerritos.edu/dsps/>.

**ENROLLMENT ASSISTANCE FOR DISABLED STUDENTS: CONTACT CENTRAL INTAKE AND SERVICES FOR FURTHER DETAILS — ADVANCE APPOINTMENT REQUIRED. EXT. 2333**

**The Alice Collins Resource Center for Students with Disabilities (ACRCSD)** is located in the Santa Barbara Building. This center assists students with mobility, vision, psychological, or other health limitations. The services available to qualified students include: disability management, in-class aides, note takers, reading assistance, test taking assistance, referral to textbooks on tape, liaison with instructors and access to a variety of on and off campus agencies such as the Department of Rehabilitation. All classroom-based support services that involve either testing accommodations or the use of hourly DSP&S student personnel (other than interpreters) are also provided by the Service Facilitator housed in the ACRCSD.

**The Instructional Support Center (ISC)** provides disability management, instruction and technology support services to students with all types of disabilities. Services available include: pre-registration, interpreters and real time captioning, textbooks on tape, liaison with instructors and other campus offices, tape recorder and calculator loan, liaison with Regional Center and other agencies. The ISC also houses the Assistive Training and Information Center and Alternate Media Production Center for those students in need of alternative text or adapted access to computers. Brailled and large print texts and instruction in screen reader programs such as JAWS and voice activation software such as Dragon Dictate are present at this location. Adapted equipment and software is also located throughout the campus. An Independent Mediation Lab providing specialized instruction in approaches to accommodate the limitations of a cognitive disability is also available.

**The Learning and Evaluation Center (LEC)** provides learning disability evaluations and follow-up referrals to appropriate DSPS centers and campus resources. These services include:

- Screening, testing and certification of learning disabilities.
- Recommends academic accommodations according to the unique assessment data gathered.
- Refers students to the Instructional Support Center for in-class support services and to learn assistive technology.
- Instruction on assistive technology, learning strategies and universal design for learning.
- Educates students on their unique learning strengths and weaknesses profile to prepare them for self-advocacy and success.

The Learning Evaluation Center will provide outreach to the Cerritos College campus and high schools within the Cerritos College district.

**Adaptive Physical Education (APE)** The Health and Physical Education Division offer PE 120 through PE 124 designed to offer sedentary or aerobic activities, circuit weight training, or swimming for students with disabilities. Classes are held twice a week.

**Rancho Los Amigos Medical Center**, in Downey, affords the opportunity for patients to attend Cerritos College courses at that facility. In addition to assistance in the basic skills of reading, writing and computation, instruction in clerical areas is available. The satellite campus at Rancho is designed for students who are affiliated with specific hospital services, either on an inpatient or outpatient basis.

In accordance with Section 508 of the Rehabilitation Act, this information is available in alternate formats by calling 562/860-2451, extension 2333.

# CONTINUING STUDENT APPOINTMENT ASSIGNMENT

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A continuing student is defined as one who has completed a course during the 2010 Spring semester with any grade or notation. This formula does not apply to College Bridge or Special Admit students.

**ALLOCATION OF ENROLLMENT APPOINTMENTS FOR CONTINUING STUDENTS WILL NOT BE ON A FIRST-COME, FIRST-SERVED BASIS, BUT ON A POINT SYSTEM.**

Continuing students will be awarded points toward an enrollment appointment on the following basis:

1. One point for each prior unit earned at Cerritos College to a maximum of 90 points. To allow for a fair and just allocation of enrollment time slots, a student point total (in this category only) will be reset to “zero” when the units at Cerritos College exceed 90.
2. In addition, points will be awarded for the following conditions:
  - A. One point for each unit enrolled in after the last day to drop.
  - B. Bonus points are awarded based on current load (after last day to drop).

0 – 3 units	0 points
3.5 – 6 units	2 points
6.5 – 9 units	4 points
9.5 – 15 units	6 points
15.5 or more units	10 points
  - C. A ten point bonus is given to students with a 2.0 or higher grade point average. Grade points are awarded in this manner. Note: GPA is computed by adding grade points (as shown below) and dividing by units attempted.

A	4 grade points
B	3 grade points
C	2 grade points
D	1 grade points
F, W, FW	0 grade points
  - D. Student numbers are used to separate students with the same total points.
3. College Bridge and Special Admit students are not eligible for priority enrollment appointments.

**NOTE TO STUDENTS:** If you wish to receive a grade in the mail you should supply your instructor with a self addressed, stamped postcard. You also have the option of picking up your grades from the Admissions and Records Office.

**GRADES ARE NOT MAILED TO STUDENTS.**

## ACADEMIC SUPPORT CENTER

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Do you need tutoring in 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 Academic Support 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 ASC Information Desk in LC 166 for more information!

