

Cerritos College

2012 Summer Class Schedule



Multiple Sessions
First sessions begin May 21, 2012

Important Student Advisories – Summer 2012

New state and federal regulations are bringing important changes. The new rules are stricter and require careful, ongoing student attention. We take seriously our responsibilities to students and invite your feedback. We remain committed to your education and we are glad you are here at Cerritos.

ASSESSMENT, ORIENTATION AND COUNSELING (AOC) IS REQUIRED FOR STUDENT SUCCESS

The College launched the *Required AOC* program (required assessment and orientation-counseling) for first-time, new-to-college students starting with enrollment for the spring 2012 semester. Holds for Assessment and for Orientation-Counseling will be placed after submission of an admissions application. Please check your STUDENT CENTER in MyCerritos for the holds. If you have an *AOC* hold, you are required to complete the *AOC* process before you can enroll in classes. Detailed information is available from Counseling Services online and on campus. Other new students are highly recommended to complete *AOC*, too.

STARTING SUMMER 2012, CLASS WITHDRAWAL DATE WILL BE EARLIER

Student withdrawals after the refund date will incur a W on the transcript.

STATE'S NEW REQUIREMENTS FOR COURSE REPETITION

To raise a previous substandard grade (D, F, or NP), a class may be repeated only once without prior approval. This new requirement applies to all previous attempts of courses. To repeat a course a second time, you must first petition to the Committee on Academic Standards. Important deadlines apply. Go online or come into the Office of Admissions & Records for information.

NEW SPECIFIC COURSE REPETITION (Repeat) RULE IS TOUGHER

Some courses, especially performance- and skill-building courses in the arts, physical education, and some career-technical disciplines, are repeatable only for a pre-set number of times. The new specific course repetition rules allow only one repeat beyond the standard number of times you may take the course. For example, if the course description says the course may be repeated 2 times, you may take it 3 times. If you get a substandard grade (D, F, or NP) one of those times, you may take the class one more time to try to improve the grade. Please note that a W

counts toward the total number of attempts (3). However, you may not take the course again if you have another substandard grade or a W. Contact a counselor or the Office of Admissions & Records for information specific to you.

ENROLLMENT FEE INCREASE

Effective with summer 2012 classes, the California Community College enrollment fee is changed from \$36.00 to \$46.00 per unit. Non-resident tuition is additional. Some courses have materials fees. Cerritos College's Student Health, parking, and CCSS fee remain unchanged.

DO YOU FALCON?

IFALCON, STUDENT SUCCESS CENTERS, STUDENT SERVICES, AND MORE SUPPORT YOUR SUCCESS

Cerritos College has been ahead of the curve in getting you ready for these new requirements. Use our programs and services and truly practice the *IFALCON Habits of Mind* and you'll be doing what hardworking students in colleges and universities, and hardworking personnel at leading companies have always done to support their great success. Find out how to *Focus, Advance, Link up, Comprehend, Organize*, and nurture *New ideas* at www.cerritos.edu/ifalcon.

In fact, go there often and keep practicing the *IFALCON Habits of Mind*. Effort and good practice support success—work with us to make it happen.



**Cerritos
College**

MESSAGE FROM THE PRESIDENT



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

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

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

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

Sincerely,

Dr. Linda Lacy
President/Superintendent

OUR MISSION

With student learning as the paramount destination, Cerritos College guides students with the map and the means to make their educational aspirations a reality. The college takes pride in offering open access education for associate degrees, transfer, career technical training, basic skills, and lifelong learning. Creating career pathways and opportunities for self-enrichment that benefit the economic vitality of its unique, multicultural community, Cerritos College values diversity and employs learning programs and student services that underscore student success. Faculty, staff, administrators, and students partner to promote relevance in today's global community by nurturing intellectual curiosity and applauding academic excellence.

SERVING THE COMMUNITIES OF

Artesia, Bellflower, Cerritos, Downey,
Hawaiian Gardens, La Mirada, Norwalk



AND PORTIONS OF

Bell Gardens, Lakewood, Long Beach
Santa Fe Springs, South Gate

CERRITOS COMMUNITY COLLEGE DISTRICT ADMINISTRATION

LINDA L. LACY, Ed.D.
President/Superintendent

MARILYN G. BROCK, Ed.D.
Interim Vice President of Academic Affairs/Assistant Superintendent

DAVID EL FATTAL
Vice President of Business Services/Assistant Superintendent

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

VICTOR COLLINS
Interim Vice President of Human Resources

BOARD OF TRUSTEES

BOB ARTHUR President	DR. TED EDMISTON Member
DR. SHIN LIU Vice President	TOM JACKSON Member
DR. BOB HUGHLETT Secretary	JEAN McHATTON Member
DR. TINA CHO Member	AREAL HUGHES Student Member

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



Angela Hoppe-Nagao Finds Her True Calling in Teaching and Communication

For Angela Hoppe-Nagao, the profession of teaching speech communication came to her almost unintentionally. Hoppe-Nagao started taking German and math classes at Cerritos College while in high school as part of the College Bridge Program. At that time, she had no idea what she wanted to do with her life.

Even though her father was a great public speaker, she was too shy to like public speaking. However, Mary Lewis, a speech instructor, saw something in Hoppe-Nagao. Mary Lewis recruited her to be on the Forensic Team. Hoppe-Nagao was nervous but willing to give it a try.

To her surprise, Hoppe-Nagao won medals in persuasive speaking and poetry interpretation as a member of the Forensic Team, and she fell in love with speech. It was not so much public speaking; rather, it was interpersonal and intercultural communication—the study of how we communicate with others in our lives—that enchanted Hoppe-Nagao. “It’s personally enriching,” says Hoppe-Nagao. “Everything you do in your life deals with communication.”

Hoppe-Nagao majored in speech communication and transferred to Cal State Fullerton where she earned her B.A. and M.A. degrees. She began teaching at CSUF as part of her master’s program, and she became more and more interested in teaching. She taught at CSUF for several years. Afterwards she became a freeway flyer teaching at LBCC, Golden West, Orange Coast and Rancho Santiago for one year, and then she returned to her hometown Cerritos as a full-time instructor.

Currently Hoppe-Nagao serves as chair of the Cerritos College Speech Communication Department. She was instrumental to the new Associate in Arts for Communication Studies Transfer Degree as a result of the Student Transfer Agreement Reform Act (SB1440).

Hoppe-Nagao is very active outside the classroom as well. She serves as Vice President of the Faculty Senate, serves on the Curriculum Committee and the Technology Based

Learning Committee, and Kaleidoscope, a multi-institutional open education resource project.

She stresses that she does not specialize in communication because she is an expert. “I want to address my own shortcomings as a communicator. I do this from my desire to learn about human beings,” says Hoppe-Nagao. There is no doubt that she loves communication. “Communication is so fundamental to satisfaction and quality of life,” she says. “I’m a life-long learner of communication.”

Off campus, she became a Certified Conflict Mediator in 2004 and served as a volunteer community mediator for the North Orange County Small Claims Court.

In her spare time, she loves to be with her family, to read and to spend time outdoors. She also believes that it is important to give back to the community and makes an effort to volunteer.

With her two daughters, Liana and Sophia, Hoppe-Nagao has made blankets for children in foster care. She has also volunteered for the Compton Initiative, which revitalizes the city of Compton by beautifying churches, houses, and schools.

“My daughters are my inspiration and they are the reason for me to try to become a little bit of a better person every day,” says Hoppe-Nagao. Her other inspiration and biggest supporter is her husband Ryan. “He makes everything possible,” she says. “I’m fortunate to have him, my parents, my beautiful daughters, and a wonderful job!”

Growing up in a family that loved to travel, Hoppe-Nagao frequently visited her mother’s home country, Germany, and explored Europe. While in her master’s program she lived in Japan for a summer. Her fascination with culture and travel inspires her intercultural communication class. She and her husband enjoy the traveling tradition and they decided to take their daughters to all 50 states. Thus far they have been to 30 states. As a true Cali girl, California is still her favorite.

Hoppe-Nagao lives by Confucius’s quote: “Find a job you love and you’ll never work a day in your life.” She feels she has accomplished it. She loves being on campus with students, working with them in the classroom, and challenging herself to constantly improve her teaching. “Being with 30 people who are engaging, enthusiastic, and who trust me to teach them is a joy,” says Hoppe-Nagao. “The greatest reward is to witness students embracing effective communication.”

ALPHABETICAL TABLE OF CONTENTS

CERRITOS COMMUNITY COLLEGE DISTRICT

Academic Information	16-18
Admission and Enrollment of Special Admit Minors	22
Admission and Orientation	6,7
Adult Education Non-Credit Classes	40-41
Alcohol and Drug Policy	73
(ASCC) Associated Students of Cerritos College Rights/Responsibilities/Policies	65-72
Assessment	8, 9
Attendance and Grading	20
Auditing of Courses	18
Calendar of Important Dates	4, 5
Campus Map	75
Campus Phone Extensions	74
Class Listings	24-39
Counseling and Follow-up	10
Course Index	76
Disabled Student Programs and Services	63
Distance Education Courses	44-49
Enrollment Instructions	11
Family Educational Rights and Privacy Act (FERPA)	51
Fees/Refund Information and Procedures	15
Financial Assistance	21
General Education Requirements for the AA Degree and for Transfer to the CSU and UC	52-58
International Student Center	23
Northwood University	13
Pass/No Pass Classes	19
Paying your Fees	12
Reading the Class Schedule	14
Scholars' Honors Program	43
Services for Students	59-61
Sexual Harassment Policy	50
Site Locations (off campus)	42
Student Enrollment Appointment Assignment	64
Services and Policies	65-72
Success Center	64
Wait List	13

CLASS SCHEDULE

24 – 39

SUMMER COURSE OFFERINGS

Classes begin on many different dates. Please refer to the class meeting dates provided with each class number.

40 – 41

ADULT EDUCATION NON-CREDIT CLASSES

- Apprenticeship Programs
- Adult Education
 - ESL
 - VESL
 - General Education Development
 - Occupational Preparation
 - Citizenship
 - Assessment Test Preparation
 - Preparatory Math
- General Registration Information
- Older Wiser Learner
- Disabled Student Programs & Services

44 – 49

DISTANCE EDUCATION COURSES

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

If you have questions or need information in Spanish about Cerritos College, please call the Admissions and Records Office at (562) 860-2451, extension 2211. Office hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 10 a.m. – 7 p.m.; closed Friday. Additional information is available in Spanish on pages 6-10 and 62.

Si usted tiene preguntas o necesita información en español acerca del Colegio de Cerritos, llame por favor a la Oficina de Admisiones y Registro al número (562) 860-2451, extensión 2211. El horario de oficina es Lunes y Jueves, 8 a.m. – 4:30 p.m.; Martes y Miércoles, 10 a.m. – 7 p.m.; cerrado los Viernes. Información adicional está disponible en español en las páginas 6-10 y 62.

SUMMER 2012 CALENDAR OF IMPORTANT DATES

Enrollment begins April 12, 2012

For information on assignment of enrollment priorities, please refer to the section titled, "Student Enrollment Appointment Assignment" in this schedule of classes.

MYCERRITOS APPLICATION/ENROLLMENT HOURS:		
Monday – Saturday		2 am – midnight
Sunday		8 am – midnight
ADMISSIONS AND RECORDS OFFICE FEE PAYMENT HOURS:		
April 12 – May 18	Monday and Thursday	8 am – 3:30 pm
	Tuesday and Wednesday	8 am – 6:30 pm
	Friday	8 am – 12 pm
May 21 – August 9	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 21 through August 10, except for June 1 and July 6.

IMPORTANT DATES:	
First day to file petition for A.A. Degree and Certificate for Summer	May 21
Memorial Day Holiday	May 28
Independence Day Holiday	July 4
Last day to file petition for A.A. Degree and Certificate for Summer	July 6
Summer Session Ends	August 10

CERRITOS COLLEGE OFFERS APPLICATION AND ENROLLMENT VIA THE WEB.

For Online submission of Admissions applications:

www.cerritos.edu

"Apply Online"

For Online Enrollment:

www.cerritos.edu

"MyCerritos" *

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

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

SUMMER 2012 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 21 – JUNE 29	
Enrollment dates	April 12 - May 18
Instructor-initiated adds	May 21 - 22
Last day to drop with a refund	May 22
Last day to add (Instructor initiated)	May 22
Last day to drop without a "W"	May 28
Last day to elect P/NP grading option	June 5
Last day to drop with a "W"	June 19

SECOND 6-WEEK SESSION: JUNE 25 – AUGUST 3	
Enrollment dates	April 12 - June 22
Instructor-initiated adds	June 25 - 26
Last day to drop with a refund	June 26
Last day to add (Instructor initiated)	June 26
Last day to drop without a "W"	July 1
Last day to elect P/NP grading option	July 10
Last day to drop with a "W"	July 24

THIRD 6-WEEK SESSION: JULY 2 – AUGUST 10	
Enrollment dates	April 12 - June 29
Instructor-initiated adds	July 2 - 3
Last day to drop with a refund	July 3
Last day to add (Instructor initiated)	July 3
Last day to drop without a "W"	July 15
Last day to elect P/NP grading option	July 18
Last day to drop with a "W"	July 31

FOURTH 6-WEEK SESSION: JULY 9 – AUGUST 17	
Enrollment dates	April 12 - July 6
Instructor-initiated adds	July 9 - 10
Last day to drop with a refund	July 10
Last day to add (Instructor initiated)	July 10
Last day to drop without a "W"	July 15
Last day to elect P/NP grading option	July 18
Last day to drop with a "W"	August 7

FIRST 8-WEEK SESSION: JUNE 11 – AUGUST 3	
Enrollment dates	April 12 - June 8
Instructor-initiated adds	June 11 - 13
Last day to drop with a refund	June 13
Last day to add (Instructor initiated)	June 13
Last day to drop without a "W"	June 18
Last day to elect P/NP grading option	June 25
Last day to drop with a "W"	July 23

SECOND 8-WEEK SESSION: JUNE 25 – AUGUST 17	
Enrollment dates	April 12 - June 22
Instructor-initiated adds	June 25 - 27
Last day to drop with a refund	June 27
Last day to add (Instructor initiated)	June 27
Last day to drop without a "W"	July 2
Last day to elect P/NP grading option	July 10
Last day to drop with a "W"	July 18

12-WEEK SESSION: MAY 21 – AUGUST 10	
Enrollment dates	April 12 - May 18
Instructor-initiated adds	May 21 - 29
Last day to drop with a refund	May 29
Last day to add (Instructor initiated)	May 29
Last day to drop without a "W"	June 4
Last day to elect P/NP grading option	June 13
Last day to drop with a "W"	July 23



**Get Involved –
Join a Club!**

www.cerritos.edu/activities

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 21 - 24	April 12 - May 18	May 21	May 21	May 23
May 29 - 31	April 12 - May 25	May 29	May 29	May 30
June 25 - 28	April 12 - June 22	June 25	June 25	June 27
July 2, 3, 5	April 12 - June 29	July 2	July 2	July 5
July 9 - 12	April 12 - July 6	July 9	July 9	July 11
July 16 - 19	April 12 - July 13	July 16	July 16	July 18

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

During the week of May 21-25, 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

ADMISION Y ORIENTACION

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

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 www.cerritos.edu/counseling/matriculation.htm.

THE COLLEGE AGREES TO PROVIDE:

- An admissions application process.
- An orientation to the College's programs and services.
- Assessment in English, math, and reading.
- Counseling and advisement to develop an educational plan.
- Follow-up evaluation of each student's progress in achieving an educational goal.

THE STUDENT AGREES TO:

- Express at least a broad educational intent upon admission.
- Complete new student orientation, if new to college.
- Declare an educational goal before or when 15 units have been completed.
- Attend class.
- Work diligently to complete class 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. You are required to complete Assessment and Orientation-Counseling prior to enrollment.

TRANSFER STUDENT

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

RETURNING STUDENT

You are a returning student if you have previously attended Cerritos College but did not attend the 2012 Spring semester.

CONTINUING STUDENT

You are a continuing student if you were enrolled in credit classes at Cerritos College during the 2012 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 www.cerritos.edu, "Apply Online."
- **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. Please see page 23 for admission requirements.

ADMISION

¿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, www.cerritos.edu "Apply Online."
- Estudiantes internacionales con visa F-1 de estudiante.

Estudiantes internacionales deben presentar una solicitud internacional de estudiante, reunir los requisitos de admisión específicos, y pagar una cuota de \$50 (\$35 para estudiantes que sean re-admitidos) por el cobro de procesamiento.

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

- *Completing placement tests and enrolling in the recommended courses, and/or*
- *Completing the prerequisite course with a grade of Pass, or "C", or higher.*

or

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

Submit Requisite Clearance forms to the Admissions and Records Office.

ADMISSION AND ORIENTATION

ADMISION Y ORIENTACION

ORIENTATION

Assessment and Orientation-Counseling are required for all first-time, new-to-college students. Transfer students are also highly encouraged to complete orientation.

Assessment and Orientation-Counseling (AOC)

Assessment and Orientation-Counseling (AOC) are required for first-time, new-to-college students. **Enrollment in classes will not be allowed until this requirement is met.** Students not required to complete AOC under established criteria are automatically exempted upon application to the College.

Early Success Program (ESP)

Cerritos College offers the Early Success Program (ESP). This program is designed to encourage early completion of Assessment and Orientation-Counseling. By completing AOC prior to the established deadline, first-time college students receive an earlier enrollment appointment date.

Options for New Student Orientations

Online

Start, stop, and restart anytime! Go to www.cerritos.edu, log in to MyCerritos, and click *Orientation Plus*.

On campus

Orientations are offered, including day and evening, prior to the start of each term. Call Counseling Services at (562) 860-2451, ext. 2231, or go online to www.cerritos.edu/aoc, to make an appointment.

ORIENTACIÓN

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

Evaluación y Orientación-Consejería

Los estudiantes nuevos o nuevos para el colegio deben cumplir con los requisitos de Evaluación y Orientación-Consejería. **No se les permitirá inscribirse en clases hasta que hayan cumplido con este requisito.** Los estudiantes a los cuáles no se les requiere que completen la evaluación y Orientación-Consejería bajo los criterios establecidos, son automáticamente exentos una vez que apliquen para ser admitidos al colegio.

Programa de Éxito Prematuro

El Colegio de Cerritos ofrece el Programa de Éxito Prematuro. Éste programa está diseñado para motivar a los estudiantes a completar con anticipación la Evaluación y Orientación-Consejería. Si completan la Evaluación y Orientación-Consejería antes de el plazo indicado, los estudiantes nuevos para el colegio reciben una cita más temprana para inscribirse.

Opciones de Orientaciones para Nuevos Estudiantes

En línea

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

En el plantel

Hay orientaciones disponibles antes de el comienzo de cada semestre, incluyendo de día y de noche. Llame a Servicios de Consejería al (562) 860-2451, extensión 2231, ó en línea en el sitio www.cerritos.edu/aoc, para hacer una cita.



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.

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. – 6 p.m., Monday through Thursday. Hours vary during summer sessions and may be extended or reduced as needed. For more information or current hours, 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 is required for first time, new-to-college students. “Assessment” means the process of gathering information about an individual student to facilitate his or her success. At Cerritos College, assessment 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?”

La evaluación es obligatoria para estudiantes nuevos o nuevos para el colegio. “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, revisión 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?

First time, new-to-college students are required to complete assessment. Students planning to enroll in a math, English, or reading class, or planning to earn an A.A. degree, must complete assessment tests prior to enrollment. A student number and photo ID are required to take a test. All tests are computerized.

¿ES NECESARIO TOMAR UN EXAMEN DE EVALUACIÓN?

Los estudiantes nuevos para el colegio deben completar la evaluación. Los estudiantes que planean inscribirse en clases de matemáticas, inglés, ó lectura ó que planean obtener un título A.A. deben completar 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.

MATRICULATION SERVICES EXEMPTION/EXCEPTION

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. First-time, new-to-college students must complete required Assessment and Orientation-Counseling (AOC) prior to enrollment. Students not required to complete AOC under established criteria are automatically exempted upon application to the College. Students wishing to pursue another type of exemption must submit a completed Matriculation Services Exemption form to the Admission and Records Office. Matriculation Services Exemption and Exception forms are available in the Admissions and Records, Assessment, and Counseling offices. If you have special needs for completing assessment, orientation or counseling, please contact the Counseling Office.

EXEMPCIÓN/EXENCIÓN DE SERVICIOS DE MATRICULACIÓN

El Colegio de Cerritos ofrece servicios de matriculación a todos los nuevos estudiantes antes de inscribirse en clases. Estos servicios incluyen: admisión a el colegio, evaluación, orientación, y consejería. Los estudiantes nuevos para el colegio deben completar el requisito de Evaluación y Orientación-Consejería antes de inscribirse. Los estudiantes a los cuáles no se les requiere que completen la Evaluación y Orientación-Consejería bajo los criterios establecidos, son automáticamente exentos una vez que apliquen para ser admitidos al colegio. Los estudiantes que desean recibir cualquier otro tipo de exención deben completar una forma de Exención y Exención de Servicios de Matriculación y presentarla a la Oficina de Admisiones y Registros. Las formas de Exención y Exención de Servicios de Matriculación están disponibles en las oficinas de Admisiones y Registros, Evaluación, y 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 and Records Office at least ten working days prior to enrollment. Additionally, submit requisite clearance forms to meet prerequisites.

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 y Registro por lo menos diez días hábiles antes de inscribirse. También pueden someter los formularios de acreditación de requisitos para satisfacer requisitos previos.

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 proof of completion (grade reports or transcripts) to the Admissions and Records Office.

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 proof of completion (grade reports or transcripts) to the Admissions and Records Office.

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.

ASSESSMENT

EVALUACION

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

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

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 someta comprobante (calificaciones o transcripciones) a la Oficina de Admisiones y Registros.

Matemáticas Básicas – Si usted ha completado Algebra 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 someta comprobante (calificaciones o transcripciones) a la Oficina de Admisiones y Registros.

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.

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.

ACCOMMODATION FOR ENGLISH AS A SECOND LANGUAGE

Students planning to take ESL (English as a Second Language) courses need to take the CELSA exam. Please call the Assessment Center at (562) 860-2451, ext. 2355, to schedule an appointment.

ADAPTACION PARA INGLES COMO SEGUNDO IDIOMA

Estudiantes que planean tomar cursos de ESL (Inglés como Segundo Idioma) necesitan tomar el examen CELSA. Favor de llamar al Centro de Evaluaciones al (562) 860-2451, extensión 2355, para hacer una cita.

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), or at the Admissions and Records Office, Counseling, and Career Services Center, or call (562) 860-2451, ext. 2355, for dates and times. Appointments are available during the peak testing period of 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/assessment-center), o en la Oficina de Admisiones y Registro, Consejería, y el Centro de Servicios de Carrera, o llame al (562) 860-2451, ext. 2355, para fechas y horarios. Hay citas disponibles durante la temporada alta de evaluaciones de 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 are required to attend a new student orientation to receive counselor assistance for course selection prior to enrollment. See orientation section for more information on required Assessment and Orientation-Counseling (AOC). Returning and transfer students should also see a counselor.
- Complete assessment requirements before seeing a counselor.
- Students on academic or progress probation are subject to unit limitations.
- Counselors are available on an appointment or standby basis prior to enrollment.
- During enrollment, counselors are available on a limited standby basis.
- Counselors are available online at <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 participar en un taller de orientación para recibir asistencia de un consejero que los pueda ayudar a seleccionar los cursos adecuados antes de inscribirse. Vea la sección de orientación para más información respecto a los requisitos de Evaluación y Orientación-Consejería. Los estudiantes que vienen transferidos de otros colegios ó los que regresan después de estar ausentes por un tiempo, también deberán ver a un consejero.
- Complete los requisitos de la evaluación antes de ver a un consejero.
- Los estudiantes que han sido asignados a un período de prueba de progreso ó período de prueba académica son sujetos a limitaciones en las unidades.
- Los consejeros están disponibles por medio de citas o de acuerdo a la disponibilidad antes de el período de inscripción.
- Durante el período de inscripción los consejeros están disponibles sin cita, pero con disponibilidad limitada.
- 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, alumnus 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:

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.

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 12 - July 10, 2012

Monday - Saturday

2:00 a.m. - midnight

Sunday

8:00 a.m. - midnight

ENROLLMENT APPOINTMENTS

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

WHO MAY ENROLL USING MYCERRITOS

All continuing students (students who attended Spring 2012) and new, returning, and transfer students who have met matriculation requirements.

<i>Exceptions:</i>	<ul style="list-style-type: none">• Students who have an Ed Plan (EDP) or Dismissal (DIS) hold.• Students with enrollment holds (NSF checks, library and athletic obligations, administrative holds, etc.• First-time students who have an Orientation (ORI) or Assessment (ASM) hold.
--------------------	--

RECOMMENDATIONS BEFORE ENROLLMENT

Academic Advisement:

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

Clear Holds:

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

DSPS and EOPS Students:

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

PLAN YOUR CLASS SCHEDULE

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

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

WAIT LIST NOTES

- **Cerritos College uses an “auto-enroll” process from wait list to roster. You are responsible for all drops.** If you do not want your wait-listed classes, please drop to avoid a substandard grade and forfeiture of enrollment fees. For more information on wait lists, see “Wait List” on page 13.
- **Prerequisites ARE CHECKED WHEN YOU ARE PLACED ON A WAIT LIST.** They are also checked at enrollment. YOU MAY LOSE A SEAT if prerequisites are not met when the instructor adds you to a class, or “auto-enroll” is activated. “Auto-enroll” will automatically enroll students from the wait list to the official roster when space becomes available.
- **If you are enrolled in a class AND are on a wait list for the same course (i.e., enrolled in SOC 101 and #1 on the wait list for SOC 101 at another time) you will lose a seat when “auto-enroll” tries to move you from the wait list to the official roster due to “Multiple Enrollment”.**

TO ENROLL

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

- Go to **MyCerritos** (<http://my.cerritos.edu>) or the Cerritos College home page and select **MyCerritos**.
- Enter your User ID (7-digit student ID number) and Password (6-digit date of birth).
- Select “**Student Center**”.
- Select “**Enroll**”.
- Verify Term (Summer 2012).
- 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.

CERRITOS COLLEGE WILL BE CLOSED ON FRIDAYS FROM MAY 21 THROUGH AUGUST 10,
EXCEPT FOR JUNE 1 AND JULY 6.

PAYING YOUR FEES

IMPORTANT: Students are required to pay all fees at the time of enrollment. Payment plans are not available. Each enrollment in a class or add to a wait list for a class results in a fee amount due date. Students adding their names to wait lists will be charged the applicable enrollment fees, tuition, and applicable lab/materials fees. The amounts due will appear on the student account. **PAY CLOSE ATTENTION TO ALL DEBTS LISTED FOR EACH TRANSACTION.** 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.**

FEE PAYMENT DEADLINE CALENDAR: SUMMER, 2012

Enrollment Period	Deadline	Failure to Pay on Time
April 12 – May 13, 2012	7 days from the date of enrollment	Dropped from classes and/or wait lists*
May 14 – May 18, 2012	May 18, 2012	Dropped from classes and/or wait lists*
May 21, 2012 – Instructor Add Period	Midnight of the following day	HOLD on all student accounts and records*

**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.*

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. number 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.

ON CAMPUS:

- Pay your fees on campus in the Admissions and Records Office. Fee windows are open 8 a.m. to 3:30 p.m., Monday and Thursday; and 10 a.m. to 6:30 p.m., Tuesday and Wednesday. You may also drop your fee payment in the box provided in the Admissions and Records Office by 3 p.m., Monday through Thursday, for same day processing.
- Bring your enrollment payment coupon.
- You will receive an enrollment print-out and receipt.

FEES

Enrollment Fee*	\$46 per unit
Student Activity Fee	\$4
Health Services Fee	\$13
Parking Fee (optional)	\$20
Non-Resident Tuition Fee	\$208 per unit (\$179 per unit non-resident tuition fee plus \$29 per unit capital outlay fee)

*Subject to legislative change.

If you require further assistance, contact the Admissions and Records Office at (562) 860-2451, extension 2211, Monday and Thursday, 8 a.m.–4:30 p.m.; and Tuesday and Wednesday, 10 a.m.–7 p.m.

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 in **MyCerritos, Student Center**.

