



2016 Summer Class Schedule

Excellence is the Standard Samii Taylor



Samii Taylor's Got Channels to Feed Her Passion for Storytelling

Samii Taylor received her first crystal radio set at age five and has been in love with radio and music as a means of storytelling ever since.

2016 Summer Sessions

May 23 - August 12	12-Week Session
May 23 - July 28	10-Week Session
June 17 - August 12	8-Week Session
May 23 - June 30	1st 6-Week Session
July 5 - August 12	2nd 6-Week Session



**First Session Begins
May 23, 2016**



Cerritos Community College District
11110 Alondra Blvd., Norwalk, CA 90650
562-860-2451 | www.cerritos.edu

www.cerritos.edu



MESSAGE FROM THE PRESIDENT



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

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

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

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

Sincerely,

Dr. Jose L. Fierro
President/Superintendent

OUR MISSION

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

SERVING THE COMMUNITIES OF

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



AND PORTIONS OF

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

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



Samii Taylor's Got Channels to Feed Her Passion for Storytelling

Samii Taylor received her first crystal radio set at age five and has been in love with radio and music as a means of storytelling ever since.

While attending an Elvis Presley concert in 1976, the chief engineer discovered her examining the equipment and invited her to sit with him during the concert. During their conversation, Samii learned that he was head of the music engineering program at the University of Miami. Samii decided to leave Indiana to attend the University of Miami where she studied during the day, worked nights, and took engineering courses on the weekend. Upon completion, she applied for jobs at every Miami recording studio, only to be turned down because in the 70s it was unheard of to hire a woman for a recording engineer position. Through perseverance, Samii became the first woman recording engineer at Criteria Studios, known for recording the Bee Gees, the Eagles, and Eric Clapton. She worked hard to prove that a woman could do the job.

Samii also became the first woman engineer to run video at NBC's news affiliate in Memphis, Tennessee, even though the chief engineer didn't believe she could perform in that capacity. She set precedence on her fifth day on the job by doing her first solo newscast. Although she loved the thrill of live television, she decided to return to Miami to work as a private production assistant and engineer for the Bee Gees.

When Samii relocated to Los Angeles in 1984, she recorded music tracks for movies and TV shows, including the film *Top Gun*. In 1987, she married Yakovetic, an artist known for his illustration work with Disney, Dreamworks, and Pixar Studios. Samii and her husband launched a production company and began creating children's books. Their first children's book about water safety sold 3 million copies and helped Samii discover her talent in creative writing.

In 1993, the couple adopted their son Pierce. Raising Pierce took the front seat in her life for a while. On New Year's Eve 2014, her husband suffered retinal detachment in both eyes, rendering him legally blind for over a year. Samii knew she needed to update and sharpen her skills and knowledge in the latest audio/video software and obtain a degree in order to secure an advantageous job.

Samii enrolled at Cerritos College in 2014 to obtain an associate degree in English and a creative writing certificate. She has been on the President's and Dean's lists every semester. Samii's first screenplay, *Above Reproach*, won the Best Feature Screenplay Award at the 2015 Hollywood and Vine Film Festival. *Above Reproach*, which Samii wrote in an English directed study course, is based on a true story about the 1980 hostage crisis where Iranian students overtook the U.S. Embassy in Tehran.

At Cerritos College, Samii had the opportunity to make her radio debut on WPMD, the College's student-operated radio station. Her program, *Rock Steady*, tells stories of top women recording artists and their music and has been nominated for an Intercollegiate Broadcasting System (IBS) award.

"It is an honor to have my radio program, *Rock Steady*, nominated by IBS because it brought together all the creative threads of my life: writing a great story about an artist, selecting great music to accompany the story, and fulfilling my dream of being on the air," said Samii.

Samii enjoys her studies and experience at Cerritos College, where age is not regarded as a liability, but respected as resourceful life experience. She's currently working on a screenplay about women aviators from World War II and plans to use this work to bring truth to light about these unique lady pilots.



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CLASS SCHEDULE

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SUMMER COURSE OFFERINGS

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

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ADULT EDUCATION NON-CREDIT CLASSES

- Apprenticeship Programs
- Adult Education
 - ESL
 - VESL
 - Basic English
 - Basic Math
 - High School Equivalency
 - Occupational Preparation
 - Citizenship
 - Assessment Preparation
- Older Wiser Learner

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DISTANCE EDUCATION COURSES

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

If you have questions or need information in Spanish about Cerritos College, please call the Admissions and Records Office at (562) 860-2451, extension 2211. Office hours are Monday through Thursday, 8 a.m. – 7 p.m.; Friday, 8 a.m. – 12 p.m. The college will be closed on Fridays from May 27 through August 5. Additional information is available in Spanish on pages 14-18 and 78.

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 a Jueves, 8 a.m. – 7 p.m.; Viernes, 8 a.m. – 12 p.m. El colegio estará cerrado los Viernes de Mayo 27 a Agosto 5. Información adicional está disponible en español en las páginas 14-18 y 78.

SUMMER 2016 CALENDAR OF IMPORTANT DATES

ENROLLMENT BEGINS APRIL 11, 2016

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

MYCERRITOS APPLICATION/ENROLLMENT HOURS:	
Monday – Saturday	2 am – midnight
Sunday	8 am – midnight
ADMISSIONS AND RECORDS OFFICE FEE PAYMENT HOURS:	
Monday through Thursday	8 am – 6:30 pm
Friday	8 am – 11:30 am

Please note that the campus will be closed on Fridays from May 27 through August 5.

IMPORTANT DATES:	
Memorial Day Holiday	May 30
First day to file petition for A.A. Degree and Certificate for Summer 2016	May 31
Independence Day Holiday	July 4
Last day to file petition for A.A. Degree and Certificate for Summer 2016	July 8
Summer session ends	August 12

CERRITOS COLLEGE OFFERS APPLICATION AND ENROLLMENT VIA THE WEB.

For Online submission of Admissions applications:

www.cerritos.edu

"Apply"

For Online Enrollment:

www.cerritos.edu

"MyCerritos" *

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

EMERGENCY INFORMATION

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

DISCLAIMER

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

ANNUAL SECURITY REPORT

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

SESSION DATES AND DEADLINES

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

If your class dates and deadlines are not listed, please contact the Admissions and Records Office.

12-WEEK SESSION: 5/23/16 through 8/12/16						
<i>Session Title</i>	<i>Session Dates</i>	<i>Enrollment Dates</i>	<i>Instructor initiated adds/ Drop with a Refund</i>	<i>Drop without a W</i>	<i>Elect Pass/ No Pass</i>	<i>Drop with a W</i>
12A - Twelve Week A: Monday-Friday	5/23-8/12	4/11-5/20	5/31	6/7	6/15	7/25
12D - Twelve Week A1: Monday	5/23-8/8	4/11-5/20	5/23	5/23	6/13	7/25
12E - Twelve Week A2: Tuesday	5/24-8/9	4/11-5/20	5/24	5/24	6/14	7/19
12F - Twelve Week A3: Wednesday	5/25-8/10	4/11-5/20	5/25	5/25	6/15	7/20
12G - Twelve Week A4: Thursday	5/26-8/11	4/11-5/20	5/26	5/26	6/16	7/21
12H - Twelve Week A5: Friday	5/27-8/12	4/11-5/20	5/27	5/27	6/17	7/22
12K - Twelve Week A8: Monday, Wednesday	5/23-8/10	4/11-5/20	5/25	5/25	6/15	7/25
12L - Twelve Week A9: Tuesday, Thursday	5/24-8/11	4/11-5/20	5/26	6/2	6/14	7/21
12M - Twelve Week A10: Monday - Thursday	5/23-8/11	4/11-5/20	5/31	6/6	6/15	7/25
10-WEEK SESSION: 5/23/16 through 7/28/16						
<i>Session Title</i>	<i>Session Dates</i>	<i>Enrollment Dates</i>	<i>Instructor initiated adds/ Drop with a Refund</i>	<i>Drop without a W</i>	<i>Elect Pass/ No Pass</i>	<i>Drop with a W</i>
10C - Ten Week A2: Monday-Thursday	5/23-7/28	4/11-5/20	5/26	6/3	6/9	7/13
8-WEEK SESSION: 6/17/16 through 8/12/16						
<i>Session Title</i>	<i>Session Dates</i>	<i>Enrollment Dates</i>	<i>Instructor initiated adds/ Drop with a Refund</i>	<i>Drop without a W</i>	<i>Elect Pass/ No Pass</i>	<i>Drop with a W</i>
8A - Eight Week A: Friday, Saturday, Sunday	6/17-8/7	4/11-6/24	6/18	7/21	7/1	7/24
8L - Eight Week A5: Monday, Tuesday	6/20-8/9	4/11-6/14	6/21	6/21	7/5	7/26
8M - Eight Week A6: Monday, Wednesday	6/20-8/10	4/11-6/15	6/22	6/22	7/6	7/27
8N - Eight Week A7: Thursday	6/23-8/11	4/11-6/16	6/23	6/23	6/30	7/28
8O - Eight Week A8: Tuesday	6/21-8/9	4/11-6/14	6/21	6/21	6/28	7/26
8P - Eight Week A9: Tuesday, Thursday	6/21-8/11	4/11-6/16	6/23	6/23	7/5	7/28
8Q - Eight Week A10: Tuesday, Wednesday, Thursday	6/21-8/11	4/11-6/16	6/22	6/23	7/5	7/28
8R - Eight Week A11: Wednesday	6/22-8/10	4/11-6/15	6/22	6/22	6/29	7/27
8S - Eight Week A12: Wednesday, Thursday	6/22-8/11	4/11-6/16	6/23	6/23	7/6	7/28
8T - Eight Week A13: Monday-Thursday	6/20-8/11	4/11-6/16	6/22	6/23	7/5	7/28
8U - Eight Week A14: Monday	6/20-8/8	4/11-6/13	6/20	6/17	6/27	7/25
8V - Eight Week B6: Monday-Friday	6/20-8/12	4/11-6/17	6/22	6/24	6/30	7/21

During the week of May 23-27, parking is free in all white-lined stalls.

Tune in to 1700 AM, Cerritos College Radio, for updated information on enrollment and registration.

SESSION DATES AND DEADLINES

*Deadlines do not reflect in-person, office availability. Adds/drops available through MyCerritos.
If your class dates and deadlines are not listed, please contact the Admissions and Records Office.*

FIRST 6-WEEK SESSION: 5/23/16 through 6/30/16						
<i>Session Title</i>	<i>Session Dates</i>	<i>Enrollment Dates</i>	<i>Instructor initiated adds/ Drop with a Refund</i>	<i>Drop without a W</i>	<i>Elect Pass/ No Pass</i>	<i>Drop with a W</i>
6D - Six Week A1: Monday	5/23-6/27	4/11-5/20	5/23	5/20	6/6	6/20
6E - Six Week A2: Tuesday	5/24-6/28	4/11-5/20	5/24	5/20	5/31	6/21
6F - Six Week A3: Wednesday	5/25-6/29	4/11-5/20	5/25	5/20	6/1	6/22
6G - Six Week A4: Thursday	5/26-6/30	4/11-5/20	5/26	5/20	6/2	6/23
6S - Six Week A6: Monday-Thursday	5/23-6/30	4/11-5/20	5/24	5/26	6/2	6/21
6U - Six Week A7: Monday, Tuesday, Wednesday	5/23-6/29	4/11-5/20	5/24	5/25	6/1	6/21
6V - Six Week A8: Tuesday, Thursday	5/24-6/30	4/11-5/20	5/24	5/24	6/2	6/21
6W - Six Week A9: Tuesday, Wednesday, Thursday	5/24-6/30	4/11-5/20	5/24	5/26	6/1	6/22
6AA - Six Week A10: Monday, Wednesday	5/23-6/29	4/11-5/20	5/23	5/23	6/1	6/20

SECOND 6-WEEK SESSION: 7/5/16 through 8/12/16						
<i>Session Title</i>	<i>Session Dates</i>	<i>Enrollment Dates</i>	<i>Instructor initiated adds/ Drop with a Refund</i>	<i>Drop without a W</i>	<i>Elect Pass/ No Pass</i>	<i>Drop with a W</i>
6B - Six Week B: Monday-Friday	7/5-8/12	4/11-7/1	7/7	7/11	7/15	8/3
6I - Six Week B1: Monday	7/11-8/8	4/11-6/27	7/11	6/27	7/18	8/1
6J - Six Week B2: Tuesday	7/5-8/9	4/11-6/28	7/5	6/28	7/12	8/2
6K - Six Week B3: Wednesday	7/6-8/10	4/11-6/29	7/6	6/29	7/13	8/3
6L - Six Week B4: Thursday	7/7-8/11	4/11-6/30	7/7	6/30	7/14	7/28
6T - Six Week B6: Monday-Thursday	7/5-8/11	4/11-6/30	7/6	7/11	7/14	8/2
6X - Six Week B7: Monday, Tuesday, Wednesday	7/5-8/10	4/11-7/5	7/6	7/6	7/13	8/2
6Y - Six Week B8: Tuesday, Wednesday, Thursday	7/5-8/11	4/11-6/30	7/6	7/7	7/13	8/3
6Z - Six Week B9: Monday, Wednesday	7/6-8/10	4/11-6/29	7/6	7/6	7/13	8/3
6BA - Six Week B10: Tuesday, Thursday	7/5-8/11	4/11-6/30	7/5	7/5	7/14	8/2
6BB - Six Week B11: Saturday	7/9-8/6	4/11-7/2	7/9	7/2	7/16	7/30
6BC - Six Week B12: Wednesday, Thursday	7/6-8/11	4/11-6/30	7/6	7/6	7/14	8/3
6BD - Six Week B13: Monday, Tuesday, Thursday	7/5-8/11	4/11-6/30	7/5	7/7	7/14	8/2

SESSION DATES AND DEADLINES

*Deadlines do not reflect in-person, office availability. Adds/drops available through MyCerritos.
If your class dates and deadlines are not listed, please contact the Admissions and Records Office.*

FIRST 3-WEEK SESSION: 7/5/16 through 7/21/16						
<i>Session Title</i>	<i>Session Dates</i>	<i>Enrollment Dates</i>	<i>Instructor initiated adds/ Drop with a Refund</i>	<i>Drop without a W</i>	<i>Elect Pass/ No Pass</i>	<i>Drop with a W</i>
3K - Three Week D1: Tuesday, Wednesday, Thursday	7/5-7/21	4/11-6/30	7/5	7/5	7/7	7/18

SECOND 3-WEEK SESSION: 7/26/16 through 8/11/16						
<i>Session Title</i>	<i>Session Dates</i>	<i>Enrollment Dates</i>	<i>Instructor initiated adds/ Drop with a Refund</i>	<i>Drop without a W</i>	<i>Elect Pass/ No Pass</i>	<i>Drop with a W</i>
3L - Three Week D2: Tuesday, Wednesday, Thursday	7/26-8/11	4/11-7/21	7/26	7/26	7/28	8/9

I-WEEK SESSIONS: 5/23/16 through 7/21/16						
<i>Session Title</i>	<i>Session Dates</i>	<i>Enrollment Dates</i>	<i>Instructor initiated adds/ Drop with a Refund</i>	<i>Drop without a W</i>	<i>Elect Pass/ No Pass</i>	<i>Drop with a W</i>
1WA - One Week A: Monday-Thursday	5/23-5/26	4/11-5/20	5/23	5/20	5/23	5/25
1WB - One Week B: Tuesday, Wednesday, Thursday	5/31-6/2	4/11-5/26	5/31	5/26	5/31	6/1
1WC - One Week C: Monday-Thursday	6/6-6/9	4/11-6/2	6/6	6/2	6/6	6/8
1WD - One Week D: Monday-Thursday	6/13-6/16	4/11-6/9	6/13	6/9	6/13	6/15
1WE - One Week E: Monday-Thursday	6/20-6/23	4/11-6/16	6/20	6/16	6/20	6/22
1WF - One Week F: Monday-Thursday	6/27-6/30	4/11-6/23	6/27	6/23	6/27	6/29
1WG - One Week G: Tuesday, Wednesday, Thursday	7/5-7/7	4/11-6/30	7/5	6/30	7/5	7/6
1WH - One Week H: Monday-Thursday	7/11-7/14	4/11-7/7	7/11	7/7	7/11	7/13
1WI - One Week I: Monday-Thursday	7/18-7/21	4/11-7/14	7/18	7/14	7/18	7/20

STUDENT SUCCESS AND SUPPORT PROGRAM (SSP)

Information is also available in Spanish on pages 14-18.

Información en español también está disponible en las páginas 14-18.

STUDENT RIGHTS AND RESPONSIBILITIES

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

INSTITUTIONAL RESPONSIBILITIES

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

- (e) It is intended that the instructional and student services area of the college shall use multiple sources of data from student education planning efforts and identified courses of study to coordinate course scheduling.

ENROLLMENT APPOINTMENT PRIORITY

including Orientation, Assessment, Counseling, Student Education Plans, Tier Groups, Probation

The purpose of establishing enrollment priorities is to support students endeavoring to reach their educational goals at Cerritos College by providing priority enrollment to groups of students (as listed herein) with special needs and/or who are in continuing student status, as long as satisfactory progress is made.

PRIORITY ENROLLMENT CRITERIA AND CONDITIONS

- A. Priority
 - 1. New students not otherwise exempt, including those in any state-provided priority enrollment groups, must complete assessment, orientation, and counseling with at least an abbreviated student education plan (A-SEP), in order to receive priority enrollment.
 - 2. First time, beginning with fall 2014 enrollment, students who have identified a course of study, been assessed to determine appropriate course placement, completed an orientation program provided by the college, and participated in counseling, advising, or another education planning service including at least an abbreviated student education plan (A-SEP), are required to complete a comprehensive student education plan (C-SEP) after completing 15 units of degree-applicable credit course work, or prior to the end of the third (3rd) semester of enrollment, resources permitting.
 - 3. Continuing students, including those in any state-provided priority enrollment groups, except eligible current and former foster youth, are subject to loss of the enrollment priority for which they would ordinarily be eligible if they are on any combination of progress or academic probation for two consecutive semesters.
 - 4. Continuing students, including those in any state-provided priority enrollment groups, except eligible current and former foster youth, are subject to loss of the enrollment priority for which they would ordinarily be eligible if they have earned 100 degree-applicable, non-basic skills and non-ESL units. Units for high unit majors and programs may be disregarded to the extent they exceed the number of units required for non-high unit majors and programs. Units from credit by exam, advanced placement, International Baccalaureate, or other similar programs may also be exempted.
- B. Subject to the above, continuing student enrollment appointments shall be set on the basis of units earned and cumulative grade point average at Cerritos College.
- C. Students subject to enrollment priority exclusion shall have a "PRB" negative service indicator, appearing as a Hold in Student Center in MyCerritos, placed on their enrollment account. The effect shall be to place the student's access to enroll at the end of the enrollment cycle in the period known as Open Enrollment.

STUDENT SUCCESS AND SUPPORT PROGRAM (SSP)

- D. Students excluded from enrollment priority shall be notified of options they may have, and/or are advised to exercise. See also the section of this procedure titled Appeals and Exemptions.

Additional Criteria for Enrollment Priority of Certain Students

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

STUDENT GROUPS WITH PRIORITIES:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ENROLLMENT LIMITATIONS

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

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

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

Priorities When Enrollment Must be Limited

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

Additional Conditions May Be Applicable to Order of Enrollment

Course sections funded other than by state apportionment, such as contract education, grant-funded programs, and certain fee-based sections (as permitted by law).

STUDENT SUCCESS AND SUPPORT PROGRAM (SSP)

APPEALS AND EXEMPTIONS

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

- A. Students may appeal the loss of enrollment priority due to extenuating circumstances, certain conditions specified on the Enrollment Priorities Appeals Form, or where a student with a disability applied for, but did not receive reasonable accommodation in a timely manner. Extenuating circumstances are verified cases of accidents, illnesses or other circumstances beyond the control of the student.
- B. Students who have demonstrated significant academic improvement will regain the loss of priority enrollment status. It is the student's responsibility to timely verify changes in enrollment priority status. Significant academic improvement is defined as achieving no less than the minimum grade point average and progress standard within a term. The minimum academic standard is a 2.0 grade point average, once the student has attempted 12 semester units; the minimum progress standard is greater than 50% of all units enrolled in being other than "W", "I", "NP", or "NC", once the student has enrolled in a total of at least 12 semester units.
- C. Students may request reinstatement of enrollment priority if an institutional mistake was made.

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 Spring 2016 semester.

CONTINUING STUDENT

You are a continuing student if you were enrolled in credit classes at Cerritos College during the Spring 2016 semester.

SPECIAL ADMIT MINOR (K-12)

Concurrent enrollment for students who wish to attend Cerritos College while in grades K-12.

ADMISSION AND ORIENTATION

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

ADMISSION

Who May Apply for Admission?

- Anyone who is a high school graduate or at least 18 years of age who may benefit from instruction.
- High school students in their junior or senior year with appropriate Special Admit approval forms.
- International Students in valid non-immigrant, F-1 visa status.

How to Apply for Admission

- Students who are enrolling for the first time or who are returning after an absence of one or more semesters, must complete an admissions application as early as possible prior to the start of enrollment. (Proof of residence may be required). The admission application is available on the college website at www.cerritos.edu, "Future Students/Apply", "Apply Online".
- **International students who are in F-1 student visa status.** International students must submit an International Student application, meet specific admission requirements, and pay a \$50 processing fee. Please see page 33 for admission requirements.

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

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

or

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

Requisite Clearance forms for consideration for the current semester should be submitted two weeks prior to the start of enrollment.

ADMISSION AND ORIENTATION

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. Two holds will appear in the MyCerritos account of these students: One hold for Assessment (ASM) and one hold for Orientation-Counseling (ORI). *Enrollment in classes will not be allowed until 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) during the Fall and Spring semesters. This program is designed to encourage early completion of Assessment and Orientation-Counseling. By completing AOC prior to the established deadline, first-time college students receive an earlier enrollment appointment date. For more information visit www.cerritos.edu/esp.

Options for New Student Orientations

Online

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

On campus

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

STUDENT ACTIVITY STICKER AND IDENTIFICATION CARD

ASCC utilizes the revenue collected from the Student Activity fee to support academic, extra-curricular, and student life programs, services, and events.

A student activity sticker and identification card can be obtained from the Student I.D. Center which is located in the One-Stop Center in the Administration Building.

REGULAR HOURS

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

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

It is important that students be in possession of their Cerritos College identification card at all times while on campus. This card is necessary for "buy-backs" in the College Bookstore and it is important to present when using the College Library and Student Health Center.



WHAT IS "ASSESSMENT?"

Assessment is required for first-time, new-to-college students. "Assessment" means the process of gathering information about an individual student to facilitate his or her success. At Cerritos College, assessment includes, but is not limited to, the collection of information regarding a student's study skills, English language proficiency, and/or computational skills. Academic counselors may also review high school and/or college transcripts, evidence of an A.A. degree or higher from an accredited institution, learning skills, academic performance, and need for special services. In addition, career assessment is the opportunity to explore career aspirations, goals, skills, interests, and values.

DO I NEED TO TAKE AN ASSESSMENT TEST?

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

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

STUDENT SUCCESS & SUPPORT SERVICES (3SP) EXEMPTION/EXCEPTION

Cerritos Community College offers Student Success and Support Services (formerly Matriculation) to all new students prior to their enrollment in classes. These services include assessment, orientation, and counseling. First-time, new-to-college students must complete required Assessment and Orientation-Counseling (AOC) prior to enrollment. Students not required to complete AOC under established criteria are automatically exempted upon application to the College. Students wishing to pursue another type of exemption must submit a completed Student Success & Support Program (3SP) Exemption and Exception form to the Admission and Records Office. 3SP 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 Assessment Center or Counseling Office.

ASSESSMENT TEST EXEMPTIONS

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

ASSESSMENT TEST EXCEPTIONS FOR:

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

Math – If you completed one year of Algebra 1 or higher with "B" grades or higher in high school, you may not need to take the math assessment. Students who have completed math courses at another college may also not need to take the math assessment. Please submit proof (official or unofficial transcripts) and a Requisite Clearance Request form to a counselor or Admissions & Records prior to enrollment. It is strongly recommended that these math courses have been completed within the past three years.

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

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

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

ACCOMMODATION FOR ENGLISH AS A SECOND LANGUAGE

Students planning to take ESL (English as a Second Language) courses need to take the ACCUPLACER ESL test. Students may take the test during regularly scheduled testing times.

MAY I RETAKE A TEST?

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

ASSESSMENT TESTING SCHEDULE

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

ACCOMMODATION FOR STUDENTS WITH DISABILITIES

Any student with a verified disability may arrange an appointment for alternative administration of English, reading, ESL, and mathematics placement tests by contacting the Disabled Student Programs, (562) 860-2451, ext. 2335. A current Cerritos College application must be on file and advance request for DSPS assistance is necessary. Alternative administration may include large print, readers, writers, or the use of assistive technology.



**Get Involved-
Join a Club!**

www.cerritos.edu/activities

COUNSELING AND FOLLOW-UP

COUNSELING

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

Continuing students are encouraged to meet with a counselor every semester to ensure their educational plan accurately reflects their educational goal. Schedule an appointment at the counseling desk or call (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.

BASIC SKILLS COURSE LIMITATIONS

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

ENGL 20

MATH 20, 40

READ 41, 42, 43, 46, 48, 49

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

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

Open Courses

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



**BUY YOUR
BOOKS
WHEN YOU
ENROLL!**

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

PROGRAMAS DE APOYO Y ÉXITO DEL ESTUDIANTE (Student Success and Support Programs, 3SP), anteriormente Matriculación

DERECHOS Y RESPONSABILIDADES DE LOS ESTUDIANTES

- (a) Se debe requerir a los estudiantes que:
 - (1) Identifiquen una meta educativa y profesional.
 - (2) Participen diligentemente en las actividades del curso y completen los trabajos asignados.
 - (3) Completen los cursos y mantengan el progreso hacia un objetivo educativo y concluyan un curso de estudio.
- (b) Los estudiantes de primer ingreso no exentos en un plazo de tiempo razonable, deberán:
 - (1) Identificar un curso de estudio.
 - (2) Realizar una evaluación para determinar la colocación en el curso apropiado.
 - (3) Completar una orientación que establece la universidad.
 - (4) Participar en la consultoría, asesoría u otro servicio de planificación de la educación para desarrollar un plan educativo abreviado.
- (c) A los efectos de esta sección, un estudiante de primer ingreso es un estudiante que se inscribe en la universidad por primera vez, salvo los estudiantes que se transfieren de otra institución de educación superior. Para los propósitos de esta sección, la inscripción por primera vez no incluye la inscripción simultánea cuando todavía se asiste a la escuela secundaria. En la medida en que una universidad tenga la capacidad de exigir y proporcionar los servicios indicados en (b)(1) a (4) a otros estudiantes, nada de lo incluido en esta sección impedirá a la universidad hacerlo.
- (d) Los estudiantes no exentos que hayan cumplido con los servicios identificados en (b)(1) a (4) estarán obligados a terminar un plan de formación integral después de completar 15 unidades semestrales de los cursos con créditos aplicables al grado académico o antes de finalizar el tercer semestre, o bien en un período más corto si lo requiere una política del programa o del distrito.
- (e) El incumplimiento de realizar los servicios requeridos que se enumeran en (b) puede resultar en una retención del registro del estudiante o la pérdida de la prioridad de inscripción hasta que los servicios se hayan completado.

RESPONSABILIDADES INSTITUCIONALES

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

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

PRIORIDAD DE LA CITA DE INSCRIPCIÓN

incluye la orientación, evaluación, consultoría, planes educativos, grupos de nivel, período de prueba

El propósito de establecer prioridades de inscripción es apoyar a los estudiantes que se esfuerzan por alcanzar sus metas educativas en Cerritos College, proporcionando prioridad de inscripción a grupos de estudiantes (que se enumeran en este documento) con necesidades especiales o que están en condición de estudiantes de reingreso, siempre y cuando el progreso sea satisfactorio.

CRITERIOS Y CONDICIONES PARA LA PRIORIDAD DE INSCRIPCIÓN

A. Prioridad

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

- B. Sin perjuicio de lo anterior, las citas de matrícula de los estudiantes de reingreso se establecerán con base en las unidades o el promedio de calificaciones acumuladas en Cerritos College.
- C. Los estudiantes que están sujetos a la exclusión de prioridad de inscripción tendrán un indicador de servicio negativo, que aparece como una retención en el Centro estudiantil en MyCerritos, colocado en su cuenta de la matrícula. El efecto será colocar el acceso del estudiante a matricularse al final del ciclo de inscripción en el período conocido como Inscripción Abierta.
- D. Los estudiantes excluidos de la prioridad de inscripción deben recibir notificación de las opciones que tienen o qué se les aconseja ejercer. Vea también la sección de este procedimiento titulada Apelaciones y Excepciones.

Criterios adicionales para la prioridad de inscripción de determinados estudiantes

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

GRUPOS DE ESTUDIANTES CON PRIORIDADES:

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

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

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

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

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

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

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

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

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

Estudiantes con Requisitos de Inscripción Obligatoria: los estudiantes en cumplimiento de los requisitos del programa que

deben mantener la condición de tiempo completo con los requisitos de tiempo de finalización para permanecer en los programas universitarios de Cerritos que están en programas financiados con donaciones con necesidades prioritarias de inscripción.

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

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

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

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

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

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

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

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

LIMITACIONES DE INSCRIPCIÓN

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

Limitaciones de inscripción adicionales (incluyen, entre otros):

- A. consideraciones de salud y seguridad;
- B. carga de trabajo de los profesores;
- C. disponibilidad de instructores calificados;
- D. limitaciones de financiamiento;
- E. planificación regional;
- F. requisitos legales;
- G. limitaciones de instalaciones, y
- H. requisitos de acreditación, reglamentación y política.

Prioridades cuando la inscripción debe limitarse

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

Condiciones adicionales pueden ser aplicables al orden de inscripción

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

APELACIONES Y EXENCIONES

La intención de estos procedimientos es apoyar y promover el éxito del estudiante, incluyendo la finalización del programa, a través del acceso a los cursos necesarios. Las peticiones de apelación o para la exención de la aplicación de estos procedimientos están sujetas a consideración del Comité de Expedientes y Normas Académicas, o a quien este designe.

- Los estudiantes pueden apelar la pérdida de la prioridad de inscripción debido a circunstancias atenuantes, ciertas condiciones especificadas en el Formulario de Inscripción de Prioridades de Apelaciones, o cuando un estudiante con una discapacidad solicitada, pero que no recibió los ajustes razonables en el momento oportuno. Las circunstancias atenuantes verifican los casos de accidentes, enfermedades u otras circunstancias fuera del control del estudiante.
- Los estudiantes que han demostrado una mejora académica significativa restablecerán el estado de prioridad de inscripción que perdieron. Es responsabilidad del estudiante verificar oportunamente los cambios del estado de las inscripciones de prioridad. El mejoramiento académico significativo se define como haber logrado por lo menos el promedio de calificaciones mínimo y las normas de progreso mínimas durante el semestre. El nivel académico mínimo es una calificación promedio mínima de 2.0, una vez que el estudiante haya intentado tomar 12 unidades semestrales; el progreso mínimo convencional es superior al 50% de todas las unidades en las que se inscribió que no reciban "W", "I", "NP", o "NC", una vez que el estudiante se haya matriculado en un total de al menos 12 unidades semestrales.
- Los estudiantes pueden solicitar el reintegro de la prioridad de inscripción si se cometió un error institucional.

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 admisión especial (Special Admit).
- Estudiantes internacionales con visas validas F-1 de no inmigrante.

Como solicitar admisión

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

ORIENTACIÓN

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

Evaluación y Orientación-Consejería (AOC)

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

Programa de Éxito Prematuro

El Colegio de Cerritos ofrece el Programa de Éxito Prematuro durante el otoño y el semestre de primavera. 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. Para obtener más información, visite la página web www.cerritos.edu/esp.

Opciones de Orientaciones para Nuevos Estudiantes

En línea

Comience, pare, y vuelva a comenzar en cualquier momento! Vaya a www.cerritos.edu, entre al systema 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 Oficina de Consejería al (562) 860-2451, extensión 2231, ó en línea en el sitio www.cerritos.edu/aoc, para más información.

¿QUE ES LA “EVALUACION?”

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

¿ES NECESARIO TOMAR UN PRUEBA DE EVALUACIÓN?

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

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

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

El Colegio de Cerritos ofrece servicios de Apoyo y Éxito del Estudiante (anteriormente 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 Excepción de Servicios de Apoyo y Éxito del Estudiante y presentarla a la Oficina de Admisiones y Registros. Las formas de Exención y Excepción de Servicios de Apoyo y Éxito del Estudiante están disponibles en las oficinas de Admisiones y Registros, Evaluación, y Consejería.

EXCEPCIONES A LA PRUEBA DE EVALUACIÓN

Los estudiantes que ya poseen un grado técnico en humanidades (Associate of Arts) o superior en una universidad acreditada de la región no están obligados a realizar las pruebas de evaluación/colocación pero será necesario que comprueben el grado académico mediante la presentación de documentos oficiales ante la Oficina de Admisiones y Registros, por lo menos 10 días hábiles antes de la inscripción.