### Individualized Instruction from Faculty

Faculty members are available at various times for assistance in math, English, speech, etc.

### Technology Training & Computer Proficiency

Training sessions offered in word processing, spreadsheets, multimedia presentations, and the internet.  
Earn a Computer Proficiency Certificate in all areas.

### Support for Online Students

Walk-In support for online students  
Online FAQ's  
Technical Support Hotline  
OWL-Online Writing Lab

### Tutorial Services

Walk-In math & English tutoring  
Tutoring by appointment in other subjects

### Workshops in the ASC

Workshops in various topics such as, How to Read Your Textbook, How to Take Great Notes, Stress Management, Student Success, and many more!

# STUDENT SERVICES AND POLICIES

## 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 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 Student Activities Office, 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 should be open to all qualified students regardless of race, color, national origin, ancestry, sex/gender, age, religion, marital status, disability, Vietnam Veteran status, or sexual orientation.

### 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 of knowing 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, which 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.

Student 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 to 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 subjected 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 an external influence.

# STUDENT SERVICES AND POLICIES

## 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 "Student Rights and Responsibilities," or any state, federal, or local codes. Grades and grading grievances are not addressed within this administrative procedure. 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 Judicial Affairs 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 Judicial Affairs. 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 Judicial Affairs 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, then 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, then 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.

# STUDENT SERVICES AND POLICIES

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 grievants 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 grievants 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 Judicial Affairs 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 President/Superintendent. 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 Judicial Affairs 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 College President/Superintendent provided the President/Superintendent is not a direct party to the grievance. If the President/Superintendent 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 President/Superintendent or alternate may accept or reject the Hearing Committee's decision.
3. If the President/Superintendent 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 President/Superintendent for a final decision.
4. The President/Superintendent shall transmit his or her final decision to the parties within ten instructional days.
5. 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.
6. The President/Superintendent or Board of Trustees may reject a Hearing Committee decision only after reviewing a transcription of the involved hearing.

# STUDENT SERVICES AND POLICIES

## 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 that 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 Judicial Affairs for further administrative action, such as suspension or expulsion.

## 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

1. The student will obtain a Grade Grievance Form from the Office of Student Judicial Affairs.
2. The student must return the Grade Grievance Form to the Office of Student Judicial Affairs 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 Coordinator of Judicial Affairs will meet with the student and review the completed Grade Grievance Form. If the student wishes to pursue the grievance, the Coordinator of Judicial Affairs will sign and date the Form.
4. The Coordinator of Judicial Affairs 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 Coordinator of Judicial Affairs and is dated. 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 make a recommendation to the parties within ten instructional days as such days are defined herein.

# STUDENT SERVICES AND POLICIES

## STEP IV – PRESIDENT/SUPERINTENDENT ACTION

If either party is dissatisfied with the recommendation 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 recommendation. 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.

## STANDARDS OF 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.

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.
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.
8. Engaging in harassing or discriminatory behavior based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, or any other status protected by law.
9. Willful misconduct that results in injury or death to a student 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.
10. 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.
11. 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.
12. 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.
13. 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.
14. Dishonesty; forgery; alteration or misuse of District documents, records, or identification; or knowingly furnishing false information to the District.
15. Unauthorized entry upon, into, or use of District facilities, either in person or in an online environment.
16. Lewd, indecent or obscene conduct on District-owned or controlled property, or at District-sponsored or supervised functions.
17. 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.

# STUDENT SERVICES AND POLICIES

18. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
19. 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.
20. 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.
21. Sexual assault and/or battery; rape, including acquaintance rape; or physical abuse of another person.
22. Misrepresentation of oneself or of an organization to be an agent of the District.
23. 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.
24. Abuse of any person or any possession of any person, on District-owned or controlled property.
25. 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.
26. Abusive behavior directed toward coercion of, or hazing of a member of the college community.
27. 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 District.
28. 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.
29. 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.
30. Failure to identify oneself when requested to do so by District officials acting in the performance of their duties.
31. Any other cause not listed above which is identified as "Good Cause" by the Education Code or that disrupts the college, its mission, or campus life.

## STUDENT DISCIPLINE PROCEDURES

Judicial 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.

The Office of Judicial Affairs is responsible for the student conduct and disciplinary procedures of the college. Inquiries should be directed to the Coordinator of Judicial Affairs in the Office of Student Activities.

## DISCIPLINARY PROCEDURES AND SANCTIONS

### Disciplinary Sanctions

**Official Reprimand** – Defined as an admonishment or warning that becomes part of a student's file and is considered in the event of future violations.