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

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

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

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



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

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



Learn more at www.cerritos.edu/northwood

READING THE CLASS SCHEDULE

Must satisfy requirements **PRIOR** to taking the course

Course number

Course name

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.

20372 11:00- 1:00PM MW STAFF

20375 2:00- 4:00PM MW Clemens,S

20376 3:00- 5:00PM TTh Ernest,R (HYBRID)

20880 5:00- 7:00PM MW O'Neil,S

21681 4.0 HRS ARR (OL) Swanson,J

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

22149 7:00- 9:00AM TTh Mueller,B

22082 7:00- 9:40PM TTh STAFF

Class#22082 meets 01/30/2012-05/18/2012

23244 8:00-12:00PM MW

Class#23244 meets 01/09/2012-03/09/2012

23065 1:00- 5:00PM TTh

Class#23065 meets 03/12/2012-05/18/2012

CB101

CB102

LC213

LC134

ONLINE

LC134

CB103

CB106

CB102

Classes meet both on campus and online- See definition below

Online course- See definition below

Instructor name

Building & room number

Time class meets. Evening classes are designated in bold print

Class meets online

Class number needed for enrollment

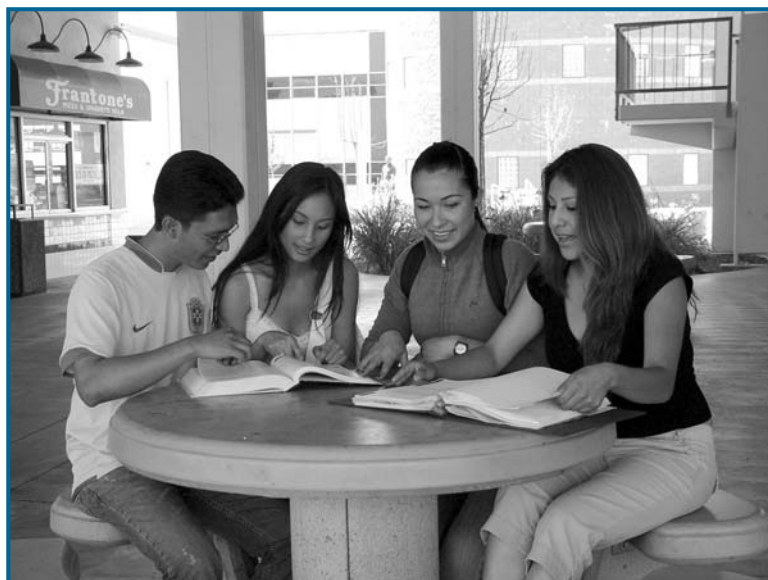
Dates class meets

Days the class meets

Specific instructor not yet designated

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.



FEES/REFUND INFORMATION AND PROCEDURES

FEES

1. ***Enrollment Fee:** \$46 per unit.
2. **Non-Resident Tuition:** Students who are non-residents of California or International Students, with or without F-1 visas, will be assessed \$208 per unit (\$179 per unit non-resident tuition and a \$29 per unit capital outlay fee) in addition to the \$46 per unit enrollment fee above.
3. **Student Activity Fee:** \$10 per semester; \$4 for summer session.
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. 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, tuition, and applicable lab/materials fees. Students who do not pay fees and drop classes after the refund date are still responsible for all fees. **Board of Governors Fee Waiver (BOGFW) students' course enrollment and student activity 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.** Payments for the parking, student activities, and student health fees may be subject to additional considerations. The parking fee is required to park a vehicle on campus. It is reduced to \$20 for BOG Fee Waiver recipients. The student activities fee is subject to student waiver. Information is available from the Office of Student Activities located in the Student Center. The student health fee may be waived with documentation from the student's spiritual leader that the student relies on prayer for healing.

*Subject to legislative change

RESIDENT REQUIREMENTS

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

REFUND POLICIES AND PROCEDURES

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

A student is eligible for a refund if: a) classes are dropped by the required deadline; b) the program change is the result of action taken

by the college to cancel or reschedule a class; c) the student is dropped for failure to meet a prerequisite(s) or corequisite(s); and/or, d) the student is active or reserve U.S. Military personnel who withdraws due to military orders.

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

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

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

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

CREDITS/REFUNDS

Credits

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

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

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

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

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

Refunds

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

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

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

ACADEMIC 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 consideration of course repetition. All petitions are subject to approval or denial. Contact the Admissions and Records Office for specific directions.

1. Student received an “MW” (Military Withdrawal).
2. Student’s previous grades are a result of documented 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 19 for guidelines and a list of approved courses in each department.

OPEN ENTRY/OPEN EXIT CLASSES

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

DIRECTED STUDIES

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

WORK EXPERIENCE

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

PREREQUISITES, COREQUISITES, RECOMMENDATIONS AND PREREQUISITE CHALLENGE PROCEDURE

Please see “Prerequisites” in the Cerritos College Catalog.

DEFINITION OF A CLASS HOUR

At Cerritos College a class hour is defined as 50 minutes. Classes scheduled for more than an hour follow formulas to stay close to this definition. For example, a class scheduled from 6:00 to 7:30 p.m. (90 minutes) actually meets for 80 minutes, allowing for a 10 minute passing period. Longer class meeting patterns have required breaks. Cerritos College follows these time patterns.

A HARD COPY VERSION OF THE COLLEGE CATALOG IS AVAILABLE IN THE BOOKSTORE FOR \$11.00 PLUS TAX.

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.

ADD/DROP PROCEDURES

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

- Classes may be added via **MyCerritos, Student Center** (<http://my.cerritos.edu>).

To add a closed class, 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 the Admissions and Records Office. Note that prerequisites, holds/service indicators (SI), conflicts, and illegal course repetition will be checked. Refer to the "Fee Payment Deadline Calendar" on page 12 for payment deadlines. Check your student account via **MyCerritos, Student Center** (<http://my.cerritos.edu>) or in the **Admissions and Records Office**. All enrollments must be completed by the listed add deadlines.

- Classes may be dropped via **MyCerritos, Student Center** (<http://my.cerritos.edu>). Be mindful of deadline dates for refunds and posting of "W's" to transcripts.

LEVEL/SECTION CHANGES

Level/section changes must be processed in person.

1. Program changes which involve level changes in skill and performance classes such as 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 week 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

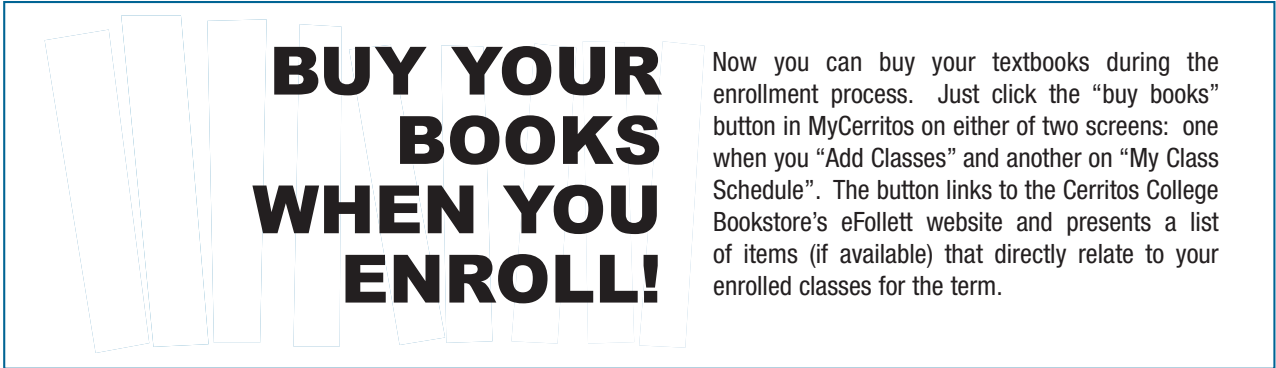
- Freshman and sophomore level course work transferable to four-year colleges and universities.
- Vocational/Technical courses designed to prepare for immediate employment.
- General education course work designed for academic, cultural, and educational enrichment.

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.



**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.

ACADEMIC INFORMATION (CONTINUED)

FAILURE TO PAY FINANCIAL OBLIGATIONS

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

AUDITING OF COURSES

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

1. Students may not audit a course unless he/she has exhausted all possibilities to take the course for credit.
2. Permission to audit a course is granted at the discretion of the instructor. Signature of both the instructor and Division Dean are required.
3. With the instructor's and Division Dean's signed permission, a student may submit the audit form to the Admissions and Records Office anytime during the semester after the first class meeting.

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

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

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

7. The fee to audit a class is \$15.00 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 Admissions and Records Office. Audit forms may be obtained in the Admissions and Records Office.



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. Please refer to the college catalog for additional information.

Non-Optional Pass/No Pass Classes

These classes are offered on a pass/no pass basis only and are graded entirely on a pass/no pass basis.

BUSINESS, HUMANITIES & SOCIAL SCIENCES

Accounting 1T, 2T

Business Communications Office Technology 3T

Court Reporting and Captioning Careers 1T, 5T, 11

Law 1T

COUNSELING 10, 20, 50, 100

DISABLED STUDENT PROGRAMS & SERVICES

Access Learning 90, 91, 92

FINE ARTS & COMMUNICATIONS

Theatre Arts 142

HEALTH OCCUPATIONS

Dental Assisting 1

Health Occupations 7

Nursing 5, 25, 26, 47, 48T, 251

Physical Therapist Assistant 126, 236, 246

HPED/ATHLETICS

Dance 50

LIBERAL ARTS

English 15, 22, 30, 31, 33

English as a Second Language 36

Reading 6, 41

Speech 30, 31

LIBRARY 100

SCIENCE, ENGINEERING & MATH

Biology 95

Chemistry 95

Math 5

Physics 95

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, HUMANITIES & SOCIAL SCIENCES

(all business courses, except Business Administration 208, 233; Law 65, 105, 115, 171, 172, 290; Real Estate 98, 99, 174A; or those listed under Non-Optional Pass/No Pass classes)

Administration of Justice 101, 102, 103, 105, 174

Anthropology 100, 115, 170, 200, 203, 205

Economics 101, 204

Education/Elementary School Teachers 105

History 120, 230, 245, 250, 255, 260, 265

Philosophy 100, 102, 103, 104, 106, 200, 201, 204, 206, 298, 299

Political Science 90, 110, 210, 230

Sociology 110, 205, 220

COUNSELING 200, 210, 220, 298, 299

FINE ARTS & 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

Film 101, 103, 104, 159, 160, 293

Journalism 50, 100, 101, 106, 107, 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

Radio /TV 119, 171, 175, 176

Theatre Arts 101, 102, 107, 115, 120, 123, 123A, 126, 140, 144, 150, 151, 171, 208, 216, 221, 221A, 222

HPED/ATHLETICS

Dance 100, 101, 105, 106A, 106B, 107, 108A, 108B, 109, 110, 120, 121, 122, 123, 124, 125, 130, 131, 132, 133, 134, 135, 136, 140, 141, 142, 143, 144

Health Education 100, 101, 110, 200

Physical Education (all activity courses)

HEALTH OCCUPATIONS

Health Occupations 150

Nursing 80

LIBERAL ARTS

(all courses, except French 285, Sign Language 102, 201, and Spanish 285, or those listed under Non-Optional Pass/No Pass classes)

SCIENCE, ENGINEERING & MATH

Anatomy and Physiology 120, 130, 150, 151, 200, 201

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, 7, 54, 55, 60, 73, 74, 80, 98, 99, 100, 108, 109, 110, 111, 120, 121, 130, 140, 150, 151, 160, 161, 170, 179, 180, 181, 182, 190, 193, 194, 195, 210, 211, 212, 260, 280, 281

Cosmetology 1L, 25

Electronics 101

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

Welding 43, 44, 50, 52, 53, 54L, 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. Students who are absent in excess of 10% of the total class hours are subject to drop. Students who are absent during the course add period are subject to drop. Certain academic and career technical education areas may have stricter attendance requirements. Listed below are two types of absences which permit the making up of work missed, provided that the work is of such a nature that it can be made up.

1. **AUTHORIZED ABSENCE:** For an approved educational field trip or school activity.
2. **EXCUSED ABSENCE:** For illness, injury, or quarantine. NO CREDIT WILL BE GIVEN FOR A CLASS IN WHICH A STUDENT IS NOT OFFICIALLY ENROLLED. Students must attend the first class meeting or their names may be removed from the roll to allow another student seeking admission to enter. If a student is unable to attend the first class meeting, the instructor must be notified.

REMOVAL FROM CLASS

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

GRADING

Accomplishment in course work is indicated by the following symbols:

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 withdraw	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.

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.

GRADE CHANGES

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

GRADE REPORTS

To view your grades, log in to your MyCerritos account and select Student Center, My Academics, Unofficial Transcript. Grades are not mailed to students.

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 10 a.m. to 7 p.m.
 Friday Closed

Website: www.cerritos.edu/finaid **Phone:** (562) 860-2451, ext. 2397
E-mail: finaid-staff-list@cerritos.edu **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.

<p>1 Apply</p> <ul style="list-style-type: none"> • Submit FAFSA at www.fafsa.gov • List the federal school code for Cerritos College: 001161 	<p>2 Submit Forms</p> <ul style="list-style-type: none"> • View To Do List on MyCerritos • Download required forms at www.cerritos.edu/finaid/forms.html • Submit required forms to the Financial Aid Office 	<p>3 Review Award Letter</p> <ul style="list-style-type: none"> • You will receive an award letter • You may also view your awards on MyCerritos • You must meet Satisfactory Academic Progress (SAP) standards to receive awards 	<p>4 Receive Disbursement</p> <ul style="list-style-type: none"> • Receive and activate your Cerritos Falcon Card • The Financial Aid Office will disburse your financial aid • Scheduled disbursement dates are posted online
---	--	---	--

IMPORTANT POINTS OF SATISFACTORY ACADEMIC PROGRESS (SAP)

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

Grade Point Average (GPA) Requirement

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

Maximum Time Frame Requirement

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

Unit Completion Requirement

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. The high school principal or designee must recommend and give consent with signature on the Special Admit Minor Form that the student would benefit from college instruction.
2. A parent/guardian must approve student's participation and give consent by signing the Special Admit Minor Form. Signature of the parent/guardian also acknowledges that the student will conform to all College policies and procedures.

Academic Eligibility

- Students planning 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. 2333, for assistance.

Limitations on Enrollment

- A high school junior or senior student may be permitted to enroll in up to 8 units. Exceptions may be made, subject to consideration and approval by the Dean of Admissions, Records and Services.
- Students may not enroll in pre-collegiate courses (1-99) or physical education courses.
- Students may not enroll in a College course to alleviate a high school deficiency.
- Students who have previously enrolled and who have dropped their courses and/or have not made satisfactory progress will not be allowed to continue in the 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. The school principal or designee must recommend and give consent with signature on the Special Admit Minor Form that the student would benefit from college instruction.
2. A parent/guardian must approve student's participation and give consent by signing the Special Admit Minor Form. Signature of the parent/guardian also acknowledges that the student will conform to all College policies and procedures.

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

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. 2333, for assistance.

Limitations on Enrollment

- Students in grades K-10 may be permitted to enroll in up to 4 units. Exceptions may be made, subject to consideration and approval by the Dean of Admissions, Records and Services. Enrollment in courses is based on space availability, and College instructor signature is required prior to enrollment.
- Students may not enroll in pre-collegiate courses (1-99) or physical education courses.
- Students may not enroll in a College course to alleviate a high school deficiency.
- Students who have previously enrolled and who have dropped their courses and/or have not made satisfactory progress will not be allowed to continue in the Special Admit Program.
- Students will not receive priority enrollment status and will be charged all applicable fees, with the exception of the California Community College in-state per unit enrollment fee.

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

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

For more information, please call (562) 860-2451, ext. 2211.

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 in Social Science 225, 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.

Intensive English Program (IEP): Cerritos College welcomes international students to develop their English skills while introducing them to the American experience and to the diverse cultures of Southern California. Students completing our IEP will have the opportunity to continue their education on our campus to either complete their Associate of Arts degree or to transfer to a university.

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. Contact the International Student Center to have an application sent directly to your mailing address or download an application at our website.

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.) **No personal checks will be accepted for payment of tuition and fees.**
- Tuberculosis (TB) exam results
- Transcripts (proof of high school graduation)/High School Diploma
- STEP, TOEFL, iTEP, and/or equivalent Cerritos College Placement Test (not needed for students applying for the Intensive English Program)
- 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 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). 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.
- Students who successfully complete the IEP must come to the International Student Center to transfer into their major field of study.

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
--------	------	-----	------------	------	--------	------	-----	------------	------

ACCOUNTING

ACCT 1T - 0.5 UNIT ACCOUNTING MICROCOMPUTER LAB				
Not Transferable				
20527	6.0 HRS ARR		Alenikov,T	BE 11
Lab time will be available: 12:30-2:00pm, Monday, Tuesday, Wednesday, and Thursday in BE 11.				
Class#20527 meets 06/25/2012-08/03/2012				
ACCT 100 - 3.0 UNITS INTRODUCTION TO ACCOUNTING				
Transferable to CSU				
20176	8:00 - 10:15AM	MTWTh	Schmidt,D	BE 6
Class#20176 meets 06/25/2012-08/03/2012				
20350	5:30 - 10:00PM	TTh	Farina,M	BE 6
Class#20350 meets 06/25/2012-08/03/2012				
20179	10:15 - 12:30PM	MTWTh	Moloney,P	SS140
Class#20179 meets 06/25/2012-08/03/2012				
20180	5:30 - 10:00PM	MW	Farina,M	BE 6
Class#20180 meets 06/25/2012-08/03/2012				
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.				
20528	8:30-10:45AM	MTWTh	Alenikov,T	SS141
	10:45-12:15PM	MTWTh	Alenikov,T	SS141
Class#20528 meets 06/25/2012-08/03/2012				
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.				
Recommendation: Students in Accounting or Finance courses are strongly recommended to enroll in a section of ACCT 1T.				
NOTE: a material fee of \$4.00 is required for ACCT 133				
20177	10:15 - 12:30PM	MTWTh	Schmidt,D	BE 11
Class#20177 meets 06/25/2012-08/03/2012				
20530	5:30 - 10:00PM	TTh	Fronke,M	BE 10
Class#20530 meets 06/25/2012-08/03/2012				

ADMINISTRATION OF JUSTICE

AJ 101 - 3.0 UNITS INTRODUCTION TO ADMINISTRATION OF JUSTICE				
Transferable to UC, CSU(CAN AJ 2)				
20538	8:00 - 10:15AM	MTWTh	Haynes,W	SS212
Class#20538 meets 06/25/2012-08/03/2012				
AJ 102 - 3.0 UNITS CONCEPTS OF CRIMINAL LAW				
Transferable to UC, CSU(CAN AJ 4)				
20539	10:15 - 12:30PM	MTWTh	Haynes,W	SS212
Class#20539 meets 06/25/2012-08/03/2012				
AJ 103 - 3.0 UNITS CRIMINAL PROCEDURES				
Transferable to CSU				
20352	8:00 - 10:15PM	MTWTh	Satterfield,P	SS220
Class#20352 meets 06/25/2012-08/03/2012				
AJ 104 - 3.0 UNITS CRIMINAL EVIDENCE				
Transferable to CSU(CAN AJ 6)				
20236	12:30 - 2:45PM	MTWTh	Collins,J	SS220
Class#20236 meets 06/25/2012-08/03/2012				
AJ 107 - 3.0 UNITS INTRODUCTION TO CORRECTIONS, PROBATION AND PAROLE				
Transferable to CSU				
20237	10:15 - 12:30PM	MTWTh	Collins,J	SS220
Class#20237 meets 06/25/2012-08/03/2012				
AJ 202 - 3.0 UNITS SUBSTANTIVE LAW				
Transferable to CSU				
Prerequisite: AJ 102 or equivalent with a grade of Pass or "C" or higher.				
20540	5:45 - 8:00PM	MTWTh	Satterfield,P	SS220
Class#20540 meets 06/25/2012-08/03/2012				

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 05/21/2012-06/29/2012				
A&P 151 - 4.0 UNITS INTRODUCTION TO HUMAN PHYSIOLOGY				
Transferable to UC, CSU				
Prerequisite: Satisfactory completion of A&P 150 or equivalent with a grade of Pass or "C" or higher.				
Recommendation: CHEM 100 or equivalent with a grade of Pass or "C" or higher.				
20220	10:00 - 12:15PM	MTWTh	Tydell,C	S 129
	12:15 - 1:00PM	MTWTh	Tydell,C	S 129
	1:00 - 2:30PM	MTWTh	Tydell,C	S 129
Class#20220 meets 07/02/2012-08/10/2012				

ANTHROPOLOGY

ANTH 100 - 3.0 UNITS CULTURAL ANTHROPOLOGY				
Transferable to UC, CSU(CAN ANTH 4)				
20018	12:30 - 2:45PM	MTWTh	Rigby,J	SS316
Class#20018 meets 06/25/2012-08/03/2012				
20541	10:15 - 12:30PM	MTWTh	Abbruzzese,M	SS315
Class#20541 meets 06/25/2012-08/03/2012				
ANTH 115 - 3.0 UNITS PHYSICAL ANTHROPOLOGY				
Transferable to UC, CSU(CAN ANTH 2)				
20068	9.0 HRS ARR	(OL)	Bellas,M	ONLINE
Orientation will take place through class website.				
Class#20068 meets 06/25/2012-08/03/2012				
20090	12:30 - 2:45PM	MTWTh	Abbruzzese,M	SS315
Class#20090 meets 06/25/2012-08/03/2012				
20542	3:00 - 5:15PM	MTWTh	Rigby,J	SS315
Class#20542 meets 06/25/2012-08/03/2012				

ARCHITECTURE

ARCH 113 - 4.0 UNITS BUILDING CODES				
Transferable to CSU				
20336	6:00 - 10:00PM	MTW	Rother,E	PST233
Class#20336 meets 06/25/2012-08/03/2012				

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.				
20019	9.0 HRS ARR	(OL)	Mac Devitt,J	ONLINE
No orientation. Visit http://www.macdevitt.com (also accessible via TalonNet) for participation instructions.				
Class#20019 meets 06/25/2012-08/03/2012				
ART 110 - 3.0 UNITS FREEHAND DRAWING				
Transferable to UC, CSU(CAN ART 8)				
20314	9:00 - 10:30AM	MTWTh	STAFF	FA 32
	10:30 - 1:30PM	MTWTh	STAFF	FA 32
Class#20314 meets 06/25/2012-08/03/2012				
ART 186 - 3.0 UNITS COMPUTER GRAPHICS WITH ADOBE ILLUSTRATOR				
Transferable to CSU				
NOTE: a material fee of \$10.00 is required for ART186				
20499	9:00 - 10:30AM	MTWTh	Miller,K	LC173
	10:30 - 1:30PM	MTWTh	Miller,K	LC173
Class#20499 meets 06/25/2012-08/03/2012				

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

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

ART 192 - 3.0 UNITS PHOTOSHOP/DIGITAL IMAGING

Transferable to CSU

NOTE: a material fee of \$10.00 is required for ART 192

20501 9:00 - 10:30AM MTWTh Wilson,C (HYBRID) LC174

10:30 - 1:30PM MTWTh Wilson,C (HYBRID) LC174

Mandatory Orientation: 9:00-10:30 am, Monday - June 25, email: cw@art192.com

Class#20501 meets 06/25/2012-08/03/2012

ART 192B - 3.0 UNITS ADVANCED PHOTOSHOP

Transferable to CSU

NOTE: a material fee of \$10.00 is required for ART 192B

20503 9:00 - 10:30AM MTWTh Wilson,C (HYBRID) LC174

10:30 - 1:30PM MTWTh Wilson,C (HYBRID) LC174

Mandatory Orientation: 9:00-10:30 am, Monday - June 25, email: cw@art192.com

Class#20503 meets 06/25/2012-08/03/2012

ASTRONOMY

ASTR 102 - 3.0 UNITS INTRODUCTORY ASTRONOMY: STARS AND THE UNIVERSE

Transferable to UC, CSU

20118 4:00 - 7:00PM MTW Henriques,J S 104

Class#20118 meets 06/25/2012-08/03/2012

ASTR 103 - 3.0 UNITS INTRODUCTORY ASTRONOMY: THE SOLAR SYSTEM

Transferable to UC, CSU

20649 6.8 HRS ARR (OL) McLarty-Schroeder,J ONLINE

Mandatory Orientation: 9:30 - 12:30 pm, Monday - June 11 in PST 133.

All exams will be taken on campus. Exam dates/times: July 2, 9:30-11:00 am, and July 30, 9:30 - 11:30 am.

Class#20649 meets 06/11/2012-08/03/2012

ASTR 105L - 1.0 UNIT OBSERVATIONAL ASTRONOMY

Transferable to UC, CSU

Prerequisite: ASTR 101, ASTR 102, ASTR 104 or ASTR 106 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment.

20020 7:30 - 10:30PM MTW Szabo,T PST124

Class#20020 meets 06/25/2012-08/03/2012

20441 9:00 - 12:00PM MTW STAFF PST124

Class#20441 meets 06/25/2012-08/03/2012

ASTR 106 - 3.0 UNITS HISTORY OF ASTRONOMY

Transferable to UC, CSU

20442 12:30 - 3:30PM MTW Henriques,J PST124

Class#20442 meets 06/25/2012-08/03/2012

AUTOMOTIVE COLLISION REPAIR & REFINISHING/AUTOBODY

AB 62 - 4.5 UNITS OVERALL AND MULTI-COAT REFINISHING

Not Transferable

Recommendation: AB 51 or AB 61 or equivalent with a grade of Pass or "C" or higher.

NOTE: a material fee of \$20.00 is required for AB 62

20460 6:00 - 7:41PM MTWTh STAFF AT 62

7:41 - 10:30PM MTWTh STAFF AT 70

Class#20460 meets 06/11/2012-08/03/2012

AB 68L - 1.5 UNITS REFINISHING LAB

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

20462 7:30 - 10:18PM MTWTh STAFF AT 70

Class#20462 meets 06/11/2012-08/03/2012

AB 76 - 4.5 UNITS PARTIAL-PANEL FABRICATION

Not Transferable

Prerequisite: AB 75 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.

NOTE: a material fee of \$20.00 is required for AB 76

20463 5:30 - 7:15PM MTWTh STAFF AT 55

7:15 - 10:00PM MTWTh STAFF AT 60

Class#20463 meets 06/11/2012-08/03/2012

AB 79L - 1.5 UNITS AUTOMOTIVE FABRICATION LAB

Not Transferable

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.

NOTE: a material fee of \$20.00 is required for AB 79L

20465 7:15 - 10:00PM MTWTh STAFF AT 60

Class#20465 meets 06/11/2012-08/03/2012

AB 80 - 2.0 UNITS AUTOBODY CUSTOMER SERVICE

Not Transferable

20619 5:00 - 9:30PM Th Robertson,C (HYBRID) AT 54

Orientation: 5:00 pm, Thursday - June 7 in AT 54.

Class#20619 meets 06/11/2012-08/03/2012

AB 83U - 1.5 UNITS COMPUTERIZED DAMAGE ESTIMATING-ULTRAMATE

Not Transferable

Recommendation: Proficient in MS Windows Software application.

NOTE: a material fee of \$5.00 is required for AB 83U

20617 5:00 - 8:22PM T Robertson,C (HYBRID) AT 54

8:22 - 9:30PM T Robertson,C AT 54

Orientation: 5:00pm, Tuesday - June 5 in AT 54

Class#20617 meets 06/11/2012-08/03/2012

AB 188 - 2.0 UNITS INTRODUCTION TO AUTOMOTIVE CLAIMS HANDLING

Transferable to CSU

Recommendation: AB 181 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.