EXCEPCIONES PARA LA PRUEBA DE EVALUACIÓN:

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

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

Cursos de Elegibilidad Avanzada – Los estudiantes que participan en cursos de colocación avanzada (AP por sus siglas en inglés) en sus escuelas secundarias y obtienen calificaciones positivas en los exámenes AP pueden obtener créditos universitarios para los cursos cuando vienen a Cerritos College. Para obtener más información, consulte a 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 ingles, necesarios para calificar para el título A.A. (Associate in Arts degree), revise su catálogo o pregunte a un consejero.

ADAPTACION PARA INGLES COMO SEGUNDO IDIOMA

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

¿PUEDO REPETIR UN PRUEBA?

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

CALENDARIO DE EVALUACIONES

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

ADAPTACIONES PARA ESTUDIANTES CON DISCAPACIDADES

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

CONSEJERÍA

- 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.
- A los estudiantes que están en período de probatoria de progreso o académico se les limitará la cantidad de unidades que pueden tomar cada semestre con base en su porcentaje de cursos completados y su promedio de calificaciones (GPA, por sus siglas en inglés). También corren el riesgo de perder su nombramiento prioridad de inscripción ya partir de otoño de 2016, pueden ser elegibles para la Junta de

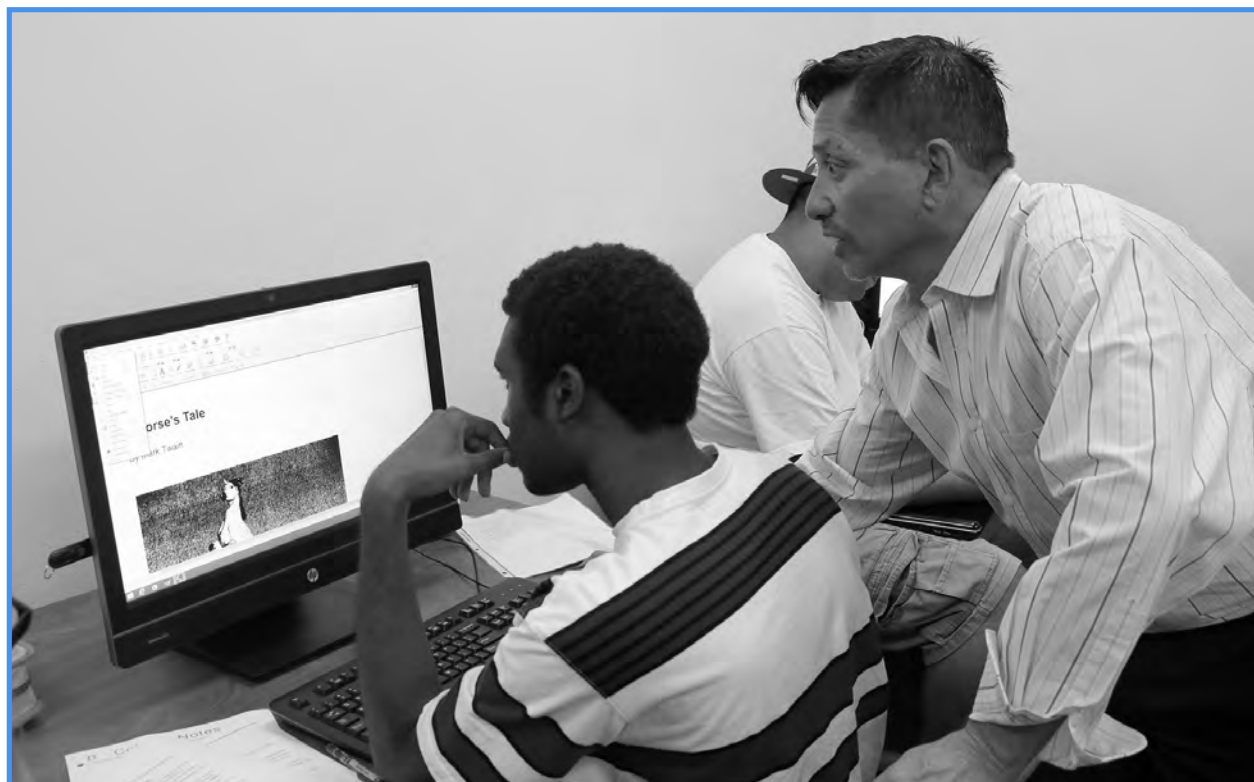
Gobernadores Fee Waiver (BOGFW) si permanecen en período de probatoria durante dos semestres consecutivos.

- 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 www.cerritos.edu/counseling.
- Una vez que comienza el semestre, se anima a los estudiantes nuevos, de readmisión y transferidos para que hagan una cita de consultoría o asistan a un taller de Planificación educativa para discutir las metas educativas y completar un plan educativo integral.

Estudiantes exortados a reunirse con un consejero cada semestre para garantizar que su plan de educación refleje con exactitud su meta educativa. Pida una cita o inscribirse en un taller de puesta a punto en el mostrador de consejería o llame al (562) 860-2451 ext. 2231.

SEGUIMIENTO

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



ENROLLMENT INSTRUCTIONS

MYCERRITOS ENROLLMENT DATES

April 11 – July 21, 2016

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. Refer also to the Student Success and Support Program section on page 8 for information on enrollment priority, loss of priority, and appeal information.
- Appointment information can be reviewed in your **"Student Center"**.
- To get to the **Student Center**, please log into the Cerritos College webpage at www.cerritos.edu.
- Select **"MyCerritos"** and log on by entering your User ID (your 7-digit student ID number). If your student ID number is 6 digits, please add a zero to the front of the numbers.
- Enter your password, your 6-digit date of birth (mmddyy), **unless** you have changed it. Please note that Cerritos College does not have access to passwords that have been changed.
- Once you have logged into **MyCerritos**, select **Student Center**.
- Your scheduled appointment date and time will appear in the yellow box under **"Enrollment Dates"** to the right of the page.

WHO MAY ENROLL USING MYCERRITOS

All continuing students (students who attended Spring 2016) and new, returning, and transfer students who have met Student Success and Support Program requirements.

- Exceptions:**
- First-time students who have an Assessment (ASM) or Orientation (ORI) hold.
 - Students who have a Dismissal (DIS) hold.
 - Students who have a "PRB" and/or "100+" hold due to second semester probation or more than 100 units.
 - Students with enrollment holds (NSF checks, library and athletic obligations, administrative holds, etc.)

Information regarding probation and 100+ unit holds may be found on page 8 under "Priority Enrollment Criteria and Conditions".

RECOMMENDATIONS BEFORE ENROLLMENT

Academic Advisement:

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

Clear Holds:

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

CalWORKs, DSPS, EOPS, LINC Students, and Student Veterans:

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

PLAN YOUR CLASS SCHEDULE

- **Check student data on enrollment appointment.** If there are corrections, please contact the Admissions and Records Office, in person, as soon as possible. Address, phone number, and email corrections can be made by using **MyCerritos, Student Center**.
- **Check "Holds and To Do's" prior to enrolling on MyCerritos, Student Center.**
- **List classes in priority order; 7 units maximum per session.**

- **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 21.
- **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 2016).
- Enter Class Number and select **"Next"**.
- Verify class information and availability, and select **"Next"**. If your class is closed you may wish to be added to a wait list, if available. Check the **"Wait List"** box and select **"Next"**.
- Your class is now in your **"Shopping Cart"**. You may enter another class number or, if done, select **"Proceed to Step 2 of 3"**.
- Confirm your class(es) and select **"Finish Enrolling"**.
- Verify your status as **"Success"**.
- To pay for your class(es), select **"Make a Payment"** and follow the directions for credit card payments.

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

Example:

1st 6 weeks English 52

2nd 6 weeks English 100

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

**CERRITOS COLLEGE WILL BE CLOSED ON FRIDAYS
FROM MAY 27 THROUGH AUGUST 5.**

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.** The Board of Governors Fee Waiver (BOGFW) waives students' course enrollment fees; **however all other fees, including but not limited to the Student Health fee, Student Activity fee, and applicable lab/materials fees, are due and payable at the time of enrollment.** (See FEES on page 23 for waiver information.)

FEE PAYMENT DEADLINE CALENDAR: SUMMER 2016

Enrollment Period	Deadline	Failure to Pay on Time
April 11 - May 13, 2016	7 days from the date of enrollment	Dropped from classes and/or wait lists*
May 14 - 20, 2016	May 20, 2016	Dropped from classes and/or wait lists*
May 23, 2016– Instructor Add Period	Midnight of the following day	HOLD on all student accounts and records*

**The Board of Governors Fee Waiver (BOGFW) waives students' course enrollment fees; however all other fees, including but not limited to the Student Health fee, Student Activity fee, and applicable lab/materials fees, are due and payable at the time of enrollment. (See FEES on page 23 for waiver information.)*

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.
- Send your payment to: Admissions and Records, Cerritos College, 11110 Alondra Boulevard, Norwalk, CA 90650

ON CAMPUS:

- Pay your fees on campus in the Admissions and Records Office. Fee windows are open 8 a.m. to 6:30 p.m., Monday through Thursday; and 8 a.m. to 11:30 a.m., Friday. 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. Cerritos College does not accept personal checks. The college will be closed on Fridays from May 27 through August 5.
- You will receive an enrollment print-out and receipt.

*If you require further assistance, contact the Admissions and Records Office at (562) 860-2451, extension 2211,
Monday through Thursday, 8 a.m.–7 p.m.; Friday, 8 a.m.–12 p.m.
The college will be closed on Fridays from May 27 through August 5.*

BECOME A LEADER – JOIN STUDENT GOVERNMENT

WWW.CERRITOS.EDU/ACTIVITIES



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

Must satisfy requirements PRIOR to taking the course \

Class meets online

Class number
needed for
enrollment —

Dates class meets

ENGL 100

4.0 UNITS

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

20376

21681

Class#22082 mee

Class#23244 mee

23065

Class#23065 mee

of the English Placement Process or
of Pass or "C" or higher.

TTh Ernest,

(OL) Swans

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100	100

18/2012

MW Conley

09/2012

TTh ← STAFF

18/2012

FRESHMAN COMPOSITION

ONLINE

CB103

CB106

CB102

Online course-
See definition
below

- *Instructor name*

Building & room number

Specific instructor not yet designated

Days the class meets

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 \$259 per unit (\$211 per unit non-resident tuition and a \$48 per unit capital outlay fee) in addition to the \$46 per unit enrollment fee above.
3. **Student Activity Fee:** \$10 per semester; \$4 for summer session. This fee is automatically charged and is due and payable at enrollment, but may be waived subsequently by the student. Fee purpose and waiver information is available online at the Admissions and Records and Office of Student Affairs websites.
4. **Student Health Fee:** \$19 per semester; \$16 for summer session. Students who rely on prayer for healing and can supply the college with documentation from their spiritual leader are exempt.
5. **Parking:** On-campus student parking for automobiles is \$40 per semester (\$30 for BOGFW recipients) and \$25 for summer session. Mopeds and motorcycles may use designated areas at no charge. A daily permit may be purchased for \$2 from the dispensers located in the student parking lots.
6. **Lab/Materials Fees:** as listed with courses in this class schedule. Please note that failure to pay these fees may result in withdrawal from courses for lack of payment.

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

The parking fee is required to park a vehicle on campus. The student activities fee is subject to student waiver. Information is available from the Office of Student Affairs located in the Student Activities Building. The waiver request form is available online at the Admissions and Records Forms webpage. Revenue from the collection of this fee may be used by ASCC to support or oppose political measures. 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

REPETITION OF COURSES

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

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

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

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

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

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

PASS/NO PASS CLASSES

Classes offered on a non-optional pass/no pass basis only will be indicated on a student's permanent record as a "P" grade (with unit credit) or "NP" grade (no units earned). This will not affect the student's grade point average. Optional pass/no pass courses are designed to encourage students to explore courses in areas they feel they may have an interest. See page 27 for guidelines and a list of approved courses in each department.

OPEN ENTRY/OPEN EXIT CLASSES

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

DIRECTED STUDIES

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

WORK EXPERIENCE

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

PREREQUISITES, COREQUISITES, RECOMMENDATIONS AND PREREQUISITE CHALLENGE PROCEDURE

Please see "Prerequisites" in the Cerritos College Catalog.

DEFINITION OF A CLASS HOUR

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

WITHDRAWALS [TITLE V, SECTION 58004 (C) (3)]

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

THE ULTIMATE RESPONSIBILITY OF WITHDRAWAL FALLS TO THE STUDENT.

How to officially withdraw after enrollment ends:

Complete an Add/Drop card (available in the Admissions and Records Office) or for a faster response, use MyCerritos (<http://my.cerritos.edu>). Retain an updated printout for your records.

ALL WITHDRAWALS MUST BE COMPLETED BY THE LISTED DEADLINES. FAILURE TO OFFICIALLY WITHDRAW FROM CLASS(ES) MAY RESULT IN AN "F/FW" GRADE FOR EACH CLASS. SEE THE "Session Dates and Deadlines" for specific deadlines.

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

PROBATION

A. Academic Probation

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

B. Progress Probation

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

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

Probation Clearance:

A. Academic Probation Clearance

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

B. Progress Probation Clearance

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

Appeals:

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

ADD/DROP PROCEDURES

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

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

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

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

WHAT CERRITOS COLLEGE OFFERS

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

DEADLINES

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

RETURNED CHECK POLICY

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

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. If criteria is met, permission to audit a course is granted at the discretion of the instructor. Signature of both the instructor and division dean are required.
3. With the instructor's and division dean's signed permission, a student may submit the audit form to the Admissions and Records Office anytime during the semester after the first class meeting.

4. An auditor may be allowed to elect credit in lieu of audit **prior** to the end of the **5th week** of school for a semester length course or **prior** to 30% of a course for a short-term course, **with the instructor's written permission**. No refund of audit fees will be available and all credit fees must be paid in full at the time of credit election.
5. A credit student may be allowed to elect audit status in lieu of credit **prior** to end of the **5th week** of school for a semester length course or **prior** to 30% of a course for a short-term course, **with the instructor's written permission**. No refund of credit fees will be available after the refund deadline and all audit fees must be paid in full at the time of audit election.
6. Credit students have priority over auditing students. If a course closes after an auditor has been admitted, the auditor may be asked to withdraw to make room for a credit student. Instructor discretion is strongly recommended.
7. The fee to audit a class is **\$15.00** 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

Law 1T

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

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, 57LA, 57LB, 57LC, 57LD, 251

Physical Therapist Assistant 126, 236, 246

HPED/ATHLETICS

Dance 50, 180C

LIBERAL ARTS

English as a Second Language 36

Reading 6, 41

LIBRARY 50, 100, 101

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: 15-unit limit

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

BUSINESS, HUMANITIES & SOCIAL SCIENCES

(all business courses, except Business Administration 109, 116, 124, 125, 126, 208, 233; Law 65, 104, 105, 115, 150, 171, 172, 290; Real Estate 98, 99, 174A; or those listed under Non-Optional Pass/No Pass classes)

Administration of Justice 101, 102, 103, 105

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 100, 101, 102, 103, 105A, 105B, 106, 107, 110, 114, 116, 120, 130A, 133A, 150, 155, 156L, 171, 182A, 191A, 191B, 193, 194A

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

Journalism 100, 101, 106, 107, 111, 119

Music 100, 101, 102, 103, 104, 104B, 112, 139, 143, 152, 153, 171, 244

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, 112, 120, 121, 122, 123, 124, 125, 130A, 130B, 131, 132, 133, 134, 135, 136, 140, 141, 142, 143, 144, 150, 151

Health Education 100, 101, 110, 200

Physical Education (all activity courses)

HEALTH OCCUPATIONS

Health Occupations 150

Nursing 80

LIBERAL ARTS

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

SCIENCE, ENGINEERING & MATH

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

Biology 100, 105, 110, 115, 120, 200, 201, 202

Botany 120

Chemistry 100, 110, 111

Computer and Information Sciences (all courses, except CIS 162, 170A, 170B, 170D, 170E, 170F, 170G, 170H, 170I, 170L, 170P, 170R, 170S, 185, 200A, 207, 231, 286, 288, 292)

Earth Science 101, 102, 104, 104L, 106, 110

Energy 110

Environmental Policy 200

Geography 101, 101L, 102, 103, 105, 140, 160

Geology 100, 101, 102, 102L, 105L, 201, 204, 207, 208, 209

Mathematics 20, 40, 60, 70, 75, 80, 80A, 80B, 105, 110A, 110B, 112, 114, 115, 116, 140, 150, 170

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

Engineering Design Technology 138, 237, 266, 299

Machine Tool Technology 50, 51, 52, 54, 56, 57, 59, 60, 62, 76, 91L, 92L, 93L, 94L, 95L, 100, 170

Manufacturing Technology 50, 52, 53, 54, 60, 65, 100

Plastics/Composites Manufacturing Technology 1, 2, 3, 4, 5, 53, 57, 58, 59, 61, 62, 63L, 64, 65, 66, 67, 68, 70, 71, 72, 76, 98, 99, 100, 221

Welding 43, 44, 52, 53, 98, 99, 100, 120, 130, 200, 220, 240L, 250L

Woodworking Manufacturing Technologies 1, 43, 44, 80, 98, 99, 101, 102, 107, 108, 111L, 117, 119L, 120, 123, 132, 134, 144, 151, 153, 155, 157, 159, 181, 183, 185, 202, 211, 212, 229L, 235, 237, 239L, 243, 249L, 250, 252, 259L, 268A, 268B, 268C, 269L

COURSE REPEATABILITY

Effective Fall 2013, repeatability in Dance, Drama, Physical Education, Visual Arts, and most Music courses has been changed. Intercollegiate Athletics and some Music and Theater courses that are required for transfer programs are the only courses in these disciplines that will remain repeatable; all other courses previously offered as repeatable will be offered as single enrollment courses. There will be a notation after the course description if the course is allowed to be repeated.

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

FAMILIES OF COURSES

ART AND DESIGN

3D Animation

Art 191A, 191B, 195

Calligraphy

Art 180, 181, 183A, 183B, 287A, 287B

Ceramics

Art 150, 151, 152, 153, 154, 252, 253

Computer Graphics

Art 184, 186, 189L, 284

Digital Painting

Art 196

Drawing

Art 111, 114, 183, 185, 285

Foundation Design Principles

Art 110, 120, 121

Graphic Design

Art 184, 284

Jewelry

Art 144, 145, 246, 248

Lettering and Typography

Art 182A, 182B

Life Drawing

Art 112, 213, 214, 232

Life Painting

Art 237, 238, 239

Motion Graphics

Art 198

Motion Picture Editing

Art 192, 192B

Multimedia Design

Art 194

Painting

Art 130A, 130B, 136, 231

Print Making

Art 116, 117, 218, 219

Water Coloring

Art 133A, 133B, 134, 135

COUNSELING

Educational Planning

Counseling 101A, 101B, 101C

DANCE

Ballet

Dance 106A, 106B, 107

Commercial Dance

Dance 110, 124

Dance Composition

Dance 130A, 130B, 135, 136

Dance Documentation

Dance 131, 132

Dance Theory

Dance 100, 101, 105

Formal Dance Performance

Dance 133, 134, 136, 150, 151

Informal Dance Performance

Dance 50, 135, 151

Introductory Dance

Dance 105

Jazz Dance

Dance 140, 141

Theatre 140, 141

Modern Dance

Dance 108A, 108B, 108C, 112

Partnering

Dance 120, 125

Tap Dance

Dance 142, 143

Theatre 142, 143

Theater Dance

Dance 140, 141, 142, 143, 144

Theatre 140, 141, 142, 143, 144

World Dance

Dance 109, 121, 122, 123

FILM

Motion Picture

Film 101, 104, 107, 293

Television

Film 102, 103

JOURNALISM

College Newspaper

Journalism 107, 107A, 107B, 107C, 107D

LIBRARY

Library Research

Library 100, 101

MUSIC

Guitar Studies

Music 120, 121, 122, 123

Piano

Music 112, 113, 115, 144

Vocal Studies

Music 116, 117, 118, 119, 143

PHYSICAL EDUCATION

Adapted PE

PE 120, PEX 100

Aerobics

PE 132A, 132B, 133, 134, PEX 110, 111, 112, 116

Badminton

PE 154, PEX 156, 261

Baseball

PE 175, 175A, PEX 163, 261

Basketball

PE 176A, 176C, 176D, PEX 165, 166, 255, 265

Bowling

PE 155A, 155B, PEX 167, 267

COURSE REPEATABILITY

Cardiovascular Fitness

PE 145, 147, PEX 118, 119

Cheer

PE 137, 245, PEX 169, 170

Football

PE 177, 178, 211, 212, 272, PEX 172, 273, 274

General Fitness

PE 140A, 143, 146, PEX 124, 126, 136

Golf

PE 155, 245, PEX 170, 176

Indoor Fitness

PE 130, 132, 136, 148, PEX 134, 136

Muscular Conditioning

PE 131, 149A, 149B, 162, 240, PEX 138, 140, 141

Pilates

PE 129, 139, PEX 156, 157

Self Defense

PE 160, 161A, 161B, PEX 147, 149, 249

Soccer

PE 173, 179A, 179B, PEX 178, 179, 278

Softball

PE 171A, 171C, 179B, 281, PEX 181, 282

Swimming

PE 150A, 150B, 150C, 150D, 170, PEX 184, 185, 186, 284, 285

Tennis

PE 159A, 159B, 159C, 159D, PEX 184, 189, 288, 289

Volleyball

PE 172A, 172B, 172C, 172D, PEX 191, 192, 291, 292

Walking, Jogging and Running

PE 131, 149A, 149B, 162, PEX 138, 140, 141, 240

Wrestling

PE 151, PEX 194

Yoga

PE 128, 138, PEX 128, 151

SPEECH

Forensic Activity

Speech 236A, 236B, 236C, 236D

THEATER

Acting

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

Costuming

Theatre 144, 221, 221A

Crew

Theatre 109, 133, 134

Improvisation

Theatre 108, 117, 208

Make-Up

Theatre 123, 123A

Musical Theater

Theatre 105, 146, 147

Portable Entertainment

Theatre 223, 224, 225

Rehearsal and Performance

Theatre 130, 131, 132

Theater Dance

Theatre 140, 141, 142, 143, 144

Dance 140, 141, 142, 143, 144

Touring Theater

Theatre 136, 137



ATTENDANCE 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 not in attendance or late for the first class meeting are subject to drop. Students who are absent in excess of 10% of the total class hours are subject to drop. Students who are absent during the course add period are subject to drop.** Certain academic and career technical education areas may have stricter attendance requirements. Listed below are two types of absences which permit the making up of work missed, provided that the work is of such a nature that it can be made up.

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

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

REMOVAL FROM CLASS

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

GRADING

Accomplishment in course work is indicated by the following symbols:

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

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

INCOMPLETE

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

GRADE CHANGES

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

GRADE REPORTS

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

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 through Thursday 8 a.m. to 7 p.m.
Friday 8 a.m. to 12 p.m.

The college will be closed on Fridays from May 27 through August 5.

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 information 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.

1

Apply

- Submit FAFSA at www.fafsa.gov
- List the federal school code for Cerritos College: 001161

2

Submit Forms

- View To Do List on MyCerritos
- Download required forms at www.cerritos.edu/finaid/forms.html
- Submit required forms to the Financial Aid Office

3

Review Award Letter

- You will receive an award notification
- You may also view your awards on MyCerritos
- You must meet Satisfactory Academic Progress (SAP) standards to receive awards

4

Receive Disbursement

- 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 × 1.5).

Unit Completion Requirement – Pace of Progress

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

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

Limitations on Enrollment

- A high school junior or senior student may be permitted to enroll in up to 8 units. Exceptions may be made, subject to consideration and approval by the Dean of Admissions, Records and Services.
- Students may not enroll in pre-collegiate courses (1-99) or physical education courses.
- Students may not enroll in a College course to alleviate a high school deficiency.
- Students who have previously enrolled and who have dropped their courses and/or have not made satisfactory progress will not be allowed to continue in the 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 require accommodations due to a disability should make arrangements through their K-12 school district, in consultation with the Disabled Student Programs and Services (DSPS) office at Cerritos College. Please call (562) 860-2451, ext. 2335, for assistance.

Limitations on Enrollment

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

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

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

OFFICE OF INTERNATIONAL STUDENT SERVICES



Cerritos College is a Student and Exchange Visitor Program (SEVP) certified and approved institution for nonimmigrant students.

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

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

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

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

APPLICATION REQUIREMENTS

The following documents are required for admission to Cerritos College:

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

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

International Student Advisement: Assists F-1 international students to stay in compliance with the United States Citizenship and Immigration Services (USCIS) and other U.S. and foreign governmental agencies while enrolled in full-time status at Cerritos College.

Workshops and Programs: Provide academic and immigration workshops as well as programs and activities to enhance student academic, personal, and cultural experiences.

International Student Association (ISA): A club run by students for students--ISA welcomes all students to join for development of social and cultural skills, educational and professional experiences, and most importantly: to make friends from all around the world!

F-1 INTERNATIONAL STUDENT REQUIREMENTS

MAINTAINING F-1 INTERNATIONAL STUDENT REQUIREMENTS

- Enroll in a minimum of **12 units (full-time)** for the Fall and Spring semester
- Maintain a minimum 2.0 grade point average (C grade or better) each semester
- Limit enrollment in online classes to a maximum of 3 units as part of the 12-unit requirement
- Meet with the International Counselor each semester and as needed
- Meet with the International Counselor prior to dropping classes, changing class schedule, or concurrent enrollment at another school
- Enroll for classes on registration appointment date and pay fees by semester deadlines
- Will not work on or off-campus without authorization
- Purchase health insurance from Cerritos College each academic year
- Notify the OISS of any changes and updates within 10 days on the following personal and college application information: name change, home address, email address, phone numbers, major and field of study, financial support, and dependents information.
- Meet with a Designated School Official (DSO) prior to traveling outside the U.S. and present I-20 and passport
- File Internal Revenue Form 8843 annually. Download form at: www.irs.gov/Forms-&-Pubs.
- File state and/or federal income tax if participating in on or off-campus employment. Deadline to file is April 15 of each year. Forms can be downloaded at www.irs.gov/Forms-&-Pubs.
- **Falsification, Plagiarism, and Cheating** are violations of academic dishonesty and such actions are causes for termination of F-1 status and I-20 at Cerritos College.

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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ACCESS LEARNING

ACLR 90 - 1.0 UNIT ORIENTATION FOR THE STUDENT WITH DISABILITIES

Not Transferable

21511	10:00-12:00PM	TWTh	Algaze,S	LA131
Class#21511 meets 07/05/2016-07/21/2016				
21512	1:00- 3:00PM	TWTh	Algaze,S	LA131
Class#21512 meets 07/26/2016-08/11/2016				

ACCOUNTING

ACCT 60 - 1.5 UNITS QUICKBOOKS ACCOUNTING

Not Transferable

NOTE: a material fee of \$2.50 is required for ACCT 60

21493	4:30- 8:45PM	T	Fronke,M	BE122
Class#21493 meets 05/24/2016-06/28/2016				

ACCT 61 - 1.5 UNITS TURBO TAX ACCOUNTING

Not Transferable

NOTE: a material fee of \$2.50 is required for ACCT61

21679	5:30- 9:45PM	W	STAFF	BE108
Class#21679 meets 07/06/2016-08/10/2016				

ACCT 100 - 3.0 UNITS INTRODUCTION TO ACCOUNTING

Transferable to CSU

20277	5:30- 9:45PM	TTh	STAFF	BE109
Class#20277 meets 07/05/2016-08/11/2016				
20155	8:00-10:05AM	MTWTh	Schmidt	BE109
Class#20155 meets 05/23/2016-06/30/2016				
21494	10:15-12:20PM	MTWTh	Schmidt,D	BE109
Class#21494 meets 05/23/2016-06/30/2016				
21495	12:30- 2:35PM	MTWTh	Moloney,P	BE111
Class#21495 meets 07/05/2016-08/11/2016				
20158	10:15-12:20PM	MTWTh	Moloney,P	BE111
Class#20158 meets 07/05/2016-08/11/2016				

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.

20356	12:30- 2:35PM	MTWTh	Fronke,M	SS141
	2:35- 3:50PM	MTWTh	Fronke,M	SS141
Class#20356 meets 05/23/2016-06/30/2016				

ACCT 133 - 3.0 UNITS SPREADSHEET ACCOUNTING I

Transferable to CSU

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

NOTE: a material fee of \$4.00 is required for ACCT 133

20156	5:30- 9:45PM	TTh	STAFF	BE108
Class#20156 meets 07/05/2016-08/11/2016				

ADMINISTRATION OF JUSTICE

AJ 101 - 3.0 UNITS INTRODUCTION TO ADMINISTRATION OF JUSTICE

Transferable to UC, CSU (CAN AJ 2)

Recommendation: An English Placement score into ENGL 100 or ENGL 52 with a grade of Pass or "C" or higher and satisfactory completion of the Reading Placement Process or READ 54 with a grade of Pass or "C" or higher.

21391	8:00-10:05AM	MTWTh	Walquist,B	SS212
Class#21391 meets 07/05/2016-08/11/2016				
21477	10:15-12:20PM	MTWTh	Walquist,B	SS212
Class#21477 meets 07/05/2016-08/11/2016				

AJ 102 - 3.0 UNITS CONCEPTS OF CRIMINAL LAW

Transferable to UC, CSU (CAN AJ 4)

21392	8:00-10:05PM	MTWTh	Satterfield,P	SS220
Class#21392 meets 07/05/2016-08/11/2016				

AJ 104 - 3.0 UNITS CRIMINAL EVIDENCE

Transferable to CSU (CAN AJ 6)

Recommendation: An English Placement score into ENGL 100 or ENGL 52 with a grade of Pass or "C" or higher and satisfactory completion of the Reading Placement Process or READ 54 with a grade of Pass or "C" or higher.

20193	5:45- 7:50PM	MTWTh	Satterfield,P	SS220
Class#20193 meets 07/05/2016-08/11/2016				

AMERICAN SIGN LANGUAGE

ASL 110 - 4.0 UNITS AMERICAN SIGN LANGUAGE I

Transferable to UC, CSU

21307	12:00- 2:50PM	MTWTh	Kelly,E	LA209
	+ 3.0 HRS ARR		Kelly,E	LC209
LAB IS THREE HOURS PER WEEK IN THE SUCCESS CENTER.				
Class#21307 meets 05/23/2016-06/30/2016				

ANATOMY AND PHYSIOLOGY

A&P 120 - 4.0 UNITS INTRODUCTION TO HUMAN ANATOMY AND PHYSIOLOGY

Transferable to UC, CSU

Prerequisite: Completion of ENGL 52, ENGL 72, ESL 152 or equivalent with a grade of "C" or higher, or "Pass," or completion of the English Placement Process with eligibility for ENGL 100.

21741	2:30- 4:35PM	MTWTh	Tamminga,S	S 129
	4:35- 6:40PM	MTWTh	Tamminga,S	S 129
Class#21741 meets 05/23/2016-06/30/2016				

A&P 150 - 4.0 UNITS INTRODUCTION TO HUMAN ANATOMY

Transferable to UC, CSU

Prerequisite: ENGL 100 or equivalent with a grade of "C" or higher or "Pass" Recommendation: A&P 120 or equivalent with a grade of "C" or higher or "Pass".

20001	9:00-11:05AM	MTWTh	STAFF	S 129
	11:15- 1:20PM	MTWTh	STAFF	S 129
Class#20001 meets 05/23/2016-06/30/2016				

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.

21704	9:30-11:35AM	MTWTh	Tydel,C	S 129
	12:05- 2:10PM	MTWTh	Tydel,C	S 129
Class#21704 meets 07/05/2016-08/11/2016				

ANTHROPOLOGY

ANTH 100 - 3.0 UNITS CULTURAL ANTHROPOLOGY

Transferable to UC, CSU (CAN ANTH 4)

Prerequisite: Satisfactory completion of English & Reading Placement Process or ENGL 52, ENGL 72, or ESL 152, or equivalent with a grade of Pass or "C" or higher and READ 54 or READ 97 or equivalent with a grade of Pass or "C" or higher.

21479	2:30- 4:35PM	MTWTh	Abbruzzese,M	SS315
Class#21479 meets 05/23/2016-06/30/2016				
20017	12:30- 2:45PM	MTWTh	Rigby,J	SS315
Class#20017 meets 07/05/2016-08/11/2016				

ANTH 115 - 3.0 UNITS PHYSICAL ANTHROPOLOGY

Transferable to UC, CSU (CAN ANTH 2)

Note: Orientation will take place through class website.