1. May be initiated by any faculty or College manager and sent in writing to the Office of Judicial Affairs.
2. The Coordinator of Judicial Affairs shall determine if there exists good and sufficient reason to initiate disciplinary action and student should be notified of such actions.

**Disciplinary Probation** – Defined as disciplinary action that may include, but is not limited to, exclusion of the individual from designated co-curricular activities of the college community.

1. Shall be initiated by the Office of Judicial Affairs.
2. The nature of the misconduct, dates, time and place, and length of probation shall be placed in writing. Written copies shall be sent to the student and copies filed with the Office of Judicial Affairs.

**Instructor Removal** – Defined as instructor-initiated removal of a student from his or her class when the student has interfered with the instructional process. Duration will be for the day of the removal and the next class meeting.

1. The instructor or Instructional Dean shall immediately report the removal to the Office of Judicial Affairs for appropriate action such as official reprimand, suspension, or recommendation of expulsion.

**Immediate Interim Suspension** – 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 instructional days.

**Suspension** – Defined as exclusion from the College for a specified period of time.

1. Suspensions shall be initiated by the President/Superintendent or designee.
2. The duration of the suspension from one or more classes shall be for a period of up to ten days of instruction, for the remainder of the academic term, or from all classes and activities of the community college for one or more terms.
3. There may be an immediate suspension when necessary to protect lives or property and to insure the maintenance of order pending a hearing within ten instructional days.

# STUDENT SERVICES AND POLICIES

**Expulsion** - Defined as the removal of a student from any and all classes of the College.

1. Only the Board of Trustees may expel students for “Good Cause” or when other means of correction fail to bring about proper conduct of a student.
2. The duration of the expulsion may be indefinitely.
3. The expulsion is noted in the permanent file of the student.
4. Re-admittance after expulsion requires Board approval.

## Hearing Board

The suspension or expulsion of a student shall be accompanied by a hearing.

A Hearing Board shall be responsible to the President/Superintendent for reviewing and making recommendation to the President/Superintendent. Membership of the Hearing Board shall include the following:

1. Two members of the instructional staff appointed by the Faculty Senate.
2. Two student Court Justices appointed by the ASCC Chief Court Justice or by the Associated Students President, if the Chief Court Justice is a party to the matter.
3. The Coordinator of Student Judicial Affairs or a member of the management staff of the college appointed by the President/Superintendent. The manager shall serve as the Chairperson of the Hearing Board, 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 instructional days of the suspension if the suspension is immediate. 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.
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 Board to be most conducive to the determination of the truth.
4. All hearings shall be tape recorded. A transcript shall be made available to parties directly involved, at their own expense. Transcripts may be redacted to comply with law, policies, and to protect the privacy and/or safety of individuals.
5. Promptly following the hearing, the Hearing Board shall submit the recommendation to the President/Superintendent. The President/Superintendent and/or designee shall make the final decision on suspensions. A decision of the President/Superintendent to suspend shall be issued to the student in writing. Expulsion requires action by the Board of Trustees. A decision of the Board of Trustees to impose expulsion shall be reached no later than the next regularly scheduled regular Board meeting after the Board receives the recommendation from the President/Superintendent. Notification of the Board's decision regarding expulsion shall be issued to the student in writing after the action by the Board.

**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.

## JUDICIAL AFFAIRS

Information regarding student rights and responsibilities is available from the Coordinator of Judicial Affairs. The coordinator 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 of Judicial Affairs is located in the Student Activities Office. Inquiries should be directed to the Coordinator of Judicial Affairs in the Office of Student Activities or by calling (562) 860-2451, ext. 2471.

## TITLE IX POLICY

No person shall, on the basis of sex/gender, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any “...education program of activity which...” benefits from Federal financial assistance. (Title IX of the Education Amendments of 1972).

It is the policy of the State of California to afford all persons, regardless of their sex/gender, 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, Cerritos College's educational programs and activities are offered to the total Community without regard to sex/gender. Questions regarding Title IX policies affecting the educational program should be directed to the Faculty and Staff Diversity Officer in the Human Resources Office by calling (562) 860-2451, ext. 2276.

## EQUAL OPPORTUNITY POLICY

Cerritos College does not discriminate in educational and employment opportunities on the basis of race, color, national origin, ancestry, sex/gender, age, religion, marital status, disability, Vietnam Veteran status, or sexual orientation and is subject to state and federal non-discrimination laws.

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 and does not discriminate in any of its policies, procedures, or practices. The District encourages applications from all segments of qualified people and Board Policy 3410 prohibits discrimination.

Questions concerning the application of the policy may be addressed to the Human Resources Office by calling: (562) 860-2451, ext. 2276.