20620 5:00 - 9:30PM W Robertson,C (HYBRID) AT 54

Orientation: 5:00pm Wednesday - June 6 in AT 54

Class#20620 meets 06/11/2012-08/03/2012

AUTOMOTIVE MECHANICAL REPAIR TECHNOLOGY

AUTO 73 - 3.0 UNITS AUTOMOTIVE MECHANICAL REPAIR OCCUPATIONAL WORK EXPERIENCE

Not Transferable

20003 7:00 - 10:00PM M Glick,L AT 10

Class#20003 meets 05/21/2012-06/29/2012

20069 7:00 - 10:00PM M Glick,L AT 10

Class#20069 meets 07/02/2012-08/10/2012

AUTO 111 - 4.0 UNITS AUTOMOTIVE ENGINES

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

20099 7:00 - 9:30AM MTWTh Taylor,K AT 10

9:30 - 12:00PM MTWTh Taylor,K AT 10

Class#20099 meets 05/21/2012-06/29/2012

20101 8:00 - 10:30AM MTWTh STAFF AT 21

10:30 - 1:00PM MTWTh STAFF AT 21

Class#20101 meets 05/21/2012-06/29/2012

20128 8:00 - 10:30AM MTWTh Baron,T AT 14

10:30 - 1:00PM MTWTh Baron,T AT 14

Class#20128 meets 07/02/2012-08/10/2012

AUTO 179 - 4.0 UNITS AUTOMOTIVE AIR CONDITIONING

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

20102 7:00 - 9:30AM MTWTh Bender,W AT 14

9:30 - 12:00PM MTWTh Bender,W AT 14

Class#20102 meets 05/21/2012-06/29/2012

20104 7:00 - 9:30AM MTWTh Aragon,R AT 26

9:30 - 12:00PM MTWTh Aragon,R AT 26

Class#20104 meets 07/02/2012-08/10/2012

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

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

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

BIOLOGY

BIOL 105 - 3.0 UNITS MAN AND ENVIRONMENT

Transferable to UC, CSU
 Recommendation: Satisfactory completion of the English Placement Process for ENGL 100 clearance or ENGL 52 or equivalent with a grade of Pass or "C" or higher.

20444 8:00 - 10:15AM MTWTh STAFF S 103
 Class#20444 meets 06/25/2012-08/03/2012

BIOL 120 - 4.0 UNITS INTRODUCTION TO BIOLOGICAL SCIENCE

Transferable to UC, CSU(CAN BIOL 2)
 Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.

20324 5:30 - 7:45PM MTWTh Navarro,M S 124
 7:45 - 10:00PM MTWTh Navarro,M S 121
 Class#20324 meets 06/25/2012-08/03/2012
 20021 9:00 - 11:15AM MTWTh Boardman,C S 124
 11:15 - 1:30PM MTWTh Boardman,C S 121
 Class#20021 meets 06/25/2012-08/03/2012

BUSINESS ADMINISTRATION

BA 50 - 3.0 UNITS MATH FOR BUSINESS AND FINANCE

Not Transferable
 20532 9.0 HRS ARR (OL) Livingston,R ONLINE
 Orientation: All class information will be available at www.cerritos.edu/baonline.
 Class#20532 meets 06/25/2012-08/03/2012

BA 100 - 3.0 UNITS FUNDAMENTALS OF BUSINESS

Transferable to UC, CSU
 20070 9:00 - 1:30PM MW Ramos,G (HYBRID) LA 2
 Note: First week class will meet Monday and Wednesday. All other meetings will be on Mondays.
 Class#20070 meets 06/25/2012-08/03/2012

20531 9.0 HRS ARR (OL) Moriarty,C ONLINE
 Orientation: All class information will be available at www.cerritos.edu/baonline.
 Class#20531 meets 06/25/2012-08/03/2012

BA 106 - 3.0 UNITS HUMAN RESOURCE MANAGEMENT

Transferable to CSU
 20192 9.0 HRS ARR (OL) Livingston,R ONLINE
 Orientation: All class information will be available at www.cerritos.edu/baonline.
 Class#20192 meets 06/25/2012-08/03/2012

BA 107 - 3.0 UNITS HUMAN RELATIONS IN BUSINESS

Transferable to CSU
 20222 9.0 HRS ARR (OL) Moriarty,C ONLINE
 Orientation: All class information will be available at www.cerritos.edu/baonline.
 Class#20222 meets 06/25/2012-08/03/2012

BA 113 - 3.0 UNITS LEGAL ENVIRONMENT OF BUSINESS

Transferable to UC, CSU
 20533 9:00 - 1:30PM TTh Ramos,G (HYBRID) LA 2
 Note: First week class will meet Tuesday and Thursday. All other meetings will be on Tuesdays.
 Class#20533 meets 06/25/2012-08/03/2012

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

BUSINESS COMMUNICATIONS OFFICE TECHNOLOGY

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
 20097 4.5 HRS ARR (OL) Soden,B ONLINE
 Orientation: Visit www.cerritos.edu/bsoden and TalonNet for class information.
 Submit student information form on my website.
 Class#20097 meets 06/25/2012-08/03/2012

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
 20123 15.0 HRS ARR (OL) Soden,B ONLINE
 Orientation: Visit www.cerritos.edu/bsoden and TalonNet for class information.
 Submit student information form on my website.
 Class#20123 meets 06/25/2012-08/03/2012

BCOT 131 - 3.5 UNITS BEGINNING COLLEGE KEYBOARDING & DOCUMENT PROCESSING

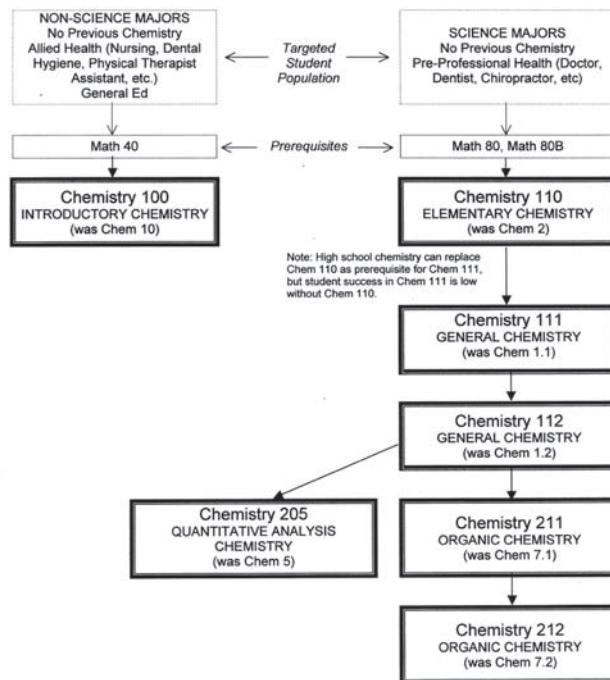
Transferable to CSU
 Recommendation: Concurrent enrollment in BCOT 3T.
 NOTE: a material fee of \$4.00 is required for BCOT 131
 20535 15.0 HRS ARR (OL) Sharp,M ONLINE
 Orientation: 8:30 am, Monday - June 25 in BE 14.
 Class#20535 meets 06/25/2012-08/03/2012

BCOT 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 any Business discipline.
 20537 4.5 HRS ARR (OL) Sharp,M ONLINE
 Course is offered only in summer.
 Orientation: 9:30 am, Monday - June 25 in BE 14.
 Class#20537 meets 06/25/2012-08/03/2012

CHEMISTRY

CHEMISTRY DEPARTMENT COURSE SEQUENCE



CHEM 100 - 4.0 UNITS INTRODUCTORY CHEMISTRY

Transferable to UC, CSU(CAN CHEM 6)
 Prerequisite: MATH 40 or equivalent with a grade of Pass or "C" or higher or satisfactory completion of 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 100.
 20326 8:45 - 11:00AM MTWTh Waldman,L S 102
 Class#20326 meets 06/25/2012-08/03/2012
 20327 11:00 - 12:00PM MTW Bradbury,J S 224
 12:00 - 2:00PM MTW Bradbury,J S 224
 Class #20327 meets 06/25/2012-08/03/2012
 20328 11:00 - 12:00PM MTW Zewail,M S 215
 12:00 - 2:00PM MTW Zewail,M S 215
 Class #20328 meets 06/25/2012-08/03/2012

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

CHEM 105 - 1.5 UNITS CHEMISTRY FOR ELEMENTARY SCHOOL TEACHERS

Transferable to CSU
Prerequisite: MATH 105 or MATH 110A or concurrent enrollment or equivalent with a grade of Pass or "C" or higher, or satisfactory completion of the Math Placement Process.

NOTE: a material fee of \$15.00 is required for CHEM 105

20448	8:00 - 9:00AM	MTW	Bradbury,J	S 224
	9:00 - 11:00AM	MTW	Bradbury,J	S 224

Class#20448 meets 06/25/2012-08/03/2012

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.

20116	8:45 - 11:00AM	MTWTh	Lou,R	S 104
	11:00 - 12:00PM	MTW	Shimazu,C	S 219
	12:00 - 2:00PM	MTW	Shimazu,C	S 219

Class#20116 meets 06/25/2012-08/03/2012

20446	11:00 - 1:15PM	MTWTh	Romer,C	S 102
	8:00 - 9:00AM	MTW	Romer,C	S 219
	9:00 - 11:00AM	MTW	Romer,C	S 219

Class#20446 meets 06/25/2012-08/03/2012

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.

20005	8:00 - 10:15AM	MTWTh	Zewail,M	S 222
	10:30 - 12:00PM	MTWTh	STAFF	S 222
	12:00 - 3:00PM	MTWTh	STAFF	S 222

Class#20005 meets 06/25/2012-08/03/2012

CHILD DEVELOPMENT

CD 110 - 3.0 UNITS CHILD DEVELOPMENT

Transferable to UC, CSU(CAN HEC 14)

20145	3:00 - 6:00PM	TWTh	Gradin,S	HS101
-------	---------------	------	----------	-------

Class#20145 meets 06/25/2012-08/03/2012

CHILD DEVELOPMENT/EARLY CHILDHOOD

CDEC 111 - 3.0 UNITS PRINCIPLES AND PRACTICES IN EARLY CHILDHOOD EDUCATION

Transferable to CSU

20146	12:00 - 3:00PM	TWTh	STAFF	HS101
-------	----------------	------	-------	-------

Class#20146 meets 06/25/2012-08/03/2012

CDEC 112 - 3.0 UNITS INTRODUCTION TO CURRICULUM

Transferable to CSU

20004	7:00 - 10:00PM	TWTh	STAFF	HS101
-------	----------------	------	-------	-------

Class#20004 meets 06/25/2012-08/03/2012

CDEC 113 - 3.0 UNITS THE CHILD, FAMILY, AND COMMUNITY

Transferable to CSU

20409	9:00 - 12:00PM	TWTh	STAFF	HS101
-------	----------------	------	-------	-------

Class#20409 meets 06/25/2012-08/03/2012

Students enrolled in CDEC 164 are required to spend 4.5 hours (1 or 2 days) per week in placement for a total of 54 hours. TB clearance and good health are required to participate in this course.

CDEC 164 - 3.0 UNITS PRACTICUM FIELD EXPERIENCE

Transferable to CSU

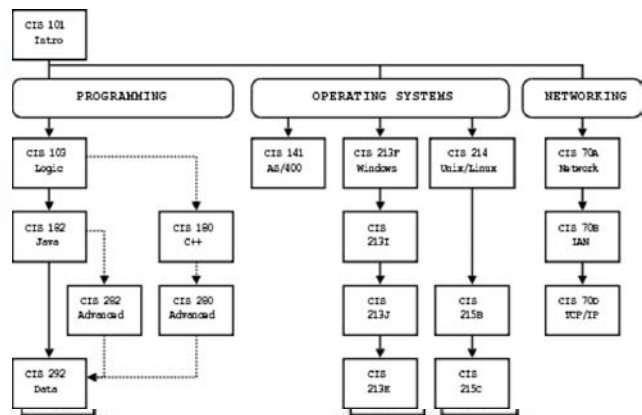
Prerequisite: CD 110, CDEC 111, CDEC 112, and CDEC 113 or equivalent with grades of Pass or "C" or higher.

Recommendation: CD 124, CD 139, and CDEC 161.

20615	6:30 - 9:30PM	M	Gradin,S	HS101
-------	---------------	---	----------	-------

+4.5 HRS ARR
Class#20615 meets 05/21/2012-08/10/2012

COMPUTER AND INFORMATION SCIENCES



CIS 70A - 3.5 UNITS NETWORKING FUNDAMENTALS

Not Transferable

Recommendation: CIS 101 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.

20452	7:00 - 10:00PM	TWTh	Lou,Z	(HYBRID)	LA 3
	5:00 - 7:00PM	TWTh	Lou,Z	(HYBRID)	LA 3

Class#20452 meets 06/25/2012-08/03/2012

CIS 70G - 3.5 UNITS WIDE AREA NETWORKS

Not Transferable

Prerequisite: CIS 70E or equivalent with a grade of Pass or "C" or higher.

20650	5:00 - 8:00PM	MTW	Lazor,C		TE 10
	8:00 - 10:00PM	MTW	Lazor,C		TE 10

Class#20650 meets 06/25/2012-08/03/2012

CIS 101 - 3.0 UNITS INTRODUCTION TO COMPUTER INFORMATION SYSTEMS

Transferable to UC, CSU(CAN BUS 6)

20329	5:30 - 10:00PM	MW	Wilson,J	(HYBRID)	SS138
	3:30 - 5:00PM	MW	Wilson,J	(HYBRID)	LA 4

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.

20023	8:00 - 12:30PM	TTh	Negrete,B		SS139
	1:00 - 2:30PM	TTh	Negrete,B		LA 6

Class#20023 meets 06/25/2012-08/03/2012

20112	12.0 HRS ARR	(OL)	Negrete,B		ONLINE
-------	--------------	------	-----------	--	--------

Mandatory Orientation: 8:00 - 11:00 am, Monday - June 25 in SS139.

20149	12.0 HRS ARR	(OL)	Fuschetto,S		ONLINE
-------	--------------	------	-------------	--	--------

Mandatory orientation: See website <http://www.cerritos.edu/sfuschetto> for orientation and quiz due 6/25/2012.

20238	5:30 - 10:00PM	TTh	Fuschetto,S		SS138
	3:30 - 5:00PM	TTh	Fuschetto,S		LA 6

Class#20238 meets 06/25/2012-08/03/2012

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.

20114	7:00 - 10:00PM	TWTh	Nguyen,P	(HYBRID)	SS139
	5:00 - 7:00PM	TWTh	Nguyen,P	(HYBRID)	LA 5

Mandatory Orientation: 5:00 - 7:00 pm, Tuesday - June 26 in LA 5.

20450	15.0 HRS ARR	(OL)	Mellas,D		ONLINE
-------	--------------	------	----------	--	--------

Mandatory Orientation: 11:00 am - 1:00 pm, Monday - June 25 in SS138.
Midterm Exam 11 am - 1:00 pm, Thursday, July 12 in SS 138; and Final Exam 11:00 am - 1:00 pm, Thursday - August 2 in SS 138.
Class#20450 meets 06/25/2012-08/03/2012

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

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

COSMETOLOGY

All Cosmetology students must purchase the approved equipment kit (Cosmetology approx \$1350/Esthetician approx \$550) 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.

20482	8:30 - 10:30AM	MTWThF	Smith,F	HS205
	10:30 - 4:30PM	MTWThF	Smith,F	HS205
Class#20482 meets 06/11/2012-08/03/2012				

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.

20484	8:30 - 10:30AM	MTWThF	STAFF	HS203
	10:30 - 4:30PM	MTWThF	STAFF	HS203
Class#20484 meets 06/11/2012-08/03/2012				

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.

20486	8:30 - 10:30AM	MTWThF	STAFF	HS204
	10:30 - 4:30PM	MTWThF	STAFF	HS204
Class#20486 meets 06/11/2012-08/03/2012				

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.

20488	5:30 - 6:37PM	MTWTh	Rock,E	HS203
	6:37 - 10:00PM	MTWTh	Rock,E	HS203
Class#20488 meets 06/11/2012-08/03/2012				

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 or Pass or "C" or higher.

20490	5:30 - 6:37PM	MTWTh	Rock,E	HS203
	6:37 - 10:00PM	MTWTh	Rock,E	HS203
Class#20490 meets 06/11/2012-08/03/2012				

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.

20492	5:30 - 6:37PM	MTWTh	Bettencourt,M	HS204
	6:37 - 10:00PM	MTWTh	Bettencourt,M	HS204
Class#20492 meets 06/11/2012-08/03/2012				

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.

20494	5:30 - 6:37PM	MTWTh	Bettencourt,M	HS204
	6:37 - 10:00PM	MTWTh	Bettencourt,M	HS204
Class#20494 meets 06/11/2012-08/03/2012				

COS 73B - 4.0 UNITS ADVANCED COSMETOLOGY II

Not Transferable

Prerequisite: COS 62A or COS 73A with a grade of Pass or "C" or higher.

20496	5:30 - 6:37PM	MTWTh	Bettencourt,M	HS204
	6:37 - 10:00PM	MTWTh	Bettencourt,M	HS204
Class#20496 meets 06/11/2012-08/03/2012				

COUNSELING

COUN 10 - 1.0 UNIT CAREER PLANNING

Not Transferable

NOTE: a material fee of \$25.00 is required for COUN 10

20198	11:00 - 12:00PM	TWTh	Hurtado,H	EOPS	FA 61
Class#20198 meets 06/25/2012-08/03/2012					
20199	11:00 - 12:00PM	TWTh	Valenzuela,R	EOPS	LA 26
Class#20199 meets 06/25/2012-08/03/2012					

COUN 50 - 0.5 UNIT ORIENTATION AND EDUCATIONAL PLANNING

Not Transferable

20563	4:00 - 6:15PM	MTWTh	Morales,G	FA 65
Class#20563 meets 05/21/2012-05/24/2012				
20564	4:00 - 7:00PM	TWTh	Bello-Gardner,S	CB104
Class#20564 meets 05/29/2012-05/31/2012				
20456	9:00 - 11:15AM	MTWTh	Lundeen,B	FA 65
Class#20456 meets 06/25/2012-06/28/2012				
20457	1:00 - 3:15PM	MTWTh	Ukita,T	FA 65
Class#20457 meets 06/25/2012-06/28/2012				
20559	9:00 - 12:00PM	MTTh	Lundeen,B	CB105
Class#20559 meets 07/02/2012-07/05/2012				
20560	1:00 - 4:00PM	MTTh	Matsuura,K	FA 62
Class#20560 meets 07/02/2012-07/05/2012				
20561	9:00 - 11:15AM	MTWTh	Barcelo,M	SL109
Class#20561 meets 07/09/2012-07/12/2012				
20562	9:00 - 11:15AM	MTWTh	Barcelo,M	S 201
Class#20562 meets 07/16/2012-07/19/2012				

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.

CRCR 162ABCD - 3.0 UNITS Q AND A SPEED BUILDING I

Transferable to CSU

Recommendation: Completion of Court Reporting Theory classes with grades of Pass or "C" or higher.

20200	9:00 - 10:30AM	MTWTh	Morgan,V	FA 51
	10:30 - 11:30AM	MTWTh	Morgan,V	FA 51
Class#20200 meets 06/25/2012-08/03/2012				

CRCR 166ABCD - 3.0 UNITS Q AND A SPEED BUILDING III

Transferable to CSU

Recommendation: Completion of 130 wpm speed tests.

20259	8:00 - 9:30AM	MTWTh	Balmages,M	FA 52
	9:30 - 12:30PM	MTWTh	Balmages,M	FA 52
Class#20259 meets 06/25/2012-08/03/2012				

DANCE

DANC 100 - 3.0 UNITS DANCE APPRECIATION

Transferable to UC, CSU

20302	8:00 - 11:00AM	TWTh	Davidson,R	FA 53
Class#20302 meets 06/25/2012-08/03/2012				

DANC 105 - 3.0 UNITS INTRODUCTION TO DANCE MOVEMENT

Transferable to UC, CSU

20170	10:15 - 12:15PM	TWTh	Sanderson,J	FA 55
	+9.0 HRS ARR		Sanderson,J	FA 55
Class#20170 meets 06/25/2012-08/03/2012				

DANC 110 - 2.0 UNITS COMMERCIAL DANCE

Transferable to UC, CSU

20263	10:15 - 11:15AM	TWTh	Sanderson,J	FA 55
	+9.0 HRS ARR		Sanderson,J	FA 55
Class#20263 meets 06/25/2012-08/03/2012				

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

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

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

20063	5:30 - 8:50PM	M	Wedell,D	HS307
	+32.0 HRS ARR		Wedell,D	
	Class#20063 meets 05/21/2012-06/29/2012			

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.

20026	9.0 HRS ARR		Ninomiya,K	LAB A	LBVA*
	Class#20026 meets 06/25/2012-08/03/2012				
20027	9.0 HRS ARR		Krayer,A	LAB B	RYBL*
	Class#20027 meets 06/25/2012-08/03/2012				
20028	9.0 HRS ARR		Carroll,D	LAB C	HDSN*
	Class#20028 meets 06/25/2012-08/03/2012				
20029	9.0 HRS ARR		DiPietro-Fife	LAB D	HMPH*
	Class#20029 meets 06/25/2012-08/03/2012				

EARTH SCIENCE

ESCI 104 - 3.0 UNITS OCEANOGRAPHY

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 Math Placement Process or MATH 40 or equivalent with a grade of Pass or "C" or higher.

20454	9.0 HRS ARR	(OL)	DeKraker,D		ONLINE
	No on-campus orientation: Students should visit the Instructor's website: http://www.cerritos.edu/ddeKraker for information.				
	Class#20454 meets 06/25/2012-08/03/2012				

ESCI 110 - 4.0 UNITS INTRODUCTION TO EARTH SCIENCE

Transferable to UC, CSU
Recommendation: ENGL 100 clearance and MATH 40 or equivalent with a grade of Pass or "C" or higher.

20229	12:30 - 2:45PM	MTWTh	Lacy,T		PST143
	2:45 - 5:00PM	MTWTh	Lacy,T		PST143
	Class#20229 meets 06/25/2012-08/03/2012				

ECONOMICS

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.

20543	9.0 HRS ARR	(OL)	Keenan,D		ONLINE
	+3.0 HRS ARR	(OL)	Keenan,D		ONLINE
	Orientation: 4:00 pm, Monday - June 25 in SS 306.				
	Class#20543 meets 06/25/2012-08/03/2012				
20224	9:30 - 11:45AM	MTWTh	Namala,S		SS306
	11:45 - 12:30PM	MTWTh	Namala,S		SS306
	Class#20224 meets 06/25/2012-08/03/2012				

ECON 201M - 3.0 UNITS PRINCIPLES OF MACROECONOMICS

Transferable to UC, CSU
Prerequisite: MATH 80 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 or satisfactory completion of the English placement process.

20225	9:30 - 11:45AM	MTWTh	Namala,S		SS306
	11:45 - 12:30PM	MTWTh	Namala,S		SS306
	Class#20225 meets 06/25/2012-08/03/2012				

20545	9.0 HRS ARR	(OL)	Keenan,D		ONLINE
	+3.0 HRS ARR	(OL)	Keenan,D		ONLINE
	Orientation: 4:00 pm, Monday - June 25 in SS 306.				
	Class#20545 meets 06/25/2012-08/03/2012				

ECON 202 - 3.0 UNITS PRINCIPLES OF MICROECONOMICS

Transferable to UC, CSU(CAN ECON 4)
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.

20165	9.0 HRS ARR	(OL)	Keenan,D		ONLINE
	+3.0 HRS ARR	(OL)	Keenan,D		ONLINE
	Orientation: 5:00 pm, Monday - June 25 in SS 306.				
	Class#20165 meets 06/25/2012-08/03/2012				

ECON 202M - 3.0 UNITS PRINCIPLES OF MICROECONOMICS

Transferable to UC, CSU
Prerequisite: MATH 80 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 or satisfactory completion of the English Placement Process.

20227	9.0 HRS ARR	(OL)	Keenan,D		ONLINE
	+3.0 HRS ARR	(OL)	Keenan,D		ONLINE
	Orientation: 5:00 pm, Monday - June 25 in SS 306.				
	Class#20227 meets 06/25/2012-08/03/2012				

ENGINEERING DESIGN TECHNOLOGY

ENGT 131 - 3.0 UNITS DESIGN FUNDAMENTALS INCLUDING AUTOCAD

Transferable to CSU
Recommendation: ENGT 116 or equivalent with a grade of Pass or "C" or higher.

NOTE: a material fee of \$6.00 is required for ENGT 131

20337	5:30 - 7:00PM	MTWTh	Hiranandani,J		PST227
	7:00 - 10:00PM	MTWTh	Hiranandani,J		PST227
	Class#20337 meets 06/25/2012-08/03/2012				

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

20466	5:30 - 7:00PM	MTWTh	STAFF		PST224
	7:00 - 10:00PM	MTWTh	STAFF		PST224
	Class#20466 meets 06/25/2012-08/03/2012				

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.