21170	9.0 HRS ARR	(OL)	Bellas,M	ONLINE
Class#21170 meets 05/23/2016-06/30/2016				
20083	5:00- 7:05PM	MTWTh	Abbruzzese,M	SS315
Class#20083 meets 05/23/2016-06/30/2016				

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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20065	9.0 HRS ARR	(OL)	Bellas,M	ONLINE
Note: Orientation will take place through class website. Class#20065 meets 07/05/2016-08/11/2016				
21478	3:00- 5:15PM	MTWTh	Rigby,J	SS315
Class#21478 meets 07/05/2016-08/11/2016				

ARCHITECTURE

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

ARCH 101 - 4.0 UNITS AND ARCHITECTURE			INTRODUCTION TO CIVIL ENGINEERING	
Not Transferable				
21686	1:30- 3:45PM	MTWTh	Rother,E	PST230
	3:45- 5:45PM	MTWTh	Rother,E	PST230
Class#21686 meets 07/05/2016-08/11/2016				
ARCH 113 - 4.0 UNITS			BUILDING CODES	
Transferable to CSU				
20274	6:00- 9:50PM	MTW	Rother,E	PST236
Class#20274 meets 07/05/2016-08/10/2016				

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.				
20018	9.0 HRS ARR	(OL)	Mac Devitt,J	ONLINE
Note: This is an ONLINE course – all instruction is completed online. No In-person Orientation. Please check TalonNet or instructor website: http://www.macdevitt.com for online orientation information and directions for completion (instructor e-mail address: jmacdevitt@cerritos.edu)				
Class#20018 meets 07/05/2016-08/11/2016				
ART 101 - 3.0 UNITS		ART HISTORY I: PREHISTORY TO GOTHIC		
Transferable to UC, CSU (CAN ART 2)				
Recommendation: ENGL 52, ENGL 72 or ESL 152 and READ 54 or READ 97 or equivalent with grades of "C" or higher or "Pass".				
21698	9.0 HRS ARR	(OL)	Vitela,L	ONLINE
Note: This is an ONLINE course – all instruction is completed online. No In-person Orientation. Please check TalonNet for online orientation information and directions for completion (instructor e-mail address: lvitela@cerritos.edu)				
Class#21698 meets 05/23/2016-06/30/2016				
ART 110 - 3.0 UNITS		FREEHAND DRAWING		
Transferable to UC, CSU (CAN ART 8)				
20794	9:00-11:00AM	MTW	Najarian,H	FA 32
	11:00- 3:20PM	MTW	Najarian,H	FA 32
Class#20794 meets 07/05/2016-08/10/2016				
ART 186 - 3.0 UNITS		COMPUTER GRAPHICS WITH ADOBE ILLUSTRATOR		
Transferable to CSU				
NOTE: a material fee of \$10.00 is required for ART 186				
21415	9:00-10:30AM	MTWTh	Miller,K	FA 71
	10:30- 1:20PM	MTWTh	Miller,K	FA 71
Class#21415 meets 07/05/2016-08/11/2016				
ART 192 - 3.0 UNITS		PHOTOSHOP/DIGITAL IMAGING		
Transferable to CSU				
NOTE: a material fee of \$10.00 is required for ART 192				
21425	18.0 HRS ARR	(OL)	Wilson,C	ONLINE
Note: This is an ONLINE course – all class instruction is completed online. No In-person Orientation. Please check TalonNet or instructor website for more information: http://www.art192.com for online orientation information and directions for completion (instructor e-mail address: cw@art192.com)				
Class#21425 meets 07/05/2016-08/11/2016				

ASTRONOMY

ASTR 102 - 3.0 UNITS			INTRODUCTORY ASTRONOMY: STARS AND THE UNIVERSE	
Transferable to UC, CSU				
21474	9:00-11:50AM	TWTh	Hugenberger,S	S 104
Class#21474 meets 05/24/2016-06/30/2016				
21475	3:00- 5:50PM	TWTh	McElroy,D	S 104
Class#21475 meets 05/24/2016-06/30/2016				
21476	7:00- 9:50PM	TWTh	McElroy,D	S 104
Class#21476 meets 05/24/2016-06/30/2016				
20109	2:00- 4:50PM	TWTh	Henriques,J	S 104
Class#20109 meets 07/05/2016-08/11/2016				
20526	6:00- 8:50PM	TWTh	Henriques,J	S 104
Class#20526 meets 07/05/2016-08/11/2016				
ASTR 103 - 3.0 UNITS			INTRODUCTORY ASTRONOMY: THE SOLAR SYSTEM	
Transferable to UC, CSU				
21035	9:00-11:50AM	TWTh	Hugenberger,S	S 104
Class#21035 meets 07/05/2016-08/11/2016				
ASTR 105L - 1.0 UNIT			OBSERVATIONAL ASTRONOMY	
Transferable to UC, CSU				
Prerequisite: ASTR 101, ASTR 102, ASTR 103, ASTR 104 or ASTR 106 or equivalent with a grade of Pass or "C" or higher or concurrent enrollment.				
21706	7:30-10:20PM	TWTh	Szabo,T	PST124
Class#21706 meets 05/24/2016-06/30/2016				

ATHLETICS

ATH 201LA - 1.0 UNIT		BASEBALL, MEN, OFF SEASON		
INTERCOLLEGIATE				
Transferable to UC, CSU				
21317	4:00- 6:05PM	MTWTh	Gaylord,K	BASBL
Class#21317 meets 07/05/2016-08/11/2016				
ATH 203LA - 1.0 UNIT		BASKETBALL, MEN OFF SEASON		
INTERCOLLEGIATE				
Transferable to UC, CSU				
21318	3:00- 4:30PM	MTWTh	May,R	GYM
Class#21318 meets 06/20/2016-08/11/2016				
ATH 205LA - 1.0 UNIT		BASKETBALL, WOMEN, OFF SEASON		
INTERCOLLEGIATE				
Transferable to UC, CSU				
21669	12:30- 4:45PM	TTh	Raniewicz,T	GYM
Class#21669 meets 07/05/2016-08/11/2016				
ATH 207LA - 1.0 UNIT		CROSS COUNTRY, MEN, OFF SEASON		
INTERCOLLEGIATE				
Transferable to UC, CSU				
21320	7:00- 9:05AM	MTWTh	Richardson,C	STADT
Class#21320 meets 07/05/2016-08/11/2016				
ATH 209LA - 1.0 UNIT		CROSS COUNTRY, WOMEN, OFF SEASON		
INTERCOLLEGIATE				
Transferable to UC, CSU				
21321	7:00- 9:05AM	MTWTh	Richardson,C	STADT
Class#21321 meets 07/05/2016-08/11/2016				
ATH 211LA - 1.0 UNIT		FOOTBALL, MEN, OFF SEASON		
INTERCOLLEGIATE				
Transferable to UC, CSU				
21322	6:00- 7:30PM	MTWTh	Caines,T	STAD
Class#21322 meets 06/20/2016-08/11/2016				
21324	6:00- 7:30PM	MTWTh	Mazzotta,F	STAD
Class#21324 meets 06/20/2016-08/11/2016				
21323	6:00- 7:30PM	MTWTh	Grosfeld,S	STAD
Class#21323 meets 06/20/2016-08/11/2016				
ATH 213LA - 1.0 UNIT		SOCCER, MEN, OFF SEASON		
INTERCOLLEGIATE				
Transferable to UC, CSU				
21325	8:15-10:20AM	MTWTh	Artiaga,B	SOCR
Class#21325 meets 07/05/2016-08/11/2016				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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ATH 215LA - 1.0 UNIT SOCCER, WOMEN, OFF SEASON INTERCOLLEGIATE

Transferable to UC, CSU

21326 7:00- 8:30AM MTWTh Gonzalez,R SOCR
Class#21326 meets 06/20/2016-08/11/2016

ATH 231LA - 1.0 UNIT VOLLEYBALL, WOMEN, OFF SEASON INTERCOLLEGIATE

Transferable to UC, CSU

21327 7:00- 9:05AM MTWTh Velazquez-Ortega,M GYM
Class#21327 meets 07/05/2016-08/11/2016

ATH 233LA - 1.0 UNIT WATER POLO, MEN OFF SEASON INTERCOLLEGIATE

Transferable to UC, CSU

21517 7:00- 9:05PM MTWTh Abing,J POOL
Class#21517 meets 07/05/2016-08/11/2016

ATH 235LA - 1.0 UNIT WATER POLO, WOMEN, OFF SEASON INTERCOLLEGIATE

Transferable to UC, CSU

21329 7:00- 9:05AM MTWTh Macias,S POOL
Class#21329 meets 07/05/2016-08/11/2016

ATH 237LA - 1.0 UNIT WRESTLING, MEN, OFF SEASON INTERCOLLEGIATE

Transferable to UC, CSU

21330 4:30- 7:20PM MTW Garriott,D GYM
Class#21330 meets 07/05/2016-08/10/2016

AUTOMOTIVE COLLISION REPAIR & REFINISHING/AUTOBODY

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

AB 51 - 4.5 UNITS NON-STRUCTURAL REPAIR

Not Transferable

NOTE: a material fee of \$20.00 is required for AB 51

21743 12:30- 2:45PM MTWTh Hutchison,P AT 55
2:45- 6:30PM MTWTh Hutchison,P AT 60
Class#21743 meets 05/23/2016-06/30/2016

AB 80 - 2.0 UNITS AUTOBODY CUSTOMER SERVICE

Not Transferable

21682 6:00-10:15PM M Robertson (HYBRID) AT 54
Class#21682 meets 06/20/2016-08/08/2016

AB 183 - 1.5 UNITS COMPUTERIZED DAMAGE ESTIMATING

Transferable to CSU

Recommendation: Work experience in the automotive collision repair industry.

NOTE: a material fee of \$5.00 is required for AB 183

21683 6:00- 9:22PM W Robertson,C (HYBRID) AT 54
9:22-10:15PM W Robertson,C AT 54
Class#21683 meets 06/22/2016-08/10/2016

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.

21685 6:00-10:15PM Th Robertson,C (HYBRID) AT 54
Class#21685 meets 06/23/2016-08/11/2016

AUTOMOTIVE MECHANICAL REPAIR TECHNOLOGY

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

AUTO 73 - 3.0 UNITS AUTOMOTIVE MECHANICAL REPAIR OCCUPATIONAL WORK EXPERIENCE

Not Transferable

20003 7:00-10:00PM M Taylor,K AT 26

Class#20003 meets 05/23/2016-06/27/2016

20959 7:00-10:00PM M Taylor,K AT 26

Class#20959 meets 07/11/2016-08/08/2016

AUTO 100 - 4.0 UNITS AUTOMOTIVE MAINTENANCE AND OPERATION

Transferable to CSU

NOTE: a material fee of \$15.00 is required for AUTO 100

20955 6:00- 8:15PM MTWTh Vega,F AT 11

8:15-10:15PM MTWTh Vega,F AT 11

Class#20955 meets 05/23/2016-06/30/2016

20957 6:00- 8:15PM MTWTh Supple,M AT 11

8:15-10:15PM MTWTh Supple,M AT 11

Class#20957 meets 07/05/2016-08/11/2016

21076 6:00- 7:40PM MTWTh Jacobo,C AT 46

7:40- 9:12PM MTWTh Jacobo,C AT 46

Class#21076 meets 06/20/2016-08/11/2016

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

20960 8:00-10:25AM MTWTh Glick,L AT 21

10:25-12:50PM MTWTh Glick,L AT 21

Class#20960 meets 05/23/2016-06/30/2016

20951 8:00-10:25AM MTWTh Vasilik,R AT 10

10:25-12:50PM MTWTh Vasilik,R AT 10

Class#20951 meets 05/23/2016-06/30/2016

20092 7:00- 9:25AM MTWTh Baron,T AT 21

9:25-11:50AM MTWTh Baron,T AT 21

Class#20092 meets 07/05/2016-08/11/2016

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

20953 7:00- 9:25AM MTWTh Bender,W AT 14

9:25-11:50AM MTWTh Bender,W AT 14

Class#20953 meets 05/23/2016-06/30/2016

20095 8:00-10:25AM MTWTh Mulleary,J AT 61

10:25-12:50PM MTWTh Mulleary,J AT 61

Class#20095 meets 07/05/2016-08/11/2016

20962 7:00- 9:25AM MTWTh Gonzalez,J AT 14

9:25-11:50AM MTWTh Gonzalez,J AT 14

Class#20962 meets 07/05/2016-08/11/2016

AUTO 190 - 3.0 UNITS AUTOMOTIVE MANAGEMENT

Transferable to CSU

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

21400 6:00- 8:50PM TWTh Gonzalez,J AT 26

Class#21400 meets 05/24/2016-06/30/2016

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

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

20314	9:30-11:35AM	MTWTh	STAFF	S 103
Class#20314 meets 05/23/2016-06/30/2016				
20840	1:30- 3:35PM	MTWTh	STAFF	S 103
Class#20840 meets 07/05/2016-08/11/2016				

BIOL 120 - 4.0 UNITS INTRODUCTION TO BIOLOGICAL SCIENCE

Transferable to UC, CSU (CAN BIOL 2)

Prerequisite: Satisfactory completion of the English Placement Process or ENGL 52, ENGL 72 or ESL 152 or equivalent with a grade of Pass or "C" or higher.

20262	5:30- 7:35PM	MTWTh	STAFF	S 124
	7:45- 9:50PM	MTWTh	STAFF	S 121
Class#20262 meets 07/05/2016-08/11/2016				
20020	9:00-11:05AM	MTWTh	STAFF	S 127
	11:15- 1:20PM	MTWTh	STAFF	S 121
Class#20020 meets 07/05/2016-08/11/2016				

BUSINESS ADMINISTRATION

BA 100 - 3.0 UNITS FUNDAMENTALS OF BUSINESS

Transferable to UC, CSU

NOTE: a material fee of \$5.00 is required for BA 100

21331	9.0 HRS ARR	(OL)	Stevenson,K	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#21331 meets 05/23/2016-06/30/2016				
21332	9.0 HRS ARR	(OL)	Hu,J	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#21332 meets 05/23/2016-06/30/2016				
20067	9.0 HRS ARR	(OL)	Livingston,R	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20067 meets 07/05/2016-08/11/2016				
20359	9.0 HRS ARR	(OL)	Livingston,R	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20359 meets 07/05/2016-08/11/2016				

BA 101 - 3.0 UNITS INTERNATIONAL BUSINESS

Transferable to CSU

NOTE: a material fee of \$5.00 is required for BA 101

21680	9.0 HRS ARR	(OL)	Hu,J	ONLINE
Note: Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#21680 meets 05/23/2016-06/30/2016				
21558	9:00- 1:15PM	TTh	Grady,J (HYBRID)	BE116
Note: First week class will meet Tuesday and Thursday. The instructor will inform the students of future class meetings.				
Class#21558 meets 06/21/2016-08/11/2016				

BA 106 - 3.0 UNITS HUMAN RESOURCE MANAGEMENT

Transferable to CSU

NOTE: a material fee of \$5.00 is required for BA 106

21333	9.0 HRS ARR	(OL)	Garza,J	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#21333 meets 05/23/2016-06/30/2016				
20871	9.0 HRS ARR	(OL)	Garza,J	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20871 meets 05/23/2016-06/30/2016				
20870	6.8 HRS ARR	(OL)	Wilson,D	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20870 meets 06/20/2016-08/11/2016				
21553	6.8 HRS ARR	(OL)	Acheson,M	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#21553 meets 06/20/2016-08/11/2016				

BA 107 - 3.0 UNITS HUMAN RELATIONS IN BUSINESS

Transferable to CSU

NOTE: a material fee of \$5.00 is required for BA 107

20873	9.0 HRS ARR	(OL)	Anaya,J	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20873 meets 05/23/2016-06/30/2016				
20874	9.0 HRS ARR	(OL)	Trieu,N	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20874 meets 05/23/2016-06/30/2016				
20872	9.0 HRS ARR	(OL)	Moriarty,C	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20872 meets 07/05/2016-08/11/2016				
21143	9.0 HRS ARR	(OL)	Moriarty,C	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#21143 meets 07/05/2016-08/11/2016				

BA 109 - 3.0 UNITS HUMAN RESOURCE DEVELOPMENT

Transferable to CSU

21715	6.8 HRS ARR	(OL)	Daltro,M	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#21715 meets 06/20/2016-08/11/2016				

BA 113 - 3.0 UNITS LEGAL ENVIRONMENT OF BUSINESS

Transferable to UC, CSU

21335	6.8 HRS ARR	(OL)	Paquette,R	ONLINE
Orientation: Mid-term and final exam will be taken on campus during the semester. Email instructor for class details and dates. All class information will also be available at www.cerritos.edu/baonline				
Class#21335 meets 06/20/2016-08/11/2016				
20522	6.8 HRS ARR	(OL)	Connolly,G	ONLINE
Orientation: Mid-term and final exam will be taken on campus during the semester. Email instructor for class details and dates. All class information will also be available at www.cerritos.edu/baonline				
Class#20522 meets 06/20/2016-08/11/2016				
21564	9:00- 1:15PM	TTh	Liberio,L (HYBRID)	BE119
Note: First week class will meet Tuesday and Thursday. The instructor will inform the students of future class meetings.				
Class#21564 meets 06/20/2016-08/11/2016				

BA 114 - 3.0 UNITS MARKETING

Transferable to CSU

NOTE: a material fee of \$5.00 is required for BA 114

20768	9.0 HRS ARR	(OL)	Keshishyan,P	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20768 meets 05/23/2016-06/30/2016				
20769	9.0 HRS ARR	(OL)	Ramos,G	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20769 meets 05/23/2016-06/30/2016				
20875	9.0 HRS ARR	(OL)	Ramos,G	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20875 meets 05/23/2016-06/30/2016				
20876	9.0 HRS ARR	(OL)	Gray,G	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20876 meets 05/23/2016-06/30/2016				

BA 115 - 3.0 UNITS MANAGEMENT-BUSINESS

Transferable to CSU

NOTE: a material fee of \$5.00 is required for BA 115

20770	9.0 HRS ARR	(OL)	Brown,S	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20770 meets 05/23/2016-06/30/2016				
20771	9.0 HRS ARR	(OL)	Stewart,R	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20771 meets 05/23/2016-06/30/2016				
20877	9.0 HRS ARR	(OL)	Titel,M	ONLINE
Orientation: All class information will be available at www.cerritos.edu/baonline				
Class#20877 meets 05/23/2016-06/30/2016				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
21551	9.0 HRS ARR	(OL)	Wright,W	ONLINE	BCOT 131 - 3.5 UNITS BEGINNING COLLEGE KEYBOARDING AND DOCUMENT PROCESSING Transferable to CSU NOTE: a material fee of \$4.00 is required for BCOT 131 20363 15.0 HRS ARR (OL) Sharp,M ONLINE Orientation: All class information will be available at www.cerritos.edu/msharp Class#20363 meets 05/23/2016-06/30/2016				
BA 118 - 3.0 UNITS RETAIL MANAGEMENT Transferable to CSU 20772 9.0 HRS ARR (OL) STAFF ONLINE Orientation: All class information will be available at www.cerritos.edu/baonline Class#20772 meets 05/23/2016-06/30/2016 20773 9.0 HRS ARR (OL) Ciraulo,J ONLINE Orientation: All class information will be available at www.cerritos.edu/baonline Class#20773 meets 05/23/2016-06/30/2016 20879 9.0 HRS ARR (OL) Elarcosa,J ONLINE Orientation: All class information will be available at www.cerritos.edu/baonline Class#20879 meets 05/23/2016-06/30/2016 21510 9.0 HRS ARR (OL) Wright,W ONLINE Orientation: All class information will be available at www.cerritos.edu/baonline Class#21510 meets 07/05/2016-08/11/2016					CHEMISTRY CHEMISTRY DEPARTMENT COURSE SEQUENCE <pre> graph TD A["Non-science majors No Previous Chemistry Allied Health (Nursing, Dental Hygiene, Physical Therapist Assistant, etc.) General Ed"] --> B["Math 40"] B --> C["Chemistry 100 INTRODUCTORY CHEMISTRY"] D["Science majors No Previous Chemistry Pre-Professional Health (Doctor, Dentist, Chiropractor, etc)"] --> E["Math 80, Math 80B"] E --> F["Chemistry 110 ELEMENTARY CHEMISTRY"] C --> F F --> G["Chemistry 111 GENERAL CHEMISTRY"] G --> H["Chemistry 112 GENERAL CHEMISTRY"] H --> I["Chemistry 211 ORGANIC CHEMISTRY"] I --> J["Chemistry 212 ORGANIC CHEMISTRY"] </pre>				
BA 120 - 3.0 UNITS MANAGEMENT-ACCOUNTING AND INTERNAL CONTROL Transferable to CSU NOTE: a material fee of \$5.00 is required for BA 120 20774 9.0 HRS ARR (OL) Ghidella,R ONLINE Orientation: All class information will be available at www.cerritos.edu/baonline Class#20774 meets 05/23/2016-06/30/2016 20775 9.0 HRS ARR (OL) Baber,J ONLINE Orientation: All class information will be available at www.cerritos.edu/baonline Class#20775 meets 05/23/2016-06/30/2016					BUSINESS COMMUNICATIONS OFFICE TECHNOLOGY				
BA 132 - 3.0 UNITS COMPUTER APPLICATIONS FOR MANAGERS Transferable to CSU 20777 9.0 HRS ARR (OL) Jo,J ONLINE Orientation: All class information will be available at www.cerritos.edu/baonline Class#20777 meets 05/23/2016-06/30/2016 20778 9.0 HRS ARR (OL) Laureano,B ONLINE Orientation: All class information will be available at www.cerritos.edu/baonline Class#20778 meets 05/23/2016-06/30/2016					CHEM 100 - 4.0 UNITS INTRODUCTORY CHEMISTRY Transferable to UC, CSU (CAN CHEM 6) Prerequisite: MATH 40 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 60. Recommendation: Meet the prerequisite within four years prior to the date of enrollment in CHEM 100. 20529 10:30-12:35PM MTWTh Bell,P S 201 2:00- 4:50PM MTW Shimazu,C S 215 Class#20529 meets 05/23/2016-06/30/2016 21468 3:00- 5:05PM MTWTh Dukhovny,O S 102 11:00- 1:50PM MTW Shimazu,C S 215 Class#21468 meets 05/23/2016-06/30/2016 20264 11:00- 1:50PM MTW Waldman,L S 102 8:00-10:50AM MTW Waldman,L S 215 Class#20264 meets 05/23/2016-06/29/2016 21388 10:50- 1:40PM MTW Bradbury,J S 224 8:00-10:50AM MTW Bradbury,J S 224 Class#21388 meets 05/23/2016-06/29/2016				
BA 156 - 3.0 UNITS MOTIVATIONAL PRESENTATION SKILLS FOR MANAGERS Transferable to CSU NOTE: a material fee of \$5.00 is required for BA 156 20779 9.0 HRS ARR (OL) Elam,C ONLINE Orientation: Class presentations will be held on campus during the semester. All class information will also be available at www.cerritos.edu/baonline Class#20779 meets 05/23/2016-06/30/2016 20780 9.0 HRS ARR (OL) Elam,C ONLINE Orientation: Class presentations will be held on campus during the semester. All class information will also be available at www.cerritos.edu/baonline Class#20780 meets 05/23/2016-06/30/2016					BCOT 113 - 3.5 UNITS MICROSOFT EXCEL Transferable to CSU NOTE: a material fee of \$4.00 is required for BCOT 113 20112 15.0 HRS ARR (OL) Soden,B ONLINE Orientation: All class information will be available in TalonNet. Submit the Student Information form in TalonNet before May 23, 2016. This is the way that roll is initially taken. Class#20112 meets 05/23/2016-06/30/2016				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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CHEM 110 - 4.0 UNITS ELEMENTARY CHEMISTRY

Transferable to UC, CSU

Prerequisite: MATH 80 or MATH 80B or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for Math courses numbered 100 level or higher.

Recommendation: Meet the prerequisite within four years prior to the date of enrollment in CHEM 110.

20107	8:00-10:05AM	MTWTh	Cruz,J	S 201
	11:30- 2:20PM	MTW	Cruz,J	S 219
Class#20107 meets 05/23/2016-06/29/2016				
20315	1:00- 3:05PM	MTWTh	Ho,T	S 201
	8:30-11:20AM	MTW	Ho,T	S 219
Class#20315 meets 05/23/2016-06/30/2016				

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	8:00-10:05AM	MTWTh	Bell,P	S 222
	10:30- 2:50PM	MTWTh	Shimazu,M	S 222
Class#20005 meets 05/23/2016-06/30/2016				

CHILD DEVELOPMENT

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

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



BS Child Development
For more information contact:
Oscar Cancio
(909) 593-3511, Ext. 5436

CD 110 - 3.0 UNITS CHILD DEVELOPMENT

Transferable to UC, CSU (CAN HEC 14)

21396	7:00- 9:50PM	TWTh	STAFF	HS101
Class#21396 meets 07/05/2016-08/11/2016				

CHILD DEVELOPMENT/EARLY CHILDHOOD

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

Transferable to CSU

21727	11:00- 1:50PM	TWTh	STAFF	HS101
Class#21727 meets 05/24/2016-06/30/2016				

CDEC 112 - 3.0 UNITS INTRODUCTION TO CURRICULUM

Transferable to CSU

21729	2:00- 4:50PM	TWTh	STAFF	HS101
Class#21729 meets 05/24/2016-06/30/2016				

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

Transferable to CSU

21395	2:00- 4:50PM	TWTh	STAFF	HS101
Class#21395 meets 07/05/2016-08/11/2016				

Students enrolled in CDEC 164 are required to spend 4.5 hours per week in placement for a total of 54 hours per semester. 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.

20434	6:30- 9:50PM	M	STAFF	HS101
+ 4.5 HRS ARR				STAFF
Class#20434 meets 05/23/2016-08/08/2016				

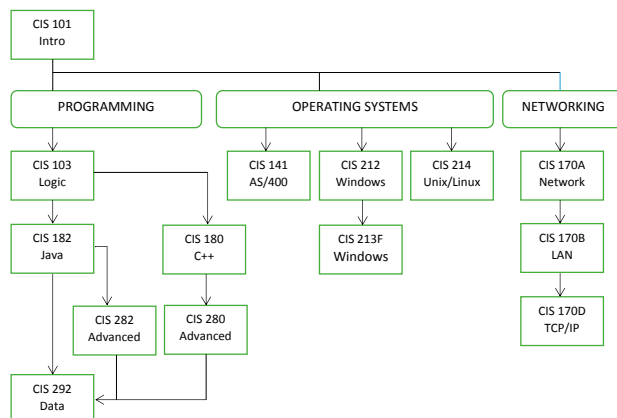
CHINESE

CHIN 101 - 5.0 UNITS ELEMENTARY CHINESE

Transferable to UC, CSU

20860	4:00- 7:30PM	MTWTh	Zhou,Y	LA210
	7:30- 8:20PM	MTWTh	Zhou,Y	LC209
Class#20860 meets 07/05/2016-08/11/2016				

COMPUTER AND INFORMATION SCIENCES



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

CIS 101 - 3.0 UNITS INTRODUCTION TO COMPUTER INFORMATION SYSTEMS

Transferable to UC, CSU (CAN BUS 6)

20267	12.0 HRS ARR	(OL)	Negrete,B	ONLINE
Note: Mandatory Orientation and Quiz due by 12 noon 5/23/16. Exams must be taken on campus. See www.cerritos.edu/bnegrete for more information.				

Class#20267 meets 05/23/2016-06/30/2016

20103	12.0 HRS ARR	(OL)	Negrete,B	ONLINE
Note: Mandatory Orientation and Quiz due by 12 noon 5/23/16. Exams must be taken on campus. See www.cerritos.edu/bnegrete for more information.				

Class#20103 meets 05/23/2016-06/30/2016

20134	12.0 HRS ARR	(OL)	Nguyen,P	ONLINE
Note: Mandatory Orientation: 9:00 am - 12:00, Tuesday - July 5 in MP 104. One exam and final are on campus.				
Class#20134 meets 07/05/2016-08/11/2016				

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
21464	12.0 HRS ARR	(OL)	STAFF	ONLINE	COSMETOLOGY				
Note: Mandatory Orientation: 5:30 p.m. - 8:00 p.m., Tuesday - July 5 in MP104. One exam and final are on the campus. Class#21464 meets 07/05/2016-08/11/2016					Please read the technical standards relevant to this department at http://cms.cerritos.edu/technology/standards.htm				
21213	8:00-10:50AM	TWTh	STAFF (HYBRID)	SS138	COS 70B - 8.0 UNITS INTERMEDIATE COSMETOLOGY				
	11:00-11:50AM	TWTh	STAFF (HYBRID)	MP102	Not Transferable Prerequisite: COS 50C or COS 60B or COS 70A or COS 71B with a grade of Pass or "C" or higher.				
Note: A portion of the hours for this class will be online. Class#21213 meets 05/24/2016-06/30/2016					20494	8:00-10:00AM	MTWThF	Motruk,N	HS204
						11:00- 4:15PM	MTWThF	Motruk,N	HS204
					Class#20494 meets 06/20/2016-08/12/2016				
CIS 103 - 3.5 UNITS COMPUTER PROGRAMMING LOGIC					COS 70C - 8.0 UNITS ADVANCED COSMETOLOGY MANIPULATION				
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.					Not Transferable Prerequisite: COS 51C or COS 61B or COS 70B or COS 72B with a grade of Pass or "C" or higher.				
21215	5:00- 7:50PM	TWTh	Mellas,D (HYBRID)	SS138	20496	8:00-10:00AM	MTWThF	Smith,F	HS203
	8:00- 9:50PM	TWTh	Mellas,D (HYBRID)	MP104		11:00- 4:15PM	MTWThF	Smith,F	HS203
Note: A portion of the hours for this class will be online. Class#21215 meets 05/24/2016-06/30/2016					Class#20496 meets 06/20/2016-08/12/2016				
20105	7:00- 9:50PM	TWTh	Wilson,J (HYBRID)	MP202	COUNSELING				
	5:00- 6:50PM	TWTh	Wilson,J (HYBRID)	MP202	COUN 10 - 1.0 UNIT CAREER PLANNING				
Note: A portion of the hours for this class will be online. Class#20105 meets 07/05/2016-08/11/2016					Not Transferable NOTE: a material fee of \$25.00 is required for COUN 10				
CIS 162 - 3.5 UNITS HTML AND CSS					20171	9:00- 9:50AM	TWTh	Hurtado,H (EOPS)	LA109
Transferable to CSU Recommendation: CIS 101 or CIS 102 or equivalent with a grade of Pass or "C" or higher.					Class#20171 meets 07/05/2016-08/11/2016				
21030	5:00- 7:50PM	TWTh	Lazor,C	MP101	20172	9:00- 9:50AM	TWTh	Valenzuela,R (EOPS)	LA110
	8:00- 9:50PM	TWTh	Lazor,C	MP104	Class#20172 meets 07/05/2016-08/11/2016				
Class#21030 meets 07/05/2016-08/11/2016					COUN 101A - 0.5 UNIT ORIENTATION TO COLLEGE				
Cisco Networking Academy at Cerritos College					Transferable to CSU				
Cisco Course					21712	4:00- 6:00PM	MTWTh	Toumajian,M	CB105
CCNA 1	Networking Fundamentals			CIS 170A	Class#21712 meets 05/23/2016-05/26/2016				
CCNA 2	Router Configuration			CIS 170E	20942	4:00- 6:00PM	MTWTh	Sugiyama,C	CB105
CCNA 3	Advanced Switching & Routing			CIS 170F	Class#20942 meets 06/06/2016-06/09/2016				
CCNA 4	Wide Area Networks			CIS 170G	21720	4:00- 6:00PM	MTWTh	Bello,F	CB104
Other courses for the Networking Certification at Cerritos College					Class#21720 meets 06/06/2016-06/09/2016				
CIS 170B Local Area Networks					21721	4:00- 6:00PM	MTWTh	Toumajian,M	CB104
CIS 170D Introduction to TCP/IP					Class#21721 meets 06/13/2016-06/16/2016				
Preparation for the Cisco CCNA and CCNP, the Network +, and the Microsoft MCSE certifications involves the fundamental knowledge of networks learned in CIS 170A					21722	4:00- 6:00PM	MTWTh	Castro,R	S 103
For more information, contact: Kenny Lou, e-mail: klou@cerritos.edu or Gene Lazor, e-mail: glazor@cerritos.edu					Class#21722 meets 06/13/2016-06/16/2016				
					20943	9:00-11:00AM	MTWTh	Ross,C	CB104
					Class#20943 meets 06/20/2016-06/23/2016				
CIS 170A - 3.5 UNITS NETWORKING FUNDAMENTALS					21421	1:00- 3:00PM	MTWTh	Hill,S	CB104
Transferable to CSU					Class#21421 meets 06/20/2016-06/23/2016				
20982	15.0 HRS	(OL)	ARR Lou,Z	ONLINE	20948	11:00- 1:00PM	MTWTh	Sugiyama,C	CB104
Note: Mandatory Orientation: 6:00 - 8:00 p.m., Wednesday - July 6 in MP200. Class#20982 meets 07/05/2016-08/11/2016					Class#20948 meets 06/20/2016-06/23/2016				
CIS 180 - 3.0 UNITS PROGRAMMING IN C/C++					20945	9:00-11:00AM	MTWTh	Ukita,T	CB104
Transferable to UC, CSU Prerequisite: CIS 103 or equivalent with a grade of Pass or "C" or higher.					Class#20945 meets 06/27/2016-06/30/2016				
21466	15.0 HRS ARR	(OL)	Nguyen,P	ONLINE	20946	1:00- 3:00PM	MTWTh	Bello,F	CB104
Note: Mandatory Orientation: 9:00 a.m. - 11:00 a.m., Wednesday - July 6 in MP104. One exam and final are on the campus. Class#21466 meets 07/05/2016-08/11/2016					Class#20946 meets 06/27/2016-06/30/2016				
					21422	11:00- 1:00PM	MTWTh	Gallardo,B	CB104
					Class#21422 meets 06/27/2016-06/30/2016				
					20947	11:00- 1:50PM	TWTh	Bello,F	CB104
					Class#20947 meets 07/05/2016-07/07/2016				
					20949	11:00- 1:00PM	MTWTh	Castro,R	CB104
					Class#20949 meets 07/11/2016-07/14/2016				
					21253	9:00-11:00AM	MTWTh	Graf,M	CB104
					Class#21253 meets 07/18/2016-07/21/2016				
					CULINARY ARTS				
					CA 101 - 1.0 UNIT INTRODUCTION TO FOOD SERVICE, SAFETY, AND SANITATION				
					Transferable to CSU				
					21745	11:00-12:15PM	TTh	Yu,J	SL109
					Class#21745 meets 05/24/2016-06/30/2016				