**Cerritos College promotes a smoke-free environment. In compliance with AB846 and Education Codes 19994.30 and 19994.33, smoking is prohibited inside a public building and within 20 feet of a main exit, entrance, or operable window of a public building.**

# STUDENT SERVICES AND POLICIES

## 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.

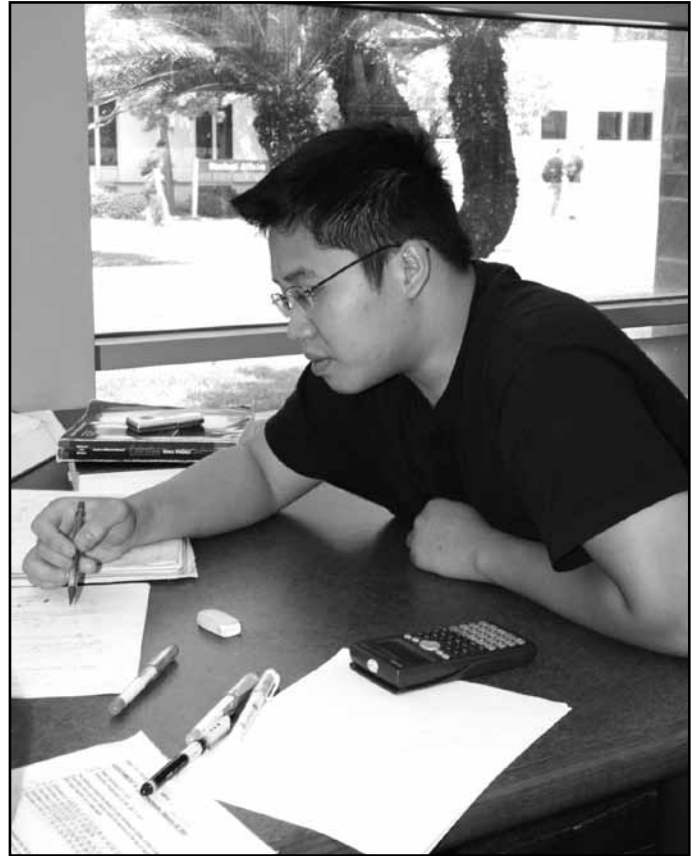
It is the responsibility of the student with a verified disability and resultant educational limitation to apply for DSPS assistance in the Santa Barbara Building and to file a request for accommodations with DSPS via the college form entitled “Disabled Student Program and Services – Application for 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 504/508/ADA Coordinator at ext. 2334, or Human Resources at ext. 2276.

### **Section 504/508 Complaint Procedure**

The complaining party should first discuss the complaint regarding discrimination due to a disability with the individual (s) involved or with the Cerritos College Section 504/508/ADA Coordinator at ext. 2334 or the Faculty and Staff Diversity Officer at ext. 2276. The 504/508/ADA Coordinator may contact all parties concerned and attempt to reach some resolution of the problem. If the complaint cannot be resolved within ten working days, the complaining party may then proceed to file a formal complaint. The informal complaint procedure is optional.



# CAMPUS PHONE EXTENSIONS

## CERRITOS COLLEGE COMMUNICATION CENTER: (562) 860-2451

**HOURS:** 7:00 a.m. – 8:00 p.m., Monday – Thursday; 7:00 a.m. – 4:30 p.m., Friday

The college will be closed on Fridays from May 28 through August 6, except for June 4 and July 9.

QUESTION/PURPOSE	CALL (562) 860-2451	EXT. #
Address change	Admissions, Records and Services Office	2211
Admissions and Records	Admissions, Records and Services Office	2211
Assessment Testing	Career Services Center	2355
Bookstore	Bookstore	2450
Career Services	Career Services Center	2355
Child Care	Child Development Center	2583
Continuing Education	Community Education	2521
Counseling	Counseling Services	2231
Disabled Student Programs and Services	Disabled Student Programs and Services	2333
Distance Education Courses	Distance Education Program	2405
Emergencies	Campus Police	Use emergency phone or dial 911*
Extended Opportunities Programs and Services	EOPS	2398
Financial Aid	Financial Aid and Scholarships	2397
Foreign Student Advisement	International Students Center	2133
Job Placement	Career Services Center	2366
Library	Library	2411
Lost and Found	Campus Police	2325
Northwood University	Technology Building	2905
Parking Information	Campus Police	2325
Personal Counseling	Student Health Services	2321
Police Department	Campus Police	2325
Reentry Program	Career Services Center	2362
Refunds	Admissions, Records and Services Office	2211
Registration	Admissions, Records and Services Office	2211
Student Body Activities	Student Activities Office	2473
Student Grievance Information	Student Activities Office	2471
Student Health and Wellness	Student Health Services Center	2321
Student ID Center	Student Activities Office	2480
Transfer Center	Career Services Center	2154
Tutorial Center	Learning Resource Center	2404
Veteran's Affairs	Admissions, Records and Services Office	2120
Withdrawing from College	Admissions, Records and Services Office	2211
<b>DIVISIONS</b>		
Business Division	Business Education Building	2715
Counseling Division	Administration Building	2231
Fine Arts and Communications Division	Fine Arts Building	2600
Health Occupations Division	Health Science Building	2550
Health/Physical Education/Athletics Division	Physical Education Building	2859
Humanities and Social Sciences Division	Social Science Building	2752
Liberal Arts Division	Liberal Arts Building	2858
Science, Engineering and Mathematics Division	Physical Science Building	2660
Technology Division	Technology Building	2900