20008	11:00 - 1:15PM	MTWTh	Greene,C		BE 2
	1:15 - 2:00PM	MTWTh	Greene,C		BE 2
	Class#20008 meets 05/21/2012-06/29/2012				
20202	8:00 - 10:15AM	MTWTh	Carney,D		BE 3
	10:15 - 11:00AM	MTWTh	Carney,D		BE 3
	Class#20202 meets 05/21/2012-06/29/2012				
20286	11:00 - 1:15PM	MTWTh	Alvarez,L		LA 21
	1:15 - 2:00PM	MTWTh	Alvarez,L		LA 21
	Class#20286 meets 05/21/2012-06/29/2012				
20288	7:00 - 9:15PM	MTWTh	Gonzales,J		LA 21
	9:15 - 10:00PM	MTWTh	Gonzales,J		LA 21
	Class#20288 meets 05/21/2012-06/29/2012				
20621	2:00 - 4:15PM	MTWTh	Greene,C		BE 2
	4:15 - 5:00PM	MTWTh	Greene,C		BE 2
	Class#20621 meets 05/21/2012-06/29/2012				
20135	8:00 - 10:15AM	MTWTh	Alvarez,L		LA 21
	10:15 - 11:00AM	MTWTh	Alvarez,L		LA 21
	Class#20135 meets 05/21/2012-06/29/2012				
20155	4:00 - 6:15PM	MTWTh	Gonzales,J		LA 21
	6:15 - 7:00PM	MTWTh	Gonzales,J		LA 21
	Class#20155 meets 05/21/2012-06/29/2012				
20652	8:00 - 10:15AM	MTWTh	Gaik,F		LA 20
	10:15 - 11:00AM	MTWTh	Gaik,F		LA 20
	Class#20652 meets 07/02/2012-08/10/2012				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
ENGL 52 - 3.0 UNITS INTRODUCTION TO COLLEGE COMPOSITION					ENGL 103 - 3.0 UNITS CRITICAL AND ARGUMENTATIVE WRITING				
Not Transferable					Transferable to UC, CSU				
Prerequisite: Satisfactory completion of the English Placement Process or ENGL 20 or equivalent with a grade of Pass or "C" or higher.					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.				
20204	8:00 - 10:15AM	MTWTh	Stiles,L	LA 23	20033	11:00 - 1:15PM	MTWTh	Staff	LA 28
	10:15 - 11:00AM	MTWTh	Stiles,L	LA 23		Class#20033 meets 07/02/2012-08/10/2012			
	Class#20204 meets 05/21/2012-06/29/2012				20034	7:00 - 9:15PM	MTWTh	Cagnolatti,D	LA 20
20290	11:00 - 1:15PM	MTWTh	Stiles,L	LA 23		Class#20034 meets 07/02/2012-08/10/2012			
	1:15 - 2:00PM	MTWTh	Stiles,L	LA 23					
	Class#20290 meets 05/21/2012-06/29/2012								
20292	4:00 - 6:15PM	MTWTh	Burns,M	LA 20					
	6:15 - 7:00PM	MTWTh	Burns,M	LA 20					
	Class#20292 meets 05/21/2012-06/29/2012								
20294	2:00 - 4:15PM	MTWTh	Ashe,S	LA 28					
	4:15 - 5:00PM	MTWTh	Ashe,S	LA 28					
	Class#20294 meets 05/21/2012-06/29/2012								
20296	7:00 - 9:15PM	MTWTh	Burns,M	LA 20					
	9:15 - 10:00PM	MTWTh	Burns,M	LA 20					
	Class#20296 meets 05/21/2012-06/29/2012								
20137	11:00 - 1:15PM	MTWTh	Ashe,S	LA 28					
	1:15 - 2:00PM	MTWTh	Ashe,S	LA 28					
	Class#20137 meets 05/21/2012-06/29/2012								
20139	11:00 - 1:15PM	MTWTh	Whitson,B	LA 20					
	1:15 - 2:00PM	MTWTh	Whitson,B	LA 20					
	Class#20139 meets 05/21/2012-06/29/2012								
20141	8:00 - 10:15AM	MTWTh	Whitson,B	LA 20					
	10:15 - 11:00AM	MTWTh	Whitson,B	LA 20					
	Class#20141 meets 05/21/2012-06/29/2012								
20575	11:00 - 1:15PM	MTWTh	Kayser,L	LA 20					
	1:15 - 2:00PM	MTWTh	Kayser,L	LA 20					
	Class#20575 meets 07/02/2012-08/10/2012								
20577	2:00 - 4:15PM	MTWTh	Kayser,L	LA 20					
	4:15 - 5:00PM	MTWTh	Kayser,L	LA 20					
	Class#20577 meets 07/02/2012-08/10/2012								
20357	8:00 - 10:15AM	MTWTh	Staff	LA 23					
	10:15 - 11:00AM	MTWTh	Staff	LA 23					
	Class#20357 meets 07/02/2012-08/10/2012								
20579	2:00 - 4:15PM	MTWTh	Higgins,K	LA 23					
	4:15 - 5:00PM	MTWTh	Higgins,K	LA 23					
	Class#20579 meets 07/02/2012-08/10/2012								
20581	4:00 - 6:15PM	MTWTh	Lovejoy,N	BE 3					
	6:15 - 7:00PM	MTWTh	Lovejoy,N	BE 3					
	Class#20581 meets 07/02/2012-08/10/2012								
20654	8:00 - 10:15AM	MTWTh	Palumbo,L	LA 21					
	10:15 - 11:00AM	MTWTh	Palumbo,L	LA 21					
	Class#20654 meets 07/02/2012-08/10/2012								
ENGL 100 - 4.0 UNITS FRESHMAN COMPOSITION					ENGLISH AS A SECOND LANGUAGE				
Transferable to UC, CSU(CAN ENGL 2)					ESL 2 - 5.0 UNITS ESL GRAMMAR, READING, AND WRITING 2				
Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.					Not Transferable				
Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52 or equivalent with a grade of Pass or "C" or higher.					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.				
20571	12.0 HRS ARR	(OL)	Swanson,J	ONLINE	20035	9:00 - 12:45PM	MTWTh	Sugihara-Cheetham,J	LA 24
	Mandatory Orientation: 10:00 am - 12:00 pm, Monday - May 21 in LA 22.					Class#20035 meets 06/25/2012-08/03/2012			
	Class#20571 meets 05/21/2012-06/29/2012				20583	6:00 - 9:45PM	MTWTh	STAFF	LA 24
20031	8:00 - 11:00AM	MTWTh	Juntilla,T	LC208		Class#20583 meets 06/25/2012-08/03/2012			
	Class#20031 meets 05/21/2012-06/29/2012								
20032	11:00 - 2:00PM	MTWTh	Hu,P	BE 1					
	Class#20032 meets 05/21/2012-06/29/2012								
20572	12.0 HRS ARR	(OL)	Swanson,J	ONLINE					
	Mandatory Orientation: 10:00 am - 12:00 pm, Monday - May 21 in LA 22.								
	Class#20572 meets 05/21/2012-06/29/2012								
20298	8:00 - 11:00AM	MTWTh	Hu,P	BE 1					
	Class#20298 meets 05/21/2012-06/29/2012								
20143	12.0 HRS ARR	(OL)	Carney,D	ONLINE					
	Mandatory Orientation: 11:00 am - 1:00 pm, Monday - May 21 in LA 33.								
	Class#20143 meets 05/21/2012-06/29/2012								
20071	11:00 - 2:00PM	MTWTh	Mixson Jr,F	LA 21					
	Class#20071 meets 07/02/2012-08/10/2012								
20299	12:00 - 3:00PM	MTWTh	Palumbo,L	LA 22					
	Class#20299 meets 07/02/2012-08/10/2012								
20300	12:00 - 3:00PM	MTWTh	Gaik,F	LA 35					
	Class#20300 meets 07/02/2012-08/10/2012								
20573	12.0 HRS ARR	(OL)	Shah-Williams,N	ONLINE					
	Mandatory Orientation: 10:00 am - 12:00 pm, Monday - July 2 in LA 22.								
	Class#20573 meets 07/02/2012-08/10/2012								
20574	12.0 HRS ARR	(OL)	Shah-Williams,N	ONLINE					
	Mandatory Orientation: 10:00 am - 12:00 pm, Monday - July 2 in LA 22.								
	Class#20574 meets 07/02/2012-08/10/2012								

ENGLISH AS A SECOND LANGUAGE

ESL 2 - 5.0 UNITS ESL GRAMMAR, READING, AND WRITING 2

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.

20035	9:00 - 12:45PM	MTWTh	Sugihara-Cheetham,J	LA 24
	Class#20035 meets 06/25/2012-08/03/2012			
20583	6:00 - 9:45PM	MTWTh	STAFF	LA 24
	Class#20583 meets 06/25/2012-08/03/2012			

ESL 3 - 5.0 UNITS ESL GRAMMAR, READING, AND WRITING 3

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.

20036	9:00 - 12:45PM	MTWTh	Sugihara-Cheetham,J	LA 24
	Class#20036 meets 06/25/2012-08/03/2012			
20584	6:00 - 9:45PM	MTWTh	STAFF	LA 24
	Class#20584 meets 06/25/2012-08/03/2012			

ESL 14 - 3.0 UNITS PRONUNCIATION PLUS

Not Transferable
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.

20585	11:00 - 1:15PM	MTWTh	Berry,P	LA 25
	Class#20585 meets 06/25/2012-08/03/2012			

ESL 100 requires 3 hrs per week lab participation.

ESL 100 - 4.0 UNITS ESL ADVANCED WRITING AND GRAMMAR 1

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.

20009	8:00 - 11:00AM	MTWTh	Coulter,L	LA 28
	Class#20009 meets 06/25/2012-08/03/2012			

ESL 200 requires 3 hrs per week lab participation.

ESL 200 - 4.0 UNITS ESL ADVANCED WRITING AND GRAMMAR 2

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.

20011	8:00 - 11:00AM	MTWTh	Berry,P	LA 25
	Class#20011 meets 06/25/2012-08/03/2012			

FILM

FILM 101 - 3.0 UNITS MOTION PICTURE PRODUCTION

Transferable to CSU
NOTE: a material fee of \$25.00 is required for FILM 101

20505	4:00 - 6:00PM	MTW	Hirohama,S	FA 74
	6:00 - 10:00PM	MTW	Hirohama,S	FA 74
	Class#20505 meets 06/25/2012-08/03/2012			

FILM 104 - 3.0 UNITS MOTION PICTURE AND DIGITAL CINEMATOGRAPHY

Transferable to CSU
Prerequisite: FILM 101 or equivalent with a grade of Pass or "C" or higher

20507	4:00 - 6:00PM	MTW	Hirohama,S	FA 74
	6:00 - 10:00PM	MTW	Hirohama,S	FA 74
	Class#20507 meets 06/25/2012-08/03/2012			

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
FILM 294 - 3.0 UNITS ADVANCED MOTION PICTURE PRODUCTION Transferable to CSU Prerequisite: FILM 101, FILM 104, and FILM 107 or equivalents with a grade of Pass or "C" or higher NOTE: a material fee of \$25.00 is required for FILM 294					20567	9.0 HRS ARR	(OL)	Clauss,D	ONLINE
20509	4:00 - 6:00PM	MTW	Hirohama,S	FA 74	Orientation: 6:00 - 8:00 pm, Monday - June 25 in LC 155. Class#20567 meets 06/25/2012-08/03/2012				
	6:00 - 10:00PM	MTW	Hirohama,S	FA 74	20568	9.0 HRS ARR	(OL)	Edwards,C	ONLINE
	Class#20509 meets 06/25/2012-08/03/2012				Orientation: 6:00 -7:30 pm, Tuesday - June 26 in CB 102. Class#20568 meets 06/25/2012-08/03/2012				
					20569	10:15 - 12:30PM	MTWTh	Gaylord,K	FA 62
					Class#20569 meets 06/25/2012-08/03/2012				
					20570	11:00 - 2:00PM	MTW	Murray,K	FA 75
					Class#20570 meets 06/25/2012-08/03/2012				

FINANCE

FIN 125 - 3.0 UNITS PERSONAL FINANCE Transferable to CSU NOTE: a material fee of \$4.00 is required for FIN 125				
20178	5:30 - 10:00PM	MW	Fronke,M	BE 10
Class#20178 meets 06/25/2012-08/03/2012				
20526	8:00 - 10:15AM	MTWTh	Moloney,P	BE 10
Class#20526 meets 06/25/2012-08/03/2012				

FRENCH

FREN 101 - 5.0 UNITS ELEMENTARY FRENCH Transferable to UC, CSU(CAN FREN 2)				
20590	8:00 - 11:45AM	MTWTh	Florescu,M	LA 29
	+3.0 HRS ARR		Florescu,M	LC209
Class#20590 meets 06/25/2012-08/03/2012				

GEOGRAPHY

GEOG 101 - 3.0 UNITS PHYSICAL GEOGRAPHY Transferable to UC, CSU(CAN GEOG 2)				
20335	9.0 HRS ARR	(OL)	DeKraker,D	ONLINE
No on-campus orientation: Students should visit the Instructor's website: http://www.cerritos.edu/ddeKraker for information. Class#20335 meets 06/25/2012-08/03/2012				
20197	9:30 - 12:30PM	TWTh	Lo Vetere,C	S 101
Class#20197 meets 06/25/2012-08/03/2012				
GEOG 101L - 1.0 UNIT PHYSICAL GEOGRAPHY LABORATORY Transferable to UC, CSU Prerequisite: GEOG 101 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment.				
20455	1:00 - 4:00PM	TWTh	Lo Vetere,C	SS137
Class#20455 meets 06/25/2012-08/03/2012				

GERMAN

GERM 101 - 5.0 UNITS ELEMENTARY GERMAN Transferable to UC, CSU(CAN GERM 2)				
20072	6:00 - 9:45PM	MTWTh	Potter,I	LA 22
	+3.0 HRS ARR		Potter,I	LC209
Class#20072 meets 06/25/2012-08/03/2012				

HEALTH EDUCATION

HED 100 - 3.0 UNITS CONTEMPORARY HEALTH PROBLEMS Transferable to UC, CSU				
20037	10:15 - 1:15PM	MTW	McPherson,M	CB104
Class#20037 meets 06/25/2012-08/03/2012				
20301	7:00 - 10:00AM	MTW	McPherson,M	CB104
Class#20301 meets 06/25/2012-08/03/2012				
20566	9.0 HRS ARR	(OL)	Clauss,D	ONLINE
Orientation: 6:00 - 8:00 pm, Monday - June 25 in LC155. Class#20566 meets 06/25/2012-08/03/2012				
20565	9.0 HRS ARR	(OL)	Bueno,N	ONLINE
Orientation: 6:00 - 8:00 pm, Monday - June 25 in CB 102. Class#20565 meets 06/25/2012-08/03/2012				
20181	8:00 - 11:00AM	MTW	Murray,K	FA 75
Class#20181 meets 06/25/2012-08/03/2012				

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.				
20132	2:00 - 5:00PM	Th	Brooks,K	SL106
Class#20132 meets 06/25/2012-08/03/2012				

HISTORY

HIST 102 - 3.0 UNITS POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES: 1500S TO 1876 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.				
20163	8:00 - 10:15AM	MTWTh	Haas,J	SS311
Class#20163 meets 06/25/2012-08/03/2012				
HIST 103 - 3.0 UNITS POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES: 1877 TO PRESENT 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.				
20353	12:30 - 2:45PM	MTWTh	Jarrett,G	SS310
Class#20353 meets 06/25/2012-08/03/2012				
20547	2:45 - 5:00PM	MTWTh	Jarrett,G	SS310
Class#20547 meets 06/25/2012-08/03/2012				
20548	10:15 - 12:30PM	MTWTh	Haas,J	SS311
Class#20548 meets 06/25/2012-08/03/2012				
20144	10:15 - 12:30PM	MTWTh	Oliver,S	SS310
Class#20144 meets 06/25/2012-08/03/2012				
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.				
20038	12:30 - 2:45PM	MTWTh	Fernandez,W	SS311
Class#20038 meets 06/25/2012-08/03/2012				

JOURNALISM

JOUR 100 - 3.0 UNITS MASS COMMUNICATIONS AND SOCIETY Transferable to UC, CSU(CAN JOUR 4)				
20013	10:15 - 12:30PM	MTWTh	Hammerwold,W	S 103
Class#20013 meets 06/25/2012-08/03/2012				
JOUR 121 - 3.0 UNITS MULTIMEDIA REPORTING Transferable to CSU Recommendation: JOUR 101 or equivalent with a grade of Pass or "C" or higher.				
20195	10:00 - 11:30AM	MTWTh	Cameron,R	FA 42
	11:30 - 1:45PM	MTWTh	Cameron,R	FA 42
Class#20195 meets 06/25/2012-08/03/2012				

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

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

LAW

LAW 111 - 3.0 UNITS BUSINESS LAW

Transferable to UC, CSU(CAN BUS 8)

20351	9.0 HRS ARR	(OL)	Pribble,M	ONLINE
Orientation: 6:00 pm, Monday - June 25 in BE 14. Class#20351 meets 06/25/2012-08/03/2012				
20174	9.0 HRS ARR	(OL)	Pribble,M	ONLINE
Orientation: 7:00 pm, Monday - June 25 in BE 14. Class#20174 meets 06/25/2012-08/03/2012				

MACHINE TOOL TECHNOLOGY

MTT 54 - 2.5 UNITS CNC BLUEPRINT READING

Not Transferable

NOTE: a material fee of \$10.00 is required for MTT 54

20468	5:30 - 7:45PM	MT	Barnes,J	ME 3H
	7:45 - 10:00PM	MT	Barnes,J	ME 3H
Class#20468 meets 06/11/2012-08/03/2012				

MTT 56 - 2.0 UNITS CNC SHOP INSPECTION

Not Transferable

NOTE: a material fee of \$10.00 is required for MTT 56

20339	6:00 - 8:15PM	WTh	Guerrero,M	ME 3H
Class#20339 meets 06/11/2012-08/03/2012				

MTT 91L - 1.0 UNIT CNC MILL MACHINING LABORATORY

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 or "C" or higher or prior completion.

NOTE: a material fee of \$10.00 is required for MTT 91L

20470	5:30 - 8:53PM	MT	Barnes,J	ME 3H
Class#20470 meets 06/11/2012-08/03/2012				

MTT 95L - 1.0 UNIT CNC LATHE MACHINING LABORATORY

Not Transferable

Prerequisite: MTT 57 and MTT 59 or MTT 77 with grades of Pass or "C" or higher.

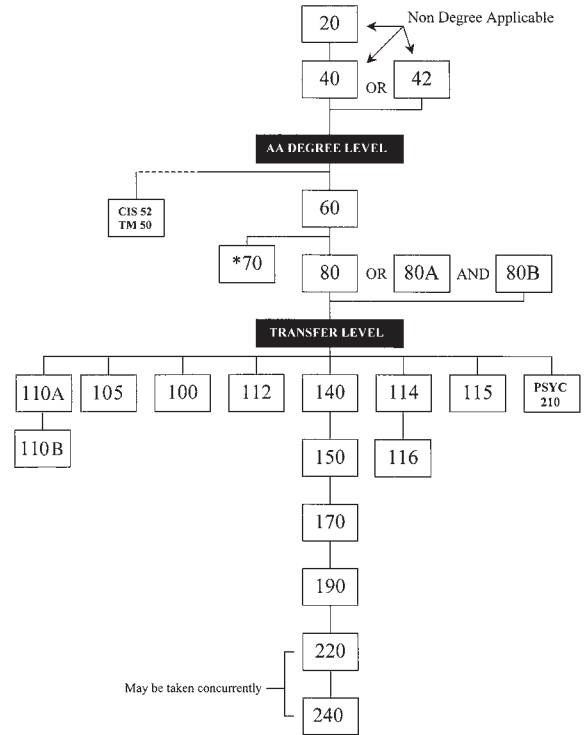
Corequisite: MTT 56 with a grade of Pass or "C" or higher or prior completion.

20471	5:30 - 8:53PM	MT	Barnes,J	ME 3H
Class#20471 meets 06/11/2012-08/03/2012				

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.

MATH 20 - 3.0 UNITS BASIC MATHEMATICS

Not Transferable

Alternative to Math 20: AED 49.01 Preparatory Mathematics prepares students to place into Math 40 after successful completion of AED 49.01 course. If interested please call 562-467-5098 Adult Education or check out the link at www.cerritos.edu/AED

20088	9:00 - 11:15AM	MTWTh	Jordan,W	CB103
Class#20088 meets 05/21/2012-06/29/2012				

MATH 40 - 4.0 UNITS PRE-ALGEBRA

Not Transferable

Prerequisite: MATH 20 or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Math Placement Process.

20039	7:00 - 10:00AM	MTWTh	Mata,P	PST236
Class#20039 meets 06/25/2012-08/03/2012				
20092	4:00 - 7:00PM	MTWTh	George,P	PST236
Class#20092 meets 06/25/2012-08/03/2012				
20040	4:00 - 7:00PM	MTWTh	O'Neil,S	PST237
Class#20040 meets 07/02/2012-08/10/2012				

MATH 60 - 4.0 UNITS ELEMENTARY ALGEBRA

Not Transferable

Prerequisite: MATH 40 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 MATH 5 and MATH 40 be completed within two years prior to the date of enrollment in MATH 60.

20331	3:00 - 6:00PM	MTWTh	Lopez,M	PST237
Class#20331 meets 05/21/2012-06/29/2012				
20041	7:00 - 10:00AM	MTWTh	Nikdel,M	PST237
Class#20041 meets 05/21/2012-06/29/2012				
20030	12:00 - 3:00PM	MTWTh	Jordan,W	CB103
Class#20030 meets 05/21/2012-06/29/2012				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
MATH 80 - 4.0 UNITS INTERMEDIATE ALGEBRA Not Transferable Prerequisite: MATH 60 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 MATH 5and MATH 60 be successfully completed within two years prior to the date of enrollment in MATH 80. A Graphic Calculator is required, TI-83+ or TI-84+ is strongly recommended.					MATH 140 - 3.0 UNITS TRIGONOMETRY 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+, 84, or 84+, is strongly recommended.				
20095	10:00 - 1:00PM	MTWTh	Hugen,M	CB101	20025	6:00 - 8:15PM	MTWTh	Leon Jr.,R	PST234
Class#20095 meets 06/25/2012-08/03/2012					Class#20025 meets 06/25/2012-08/03/2012				
20332	10:30 - 1:30PM	MTWTh	Sestini,S	PST237	20439	12:00 - 2:15PM	MTWTh	Chalmers,G	CB102
Class#20332 meets 07/02/2012-08/10/2012					Class#20439 meets 06/25/2012-08/03/2012				
20094	7:00 - 10:00AM	MTWTh	Budarin,D	CB103	MATH 150 - 4.0 UNITS PRECALCULUS MATH Transferable to UC, CSU(CAN MATH 16) Prerequisite: MATH 140 or equivalent with a grade of Pass or "C" or higher. Entering students must attain a satisfactory score on the Calculus Readiness Test. A graphing calculator is required for this course. A Texas Instruments 83+, 84, or 84+, is strongly recommended.				
Class#20094 meets 07/02/2012-08/10/2012					20233	7:00 - 10:00PM	MTWTh	George,P	PST236
MATH 80A - 3.0 UNITS INTERMEDIATE ALGEBRA I Not Transferable Prerequisite: MATH 60 or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Math Placement Process. Students who have not taken MATH 60 must attain satisfactory score on the Intermediate Algebra Readiness Test.					Class#20233 meets 06/25/2012-08/03/2012				
20042	10:00 - 12:15PM	MTWTh	Nikdel,M	PST237	20440	10:00 - 1:00PM	MTWTh	Byun,E	PST235
Class#20042 meets 05/21/2012-06/29/2012					Class#20440 meets 06/25/2012-08/03/2012				
MATH 80B - 3.0 UNITS INTERMEDIATE ALGEBRA II Not Transferable Prerequisite: MATH 80A or equivalent with a grade of Pass or "C" or higher.					MATH 170 - 4.0 UNITS ANALYTIC GEOMETRY AND CALCULUS I 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. 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+, 84, or 84+, is strongly recommended.				
20024	8:00 - 10:15AM	MTWTh	Sestini,S	PST237	20064	7:00 - 10:00AM	MTWTh	Hugen,M	CB101
Class#20024 meets 07/02/2012-08/10/2012					Class#20064 meets 06/25/2012-08/03/2012				
MATH 110A - 3.0 UNITS MATHEMATICS FOR ELEMENTARY TEACHERS Transferable to UC, CSU 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+, 84, or 84+, is strongly recommended.					MATH 190 - 4.0 UNITS ANALYTIC GEOMETRY AND CALCULUS II Transferable to UC, CSU(CAN MATH 20)(CAN MATH SEQ C) Prerequisite: MATH 170 or equivalent with a grade of Pass or "C" or higher. A graphing calculator is required for this course. A Texas Instruments 83+, 84, or 84+, is strongly recommended.				
20014	12:00 - 2:45PM	MTWTh	Mariani,I	PST234	20334	3:00 - 6:00PM	MTWTh	Leon Jr.,R	PST234
Class#20014 meets 06/25/2012-08/03/2012					Class#20334 meets 06/25/2012-08/03/2012				
MATH 112 - 4.0 UNITS ELEMENTARY STATISTICS 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. A graphing calculator is required for this course. A Texas Instruments 83+, 84, or 84+, is strongly recommended.					MICROBIOLOGY MICR 200 - 5.0 UNITS PRINCIPLES AND APPLICATIONS OF MICROBIOLOGY Transferable to UC, CSU(CAN BIOL 14) Prerequisite: CHEM 100 or BIOL 120 or ZOOL 120 or equivalent with grades of Pass or "C" or higher.				
20119	3:00 - 6:00PM	MTWTh	Chalmers,G	CB102	20044	2:45 - 5:00PM	MTWTh	Walther,R	S 103
Class#20119 meets 06/25/2012-08/03/2012					Class#20044 meets 06/25/2012-08/03/2012				
20436	1:00 - 4:00PM	MTWTh	Conley,A	PST235	20045	10:00 - 2:30PM	MTWTh	Walther,R	S 117
Class#20436 meets 06/25/2012-08/03/2012					Class#20045 meets 06/25/2012-08/03/2012				
MATH 114 - 4.0 UNITS COLLEGE ALGEBRA 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. A graphing calculator is required for this course. A Texas Instruments 83+, 84, or 84+, is strongly recommended.					20498 5:00 - 9:30PM MTWTh STAFF S 117 Class #20498 meets 06/25/2012-08/03/2012				
20043	7:00 - 10:00AM	MTWTh	Byun,E	PST235	MUSIC MUS 100 - 3.0 UNITS MUSIC APPRECIATION Transferable to UC, CSU Prerequisite: MATH 100 or BIOL 120 or ZOOL 120 or equivalent with grades of Pass or "C" or higher.				
Class#20043 meets 06/25/2012-08/03/2012					Class#20235 meets 06/25/2012-08/03/2012				
20333	1:00 - 4:00PM	MTWTh	Demian,K	PST236	20235	10:00 - 1:00PM	MTW	Lopez,C	BC 53
Class#20333 meets 06/25/2012-08/03/2012					Class#20235 meets 06/25/2012-08/03/2012				
20437	10:00 - 1:00PM	MTWTh	Lewandowski,T	PST236	MUS 105 - 3.0 UNITS MUSIC FUNDAMENTALS Transferable to UC, CSU Prerequisite: MATH 114 or equivalent with a grade of Pass or "C" or higher. A graphing calculator is required for this course. A Texas Instruments 83+, 84, or 84+, is strongly recommended.				
Class#20437 meets 06/25/2012-08/03/2012					20317	9.0 HRS ARR	(OL)	Nelson,D	ONLINE
20091	4:00 - 7:00PM	MTWTh	Cordova,E	PST235	Online Orientation: Website: http://www.cerritos.edu/dnelson is also accessible through TalonNet. Class#20317 meets 06/25/2012-08/03/2012				
Class#20091 meets 06/25/2012-08/03/2012					20511	9.0 HRS ARR	(OL)	Lopez,C	ONLINE
MATH 116 - 4.0 UNITS CALCULUS FOR MANAGERIAL, BIOLOGICAL AND SOCIAL SCIENCES Transferable to UC, CSU(CAN MATH 34) Prerequisite: MATH 114 or equivalent with a grade of Pass or "C" or higher. A graphing calculator is required for this course. A Texas Instruments 83+, 84, or 84+, is strongly recommended.					Mandatory Orientation: 11:00 am - 12:30 pm, Monday - June 18 in the Music Department BC 68. Syllabus is accessible through TalonNet via Website: www.cerritos.edu/clopez Class#20511 meets 06/25/2012-08/03/2012				
20438	7:00 - 10:00PM	MTWTh	Carreon,L	PST235	Class#20438 meets 06/25/2012-08/03/2012				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
20512	9.0 HRS ARR	(OL)	Betancourt,D	ONLINE					
Online Orientation - Website: http://www.cerritos.edu/dbetancourt is also accessible through TalonNet.									
Class#20512 meets 06/25/2012-08/03/2012									
MUS 135 - 3.0 UNITS THIS BUSINESS OF MUSIC									
Transferable to CSU									
20614	10:15 - 12:30PM	MTWTh	Pritchard Jr,G	BC 51					
Class#20614 meets 06/25/2012-08/03/2012									

NURSING

NRSNG 5 - 2.0 UNITS REMOVING BARRIERS TO SUCCESS IN NURSING									
Not Transferable									
Prerequisite: Acceptance to the Cerritos College Nursing Program pending remediation.									
Recommendation: Achievement of a score below benchmark on the diagnostic assessment test.									
20285	9:00 - 12:00PM	T	Cooke,M	SL106					
	1:00 - 4:00PM	T	Cooke,M	SL106					
Class#20285 meets 06/25/2012-08/03/2012									
NRSNG 25 - 0.5 UNIT CLINICAL WORKSHOP 1									
Not Transferable									
NOTE: a material fee of \$25.50 is required for NRSNG 25									
Prerequisite: Current license as a Licensed Psychiatric Technician or Licensed Vocational Nurse or completion of one or more nursing core courses in an approved/accruited nursing program.									
20046	9:00 - 9:45AM	T	Natividad,R	SL105					
	9:45 - 3:00PM	T	Natividad,R	SL105					
Class#20046 meets 06/25/2012-08/03/2012									
NRSNG 26 - 0.5 UNIT CLINICAL WORKSHOP 2									
Not Transferable									
NOTE: a material fee of \$49.00 is required for NRSNG 26									
Prerequisite: Current license as a Licensed Psychiatric Technician or Licensed Vocational Nurse or completion of one or more nursing core courses in an approved/accruited nursing program.									
20047	9:00 - 9:45AM	T	Natividad,R	SL105					
	9:45 - 3:00PM	T	Natividad,R	SL105					
Class#20047 meets 06/25/2012-08/03/2012									
NRSNG 48T - 0.5 UNIT ELECTIVE NURSING - TUTORIAL									
Not Transferable									
Prerequisite: Admission to the Nursing Program.									
20151	9:00 - 3:00PM	W	Cooke, M	SL121					
Class#20151 meets 06/25/2012-08/03/2012									
20258	9:00 - 3:00PM	W	Brooks,K	SL122					
Class#20258 meets 06/25/2012-08/03/2012									
NRSNG 80 - 1.0 UNIT NURSING PROCESS DOCUMENTATION									
Transferable to CSU									
Prerequisite: NRSNG 210 or equivalent with a grade of Pass or "C" or higher or admission to the Nursing Program.									
20157	10:00 - 1:36PM	M	Veloz-Rendon,L	SL106					
	1:36 - 3:24PM	M	Veloz-Rendon,L	SL106					
Class#20157 meets 06/25/2012-08/03/2012									

PHARMACY TECHNICIAN

PHAR 64 - 2.0 UNITS PHARMACY OPERATIONS III									
Not Transferable									
Prerequisite: PHAR 50 and PHAR 63 or equivalent with grades of Pass or "C" or higher. PHAR 63 may be taken concurrently with PHAR 64; however PHAR 64 cannot be taken prior to PHAR 63.									
NOTE: a material fee of \$36.00 is required for PHAR 64									
20417	9:00 - 11:15AM	TTh	STAFF	SL101					
	11:15 - 12:23PM	TTh	STAFF	SL101					
Class#20417 meets 06/11/2012-08/03/2012									

PHAR 90 - 3.0 UNITS CLINICAL EXPERIENCE I									
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.									
20411	10:00 - 11:30AM	M	Casas,R	SL101					
	+10.0 HRS ARR		Casas,R						
Class#20411 meets 05/21/2012-08/10/2012									
PHAR 95 - 5.0 UNITS CLINICAL EXPERIENCE II									
Not Transferable									
Prerequisite: PHAR 64, PHAR 83, and PHAR 85 or equivalent with grades of Pass or "C" or higher.									
20413	8:00 - 9:30AM	M	Casas,R	SL101					
	+16.7 HRS ARR		Casas,R						
Class#20413 meets 05/21/2012-08/10/2012									

PHILOSOPHY

PHIL 100 - 3.0 UNITS INTRODUCTION TO PHILOSOPHY									
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.									
20354	10:15 - 12:30PM	MTWTh	Van De Mortel,J	SS136					
Class#20354 meets 06/25/2012-08/03/2012									
20052	8:00 - 10:15AM	MTWTh	Torres-Bower,A	SS137					
Class#20052 meets 06/25/2012-08/03/2012									
20549	12:30 - 2:45PM	MTWTh	Stolze,T	SS308					
Class#20549 meets 06/25/2012-08/03/2012									
PHIL 102 - 3.0 UNITS INTRODUCTION TO ETHICS									
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.									
20053	10:15 - 12:30PM	MTWTh	Stolze,T	SS308					
Class#20053 meets 06/25/2012-08/03/2012									
PHIL 106 - 3.0 UNITS INTRODUCTION TO LOGIC									
Transferable to UC, CSU(CAN PHIL 6)									
Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher.									
20054	10:15 - 12:30PM	MTWTh	Torres-Bower,A	SS137					
Class#20054 meets 06/25/2012-08/03/2012									
PHIL 200 - 3.0 UNITS WORLD RELIGIONS									
Transferable to UC, CSU									
Recommendation: Satisfactory completion of the English Placement Process or ENGL 52 or ENGL 155 or equivalent with a grade of Pass or "C" or higher is strongly recommended.									
20550	8:00 - 10:15AM	MTWTh	Van De Mortel,J	SS136					
Class#20550 meets 06/25/2012-08/03/2012									
PHIL 298 - 1.0 UNIT DIRECTED STUDIES									
Transferable to UC, CSU									
20280	9.0 HRS ARR		Stolze,T						
Class#20280 meets 06/25/2012-08/03/2012									

PHOTOGRAPHY

Manually operable 35 mm camera or digital SLR required.
Exceptions may be considered.