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

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

DANC 100 - 3.0 UNITS DANCE APPRECIATION

20245	9.0 HRS ARR	(OL)	Hathaway,R	ONLINE
Transferable to UC, CSU Note: Online registered students must go to TalonNet class webpage between 8 am on 5/23/16 and 11:55 pm on 5/24/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday Class#20245 meets 05/24/2016-06/30/2016				

DANC 105 - 3.0 UNITS INTRODUCTION TO DANCE MOVEMENT

20151	10:15-12:15PM	TWTh	Sanderson,J	FA 55
	12:15- 3:05PM	TWTh	Sanderson,J	FA 55
Class#20151 meets 05/24/2016-06/30/2016				

DENTAL ASSISTING

DA 51 - 4.0 UNITS APPLIED DENTAL SCIENCE I

21708	8:00-10:50AM	TWTh	Cosio,L	HS307
	12:00- 2:50PM	TWTh	Cosio,L	HS307
Not Transferable NOTE: a material fee of \$23.00 is required for DA 51 Class#21708 meets 07/05/2016-08/11/2016				

DA 75 - 5.0 UNITS CLINICAL II COOPERATIVE OFFICE TRAINING

20007	5:30- 9:20PM	M	Wedell,D	HS307
	+32.0 HRS ARR		Wedell,D	
Class#20007 meets 05/23/2016-06/27/2016				

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

20929	9.0 HRS ARR	Loera,D	(LAB A)	LBVA*
Class#20929 meets 07/05/2016-08/11/2016				
20930	9.0 HRS ARR	Krayer,A	(LAB B)	RYBL*
Class#20930 meets 07/05/2016-08/11/2016				
20931	9.0 HRS ARR	Loera,D	(LAB C)	HMPH*
Class#20931 meets 07/05/2016-08/11/2016				
20932	9.0 HRS ARR	STAFF	(LAB D)	HDSN*
Class#20932 meets 07/05/2016-08/11/2016				
20933	9.0 HRS ARR	Loera,D	(LAB E)	HDSN*
Class#20933 meets 07/05/2016-08/11/2016				

EARTH SCIENCE

ESCI 104 - 3.0 UNITS OCEANOGRAPHY

20323	9.0 HRS ARR	(OL)	DeKraker,D	ONLINE
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. Note: Orientation: All class information will be available online via TalonNet. Email address: ddekraker@cerritos.edu Class#20323 meets 07/05/2016-08/11/2016				

ESCI 110 - 4.0 UNITS INTRODUCTION TO EARTH SCIENCE

21081	5:00- 7:05PM	MTWTh	Okbamichael,M	PST143
	7:05- 9:10PM	MTWTh	Okbamichael,M	PST143
Class#21081 meets 05/23/2016-06/30/2016				
21207	10:30-12:35PM	MTWTh	Lacy,T	PST143
	12:35- 2:40PM	MTWTh	Lacy,T	PST143
Class#21207 meets 05/23/2016-06/30/2016				

ECONOMICS

ECON 201 - 3.0 UNITS PRINCIPLES OF MACROECONOMICS

20371	7:00- 9:05PM	MTWTh	STAFF	SS306
	9:05- 9:55PM	MTWTh	STAFF	SS306
Class#20371 meets 05/23/2016-06/30/2016				
20147	9:00-11:05AM	MTWTh	Namala,S	SS306
	11:05-11:55AM	MTWTh	Namala,S	SS306
Class#20147 meets 05/23/2016-06/30/2016				
21484	12.0 HRS ARR	(OL)	Pakula,J	ONLINE
Note: Please visit the instructor's webpage for class information at www.cerritos.edu/jpakula Class#21484 meets 07/05/2016-08/11/2016				

ECON 201M - 3.0 UNITS PRINCIPLES OF MACROECONOMICS

20184	9:00-11:05AM	MTWTh	Namala,S	SS306
	11:05-11:55AM	MTWTh	Namala,S	SS306
Class#20184 meets 05/23/2016-06/30/2016				
20373	7:00- 9:05PM	MTWTh	STAFF	SS306
	9:05- 9:55PM	MTWTh	STAFF	SS306
Class#20373 meets 05/23/2016-06/30/2016				
21486	12.0 HRS ARR	(OL)	Pakula,J	ONLINE
Note: Please visit the instructor's webpage for class information at www.cerritos.edu/jpakula Class#21486 meets 07/05/2016-08/11/2016				

ECON 202 - 3.0 UNITS PRINCIPLES OF MICROECONOMICS

20148	12:00- 2:05PM	MTWTh	Namala,S	SS306
	2:05- 2:55PM	MTWTh	Namala,S	SS306
Class#20148 meets 05/23/2016-06/30/2016				
21480	7:00- 9:05PM	MTWTh	STAFF	SS306
	9:05- 9:55PM	MTWTh	STAFF	SS306
Class#21480 meets 07/05/2016-08/11/2016				
21209	12.0 HRS ARR	(OL)	Pakula,J	ONLINE
Note: Please visit the instructor's webpage for class information at www.cerritos.edu/jpakula Class#21209 meets 07/05/2016-08/11/2016				

ECON 202M - 3.0 UNITS PRINCIPLES OF MICROECONOMICS

20186	12:00- 2:05PM	MTWTh	Namala,S	SS306
	2:05- 2:55PM	MTWTh	Namala,S	SS306
Class#20186 meets 05/23/2016-06/30/2016				
21211	12.0 HRS ARR	(OL)	Pakula,J	ONLINE
Note: Please visit the instructor's webpage for class information at www.cerritos.edu/jpakula Class#21211 meets 07/05/2016-08/11/2016				
21482	7:00- 9:05PM	MTWTh	STAFF	SS306
	9:05- 9:55PM	MTWTh	STAFF	SS306
Class#21482 meets 07/05/2016-08/11/2016				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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EDUCATIONAL TECHNOLOGY (EDTCH)

EDT 50 - 1.0 UNIT Not Transferable 21576 3.0 HRS ARR (OL) Alexander,C ONLINE Note: Orientation will be conducted online. Instructor will email students with instructions prior to the start of the class. Class#21576 meets 07/05/2016-08/11/2016					PREPARATION FOR ONLINE LEARNING				
EDT 101 - 1.0 UNIT USING THE INTERNET Transferable to CSU Prerequisite: EDT 100 or equivalent with a grade of Pass or "C" or higher. Recommendation: EDT 50 or EDT 51 or equivalent with a grade of "C" or higher. 21681 3.0 HRS ARR (OL) Morgan,V ONLINE Note: Orientation will be conducted online. Instructor will email students with instructions prior to the start of the class. Class#21681 meets 07/05/2016-08/11/2016					CREATING CURRICULUM PROJECTS				
EDT 103 - 2.0 UNITS Transferable to CSU Recommendation: EDT 50 or EDT 51 or equivalent with a grade of "C" or higher. 20453 6.0 HRS ARR (OL) Morgan,V ONLINE Note: Orientation will be conducted online. Instructor will email students with instructions prior to the start of the class. Class#20453 meets 07/05/2016-08/11/2016					SPREADSHEETS FOR EDUCATORS				

ENGINEERING

ENGR 110 - 2.0 UNITS Transferable to UC, CSU 21519 12:00- 2:50PM MW Cottrell,W S 104 Class#21519 meets 05/23/2016-06/29/2016					INTRODUCTION TO ENGINEERING				
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ENGINEERING DESIGN TECHNOLOGY

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

ENGT 103 - 3.0 UNITS USING INVENTOR Transferable to CSU 21688 2:00- 3:07PM MTWTh Hiranandani,J PST224 3:07- 5:30PM MTWTh Hiranandani,J PST224 Class#21688 meets 07/05/2016-08/11/2016					INTRODUCTION TO ENGINEERING DESIGN				
ENGT 116 - 2.0 UNITS Transferable to CSU Recommendation: ENGT 131 or equivalent with a grade of Pass or "C" or higher. 21544 5:30- 7:45PM TTh Jackson,L ME 2J 7:45- 9:50PM TTh Jackson,L ME 2J Class#21544 meets 07/05/2016-08/11/2016					BLUEPRINT READING				
ENGT 131 - 3.0 UNITS SOLID MODELING 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 20275 5:30- 6:55PM MTWTh Stever,E PST227 6:55- 9:50PM MTWTh Stever,E PST227 Class#20275 meets 07/05/2016-08/11/2016					DESIGN FUNDAMENTALS INCLUDING				
ENGT 259 - 4.0 UNITS Transferable to CSU NOTE: a material fee of \$6.00 is required for ENGT 259 20490 6:00- 8:10PM MTWTh Micic,M PST224 8:10-10:20PM MTWTh Micic,M PST224 Class#20490 meets 07/05/2016-08/11/2016					SOLIDWORKS				

ENGINEERING TECHNOLOGY

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

ET 101 - 3.0 UNITS TECHNOLOGY Transferable to CSU 21542 6:00- 7:07PM MTWTh Jamka,A ME 2 7:07- 9:30PM MTWTh Jamka,A ME 2 Class#21542 meets 07/05/2016-08/11/2016 21690 2:00- 3:07PM MTWTh Jamka,A ME 2 3:07- 5:30PM MTWTh Jamka,A ME 2 Class#21690 meets 07/05/2016-08/11/2016					PRINCIPLES OF ENGINEERING				
ET 102 - 3.0 UNITS TECHNOLOGISTS Transferable to CSU NOTE: a material fee of \$10.00 is required for ET 102 21692 2:00- 3:07PM MTWTh Micic,M PST236 3:07- 5:30PM MTWTh Micic,M PST236 Class#21692 meets 07/05/2016-08/11/2016					ELECTRONICS FOR ENGINEERING				

ENGLISH

ENGL 20 - 3.0 UNITS 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. 20175 7:00- 9:00AM MTWTh Quaas-Berryman,F LA204 9:00- 9:50AM MTWTh Quaas-Berryman,F LA204 Class#20175 meets 05/23/2016-06/30/2016 20229 10:00-12:00PM MTWTh Ashe,S LA205 12:00-12:50PM MTWTh Ashe,S LA205 Class#20229 meets 05/23/2016-06/30/2016 20815 1:00- 3:00PM MTWTh Ashe,S LA205 3:00- 3:50PM MTWTh Ashe,S LA205 Class#20815 meets 05/23/2016-06/30/2016 20436 10:00-12:00PM MTWTh Gonzales,J LA203 12:00-12:50PM MTWTh Gonzales,J LA203 Class#20436 meets 05/23/2016-06/30/2016 21090 4:00- 6:00PM MTWTh Folan,E LA203 6:00- 6:50PM MTWTh Folan,E LA203 Class#21090 meets 05/23/2016-06/30/2016 21434 7:00- 9:00AM MTWTh Garcia,J LA106 9:00- 9:50AM MTWTh Garcia,J LA106 Class#21434 meets 05/23/2016-06/30/2016 20856 7:00- 9:00PM MTWTh Folan,E LA203 9:00- 9:50PM MTWTh Folan,E LA203 Class#20856 meets 05/23/2016-06/30/2016 20008 10:00-12:00PM MTWTh Deon,L LA203 12:00-12:50PM MTWTh Deon,L LA203 Class#20008 meets 07/05/2016-08/11/2016 21436 7:00- 9:00AM MTWTh Vanciu,A LA205 9:00- 9:50AM MTWTh Vanciu,A LA205 Class#21436 meets 07/05/2016-08/11/2016 20122 7:00- 9:00AM MTWTh Nava,M LA203 9:00- 9:50AM MTWTh Nava,M LA203 Class#20122 meets 07/05/2016-08/11/2016 20138 4:00- 6:00PM MTWTh Ludvigsen,L LA204 6:00- 6:50PM MTWTh Ludvigsen,L LA204 Class#20138 meets 07/05/2016-08/11/2016 20817 7:00- 9:00PM MTWTh Ludvigsen,L LA203 9:00- 9:50PM MTWTh Ludvigsen,L LA203 Class#20817 meets 07/05/2016-08/11/2016					BASIC WRITING				
ENGL 52 - 3.0 UNITS COMPOSITION Not Transferable Prerequisite: Completion of ENGL 20 or equivalent with a grade of "C" or higher, or of "Pass", or completion of the placement process with eligibility for ENGL 52. 20177 7:00- 9:00AM MTWTh Alvarez,L LA201 9:00- 9:50AM MTWTh Alvarez,L LA201 Class#20177 meets 05/23/2016-06/30/2016					INTRODUCTION TO COLLEGE				

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
20403	1:00- 3:00PM	MTWTh	Hua,L	LA202	21116	7:00- 9:50AM	MTWTh	Cavallaro,L	LA205
	3:00- 3:50PM	MTWTh	Hua,L	LA202		Class#21116 meets 05/23/2016-06/30/2016			
	Class#20403 meets 05/23/2016-06/30/2016				21118	4:00- 6:50PM	MTWTh	Olague,M	LA109
20409	4:00- 6:00PM	MTWTh	Asis,B	LA204		Class#21118 meets 05/23/2016-06/30/2016			
	6:00- 6:50PM	MTWTh	Asis,B	LA204	20831	1:00- 3:50PM	MTWTh	Cagnolatti,D	LA203
	Class#20409 meets 05/23/2016-06/30/2016					Class#20831 meets 05/23/2016-06/30/2016			
21100	10:00-12:00PM	MTWTh	Alvarez,L	LA106	20832	12.0 HRS ARR	(OL)	Quaas-Berryman,F	ONLINE
	12:00-12:50PM	MTWTh	Alvarez,L	LA106		Orientation: 10:00 a.m. - 12:00 p.m., Monday - May 23 in LA103.			
	Class#21100 meets 05/23/2016-06/30/2016					Class#20832 meets 05/23/2016-06/30/2016			
20128	10:00-12:00PM	MTWTh	Cheatham,T	LA109	21452	7:00- 9:50PM	MTWTh	Olague,M	LA202
	12:00-12:50PM	MTWTh	Cheatham,T	LA109		Class#21452 meets 05/23/2016-06/30/2016			
	Class#20128 meets 05/23/2016-06/30/2016				20399	12.0 HRS ARR	(OL)	Swanson,J	ONLINE
20823	7:00- 9:00AM	MTWTh	Pham,V	LA104		Orientation: 12:00 - 2:00 p.m., Monday - July 5 in LA103.			
	9:00- 9:50AM	MTWTh	Pham,V	LA104		Class#20399 meets 07/05/2016-08/11/2016			
	Class#20823 meets 05/23/2016-06/30/2016				20243	10:00-12:50PM	MTWTh	Greene,C	LA212
20825	10:00-12:00PM	MTWTh	Havice,S	LA201		Class#20243 meets 07/05/2016-08/11/2016			
	12:00-12:50PM	MTWTh	Havice,S	LA201	20401	7:00- 9:50PM	MTWTh	Blake,L	LA205
	Class#20825 meets 05/23/2016-06/30/2016					Class#20401 meets 07/05/2016-08/11/2016			
21438	1:00- 3:00PM	MTWTh	Havice,S	LA201	20030	12.0 HRS ARR	(OL)	Kalt,K	ONLINE
	3:00- 3:50PM	MTWTh	Havice,S	LA201		Orientation: 8:00 - 10:00 a.m., Monday - July 5 in LA103.			
	Class#21438 meets 05/23/2016-06/30/2016					Class#20030 meets 07/05/2016-08/11/2016			
20407	7:00- 9:00PM	MTWTh	Asis,B	LA204	20031	10:00-12:50PM	MTWTh	Chao,I	LA205
	9:00- 9:50PM	MTWTh	Asis,B	LA204		Class#20031 meets 07/05/2016-08/11/2016			
	Class#20407 meets 05/23/2016-06/30/2016				20400	12.0 HRS ARR	(OL)	Clifford,S	ONLINE
20819	7:00- 9:00AM	MTWTh	Chester,R	LA202		All students must complete the mandatory orientation on TalonNet by 11:55 pm on May 23rd to remain enrolled. When you log on to TalonNet, open the Announcement title "Orientation Guidelines" and follow the instructions.			
	9:00- 9:50AM	MTWTh	Chester,R	LA202		Class#20400 meets 07/05/2016-08/11/2016			
	Class#20819 meets 07/05/2016-08/11/2016				20241	12.0 HRS ARR	(OL)	Danielo,J	ONLINE
20233	10:00-12:00PM	MTWTh	Cole,E (EOPS)	LA204		You must complete the online orientation that is located on TalonNet to remain enrolled in this course.			
	12:00-12:50PM	MTWTh	Cole,E (EOPS)	LA204		Class#20241 meets 07/05/2016-08/11/2016			
	Class#20233 meets 07/05/2016-08/11/2016				20242	1:00- 3:50PM	MTWTh	Clifford,S	LA201
20235	4:00- 6:00PM	MTWTh	Stanfield,S (EOPS)	LA201		Class#20242 meets 07/05/2016-08/11/2016			
	6:00- 6:50PM	MTWTh	Stanfield,S (EOPS)	LA201	20130	12.0 HRS ARR	(OL)	Swanson,J	ONLINE
	Class#20235 meets 07/05/2016-08/11/2016					Orientation: 12:00 - 2:00 p.m., Monday - July 5 in LA103.			
20237	1:00- 3:00PM	MTWTh	Deon,L	LA202		Class#20130 meets 07/05/2016-08/11/2016			
	3:00- 3:50PM	MTWTh	Deon,L	LA202	21450	7:00- 9:50AM	MTWTh	Orr,A	LA201
	Class#20237 meets 07/05/2016-08/11/2016					Class#21450 meets 07/05/2016-08/11/2016			
20124	10:00-12:00PM	MTWTh	Krulic,J	LA104	21451	3:00- 5:50PM	MTWTh	Fagundes,M	LA203
	12:00-12:50PM	MTWTh	Krulic,J	LA104		Class#21451 meets 07/05/2016-08/11/2016			
	Class#20124 meets 07/05/2016-08/11/2016				21453	7:00- 9:50PM	MTWTh	Dongell,R	LA204
20126	10:00-12:00PM	MTWTh	Chester,R	LA202		Class#21453 meets 07/05/2016-08/11/2016			
	12:00-12:50PM	MTWTh	Chester,R	LA202		ENGL 103 - 3.0 UNITS CRITICAL AND ARGUMENTATIVE WRITING			
	Class#20126 meets 07/05/2016-08/11/2016					Transferable to UC, CSU			
20827	7:00- 9:00AM	MTWTh	Cole,E	LA204		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.			
	9:00- 9:50AM	MTWTh	Cole,E	LA204	20032	9.0 HRS ARR	(OL)	Whitson,B	ONLINE
	Class#20827 meets 07/05/2016-08/11/2016					Orientation must be completed on TalonNet by 11:55 pm on May 23rd to remain enrolled in the class.			
21440	10:00-12:00PM	MTWTh	Mixson Jr.,F	LA201		Class#20032 meets 05/23/2016-06/30/2016			
	12:00-12:50PM	MTWTh	Mixson Jr.,F	LA201	20748	7:00- 9:05AM	MTWTh	Juntilla,T (Honors Section)	LA202
	Class#21440 meets 07/05/2016-08/11/2016					Class#20748 meets 05/23/2016-06/30/2016			
21442	1:00- 3:00PM	MTWTh	Baker,J	LA205	21046	10:15-12:20PM	MTWTh	Espinoza Lopez,C	LA106
	3:00- 3:50PM	MTWTh	Baker,J	LA205		Class#21046 meets 07/05/2016-08/11/2016			
	Class#21442 meets 07/05/2016-08/11/2016				20833	8:00-10:05AM	MTWTh	Espinoza Lopez,C	LA106
21444	4:00- 6:00PM	MTWTh	Baker,J	LA205		Class#20833 meets 07/05/2016-08/11/2016			
	6:00- 6:50PM	MTWTh	Baker,J	LA205	21454	7:00- 9:05AM	MTWTh	Jalloh,K	LA104
	Class#21444 meets 07/05/2016-08/11/2016					Class#21454 meets 07/05/2016-08/11/2016			
20239	7:00- 9:00PM	MTWTh	Stanfield,S	LA201	21455	1:00- 3:05PM	MTWTh	Chao,I	LA212
	9:00- 9:50PM	MTWTh	Stanfield,S	LA201		Class#21455 meets 07/05/2016-08/11/2016			
	Class#20239 meets 07/05/2016-08/11/2016					ENGLISH AS A SECOND LANGUAGE			
	ENGL 100 - 4.0 UNITS FRESHMAN COMPOSITION					ESL 10 - 3.0 UNITS ESL SPEAKING AND LISTENING 1			
	Transferable to UC, CSU (CAN ENGL 2)					Not Transferable			
	Prerequisite: Completion of ENGL 52 or ENGL 72 or ESL 152 or equivalent with a grade of "C" or higher, or of "Pass", or completion of the placement process with eligibility for ENGL 100.				20729	10:15-12:20PM	MTWTh	STAFF	LA109
21113	12.0 HRS	(OL)	ARR Shah-Williams,N	ONLINE		Class#20729 meets 07/05/2016-08/11/2016			
	All students must complete the mandatory orientation on TalonNet due no later than 11:55 pm on May 23rd to remain enrolled in the class.					ESL 14 - 3.0 UNITS PRONUNCIATION PLUS			
	Class#21113 meets 05/23/2016-06/30/2016					Not Transferable			
21115	10:00-12:50PM	MTWTh	Cavallaro,L	LA202	20731	10:15-12:20PM	MTWTh	Sugihara-Cheatham,J	LA110
	Class#21115 meets 05/23/2016-06/30/2016					Class#20731 meets 05/23/2016-06/30/2016			
21114	12.0 HRS ARR	(OL)	Servin,L	ONLINE					
	Orientation will take place on the first day of classes, May 23rd on TalonNet. See email announcement the weekend before the start of classes for instructions for completing the asynchronous orientation and subsequent quiz.								
	Class#21114 meets 05/23/2016-06/30/2016								
21117	1:00- 3:50PM	MTWTh	Cheatham,T	LA204					
	Class#21117 meets 05/23/2016-06/30/2016								
20068	10:00-12:50PM	MTWTh	Cagnolatti,D	LA104					
	Class#20068 meets 05/23/2016-06/30/2016								

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
ESL 20 - 3.0 UNITS ESL SPEAKING AND LISTENING 2 Not Transferable Recommendation: ESL 10 or equivalent with a grade of Pass or "C" or higher. 20730 10:15-12:20PM MTWTh STAFF LA109 Class#20730 meets 07/05/2016-08/11/2016					GEOG 103 - 3.0 UNITS ENVIRONMENTAL GEOGRAPHY Transferable to UC, CSU 21522 1:00- 3:50PM MTW Gregorio,A S 101 Class#21522 meets 05/23/2016-06/29/2016				
ESL 21A - 3.0 UNITS ESL INTERMEDIATE VOCABULARY Not Transferable 21707 9.0 HRS ARR (OL) Berry,P ONLINE See syllabus in TalonNet for the orientation materials Class#21707 meets 05/23/2016-06/30/2016					GEOG 105 - 3.0 UNITS WORLD REGIONAL GEOGRAPHY Transferable to UC, CSU 21471 10:00-12:50PM MTW Gregorio,A S 101 Class#21471 meets 05/23/2016-06/29/2016				
					GEOG 298 - 1.0 UNIT DIRECTED STUDIES Transferable to CSU 21555 9.0 HRS ARR Lo Vetere,C Class#21555 meets 07/05/2016-08/11/2016				
FILM					GERMAN				
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. NOTE: a material fee of \$40.00 is required for FILM 104 21700 4:00- 6:00PM MTW Hirohama,S FA 74 6:00- 9:50PM MTW Hirohama,S FA 74 Class#21700 meets 07/05/2016-08/10/2016					GERM 101 - 5.0 UNITS ELEMENTARY GERMAN Transferable to UC, CSU (CAN GERM 2) 20069 6:00- 9:30PM MTWTh Potter,I LA211 5:10- 6:00PM MTWTh Potter,I LC209 Class#20069 meets 07/05/2016-08/11/2016				
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 \$40.00 is required for FILM 294 21702 4:00- 6:00PM MTW Hirohama,S FA 74 6:00- 9:50PM MTW Hirohama,S FA 74 Class#21702 meets 07/05/2016-08/10/2016					HEALTH EDUCATION				
					HED 100 - 3.0 UNITS CONTEMPORARY HEALTH PROBLEMS Transferable to UC, CSU 20799 9.0 HRS ARR (OL) Murray,K ONLINE Note: Online registered students must go to TalonNet class webpage between 8 am on 5/23/16 and 11:55 pm on 5/24/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday Class#20799 meets 05/23/2016-06/30/2016 20244 6:45- 8:50AM MTWTh McPherson,M FA 75 Class#20244 meets 05/23/2016-06/30/2016 20394 9.0 HRS ARR (OL) Edwards,C ONLINE Online registered students must go to instructor's webpage www.cerritos.edu/cedwards between 8 am on 5/23/16 and 11:55 pm on 5/25/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class#20394 meets 05/23/2016-06/30/2016 20800 9.0 HRS ARR (OL) Murray,K ONLINE Note: Online registered students must go to TalonNet class webpage between 8 am on 5/23/16 and 11:55 pm on 5/24/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday Class#20800 meets 05/23/2016-06/30/2016 20986 9:00-11:05AM MTWTh McPherson,M FA 75 Class#20986 meets 05/23/2016-06/30/2016 21456 5:30- 7:35PM MTWTh Richardson,C FA 75 Class#21456 meets 05/23/2016-06/30/2016 20798 9.0 HRS ARR (OL) Clauss,D ONLINE Note: Online registered students must go to TalonNet class webpage between 8 am on 7/5/16 and 11:55 pm on 7/7/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class#20798 meets 07/05/2016-08/11/2016 21150 9.0 HRS ARR (OL) Clauss,D ONLINE Note: Online registered students must go to TalonNet class webpage between 8 am on 7/5/16 and 11:55 pm on 7/7/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class#21150 meets 07/05/2016-08/11/2016				
FINANCE					FRENCH				
FIN 125 - 3.0 UNITS PERSONAL FINANCE Transferable to CSU NOTE: a material fee of \$4.00 is required for FIN 125 20803 5:30-10:05PM MW STAFF BE122 Class#20803 meets 07/06/2016-08/10/2016					FREN 101 - 5.0 UNITS ELEMENTARY FRENCH Transferable to UC, CSU (CAN FREN 2) 20413 8:00-11:30AM MTWTh Florescu,M LA213 11:30-12:20PM MTWTh Florescu,M LC209 Class#20413 meets 07/05/2016-08/11/2016				
GEOGRAPHY									
GEOG 101 - 3.0 UNITS PHYSICAL GEOGRAPHY Transferable to UC, CSU (CAN GEOG 2) 20273 9.0 HRS ARR (OL) DeKraker,D ONLINE Note: Orientation: All class information will be available online via TalonNet. Email address: ddekraker@cerritos.edu Class#20273 meets 07/05/2016-08/11/2016 21390 9:30-12:20PM MTW Lo Vetere,C S 101 Class#21390 meets 07/05/2016-08/10/2016									
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. 21550 12:30- 3:20PM MTW Lo Vetere,C PST137 Class#21550 meets 07/05/2016-08/10/2016									

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
21458	9:0 HRS ARR	(OL)	Bueno,N	ONLINE	JOURNALISM				
Note: Online registered students must go to TalonNet class webpage between 8 am on 5/23/16 and 11:55 pm on 5/24/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday					JOUR 100 - 3.0 UNITS MASS COMMUNICATIONS AND SOCIETY				
Class#21458 meets 05/23/2016-06/30/2016					20013	10:15-12:20PM	MTWTh	Cameron,R	FA 42
Class#21458 meets 05/23/2016-06/30/2016					JOUR 298 - 1.0 UNIT DIRECTED STUDIES				
21457	9:30-11:35AM	MTWTh	STAFF	FA 75	Transferable to CSU				
Class#21457 meets 07/05/2016-08/11/2016					20900	6:8 HRS ARR	Cameron,R	FA 42	
21659	11:00- 1:05PM	MTWTh	Raniewicz,T	MC104	Class#20900 meets 06/20/2016-08/11/2016				
Class#21659 meets 07/05/2016-08/11/2016					KINESIOLOGY				
21459	9:0 HRS ARR	(OL)	Gonzalez,R	ONLINE	KIN 100 - 3.0 UNITS INTRODUCTION TO KINESIOLOGY				
Note: Online registered students must go to TalonNet class webpage between 8 am on 7/5/16 and 11:55 pm on 7/7/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday					Transferable to UC, CSU				
Class#21459 meets 07/05/2016-08/11/2016					21461	1:00- 3:05PM	MTWTh	Grosfeld,S	FA 75
Class#21459 meets 07/05/2016-08/11/2016					Class#21461 meets 05/23/2016-06/30/2016				
HED 110 - 3.0 UNITS COMMUNITY FIRST AID AND CPR					KIN 104 - 3.0 UNITS FITNESS AND WELLNESS				
Transferable to UC, CSU					Transferable to UC, CSU				
21460	8:00-10:05AM	MTWTh	Castro,M	PE 4	21334	6:0 HRS ARR	(OL)	Edwards,C	ONLINE
Class#21460 meets 05/23/2016-06/30/2016					Online registered students must go to instructor's webpage www.cerritos.edu/cedwards between 8 am on 5/23/16 and 11:55 pm on 5/25/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday.				
Class#21460 meets 05/23/2016-06/30/2016					Class#21334 meets 05/23/2016-06/30/2016				
HEALTH OCCUPATIONS					21336	9:30-11:50AM	MTWTh	Edwards,C	PE 2A
HO 56 - 1.0 UNIT MEDICATION CALCULATIONS					Class#21336 meets 05/23/2016-06/30/2016				
Not Transferable					KIN 298 - 1.0 UNIT DIRECTED STUDIES				
Prerequisite: MATH 40 or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Math Placement Process.					Transferable to CSU				
21746	4:00- 6:50PM	Th	Robbins II,H	SL106	21337	3:0 HRS ARR	Grosfeld,S	WT	
Class#21746 meets 05/26/2016-06/30/2016					Class#21337 meets 07/05/2016-08/11/2016				
HISTORY					KIN 299 - 2.0 UNITS DIRECTED STUDIES				
HIST 102 - 3.0 UNITS POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES: 1500S TO PRESENT					Transferable to CSU				
Transferable to UC, CSU (CAN HIST 8) (CAN HIST SEQ B)					21338	3:0 HRS ARR	Grosfeld,S	WT	
Prerequisite: Satisfactory completion of English Placement Process or ENGL 52, ENGL 72, or ESL 152 or equivalent with a grade of Pass or "C" or higher.					Class#21338 meets 07/05/2016-08/11/2016				
Recommendation: Satisfactory completion of the Reading Placement Process or READ 54 with a grade of Pass or "C" or higher.					LAW				
21173	8:00-10:05AM	MTWTh	STAFF	SS310	LAW 111 - 3.0 UNITS BUSINESS LAW				
Class#21173 meets 05/23/2016-06/30/2016					Transferable to UC, CSU (CAN BUS 8)				
21174	10:15-12:20PM	MTWTh	STAFF	SS311	20278	9:0 HRS ARR	(OL)	Binning,M	ONLINE
Class#21174 meets 05/23/2016-06/30/2016					Orientation: 5:30 - 6:30 p.m., Monday - May 23 in BE 119.				
20737	12:30- 2:35PM	MTWTh	STAFF	SS309	Class#20278 meets 05/23/2016-06/30/2016				
Class#20737 meets 07/05/2016-08/11/2016					20153	9:0 HRS ARR	(OL)	Binning,M	ONLINE
20146	8:00-10:05AM	MTWTh	Haas,J	SS309	Orientation: 6:30 - 7:30 p.m., Monday - May 23 in BE 119.				
Class#20146 meets 07/05/2016-08/11/2016					Class#20153 meets 05/23/2016-06/30/2016				
20523	10:15-12:20PM	MTWTh	Haas,J	SS309	LAW 171 - 1.0 UNIT LEGAL OCCUPATIONAL WORK EXPERIENCE				
Class#20523 meets 07/05/2016-08/11/2016					Transferable to CSU				
HIST 103 - 3.0 UNITS POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES: 1877 TO PRESENT					21501	6:00- 7:15PM	Th	Greenberg,B	BE106
Transferable to UC, CSU (CAN HIST 10) (CAN HIST SEQ B)					Class#21501 meets 06/23/2016-08/11/2016				
Prerequisite: Satisfactory completion of English Placement Process or ENGL 52, ENGL 72, or ESL 152 or equivalent with a grade of Pass or "C" or higher.					LAW 172 - 2.0 UNITS LEGAL OCCUPATIONAL WORK EXPERIENCE				
Recommendation: Satisfactory completion of the Reading Placement Process or READ 54 with a grade of Pass or "C" or higher.					Transferable to CSU				
20280	12:30- 2:35PM	MTWTh	Jarrett,G	SS310	21502	6:00- 7:15PM	Th	Greenberg,B	BE106
Class#20280 meets 05/23/2016-06/30/2016					Class#21502 meets 06/23/2016-08/11/2016				
20375	10:15-12:20PM	MTWTh	Jarrett,G	SS310	LAW 173 - 3.0 UNITS LEGAL OCCUPATIONAL WORK EXPERIENCE				
Class#20375 meets 05/23/2016-06/30/2016					Transferable to CSU				
21175	12:30- 2:35PM	MTWTh	STAFF	SS311	21503	6:00- 7:15PM	Th	Greenberg,B	BE106
Class#21175 meets 07/05/2016-08/11/2016					Class#21503 meets 06/23/2016-08/11/2016				
21176	2:45- 4:50PM	MTWTh	STAFF	SS311					
Class#21176 meets 07/05/2016-08/11/2016									
20805	10:15-12:20PM	MTWTh	STAFF	SS311					
Class#20805 meets 07/05/2016-08/11/2016									

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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LAW 174 - 4.0 UNITS LEGAL OCCUPATIONAL WORK EXPERIENCE

Transferable to CSU

21504 6:00- 7:15PM Th Greenberg,B BE106
Class#21504 meets 06/23/2016-08/11/2016

MACHINE TOOL TECHNOLOGY

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

MTT 51 - 3.5 UNITS MASTERCAM MILLING

Not Transferable

NOTE: a material fee of \$10.00 is required for MTT 51

21407 5:30- 8:52PM WTh Barnes,J ME 3H
8:52-10:20PM WTh Barnes,J ME 3H
Class#21407 meets 06/22/2016-08/11/2016

MTT 52 - 2.5 UNITS SETUP AND OPERATION OF CNC MILLING MACHINES

Not Transferable

NOTE: a material fee of \$10.00 is required for MTT 52

21694 5:30- 7:45PM MT Arias,R ME 3H
7:45- 9:20PM MT Arias,R ME 3H
Class#21694 meets 06/20/2016-08/09/2016

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

20506 6:00- 9:12PM MT Vo,C ME 2J
Class#20506 meets 06/20/2016-08/09/2016

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.