**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.**

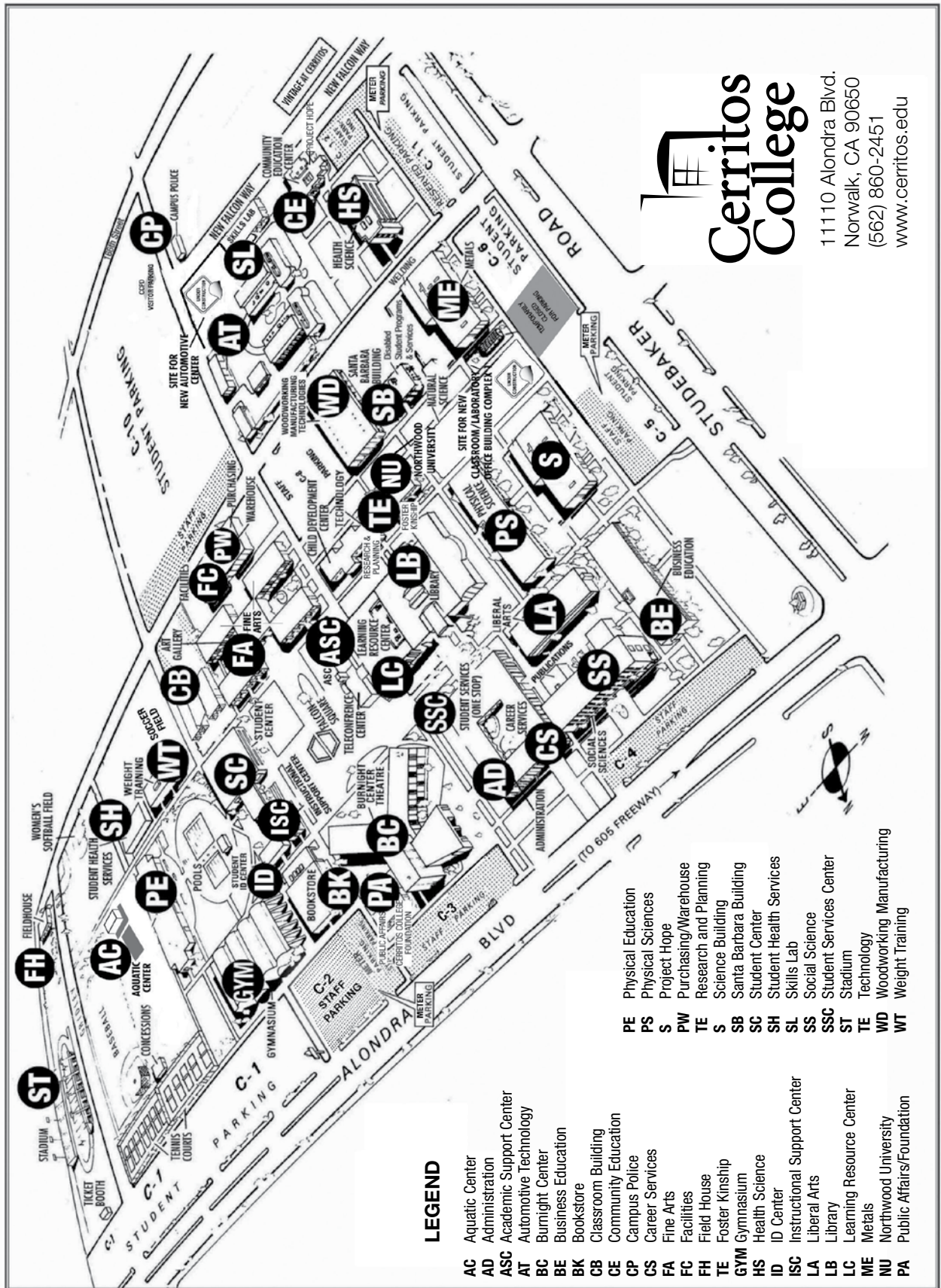
Administration Building	Staff Lounge, Admissions, Records and Services Records Room
Fine Arts Building	South East Wing, South West Wing, Dance Hall
Burnight Center Building	Lobby/Elevator, Music Wing/Elevator
Business Education Building	North Wing, South Wing
Cafeteria	Student Center
Classroom Building	Hallway
Community Education Building	Lobby
Gym	South East Corner
Health Science Building	1st Floor, 2nd Floor, 3rd Floor, East Elevator, West Elevator
Liberal Arts Building	Elevator, 1st Floor (Near Men's Restroom) 2nd Floor
Library	Elevator East Wing
LRC	Near Center Elevator of Upper/Lower Levels
Physical Education Building	Lobby/Women's Locker Room
Physical Science Building	North Wing/South Wing
Science Building	1st Floor, 2nd Floor
Skills Lab	West End/East End
Social Science Building	1st Floor, 2nd Floor, 3rd Floor, Elevator
Weight Training Room	Near Room 3