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									
20318	9:00 - 10:30AM	MTWTh	STAFF	FA 41					
	10:30 - 1:30PM	MTWTh	STAFF	FA 40					
Class#20318 meets 06/25/2012-08/03/2012									
20514	5:00 - 6:30PM	MTWTh	STAFF	FA 41					
	6:30 - 9:30PM	MTWTh	STAFF	FA 40					
Class#20514 meets 06/25/2012-08/03/2012									

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
PHOT 110 - 3.0 UNITS INTRODUCTION TO DIGITAL PHOTOGRAPHY Transferable to CSU NOTE: a material fee of \$12.50 is required for PHOT 110 Manually operable digital camera required.									
20516	1:30 - 3:00PM	MTWTh	STAFF	LC173					
	3:00 - 6:00PM	MTWTh	STAFF	LC173					
Class#20516 meets 06/25/2012-08/03/2012									
PHOT 160 - 3.0 UNITS HISTORY OF PHOTOGRAPHY Transferable to UC, CSU									
20234	9:00 - 12:00PM	MTW	Schwenkmeyer,K	S 202					
Class#20234 meets 06/25/2012-08/03/2012									

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 106 - 3.0 UNITS WOMEN IN SPORTS Transferable to UC, CSU				
20419	10:00 - 12:15PM	MTWTh	Jensen,D	FA 54
Class#20419 meets 06/25/2012-08/03/2012				

DESIGNED FOR STUDENTS WITH DISABILITIES

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.				
20269	3:30 - 4:15PM	TTh	Nakao,G	PE 2A
	4:15 - 6:30PM	TTh	Nakao,G	PE 2A
Class#20269 meets 06/25/2012-08/03/2012				

PE 121 - 1.0 UNIT ADAPTED CARDIOVASCULAR EXERCISE Transferable to UC, CSU Recommendation: Completed adapted physical education physician health clearance for participation, adapted physical education health history questionnaire, intake interview assessment procedure.				
20271	3:30 - 4:15PM	TTh	Nakao,G	PE 2A
	4:15 - 6:30PM	TTh	Nakao,G	PE 2A
Class#20271 meets 06/25/2012-08/03/2012				

PE 122 - 1.0 UNIT ADAPTED STRENGTH TRAINING Transferable to UC, CSU Recommendation: Completed adapted physical education physician health clearance for participation, adapted physical education health history questionnaire, intake interview assessment procedures.				
20273	3:30 - 4:15PM	TTh	Nakao,G	PE 2A
	4:15 - 6:30PM	TTh	Nakao,G	PE 2A
Class#20273 meets 06/25/2012-08/03/2012				

PE 123 - 1.0 UNIT ADAPTED SWIMMING Transferable to UC, CSU Recommendation: Completed adapted physical education physician health clearance for participation, adapted physical education health history questionnaire, intake interview assessment procedures.				
20275	3:30 - 4:15PM	TTh	Nakao,G	PE 2A
	4:15 - 6:30PM	TTh	Nakao,G	PE 2A
Class#20275 meets 06/25/2012-08/03/2012				

PE 124 - 1.0 UNIT WHEELCHAIR ACTIVITIES Transferable to UC, CSU Recommendation: Completed adapted physical education physician health clearance for participation, adapted physical education health history questionnaire, intake interview assessment procedures.				
20277	3:30 - 4:15PM	TTh	Nakao,G	PE 2A
	4:15 - 6:30PM	TTh	Nakao,G	PE 2A
Class#20277 meets 06/25/2012-08/03/2012				

PE 130 - 1.0 UNIT STRETCHING AND RELAXATION Transferable to UC, CSU				
20610	8:00 - 8:30AM	TWTh	Sanderson,J	FA 55
	8:30 - 10:00AM	TWTh	Sanderson, J	FA 55
Class#20610 meets 06/25/2012-08/03/2012				

PE 132B - 1.5 UNITS AEROBIC ACTIVITIES Transferable to UC, CSU				
20428	8:00 - 8:45AM	MTWTh	Bueno,N	PE
	8:45 - 10:15AM	MTWTh	Bueno,N	PE
Class#20428 meets 06/25/2012-08/03/2012				

PE 135A - 1.0 UNIT CIRCUIT WEIGHT TRAINING BEGINNING Transferable to UC, CSU				
20265	2:30 - 2:52PM	MTWTh	Caines,T	WT
	2:52 - 4:00PM	MTWTh	Caines,T	WT
Class#20265 meets 06/25/2012-08/03/2012				
20305	8:00 - 8:22AM	MTWTh	Jensen,D	WT
	8:22 - 9:30AM	MTWTh	Jensen,D	WT
Class#20305 meets 06/25/2012-08/03/2012				
20307	9:30 - 9:52AM	MTWTh	Artiaga,B	WT
	9:52 - 11:00AM	MTWTh	Artiaga,B	WT
Class#20307 meets 06/25/2012-08/03/2012				
20048	11:00 - 11:22AM	MTWTh	May,R	WT
	11:22 - 12:30PM	MTWTh	May,R	WT
Class#20048 meets 06/25/2012-08/03/2012				
20267	4.5 HRS ARR		Caines,T	WT
Class#20267 meets 06/25/2012-08/17/2012				

PE 135B - 2.0 UNITS CIRCUIT WEIGHT TRAINING, INTERMEDIATE/ADVANCED Transferable to UC, CSU				
20126	2:30 - 3:15PM	MTWTh	Caines,T	WT
	3:15 - 5:30PM	MTWTh	Caines,T	WT
Class#20126 meets 06/25/2012-08/03/2012				
20606	9.1 HRS ARR		Grosfeld,S	WT
Class#20606 meets 06/25/2012-08/17/2012				
20623	9.1 HRS ARR		Mazzotta,F	WT
Class#20623 meets 06/25/2012-08/17/2012				

PE 141 - 3.0 UNITS FITNESS AND WELLNESS Transferable to UC, CSU				
20303	6.0 HRS ARR	(OL)	Edwards,C	ONLINE
	10:15 - 12:30PM	MTWTh	Prindle,J	PE 2A
Orientation: Check instructor webpage at http://www.cerritos.edu/cedwards or email at cedwards@cerritos.edu				
Class#20303 meets 06/25/2012-08/03/2012				

PE 143 - 1.0 UNIT PERSONAL FITNESS PROGRAM Transferable to UC, CSU				
20434	8:30 - 8:52AM	MTWTh	Prindle,J	PE 2A
	8:52 - 10:00AM	MTWTh	Prindle,J	PE 2A
Class#20434 meets 06/25/2012-08/03/2012				

PE 145 - 1.0 UNIT BASIC TRAINING AND PHYSICAL CONDITIONING Transferable to UC, CSU				
20261	1:00 - 1:44PM	MW	Welliver,K	PE
	1:44 - 4:00PM	MW	Welliver,K	PE
Class will Meet at Excelsior High School				
Class#20261 meets 06/25/2012-08/03/2012				
20600	4.5 HRS ARR		Mazzotta,F	WT
Class#20600 meets 06/25/2012-08/17/2012				
20604	4.5 HRS ARR		Grosfeld,S	WT
Class#20604 meets 06/25/2012-08/17/2012				

PE 149A - 1.0 UNIT BEGINNING JOGGING FOR FITNESS Transferable to UC, CSU				
20430	6:30 - 6:52AM	MTWTh	Jensen,D	PE
	6:52 - 8:00AM	MTWTh	Jensen,D	PE
Class#20430 meets 06/25/2012-08/03/2012				

PE 150A - 1.0 UNIT SWIMMING BEGINNING Transferable to UC, CSU				
20420	10:15 - 10:37AM	MTWTh	Macias,S	POOL
	10:37 - 11:45AM	MTWTh	Macias,S	POOL
Class#20420 meets 06/25/2012-08/03/2012				
20424	4:00 - 4:22PM	MTWTh	Abing,J	POOL
	4:22 - 5:30PM	MTWTh	Abing,J	POOL
Class#20424 meets 06/25/2012-08/03/2012				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
PE 150B - 2.0 UNITS SWIMMING, INTERMEDIATE/ADVANCED					PE 238 - 2.0 UNITS WRESTLING OFF SEASON TRAINING				
Transferable to UC, CSU					Transferable to UC, CSU				
20422	10:15 - 11:00AM	MTWTh	Macias,S	POOL	20130	12.0 HRS ARR		Gould,E	PE
	11:00 - 1:15PM	MTWTh	Macias,S	POOL	First class meets at 5:00 pm, Monday - July 9.				
Class#20422 meets 06/25/2012-08/03/2012					Class#20130 meets 07/09/2012-08/17/2012				
20426	4:00 - 4:45PM	MTWTh	Abing,J	POOL	PE 298 - 1.0 UNIT DIRECTED STUDIES				
	4:45 - 7:00PM	MTWTh	Abing,J	POOL	Transferable to CSU				
Class#20426 meets 06/25/2012-08/03/2012					20134	9.0 HRS ARR		Grosfeld,S	PE
PE 170 - 2.0 UNITS WATER POLO					Must have instructor's permission before enrolling.				
Transferable to UC, CSU					Class#20134 meets 06/25/2012-08/03/2012				
20066	7:15 - 7:48AM	MTWTh	Macias,S	POOL	PE 299 - 2.0 UNITS DIRECTED STUDIES				
	7:48 - 10:15AM	MTWTh	Macias,S	POOL	Transferable to CSU				
Class#20066 meets 06/25/2012-08/03/2012					20051	18.0 HRS ARR		Grosfeld,S	
20108	7:00 - 7:33PM	MTWTh	Abing,J	POOL	Must have instructor's permission before enrolling.				
	7:33 - 10:00PM	MTWTh	Abing,J	POOL	Class#20051 meets 06/25/2012-08/03/2012				
Class#20108 meets 06/25/2012-08/03/2012									
PE 176A - 1.0 UNIT BEGINNING BASKETBALL									
Transferable to UC, CSU									
20166	1:00 - 1:44PM	TTh	May,R	PE					
	1:40 - 4:00PM	TTh	May,R	PE					
Class will meet at Excelsior High School.									
Class#20166 meets 06/25/2012-08/03/2012									
PE 176B - 2.0 UNITS BASKETBALL ADVANCED									
Transferable to UC, CSU									
20656	3:00 - 6:00PM	MW	May,R	FA 53					
	1:00 - 4:00PM	TTh	May,R	FA 53					
Class will meet at Excelsior High School.									
Class#20656 meets 06/25/2012-08/03/2012									
PE 177 - 1.0 UNIT FLAG FOOTBALL									
Transferable to UC, CSU									
20017	4.5 HRS ARR		Mazzotta,F	WT					
First class meets on Monday, June 25 at 7:00 pm in the Weight Room.									
Class#20017 meets 06/25/2012-08/17/2012									
20067	4.5 HRS ARR		Caines,T	WT					
First class meets on Monday, June 25 at 7:00 pm in the Weight Room.									
Class#20067 meets 06/25/2012-08/17/2012									
20608	4.5 HRS ARR		Grosfeld,S	WT					
Class#20608 meets 06/25/2012-08/17/2012									
PE 179B - 2.0 UNITS SOCCER INTERMEDIATE/ADVANCED									
Transferable to UC, CSU									
20186	11:00 - 11:45AM	MTWTh	Artiaga,B	PE					
	11:45 - 2:00PM	MTWTh	Artiaga,B	PE					
Class#20186 meets 07/09/2012-08/17/2012									
20110	7:00 - 7:45AM	MTWTh	STAFF	PE					
	7:45 - 10:00AM	MTWTh	STAFF	PE					
Class#20110 Meets 07/09/2012-08/17/2012									
PE 201 - 2.0 UNITS BASEBALL OFF-SEASON CONDITIONING									
Transferable to UC, CSU									
20190	12.0 HRS ARR		Gaylord,K						
First class meeting 1:00 pm, Monday - July 9 at the Baseball Field.									
Class#20190 meets 06/25/2012-08/03/2012									
PE 207 - 1.0 UNIT CROSS COUNTRY CONDITIONING									
Transferable to UC, CSU									
20049	6.0 HRS ARR		STAFF	WT					
First class meets at 3:30 pm, Monday - July 9 in the Weight Room.									
Class#20049 meets 07/09/2012-08/17/2012									
PE 218 - 2.0 UNITS SOCCER PRE-SEASON CONDITIONING									
Transferable to UC, CSU									
20168	11:00 - 11:45AM	MTWTh	Artiaga,B	PE					
	11:45 - 2:00PM	MTWTh	Artiaga,B	PE					
Class#20168 meets 07/09/2012-08/17/2012									
20184	7:00 - 7:45AM	MTWTh	STAFF	PE					
	7:45 - 10:00AM	MTWTh	STAFF	PE					
Class#20184 meets 07/09/2012-08/17/2012									
PE 236 - 1.0 UNIT VOLLEYBALL PRE-SEASON CONDITIONING									
Transferable to UC, CSU									
20050	9:30 - 9:52AM	MTWTh	Velazquez-Ortega,M	PE					
	9:52 - 11:00AM	MTWTh	Velazquez-Ortega,M	PE					
Class will meet at Excelsior High School.									
Class#20050 meets 07/09/2012-08/17/2012									

PHYSICS

PHYS 100 - 4.0 UNITS ELEMENTARY PHYSICS

Transferable to UC, CSU

Prerequisite: MATH 140 or equivalent with a grade of Pass or "C" or higher.

Entering students must attain a satisfactory score on the Calculus Readiness Test.

20153	1:00 - 3:15PM	TWTh	Buschauer,R	S 104
	9:00 - 12:25PM	T	Mera,C	PST133
	9:00 - 12:20PM	Th	Mera,C	PST133
Class#20153 meets 06/11/2012-08/03/2012				

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.

20341	6:00 - 8:15PM	MW	Price,T	ME 1
	8:15 - 10:30PM	MW	Price,T	ME 1
Class#20341 meets 06/11/2012-08/03/2012				

PMT 61 - 2.5 UNITS FIBERGLASS TECHNOLOGY

Not Transferable

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

20472	6:00 - 9:15PM	TTh	O'Farrell,F	ME 1
	8:15 - 10:30PM	TTh	O'Farrell,F	ME 1
Class#20472 meets 06/11/2012-08/03/2012				

PMT 63L - 0.5 UNIT SPECIALTY PLASTICS LAB

Not Transferable

20474	7:00 - 10:23PM	T	O'Farrell,F	ME 1
Class#20474 meets 06/11/2012-08/03/2012				

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.

20355	10:15 - 12:30PM	MTWTh	Obasohan,V	SS314
Class#20355 meets 06/25/2012-08/03/2012				
20055	12:30 - 2:45PM	MTWTh	Obasohan,V	SS314
Class#20055 meets 06/25/2012-08/03/2012				
20551	5:45 - 8:00PM	MTWTh	Mullins,T	SS314
Class#20551 meets 06/25/2012-08/03/2012				
20089	8:00 - 10:15AM	MTWTh	Falcon,D	SS314
Class#20089 meets 06/25/2012-08/03/2012				
20359	12:30 - 2:45PM	MTWTh	Obazuaye,S	SS214
Class#20359 meets 06/25/2012-08/03/2012				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
20552	9.0 HRS ARR	(OL)	Falcon,D	ONLINE	READ 43 requires 3 hrs per week lab participation.				
Orientation: 3:00 - 4:00 pm, Monday - June 25 in SS 314. Class#20552 meets 06/25/2012-08/03/2012									
20015	9.0 HRS ARR	(OL)	Obazuaye,S	ONLINE					
Orientation: 10:00am - 12:00pm, Tuesday - June 26 in HS102. Class#20015 meets 06/25/2012-08/03/2012									

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.

20056	2:45 - 5:00PM	MTWTh	Larson,M	SS214	Class#20056 meets 06/25/2012-08/03/2012				
20553	5:45 - 8:00PM	MTWTh	Larson,M	SS214	Class#20553 meets 06/25/2012-08/03/2012				

20087	10:15 - 12:30PM	MTWTh	Ronquillo-Adachi,J	SS214	Class#20087 meets 06/25/2012-08/03/2012				
-------	-----------------	-------	--------------------	-------	---	--	--	--	--

20554	9.0 HRS ARR	(OL)	Duff,K	ONLINE	Orientation: Please see instructor website at www.cerritos.edu/kduff for an online video orientation prior to the first day of the semester. There is no on campus orientation. Students must be online by midnight of the first day of class; instructor will also email students with additional course information 1 week before the start of the semester. Class#20554 meets 06/25/2012-08/03/2012				
-------	-------------	------	--------	--------	---	--	--	--	--

20096	9.0 HRS ARR	(OL)	Duff,K	ONLINE	Orientation: Please see instructor website at www.cerritos.edu/kduff for an online video orientation prior to the first day of the semester. There is no on campus orientation. Students must be online by midnight of the first day of class; instructor will also email students with additional course information 1 week before the start of the semester. Class#20096 meets 06/25/2012-08/03/2012				
-------	-------------	------	--------	--------	---	--	--	--	--

20555	8:00 - 10:15AM	MTWTh	Ronquillo-Adachi,J	SS214	Class#20555 meets 06/25/2012-08/03/2012				
-------	----------------	-------	--------------------	-------	---	--	--	--	--

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.

20122	10:15 - 12:30PM	MTWTh	Lewellen,R	SS213	Class#20122 meets 06/25/2012-08/03/2012				
20558	12:30 - 2:45PM	MTWTh	Lewellen,R	SS213	Class#20558 meets 06/25/2012-08/03/2012				

RADIO - TELEVISION

RTV 151 - 3.0 UNITS MOTION PICTURES, RADIO, AND TELEVISION

Transferable to CSU

20320	9:00 - 12:00PM	MTW	Breit,C	BC 47	Class#20320 meets 06/25/2012-08/03/2012				
-------	----------------	-----	---------	-------	---	--	--	--	--

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.

20592	10:15 - 12:30PM	MTWTh	Miller,A	LC217	Class#20592 meets 06/25/2012-08/03/2012				
20093	3:00 - 5:15PM	MTWTh	Paige,M	LC218	Class#20093 meets 06/25/2012-08/03/2012				
20160	12:30 - 2:45PM	MTWTh	Miller,A	LC217	Class#20160 meets 06/25/2012-08/03/2012				

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.

20593	12:30 - 2:45PM	MTWTh	Paige,M	LC218	Class#20593 meets 06/25/2012-08/03/2012				
20057	8:00 - 10:15AM	MTWTh	Helberg,B	LC218	Class#20057 meets 06/25/2012-08/03/2012				
20058	10:15 - 12:30PM	MTWTh	Helberg,B	LC218	Class#20058 meets 06/25/2012-08/03/2012				

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.

20594	5:15 - 7:30PM	MTWTh	STAFF	LC218	Class#20594 meets 06/25/2012-08/03/2012				
20059	10:15 - 12:30PM	MTWTh	Codd,G (HYBRID)	LC213	Class#20059 meets 06/25/2012-08/03/2012				
20595	12:30 - 2:45PM	MTWTh	Codd,G (HYBRID)	LC213	Class#20595 meets 06/25/2012-08/03/2012				
20125	7:00 - 9:15PM	MTWTh	Belroy,B (HYBRID)	LC217	Class#20125 meets 06/25/2012-08/03/2012				

REAL ESTATE

RE 101 - 3.0 UNITS REAL ESTATE PRINCIPLES

Transferable to CSU

20175	9.0 HRS ARR	(OL)	Brady,M	ONLINE	Orientation: 6:00-7:00 pm, Tuesday - June 26 in BE 14. Class#20175 meets 06/25/2012-08/03/2012				
-------	-------------	------	---------	--------	---	--	--	--	--

RE 130 - 3.0 UNITS REAL ESTATE PRACTICE

Transferable to CSU

20534	9.0 HRS ARR	(OL)	Brady,M	ONLINE	Orientation: 7:00-8:00 pm, Tuesday - June 26 in BE 14. Class#20534 meets 06/25/2012-08/03/2012				
-------	-------------	------	---------	--------	---	--	--	--	--

SOCIOLOGY

SOC 101 - 3.0 UNITS INTRODUCTORY SOCIOLOGY PRINCIPLES

Transferable to UC, CSU(CAN SOC 2)

20060	5:00 - 7:15PM	MTWTh	Troup,J	SS316	Class#20060 meets 06/25/2012-08/03/2012				
20356	10:15 - 12:30PM	MTWTh	Holzgang,A	HS305	Class#20356 meets 06/25/2012-08/03/2012				
20557	2:45 - 5:00PM	MTWTh	Troup,J	SS311	Class#20557 meets 06/25/2012-08/03/2012				
20182	12:30 - 2:45PM	MTWTh	Holzgang,A	HS305	Class#20182 meets 06/25/2012-08/03/2012				

SOC 120 - 3.0 UNITS INTRODUCTION TO HUMAN SEXUALITY

Transferable to UC, CSU

20556	8:00 - 10:15AM	MTWTh	Pirtle,D	SS316	Class#20556 meets 06/25/2012-08/03/2012				
20183	10:15 - 12:30PM	MTWTh	Pirtle,D	SS316	Class#20183 meets 06/25/2012-08/03/2012				

SPANISH

SPAN 101 - 5.0 UNITS ELEMENTARY SPANISH

Transferable to UC, CSU(CAN SPAN 2)

20016	10:00 - 1:45PM	MTWTh	Cabuto,F	LA 33	+ 3.0 HRS ARR Cabuto,F Class#20016 meets 06/25/2012-08/03/2012				
20065	4:00 - 7:45PM	MTWTh	Medina-Valin,N	LA 35	+ 3.0 HRS ARR Medina-Valin,N Class#20065 meets 06/25/2012-08/03/2012				

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

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

SPAN 102 - 5.0 UNITS ELEMENTARY SPANISH

Transferable to UC, CSU(CAN SPAN 4)
Prerequisite: SPAN 101 or SPAN 103B or equivalent with a grade of Pass or "C" or higher.

20586	8:30 - 12:15PM	MTWTh	Arce,C	LA 31
	+ 3.0 HRS ARR		Arce,C	LC209
Class#20586 meets 06/25/2012-08/03/2012				

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.

20061	8:00 - 10:15AM	MTWTh	Lavariere,C	(HYBRID)	SS207
Class#20061 meets 06/25/2012-08/03/2012					
20311	12:30 - 2:45PM	MTWTh	Rosenfeld,K	(HYBRID)	SS211
Class#20311 meets 06/25/2012-08/03/2012					
20312	2:45 - 5:00PM	MTWTh	Sparks Jr.,W		SS211
Class#20312 meets 06/25/2012-08/03/2012					
20596	10:15 - 12:30PM	MTWTh	Lavariere,C		SS207
Class#20596 meets 06/25/2012-08/03/2012					
20597	7:00 - 9:15 PM	MTWTh	STAFF		SS224
Class#20597 meets 06/25/2012-08/03/2012					
20152	12:30 - 2:45PM	MTWTh	STAFF		SS224
Class#20152 meets 06/25/2012-08/03/2012					
20098	5:45 - 8:00PM	MTWTh	Hoppe-Nagao,A	(HYBRID)	SS207
Class#20098 meets 06/25/2012-08/03/2012					
20159	10:15 - 12:30PM	MTWTh	STAFF		SS224
Class#20159 meets 06/25/2012-08/03/2012					

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.
Mandatory Orientation: 8:00 - 10:00 pm, Monday - June 25 in SS 207.
Class#20598 meets 06/25/2012-08/03/2012

20598	9.0 HRS ARR	(OL)	Hoppe-Nagao,A	ONLINE
-------	-------------	------	---------------	--------

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.

20599	10:15 - 12:30PM	MTWTh	Rosenfeld,K	(HYBRID)	SS211
Class#20599 meets 06/25/2012-08/03/2012					

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.

20062	5:45 - 8:00PM	MTWTh	Sparks Jr.,W	SS211	
Class#20062 meets 06/25/2012-08/03/2012					

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)
Class#20322 meets 06/25/2012-08/03/2012

20322	10:00 - 1:00PM	MTW	Watanabe-Lonsbury,S	FA 43
-------	----------------	-----	---------------------	-------

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
20518 6:00 - 6:23PM MTWTh STAFF BC 31
+ 7.5 HRS ARR STAFF BC 31
Class#20518 meets 06/25/2012-08/03/2012

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

Transferable to UC, CSU
20520 6:00 - 6:45PM MTWTh STAFF BC 31
+ 12.0 HRS ARR STAFF BC 31
Class#20520 meets 06/25/2012-08/03/2012

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

Transferable to UC, CSU(CAN DRAM 16)
20522 6:00 - 6:45PM MTWTh STAFF BC 31
+ 21.0 HRS ARR STAFF BC 31
Class#20522 meets 06/25/2012-08/03/2012

TH 133 - 1.0 UNIT STAGE CREW ACTIVITY

Transferable to UC, CSU
20524 3:00 - 3:30PM MTTh Ward,D BC 20
3:30 - 5:00PM MTTh Ward,D BC 20
Plus 1.0 hr. arr
Class#20524 meets 06/25/2012-08/03/2012

TH 151 - 3.0 UNITS MOTION PICTURES, RADIO AND TELEVISION

Transferable to CSU
20321 9:00 - 12:00PM MTW Breit,C BC 47
Class#20321 meets 06/25/2012-08/03/2012

TH 225 - 2.0 UNITS PORTABLE EVENT PRODUCTION

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.
20193 10:00 - 11:30AM W Ward,D BC 20
12:00 - 5:00PM W Ward,D BC 20
Plus 2.5 hrs. arr. per week.
Class#20193 meets 05/21/2012-06/29/2012

WELDING

WELD 54L - 2.0 UNITS ADVANCED PIPE WELDING

Not Transferable
Prerequisite: WELD 52 or equivalent with a grade of Pass or "C" or higher.
20245 4:00 - 7:00PM TWTh Medina,M ME 13
7:30-10:30PM TWTh Medina,M ME 13
Class#20245 meets 06/25/2012-08/03/2012

WELD 120 - 5.0 UNITS BEGINNING ARC WELDING

Transferable to CSU
Recommendation: WELD 100 with a grade of Pass or "C" or higher or concurrent enrollment or appropriate work experience.
20246 7:00-11:00AM TWTh Pacheco,R ME 3C
11:30 - 3:30PM TWTh Pacheco,R ME 13
Class#20246 meets 06/25/2012-08/03/2012

WELD 130 - 5.0 UNITS GAS TUNGSTEN ARC WELDING FUNDAMENTALS

Transferable to CSU
Recommendation: WELD 100 or WELD 120 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment or appropriate work experience.
20248 7:00 - 11:00AM TWTh Tait,M ME 2G
11:30 - 3:30PM TWTh Tait,M ME 13
Class#20248 meets 06/25/2012-08/03/2012

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

WELD 210L - 2.0 UNITS ARC WELDING APPLICATIONS

Transferable to CSU

Prerequisite: WELD 200 or equivalent with a grade of Pass or "C" or higher.