NOTE: a material fee of \$10.00 is required for MTT 95L

20509 5:30- 8:42PM MT Arias,R ME 3H
Class#20509 meets 06/20/2016-08/09/2016

MTT 100 - 2.0 UNITS MACHINE TOOL INTRODUCTION

Transferable to CSU

NOTE: a material fee of \$10.00 is required for MTT 100

20463 6:00- 7:07PM MT Vo,C ME 2J
7:07-10:20PM MT Vo,C ME 2J
Class#20463 meets 06/20/2016-08/09/2016

MTT 180 - 3.0 UNITS ROBOTICS FOR COMPUTER NUMERICALLY CONTROLLED MACHINES

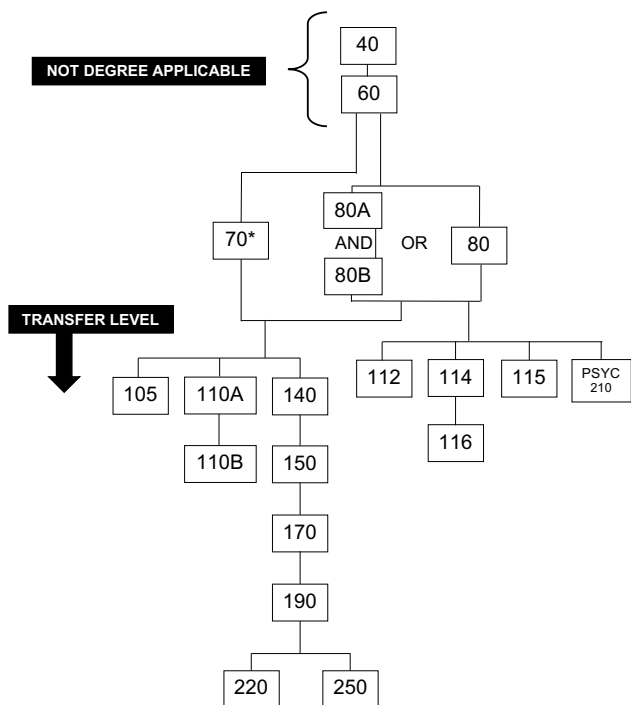
Transferable to CSU

NOTE: a material fee of \$10.00 is required for MTT 180

21696 2:00- 3:30PM MTWTh Vo,C ME 3H
3:30- 5:30PM MTWTh Vo,C ME 3H
Class#21696 meets 07/05/2016-08/11/2016

MATHEMATICS

Cerritos College Mathematics Department Sequence of Courses



*Although MATH 70 is not a prerequisite for MATH 115 or MATH 116, it is recommended.

MATH 40 - 4.0 UNITS PREALGEBRA

Not Transferable

Prerequisite: MATH 20 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 40.

20038 10:00-12:50PM MTWTh Mata,P LC133
Class#20038 meets 05/23/2016-06/30/2016

20039 1:00- 3:50PM MTWTh STAFF PST235
Class#20039 meets 05/23/2016-06/30/2016

21529 8:00-10:50AM MTWTh STAFF SS137
Class#21529 meets 05/23/2016-06/30/2016

20085 10:00-12:50PM MTWTh O'Neil,S PST233
Class#20085 meets 07/05/2016-08/11/2016

21432 1:00- 3:50PM MTWTh O'Neil,S PST233
Class#21432 meets 07/05/2016-08/11/2016

MATH 60 - 4.0 UNITS ELEMENTARY ALGEBRA

Not Transferable

Prerequisite: MATH 40 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 60.

Recommendation: Meet the prerequisite within two years prior to the date of enrollment in MATH 60.

20269 7:00- 9:50AM MTWTh Budarin,D PST236
Class#20269 meets 05/23/2016-06/30/2016

21530 7:00- 9:50AM MTWTh Beyene,A PST237
Class#21530 meets 05/23/2016-06/30/2016

21157 10:00-12:50PM MTWTh Budarin,D PST236
Class#21157 meets 05/23/2016-06/30/2016

21531 11:00- 1:50PM MTWTh STAFF SS138
Class#21531 meets 05/23/2016-06/30/2016

21532 5:00- 7:50PM MTWTh STAFF LC133
Class#21532 meets 05/23/2016-06/30/2016

21158 7:00- 9:50AM MTWTh Byun,E PST235
Class#21158 meets 07/05/2016-08/11/2016

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

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
20040	1:00- 3:50PM	MTWTh	STAFF	PST237	20308	1:00- 3:50PM	MTWTh	Demian,K	PST235
	Class#20040 meets 07/05/2016-08/11/2016					Class#20308 meets 07/05/2016-08/11/2016			
20836	4:00- 6:50PM	MTWTh	George,P	PST234	20458	4:00- 6:50PM	MTWTh	Demian,K	PST235
	Class#20836 meets 07/05/2016-08/11/2016					Class#20458 meets 07/05/2016-08/11/2016			
21535	5:00- 7:50PM	MTWTh	STAFF	LC133	20084	6:00- 8:50PM	MTWTh	STAFF	PST237
	Class#21535 meets 07/05/2016-08/11/2016					Class#20084 meets 07/05/2016-08/11/2016			
MATH 70 - 4.0 UNITS PLANE GEOMETRY					MATH 116 - 4.0 UNITS CALCULUS FOR MANAGERIAL, BIOLOGICAL AND SOCIAL SCIENCES				
Not Transferable					Transferable to UC, CSU (CAN MATH 34)				
Prerequisite: MATH 60 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 70.					Prerequisite: MATH 114 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 116.				
21537	11:00- 1:50PM	MTWTh	STAFF	LC133	20309	10:00-12:50PM	MTWTh	Campeau,L	PST235
	Class#21537 meets 07/05/2016-08/11/2016					Class#20309 meets 05/23/2016-06/30/2016			
MATH 80 - 4.0 UNITS INTERMEDIATE ALGEBRA					MATH 140 - 3.0 UNITS TRIGONOMETRY				
Not Transferable					Transferable to CSU (CAN MATH 8)				
Prerequisite: MATH 60 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 80.					Prerequisite: MATH 80 or MATH 80B or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for math courses numbered 100 level or higher and MATH 70 or equivalent with a grade of "C" or higher or "Pass."				
20270	10:00-12:50PM	MTWTh	Nikdel,M	PST234	21540	3:00- 5:05PM	MTWTh	STAFF	LC134
	Class#20270 meets 05/23/2016-06/30/2016					Class#21540 meets 05/23/2016-06/30/2016			
21159	7:00- 9:50AM	MTWTh	Hugen,M	PST233	20024	9:35-11:40AM	MTWTh	STAFF	PST234
	Class#21159 meets 05/23/2016-06/30/2016					Class#20024 meets 07/05/2016-08/11/2016			
20087	10:00-12:50PM	MTWTh	Hugen,M	PST233	20310	7:00- 9:05PM	MTWTh	Leon Jr.,R	PST233
	Class#20087 meets 05/23/2016-06/30/2016					Class#20310 meets 07/05/2016-08/11/2016			
20088	10:00-12:50PM	MTWTh	Beyene,A	PST237	MATH 150 - 4.0 UNITS PRECALCULUS MATH				
	Class#20088 meets 05/23/2016-06/30/2016				Transferable to UC, CSU (CAN MATH 16)				
21533	2:00- 4:50PM	MTWTh	Cordova,E	LC133	Prerequisite: MATH 140 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 150.				
	Class#21533 meets 05/23/2016-06/30/2016				20190	10:00-12:50PM	MTWTh	Lewandowski,T	PST237
21534	4:00- 6:50PM	MTWTh	Mariani,I	PST233		Class#20190 meets 07/05/2016-08/11/2016			
	Class#21534 meets 05/23/2016-06/30/2016				20311	1:00- 3:50PM	MTWTh	George,P	PST234
21040	10:00-12:50PM	MTWTh	Byun,E	PST235		Class#20311 meets 07/05/2016-08/11/2016			
	Class#21040 meets 07/05/2016-08/11/2016				MATH 170 - 4.0 UNITS ANALYTIC GEOMETRY AND CALCULUS I				
21536	2:00- 4:50PM	MTWTh	STAFF	LC133	Transferable to UC, CSU (CAN MATH 18) (CAN MATH SEQ C)				
	Class#21536 meets 07/05/2016-08/11/2016				Prerequisite: MATH 150 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 170.				
MATH 80A - 3.0 UNITS INTERMEDIATE ALGEBRA I					20061	1:00- 3:50PM	MTWTh	Lopez,M	PST237
Not Transferable						Class#20061 meets 05/23/2016-06/30/2016			
Prerequisite: Math 60 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for MATH 80A.					MATH 190 - 4.0 UNITS ANALYTIC GEOMETRY AND CALCULUS II				
Recommendation: Meet the prerequisite within two years prior to the date of enrollment in MATH 80A.					Transferable to UC, CSU (CAN MATH 20) (CAN MATH SEQ C)				
20041	4:00- 6:05PM	MTWTh	STAFF	PST235	Prerequisite: MATH 170 or equivalent with a grade of Pass or "C" or higher.				
	Class#20041 meets 05/23/2016-06/30/2016				20272	4:00- 6:50PM	MTWTh	Leon Jr.,R	PST233
MATH 80B - 3.0 UNITS INTERMEDIATE ALGEBRA II						Class#20272 meets 07/05/2016-08/11/2016			
Not Transferable					MEDICAL ASSISTANT				
Prerequisite: MATH 80A or equivalent with a grade of "C" or higher or "Pass".					MA 161 - 3.0 UNITS MEDICAL TERMINOLOGY				
21165	7:00- 9:05AM	MTWTh	STAFF	PST234	Transferable to CSU				
	Class#21165 meets 07/05/2016-08/11/2016				21710	6:00- 8:50PM	MTTh	Gurrola,M	HS305
MATH 112 - 4.0 UNITS ELEMENTARY STATISTICS						Class#21710 meets 07/05/2016-08/11/2016			
Transferable to UC, CSU (CAN STAT 2)					MICROBIOLOGY				
Prerequisite: MATH 80 or MATH 80B or Math 75 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for math courses numbered 100 level or higher.					MICR 200 - 5.0 UNITS PRINCIPLES AND APPLICATIONS OF MICROBIOLOGY				
20110	4:00- 6:50PM	MTWTh	Lopez,M	PST237	Transferable to UC, CSU (CAN BIOL 14)				
	Class#20110 meets 05/23/2016-06/30/2016				Prerequisite: CHEM 100 or BIOL 120 or ZOOL 120 or equivalent with grades of Pass or "C" or higher.				
20307	7:00- 9:50PM	MTWTh	STAFF	PST234	20043	10:30-12:35PM	MTWTh	Rojas,S	S 124
	Class#20307 meets 05/23/2016-06/30/2016					12:45- 5:15PM	MTWTh	Rojas,S	S 117
21166	7:00- 9:50AM	MTWTh	Nikdel,M	PST234		Class#20043 meets 07/05/2016-08/11/2016			
	Class#21166 meets 05/23/2016-06/30/2016				MEDICAL ASSISTANT				
21167	1:00- 3:50PM	MTWTh	Chalmers,G	PST234	MICROBIOLOGY				
	Class#21167 meets 05/23/2016-06/30/2016				MICR 200 - 5.0 UNITS PRINCIPLES AND APPLICATIONS OF MICROBIOLOGY				
21433	4:00- 6:50PM	MTWTh	STAFF	PST234	Transferable to UC, CSU (CAN BIOL 14)				
	Class#21433 meets 05/23/2016-06/30/2016				Prerequisite: CHEM 100 or BIOL 120 or ZOOL 120 or equivalent with grades of Pass or "C" or higher.				
21538	4:00- 6:50PM	MTWTh	STAFF	LC134	20043	10:30-12:35PM	MTWTh	Rojas,S	S 124
	Class#21538 meets 07/05/2016-08/11/2016					12:45- 5:15PM	MTWTh	Rojas,S	S 117
MATH 114 - 4.0 UNITS COLLEGE ALGEBRA						Class#20043 meets 07/05/2016-08/11/2016			
Transferable to UC, CSU					MEDICAL ASSISTANT				
Prerequisite: MATH 80 or MATH 80B or MATH 75 or equivalent with a grade of "C" or higher or "Pass" or completion of the math placement process with a score eligible for math courses numbered 100 level or higher.					MICROBIOLOGY				
20042	7:00- 9:50AM	MTWTh	STAFF	PST235	Transferable to UC, CSU (CAN BIOL 14)				
	Class#20042 meets 05/23/2016-06/30/2016				Prerequisite: CHEM 100 or BIOL 120 or ZOOL 120 or equivalent with grades of Pass or "C" or higher.				
21539	9:00-11:50AM	MTWTh	STAFF	LC134	20043	10:30-12:35PM	MTWTh	Rojas,S	S 124
	Class#21539 meets 05/23/2016-06/30/2016					12:45- 5:15PM	MTWTh	Rojas,S	S 117

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

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

MUS 100 - 3.0 UNITS MUSIC APPRECIATION

Transferable to UC, CSU
20192 9.0 HRS ARR (OL) Maz,A ONLINE
Note: This is an ONLINE course – all instruction is completed online.
No In-person Orientation. Please check TalonNet for online orientation information and directions for completion (instructor e-mail address: amaz@cerritos.edu).
Class#20192 meets 07/05/2016-08/11/2016

MUS 105 - 3.0 UNITS MUSIC FUNDAMENTALS

Transferable to UC, CSU
20256 9.0 HRS ARR (OL) Betancourt,D ONLINE
Note: This is an ONLINE course – all instruction is completed online. No In-person Orientation – please check TalonNet or instructor website: <http://www.cerritos.edu/dbetancourt> for online orientation information and directions for completion (instructor e-mail address: dbetancourt@cerritos.edu).
Class#20256 meets 07/05/2016-08/11/2016

20340 9.0 HRS ARR (OL) Betancourt,D ONLINE
Note: This is an ONLINE course – all instruction is completed online. No In-person Orientation – please check TalonNet or instructor website: <http://www.cerritos.edu/dbetancourt> for online orientation information and directions for completion (instructor e-mail address: dbetancourt@cerritos.edu).
Class#20340 meets 07/05/2016-08/11/2016
21427 9:00-11:50AM MTW Mayfield,C BC 53
Class#21427 meets 07/05/2016-08/10/2016

MUS 112 - 2.0 UNITS ELEMENTARY PIANO I

Transferable to UC, CSU (CAN MUS 22)
21428 10:00-12:00PM MTW Lopez,C BC 68
12:00-12:50PM MTW Lopez,C BC 68
Class#21428 meets 07/05/2016-08/10/2016

MUS 113 - 2.0 UNITS ELEMENTARY PIANO II

Transferable to UC, CSU (CAN MUS 24)
Prerequisite: MUS 112 or equivalent with a grade of Pass or "C" or higher.
21430 10:00-12:00PM MTW Lopez,C BC 68
12:00-12:50PM MTW Lopez,C BC 68
Class#21430 meets 07/05/2016-08/10/2016

NURSING

NRSG 48T - 0.5 UNIT ELECTIVE NURSING - TUTORIAL

Not Transferable
Prerequisite: Admission to the Nursing Program.
20934 9:00- 2:50PM W Veloz-Rendon,L SL121
Class#20934 meets 07/06/2016-08/10/2016
20935 9:00- 2:50PM W STAFF SL122
Class#20935 meets 07/06/2016-08/10/2016

NRSG 80 - 1.0 UNIT NURSING PROCESS DOCUMENTATION

Transferable to CSU
Prerequisite: NRSG 210 or equivalent with a grade of Pass or "C" or higher or admission to the Nursing Program.
20936 10:00- 1:20PM M Veloz-Rendon,L SL106
1:20- 2:50PM M Veloz-Rendon,L SL106
Class#20936 meets 07/11/2016-08/08/2016

PHARMACY TECHNICIAN

PHAR 55 - 1.5 UNITS PHARMACY INTRODUCTION

Not Transferable
Corequisite: PHAR 56
21711 9:00- 1:20PM W Casas,R SL101
Class#21711 meets 07/06/2016-08/10/2016

PHAR 56 - 0.5 UNIT PHARMACY SKILLS LAB INTRODUCTION

Not Transferable
Corequisite: PHAR 55
NOTE: a material fee of \$10.00 is required for PHAR 56
21718 9:00-10:30AM Th Diaz,E SL101
10:30- 1:20PM Th Diaz,E SL101
Class#21718 meets 07/07/2016-08/11/2016

PHAR 90 - 3.0 UNITS CLINICAL EXPERIENCE I

Not Transferable
Prerequisite: PHAR 50, PHAR 63, PHAR 65, and PHAR 81 or equivalents with grades of "C" or higher or "Pass".
20288 7:00- 9:50AM T Makarem,N SL101
+20.0 HRS ARR Makarem,N
Class#20288 meets 05/24/2016-06/28/2016

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.
20290 8:00- 9:30AM M Casas,R SL101
+16.7 HRS ARR Casas,R
Class#20290 meets 05/23/2016-08/08/2016

PHILOSOPHY

PHIL 100 - 3.0 UNITS INTRODUCTION TO PHILOSOPHY

Transferable to UC, CSU (CAN PHIL 2)
Prerequisite: Completion of ENGL 52, ENGL 72, ESL 152 or equivalent with a grade of "C" or higher, or "Pass," or completion of the English Placement Process with eligibility for ENGL 100.
20049 10:15-12:20PM MTWTh Van De Mortel,J SS136
Class#20049 meets 05/23/2016-06/30/2016
20281 10:15-12:20PM MTWTh Stolze,T SS307
Class#20281 meets 07/05/2016-08/11/2016

PHIL 104 - 3.0 UNITS PHILOSOPHY OF CULTURAL DIVERSITY: CHALLENGE AND CHANGE

Transferable to UC, CSU
Prerequisite: Completion of ENGL 52, ENGL 72, ESL 152 or equivalent with a grade of Pass or "C" or higher, or completion of the English Placement Process with eligibility for ENGL 100.
21678 12:30- 2:35PM MTWTh Stolze,T SS307
Class#21678 meets 07/05/2016-08/11/2016

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.
20051 8:00-10:05AM MTWTh Torres-Bower,A SS137
Class#20051 meets 07/05/2016-08/11/2016

PHOTOGRAPHY

Manually operable 35mm 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
21747 9:00-10:30AM MTWTh Fernandez,C FA 40
10:30- 1:20PM MTWTh Fernandez,C FA 41
Class#21747 meets 05/23/2016-06/30/2016

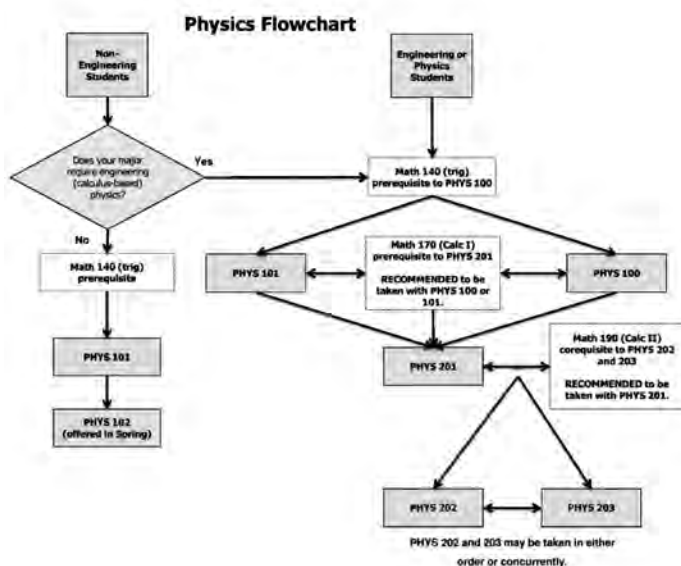
PHOT 150 - 3.0 UNITS PHOTOGRAPHY AND SOCIETY

Transferable to UC, CSU
21749 9:00-11:50AM MTW Schwenkmeyer,K FA 52
Class#21749 meets 07/05/2016-08/10/2016

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
PHYSICAL EDUCATION Physical Education activity classes require appropriate attire; equipment is furnished unless noted. Students using locker room facilities must purchase a combination lock for security purposes. The lock number is recorded. Towels are furnished. DESIGNED FOR STUDENTS WITH DISABILITIES PEX 100 - 105 CLASSES Student must contact Disabled Student Programs and Services (DSPS) in the Liberal Arts/DSPS building to complete a "Request for Certification of Physical Condition/Limitations" For additional information contact DSPS at (562) 860-2451 x 2333									
PEX 102 - 1.0 UNIT ADAPTED CARDIOVASCULAR EXERCISES Transferable to UC, CSU Recommendation: Completed adapted physical education physician health clearance for participation, adapted physical education health history questionnaire, intake interview assessment procedures.					21359 2:00- 2:15PM MTWTh Mazzotta,F WT				
					2:15- 3:00PM MTWTh Mazzotta,F WT				
					Class#21359 meets 06/20/2016-08/11/2016				
					21361 3:30- 3:45PM MTWTh Caines,T WT				
					3:45- 4:30PM MTWTh Caines,T WT				
					Class#21361 meets 06/20/2016-08/11/2016				
PEX 161 - 1.0 UNIT BADMINTON, BEGINNING Transferable to UC, CSU					21364 9:30- 9:50AM MTWTh Jensen,D GYM				
					9:50-10:45AM MTWTh Jensen,D GYM				
					Class#21364 meets 07/05/2016-08/11/2016				
PEX 184 - 1.0 UNIT SWIMMING, NOVICE Transferable to UC, CSU					21366 9:30- 9:50AM MTWTh Macias,S POOL				
					9:50-11:20AM MTWTh Macias,S POOL				
					Class#21366 meets 05/23/2016-06/30/2016				
					21368 4:00- 4:20PM MTWTh Abing,J POOL				
					4:20- 5:15PM MTWTh Abing,J POOL				
					Class#21368 meets 07/05/2016-08/11/2016				
PEX 185 - 1.0 UNIT SWIMMING, BEGINNING Transferable to UC, CSU					21370 9:30- 9:50AM MTWTh Macias,S POOL				
					9:50-11:20AM MTWTh Macias,S POOL				
					Class#21370 meets 05/23/2016-06/30/2016				
					21372 4:00- 4:20PM MTWTh Abing,J POOL				
					4:20- 5:15PM MTWTh Abing,J POOL				
					Class#21372 meets 07/05/2016-08/11/2016				
PEX 245 - 2.0 UNITS CIRCUIT WEIGHT TRAINING, INTERMEDIATE/ADVANCED Transferable to UC, CSU					21374 6:30- 7:20AM MTWTh Jensen,D WT				
					7:20- 9:20AM MTWTh Jensen,D WT				
					Class#21374 meets 07/05/2016-08/11/2016				
					21376 12:00-12:35PM MTWTh May,R WT				
					12:35- 2:05PM MTWTh May,R WT				
					Class#21376 meets 06/20/2016-08/11/2016				
					21378 2:00- 2:35PM MTWTh Mazzotta,F WT				
					2:35- 4:05PM MTWTh Mazzotta,F WT				
					Class#21378 meets 06/20/2016-08/11/2016				
					21380 3:30- 4:20PM MTWTh Caines,T WT				
					4:20- 5:35PM MTWTh Caines,T WT				
					Class#21380 meets 06/20/2016-08/11/2016				
PEX 261 - 2.0 UNITS BADMINTON, INTERMEDIATE/ADVANCED Transferable to UC, CSU					21382 9:30-10:20AM MTWTh Jensen,D GYM				
					10:20-12:20PM MTWTh Jensen,D GYM				
					Class#21382 meets 07/05/2016-08/11/2016				
PEX 278 - 2.0 UNITS SOCCER, INTERMEDIATE/ADVANCED Transferable to UC, CSU					21384 10:30-11:05AM MTWTh Artiaga,B UTIL				
					11:05- 1:20PM MTWTh Artiaga,B UTIL				
					Class#21384 meets 07/05/2016-08/11/2016				
PEX 284 - 2.0 UNITS SWIMMING, INTERMEDIATE Transferable to UC, CSU					21670 9:30-10:05AM MTWTh Macias,S POOL				
					10:05-12:20PM MTWTh Macias,S POOL				
					Class#21670 meets 05/23/2016-06/30/2016				
					21672 4:00- 4:35PM MTWTh Abing,J POOL				
					4:35- 6:50PM MTWTh Abing,J POOL				
					Class#21672 meets 07/05/2016-08/11/2016				
PEX 285 - 2.0 UNITS SWIMMING, ADVANCED Transferable to UC, CSU					21674 9:30-10:05AM MTWTh Macias,S POOL				
					10:05-12:20PM MTWTh Macias,S POOL				
					Class#21674 meets 05/23/2016-06/30/2016				
					21676 4:00- 4:35PM MTWTh Abing,J POOL				
					4:35- 6:50PM MTWTh Abing,J POOL				
					Class#21676 meets 07/05/2016-08/11/2016				
PEX 103 - 1.0 UNIT ADAPTED STRENGTH TRAINING Transferable to CSU Recommendation: Completed adapted physical education physician health clearance for participation, adapted physical education health history questionnaire, intake interview assessment procedures.					21341 9:30-10:00AM TWTh STAFF WT				
					10:00-11:20AM TWTh STAFF WT				
					Class#21341 meets 05/24/2016-06/30/2016				
PEX 104 - 1.0 UNIT ADAPTED STRETCHING AND RELAXATION Transferable to UC, CSU Recommendation: Completed adapted physical education physician health clearance for participation, adapted physical education health history questionnaire, intake interview assessment procedures.					21343 9:30-10:00AM TWTh STAFF WT				
					10:00-11:20AM TWTh STAFF WT				
					Class#21343 meets 05/24/2016-06/30/2016				
PEX 105 - 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.					21348 9:30-10:00AM TWTh STAFF WT				
					10:00-11:20AM TWTh STAFF WT				
					Class#21348 meets 05/24/2016-06/30/2016				
PEX 106 - 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.					21462 9:30-10:00AM TWTh STAFF WT				
					10:00-11:20AM TWTh STAFF WT				
					Class#21462 meets 05/24/2016-06/30/2016				
PEX 126 - 1.5 UNITS PHYSICAL FITNESS TRAINING Transferable to UC, CSU					21750 12:00-12:35PM MTWTh Bueno,N GYM				
					12:35- 2:05PM MTWTh Bueno,N GYM				
					Class#21750 meets 05/23/2016-06/30/2016				
					21353 1:45- 2:15PM MTWTh Gaylord,K BASBL				
					2:15- 3:50PM MTWTh Gaylord,K BASBL				
					Class#21353 meets 07/05/2016-08/11/2016				
PEX 136 - 1.0 UNIT STRETCHING AND RELAXATION Transferable to UC, CSU					21752 8:00- 8:30AM TWTh Sanderson,J FA 55				
					8:30- 9:50AM TWTh Sanderson,J FA 55				
					Class#21752 meets 05/24/2016-06/30/2016				
PEX 145 - 1.0 UNIT CIRCUIT WEIGHT TRAINING, BEGINNING Transferable to UC, CSU					21355 6:30- 6:50AM MTWTh Jensen,D WT				
					6:50- 7:45AM MTWTh Jensen,D WT				
					Class#21355 meets 07/05/2016-08/11/2016				
					21357 12:00-12:15PM MTWTh May,R WT				
					12:15- 1:00PM MTWTh May,R WT				
					Class#21357 meets 06/20/2016-08/11/2016				

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



PHYS 101 - 4.0 UNITS GENERAL PHYSICS

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

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

21036	10:00-12:25PM	TTh	Mera,C	S 202
Class#21036 meets 05/23/2016-07/28/2016				
21037	10:00-12:50PM	MW	Mera,C	PST124
Class#21037 meets 05/23/2016-07/28/2016				
21717	1:30-4:20PM	MW	Mera,C	PST124
Class#21717 meets 05/23/2016-07/28/2016				

PLASTICS/COMPOSITES MANUFACTURING TECHNOLOGY

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

PMT 3 - 1.0 UNIT PLASTICS REPAIR

Not Transferable

20972	6:00-8:05PM	Th	Price,T	ME 1
Class#20972 meets 06/23/2016-08/11/2016				

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.

20732	6:00-8:05PM	MW	Price,T	ME 1
	8:05-10:15PM	MW	Price,T	ME 1
Class#20732 meets 06/20/2016-08/10/2016				

PMT 63L - 0.5 UNIT SPECIALTY PLASTICS LAB

Not Transferable

21409	6:00-9:05PM	T	Price,T	ME 1
Class#21409 meets 06/21/2016-08/09/2016				

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.

20738	10:15-12:20PM	MTWTh	Obasohan,V	SS313
Class#20738 meets 05/23/2016-06/30/2016				
20052	12:30-2:35PM	MTWTh	Obasohan,V	SS313
Class#20052 meets 05/23/2016-06/30/2016				
20380	9.0 HRS ARR	(OL)	Falcon,D	ONLINE
Orientation: Visit www.cerritos.edu/dfalcon and follow all instructions on that site no later than midnight of the second day of the semester to satisfy the orientation requirement for this class. Students failing to do this may be dropped as "no show".				
Class#20380 meets 05/23/2016-06/30/2016				
20923	8:00-10:05AM	MTWTh	STAFF	SS313
Class#20923 meets 05/23/2016-06/30/2016				
20924	5:45-7:50PM	MTWTh	STAFF	SS313
Class#20924 meets 05/23/2016-06/30/2016				
20379	3:00-5:05PM	MTWTh	Mullins,T	SS312
Class#20379 meets 07/05/2016-08/11/2016				
20806	5:45-7:50PM	MTWTh	STAFF	SS312
Class#20806 meets 07/05/2016-08/11/2016				
21178	10:15-12:20PM	MTWTh	STAFF	SS312
Class#21178 meets 07/05/2016-08/11/2016				
20014	9.0 HRS ARR	(OL)	Falcon,D	ONLINE
Orientation: Visit www.cerritos.edu/dfalcon and follow all instructions on that site no later than midnight of the second day of the semester to satisfy the orientation requirement for this class. Students failing to do this may be dropped as "no show".				
Class#20014 meets 07/05/2016-08/11/2016				

21180	9.0 HRS ARR	(OL)	Obazuaye,S	ONLINE
Orientation: 6:00 - 8:00 p.m., Monday - July 5 in HS 102				
Class#21180 meets 07/05/2016-08/11/2016				
21181	9.0 HRS ARR	(OL)	Obazuaye,S	ONLINE
Orientation: 6:00 - 8:00 pm Monday - July 5 in HS 102				
Class#21181 meets 07/05/2016-08/11/2016				

POL 201 - 3.0 UNITS INTRODUCTION TO POLITICAL SCIENCE AND AMERICAN GOVERNMENT

Transferable to UC, CSU

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

21489	12:30-2:35PM	MTWTh	Mullins,T	SS312
Class#21489 meets 07/05/2016-08/11/2016				

PSYCHOLOGY

PSYC 101 - 3.0 UNITS GENERAL INTRODUCTORY PSYCHOLOGY

Transferable to UC, CSU (CAN PSY 2)

Prerequisite: Satisfactory completion of English & Reading Placement Process or ENGL 52, ENGL 72, or ESL 152, or equivalent with a grade of Pass or "C" or higher and READ 54 or READ 97 or equivalent with a grade of Pass or "C" or higher.