**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).**

# CAMPUS MAP



11110 Alondra Blvd.  
Norwalk, CA 90650  
(562) 860-2451  
www.cerritos.edu



## LEGEND

- AC Aquatic Center
- AD Administration
- ASC Academic Support Center
- AT Automotive Technology
- BC Burnight Center
- BE Business Education
- BK Bookstore
- CB Classroom Building
- CE Community Education
- CP Campus Police
- CS Career Services
- FA Fine Arts
- FC Facilities
- FH Field House
- FK Foster Kinship
- GYM Gymnasium
- HS Health Science
- ID ID Center
- ISC Instructional Support Center
- LA Liberal Arts
- LB Library
- LC Learning Resource Center
- ME Metals
- NU Northwood University
- PA Public Affairs/Foundation
- PE Physical Education
- PS Physical Sciences
- S Project Hope
- PW Purchasing/Warehouse
- TE Research and Planning
- S Science Building
- SB Santa Barbara Building
- SC Student Center
- SH Student Health Services
- SL Skills Lab
- SS Social Science
- SSC Student Services Center
- ST Stadium
- TE Technology
- WD Woodworking Manufacturing
- WT Weight Training

Student Information Desk located in the Student Services Center

# 69-Year-Old Student Gets His Degree and Eyes Further Education

Stubbornness sometimes can be good. Determined to finish what he started when he was 18, Michael Esposito quit being a business owner and came back to Cerritos College after nearly 50 years.

Born and raised in Whittier, California, Esposito spent the first 32 years of his life in Southeast Los Angeles.

His parents started a meat market in Whittier in 1947 when he was seven. Esposito worked there everyday while attending school, participating in band and, in high school, wrestling and playing football, until his parents sold the store in 1958.

At Whittier High School, he was a good student, an accomplished athlete and college-bound, until life got in the way. Family finances prevented him from fulfilling his goal of attending a four-year college when he graduated from Whittier High School in 1958.

He started working right out of high school, for San Antonio Construction Company in Artesia, in 1958, the year his mother married the owner of the company. That probably sounds like a better deal than it was. Esposito was not the favorite son that got easily promoted – he was cheap labor. He worked very hard, and quickly acquired skills that kept the company going.

Esposito wanted to go to college but his mother discouraged him, because his labor was needed at San Antonio. She explained that, “Your father will teach you everything you need to know. No need for college!”

However, “my passion for education has never left me,” said Esposito.

One day in 1959, Esposito was very surprised by a call from Joe Incorvia, who was his wrestling coach in high school. Incorvia had moved to Cerritos College from Whittier High to start a wrestling team. With help of Incorvia, Esposito started taking evening classes at Cerritos College where he became one of the first ten wrestlers to letter at Cerritos in the 1959-60 school year.

His college career ended for a long time after 1966. In 1966 he went to Mt. San

Antonio College for one semester, but work again got in the way of college.

In 1972 he moved to Northern California because of work, which had been very plentiful in Southern California, was then more available in the northern part of the state. He now lives in Grimes, which is 65 miles north of Sacramento.

He obtained a B-1 contractor’s license for California in 1975. A year later he earned a contractor’s license for Nevada. By this time at San Antonio he was the construction superintendent. The company had grown and he did all the hiring and firing. He also had all authority over advertising and sales.



In 1977 at the age of 37, Esposito bought the company and specialized in wood frame storage buildings all over California.

Here is one episode that shows he remained a keen learner even after he became a busy business owner.