20250	9:00 - 11:00AM	TWTh	Pacheco,R	ME 13
	11:30 - 3:30PM	TWTh	Pacheco,R	ME 13
Class#20250 meets 06/25/2012-08/03/2012				
20251	4:00 - 7:00PM	TWTh	Medina,M	ME 13
	7:30 - 10:30PM	TWTh	Medina,M	ME 13
Class#20251 meets 06/25/2012-08/03/2012				

WELD 240 - 2.0 UNITS ADVANCED GAS TUNGSTEN ARC WELDING LABORATORY

Transferable to CSU

Prerequisite: WELD 130 or equivalent with a grade of Pass or "C" or higher.

20253	9:00 - 11:00AM	TWTh	Tait,M	ME 2G
	11:30 - 3:30PM	TWTh	Tait,M	ME 13
Class#20253 meets 06/25/2012-08/03/2012				

WELD 250L - 2.0 UNITS GAS TUNGSTEN ARC WELDING APPLICATIONS

Transferable to CSU

Prerequisite: WELD 240 or equivalent with a grade of Pass or "C" or higher.

20252	9:00 - 11:00AM	TWTh	Tait,M	ME 2G
	11:30 - 3:30PM	TWTh	Tait,M	ME 13
Class#20252 meets 06/25/2012-08/03/2012				

WOODWORKING MANUFACTURING TECHNOLOGY

WMT 101 - 3.0 UNITS INTRODUCTION TO WOODWORKING

Transferable to CSU

NOTE: a material fee of \$20.00 is required for WMT 101

20346	8:00 - 10:45AM	TTh	Fortner,A	WD 14
	10:45 - 1:03PM	TTh	Fortner,A	WD 14
Class#20346 meets 06/11/2012-08/03/2012				
20475	5:00 - 7:48PM	MW	Sanchez,C	WD 14
	7:48 - 10:03PM	MW	Sanchez,C	WD 14
Class#20475 meets 06/11/2012-08/03/2012				

WMT 111L - 1.0 UNIT INTRODUCTION TO WOODWORKING LAB

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

20348	8:00 - 11:23AM	TTh	Fortner,A	WD 14
Class#20348 meets 06/11/2012-08/03/2012				
20477	5:00 - 8:23PM	MW	Sanchez,C	WD 14
Class#20477 meets 06/11/2012-08/03/2012				

WMT 117 - 1.0 UNIT WOODWORKING APPRECIATION

Transferable to CSU

20480	10:00 - 12:15PM	W	Fortner,A	WD 1
	12:45 - 4:40PM	W	Fortner,A	WD 1
Class#20480 meets 06/11/2012-08/03/2012				

WMT 228L - 1.0 UNIT PROJECT COMPLETION LAB

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

20478	5:30 - 10:00PM	TTh	Krause,P	WD 14
Class#20478 meets 06/11/2012-08/03/2012				
20479	12:30 - 5:00PM	MT	Stammerjohn,C	WD 13
Class#20479 meets 06/11/2012-08/03/2012				

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



NO FEE NON-CREDIT CLASSES

CLASES GRATIS DE NO-CREDITO DEL COLEGIO

The following information will help you register for non-credit classes offered by Cerritos College. In non-credit classes students build the basic skills needed for personal and professional growth. Students in non-credit classes do not earn units toward the award of a credit degree or certificate, and are not required to pay registration fees for these courses. Instruction in English as a Second Language, General Education Development, Citizenship and other basic skills are offered within the non-credit Adult Education unit. Some classes are offered in both English and Spanish. Most non-credit classes take place off-campus at community sites. Classes for students with disabilities require a separate registration process.

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 credito. Se ofrecen clases de Ingles como Segundo Idioma, Diploma de Preparatoria, 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.

More information is available by calling the offices of:
 Adult Education (562) 467-5098
 Emeritus - Older Wiser Learner (562) 467-5098

Para información en español, llame a las oficinas de:
 Educación de Adultos (562) 467-5098
 Programa de educación para adultos de mayor edad (562) 467-5098

REGISTRATION

REGISTRACIÓN

STEPS TO ENROLL IN NON-CREDIT CLASSES

COMO MATRICULARSE EN CLASES DE NO-CRÉDITO

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, or 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.

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 Ingles Como Segundo Idioma requieren una prueba de evaluación. Llame la oficina para mas información (562) 467-5098.
4. Consulte con un consejero.
Consejeros que hablan español están disponibles. Para hacer una cita, llame al (562) 467-5098.

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

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.

AED 60.01 - 0.0 UNIT CITIZENSHIP I

Not Transferable

20244	8:00 - 2:30PM	Sat	Cardona,R	HS103
-------	---------------	-----	-----------	-------

Class#20244 meets 06/01/2012-08/04/2012

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.

AED 42.15 - 0.0 UNIT HIGH BEGINNING ENGLISH AS A SECOND LANGUAGE

Not Transferable

20241	4:30 - 8:30PM	Fri	Tucker,J	CB103
	8:30 - 3:00PM	Sat	Tucker,J	CB103
20210	4:30 - 9:00PM	MTWTH	Sanchez,M	HS305

Class#20210 meets 06/25/2012-08/03/2012

AED 42.16 - 0.0 UNIT LOW INTERMEDIATE ENGLISH AS A SECOND LANGUAGE

Not Transferable

20242	3:30 - 7:30PM	Fri	Nunez,M	CB106
	8:30 - 3:00PM	Sat	Nunez,M	CB106
20257	8:30 - 1:00PM	MTWTH	Robles,M	HS104

Class#20257 meets 06/25/2012-08/03/2012

AED 42.17 - 0.0 UNIT HIGH INTERMEDIATE ENGLISH AS A SECOND LANGUAGE

Not Transferable

20243	4:30 - 8:30PM	Fri	Nunez,M	CB104
	8:30 - 3:00PM	Sat	Nunez,M	CB104
20209	4:30 - 9:00PM	MTWTH	Sanchez,M	SL107

Class#20209 meets 06/25/2012-08/03/2012

AED 49.02 - 0.0 UNIT VOCATIONAL ENGLISH AS A SECOND LANGUAGE

Not Transferable

20208	4:15 - 6:15PM	MTWTH	Villar,S	CB106
-------	---------------	-------	----------	-------

Class#20208 meets 06/01/2012-08/04/2012

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.

AED 36.01 - 0.0 UNIT OCCUPATIONAL ORIENTATION

Not Transferable

20658	9:00 - 12:00PM	MTWTh	Lopez,A	CE2
-------	----------------	-------	---------	-----

Class#20658 meets 06/01/2012-08/04/2012

AED 42.13 - 0.0 UNIT GED PREPARATION-B

Not Transferable

20256	4:30 - 8:30PM	F	Rios,H	CB102
	8:30 - 3:00PM	Sat	Rios,H	CB102

20206	4:30 - 9:00PM	MTWTh	Nava,D	HS104
-------	---------------	-------	--------	-------

Class#20206 meets 06/25/2012-08/03/2012

20255	9:00 - 1:30PM	MTWTh	San Nicolas,K	HS103
-------	---------------	-------	---------------	-------

Class#20255 meets 06/25/2012-08/03/2012

AED 49.01 - 0.0 UNIT PREPARATORY MATHEMATICS

Not Transferable

20668	9:00 - 10:30AM	MTWTH	STAFF	LC201
-------	----------------	-------	-------	-------

Class#20668 meets 06/01/2012-08/04/2012

20669	10:30 - 11:30AM	MTWTH	STAFF	LC201
-------	-----------------	-------	-------	-------

Class#20669 meets 06/01/2012-08/04/2012

GENERAL EDUCATION DEVELOPMENT (GED)

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

PREPARE PARA TOMAR EL EXAMEN EQUIVALENTE A LA PREPARATORIA

Este curso consiste en cinco materias que son escritura, ciencias sociales, literatura, arte y matematicas. Estas clases lo capacitan para pasar el examen y obtener su certificado de preparatoria.

AED 42.11 - 0.0 UNIT SPANISH GED TEST PREP-B

Not Transferable

20240	4:30 - 8:30PM	Fri	Ramos,M	CB101
	8:30 - 3:00PM	Sat	Ramos,M	CB101
20207	5:00 - 9:30PM	MTWTH	Barrera De Contreras	CB105

Class#20207 meets 06/25/2012-08/03/2012

AED 42.13 - 0.0 UNIT GED PREPARATION-B

Not Transferable

20256	4:30 - 8:30PM	Fri	Rios,H	CB102
	8:30 - 3:00PM	Sat	Rios,H	CB102
20206	4:30 - 9:00PM	MTWTH	Nava,D	HS104

Class#20206 meets 06/25/2012-08/03/2012

20255	9:00 - 1:30PM	MTWTH	San Nicolas, K	HS103
-------	---------------	-------	----------------	-------

Class#20255 meets 06/25/2012-08/03/2012

OLDER WISER LEARNER (FORMERLY EMERITUS COLLEGE)

The Older Wisser Learner program offers special interest, noncredit classes for adults. These courses are designed to support lifelong learning. Register in the class. Classes are open enrollment.

APPRENTICESHIP PROGRAMS

Learn a trade while you work. Apprenticeship is a well-organized and supervised method of training individuals who have little or no knowledge of the craft.

Cerritos College has 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

DISABLED STUDENT PROGRAMS AND SERVICES

Classes designed for individuals with disabilities are available through Adult Education. For additional information please refer to the DSPS Program information in this schedule or visit our website at www.cerritos.edu/dsps.

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

SITE LOCATIONS

SITE	NAME	LOCATION
HDSN	H. Claude Hudson Comprehensive Health Clinic	2829 South Grand Ave., Los Angeles
HMPH	Humphrey Dental Clinic	5850 S. Main Street, Los Angeles
LBVA	Veteran's Affairs Long Beach	5901 E. 7th St., Long Beach
RYBL	Edward R. Roybal Comprehensive Health Clinic	2345 S. Fetterly Ave., Los Angeles

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:

Students applying from high school need:

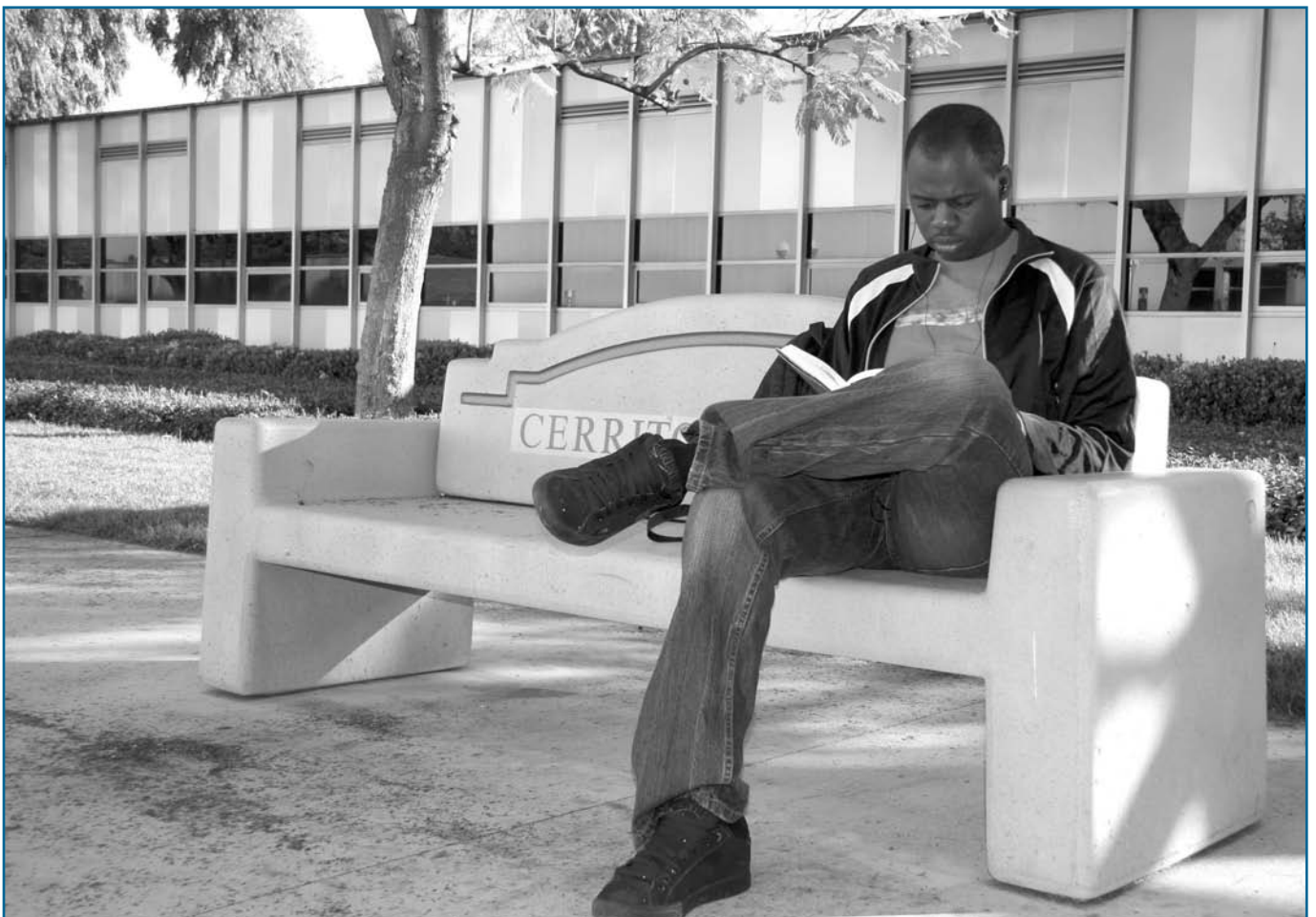
- A cumulative GPA of 3.0 in all coursework
- Readiness for English 100 (Freshman Composition)

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.

HONORS COURSES, SUMMER SESSION, 2012

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/) 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?

In order to support student success in online classes, students and faculty should be aware of core skills and expectations that promote student achievement in an online learning environment. For students who are interested in taking an online class for the first-time, please refer to the Student Success Center in the LRC for assistance, or contact the instructor of the course directly.

Necessary Student Skills:

1. Basic computer skills (send and receive e-mail and attachments; download files; fundamentals of file management; search and navigate the Internet using a browser)
2. Awareness of institutional support services (Student Success Centers)
3. Successful completion of prerequisite coursework
4. Organizational skills
5. Reading comprehension
6. Writing skills
7. Communication skills
8. Time-management skills
9. Proficiency in any adaptive computing software/hardware needed to access the online course material when there is a disability-related barrier
10. Recommended completion of online orientation (such as EDT 50) or equivalent preparation
11. Familiarity with college course management system (such as TalonNet)

Student Learning Expectations:

1. Motivated and focused
2. Awareness of online expectations, environment and workload
3. Autonomous, self-motivated learner
4. Positive attitude toward technology
5. Intention to complete the course
6. Ability to work independently
7. Ability to work as a group member
8. Having the confidence to follow directions and to ask for assistance

Before registering for any online course, you should make sure that you have proficient skills in basic computing, web browsing, e-mail, and word processing. Your instructor will not teach these skills as part of the course content. If you do not possess these skills, you may want to enroll in 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.

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 "mmddyy" format. Example: John Smith's date of birth is May 30, 1990. His password would be 053090.

MANDATORY ORIENTATION:

There is an online general orientation for all online courses. Go to www.cerritos.edu/de. Some instructors give on campus orientations. Check course listings for information. **You must attend the orientation and/or contact your instructor prior to the 1st week of class or you will be dropped.** If the orientation for an online class conflicts with a class that meets on campus, you must attend the on campus class and notify the online instructor about the conflict in advance.

FOR INFORMATION CONTACT

THE SUCCESS CENTER

Phone: (562) 860-2451, x2404

or email: de@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

ANTH 115 3.0 UNITS PHYSICAL ANTHROPOLOGY

Transferable to UC, CSU (CAN ANTH 2)
20068 9.0 HRS ARR Bellas, M
Orientation will take place through class website.
Class #20068 meets 06/25/2012-08/03/2012

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.
Manually operable 35 mm camera or digital SLR required. Exceptions may be considered.
No in-person orientation. Visit <http://www.macdevitt.com> (also accessible via TalonNet) for participation instructions.
20019 9.0 HRS ARR Mac Devitt, J
Class #20019 meets 06/25/2012-08/03/2012

ASTRONOMY

ASTR 103 3.0 UNITS INTRODUCTORY ASTRONOMY: THE SOLAR SYSTEM

Transferable to UC, CSU
20649 6.8 HRS ARR McLarty-Schroeder, J
Mandatory Orientation: 9:30 - 12:30 pm, Monday - June 11 in PST 133.
All exams will be taken on campus. Exam dates/times: July 2, 9:30-11:00 am, and July 30, 9:30 - 11:30 am.
Class #20649 meets 06/11/2012-08/03/2012

BUSINESS ADMINISTRATION

BA 50 3.0 UNITS MATH FOR BUSINESS AND FINANCE

Not Transferable
20532 9.0 HRS ARR Livingston, R
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20532 meets 06/25/2012-08/03/2012

BA 100 3.0 UNITS FUNDAMENTALS OF BUSINESS

Transferable to UC, CSU
20531 9.0 HRS ARR Moriarty, C
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20531 meets 06/25/2012-08/03/2012

BA 106 3.0 UNITS HUMAN RESOURCE MANAGEMENT

Transferable to CSU
20192 9.0 HRS ARR Livingston, R
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20192 meets 06/25/2012-08/03/2012

BA 107 3.0 UNITS HUMAN RELATIONS IN BUSINESS

Transferable to CSU
20222 9.0 HRS ARR Moriarty, C
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20222 meets 06/25/2012-08/03/2012

BUSINESS COMMUNICATIONS OFFICE TECHNOLOGY

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
20097 4.5 HRS ARR Soden, B
Orientation: Visit www.cerritos.edu/bsoden and TalonNet for class information. Submit student information form on my website.
Class #20097 meets 06/25/2012-08/03/2012

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
201231 5.0 HRS ARR Soden, B
Orientation: Visit www.cerritos.edu/bsoden and TalonNet for class information. Submit student information form on my website.
Class #201231 meets 06/25/2012-08/03/2012

BCOT 131 3.5 UNITS BEGINNING COLLEGE KEYBOARDING & DOCUMENT PROCESSING

Transferable to CSU
Recommendation: Concurrent enrollment in BCOT 3T.
NOTE: a material fee of \$4.00 is required for BCOT 131
205351 5.0 HRS ARR Sharp, M
Orientation: 8:30 am, Monday - June 25 in BE 14.
Class #205351 meets 06/25/2012-08/03/2012

BCOT 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 any Business discipline.
20537 4.5 HRS ARR Sharp, M
Course is offered only in summer.
Orientation: 9:30 am, Monday - June 25 in BE 14.
Class #20537 meets 06/25/2012-08/03/2012

COMPUTER AND INFORMATION SCIENCES

CIS 101 3.0 UNITS INTRODUCTION TO COMPUTER INFORMATION SYSTEMS

Transferable to UC, CSU (CAN BUS 6)
201121 2.0 HRS ARR Negrete, B
Mandatory Orientation: 8:00 - 11:00 am, Monday - June 25 in SS 139.
Class #201121 meets 06/25/2012-08/03/2012
201491 2.0 HRS ARR Fuschetto, S
Mandatory Orientation: See website <http://www.cerritos.edu/sfuschetto> for orientation and quiz due 6/25/2012.
Class #201491 meets 06/25/2012-08/03/2012

DISTANCE EDUCATION COURSES (CONTINUED)

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.
20450 15.0 HRS ARR Mellas, D
Mandatory Orientation: 11:00 am - 1:00 pm, Monday - June 25 in SS138.
NOTE: Midterm Exam - 11 am - 1:00 pm, Thursday, July 12 in SS 138; and Final Exam - 11:00 am - 1:00 pm, Thursday - August 2 in SS 138.
Class #20450 meets 06/25/2012-08/03/2012

EARTH SCIENCE

ESCI 104 3.0 UNITS OCEANOGRAPHY
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 Math Placement Process or MATH 40 or equivalent with a grade of Pass or "C" or higher.
20454 9.0 HRS ARR DeKraker, D
No on-campus orientation. Students should visit the instructor's website: <http://ecourses.cerritos.edu/ddeKraker> for information.
Class #20454 meets 06/25/2012-08/03/2012

ECONOMICS

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.
20543 9.0 HRS ARR Keenan, D
Orientation: 4:00 pm, Monday - June 25 in SS 306.
Class #20543 meets 06/25/2012-08/03/2012

ECON 201M 3.0 UNITS PRINCIPLES OF MACROECONOMICS
Transferable to UC, CSU
Prerequisite: MATH 80 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 or satisfactory completion of the English placement process.
20545 9.0 HRS ARR Keenan, D
Orientation: 4:00 pm, Monday - June 25 in SS 306.
Class #20545 meets 06/25/2012-08/03/2012

ECON 202 3.0 UNITS PRINCIPLES OF MICROECONOMICS
Transferable to UC, CSU (CAN ECON 4)
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.
20165 9.0 HRS ARR Keenan, D
Orientation: 5:00 pm, Monday - June 25 in SS 306.
Class #20165 meets 06/25/2012-08/03/2012

ECON 202M 3.0 UNITS PRINCIPLES OF MICROECONOMICS
Transferable to UC, CSU
Prerequisite: MATH 80 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 or satisfactory completion of the English Placement Process.
20227 9.0 HRS ARR Keenan, D
Orientation: 5:00 pm, Monday - June 25 in SS 306.
Class #20227 meets 06/25/2012-08/03/2012

ENGLISH

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.
205711 2.0 HRS ARR Swanson, J
Mandatory Orientation: 10:00 am - 12:00 pm, Monday - May 21 in LA 22.
Class #20571 meets 05/21/2012-06/29/2012
205721 2.0 HRS ARR Swanson, J
Mandatory Orientation: 10:00 am - 12:00 pm, Monday - May 21 in LA 22.
Class #20572 meets 05/21/2012-06/29/2012
201431 2.0 HRS ARR Carney, D
Mandatory Orientation: 11:00 am - 1:00 pm, Monday - May 21 in LA 33.
Class #20143 meets 05/21/2012-06/29/2012
205731 2.0 HRS ARR Shah-Williams, N
Mandatory Orientation: 10:00 am - 12:00 pm, Monday - July 2 in LA 22.
Class #20573 meets 07/02/2012-08/10/2012
205741 2.0 HRS ARR Shah-Williams, N
Mandatory Orientation: 10:00 am - 12:00 pm, Monday - July 2 in LA 22.
Class #20574 meets 07/02/2012-08/10/2012

GEOGRAPHY

GEOG 101 3.0 UNITS PHYSICAL GEOGRAPHY
Transferable to UC, CSU (CAN GEOG 2)
9.0 HRS ARR DeKraker, D
No on-campus orientation. Students should visit the Instructor's website: <http://www.cerritos.edu/ddeKraker> for information.
Class #20335 meets 06/25/2012-08/03/2012

HEALTH EDUCATION

HED 100 3.0 UNITS CONTEMPORARY HEALTH PROBLEMS
Transferable to UC, CSU
9.0 HRS ARR Clauss, D
Orientation: 6:00 - 8:00 pm, Monday - June 25 in LC 155.
Class #20566 meets 06/25/2012-08/03/2012
20565 9.0 HRS ARR Bueno, N
Orientation: 6:00 - 8:00 pm, Monday - June 25 in CB 102.
Class #20565 meets 06/25/2012-08/03/2012
20567 9.0 HRS ARR Clauss, D
Orientation: 6:00 - 8:00 pm, Monday - June 25 in LC 155.
Class #20567 meets 06/25/2012-08/03/2012
20568 9.0 HRS ARR Edwards, C
Orientation: 6:00 -7:30 pm, Tuesday - June 26 in CB 102.
Class #20568 meets 06/25/2012-08/03/2012

DISTANCE EDUCATION COURSES (CONTINUED)

LAW

- LAW 111 3.0 UNITS BUSINESS LAW**
Transferable to UC, CSU (CAN BUS 8)
20351 9.0 HRS ARR Pribble, M
Orientation: 6:00 pm, Monday - June 25 in BE 14.
Class #20351 meets 06/25/2012-08/03/2012
- 20174 9.0 HRS ARR Pribble, M
Orientation: 7:00 pm, Monday - June 25 in BE 14.
Class #20174 meets 06/25/2012-08/03/2012

MUSIC

- MUS 105 3.0 UNITS MUSIC FUNDAMENTALS**
Transferable to UC, CSU
- 20317 9.0 HRS ARR Nelson, D
Online Orientation on website: <http://www.cerritos.edu/dnelson> is also accessible through TalonNet.
Class #20317 meets 06/25/2012-08/03/2012
- 20511 9.0 HRS ARR Lopez, C
Mandatory Orientation: 11:00 am - 12:30 pm, Monday - June 18 in the Music Department BC 68.
Syllabus is accessible through TalonNet via Website: www.cerritos.edu/clopez
Class #20511 meets 06/25/2012-08/03/2012
- 20512 9.0 HRS ARR Betancourt, D
Online Orientation on website: <http://www.cerritos.edu/dbetancourt> is also accessible through TalonNet.
Class #20512 meets 06/25/2012-08/03/2012

PHYSICAL EDUCATION

- PE 141 3.0 UNITS FITNESS AND WELLNESS**
Transferable to UC, CSU
- 20303 6.0 HRS ARR Edwards, C
Orientation: Check instructor webpage at <http://www.cerritos.edu/cedwards> or email at cedwards@cerritos.edu
Class #20303 meets 06/25/2012-08/03/2012

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.
- 20552 9.0 HRS ARR Falcon, D
Orientation: 3:00 - 4:00 pm, Monday - June 25 in SS 314.
Class #20552 meets 06/25/2012-08/03/2012
- 20015 9.0 HRS ARR Obazuaye, S
Orientation: 10:00 am - 12:00 pm, Tuesday - June 26 in SS 138.
Class #20015 meets 06/25/2012-08/03/2012

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.
- 20554 9.0 HRS ARR Duff, K
Orientation: Please see instructor website at www.cerritos.edu/kduff for an online video orientation prior to the first day of the semester. There is no on campus orientation. Students must be online by midnight of the first day of class; instructor will also email students with additional course information 1 week before the start of the semester.
Class #20554 meets 06/25/2012-08/03/2012
- 20096 9.0 HRS ARR Duff, K
Orientation: Please see instructor website at www.cerritos.edu/kduff for an online video orientation prior to the first day of the semester. There is no on campus orientation. Students must be online by midnight of the first day of class; instructor will also email students with additional course information 1 week before the start of the semester.
Class #20096 meets 06/25/2012-08/03/2012

REAL ESTATE

- RE 101 3.0 UNITS REAL ESTATE PRINCIPLES**
Transferable to CSU
- 20175 9.0 HRS ARR Brady, M
Orientation: 6:00-7:00 pm, Tuesday - June 26 in BE 14.
Class #20175 meets 06/25/2012-08/03/2012
- RE 130 3.0 UNITS REAL ESTATE PRACTICE**
Transferable to CSU
- 20534 9.0 HRS ARR Brady, M
Orientation: 7:00-8:00 pm, Tuesday - June 26 in BE 14.
Class #20534 meets 06/25/2012-08/03/2012

SPEECH

- 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.
- 20598 9.0 HRS ARR Hoppe-Nagao, A
Mandatory Orientation: 8:00 - 10:00 pm, Monday - June 25 in SS 207.
Class #20598 meets 06/25/2012-08/03/2012

DISTANCE EDUCATION COURSES (CONTINUED)

HYBRID COURSES

Classes meet both on campus and online. Access to email and the internet is required.
Orientations are mandatory.