21182	10:15-12:20PM	MTWTh	Sanchez,V	SS214
Class#21182 meets 05/23/2016-06/30/2016				
20383	12:30-2:35PM	MTWTh	Lewellen,R	SS213
Class#20383 meets 05/23/2016-06/30/2016				
20382	9.0 HRS ARR	(OL)	Duff,K	ONLINE
Orientation - The instructor will email the students with the course information. Please purchase the course materials no later than midnight of the first day of the semester to satisfy the orientation requirement for this course. Students failing to do this may be dropped as no show.				
Class#20382 meets 05/23/2016-06/30/2016				

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

SPCH 100 - 3.0 UNITS FUNDAMENTALS OF ORAL COMMUNICATION

Transferable to UC, CSU (CAN SPCH 2)

Prerequisite: Completion of at least one of these courses with a grade of "C" or higher or "Pass" or an equivalent course: SPCH 60, ENGL 52, ENGL 72, ESL 152, READ 54, READ 97, or completion of the English or Reading Placement process.

20058	10:15-12:20PM	MTWTh	Lavariere,C	SS211
Class#20058 meets 05/23/2016-06/30/2016				
20142	10:15-12:20PM	MTWTh	Hoppe-Nagao,A (HYBRID)	SS207
NOTE: A portion of the hours for this class will be online. Class#20142 meets 05/23/2016-06/30/2016				
20253	2:00- 4:05PM	MTWTh	Sparks Jr,W	SS225
Class#20253 meets 05/23/2016-06/30/2016				
21132	8:00-10:05AM	MTWTh	Lavariere,C	SS211
Class#21132 meets 05/23/2016-06/30/2016				
21133	4:30- 6:35PM	MTWTh	Sparks Jr,W	SS225
Class#21133 meets 05/23/2016-06/30/2016				
20835	8:00-10:05AM	MTWTh	STAFF	SS224
Class#20835 meets 07/05/2016-08/11/2016				
20419	10:15-12:20PM	MTWTh	STAFF	SS224
Class#20419 meets 07/05/2016-08/11/2016				
21448	5:00- 7:05PM	MTWTh	STAFF	SS224
Class#21448 meets 07/05/2016-08/11/2016				
21449	7:00- 9:05PM	MTWTh	STAFF	SS225
Class#21449 meets 07/05/2016-08/11/2016				

SPCH 110 - 3.0 UNITS INTERCULTURAL COMMUNICATION

Transferable to UC, CSU

Prerequisite: Completion of at least one of these courses with a grade of "C" or higher or "Pass" or an equivalent course: SPCH 60, ENGL 52, ESL 152, READ 54, READ 97, or completion of the English or Reading placement process.

20421	9.0 HRS ARR	(OL)	Hoppe-Nagao,A	ONLINE
The orientation for this course will be held online. Instructor will email enrolled students with course instructions. Class#20421 meets 05/23/2016-06/30/2016				

SPCH 200 - 3.0 UNITS CONTEMPORARY COMMUNICATION TOPICS

Transferable to CSU

Recommendation: ENGL 52 or READ 54 with a grade of Pass or "C" or higher or the equivalent.

21315	9.0 HRS ARR	(OL)	Rosenfeld,K	ONLINE
Orientation will be held online. Instructor will contact enrolled students with instructions. Celebrity, Identity, and Presentational Media: This course explores celebrity culture's impact on modern identity in the context of presentational media such as Facebook, Twitter, Instagram and so on. Class#21315 meets 07/05/2016-08/11/2016				
21316	9.0 HRS ARR	(OL)	Rosenfeld,K	ONLINE
Orientation will be held online. Instructor will contact enrolled students with instructions. Celebrity, Identity, and Presentational Media: This course explores celebrity culture's impact on modern identity in the context of presentational media such as Facebook, Twitter, Instagram and so on. Class#21316 meets 07/05/2016-08/11/2016				

THEATRE ARTS

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

TH 101 - 3.0 UNITS INTRODUCTION TO THE THEATRE

Transferable to UC, CSU (CAN DRAM 18)

20261	10:00-12:50PM	TWTh	Watanabe-Lonsbury,S	FA 53
Class#20261 meets 07/05/2016-08/11/2016				

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.

20166	10:00-11:30AM	MTW	Ward,D	BC 20
	12:00- 4:20PM	MTW	Ward,D	BC 20
Class#20166 meets 05/23/2016-06/29/2016				

WELDING

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

WELD 60 - 1.0 UNIT WELDING AND METAL FABRICATION SAFETY

Not Transferable

21699	11:30-12:30PM	TTh	Foral,J	ME 13
Class#21699 meets 06/21/2016-08/11/2016				

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.

21412	4:30- 6:45PM	MTWTh	Nunez,J	ME 13
	6:45- 8:45PM	MTWTh	Nunez,J	ME 13
Class#21412 meets 06/20/2016-08/11/2016				

WELD 170 - 2.0 UNITS STRUCTURAL FABRICATION

Transferable to CSU

Prerequisite: WELD 120 or equivalent with a grade of "C" or higher or "Pass".
Recommendation: WELD 49 and WELD 59 or equivalent with grades of "C" or higher or "Pass".

21410	7:00- 8:07AM	TTh	Foral,J	ME 13
	8:07-11:20AM	TTh	Foral,J	ME 13
Class#21410 meets 06/21/2016-08/11/2016				

WELD 200 - 4.0 UNITS INTERMEDIATE ARC WELDING

Transferable to CSU

Prerequisite: WELD 120 or equivalent with a grade of Pass or "C" or higher or appropriate work experience.

21505	9:00- 9:45PM	MTWTh	Nunez,J	ME 13
	5:30- 9:00PM	MTWTh	Nunez,J	ME 13
Class#21505 meets 06/20/2016-08/11/2016				

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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WOODWORKING MANUFACTURING TECHNOLOGY

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

WMT 101 - 3.0 UNITS INTRODUCTION TO WOODWORKING

Transferable to CSU

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

20515	5:30- 8:00PM	MTW	Sanchez,C	WD 14
	8:00- 9:55PM	MTW	Sanchez,C	WD 14
Class#20515 meets 07/05/2016-08/10/2016				
20513	8:00-10:30AM	TWTh	Fortner,A	WD 14
	10:30-12:25PM	TWTh	Fortner,A	WD 14
Class#20513 meets 07/05/2016-08/11/2016				
21078	5:30- 8:00PM	TWTh	Ouwehand,M	WD 13
	8:00- 9:55PM	TWTh	Ouwehand,M	WD 13
Class#21078 meets 07/05/2016-08/11/2016				

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

21414	5:30- 8:20PM	MTW	Sanchez,C	WD 14
Class#21414 meets 07/05/2016-08/10/2016				
20517	8:00-10:50AM	TWTh	Fortner,A	WD 14
Class#20517 meets 07/05/2016-08/11/2016				
20518	1:00- 3:50PM	TWTh	Krause,P	WD 14
Class#20518 meets 07/05/2016-08/11/2016				

WMT 186 - 3.0 UNITS CNC ROUTER FOR WOODWORKING

Transferable to CSU

Recommendation: Students should have a basic knowledge of computers and file management.

21713	5:30- 8:52PM	MW	O'Dell,J	WD 1
	8:52- 9:45PM	MW	O'Dell,J	WD 1
Class#21713 meets 06/20/2016-08/10/2016				

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

21302	1:00- 4:50PM	TWTh	Krause,P	WD 14
Class#21302 meets 07/05/2016-08/11/2016				
21303	5:30- 8:20PM	TWTh	Ouwehand,M	WD 13
Class#21303 meets 07/05/2016-08/11/2016				

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



NO FEE NON-CREDIT CLASSES

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

More information is available by calling the offices of:

Adult Education(562) 467-5098

Emeritus - Older Wiser Learner(562) 467-5098

CLASES GRATIS DE NO-CREDITO DEL COLEGIO

Lo siguiente le ayudará a matricularse para clases de no-crédito del Colegio de Cerritos. En las clases de no-crédito, los estudiantes mejoran sus habilidades académicas básicas necesarias para el desarrollo personal y profesional. Las clases de no-crédito no se aplican para título o certificado en los programas de crédito. Se ofrecen clases de Inglés como Segundo Idioma, Diploma de Preparatoria, Preparación de Evaluación, Ciudadanía, y otras clases de habilidades académicas. La mayoría de las clases de no-crédito se ofrecen en sitios distintos de la comunidad. Clases para estudiantes con discapacidades requieren de una matriculación aparte.

Para información en español, llame a las oficinas de:

Educación de Adultos(562) 467-5098

Programa de educación para adultos de mayor edad(562) 467-5098

REGISTRATION

STEPS TO ENROLL IN NON-CREDIT CLASSES

1. IDENTIFY THE CLASS OR CLASSES YOU WISH TO TAKE
Review the course list and identify class and ticket number.
2. COMPLETE REGISTRATION FORM
Complete a Cerritos College application online at www.cerritos.edu; select "Apply Online".
3. WALK-IN REGISTRATION
You may register online or in person at the Office of Adult Education & Diversity Programs. Call (562) 467-5098 for office hours.
If you are registering for an ESL, or Vocational ESL, or GED class, an assessment test will need to be taken.
4. SCHEDULE AN APPOINTMENT WITH COUNSELOR
Counselors are available to talk with you about the right courses for you. Call (562) 467-5098 to schedule an appointment.

REGISTRACIÓN

COMO MATRICULARSE EN CLASES DE NO-CRÉDITO

1. Escoja la clases o clase que le gustaria tomar.
2. Llene la aplicacion de registración para Cerritos College por internet www.cerritos.edu, presione Apply Online, opción en Español.
3. Registracion en persona.
Al llenar la aplicacion de registración, venga a la oficina de Educacion para Adultos localizada en el edificio de CE II.
Registración para los cursos de Inglés Como Segundo Idioma requieren una prueba de evaluación. Llame la oficina para mas información (562) 467-5098.
4. Consulte con un consejero.
Consejeros que hablan español están disponibles. Para hacer una cita, llame al (562) 467-5098.

Class#	Time	Day	Instructor	Room	Class#	Time	Day	Instructor	Room
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ENGLISH AS A SECOND LANGUAGE

Four levels are offered to assist you in your language development. Emphasis is placed on oral communication and conversational language.

INGLES COMO SEGUNDO IDIOMA

Cuatro niveles de Ingles se ofrecen para ayudarle a desarrollar sus conocimientos del idioma Ingles. Esta clase esta enfocada en comunicacion oral y conversacion del idioma Ingles.

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

Not Transferable

20542	5:30-8:20PM	F	Perez, M	S 104
	8:30-2:45PM	Sat	Perez, M	S 102
21520	6:00-8:50PM	TTh	Lozano, J	CE 1

Class#21520 meets 07/05/2016-08/11/2016

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

Not Transferable

20548	3:30-6:20PM	F	Tucker, J	SS141
	8:30-2:45PM	Sat	Tucker, J	SS141
21728	8:30-12:45PM	MTWTh	Robles, M	SS310

Class#21728 meets 07/05/2016-08/11/2016

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

Not Transferable

20544	8:30-2:45PM	Sat	Fragoso, M	SS312
	5:30-8:20PM	F	Fragoso, M	SS312
21730	8:30-12:45PM	MTWTh	Nunez Jr., N	SS309

Class#21730 meets 05/23/2016-06/30/2016

PREPARATORY MATHEMATICS

AED 49.01 - 0.0 UNIT PREPARATORY MATH

Not Transferable

20810	9:00-10:30AM	MTWTh	Bonakdar, M	MP105
	10:30-11:50AM	MTWTh	Bonakdar, M	MP105
	Class#20810 meets 07/05/2016-08/11/2016			
21050	12:00-1:30PM	MTWTh	Samel, C	MP105
	1:30-2:50PM	MTWTh	Samel, C	MP105
	Class#21050 meets 07/05/2016-08/11/2016			
21054	2:00-3:30PM	MTWTh	STAFF	MP103
	3:30-4:50PM	MTWTh	STAFF	MP103
	Class#21054 meets 07/05/2016-08/11/2016			
21058	5:00-6:30PM	MTWTh	STAFF	MP103
	6:30-7:50PM	MTWTh	STAFF	MP103
	Class#21058 meets 07/05/2016-08/11/2016			
21732	9:00-10:30AM	MTWTh	Ford, D	MP105
	10:30-11:50AM	MTWTh	Ford, D	MP105
	Class#21732 meets 05/23/2016-06/30/2016			
21734	12:00-1:30PM	MTWTh	Samel, C	MP105
	1:30-2:50PM	MTWTh	Samel, C	MP105
	Class#21734 meets 05/23/2016-06/30/2016			
21736	3:30-5:00PM	MTWTh	Barrera De Contreras	MP105
	5:00-6:20PM	MTWTh	Barrera De Contreras	MP105
	Class#21736 meets 05/23/2016-06/30/2016			
21738	6:30-8:00PM	MTWTh	Barrera De Contreras	MP105
	8:00-9:20PM	MTWTh	Barrera De Contreras	MP105
	Class#21738 meets 05/23/2016-06/30/2016			

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

21073	9:00-12:00PM	MTThF	Fiske, R	COCC*
	Class#21073 meets 07/05/2016-08/12/2016			
21731	9:00-1:00PM	MTTh	Mansell, B	COCC*
	Class#21731 meets 05/23/2016-06/30/2016			

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.

PREPARESE 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

20541	8:30-2:45PM	Sat	Chavez-De Vasquez, A	SS140
	5:30-8:20PM	F	Chavez-De Vasquez, A	SS140
21724	4:30-6:50PM	MTWTh	Ramos, M	SS139
21723	9:00-1:15PM	MTWTh	Barrera De Contreras	SS139
	Class#21723 meets 07/05/2016-08/12/2016			
20796	9:00-1:15PM	MTWTh	Chavez-De Vasquez, A	SS140
	Class#20796 meets 05/23/2016-06/30/2016			

AED 42.13 - 0.0 UNIT GED PREPARATION-B

Not Transferable

21052	5:30-8:20PM	F	Garcia, F	S 102
	8:30-2:45PM	Sat	Garcia, F	S 102
21725	9:00-1:15PM	MTWTh	San Nicolas, K	SS308
	Class#21725 meets 05/23/2016-06/30/2016			
21726	5:00-9:15PM	MTWTh	Rosales, I	SS308
	Class#21726 meets 05/23/2016-06/30/2016			

SUPERVISED TUTORING

AED 42.05 - 0.0 UNIT SUPERVISED TUTORING

Not Transferable

21740	Open Entry/Open Exit 11:00AM-1:50PM	TW	Sanchez, M	MP103
	Class#21740 meets 05/23/2016-08/12/2016			

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

FOSTER KINSHIP CARE PROGRAM

The workshops offered through Cerritos College help to enhance and develop parenting skills related to caring for both foster children and children in a relatives care. As a licensed foster parent, you are required to obtain continuing education hours every year, and the classes we offer at Cerritos College through the FKCE program fill these requirements.

For further information call (562) 860-2451, ext. 2490

PLAZA COMMUNITARIA

The Office of Adult Education & Diversity Programs in collaboration with the Mexican Consulate in Los Angeles offers an innovative new program called Plaza Comunitaria. The program consists of three levels of progression which teach the Spanish speaking adults to read, write and speak in their native tongue and to complete their first and secondary education. At the completion of this program the student will receive a diploma from the Secretary of Public Education from Mexico. Our goal is to transition the student into regular ESL courses with a higher rate of success and then introduce them to a higher level of education.

El Departamento de Educación de Adultos y Programas Diversos en colaboración con el Consulado Mexicano de Los Ángeles ofrecemos un nuevo e innovador programa "Plaza Comunitaria." La Plaza Comunitaria es un programa que consiste de tres niveles que permite que los adultos de habla Español aprendan leer y escribir en su lengua natal y acabar su educación primaria y secundaria. Al terminar cada nivel, el estudiante recibe un diploma de la Secretaría de Educación Pública en México. Al terminar su educación secundaria los estudiantes son capaces a la transición en cursos de ESL con un índice mas alto de éxito.

For further information call (562) 860-2451, ext. 2518

SITE LOCATIONS

SITE	NAME	LOCATION
COCC	One-Stop Career Center Plus SELACO WIA	10900 E. 183rd St., Suite 392, Cerritos
HMPH	Humphrey Dental Clinic	5850 S. Main St., 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
TBD	To be determined	Contact department office for location

For more information, please contact the appropriate department office.



SCHOLARS' HONORS PROGRAM

WHAT IS THE SCHOLARS' HONORS PROGRAM?

The Scholars' Honors Program (SHP) is a social and academic home that Cerritos College offers to talented and motivated students planning to transfer to four-year colleges and universities, especially to the UC and CSU systems. It introduces you to a community of faculty and staff who are committed to helping you succeed and it provides you with a supportive environment of fellow-students with similar goals and interests.

WHAT DOES HONORS OFFER ME?

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

AM I ELIGIBLE FOR THE SHP?

Current college students need:

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

Students applying from high school need:

- A cumulative GPA of 3.0 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 request one by phone: (562) 860-2451, ext. 2728, or by e-mail: shp-info@cerritos.edu.

HONORS COURSES, SUMMER SESSION, 2016

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. In place of traditional classroom delivery, voice, video, data, and print are used to bridge the instructional gap. Cerritos College offers online and hybrid courses. (see definitions in next column). All courses carry full academic credit and their content is equivalent to what you would receive in a more traditional mode of delivery.

WHAT 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. Students should consider taking a one-unit course, EDT 50 – Preparation for Online Learning.

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 50, Basic Computer Literacy.

WHAT ARE THE TYPES OF ONLINE INSTRUCTION?

Online courses occur online. Some instructors may require on-campus attendance for orientation, test-taking, or to satisfy other course requirements. Access to email and the Internet are required to complete work using email, chat rooms, discussion boards, and other instructional tools. Online courses are designated as OL in the published class schedule.

Hybrid courses include the combination of traditional in-class instruction with online instruction. Therefore, students will be required to attend on-campus meetings as scheduled by the instructor, as well as complete work using email, the campus course management system (TalonNet) and/or chat rooms, discussion boards, and other instructional tools. These courses are designated as HYBRID in the published class schedule.

ENROLLING IN AN ONLINE COURSE?

Students enroll in online sections in the same manner as regular classes. Consult the general enrollment procedures in this schedule for more information.

ACCESSING ONLINE AND HYBRID COURSES:

Once you are enrolled in a class, go to the 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. Your ID number, 1234567, is your username.

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.

ONLINE ORIENTATION:

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

FOR INFORMATION CONTACT THE SUCCESS CENTER

Phone: (562) 860-2451, x2404 or (562) 653-7891

Email: de-info@cerritos.edu or visit the DE home page at: <http://cms.cerritos.edu/de>

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)
21170 9.0 hrs arr Bellas, M
Orientation will take place through class website.
Class #21170 meets 05/23/2016-06/30/2016
20065 9.0 hrs arr Bellas, M
Orientation will take place through class website.
Class #20065 meets 07/05/2016-08/11/2016

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.
20018 9.0 hrs arr Mac Devitt, J
This is an ONLINE course – all instruction is completed online. No in-person orientation. Please check TalonNet or instructor website: <http://www.macdevitt.com> for online orientation information and directions for completion (instructor e-mail address: jmacdevitt@cerritos.edu).
Class #20018 meets 07/05/2016-08/11/2016

ART 101 3.0 UNITS ART HISTORY I: PREHISTORY TO GOTHIC

Transferable to UC, CSU (CAN ART 2)
Recommendation: ENGL 52, ENGL 72 or ESL 152 and READ 54 or READ 97 or equivalent with grades of "C" or higher or "Pass".
21698 9.0 hrs arr Vitela, L
This is an ONLINE course – all instruction is completed online. No In-person Orientation. Please check TalonNet for online orientation information and directions for completion (instructor e-mail address: lvitela@cerritos.edu)
Class #21698 meets 05/23/2016-06/30/2016

ART 192 3.0 UNITS PHOTOSHOP/DIGITAL IMAGING

Transferable to CSU
NOTE: A material fee of \$10.00 is required for ART 192.
21425 18.0 hrs arr Wilson, C
This is an ONLINE course – all instruction is completed online. No In-person Orientation. Please check TalonNet or instructor website for more information: <http://www.art192.com> for online orientation information and directions for completion (instructor e-mail address: cw@art192.com).
Class #21425 meets 07/05/2016-08/11/2016

BUSINESS ADMINISTRATION

BA 100 3.0 UNITS FUNDAMENTALS OF BUSINESS

Transferable to UC, CSU
NOTE: a material fee of \$5.00 is required for BA 100
21331 9.0 hrs arr Stevenson, K
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #21331 meets 05/23/2016-06/30/2016
21332 9.0 hrs arr Hu, J
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #21332 meets 05/23/2016-06/30/2016

20067 9.0 hrs arr Livingston, R
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20067 meets 07/05/2016-08/11/2016
20359 9.0 hrs arr Livingston, R
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20359 meets 07/05/2016-08/11/2016

BA 101 3.0 UNITS INTERNATIONAL BUSINESS

Transferable to CSU
NOTE: a material fee of \$5.00 is required for BA 101
21680 9.0 hrs arr Hu, J
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #21680 meets 05/23/2016-06/30/2016

BA 106 3.0 UNITS HUMAN RESOURCE MANAGEMENT

Transferable to CSU
NOTE: a material fee of \$5.00 is required for BA 106
21333 9.0 hrs arr Garza, J
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #21333 meets 05/23/2016-06/30/2016
20871 9.0 hrs arr Garza, J
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20871 meets 05/23/2016-06/30/2016
20870 6.8 hrs arr Wilson, D
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20870 meets 06/20/2016-08/11/2016
21553 6.8 hrs arr Acheson, M
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #21553 meets 06/20/2016-08/11/2016

BA 107 3.0 UNITS HUMAN RELATIONS IN BUSINESS

Transferable to CSU
NOTE: a material fee of \$5.00 is required for BA 107
20873 9.0 hrs arr Anaya, J
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20873 meets 05/23/2016-06/30/2016
20874 9.0 hrs arr Trieu, N
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20874 meets 05/23/2016-06/30/2016
20872 9.0 hrs arr Moriarty, C
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #20872 meets 07/05/2016-08/11/2016
21143 9.0 hrs arr Moriarty, C
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #21143 meets 07/05/2016-08/11/2016

BA 109 3.0 UNITS HUMAN RESOURCE DEVELOPMENT

Transferable to CSU
21715 6.8 hrs arr Daltro, M
Orientation: All class information will be available at www.cerritos.edu/baonline.
Class #21715 meets 06/20/2016-08/11/2016

DISTANCE EDUCATION COURSES (CONTINUED)

BA 113	3.0 UNITS LEGAL ENVIRONMENT OF BUSINESS Transferable to UC, CSU 20522 6.8 hrs arr Connolly, G Orientation: Mid-term and final exam will be taken on campus during the semester. Email instructor for class details and dates. All class information will also be available at www.cerritos.edu/baonline . Class #20522 meets 06/20/2016-08/11/2016 21335 6.8 hrs arr Paquette, R Orientation: Mid-term and final exam will be taken on campus during the semester. Email instructor for class details and dates. All class information will also be available at www.cerritos.edu/baonline . Class #21335 meets 06/20/2016-08/11/2016	21510	9.0 hrs arr Wright, W Orientation: All class information will be available at www.cerritos.edu/baonline . Class #21510 meets 07/05/2016-08/11/2016
BA 114	3.0 UNITS MARKETING Transferable to CSU NOTE: material fee of \$5.00 is required for BA 114 20768 9.0 hrs arr Keshishyan, P Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20768 meets 05/23/2016-06/30/2016 20769 9.0 hrs arr Ramos, G Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20769 meets 05/23/2016-06/30/2016 20875 9.0 hrs arr Ramos, G Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20875 meets 05/23/2016-06/30/2016 20876 9.0 hrs arr Gray, G Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20876 meets 05/23/2016-06/30/2016	BA 120	3.0 UNITS MANAGEMENT-ACCOUNTING AND INTERNAL CONTROL Transferable to CSU NOTE: a material fee of \$5.00 is required for BA 120 20774 9.0 hrs arr Ghidella, R Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20774 meets 05/23/2016-06/30/2016 20775 9.0 hrs arr Baber, J Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20775 meets 05/23/2016-06/30/2016
BA 115	3.0 UNITS MANAGEMENT-BUSINESS Transferable to CSU NOTE: a material fee of \$5.00 is required for BA 115 20770 9.0 hrs arr Brown, S Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20770 meets 05/23/2016-06/30/2016 20771 9.0 hrs arr Stewart, R Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20771 meets 05/23/2016-06/30/2016 20877 9.0 hrs arr Titel, M Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20877 meets 05/23/2016-06/30/2016 21551 9.0 hrs arr Wright, W Orientation: All class information will be available at www.cerritos.edu/baonline . Class #21551 meets 07/05/2016-08/11/2016	BA 132	3.0 UNITS COMPUTER APPLICATIONS FOR MANAGERS Transferable to CSU 20777 9.0 hrs arr Jo, J Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20777 meets 05/23/2016-06/30/2016 20778 9.0 hrs arr Laureano, B Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20778 meets 05/23/2016-06/30/2016
BA 118	3.0 UNITS RETAIL MANAGEMENT Transferable to CSU 20772 9.0 hrs arr Staff Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20772 meets 05/23/2016-06/30/2016 20773 9.0 hrs arr Ciraulo, J Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20773 meets 05/23/2016-06/30/2016 20879 9.0 hrs arr Elarcosa, J Orientation: All class information will be available at www.cerritos.edu/baonline . Class #20879 meets 05/23/2016-06/30/2016	BA 156	3.0 UNITS MOTIVATIONAL PRESENTATION SKILLS FOR MANAGERS Transferable to CSU NOTE: a material fee of \$5.00 is required for BA 156 20779 6.8 hrs arr Elam, C Orientation: Class presentations will be held on campus during the semester. All class information will be available at www.cerritos.edu/baonline . Class #20779 meets 05/23/2016-06/30/2016 20780 6.8 hrs arr Elam, C Orientation: Class presentations will be held on campus during the semester. All class information will be available at www.cerritos.edu/baonline . Class #20780 meets 05/23/2016-06/30/2016
BUSINESS COMMUNICATIONS OFFICE TECHNOLOGY			
BCOT 113	3.5 UNITS MICROSOFT EXCEL Transferable to CSU NOTE: A material fee of \$4.00 is required for BCOT 113. 20112 15.0 hrs arr Soden, B Orientation: All class information will be available in TalonNet. Submit the Student Information form in TalonNet before May 23, 2016. This is the way that roll is initially taken. Class #20112 meets 05/23/2016-06/30/2016	BCOT 131	3.5 UNITS BEGINNING COLLEGE KEYBOARDING & DOCUMENT PROCESSING Transferable to CSU NOTE: A material fee of \$4.00 is required for BCOT 131. 20363 15.0 hrs arr Sharp, M Orientation: All class information will be available at www.cerritos.edu/msharp . Class #20363 meets 05/23/2016-06/30/2016

DISTANCE EDUCATION COURSES (CONTINUED)

COMPUTER AND INFORMATION SCIENCES

CIS 101	3.0 UNITS INTRODUCTION TO COMPUTER INFORMATION SYSTEMS Transferable to UC, CSU (CAN BUS 6)
20267	12.0 hrs arr Negrete, B Mandatory Orientation and Quiz due by 12 noon 5/23/16. Exams must be taken on campus. See www.cerritos.edu/bnegrete for more information. Class #20267 meets 05/23/2016-06/30/2016
20103	12.0 hrs arr Negrete, B Mandatory Orientation and Quiz due by 12 noon 5/23/16. Exams must be taken on campus. See www.cerritos.edu/bnegrete for more information. Class #20103 meets 05/23/2016-06/30/2016
20134	12.0 hrs arr Nguyen, P Mandatory Orientation: 9:00 am - 12:00, Tuesday - July 5 in MP 104. One exam and final are on campus. Class #20134 meets 07/05/2016-08/11/2016
21464	12.0 hrs arr Staff Mandatory Orientation: 5:30 - 8:00 p.m., Tuesday - July 5 in MP 104. One exam and final are on the campus. Class #21464 meets 07/05/2016-08/11/2016
CIS 170A	3.5 UNITS NETWORKING FUNDAMENTALS Transferable to CSU
20982	15.0 hrs arr Lou, Z Mandatory Orientation: 6:00 - 8:00 p.m., Wednesday - July 6 in MP 200. Class #20982 meets 07/05/2016-08/11/2016
CIS 180	3.0 UNITS PROGRAMMING IN C/C++ Transferable to UC, CSU Prerequisite: CIS 103 or equivalent with a grade of Pass or "C" or higher.
21466	15.0 hrs arr Nguyen, P Mandatory Orientation: 9:00 - 11:00 a.m., Wednesday - July 6 in MP 104. One exam and final are on the campus. Class #21466 meets 07/05/2016-08/11/2016

DANCE

DANC 100	3.0 UNITS DANCE APPRECIATION Transferable to UC, CSU
20245	9.0 hrs arr Hathaway, R Note: Online registered students must go to TalonNet class webpage between 8 am on 5/23/16 and 11:55 pm on 5/24/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class #20245 meets 05/24/2016-06/30/2016

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.
20323	9.0 hrs arr DeKraker, D Orientation: All class information will be available online via TalonNet. Email address: ddekraker@cerritos.edu Class #20323 meets 07/05/2016-08/11/2016

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.
21484	12.0 hrs arr Pakula, J Please visit the instructor's webpage for class information at www.cerritos.edu/jpakula . Class #21484 meets 07/05/2016-08/11/2016
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.
21486	12.0 hrs arr Pakula, J Please visit the instructor's webpage for class information at www.cerritos.edu/jpakula . Class #21486 meets 07/05/2016-08/11/2016
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.
21209	12.0 hrs arr Pakula, J Please visit the instructor's webpage for class information at www.cerritos.edu/jpakula . Class #21209 meets 07/05/2016-08/11/2016
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.
21211	12.0 hrs arr Pakula, J Please visit the instructor's webpage for class information at www.cerritos.edu/jpakula . Class #21211 meets 07/05/2016-08/11/2016

EDUCATIONAL TECHNOLOGY (EDTCH)

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

EDT 50	1.0 UNIT PREPARATION FOR ONLINE LEARNING Not Transferable
21576	3.0 hrs arr Alexander, C Orientation will be conducted online. Instructor will email students with instructions prior to the start of class. Class #21576 meets 07/05/2016-08/11/2016

DISTANCE EDUCATION COURSES (CONTINUED)

EDT 101 1.0 UNIT CREATING CURRICULUM PROJECTS USING THE INTERNET
Transferable to CSU
Prerequisite: EDT 100 or equivalent with a grade of Pass or "C" or higher.
Recommendation: EDT 50 or EDT 51 or equivalent with a grade of "C" or higher.

21681 3.0 hrs arr Morgan, V
Note: Orientation will be conducted online. Instructor will email students with instructions prior to the start of the class.
Class #21681 meets 07/05/2016-08/11/2016

EDT 103 2.0 UNITS SPREADSHEETS FOR EDUCATORS
Transferable to CSU
Recommendation: EDT 50 or EDT 51 or equivalent with a grade of "C" or higher.

20453 6.0 hrs arr Morgan, V
Orientation will be conducted online. Instructor will email students with instructions prior to the start of the class.
Class #20453 meets 07/05/2016-08/11/2016

ENGLISH

ENGL 100 4.0 UNITS FRESHMAN COMPOSITION
Transferable to UC, CSU (CAN ENGL 2)
Prerequisite: Completion of ENGL 52 or ENGL 72 or ESL 152 or equivalent with a grade of "C" or higher, or of "Pass", or completion of the placement process with eligibility for ENGL 100.