In 1995 – back when not many contractors had online presence – he bought his first computer, educated himself on some computer programs, feeling it would help his business. He had never used a computer before and it took him two hours just to turn it on. Back in 1997 website development fees were nearly \$5,000. He could not justify the cost and decided to develop one himself. So it took him about three months, it was a steep learning curve, but he did it. He developed a website for the company all by himself that kept going strong until he closed down the company in 2009.

While working on a large job in Southern California, he went back to Cerritos College in 2003-04, after a 43 year educational hiatus. He was finally able to pursue his lifelong passion for education, interrupted by work and family

obligations so long ago. He earned nine units before work took him north again.

One must be wondering by now, “Why did he have to keep coming back to Cerritos College? There are colleges in Sacramento area.”

Esposito responded, “Because I’m stubborn! This is where I started and I wanted to finish it here.”

Joe Incorvia was another big factor. Coach Joe was a big influence in his life – he introduced Esposito to wrestling in high school and taught him the importance of higher education. To show Joe that he completed what he started 49 years ago, it had to be Cerritos College.

He came back to Cerritos College in summer 2009 to finish his “job.” In fall 2009 after 49 years, he finally earned his A.A. in history from Cerritos College, where he started so long ago.

Just to attend Cerritos College, Esposito drives over 1,000 miles going back and forth between Cerritos and Grimes every other week. Now he is taking a couple of classes to complete his transfer requirements so he can transfer to get his bachelor’s degree in history.

What next? 69-year-old Esposito smiled and said “I want to be a history teacher, if I live long enough!”

He got married in 1960 and has been married for 48 years. He and his wife have three children: a son who is 48, a 47 year-old daughter, and a 40 year-old daughter. He is very proud that his son graduated from Chico College.

Esposito has six grandchildren between the ages of 12 to 28 and two great grandchildren, ages one and three.

His 28 year-old grandson is in the United States Coast Guard and is going to college. “He says he had no choice, because of my constant nagging,” laughs Esposito. “They all say that, but this one listened!”

Now, with his college plans, Esposito is trying to stay up with the kids. With his energy and adamancy, or, stubbornness as he put it, he sure will make these dreams come true.

# Cerritos College Introduces New Learning Evaluation Center

Services Provide Learning Disability Assessments and Academic Support for Eligible Students



Cerritos College's Disabled Student Programs and Services (DSP&S) opened the Learning Evaluation Center (LEC) last fall.

The Learning Evaluation Center provides comprehensive assessments to Cerritos College students who may be struggling in their academics to determine eligibility for learning disabilities, and then recommends appropriate support services according to the students' unique educational challenges.

According to Hunt, learning disabilities are invisible in general. "However, there are learning disability characteristics that we can identify through our three step assessment process," she stated.

The three steps include a comprehensive intake, the assessment, and the results review with the student, where student's eligibility, areas of strength and weakness, and recommended support services are identified.

Mary Hunt and Don Garriott, the college's two certified learning disability specialists, provide the clinical evaluations and individualized accommodations plan for each student.

Accommodations for challenge areas of reading, writing, math, and oral language skills can include additional time for tests, note taking assistance, training on assistive technology such as computer screen readers and tape recorders, alternative textbook formats and priority registration to ensure appropriate class times and instructors.

"Our goal is to provide an optimal learning environment for students with learning disabilities and to improve their academic performances by leveling the playing field," said Hunt.

Mary Hunt points out that learning disabilities are often misrepresented as "less intelligence." In fact, most learning disabilities affect people with average to above average intelligence. "Their brains just process information differently," she explained.

# Business Alumna's Got Competitive Edge

Patricia Urias was born in East Los Angeles and grew up in Lynwood to a very traditional Latino home. Her parents both emigrated from Mexico and her father worked as a foreman for a cold storage company and supported the family, while her mother stayed home and took care of Urias and her three younger sisters.

While the girls were still young, her parents decided to go to school and get a degree. Her mother attended Compton College and earned an associate degree in child development. She started working as a preschool teacher and is now a social worker. Her father also attended the college and received his real estate license. He is now a real estate broker for Prudential Realty.

Thanks to her parents who showed her the way, Urias knew that education was important, but had no idea what to pursue. After graduating high school she attended the University of California, Irvine, as biology major and failed miserably. She wanted to make her parents proud by pursuing a pre-med degree but her heart was just not in it. She dropped out after her second semester and began working for UPS. She worked as a part-time supervisor for about two years and she was terminated.

Urias was left to think about what she was going to do with her life. The only things she had to fall back on were her two years of work experience and a high school diploma. It did not take long for Urias to realize that this was not going to get her through life and decided to return to school. After about a four-year gap in her education she was ready to finish what she started many years earlier.