ART AND DESIGN

ART 192	3.0 UNITS PHOTOSHOP/DIGITAL IMAGING
	Transferable to CSU NOTE: a material fee of \$10.00 is required for ART 192
20501	9:00-10:30 AM MTWTh Wilson, C LC 174 10:30-1:30 PM MTWTh Wilson, C LC 174 Mandatory Orientation: 9:00-10:30 am, Monday - June 25, email: cw@art192.com Class #20501 meets 06/25/2012-08/03/2012
ART 192B	3.0 UNITS ADVANCED PHOTOSHOP
	Transferable to CSU NOTE: a material fee of \$10.00 is required for ART 192B
20503	9:00-10:30 AM MTWTh Wilson, C LC 174 10:30-1:30 PM MTWTh Wilson, C LC 174 Mandatory Orientation: 9:00-10:30 am, Monday - June 25, email: cw@art192.com Class #20503 meets 06/25/2012-08/03/2012

AUTOMOTIVE COLLISION REPAIR & REFINISHING/ AUTOBODY

AB 80	2.0 UNITS AUTOBODY CUSTOMER SERVICE
	Not Transferable
20619	5:00-9:30 PM Th Robertson, C AT 54 Orientation: 5:00 pm, Thursday - June 7 in AT 54. Class #20619 meets 06/11/2012-08/03/2012
AB 83U	1.5 UNITS COMPUTERIZED DAMAGE ESTIMATING-ULTRAMATE
	Not Transferable Recommendation: Proficient in MS Windows Software application.
20617	NOTE: a material fee of \$5.00 is required for AB 83U 5:00-8:22 PM T Robertson, C AT 54 8:22-9:30 PM T Robertson, C AT 54 Orientation: 5:00 pm, Tuesday - June 5 in AT 54 Class #20617 meets 06/11/2012-08/03/2012

AB 188	2.0 UNITS INTRODUCTION TO AUTOMOTIVE CLAIMS HANDLING
	Transferable to CSU Recommendation: AB 181 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.
20620	5:00-9:30 PM W Robertson, C AT 54 Orientation: 5:00 pm, Wednesday - June 6 in AT 54 Class #20620 meets 06/11/2012-08/03/2012

BUSINESS ADMINISTRATION

BA 100	3.0 UNITS FUNDAMENTALS OF BUSINESS
	Transferable to UC, CSU
20070	9:00-1:30 PM MW Ramos, G LA 2 Note: First week class will meet Monday and Wednesday. All other meetings will be on Mondays. Class #20070 meets 06/25/2012-08/03/2012

BA 113	3.0 UNITS LEGAL ENVIRONMENT OF BUSINESS
	Transferable to UC, CSU
20533	9:00-1:30 PM TTh Ramos, G LA 2 Note: First week class will meet Tuesday and Thursday. All other meetings will be on Tuesdays. Class #20533 meets 06/25/2012-08/03/2012

COMPUTER AND INFORMATION SCIENCES

CIS 70A	3.5 UNITS NETWORKING FUNDAMENTALS
	Not Transferable Recommendation: CIS 101 or equivalent with a grade of Pass or "C" or higher, or appropriate work experience.
20452	7:00-10:00 PM TWTh Lou, Z LA 3 5:00-7:00 PM TWTh Lou, Z LA 3 Class #20452 meets 06/25/2012-08/03/2012

CIS 101	3.0 UNITS INTRODUCTION TO COMPUTER INFORMATION SYSTEMS
	Transferable to UC, CSU (CAN BUS 6)
20329	5:30-10:00 PM MW Wilson, J SS 138 3:30-5:00 PM MW Wilson, J LA 4 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. Class #20329 meets 06/25/2012-08/03/2012

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.
20114	7:00-10:00 PM TWTh Nguyen, P SS139 5:00-7:00 PM TWTh Nguyen, P LA 5 Mandatory Orientation: 5:00 - 7:00 pm, Tuesday - June 26 in LA 5. Class #20114 meets 06/25/2012-08/03/2012

ENGLISH

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.
20204	8:00-10:15 AM MTWTh Stiles, L LA 23 10:15-11:00 AM MTWTh Stiles, L LA 23 Class #20204 meets 05/21/2012-06/29/2012
20290	11:00-1:15 PM MTWTh Stiles, L LA 23 1:15-2:00 PM MTWTh Stiles, L LA 23 Class #20290 meets 05/21/2012-06/29/2012
20139	11:00-1:15 PM MTWTh Whitson, B LA 20 1:15-2:00 PM MTWTh Whitson, B LA 20 Class #20139 meets 05/21/2012-06/29/2012
20141	8:00-10:15 AM MTWTh Whitson, B LA 20 10:15-11:00 AM MTWTh Whitson, B LA 20 Class #20141 meets 05/21/2012-06/29/2012

DISTANCE EDUCATION COURSES (CONTINUED)

READING

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.

20059	10:15-12:30 PM	MTWTh	Codd, G	LC 213
Class #20059 meets 06/25/2012-08/03/2012				
20595	12:30-2:45 PM	MTWTh	Codd, G	LC 213
Class #20595 meets 06/25/2012-08/03/2012				
20125	7:00-9:15 PM	MTWTh	Belroy, B	LC 217
Class #20125 meets 06/25/2012-08/03/2012				

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.

20061	8:00-10:15 AM	MTWTh	Lavariere, C	SS 207
Class #20061 meets 06/25/2012-08/03/2012				
20311	12:30-2:45 PM	MTWTh	Rosenfeld, K	SS 211
Class #20311 meets 06/25/2012-08/03/2012				
20098	5:45-8:00 PM	MTWTh	Hoppe-Nagao, ASS	207
Class #20098 meets 06/25/2012-08/03/2012				

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.

20599	10:15-12:30 PM	MTWTh	Rosenfeld, K	SS 211
Class #20599 meets 06/25/2012-08/03/2012				



SEXUAL HARASSMENT

It is the policy of the Cerritos Community College District to provide an educational, employment, and business environment free of unwelcome sexual advances, requests or offers for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment, as defined and otherwise prohibited by federal and state statutes and Board Policy.

The Board of Trustees and the President-Superintendent have provided regulations and procedures to implement this policy and the regulations and procedures are included as a part of the District's Equal Employment Opportunity Plan and Board Policy.

It is a violation of Board Policy for anyone who is authorized to recommend or take personnel or academic actions affecting an employee or student, or who is otherwise authorized to transact business or perform other acts or services on behalf of the Cerritos Community College District, to engage in sexual harassment as defined in Board Policy or as described below.

Sexual harassment occurs when unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature takes place and:

1. Is made explicitly or implicitly a term or condition of an individual's educational status or employment; or
2. Is used as a basis for educational or employment decisions affecting such individual; or
3. Has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive educational or working environment; or
4. Is used as the basis for any decision affecting the individual regarding benefits, services, honors, programs, or activities available at or through the District.

Informal and formal complaints under this policy shall be processed through the District's Administrative Procedure 3435, Discrimination and Harassment Investigations, through the Faculty and Staff Diversity Officer. The District's Policies and Procedures are available on the website at <http://cms.cerritos.edu/board/policies> 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>.



NOTIFICATION OF RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

- 1) The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

A student should submit to the registrar or designee a written request that identifies the record(s) the student wishes to inspect. The registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the registrar, the registrar shall advise the student of the correct official to whom the request should be addressed.

- 2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask the College to amend a record should write the registrar, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the College decides not to amend the record as requested, the College will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

- 3) The right to provide written consent before the College discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The College discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted as its agent to provide a service instead of using College employees or officials (such as an attorney, auditor, or collection agent); or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the College. The College may also disclose education records without consent to officials of another school in which a student seeks or intends to enroll.

- 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

DIRECTORY INFORMATION

Cerritos College will not release personal data about students without their prior written consent except to persons and agencies authorized by law. The college may make an exception to legitimate inquiries, by providing general directory information to include: name • major field of study • class level • dates of attendance • degrees and awards received • participation in officially recognized activities and sports • weight and height of members of athletic teams, and • previous educational institutions attended.

STUDENT RECORDS CONSENT

Cerritos College may permit access to student records to any person for whom the student has executed written consent specifying the records to be released and identifying the party or parties to whom the records may be released. Such consent must be signed and dated by the student. The recipient must be notified that the transmission of the information to others is prohibited. Title 5 (California Administrative Regulations) Sec. 54616.

WITHHOLDING OF STUDENT RECORDS

Student records may be withheld pending satisfaction of certain requirements, per Board Policy and Administrative Procedure 5035.

Reference: Board Policy and Administrative Procedure 5040



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 36 (UC) or 39 (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 2011-12 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 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, 161A, 161B, 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; HO 100 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

- NATURAL SCIENCES: 3 UNITS MINIMUM FROM EITHER PHYSICAL SCIENCE OR BIOLOGICAL SCIENCES

(1) Physical Sciences

Astronomy 102, 103, 104, 105L (lab), 106

Chemistry 100 (lab), 110 (lab), 111 (lab), 112 (lab)

Earth Science 101, 102 (lab), 104, 104L (lab), 106, 110 (lab)

Energy 110

Geography 101, 101L (lab), 103

Geology 101 (LAB), 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)

- 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

Business Administration **208

Child Development 110

Child Development/Early Childhood **113

Counseling **150, 200

Economics 101, 102, 201, 201M, 202, 202M, 204

Environmental Policy 200

Finance 125

Geography 102, 105

GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE

- 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, **208
- c. FINE ARTS AND HUMANITIES: 3 UNITS MINIMUM FROM EITHER FINE ARTS OR HUMANITIES
- (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
 Film 159
 Humanities: *108, *109
 Music 100, 101, 102, 103, 104, 104B, 105
 Photography 100, 160
 Theatre 101, 102, 103, 104, **110, 150, RTV/TH 151, RTV 152
- (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, 285
 German 101, 102, 201, 202
 Humanities 100, *108, *109
 Japanese 101, 102, 201, 202
 Philosophy 100, 102, 104, 105, 107, 108, **109, 200, 201, **203, 204, 206
 Photography 150
 Sign Language 101, 102, 201
 Spanish 101, 102, 111, 112, 201, 202, 206, 210, 245, 285
 Speech 140, **145
 Women's Studies 102, **109
- d. LANGUAGE AND RATIONALITY: 6 UNITS MINIMUM
 Select at least three units from Section D1 and three units from Section D2:
- (1) ENGLISH COMPOSITION
 English 100
- (2) COMMUNICATION AND ANALYTICAL THINKING
 Business Communication **148
 Computer and Information Sciences **101, **102, **103, **178
 Engineering Design Technology **131
 English 101, 103
 Mathematics **80, **80B, 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 2011-12 school year and thereafter. Students who enrolled prior to Fall 2011 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 2011-12 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 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 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, 113, 116, 120, 130A, 144, 150, 193
Dance 100, 101
Film 159
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

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

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, 285
 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, 105, 107, 108, 200, 201, 204, 206
 Photography 150
 Sign Language 101, 102, 201
 Spanish 101, 102, 111, 112, 201, 202, 205, 206, 210, 245, 285
 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, 201M, 202, 202M, 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.



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 2011-12 Plan C and/or The Intersegmental General Education Transfer Curriculum (IGETC) For Transfer To UC And CSU

Plan C is designed primarily for students who intend to transfer to the University of California (UC) or are undecided between transferring to the UC or the California State University (CSU). Students may use this plan to combine completion of both the AA Degree general education requirements and the IGETC General Education requirements.

The purpose of IGETC is to provide an option for students to fulfill lower division general education requirements prior to transferring to a UC or CSU campus.

Depending upon the student's major and campus choice, it may be advantageous to complete the requirements of the specific campus the student plans to attend. In general, it is not advisable for transfer students preparing for majors at any UC campus requiring a high number of units, such as engineering and science, to use IGETC.

Plan C can be fulfilled by completing the IGETC requirements specified for either the UC or CSU.

A letter grade of "C" or higher is required in all Plan C courses.

To earn an Associate in Arts degree using Plan C, students must complete a minimum of 60 degree applicable units with a grade point average of "C" (2.0) or higher which must include the specified general education requirements and designated courses for a major. The Health and Wellness Proficiency requirement must be completed (See description in Plan A).

If a student wishes only to transfer and is not seeking an A.A. degree, they can follow the requirements below. There are no proficiencies required for IGETC certification.

It should be noted that completion of IGETC is not required for admission to the UC or CSU.

Further information and other regulations pertaining to IGETC and the Associate in Arts Degree are found in the catalog.

AREA 1 ENGLISH COMMUNICATION

CSU: Courses from A, B, and C required.

UC: Courses from A and B required.

- A) English Composition
(1 course, 3 semester/4-5 quarter units)
English 100

- B) Critical Thinking-English Composition
(1 course, 3 semester/4-5 quarter units)

English 101, 103

Philosophy 103

Psychology 103

Speech 235

- C) Oral Communication (CSU ONLY)

(1 course, 3 semester/4-5 quarter units)

Speech 100 +, 120, 130, 132+

AREA 2 MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING

(1 course, 3 semester/4-5 quarter units)

Mathematics 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

Film 159

Humanities *108, *109

Music 100, 101, 103, 104, 104B, 105

Photography 160

Theatre 101, 102, 103, 104, 150

- 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, 285+

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, 105, 107, 108, 200, 201, 204, 206

Photography 150

Sign Language 201

Spanish 102+, 112+, 201, 202, 205, 210, 245, 285+

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, 201M, 202, 202M

Environmental Policy 200

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

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

AREA 5 PHYSICAL AND BIOLOGICAL SCIENCES

(2 courses, one from A and one from B below; at least one course must include laboratory (lab); 7-9 semester/9-12 quarter units)

A) Physical Sciences

Astronomy 102+, 103+, 104, 105L (lab) 106
Chemistry 100+ (lab), 110+ (lab), 111 (lab), 112 (lab)
Earth Science 101, 102 (lab), 104, 104L (lab), 106, 110+ (lab)
Geography 101, 101L (lab), 103
Geology 101 (lab), 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:

- Complete two years of the same foreign language in high school with a grade of "C" or higher.
- Complete first college course in any foreign language or SL 101.
- Earn a minimum score of 500 on an appropriate College Board Achievement Test in a foreign language.
- For other options, see your counselor.

B) CSU ONLY: The CSU has a specific American Institutions requirement that is separate from the general education requirements. Courses used to meet the American Institutions requirement may be used to satisfy requirements for the IGETC, at the discretion of the receiving CSU campus. It is recommended that this requirement be met prior to transfer. The following will

meet the CSU American Institutions requirement.

6 units, one course from Group 1 and one course from Group 2.

Group 1: History 101+, 102+, 103+

Group 2: Political Science 101+, 201+

- C) The UC-bound student should be aware of the American history and institutions requirements at the campus of choice. Requirements 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.



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.

ACCIDENT INSURANCE

EXT. 232 I

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. 221 I

The Admissions and Records Office has many functions. It is responsible for: application for admission, permanent records, transcript requests, student academic petitions, verification of student enrollment to appropriate institutions, and a segment of the enrollment procedure. Concerns should be directed to the Dean of Admissions, Records, and Services. Except during enrollment, the Admissions and Records Office hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 10 a.m. – 7 p.m.; closed on Friday. For additional information visit our website at 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 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 (SCWA). Cerritos women's teams are represented in: basketball, cross country, soccer, softball, swimming, tennis, track and field, volleyball, and water polo.

BOOKSTORE

EXT. 2450

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 a.m. – 2 p.m., Monday through Thursday; closed on Friday.

CALWORKS

EXT. 2356

The Cerritos College CalWORKs Program assists students who are receiving cash aid assistance through the state of California's CalWORKs Welfare Program, 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 welfare office. The program provides eligible students with personal counseling, educational and career planning, job search assistance, referrals to campus and community based organizations, and up-to-date information regarding Welfare Reform Rules. The staff advocates for students with

the Department of Public Social Services (DPSS) in order to ensure that county, state and federal regulations are administered fairly and correctly. For eligible students, the CalWORKs office also provides a work-study program that includes Pre-Employment Preparation workshops, and paid work-study placements on campus. The CalWORKs Office is conveniently located in the Career Services Center, in the Administration Building. 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.

CAMPUS NEWS SERVICES AND SOCIAL MEDIA

EXT. 2618

To keep you abreast of news and interesting aspects of campus life, student publications are available to you free of charge. Produced by students in the Journalism Department is the award-winning weekly newspaper *Talon Marks*. The paper provides timely coverage of campus news and highlights, sports, and current events. Campus news is also available online at the Talon Marks website at www.talonmarks.com and on the campus radio station WPMD, located at 1700 on the AM dial or www.cerritos.edu/wpmd. These media, as well as the college itself, also provide news alerts through Twitter and Facebook.

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

(located in the Administration Building)

EXT. 2356

The Career Services Center offers the following services to assist students in exploring and planning their academic and vocational futures: (1) Assessment Testing, ext. 2599; (2) Career Planning, ext. 2356; (3) Student Employment – Job Placement, ext. 2366; and (4) Reentry Programs, ext. 2362. You may visit our website at www.cerritos.edu/career-services. The Career Services Center hours are Monday and Thursday, 8 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 21 through August 10 except for June 1 and July 6.

CHILD DEVELOPMENT CENTER

EXT. 2583

The Cerritos College Child Development Center Program services students, college employees and the community. The Center is also a laboratory school for future teachers in the field of Early Childhood Education. Our purpose is to provide a safe, nurturing, exceptional early childhood education program for children from 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.

Students interested in these services must contact the Child Development Center and fill out a Request for Child Development Services or call (562) 860-2451, ext. 2583.

SERVICES FOR STUDENTS

COUNSELING

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 standby basis for quick questions. Online counseling is available at 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 21 through August 10, except for June 1 and July 6.

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. Services provided to EOPS students include a Summer Bridge program, academic counseling, early enrollment assistance, grants, and EOP nominations. 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 21 through August 10, except for June 1 and July 6.

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, 10 a.m. – 7 p.m.; closed on Friday. For additional information visit our website at www.cerritos.edu/finaid.

HEALTH INSURANCE

EXT. 2321

Supplemental insurance coverage programs are available for health and hospitalization coverage. Students interested should contact Student Health Services for insurance information and application.

HEALTH SERVICES

EXT. 2321

Health services are available to all students currently enrolled at Cerritos College upon proof of enrollment. First aid and referrals are available to all faculty, staff and visitors. The Student Health Services is staffed by a group of professionals which include physicians, nurse practitioners, registered nurses, medical assistants, and clerical support. They are all dedicated to your health and wellness. The SHS is able to provide basic outpatient services for the diagnosis and treatment of acute and sub-acute illnesses and injuries. A brief

overview of services includes urgent care, preventive care, women's and men's health care, as well as, chiropractic services, referrals to psychological and optometric services, and a variety of support services (pharmacy, laboratory, health education, etc.). Accident, International student, and supplemental insurances are also available through the SHS. 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/shs or call (562) 860-2451, ext. 2321. We are located on the southeast corner of campus and would like to extend an invitation for you to stop in and visit us anytime.

INTERNATIONAL STUDENT CENTER

EXT. 2133

The International Student Center welcomes F-1 international students to enroll in either the regular college academic program or the Intensive English Program at Cerritos College. The Center provides international students assistance with the regular international student and Intensive English Program admissions, counseling, immigration advisement, cultural adjustment and educational support while they pursue their academic goals. The Intensive English Program offers students the opportunity to acquire and improve their English skills and opportunities for cultural immersion. We assist international students in their relations with the United States Citizenship and Immigration Services (USCIS) under the Department of Homeland Security 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 or call us at (562) 860-2451, ext. 2133, for further information or for an international student application package.

JOB PLACEMENT

EXT. 2366

Cerritos College 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 annual job fair, major-related field trips, and job shadowing. For more information, call (562) 860-2451, ext. 2366, email job-placement-info@cerritos.edu, or visit us at 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 200 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 and computers are also available in the library for student use. Librarians are available for reference assistance.

The LRC houses the following services: Library (ext. 2430), Media Services (ext. 7890), Open Computer Labs (ext. 2184 or 2185), Center for Teaching Excellence (ext. 7889), and Success Center (ext. 7891). Please call for the operating hours within each service area.

SERVICES FOR STUDENTS

MENTAL WELLNESS PROGRAM

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/shs.

PARKING

EXT. 2325

All parking at Cerritos College is by permit only. A one-term parking permit may be ordered online by logging into MyCerritos at <http://my.cerritos.edu> and clicking the link "Buy Parking Permit". Permits may also be purchased on campus in the Admissions and Records Office during regular office hours and at Campus Police during evenings and on weekends. 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.**

RE-ENTRY RESOURCE PROGRAM

EXT. 2362

The Re-entry Resource Program assists adults returning to school make a smooth transition, overcome barriers unique to returning adults, and successfully attain their college goals and objectives. Services include personal assistance, orientations, workshops based on re-entry student issues, support groups, and information regarding child care, financial aid, career counseling, job placement and community resources. Re-entry students of varied ages find these services relevant to their needs and interests. The Re-entry Resource Program is located in the Career Services Center. For more information, visit us at www.cerritos.edu/re-entry-program.

SUCCESS CENTER

EXT. 7891

The Success Center, located in the LRC on the upper and lower floors, has been established to serve the needs of faculty and students across the campus. The Success Center has set out to provide learning assistance and academic support for students at all levels. Assistance in virtually any subject is available via workshops, directed learning activities, and computer software programs, as well as individually from qualified tutors and instructors. Faculty and staff in the Success Center involve instructors in developing supplemental instruction in a variety of forms and work with instructors to enhance course offerings. For hours, special schedules, and additional information, please call the Success Center at (562) 860-2451, ext. 7891, or visit the Center's website at www.cerritos.edu/sc.

TRANSCRIPTS/VERIFICATION OF ENROLLMENT EXT. 2211

A transcript of all college work completed may be obtained by submitting a written request in the Admissions and Records Office. If ordered on campus, the first 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 requested at least 2 hours before closing. The fee for verification of enrollment is \$2 for three to five working days processing time or \$7 for 24-hour service. Please contact the Admission and Records Office by phone or check the website at www.cerritos.edu/, "MyCerritos", "Transcripts", for information on ordering transcripts via the web.

TRANSFER CENTER

EXT. 2154

The Transfer Center offers information, referrals and counseling services. The Center provides 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 Counseling Department. 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 21 through August 10, except for June 1 and July 6. Visit our website at www.cerritos.edu/transfer.

VETERANS' EDUCATION OFFICE

EXT. 3716

The Veterans' Education Office is located in the Veterans' Resource Center. The primary function of this office is to certify to the Veteran's Administration that eligible veterans are enrolled at the college and pursuing an approved educational goal. Hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 10 a.m. – 7 p.m.; closed on Friday.

VETERANS' RESOURCE CENTER

EXT. 3716

The Veterans' Resource Center (VRC) is a one-stop center that houses certifying officials, veteran's counselors, tutors, and other valuable resources. There are computers available for veteran students' use and assistive technology for improved learning. Tutoring is available Monday through Thursday from 2-7 p.m. The VRC is located in the Technology Building, Room #TE 8. Hours are Monday through Thursday, 8 a.m. – 7 p.m., and Friday, 8 a.m. – noon. The college will be closed on Fridays from May 21 through August 10, except for June 1 and July 6.



ADMISIONES Y REGISTRO

EXT. 2211

La oficina de Admisiones y Registro tiene muchas funciones. Es responsable por: solicitud de admisión, registros permanentes, peticiones de transcripción, peticiones académicas, verificación de matriculación de estudiantes para las instituciones pertinentes, y un segmento de el procedimiento de matriculación. Preguntas y comentarios pueden ser dirigidos al Decano de Admisiones y Servicios de Registro. Salvo en el tiempo de inscripción, el horario de la Oficina de Admisiones y Registro es Lunes y Jueves, 8 a.m. – 4:30 p.m.; Martes y Miércoles, 10 a.m. – 7 p.m.; cerrado los Viernes. Para obtener información adicional, visite nuestro sitio de web en 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.

LIBRERIA

EXT. 2450

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 de verano son de 8 a.m. – 2 p.m., de Lunes a Jueves; cerrado de Viernes.

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. 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 21 a Agosto 10, excepto por Junio 1 y Julio 6.

PROGRAMAS Y SERVICIOS PARA DISCAPACITADOS

EXT. 2333

Programas y Servicios para Estudiantes Discapacitados (DSPS) fue 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, 10 a.m. – 7 p.m.; cerrado los Viernes. Para obtener información adicional, visite nuestro sitio web en www.cerritos.edu/finaid.

ESTACIONAMIENTO

EXT. 2325

Estacionamiento en Cerritos College es permitido sólo con permiso de estacionamiento. Permisos de estacionamiento para un semestre pueden ser adquiridos en línea visitando MyCerritos en el sitio <http://my.cerritos.edu> y seleccionando “Buy Parking Permit” (comprar permiso de estacionamiento). Los permisos de estacionamiento también se pueden comprar en la Oficina de Admisiones y Registros durante el horario normal de oficina y en el Departamento de Policía de la escuela durante las noches o fines de semana. Permisos de estacionamiento para un sólo día pueden 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*	\$46 por unidad
Cuota de Actividades Estudiantiles	\$4
Cuota de Servicios de Salud	\$13
Cuota de Estacionamiento (opcional)	\$20
Cuota de Inscripción a no residents	\$208 por unidad (\$179 por unidad por no residencia mas \$29 por unidad de pago capital)

*Sujeto a cambios legislativos.

If you have questions or need information in Spanish about Cerritos College, please call the Admissions and Records Office at (562) 860-2451, extension 2211. Office hours are Monday and Thursday, 8 a.m. – 4:30 p.m.; Tuesday and Wednesday, 10 a.m. – 7 p.m.; and closed on Friday. 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 y Registro 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, 10 a.m. – 7 p.m.; cerrado los Viernes. 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 Disabled Student Programs and Services (DSPS) at Cerritos. Students 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. 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 also provided. 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/>.

AN ADVANCE APPOINTMENT IS REQUIRED, FOR ENROLLMENT ASSISTANCE.

DSPS 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 support personnel (other than interpreters) are also provided by DSPS personnel.

The Instructional Support Center (ISC), located near the Food Court, 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 Learning and Evaluation Services, the Assistive Technology Training and Information Center, and Alternate Media Production Center. The Assistive Technology Training Center is 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.

Learning and Evaluation Services, located within the ISC, provides learning disability evaluations and follow-up referrals to DSPS services and campus resources. These services include:

- Screening, testing and certification of learning disabilities.
- Recommendation for academic accommodations according to the unique assessment data gathered.

- Referral of 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.
- Education of students on their unique learning strengths and weaknesses profile to prepare them for self-advocacy and success.

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.



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

STUDENT ENROLLMENT APPOINTMENT ASSIGNMENT

Priority for assignment of enrollment appointments is based on student groups or total units earned and overall grade point average at Cerritos College. College Bridge and Special Admit Minor students are not included.

General continuing student enrollment appointment times are newly calculated each term. Appointment timing is based on a combination of units earned, up to a maximum of 110 units, and overall grade point average. When a student's unit total exceeds 110, the calculated unit total is reset to zero. Student numbers are used to separate students with the same point total. An exemption, exception, or challenge may be available for this procedure. For information, contact the Office of Admissions and Records.

A continuing student is defined as one who has completed a course during the 2012 spring semester with any grade or notation. This does not apply to College Bridge or Special Admit Minor students.

Note regarding final grades: Grades may be found in your MyCERRITOS account. Grade reports are not mailed. If you wish to receive a grade in the mail, you should supply your instructor with a self-addressed, stamped envelope with an enclosure on which to state your grade. You may also pick up your grades from the Office of Admissions and Records.



SUCCESS CENTER

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 Success Center can provide the answers and the help that you're looking for. All Cerritos College students may attend any of the free services listed below. Visit the Success Center located in the LRC for more information!

Individualized Instruction from Faculty

Faculty members are available at various times for assistance in math, English, English as a Second Language, and reading.