21113 12.0 hrs arr Shah-Williams, N
All students must complete the mandatory orientation on TalonNet due no later than 11:55 pm on May 23rd to remain enrolled in the class.
Class #21113 meets 05/23/2016-06/30/2016

21114 12.0 hrs arr Serwin, L
Orientation will take place on the first day of classes, May 23rd on TalonNet. See email announcement the weekend before the start of classes for instructions for completing the asynchronous orientation and subsequent quiz.
Class #21114 meets 05/23/2016-06/30/2016

20832 12.0 hrs arr Quas-Beryman, F
Orientation: 10:00 a.m. - 12:00 p.m., Monday - May 23 in LA 103.
Class #20832 meets 05/23/2016-06/30/2016

20399 12.0 hrs arr Swanson, J
Orientation: 12:00 - 2:00 p.m., Monday - July 5 in LA 103.
Class #20399 meets 07/05/2016-08/11/2016

20030 12.0 hrs arr Kalt, K
Orientation: 8:00 - 10:00 a.m., Monday - July 5 in LA 103.
Class #20030 meets 07/05/2016-08/11/2016

20400 12.0 hrs arr Clifford, S
All students must complete the mandatory orientation on TalonNet by 11:55 pm on May 23rd to remain enrolled. When you log on to TalonNet, open the Announcement title "Orientation Guidelines" and follow the instructions. Orientation: 10:00 a.m. - 12:00 p.m., Monday - July 6, in LA 103.
Class #20400 meets 07/05/2016-08/11/2016

20241 12.0 hrs arr Danielo, J
You must complete the online orientation that is located on TalonNet to remain enrolled in this course.
Class #20241 meets 07/05/2016-08/11/2016

20130 12.0 hrs arr Swanson, J
Orientation: 12:00 - 2:00 p.m., Monday - July 5, in LA 103.
Class #20130 meets 07/05/2016-08/11/2016

ENGL 103 3.0 UNITS CRITICAL AND ARGUMENTATIVE WRITING
Transferable to UC, CSU
Prerequisite: ENGL 100 or equivalent with a grade of Pass or "C" or higher or satisfactory completion of the Advanced Placement English Examination of the College Entrance Examination Board.

20032 9.0 hrs arr Whitson, B
Orientation must be completed on TalonNet by 11:55 pm on May 23rd to remain enrolled in the class.
Class #20032 meets 05/23/2016-06/30/2016

ENGLISH AS A SECOND LANGUAGE

ESL 21A 3.0 UNITS ESL INTERMEDIATE VOCABULARY
Not Transferable

21707 9.0 hrs arr Berry, P
See syllabus in TalonNet for the orientation materials.
Class #21707 meets 05/23/2016-06/30/2016

GEOGRAPHY

GEOG 101 3.0 UNITS PHYSICAL GEOGRAPHY
Transferable to UC, CSU (CAN GEOG 2)

20273 9.0 hrs arr DeKraker, D
Orientation: All class information will be available online via TalonNet. Email address: dedekraker@cerritos.edu
Class #20273 meets 07/05/2016-08/11/2016

HEALTH EDUCATION

HED 100 3.0 UNITS CONTEMPORARY HEALTH PROBLEMS
Transferable to UC, CSU

20799 9.0 hrs arr Murray, K
Online registered students must go to TalonNet class webpage between 8 a.m. on 5/23/2016 and 11:55 p.m. on 5/24/2016 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday.
Class #20799 meets 05/23/2016-06/30/2016

20800 9.0 hrs arr Murray, K
Online registered students must go to TalonNet class webpage between 8 a.m. on 5/23/2016 and 11:55 p.m. on 5/24/2016 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday.
Class #20800 meets 05/23/2016-06/30/2016

20394 9.0 hrs arr Edwards, C
Online registered students must go to TalonNet class webpage between 8 a.m. on 5/23/2016 and 11:55 p.m. on 5/24/2016 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday.
Class #20394 meets 05/23/2016-06/30/2016

DISTANCE EDUCATION COURSES (CONTINUED)

21458	9.0 hrs arr	Bueno, N	Online registered students must go to TalonNet class webpage between 8 a.m. on 5/23/2016 and 11:55 p.m. on 5/24/2016 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class #21458 meets 05/23/2016-06/30/2016
20800	9.0 hrs arr	Murray, K	Online registered students must go to TalonNet class webpage between 8 a.m. on 5/23/2016 and 11:55 p.m. on 5/24/2016 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class #20800 meets 05/23/2016-06/30/2016
20798	9.0 hrs arr	Clauss, D	Online registered students must go to TalonNet class webpage between 8 a.m. on 7/5/16 and 11:55 p.m. on 7/7/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class #20798 meets 07/05/2016-08/11/2016
21150	9.0 hrs arr	Clauss, D	Online registered students must go to TalonNet class webpage between 8 a.m. on 7/5/16 and 11:55 p.m. on 7/7/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class #21150 meets 07/05/2016-08/11/2016
21459	9.0 hrs arr	Gonzalez, R	Online registered students must go to TalonNet class webpage between 8 a.m. on 7/5/16 and 11:55 p.m. on 7/7/16 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class #21459 meets 07/05/2016-08/11/2016

KINESIOLOGY

KIN 104	3.0 UNITS	FITNESS AND WELLNESS	Transferable to CSU
21334	6.0 hrs arr	Edwards, C	Online registered students must go to instructor's webpage www.cerritos.edu/cedwards between 8 a.m. on 5/23/2016 and 11:55 p.m. on 5/25/2016 and complete the pre-class assignments for ONLINE CLASSES ONLY, or you will be dropped. PLEASE VERIFY on MyCerritos THAT YOUR EMAIL ADDRESS IS CORRECT, OR YOU WILL NOT RECEIVE ACCESS TO THE COURSE. Your username is your student ID and your password is your 6-digit birthday. Class #21334 meets 05/23/2016-06/30/2016

LAW

LAW 111	3.0 UNITS	BUSINESS LAW	Transferable to UC, CSU (CAN BUS 8)
20278	9.0 hrs arr	Binning, M	Orientation: 5:30 - 6:30 pm, Monday - May 23 in BE 119. Class #20278 meets 05/23/2016-06/30/2016
20153	9.0 hrs arr	Binning, M	Orientation: 6:30 - 7:30 pm, Monday - May 23 in BE 119. Class #20153 meets 05/23/2016-06/30/2016

MUSIC

MUS 100	3.0 UNITS	MUSIC APPRECIATION	Transferable to UC, CSU
20192	9.0 hrs arr	Maz, A	This is an ONLINE course - all instruction is completed online. No In-person Orientation. Please check TalonNet for online orientation information and directions for completion (instructor e-mail address: amaz@cerritos.edu). Class #20192 meets 07/05/2016-08/11/2016
MUS 105	3.0 UNITS	MUSIC FUNDAMENTALS	Transferable to UC, CSU
20256	9.0 hrs arr	Betancourt, D	This is an ONLINE course - all instruction is completed online. No In-person Orientation - please check TalonNet or instructor website: http://www.cerritos.edu/dbetancourt for online orientation information and directions for completion (instructor e-mail address: dbetancourt@cerritos.edu). Class #20256 meets 07/05/2016-08/11/2016
20340	9.0 hrs arr	Betancourt, D	This is an ONLINE course - all instruction is completed online. No in-person orientation - please check TalonNet or instructor website: http://www.cerritos.edu/dbetancourt for online orientation information and directions for completion (instructor email address: dbetancourt@cerritos.edu). Class #20340 meets 07/05/2016-08/11/2016

POLITICAL SCIENCE

POL 101	3.0 UNITS	AMERICAN POLITICAL INSTITUTIONS	Transferable to UC, CSU (CAN GOVT 2)
20380	9.0 hrs arr	Falcon, D	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. Orientation: Visit www.cerritos.edu/dfalcon and follow all instructions on that site no later than midnight of the second day of the semester to satisfy the orientation requirement for this class. Students failing to do this may be dropped as "no show". Class #20380 meets 05/23/2016-06/30/2016
20014	9.0 hrs arr	Falcon, D	Orientation: Visit www.cerritos.edu/dfalcon and follow all instructions on that site no later than midnight of the second day of the semester to satisfy the orientation requirement for this class. Students failing to do this may be dropped as "no show". Class #20014 meets 07/05/2016-08/11/2016
21180	9.0 hrs arr	Obazuaye, S	Orientation: 6:00 - 8:00 pm, Monday - July 5 in HS 102. Class #21180 meets 07/05/2016-08/11/2016
21181	9.0 hrs arr	Obazuaye, S	Orientation: 6:00 - 8:00 pm, Monday - July 5 in HS 102. Class #21181 meets 07/05/2016-08/11/2016

DISTANCE EDUCATION COURSES (CONTINUED)

PSYCHOLOGY

PSYC 101	3.0 UNITS GENERAL INTRODUCTORY PSYCHOLOGY Transferable to UC, CSU (CAN PSY 2) Prerequisite: Satisfactory completion of English & Reading Placement Process or ENGL 52, ENGL 72, or ESL 152, or equivalent with a grade of Pass or "C" or higher and READ 54 or equivalent with a grade of Pass or "C" or higher.
20382	9.0 hrs arr Duff, K Orientation: The instructor will email the students with the course information. Please purchase the course materials no later than midnight of the first day of the semester to satisfy the orientation requirement for this course. Students failing to do this may be dropped as no show. Class #20382 meets 05/23/2016-06/30/2016
20089	9.0 hrs arr Duff, K Orientation: The instructor will email the students with the course information. Please purchase the course materials no later than midnight of the first day of the semester to satisfy the orientation requirement for this course. Students failing to do this may be dropped as no show. Class #20089 meets 05/23/2016-06/30/2016

READING

READ 54	3.0 UNITS ADVANCED COLLEGE READING Not Transferable Prerequisite: READ 43 or READ 49 with a grade of "C" or higher or "Pass" or completion of the Reading Placement Process with a score eligible for READ 54 or higher.
21447	9.0 hrs arr Belroy, B Orientation: 4:00 - 6:00 p.m., Monday - July 5 in LA 103. Class #21447 meets 07/05/2016-08/11/2016.

REAL ESTATE

RE 101	3.0 UNITS REAL ESTATE PRINCIPLES Transferable to CSU
21716	9.0 hrs arr Brady, M Instructor will contact students via email one week prior to the beginning of class. Class #21716 meets 07/05/2016-08/11/2016

SPEECH

SPCH 110	3.0 UNITS INTERCULTURAL COMMUNICATION Transferable to UC, CSU Prerequisite: Completion of at least one of these courses with a grade of "C" or higher or "Pass" or an equivalent course: SPCH 60, ENGL 52, ESL 152, READ 54, READ 97, or completion of the English or Reading placement process.
20421	9.0 hrs arr Hoppe-Nagao, A The orientation for this course will be held online. Instructor will email enrolled students with course instructions. Class #20421 meets 05/23/2016-06/30/2016
SPCH 200	3.0 UNITS CONTEMPORARY COMMUNICATION TOPICS Transferable to CSU Recommendation: ENGL 52 or READ 54 with a grade of Pass or "C" or higher or the equivalent.
21315	9.0 hrs arr Rosenfeld, K Orientation will be held online. Instructor will contact enrolled students with instructions. Celebrity, Identity, and Presentational Media: This course explores celebrity culture's impact on modern identity in the context of presentational media such as Facebook, Twitter, Instagram and so on. Class #21315 meets 07/05/2016-08/11/2016
21316	9.0 hrs arr Rosenfeld, K Orientation will be held online. Instructor will contact enrolled students with instructions. Celebrity, Identity, and Presentational Media: This course explores celebrity culture's impact on modern identity in the context of presentational media such as Facebook, Twitter, Instagram and so on. Class #21316 meets 07/05/2016-08/11/2016

DISTANCE EDUCATION COURSES (CONTINUED)

HYBRID COURSES

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

AUTOMOTIVE COLLISION REPAIR & REFINISHING/ AUTOBODY

AB 80	2.0 UNITS AUTOBODY CUSTOMER SERVICE Not Transferable Recommendation: Work experience in the automotive collision repair industry.
21682	6:00-10:50 pm M Robertson,C AT 54 Class #21682 meets 06/20/2016-08/08/2016
AB 183	1.5 UNITS COMPUTERIZED DAMAGE ESTIMATING Transferable to CSU Recommendation: Work experience in the automotive collision repair industry. NOTE: a material fee of \$5.00 is required for AB 183
21683	6:00-10:15 pm W Robertson,C AT 54 Class #21683 meets 06/22/2016-08/10/2016
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.
21685	6:00-10:15 pm Th Robertson,C AT 54 Class #21685 meets 06/23/2016-08/11/2016

BUSINESS ADMINISTRATION

BA 101	3.0 UNITS INTERNATIONAL BUSINESS Transferable to CSU NOTE: a material fee of \$5.00 is required for BA 101
21558	9:00-1:15 pm TTh Grady, J BE 116 Note: First week class will meet Tuesday and Thursday. The instructor will inform the students of future class meetings. Class #21558 meets 06/21/2016-08/11/2016
BA 113	3.0 UNITS LEGAL ENVIRONMENT OF BUSINESS Transferable to UC, CSU
21564	9:00- 1:15PM TTh Liberio,L BE 119 Note: First week class will meet Tuesday and Thursday. The instructor will inform the students of future class meetings. Class #21564 meets 06/20/2016-08/11/2016

COMPUTER AND INFORMATION SCIENCES

CIS 101	3.0 UNITS INTRODUCTION TO COMPUTER INFORMATION SYSTEMS Transferable to UC, CSU (CAN BUS 6)
21213	8:00-10:50 am TWTh Staff SS 138 11:00-11:50 am TWTh Staff MP 102 A portion of the hours for this class will be online. Class #21213 meets 05/24/2016-06/30/2016

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.
21215	5:00-7:50 pm TWTh Mellas, D SS 138 8:00-9:50 pm TWTh Mellas, D MP 104 A portion of the hours for this class will be online. Class #21215 meets 05/24/2016-06/30/2016
20105	7:00-9:50 pm TWTh Wilson, J MP 202 5:00-6:50 pm TWTh Wilson, J MP 202 A portion of the hours for this class will be online. Class #20105 meets 07/05/2016-08/11/2016

READING

READ 54	3.0 UNITS ADVANCED COLLEGE READING Not Transferable Prerequisite: READ 43 or READ 49 with a grade of "C" or higher or "Pass" or completion of the Reading Placement Process with a score eligible for READ 54 or higher.
20418	12:30-2:35 pm MTWTh Codd, G LC 217 A portion of the hours for this class will be online. Class #20418 meets 07/05/2016-08/11/2016
20834	10:15-12:20 pm MTWTh Codd, G LC 217 A portion of the hours for this class will be online. Class #20834 meets 07/05/2016-08/11/2016

SPEECH

SPCH 100	3.0 UNITS FUNDAMENTALS OF ORAL COMMUNICATION Transferable to UC, CSU (CAN SPCH 2) Prerequisite: Completion of at least one of these courses with a grade of "C" or higher or "Pass" or an equivalent course: SPCH 60, ENGL 52, ENGL 72, ESL 152, READ 54, READ 97, or completion of the English or Reading Placement process.
20142	10:15-12:20 pm MTWTh Hoppe-Nagao SS 207 A portion of the hours for this class will be online. Class #20142 meets 05/23/2016-06/30/2016

SEXUAL AND GENDER-BASED MISCONDUCT

POLICY ON SEXUAL ASSAULT AND TITLE IX

Cerritos College is committed to providing a safe and secure environment for all members of the campus community. Board Policy and Administrative Procedure 3540 Sexual Assault and Title IX, operationalize relevant State and Federal Laws. These cover sexual assault, including rape, sexual battery, and threat of sexual assault; dating violence; domestic violence; stalking; and failure to have affirmative consent. District response, including claimant options, victim resources, case investigation, and administrative and law enforcement response are provided in Administrative Procedure 3540. Any student or employee who becomes a victim of sexual assault or acquaintance rape is encouraged to report the matter immediately to the District Title IX Coordinator in the Office of Human Resource Services. The phone number for the Title IX Coordinator is (562) 860-2451, ext. 2284. The District is dedicated to providing prompt and compassionate services. In the event of an incident, Student Health Services will provide support services and direction. The phone number for Student Health Services is (562) 860-2451, ext. 2321.

Please see Board Policy 3540 and Administrative Procedure 3540 Sexual Assault and Title IX, for more information. This Policy and Procedure are on the Board Policy webpage at: <http://cms.cerritos.edu/board/policies>.

SEXUAL HARASSMENT

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

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

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

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

1. Is made explicitly or implicitly a term or condition of an individual's educational status or employment; or
2. Is used as a basis for educational or employment decisions affecting such individual; or
3. Has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive educational or working environment; or
4. Is used as the basis for any decision affecting the individual regarding benefits, services, honors, programs, or activities available at or through the District. Informal and formal complaints under this policy shall be processed through the District's Administrative Procedure 3435, Discrimination and Harassment Investigations, through the Director of Diversity, Compliance, and Title IX Coordinator. The District's Policies and Procedures are available on the website at <http://cms.cerritos.edu/board/policies>.

// Stay Falcon Safe! //

We are Falcons! We always keep our nest safe and look out for each other.

IF YOU ARE EXPERIENCING

- Stalking
- Bullying, verbal or written threats
- Cyberbullying
- Dating or domestic violence
- Sexual or physical assault

HELP IS AVAILABLE

Dial 562-860-2451 plus the extension below:
On-Campus Resources

- Student Health Services: Ext. 2321
- Campus Police: 911 or Ext. 3076
- Student Conduct and Grievances: Ext. 2473
- Title IX, including Sexual Harassment: Ext. 2276
- Bicycle Safety and Theft Prevention: Ext. 3076

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.

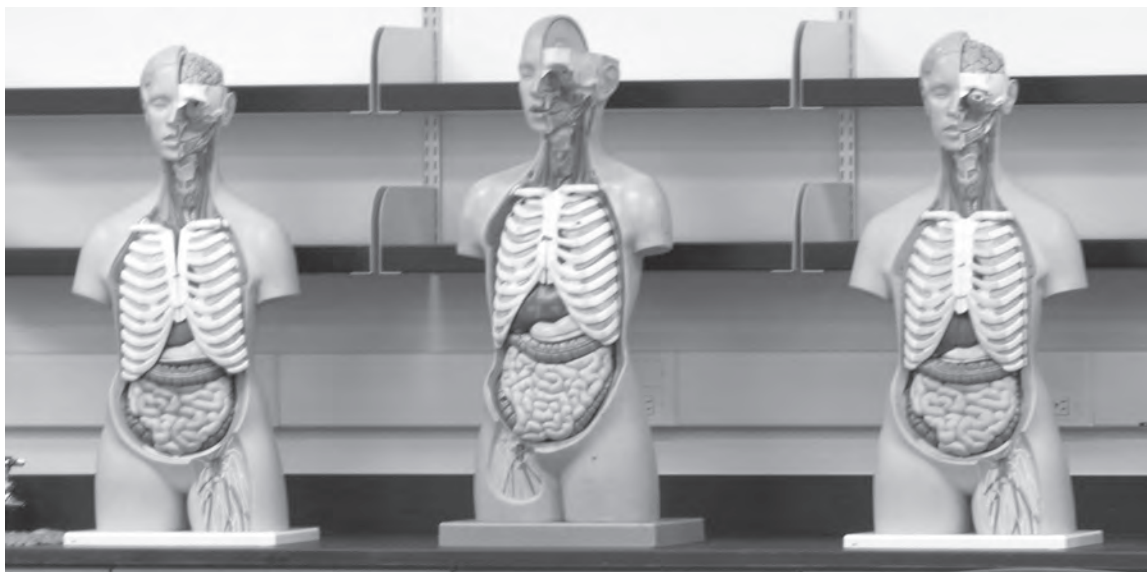
Plan B requires a minimum of 39 units of identified CSU general education courses and requirements plus specified major courses, the health and wellness proficiency requirement, and elective courses, if necessary, for a minimum of 60 degree applicable units.

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 34 (UC) or 37 (CSU) units of identified general education courses and requirements plus specified major courses, the health and wellness proficiency requirement, and electives, if necessary, to total a minimum of 60 degree applicable units.

If a student only wishes to transfer at an upper division level and is not seeking an A.A. degree, a minimum of 60 UC transferable units is required (see IGETC, UC transfer requirements, and your counselor).

There are important differences among the three plans. In order to select the plan that best meets each individual's AA and transfer goals, students should see a Cerritos College counselor.



GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE

Associate in Arts Degree General Education 2015-16 Plan A Degree and/or Career Option

A total of 60 degree applicable units including the following requirements must be completed to qualify for the A.A. degree:

1. MAJOR PROGRAM REQUIREMENTS:
Complete all requirements for the chosen major program under "Major Requirements" in the Cerritos College Catalog.
2. MATHEMATICS PROFICIENCY REQUIREMENT:
This requirement can be met by one of the following options:
 - a. Earn a score on the College Level Math test sufficient for placement in a course above the level of MATH 80 or MATH 80B.
 - b. Completion of MATH 80 or MATH 80B with a grade of Pass, or "C", or higher.
 - c. For other options, see your counselor.
3. READING PROFICIENCY REQUIREMENT:
This requirement can be met by one of the following options:
 - a. Earn a score on the reading proficiency test sufficient for placement in a course above the level of READ 54.
 - b. Completion of READ 54 or READ 97 with a grade of Pass, or "C", or higher.
 - c. For other options, see your counselor.
4. WRITING PROFICIENCY REQUIREMENT:
Completion of ENGL 100 with a grade of Pass, or "C", or higher.
5. HEALTH AND WELLNESS PROFICIENCY REQUIREMENT:
This requirement can be met by one of the following options:
 - a. Completion with a grade of Pass, or "C", or higher of at least one unit of a course from the approved department list below:
Athletics 200L, 201LA, 201LB, 201LC, 202L, 203LA, 203LB, 203LC, 204L, 205LA, 205LB, 205LC, 205LD, 206L, 207LA, 207LB, 207LC, 208L, 209LA, 209LB, 209LC, 210L, 211LA, 211LB, 211LC, 212L, 213LA, 213LB, 213LC, 214L, 215LA, 215LB, 215LC, 216L, 217LA, 217LB, 217LC, 218L, 219LA, 219LB, 219LC, 220L, 221LA, 221LB, 221LC, 221LD, 222L, 223LA, 223LB, 223LC, 223LD, 224L, 225LA, 225LB, 225LC, 225LD, 226L, 227LA, 227LB, 227LC, 228L, 229LA, 229LB, 229LC, 230L, 231LA, 231LB, 231LC, 232L, 233LA, 233LB, 233LC, 234L, 235LA, 235LB, 235LC, 235LD, 236L, 237LA, 237LB, 237LC
Kinesiology 100, 102, 104, 106, 108, 120, 121, 122, 123, 130, 131, 132, 133, 134, 200, 202, 203, 206, 207, 210
Physical Education Exercise 100, 101, 102, 103, 104, 105, 110, 111, 112, 116, 118, 119, 124, 126, 130, 132, 134, 136, 138, 139, 140, 141, 145, 147, 149, 151, 152, 156, 157, 161, 163, 165, 166, 167, 169, 170, 172, 176, 177, 178, 179, 181, 184, 185, 186, 188, 189, 191, 192, 194, 240, 245, 246, 249, 261, 263, 265, 266, 267, 272, 274, 276, 278, 281, 282, 284, 285, 288, 289, 291, 292
Other courses that will meet the requirement include Dance 105, 106A, 106B, 107, 108A, 108B, 108C, 109, 110, 112, 120, 121, 122, 123, 124, 125, 130A, 130B, 133, 134, 135, 136, 140, 141, 142, 143, 144, 150, 151
b. Completion of HED 100, 101, 103, or 200; TH 140-143; HO 100 or 152; CDEC 161; or WS 103.
c. Enrollment and completion of Allied Health program (DA, DH, RN, PTA, Pharm Tech, MA).
d. For other options, see your counselor.
6. GENERAL EDUCATION REQUIREMENTS: PLAN A 18 UNITS
 - a. NATURAL SCIENCES: 3 UNITS MINIMUM FROM EITHER PHYSICAL SCIENCES OR BIOLOGICAL SCIENCES
 - (1) Physical Sciences
Astronomy 102, 103, 104, 105L (lab), 106
Chemistry 100 (lab), 110 (lab), 111 (lab), 112 (lab)
Earth Science 101, 102 (lab), 104, 104L (lab), 106, 110 (lab)
Energy 110
Geography 101, 101L (lab), 103
Geology 101 (lab), 102, 102L (lab), 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), 150 (lab), 151 (lab), 200 (lab), 201 (lab)
Anthropology **110, 115, 115L (lab)
Biology 105, 110 (lab), 115 (lab), 120 (lab), 200 (lab), 201 (lab)
Botany 120 (lab)
Microbiology 200 (lab)
Psychology 241
Zoology 120 (lab)
 - b. SOCIAL AND BEHAVIORAL SCIENCES: 3 UNITS MINIMUM
NOTE: Completion of a U.S. history or government course which fulfills the California State University requirement taken at any accredited institution may be used in lieu of the course requirement.
One course from Section B1 or B2 is required.
 - (1) History 101, 102, 103
(This requirement can be met by successfully passing the College Board's Advanced Placement Exam, American History. Unit credit is awarded for passing the AP exam option with a score of 3 or higher.)
 - (2) Political Science 101 or 201
(This requirement can be met by successfully passing the College Board's Advanced Placement exam, Government and Politics: United States. Unit credit is awarded for passing the Advanced Placement exam option with a score of 3 or higher.)
 - (3) Social and Behavioral Sciences
Administration of Justice 101
American Sign Language 220
Anthropology 100, 120, 170, 200, 201, 202, 203, 205
Business Administration **208
Child Development 110

GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE

Child Development/Early Childhood **113
 Counseling **150, 200
 Economics 101, 102, 201, 201M, 202, 202M, 204
 Environmental Policy 200
 Finance 125
 Geography 102, 105, 140
 History 110, 120, 204, 210, 220, 221, 230, 235, 241, 242, 245, 246, 250, 255, 260, 265, **270, 275
 Journalism 100
 Kinesiology 108, **211
 Political Science 110, 210, 220, 230, 240, ***250, 260
 Psychology 101, 150, 251, 261, 271
 Sociology 101, 110, 120, 201, 202, 205, 210, 215, **225, 230, 250
 Speech 110
 Speech Language Pathology **105
 Women's Studies 101, 108, 202, 204, 205, 206, **208

c. FINE ARTS AND HUMANITIES: 3 UNITS MINIMUM FROM EITHER FINE ARTS OR HUMANITIES

(1) FINE ARTS

Architecture **110, 112
 Art 100, 101, 102, 103, 104, 105A, 105B, 106, 107, *108, *109, 110, 113, 116, 120, 130A, 150, **186, **192, 193
 Dance 100, 101
 Film 159
 Humanities: *108, *109
 Music 100, 101, 102, 103, 104, 104B, 105, 180
 Photography 100, 160
 Theatre 101, 102, 103, 104, **110, 150, RTV/TH 151, RTV 152

(2) HUMANITIES

American Sign Language 110, 111, ***210, ***211
 Art *108, *109
 Chinese 101, 102, 201, 202
 English 102, 106, 221A, 221B, 222, 223, 224, 225, 226, 227, 228, 230A, 230B, 232, 233, 234, 235, 236, 237, 238, 239, 245, 246A, 246B, 248A, 248B
 French 101, 102, 201, 202, 203, 281, 282, 283, 285
 German 101, 102, 201, 202
 Humanities 100, *108, *109
 Japanese 101, 102, 201, 202
 Philosophy 100, 102, 104, 105, 107, 108, 109, 130, 140, 200, 201, 203, 204, 205, 206
 Photography 150
 Spanish 101, 102, 111, 112, 201, 202, 206, 210, 245, 285
 Speech 140, **145
 Women's Studies 102, 109

d. LANGUAGE AND RATIONALITY: 6 UNITS MINIMUM

Select at least three units from Section D1 and three units from Section D2:

(1) ENGLISH COMPOSITION

English 100

(2) COMMUNICATION AND ANALYTICAL THINKING

Business Communication **148
 Computer and Information Sciences **101, **102, **103
 Engineering Design Technology **131
 English 103, 110
 Mathematics **80, **80B, 110A, 110B, 112, 114, 115, 116, 140, 150, 160, 170, 190, 220, 250
 Philosophy 103, 106, **160
 Psychology 103, 210
 Reading 200
 Speech **60, 100, 120, 130, 132, 150, 235
 Speech Language Pathology **220

e. Select an additional general education course from those listed above or a course from Plan B or Plan C so that the earned 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.

*** These courses do not meet the General Education Requirements for IGETC.

NOTE: *The preceding graduation requirements apply to students who were in attendance during the 2015-16 school year and thereafter. Students who enrolled prior to Fall 2015 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 2015-16 Plan B and/or The General Education Certification Requirements For The Bachelor's Degree At The California State University

Plan B is designed primarily for students who will transfer to a California State University (CSU) campus and are not interested in attending a University of California campus. Students may use this plan to combine completion of both the Associate in Arts general education requirements and the CSU General Education Certification pattern. Students should see a counselor for advice on selecting the AA General Education plan that in combination with a major will best match their educational and career goals.

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

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

It should be noted that completion of the CSU General Education Certification is not required for admission to the CSU nor is it the only way to fulfill the lower division general education requirements. Depending upon the student's major, it may be advantageous to complete the requirements of the specific campus the student plans to attend.

CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION CERTIFICATION REQUIREMENTS

A maximum of 39 units is required to fulfill the CSU lower division general education requirements, with the units to be distributed as follows: Nine (9) units in Area A; nine (9) units in Areas B, C and D, with no more than 30 units total in areas B through D combined; and three (3) units in Area E.

A letter grade of "C" or higher is required in Oral Communication, Written Communication, Critical Thinking, and Mathematical Concepts.

Note: Courses appearing in more than one category may be used to satisfy only one category. Such courses are marked with an *.

- 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), 102, 102L (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), 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, 160, 170, 190, 220, 250
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, 150, 193
Dance 100, 101
Film 159
Humanities *108, *109
Music 100, 101, 102, 103, 104, 104B, 105, 180
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

American Sign Language 110, 111, 210, 211, *220
 Art *108, *109
 Chinese 101, 102, 201, 202
 English 102, 106, 221A, 221B, 222, 223, 224, 225, 226, 227, 228,
 230A, 230B, 232, 233, 234, 235, 236, 237, 238, 239, 245, 246A,
 246B, 248A, 248B
 French 101, 102, 201, 202, 203, 281, 282, 283, 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, 109, 130, 140, 200, 201,
 203, 204, 205, 206
 Photography 150
 Political Science *240
 Spanish 101, 102, 111, 112, 201, 202, 205, 206, 210, 245, 285
 Speech 140
 Women's Studies 102, 109

D) Social Sciences: 9 units minimum.

Take one course in category 1, 2 and 3.

1. American History

History *101, *102, *103
 (Any one of these courses meet the requirement in U.S.
 History)

2. American Government

Political Science 101, 201
 (Either of these courses meet the requirement for Constitution
 and American Ideals)

3. Social, Political, Historical and Economic Institutions

Administration of Justice 101
 American Sign Language *220
 Anthropology 100, 120, 170, 200, 201, 202, 203, *205
 Child Development *110
 Economics 101, 102, 201, 201M, 202, 202M, 204
 Environmental Policy 200
 Geography 102, 105, 140
 History *110, *120, 204, *210, *220, *221, *230, *235, *241,
 *242, *245, *246, *250, *255, *260, *265, *275
 Journalism 100
 Kinesiology *108
 Political Science 110, 210, 220, 230, *240, 250, 260
 Psychology 101, *150, 251, 261, 265, 271
 Sociology 101, *110, *120, 201, 202, 205, 210, 215, 230, 250
 Speech 110
 Women's Studies 101, *108, 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
 Kinesiology 104, *108
 Psychology *150, 245
 Sociology *110, *120
 Women's Studies *108, *205

* These courses appear in more than one category, but may be used only to satisfy one category.

NOTE: Changes in the above General Education requirements may occur from time to time. If courses are added to or deleted from the pattern, this may affect a student's selection of courses. Students do not have catalog rights to a certification pattern, regardless of their continual attendance status.

CSU Transfer credit is noted in individual catalog course descriptions. A complete list of CSU transferable courses offered by Cerritos College can be found on ASSIST website at www.assist.org.



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

Associate in Arts Degree General Education 2015-16 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+, 160, 170+, 190, 220, 250
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, 180
Photography 160
Theatre 101, 102, 103, 104, 150
- B) Humanities
American Sign Language 111, *220
Art *108, *109
Chinese 102, 201
English 102, 106, 221A, 221B, 222, 223, 224, 225, 226, 227, 228, 230A, 230B, 232, 233, 234, 235, 236, 237, 238, 239, 245, 246A, 246B, 248A, 248B
French 201, 202, 281, 282, 283, 285+
German 102, 201, 202
History *101+, *102+, *103+, *110, *120, *210+, *230, *235, *241, *242, *245, *246, *250, *255, *260, *265, *275
Humanities 100, *108, *109
Japanese 102
Philosophy 100, 102, 104, 105, 107, 108, 109, 130, 140, 200, 201, 203, 204, 205, 206
Photography 150
Political Science *240
Spanish 102+, 112+, 201, 202, 205, 210, 245, 285+
Women's Studies 102, 109

AREA 4 SOCIAL AND BEHAVIORAL SCIENCES

(3 courses from at least two disciplines or an interdisciplinary
sequence: 9 semester/12-15 quarter units)
American Sign Language *220
Anthropology 100, 120, 170, 200, 201, 202, 203, 205

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

Child Development 110
Economics 101+, 102, 201, 201M, 202, 202M
Environmental Policy 200
Geography 102, 105, 140
History *101+, *102+, *103+, *110, *120, 204, *210+, *230,
*235, *241, *242, *245, *246, *250, *255, *260, *265, *275
Kinesiology 108
Political Science 101+, 201+, 210, 220, 230, *240
Psychology 101, 150, 251, 261, 265+, 271
Sociology 101, 110, 120, 201, 202+, 205, 210, 215, 250
Speech 110
Women's Studies 101, 108, 202+, 204, 205, 206

that this requirement be met prior to transfer. The following will meet the CSU American Institutions requirement.