While at Cerritos College she was involved in the accounting club as database manager. In addition to maintaining a 4.0 GPA and keeping up with club duties she also worked part-time at Costco Wholesale. She credits Kamal Demian, instructor of mathematics, and Debra Schmidt and Peter Moloney, professors of accounting, for her academic success. "If I ever needed any help or advice they were always there for me," said Urias. "They went above and beyond their duties and played a major role in my success at Cerritos."

She transferred to the University of Southern California in 2008 as a business major with an emphasis in marketing.

In Spring 2009 USC had a panel discussion with top executives from the entertainment industry where Urias met the CFO of Chivas USA, the major league soccer team, among other executives. He mentioned to her that Chivas was looking for summer interns and asked if she had a resume. Urias gave him a copy of her resume and got a call a week later. She thought it was a great way to get experience and decided to apply.

"It was a little competitive because it is sports entertainment, but I felt confident that I would get the position," said Urias.

Since then, Urias has been interning at Chivas USA, located at the Home Depot Center in Carson. Under the direction of special projects coordinator, Urias is involved in planning special events on game day and filling requests for sales staff members. She also helps organize special requests, events and player appearances.

Armed with valuable experience at Chivas, Urias is ready to work in the competitive entertainment industry. "I don't know what exactly I will be doing, but I do know that whatever it is I will definitely enjoy it."

"If I have learned anything from my experiences, it is to follow what you love."





## Cerritos College Launches Official Social Networking Site Pages!

To stay with the latest trend in communication and networking, School Relations has developed official pages for Cerritos College on three social networking sites: facebook, MySpace, and twitter. These pages will allow the college to communicate with anyone interested in staying up-to-date with college events, news and other happenings.

Shirley Arceo, coordinator of school relations, and Mark Santa-Ines, program assistant I in the school relations office, began developing these social networking site pages in the beginning of the fall 2009 semester.

Santa-Ines is responsible for the site maintenance which includes updating the contents and approving/screening friends, fans and other requests. "We will be posting events, critical dates, photos, videos and note-worthy achievements on a weekly basis," said Santa-Ines.

These pages allow easy access to information and news about the college on the sites they visit every day and redirect people to the Cerritos College website.

Also through the social networking sites, the college can more effectively engage and update current and prospective students.

"One of our goals is to instill more campus pride and school spirit in students and encourage their involvement in campus life," said Arceo, who oversees the social networking site operations for the college.

In the last three months since the launch, the college has gained 124 friends on MySpace, 375 fans on facebook and 70 followers on twitter.

We hope that you will become a fan, friend, and/or tweep!

To add yourself, please visit:

**MySpace** <http://www.myspace.com/cerritoscommunitycollege>

**Facebook** <http://www.facebook.com/pages/Norwalk-CA/Cerritos-College/133041761397>

**Twitter** <http://twitter.com/cerritoscollege>

Or visit the College homepage at [www.cerritos.edu](http://www.cerritos.edu) and click on the icons to the left of the page.

# EASY REFERENCE COURSE LISTINGS

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COURSE	PAGE	COURSE	PAGE
<b>A</b>			
Accounting . . . . .	25	<b>J</b>	
Administration of Justice . . . . .	25	Journalism . . . . .	33
Adult Education . . . . .	25, 42	<b>L</b>	
Anatomy and Physiology . . . . .	25	Law . . . . .	33
Anthropology . . . . .	25	<b>M</b>	
Architecture . . . . .	25	Machine Tool Technology . . . . .	33
Art and Design . . . . .	25	Mathematics . . . . .	34
Astronomy . . . . .	26	Medical Assisting . . . . .	35
Autobody/Collision and Repair . . . . .	26	Microbiology . . . . .	35
Automotive Technology . . . . .	26	Music . . . . .	35
<b>B</b>			
Biology . . . . .	26	<b>N</b>	
Business Administration . . . . .	27	Northwood University . . . . .	26, 27
Business Communications . . . . .	27	Nursing . . . . .	36
<b>C</b>			
Chemistry . . . . .	28	<b>O</b>	
Child Development . . . . .	28	Office Computerized Technologies . . . . .	27
Communications/Broadcasting . . . . .	41	<b>P</b>	
Computer and Information Sciences . . . . .	29	Paralegal (see Law) . . . . .	33
Cosmetology . . . . .	29	Pharmacy Technology . . . . .	36
Counseling . . . . .	29	Philosophy . . . . .	36
Court Reporting . . . . .	30	Photography . . . . .	37
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Dental Hygiene . . . . .	30	Plastics/Composites . . . . .	39
Drafting (see Engineering Design Technology) . . . . .	31	Political Science . . . . .	39
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