Technology Training & Computer Proficiency

Training sessions are offered in word processing, spreadsheets, multimedia presentations, MyFoundationsLab, TalonNet, etc.

Support for Online Students

Walk-in support for online students

Tutorial Services

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

Workshops

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 any 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 appropriate Vice President. The Hearing Committee's decision(s) shall be final unless appealed.
12. A recording of the proceedings shall be kept in a confidential file in the Office of 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 appropriate Vice President provided the appropriate Vice President is not a direct party to the grievance. If the appropriate Vice President is a direct party to the grievance, and either party is dissatisfied with the recommendation of the Hearing Committee, an appeal may be submitted to a Vice President/Assistant Superintendent not a direct party to the grievance.
2. Upon receiving the findings and recommendations of the Hearing Committee, and after examination of the appeal as requested by either party, the appropriate Vice President or alternate may accept or reject the Hearing Committee's decision.
3. If the appropriate Vice President or alternate rejects the Hearing Committee's decision, he or she shall submit his/her decision with the stated reasons for objections to the Hearing Committee within ten instructional days. The Hearing Committee shall within ten instructional days reconsider its decision(s) and submit its decisions to the appropriate Vice President for a final decision.
4. The appropriate Vice President shall transmit his or her final decision to the parties within ten instructional days.
5. An appeal of the appropriate Vice President's decision may be submitted to the President/Superintendent by either party within five instructional days of the appropriate Vice President's decision. The President/Superintendent shall transmit his or her final decision to the parties within ten instructional days.
6. An appeal of the President/Superintendent's decision may be submitted to the Board of Trustees by either party within five instructional days of the President/Superintendent's decision. The Board of Trustees may review an appeal for two consecutive regular Board meetings before making a final determination of the matter at the District level.
7. The President/Superintendent or designee, or the Board of Trustees may reject a Hearing Committee decision only after reviewing a transcription of the involved hearing.

STUDENT SERVICES AND POLICIES

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 transmit his or her decision to the parties within ten instructional days.

STEP IV – PRESIDENT/SUPERINTENDENT ACTION

If either party chooses to appeal the decision of the Vice President of Academic Affairs, he or she may appeal the matter to the President/Superintendent of the College within ten instructional days of such decision. If a faculty member is dissatisfied with a recommendation and neither acts on it, nor appeals it, the Vice President of Academic Affairs will forward the matter to the President/Superintendent. The President/

Superintendent will review the recommendation and if needed, request persons involved in the grievance to meet.

The President/Superintendent shall make a recommendation within ten instructional days. If either party is dissatisfied with the recommendation of the President/Superintendent, an appeal of the President/Superintendent’s recommendation may be submitted to the Board of Trustees by either party. The appeal must be submitted within ten instructional days after the President/Superintendent’s recommendation. The Board may review an appeal for two consecutive regular Board meetings, and if needed, request persons involved in the grievance to appear before making a final determination of the matter at the District level.

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.

STUDENT SERVICES AND POLICIES

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.
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.

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.

STUDENT SERVICES AND POLICIES

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 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 (Disciplinary Officer) 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 Disciplinary Officer or designee, with the knowledge of the Vice President of Student Services.
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.

STUDENT SERVICES AND POLICIES

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.

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

In all cases when the Disciplinary Officer or designee has initiated disciplinary action, the student, within five instructional days following notification of the action, may convey to the Vice President of Student Services, in writing:

1. Concurrence with the decision; or
2. A grievance challenging the action.

If a grievance challenging the action is filed, a hearing will be conducted

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 Disciplinary Officer 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, the District’s educational programs and activities are offered to the 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.

STUDENT SERVICES AND POLICIES

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 for employment and does not discriminate in any of its policies, procedures, or practices. The District encourages applications from all segments of qualified people and Board Policies 3410 and 3420 prohibit discrimination and promote equal opportunity.

Questions concerning the application of the policy may be addressed to 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.



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.

ALCOHOL AND DRUG POLICY

BP 3550 – DRUG AND ALCOHOL FREE ENVIRONMENT AND DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM

The District shall maintain a drug and alcohol free campus/workplace environment for students and employees. The District prohibits the unlawful possession, use, or distribution of illicit drugs and/or alcohol by students and employees.

The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in all facilities under the control and use of the District.

Any student who violates this policy will be subject to disciplinary action, which may include, but is not limited to, referral to an appropriate rehabilitation program, suspension or expulsion. Any employee who violates this policy will be subject to disciplinary action up to and including termination. The District may refer students and employees who violate this policy to the Campus Police or other appropriate law enforcement agency for appropriate criminal action.

The President/Superintendent shall assure that the District annually distributes the information required by the Drug-Free Schools and Communities Act Amendments of 1989 to all students and employees and that the District complies with other requirements of the Act.

The President/Superintendent shall ensure that a biennial report is prepared to review the effectiveness of the District's policies and programs in maintaining a drug and alcohol free campus and workplace environment.

The District is committed to providing its employees and students with an alcohol and drug-free campus and workplace environment. It emphasizes prevention and intervention through education.

Health Risks That May Be Associated with the Use of Illicit Drugs and the Abuse of Alcohol

- Partner and/or child abuse.
- Unintended injuries or death, including motor vehicle crashes.
- Being hit, otherwise assaulted, violently attacked, and/or murdered by another under the influence.
- Sexual activity without protection against HIV, hepatitis (A, B, and C), and other STDs.
- Rape, including date rape; other sexual assault; and/or other sexual activity when under the influence and unable to consent.
- Unsafe interactions with medications, including more than 150 medications that should not be mixed with alcohol.
- Binge and other drinking behaviors leading to ingestion of toxic amounts of alcohol, which can lead to alcohol poisoning, with effects including mental confusion, stupor, coma, inability to be roused, vomiting, seizures, slow or irregular breathing, hypothermia, bluish skin color, and paleness, and, if left untreated, seizures, permanent brain damage, and/or death.
- Premature births and low birth weights; alcohol and illicit drug-related birth defects, including fetal alcohol syndrome (FAS) involving severe physical, mental, and behavioral problems; and in the case of prenatal cocaine exposure, a 1.5 times increased likelihood of needing special education services in school.
- Suicide.
- Long-term health problems including liver disease; heart disease; cancers including those of the mouth, throat, larynx (voice box), breast, rectum, and colon; and pancreatitis.
- Homelessness.

Prevention and Intervention Programs

The District provides education and maintains programs and services designed to aid students, employees and their families in receiving assistance for alcohol and/or drug abuse problems. Included in these educational and assistive programs and services are:

- Notification of the dangers of drug use and dependency in the class schedule;
- Mental health services provided to students through the Student Health Services; and
- An Employee Assistance Program (EAP) for employees and their families

Alcohol and Drug Prohibitions

The unlawful manufacture, distribution, dispensing, possession, or use of alcohol or any controlled substance is prohibited on District property, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated by the District.

Violation of Board Policy 3550, Drug and Alcohol Free Environment and Drug and Alcohol Abuse Prevention Program, will be addressed by the District. The District will take appropriate action designed to address each specific violation, which may include, but is not limited to:

- Termination of employment,
- Expulsion,
- Referral to Campus Police or other law enforcement agency for prosecution as permitted by law, or
- Mandatory participation in an alcohol or drug abuse assistance or rehabilitation program.

As a condition of employment, employees of the District will have their fingerprints recorded with the California State Department of Justice and any conviction or violations of the law involving drugs and/or alcohol will be reported to Campus Police and to the Human Resources Office pursuant to the requirements of law. In addition, employees must notify the District within five (5) calendar days of any conviction for violation of a criminal drug statute occurring in the workplace. The District is required to report any violations of criminal drug or alcohol statutes that occur in the workplace to the United States Department of Education on an annual basis.

Information regarding legal sanctions under federal, state, and local laws is available in the following locations:

1. Library
2. Human Resources
3. Student Activities Office
4. Student Health Services

Alcohol/Drug Abuse Counseling, Treatment, Rehabilitation Information

Referral information and Social Service Directories for Los Angeles and Orange Counties are available in the following locations:

1. Counseling Center, ext. 2231
2. Student Health Services, ext. 2321

CAMPUS PHONE EXTENSIONS

CERRITOS COLLEGE COMMUNICATION CENTER: (562) 860-2451
HOURS: 7:00 a.m. – 7:00 p.m., Monday – Thursday; 7:00 a.m. – 4:30 p.m., Friday

The college will be closed on Fridays from May 21 through August 10, except for June 1 and July 6.

QUESTION/PURPOSE	CALL (562) 860-2451	EXT. #
Address change	Admissions and Records Office	2211
Admissions and Records	Admissions and Records Office	2211
Assessment Testing	Career Services Center	2355
Bookstore	Bookstore	2462
Career Services	Career Services Center	2356
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 and Scholarships	Financial Aid	2397
Foreign Student Advisement	International Student Center	2133
Job Placement	Career Services Center	2366
Library	Library	2430
Lost and Found	Campus Police	2325
Northwood University	Automotive Partners Building	7852
Parking Information	Campus Police	2325
Personal Counseling	Student Health Services	2321
Police Department	Campus Police	2325
Reentry Program	Career Services Center	2362
Refunds	Admissions and Records Office	2211
Registration	Admissions and Records Office	2211
Student Body Activities	Student Activities Office	2473
Student Grievance Information	Student Activities Office	2471
Student Health Services	Student Health Services Center	2321
Student ID Center	Student Activities Center	2480
Transfer Center	Counseling Services	2154
Tutoring	Success Center	7891
Veteran's Education	Veterans' Resource Center	3716/2120
Withdrawing from College	Admissions and Records Office	2211

DIVISIONS

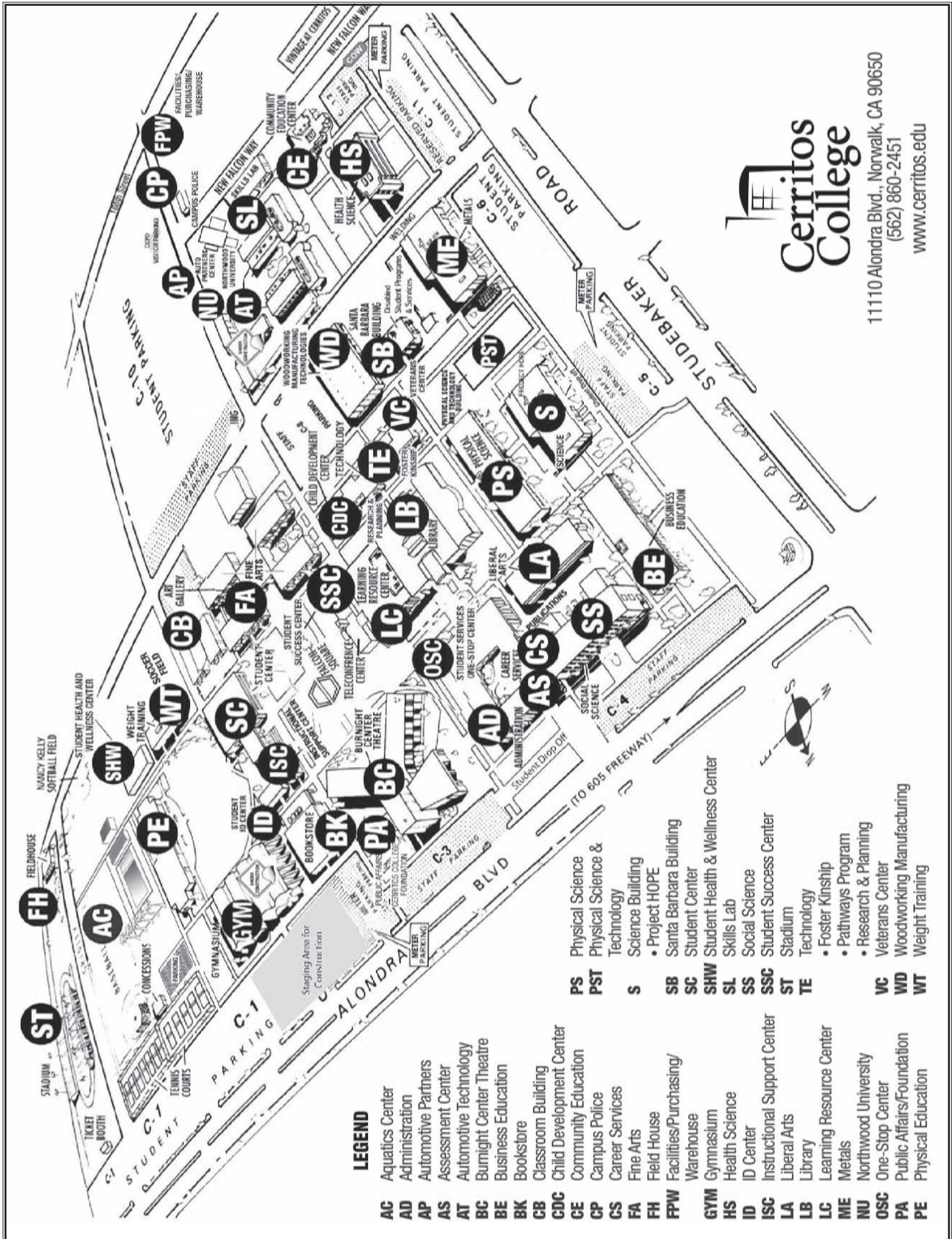
Business, Humanities & Social Sciences Division	Business Education Building	2715/2733
Counseling Division	Administration Building	2231
Fine Arts & Communications Division	Fine Arts Building	2600
Health Occupations Division	Health Science Building	2550
Health/Physical Education/Athletics Division	Physical Education Building	2859
Liberal Arts Division	Liberal Arts Building	2858
Science, Engineering & Mathematics Division	Physical Science & Technology Building	2660
Technology Division	Physical Science & 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 and Records Office 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, East End; 2nd Floor, West End
Library	Elevator East Wing
LRC	Near Center Elevator of Upper/Lower Levels
Physical Education Building	Lobby/Women's Locker Room
Physical Science & Technology Building	1st Floor, West End/East End; 2nd Floor, West End/East End
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 Aquatics Center
- AD Administration
- AP Automotive Partners
- AS Assessment Center
- AT Automotive Technology
- BC Burnight Center Theatre
- BE Business Education
- BK Bookstore
- CB Classroom Building
- CDC Child Development Center
- CE Community Education
- CP Campus Police
- CS Career Services
- FA Fine Arts
- FH Field House
- FPW Facilities/Purchasing/Warehouse
- 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
- OSC One-Stop Center
- PA Public Affairs/Foundation
- PE Physical Education

- PS Physical Science & Technology
- PST Physical Science & Technology
- S Science Building
- SB Santa Barbara Building
- SC Student Center
- SHW Student Health & Wellness Center
- SL Skills Lab
- SS Social Science
- SSC Student Success Center
- ST Stadium
- TE Technology
- VC Foster Kinship
- WD Woodworking Manufacturing
- WT Weight Training

The Student Information Desk is Located in the One Stop Center

EASY REFERENCE COURSE LISTINGS

COURSE	PAGE	COURSE	PAGE
A			
Accounting	24	J	
Administration of Justice	24	Journalism	31
Adult Education	40	L	
Anatomy and Physiology	24	Law	32
Anthropology	24	M	
Architecture	24	Machine Tool Technology	32
Art and Design	24	Mathematics	32
Astronomy	25	Microbiology	33
Autobody/Collision and Repair	25	Music	33
Automotive Technology	25	N	
B			
Biology	26	Northwood University	25,26
Business Administration	26	Nursing	34
Business Communications	26	O	
C			
Chemistry	26	Office Computerized Technologies	26
Child Development	27	P	
Communications/Broadcasting	37	Paralegal (see Law)	32
Computer and Information Sciences	27	Pharmacy Technology	34
Cosmetology	28	Philosophy	34
Counseling	28	Photography	34
Court Reporting	28	Physical Education	35
D			
Dance	28	Physics	36
Dental Assisting	29	Plastics/Composites	36
Dental Hygiene	29	Political Science	36
Drafting (see Engineering Design Technology)	29	Psychology	37
E			
Earth Science	29	R	
Economics	29	Reading and Study Skills	37
Engineering Design Technology	29	Real Estate	37
English	29	S	
English as a Second Language	30	Sociology	37
F			
Film	30	Spanish	37
Finance	31	Speech	38
French	31	T	
G			
Geography	31	Theatre Arts	38
German	31	W	
H			
Health Education	31	Welding	38
Health Occupations	31	Woodworking	39
History	31		

Cerritos College Transfer Center Summer-Fall Time Line

June 1 - 30, 2012

CSU application priority filing period for Winter quarter 2013 applicants, if open.



July 1 - 31, 2012

UC application priority filing period for Winter quarter 2013 applicants, if open.

Cerritos College →



August 1 - 31, 2012

CSU application priority filing period for Spring semester/quarter 2013 applicants, if open.



September 2012

Begin scholarship research and applications (highly recommended for AB 540 students).



October 1 - November 30, 2012

CSU application priority filing period for Fall 2013 semester/quarter applicants. Attend CSU application workshops. www.csumentor.edu



November 1 - 30, 2012

UC application priority filing period for Fall 2013 semester/quarter applicants. Attend UC application workshops. www.universityofcalifornia.edu/apply



SAN DIEGO STATE UNIVERSITY



Cerritos College Transfer Center

Located in the One Stop Area
In the Administration Building (AD)
Monday and Thursday 8:00 a.m. – 4:30 p.m.
Tuesday and Wednesday 8 a.m. – 7 p.m.
Friday 8:00 a.m. – 12:00 p.m. (excluding summer)
*Office Hours are subject to change
(562) 860-2451 ext. 2154



www.cerritos.edu/transfer

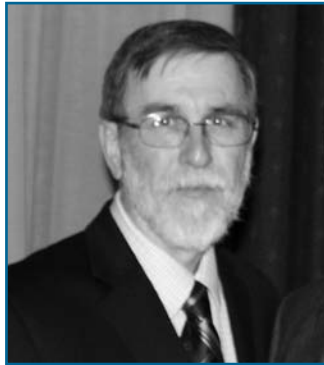
Journalism Instructor Receives Prestigious Award

Cerritos College journalism instructor Richard Cameron was honored by the California Press Association for his contributions to California journalism and journalism education.

CalPress, one of the oldest press associations in the country, presented Cameron with its annual Jack Bates Award at its 134th annual winter meeting in San Francisco in December 2011.

Named after the former longtime director of the California Newspaper Publishers Association, the Jack Bates Award was established in 2007 to recognize “effective leadership in addressing newspaper challenges and assisting journalism education-demonstrating that the best leadership for the newspapers of the future comes from those who understand and appreciate how to take the best of the past and invest it into the future.”

Cameron, who chairs the Mass Communication Department and advises the student newspaper Talon Marks at Cerritos College, was nominated by fellow community college journalism instructors from around the state.



In addition to serving his own students he, in the words of one of his colleagues, has influenced thousands of community college journalism students around the state with many workshops and services directed at not only his own students, but students and teachers around the state. He has been a guiding force in the introduction of new technologies to journalism education.

At Cerritos College Cameron also serves as the college’s Curriculum Committee chair and is currently chairing a statewide effort to create a streamlined associate of arts degree in journalism for community college students.

Further, he chairs the California Journalism Education Coalition, an umbrella group that brings together representatives of high school, community college, university and industry organizations interested in journalism education to discuss common issues and solutions and to honor outstanding journalism educators.

Cameron is one of the longest serving journalism educators in the California community college system and has been teaching at Cerritos College since 1997.

Psychology Students Receive National Award

In August 2011, three Cerritos College psychology students traveled to Washington D.C. to attend the American Psychological Association’s national convention accompanied by two Cerritos College psychology professors, Dr. Kimberley Duff and Dr. Todd Gaffaney.

Students Mallory Maranon, Edgar Perez, and Steven Palacios were pleasantly surprised when the Cerritos College chapter of Psi Beta, a national honor’s society in psychology, was recognized with the 2010-11 Chapter Excellence Award.

The Cerritos College chapter of Psi Beta, known as the Psychology Club on campus, had a successful school year. It inducted a record number of students into the national honor society of Psi Beta. The club participated in the AIDS Walk and the NAMI Walk, and volunteered at Metropolitan State Hospital in Norwalk. Twenty students had the honor to attend

the Western Psychological Association conference and present the original research that they conducted in class.



Psychology students and professors at the APA Conference

Intensive English Program Off to a Good Start



Dr. Linda Lacy welcoming the IEP students

Cerritos College's very first Intensive English Program (IEP) began on January 9. The college president, Dr. Linda Lacy, welcomed new international students on the first day of the eight-week program. Dr. Patricia Robbins-Smith, Director of Community Education, and Danita Kurtz, Director of the International Student Center, worked together in collaboration to bring this new program to the Cerritos College campus.

The IEP is primarily for international students who want to develop the language skills they need to begin their academic studies. Students will study English in a student-centered environment where they will be fully immersed into the English language and culture.

The college's highly qualified faculty and staff are dedicated to making the student's learning and cultural experience rewarding. Upon successfully completing the IEP, the students will have the opportunity to transition into their major field of study at Cerritos College and later transfer to a University of California or California State University or any university of their choice.

For more information, visit www.cerritos.edu/isc. To request an application, contact the Cerritos College International Student Center at international_center@cerritos.edu or at 562-860-2451, ext. 2131.

Cerritos College Receives \$3.8 Million HSI-STEM Grant

Cerritos College was awarded a \$3.8 million STEM grant from the U.S. Department of Education's Hispanic Serving Institutions (HSI) Science, Technology, Engineering and Mathematics (STEM) and articulation program.

The purpose of this grant is to increase the number of Hispanic and other low-income students attaining degrees in

STEM fields and to develop model transfer and articulation agreements between the 2-year and 4-year HSIs in these fields.

The grant, which will be paid out over five years, finances the college's pilot program of A.A. degree attainment and university STEM transfer, concentrating on the high-need areas of computer science and environmental science.

Cerritos College Astronomy Students Observe a Near-Earth Asteroid

The 26 students of Dr. Thad Szabo's Astronomy 105 class got a hands-on lesson they will never forget.

Setting up large telescopes, they observed the historic passage of an aircraft carrier-sized asteroid on November 8.



Dr. Szabo and students observing the asteroid

"This is the first time information about one of these asteroids was made available ahead of time. The class was able to set up and photograph it as it passed," according to Dr. Szabo.

He took full advantage of the information for his students to get the once-in-a-lifetime experience.

"You can't see it with naked eyes but when it shows up this big on a computer screen, you get the feel for it and how massive it is," said student Chris Rodriguez.

KNBC was on campus to feature the students and the footage aired on the evening news. Link to the footage: <http://www.nbclosangeles.com/video/#!/on-air/as-seen-on/Tracking-an-Asteroid/133520168>

Watch the video of flying asteroid Dr. Szabo put together: <http://www.youtube.com/watch?v=KMLr22antxI>

Former Basketball Coach Inducted into Sportswalk of Fame

by John Van Gaston

From 1983 until 1998, the Cerritos College men's basketball team was a perennial powerhouse, and it started at the top with head coach Jack Bogdanovich. During his time with the Falcons, Bogdanovich posted a 411-91 (.821) record, which included three State Championships, three more trips to the state tournament and 12 South Coast Conference championships.

On October 10, 2011, Bogdanovich was one of six to be inducted into the San Pedro Sportswalk to the Waterfront for his contributions to the city of San Pedro and its community.

The induction ceremony was held in San Pedro's historic downtown district along Sixth Street between Palos Verdes and Centre streets.



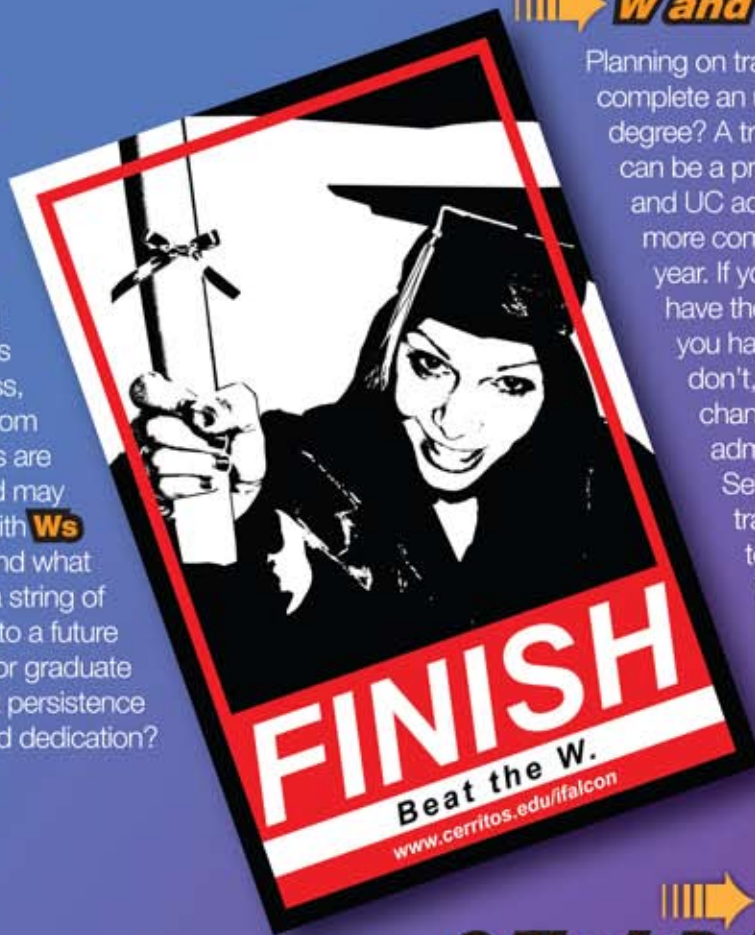
Jack Bogdanovich

Resist the W.

When students get stressed, often they look for a quick and easy solution to deal with that stress. Unfortunately that can often lead them to drop a course or two and take the **W**, or simply to stop showing up to avoid the stress. That can have huge implications for students' future goals.

W and Professional Certification:

Is dropping a course even an option for you? Some professional degree programs don't accept **Ws** at all; if you drop the class, you may be dropped from the program. Others are very competitive and may not even admit you with **Ws** on your transcript. And what do you imagine a string of **Ws** says to a future employer or graduate program about persistence and dedication?



W and Transfer:

Planning on transferring to complete an undergraduate degree? A transcript with **Ws** can be a problem. Cal State and UC admissions are more competitive every year. If you and a peer have the same GPA, but you have **Ws** and they don't, you may find your chances for transfer admission much lower. Several **Ws** on a transcript may suggest to a university that you have a problem taking your studies seriously.

W and the California Budget Crisis:

The deeper the budget crisis gets, the more courses must be cut. If you don't complete the required math, English, or general education course, or that essential course in your major, you may not be able to enroll again next semester, or the semesters following that. How long are you willing to put off achieving your academic and professional goals?

And you know that after two **Ws** in a course, you may not be able to take it again.

Before you go for the W:

Link up with your instructor about course options and your grade. **Check out tutoring resources** that might help you boost your class comprehension and performance. **Talk with an academic counselor** about your Educational Plan and how a **W** – or a lower grade – might affect your graduation plans. **Consider your weekly schedule.** Where can you cut back on other time commitments to spend more time studying?

Don't take dropping a course lightly. Beat the W.



Excellence is the Standard

Angela Hoppe-Nagao finds her true calling in teaching and communication

For Angela Hoppe-Nagao, the profession of teaching speech communication came to her almost unintentionally. Hoppe-Nagao started taking German and math classes at Cerritos College while in high school as part of the College Bridge Program. At that time, she had no idea what she wanted to do with her life.

Even though her father was a great public speaker, she was too shy to like public speaking. However, Mary Lewis, a speech instructor, saw something in Hoppe-Nagao. Mary Lewis recruited her to be on the Forensic Team. Hoppe-Nagao was nervous but willing to give it a try.

To her surprise, Hoppe-Nagao won medals in persuasive speaking and poetry interpretation as a member of the Forensic Team, and she fell in love with speech. It was not so much public speaking; rather, it was interpersonal and intercultural communication—the study of how we communicate with others in our lives—that enchanted Hoppe-Nagao. “It’s personally enriching,” says Hoppe-Nagao. “Everything you do in your life deals with communication.”



Cerritos Community College District
11110 Alondra Blvd.
Norwalk, CA 90650
(562) 860-2451

www.cerritos.edu