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

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

Group 2: Political Science 101+, 201+

- C) The UC-bound student should be aware of the American history and institutions requirements at the campus of choice. Requirements may vary. See your counselor for details.

+Credit limitation. UC credit limitations may apply for certain courses in IGETC, as well as other UC transferable courses which are not in IGETC. An explanation for each course which has credit limitations appears in the college catalog course description. For details, see your counselor.

AREA 5 PHYSICAL AND BIOLOGICAL SCIENCES

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

A) Physical Sciences

Astronomy 102+, 103+, 104, 105L (lab) 106
Chemistry 100+ (lab), 110+ (lab), 111 (lab), 112 (lab)
Earth Science 101, 102 (lab), 104, 104L (lab), 106, 110+ (lab)
Geography 101, 101L (lab), 103
Geology 101 (lab), 102, 102L (lab), 201 (lab), 207 (lab), 208, 209
Physical Science 100+
Physics 100+ (lab), 101+ (lab), 102+ (lab), 201+ (lab), 202+ (lab), 203+ (lab)

B) Biological/Life Sciences

Anatomy and Physiology 120+ (lab), 150+ (lab), 151+ (lab),
200+ (lab), 201+ (lab)
Anthropology 115, 115L (lab)
Biology 115 (lab), 120+ (lab), 200 (lab), 201 (lab), 202
Botany 120 (lab)
Microbiology 200 (lab)
Psychology 241
Zoology 120 (lab)

* These courses appear in more than one category, but may be used only to satisfy one category.

ADDITIONAL REQUIREMENTS

A) UC ONLY: Language other than English

There are several ways to satisfy this requirement. They include:

- 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 ASL 110.
- 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



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. 2321

Accident insurance is provided by Cerritos College to all enrolled students in the event of an accident or injury during college sponsored and supervised activities. The insurance **may** assist in covering medical bills incurred by students and athletes. There are benefit limitations and some exclusions in the policy, so it is important to work with the Student Health Services staff to insure optimum coverage. Students enrolled at Cerritos College, whose children are injured while using the officially designated childcare facility on campus, are covered by Accident Insurance.

ADMISSIONS AND RECORDS

EXT. 2211

The Admissions and Records Office has many functions. It is responsible for: application for admission, permanent records, transcript requests, student academic petitions, verification of student enrollment to appropriate institutions, and a segment of the enrollment procedure. Concerns should be directed to the Dean of Admissions, Records, and Services. Except during enrollment, the Admissions and Records Office hours are Monday through Thursday, 8 a.m. – 7 p.m.; Friday, 8 a.m. – 12 p.m. The college will be closed on Fridays from May 27 through August 5. For additional information visit our website at www.cerritos.edu/admissions.

ASSESSMENT TESTING

EXT. 2599

Assessment testing is administered in the Assessment Office located on the second floor of the Multipurpose Building. Results are used for advisement in selecting classes. Tests for reading, math, English writing, and ESL placement are available. Please check our website at www.cerritos.edu/assessment-center for the current testing schedule.

ATHLETICS

EXT. 2864

Cerritos College is a member of the South Coast Conference. Cerritos men's teams are represented in: baseball, basketball, cross country, football (SCFA), soccer, swimming, tennis, track and field, water polo and wrestling (SCWA). Cerritos women's teams are represented in: basketball, cross country, soccer, softball, swimming, tennis, track and field, volleyball, and water polo.

BOOKSTORE

EXT. 2462

The Cerritos College Bookstore is maintained by the Follett Higher Education Group in association with the ASCC. The store carries required materials, new and used textbooks, reference materials, school supplies, snacks, imprinted gifts and clothing. MasterCard, Visa, American Express, and Discover are accepted. Summer hours are: 8:00 a.m. – 2 p.m., Monday through Thursday; closed on Friday, Saturday, and Sunday. Business hours will be extended during the first week of the first summer session.

CALWORKS

EXT. 2593

The Cerritos College CalWORKs Program assists students who are receiving cash aid assistance through the state of California's CalWORKs Welfare Program, 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 located in the Santa Barbara Building. To make an appointment with a CalWORKs Counselor, please call (562) 860-2451, ext. 2593. The CalWORKs Office is located in the Santa Barbara Building. Our hours are Monday through Friday, 8 a.m. to 4 p.m. The college will be closed on Fridays from May 27 through August 5. 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 WPMJ, located at 1700 on the AM dial or www.cerritos.edu/wpmj. These media, as well as the college itself, also provide news through Twitter and Facebook. In addition, the *Falcon Flyer*, published by the ASCC, lists scheduled campus events and can be obtained in the Office of Student Affairs, and online at www.cerritos.edu/activities/calendar.

CAREER PLANNING

EXT. 2356

Career planning is available to individuals who are currently enrolled, who have graduated, or who hold certificates from Cerritos College. Career planning provides opportunities to explore career options as well as the use of highly sophisticated computerized search programs which include the Internet. Students are encouraged to take advantage of the skills, interests, and values inventories that are available to them in the Career Services Center. A career counselor will assist you to understand the assessment results and help you in choosing a career or major.

CAREER SERVICES CENTER

EXT. 2356

The Career Services Center offers the following services to assist students in exploring and planning their academic and vocational futures: (1) Assessment Testing, ext. 2599; (2) Career Planning, ext. 2356; (3) Student Employment, 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 27 through August 5.

CHILD DEVELOPMENT CENTER

EXT. 2583

The Cerritos College Child Development Center Program services students, college employees and the community. The Center is also a laboratory school for future teachers in the field of Early Childhood Education. Our purpose is to provide a safe, nurturing, exceptional early childhood education program for children from 2 – 5 years old. Inspired by the schools of Reggio Emilia, Italy, we use a constructivist approach to learning. Cerritos College Child Development Center is open from

SERVICES FOR STUDENTS

7:30 a.m. – 5 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.

COUNSELING

EXT. 2231

Counselors are available in the Counseling Department to assist you with academic advisement, establishing realistic goals and devising a comprehensive educational plan to meet those goals. Counselors can keep you abreast of current requirements for your major. Counselors are available on a half-hour appointment basis or on a limited standby basis for quick questions. Online counseling is available at www.cerritos.edu/counseling. Counseling Center hours are Monday through Thursday, 8 a.m. – 7 p.m.; Friday, 8 a.m. – 2 p.m. The college will be closed on Fridays from May 27 through August 5.

DISABLED STUDENT PROGRAMS AND SERVICES (DSPS)

EXT. 2335

Students with limitations due to a disability may receive support services and instruction from Disabled Student Programs and Services. Those students with mobility, visual, hearing, speech, psychological, and other health impairments as well as learning and developmental disabilities are served. Disabled Student Programs and Services (DSPS) has been in operation at Cerritos College since 1969. For information or an appointment, call (562) 860-2451, ext. 2335; (562) 274-7164 (VP); (562) 467-5006 (FAX); or visit our website at www.cerritos.edu/dsps.

EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

EXT. 2398

Extended Opportunity Programs and Services (EOPS) assists low-income and educationally disadvantaged students in college. The program offers academic, personal, and career counseling, book grants, tutoring, early enrollment assistance, counseling courses, EOPS Summer Bridge program, Achievement in Mathematics (AIM) program, school supplies, transfer assistance, and university tours. The EOPS Office is located on the south side of the Administration Building. Office hours are Monday 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 27 through August 5. For more information call (562) 860-2451, ext. 2398, or visit our website at www.cerritos.edu/eops.

FINANCIAL AID OFFICE

EXT. 2397

The Financial Aid Office offers grants, work-study opportunities, loans, and scholarships provided by federal and state governments and local agencies. The Free Application for Federal Student Aid (FAFSA) can be filed on the web at www.fafsa.gov. The federal school code for Cerritos College is 001161. Financial Aid Office hours are Monday through Thursday, 8 a.m. – 7 p.m.; Friday, 8 a.m. – 12 p.m. The college will be closed on Fridays from May 27 through August 5. 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.

LEADERS INVOLVED IN CREATING CHANGE (LINC)

EXT. 2371

Leaders INvolved in Creating Change (LINC) is a support program designed to help link foster youth with support services on and off campus to ensure a successful transition from foster care to independent living. The goals of the program are to improve college access for current and former foster youth, increase retention and graduation rates, and promote student learning and development. Services provided to LINC students include academic counseling, early enrollment assistance (if eligible), tutoring, assistance with financial aid, and links to on-campus and off-campus resources. For more information call (562) 860-2451, ext. 2371, or visit www.cerritos.edu/finaid/linc.

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 120,000 books and reference materials and over 100 print magazine and newspaper subscriptions. The library provides access to its online library catalog and thousands of magazine, journal, and newspaper articles in 70 online subscription databases through the library website on the Internet. Copy machines, printers, and computers are also available in the library for student use, and librarians are available for reference assistance.

The LRC houses the following services: Library (ext. 2430), Library Computer lab (ext. 2184), Media Services (ext. 2443), Distance Education (ext. 2405), Center for Teaching Excellence (ext. 2797), and Success Center (ext. 2404).

MENTAL WELLNESS PROGRAM

EXT. 2321

Psychological services, crisis intervention, and referrals are available to students experiencing emotional difficulties or concerns. Please contact Student Health Services at extension 2321 for assistance or visit our website at www.cerritos.edu/shs.

OFFICE OF INTERNATIONAL STUDENT SERVICES

EXT. 2133

The Office of International Student Services (OISS) fosters the education and development of International Students with F-1 status and provides assistance with admission, academic counseling, advising and advocacy

SERVICES FOR STUDENTS

regarding immigration, cross-cultural, and personal matters. The Cerritos College International Student admission application process provides early enrollment, federal compliance reporting, academic counseling, immigration advising, new student orientations, welcome receptions, International Student Association, immigration workshops, and referrals to on and off-campus resources. Cerritos College also offers a full-time Intensive English Program (IEP) to help develop English language skills. The IEP is a student-centered environment where students are fully immersed into the English language and culture. Upon successful completion, students can transition into their major field of study at Cerritos College and then transfer to the university of their choice.

To view the application for academic and Intensive English Program and the required documents, please visit our site at: www.cerritos.oiss or call us at (562) 860-2451, ext. 2133. Our email address is oiss@cerritos.edu. The OISS office hours are Monday – Friday, 8 a.m. – 4 p.m. The college will be closed on Fridays from May 27 through August 5. The OISS is located in the Santa Barbara Building.

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 dispensers located in the student parking lots. The dispensers accept quarters or \$1.00 bills (dispensers do not provide change or refunds). Dispensers in lots C-1, C-2, C-5 and C-10 also accept credit cards. 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. CERRITOS COLLEGE ASSUMES NO LIABILITY AND IS NOT RESPONSIBLE FOR DAMAGE TO OR THEFT OF ANY VEHICLE OR ITS CONTENTS. PLEASE REFER TO THE COLLEGE CATALOG FOR ADDITIONAL PARKING INFORMATION.**

RE-ENTRY RESOURCE PROGRAM

EXT. 2362

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

STUDENT EMPLOYMENT RESOURCES

EXT. 2366

Cerritos College students and alumni who are seeking employment may review job listings in the Career Services Center. Additional listings are accessible through the Internet. Assistance in seeking internships is also

provided. Handouts on job search resources, resume writing, and interviewing skills are available on request. Student Employment coordinates the annual job fair, Employer Business Panel, and on-campus employer information tables. For more information, call (562) 860-2451, ext. 2366, email job-placement-info@cerritos.edu, or visit us at www.cerritos.edu/job-placement.

SUCCESS CENTER

EXT. 7891

The Success Center, located on the lower floor of the LRC, has been established to serve the needs of faculty and students across the campus. The Success Center provides learning assistance and academic support for students at all levels. Assistance in virtually any subject is available via workshops, directed learning activities, and computer software programs, as well as individually from qualified tutors and instructors. Faculty and staff in the Success Center involve instructors in developing supplemental instruction in a variety of forms and work with instructors to enhance course offerings. For hours, special schedules, and additional information, please call the Success Center at (562) 860-2451, ext. 2404, or visit the Center's website at www.cerritos.edu/sc.

TRANSCRIPTS/VERIFICATION OF ENROLLMENT EXT. 2211

A transcript of all college work completed may be obtained by submitting a written request in the Admissions and Records Office. If ordered on campus, the first 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 transfer events and workshops, general education information, advising appointments with university representatives, and university tours. The Transfer Center is located in the Administration Building across from Counseling. Office hours are Monday through Thursday, 8 a.m. – 7 p.m.; Friday, 8 p.m. – 2 p.m. The college will be closed on Fridays from May 27 through August 5. Visit our website at www.cerritos.edu/transfer.

VETERANS' EDUCATION OFFICE

EXT. 3716

The Veterans' Education Office is located in the Veterans' Resource Center. The primary function of this office is to certify to the Veteran's Administration that eligible veterans are enrolled at the college and pursuing an approved educational goal. Hours are Monday through Wednesday, 8 a.m. – 7 p.m.; Thursday, 8 a.m. – 5:30 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 Wednesday from 8 a.m. – 7 p.m. and Thursday from 8 a.m. – 5:30 p.m. The VRC is located in the Student Center Complex. Hours are Monday through Thursday, 8 a.m. – 7 p.m., and closed on Friday.

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 del procedimiento de matriculación. Preguntas y comentarios pueden ser dirigidos al Decano de Admisiones y Servicios de Registro. Salvo en el tiempo de inscripción, el horario de la Oficina de Admisiones y Registro es Lunes a Jueves, 8 a.m. – 7 p.m.; Viernes, 8 a.m. – 12 p.m. El colegio estará cerrado los Viernes de Mayo 27 a Agosto 5. Para obtener información adicional, visite nuestro sitio de web en www.cerritos.edu/admissions.

EXAMENES DE EVALUACION

EXT. 2599

Las pruebas de evaluación se realizan en la Oficina de evaluación, que se encuentra en el Edificio de Usos Múltiples. Los resultados se utilizan para asesoría en la selección de clases. Se encuentran disponibles las pruebas para lectura, matemática, escritura de inglés y colocación de ESL. Revise nuestro sitio web en www.cerritos.edu/assessment-center para conocer el programa actual de pruebas.

LIBRERIA

EXT. 2462

La librería de Cerritos College es operada por el Grupo Follet Higher Education, en asociación con la ASCC. La tienda brinda materiales necesarios, libros nuevos y usados, materiales de referencia, útiles escolares, bocadillos, regalos y ropa impresa. Mastercard, Visa, American Express y Discover son aceptados. Las horas regulares de Otoño y Primavera son: 7:30 a.m. a 7 p.m., de Lunes a Jueves; 7:30 a.m. a 2 p.m., Viernes; cerrado Sábados y Domingos. Horario de verano son: 8 a.m.-2 p.m., de Lunes a Jueves; cerró el Viernes, Sábado y Domingo. Las horas de trabajo se extenderán durante la primera semana de la primera sesión de verano.

CONSEJERIA

EXT. 2231

Los consejeros están disponibles en el Departamento de Asesoramiento para ayudarle con asesoría académica, el establecimiento de metas realistas y la elaboración de un integral plan de educación para alcanzar esos objetivos. Consejeros pueden mantenerle al corriente de las necesidades actuales de su carrera. Los consejeros están disponibles por medio de citas de media hora o limitadamente sin cita para breves consultas. Consejería en línea está disponible en www.cerritos.edu/counseling. Los horarios del Centro de asesoría son Lunes a Jueves de 8 a.m. a 7 p.m.; Viernes de 8 a.m. a 2 p.m. El colegio estará cerrado los Viernes de Mayo 27 a Agosto 5.

PROGRAMAS Y SERVICIOS PARA DISCAPACITADOS

EXT. 2335

Los estudiantes con limitaciones debido a una discapacidad pueden recibir servicios de apoyo e instrucciones de los Programas y Servicios para Estudiantes Discapacitados. Son atendidos aquellos estudiantes con problemas de movilidad, visuales, auditivos, del habla, psicológicos, y otros problemas de salud, así como discapacidades de aprendizaje y desarrollo. Los

Programas y Servicios para Estudiantes Discapacitados (DSPS) han estado en funcionamiento en Cerritos College desde 1969. Para obtener información o una cita, llame al (562) 860-2451, ext. 2335; (562) 274-7164 (VP); (562) 467-5006 (FAX); o visite nuestro sitio web en www.cerritos.edu/dsps.

AYUDA FINANCIERA

EXT. 2397

La Oficina de Ayuda Financiera ofrece becas, trabajo y oportunidades de estudio, préstamos y becas otorgadas por los gobiernos federales y estatales y agencias locales. La Solicitud Gratuita de Ayuda Federal para Estudiantes (FAFSA) puede llenarse en la web en www.fafsa.gov. El código de Cerritos College es 001161. El horario de la Oficina de Ayuda Financiera es Lunes a Jueves, 8 a.m. – 7 p.m.; Viernes, 8 a.m. – 12 p.m. El colegio estará cerrado los Viernes de Mayo 27 a Agosto 5. 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 el colegio durante las noches o fines de semana. Permisos de estacionamiento para un sólo día pueden obtenerse en los dispensadores situados en los estacionamientos para estudiantes. Los dispensadores aceptan monedas de \$.25 o billetes de \$1 (Los dispensadores no proveen cambio o devoluciones). Dispensadores en lotes C-1, C-2, C-5, y C-10 también aceptan tarjetas de crédito. 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. CERRITOS COLLEGE NO ASUME NINGUNA RESPONSABILIDAD Y NO ES RESPONSABLE POR DAÑOS O ROBO DE NINGÚN VEHÍCULO O SUS CONTENIDOS. Favor de consultar el catálogo del colegio para obtener más información con respecto a estacionamiento.

If you have questions or need information in Spanish about Cerritos College, please call the Admissions and Records Office at (562) 860-2451, extension 2211. Office hours are Monday through Thursday, 8 a.m. – 7 p.m.; Friday, 8 a.m. – 12 p.m. The college will be closed on Fridays from May 27 through August 5. Additional information is available in Spanish on pages 14-18.

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 a Jueves, 8 a.m. – 7 p.m.; Viernes, 8 a.m. – 12 p.m. El colegio estará cerrado los Viernes de Mayo 27 a Agosto 5. Información adicional está disponible en español en las páginas 14-18

DISABLED STUDENT PROGRAMS AND SERVICES

Individuals with educational limitations due to a disability may receive support services and instruction from Disabled Student Programs and Services (DSPS) at Cerritos College. Disabilities served include: mobility, vision, hearing, speech/language, psychological, health-related, learning, developmental/intellectual, and acquired brain injuries. Students who wish to apply for DSPS services should come to the Liberal Arts/DSPS building to pick up a New Student Packet. For further information, contact DSPS at (562) 860-2451, ext. 2335; (562) 274-7164/VP; or visit our website at <http://www.cerritos.edu/dsps/>.

DSPS Services:

DSPS determines reasonable accommodations on a case by case basis by reviewing the disability verification documentation and an interactive process with each student. Following are some of the supportive services which may be approved as reasonable accommodations, depending on the nature of the student's educational limitations, to assure access to educational activities at Cerritos College:

- *Notetakers*
- *Testing accommodations*
- *Materials in alternate format*
- *Assistive technology*
- *Sign language interpreters*
- *Assistive listening devices*
- *Priority enrollment*
- *Academic adjustments*

Additional services available through DSPS may include:

- *Counseling*
- *Enrollment assistance*
- *Illness notification*
- *Instructor liaison*
- *Assistive technology training*

Instructional Offerings:

Access Learning Courses (ACLR in the Schedule of Classes)

ACLR 86 – Introduction to Universal Design for Learning – 2.0 units

ACLR 87 – Using Scan-Read Technologies in Universal Design for Learning – 2.0 units

ACLR 90 – Orientation for Students with Disabilities – 1.0 unit

ACLR 91 – Career Exploration for Students with Disabilities – 1.0 unit

Adapted Physical Education Courses (PEX in the Schedule of Classes)

PEX 100 – Sedentary Activities for Students with Disabilities – 1.0 unit

PEX 101 – Wheelchair Activities – 1.0 unit

PEX 102 – Adapted Cardiovascular Exercise – 1.0 unit

PEX 103 – Adapted Strength Training – 1.0 unit

PEX 104 – Adapted Strength and Relaxation – 1.0 unit

PEX 103 – Adapted Swimming – 1.0 unit



Disabled Student Programs and Services is now located in the Liberal Arts/DSPS Building.

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

SUCCESS CENTER

Do you need tutoring for any of your Cerritos College courses? Do you need help managing your time efficiently? Do you need to learn how to take good lecture notes or learn how to better study from your textbook? Do you need help dealing with the stress of going to college? The Success Center can provide the answers and the help that you're looking for. All Cerritos College students may attend any of the free services listed below. Visit the Success Center, located in the LRC, for more information or visit the Center's website at www.cerritos.edu/sc.

Individualized Instruction from Faculty

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

Technology Training & Computer Proficiency

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

Support for Online Students

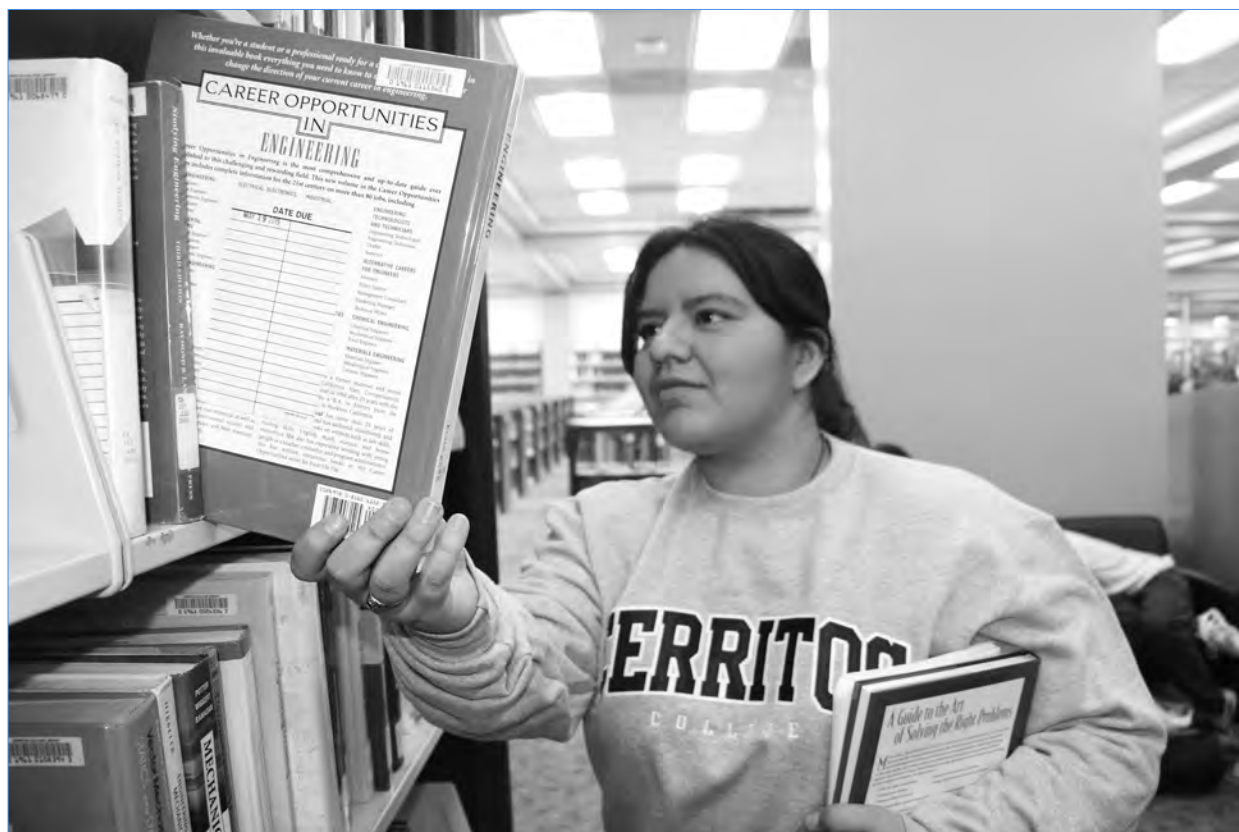
Walk-in support for online students
Online tutoring on TalonNet
Online FAQ's

Tutorial Services

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

Workshops

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



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 the student newspaper. Students are encouraged to participate in campus clubs and organizations. The club program is an ever-growing phase of campus life, with new clubs forming every year. With more than 60 clubs, students are provided the opportunity to become involved in curricular, special interest, and social programs. The Inter-Club Council meets regularly to give all clubs and organizations the chance to share their activities collectively. For additional information about the ASCC and campus clubs, please stop by the Office of Student Affairs, or call (562) 860-2451, ext. 2473.

STATEMENT OF STUDENT RIGHTS AND RESPONSIBILITIES PREAMBLE

The community college exists for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students should be encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth and knowledge.

Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility so as not to endanger the rights, goals, and beliefs of other students.

Cerritos College is open to all qualified students regardless of national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics, or any other status protected by law in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.

CLASSROOM RIGHTS AND RESPONSIBILITIES

The professor in the classroom and in conference should permit free discussion, inquiry, and expression of thought by the student. Student performance should be evaluated solely on an academic basis, not on opinions or willingness to accept professors' personal beliefs, or conduct unrelated to academic standards. Students should be free to take reasoned exception to the data or views offered in any course of study for which they are enrolled and for maintaining standards of academic performance established for each course in which they are enrolled. The student has the right to have the course taught in a systematic, meaningful manner and to know at the beginning of the course those academic standards required of the student in the course.

Administrative staff and faculty members should respect confidential information about students, such as student views, beliefs and political associations, that is acquired in the course of their work. Transcripts of academic records should contain only information about academic status.

ON THE CAMPUS RIGHTS AND RESPONSIBILITIES

Students should be free to examine and discuss all questions of interest to them, and express opinions publicly and privately. They should be

free to organize and join associations to promote their common interests. The membership, policies and actions of a student organization will be determined by vote of only those persons who hold bona fide membership in that college organization. Campus advisors shall advise organizations in the exercise of their rights and responsibilities.

Student organizations shall be required to submit a statement of purpose, criteria for membership, rules of procedures, a current list of officers, and the advisor shall certify the list of verified members. Campus organizations should be open to all students.

Students and student organizations should be free to support causes by orderly means which do not disrupt the regular and essential operation of the college. Student organizations shall have the right to recommend, invite, and hear any person of their own choosing as long as such speakers and topics are in accordance with federal, state and local laws, and guarantee the safety of students and protection of public property. Guest speakers invited by students or student organizations should be 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.

STUDENT SERVICES AND POLICIES

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 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. The student should refer to "Student Grade Grievance Procedure."

The determination of whether the Statement of Grievance presents sufficient grounds for a hearing shall be based on the following:

- The statement contains facts which, if true, would constitute a grievance under these procedures;
- The grievant is a student, which includes applicants and former students;
- The grievant is personally and directly affected by the alleged grievance;
- The grievance was filed in a timely manner;
- The grievance is not clearly frivolous, clearly without foundation, or clearly filed for purposes of harassment.

If the grievance does not meet each of the requirements, the Office of Student Conduct and Grievance or ASCC Chief Justice or designee shall notify the student in writing of the rejection of the request for a grievance hearing, together with the specific reasons for the rejection and the procedures for appeal.

GRIEVANCE PROCEDURE (EXCEPT GRADES AND GRADING, SEXUAL HARASSMENT, AND OTHER ILLEGAL DISCRIMINATION):

STEP I - INFORMAL ACTION

- A. The student with a grievance shall first attempt to resolve the matter by informal discussion with the employee(s) involved.
- B. If the problem is not resolved in step I-A, the student shall then attempt to resolve the matter by informal discussion with the person at the lowest level of supervisory authority for the person with whom there is a complaint.
- C. If the grievant still believes the issue has not been resolved satisfactorily after Step I-B, a student Statement of Grievance Form may be obtained from the Office of Student Conduct and Grievance. After completion of the Form, specifying the time, place, nature of the complaint and remedy or correction requested, it should be submitted to the Dean of Student Services who will send a copy of the written statement to the ASCC Supreme Court Chief Justice and the Vice President of Academic Affairs. This statement must be submitted within 30 instructional days after the grievant has become aware of the act or condition on which the complaint is based. An instructional day is defined as any day Monday through Friday that all normal college business is conducted, both in the classroom and administrative offices. All weekend days and college holidays are excluded.
- D. The ASCC Chief Justice or Court designee shall attempt to resolve the problem through informal meeting and discussion among the

pertinent parties while remaining neutral on all issues involved. This informal meeting and discussion is intended to include the levels of management or administration concerned with the problem and should be completed within ten instructional days, as such days are defined herein. In the event the informal procedure fails, the formal procedure may be implemented.

STEP II - FORMAL ACTION

A. PRELIMINARY STEPS

1. If the grievant does not believe the grievance has been resolved, the grievant may request Step II-Formal Action through the ASCC Chief Justice. The Chief Justice upon receiving the request of the grievant shall call a meeting of the Student Grievance Hearing Committee. The Hearing Committee will be composed in the following manner:
 - ASCC Chief Justice or designee and two Court Justices or designees,
 - the Vice President of Academic Affairs or administrative designee,
 - the Faculty Senate President or Senate designee, and
 - one Faculty Senate member, chosen by the Faculty Senate.

If replaced per section II.A.5. herein, the ASCC Chief Justice or designee or Court Justices or designees substitute(s) shall be appointed by the ASCC Court.

2. The Chief Justice or designee shall serve as the Hearing Committee Chair, but shall have no vote in committee decisions. The five voting members of the Hearing Committee may be selected within the first six weeks of the academic year. Names selected by the Faculty Senate are to be submitted to the Chief Justice. Members of the Committee are to serve for an academic year.
3. The Vice President of Academic Affairs or administrative designee shall serve as Hearing Committee Executive Secretary. The Executive Secretary, a voting member of the committee, shall be responsible for keeping necessary records of committee hearings and assist the ASCC Chief Justice in the conduct of the hearing.
4. Grievance Committee members are to deal with all grievances in a confidential manner, except when both parties agree to a public hearing or otherwise required by law.
5. No person shall serve as a member of a Hearing Committee if that person has been personally involved in any matter giving rise to the grievance, has made any statement on the matters at issue, or could otherwise not act in a neutral manner. Any party to the grievance may challenge for cause any member of the hearing committee prior to the beginning of the hearing by addressing a challenge to the Hearing Committee Chair, who shall determine whether cause for disqualification has been shown. If the Hearing Committee Chair determines that sufficient grounds for removal of a member of the committee have been presented, the Hearing Committee Chair shall remove the challenged member or members and request a substitute from the original appointing constituent group.

B. FORMAL HEARING

The Hearing Committee shall conduct its proceedings according to the following procedures:

1. The Hearing Committee must meet within 15 instructional days after informal action has been completed and the grievant has requested a formal hearing.

STUDENT SERVICES AND POLICIES

2. The Chair must notify the parties involved within five instructional days before the hearing of the date, time, and location of the hearing and must include a copy of the written complaint, a copy of the Statement of Student Rights and Responsibilities, and copy of the Grievance Procedure.
3. Four members shall constitute a quorum by which Hearing Committee business may proceed. The quorum must include at least one student member, one faculty member, and one administrative member.
4. The members of the Hearing Committee shall be provided with a copy of the grievance and any written response provided by the respondent before the hearing begins.
5. Both parties shall have the right to present personal statements, testimony, evidence, and witnesses. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted. Unless the Hearing Committee determines to proceed otherwise, each party to the grievance shall be permitted to make an opening statement. Thereafter, the grievant or 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 Dean of Student Services, either by audio recording or stenographic recording, and shall be the only recording made. No witness who refuses to be recorded may be permitted to give testimony. The audio or stenographic recording shall remain in the custody of the District, at all times, unless released to a professional transcribing service. Any recognized party to the grievance may request a copy of the recording.
8. The Hearing Committee Chair shall, at the beginning of the hearing, ask each person present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name.
9. The Hearing Committee shall discuss the stated grievance(s), hear testimony, examine witnesses, and receive all available evidence to the charge.
10. The hearing shall be closed to the public unless otherwise agreed upon in writing by both parties.
11. The Hearing Committee shall make decisions in private. The Hearing Committee shall write up findings and decisions. Copies of findings and decisions, including majority and minority reports, are to be sent to each party and the appropriate Vice President. The Hearing Committee's decision(s) shall be final unless appealed.
12. A recording of the proceedings shall be kept in a confidential file in the Office of Student Conduct and Grievance and shall be available at all times to parties directly involved. All documents, communications, and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants. After a period of four years, the grievance file shall be destroyed.
13. Reprisals of any kind will not be taken by the District or any of its agents against any party of interest or any other participant in the grievance procedure by reason of such participation.
14. Evidence and testimony given in each case presented shall not be the sole cause of initiating or filing further grievances.
15. If the grievant does not act within the time limits provided herein, the ability to proceed with the grievance shall be terminated and no further action will be taken.
16. The number of instructional days indicated at each step herein should be considered a maximum and every effort must be made to expedite the process. Time limits may be extended by mutual consent in writing or by decision of the Hearing Committee.
17. The Hearing Committee should attempt to reach a decision by discussion and consensus on a workable solution. Voting should be a last course of action.
18. If in the course of the proceedings a student graduates before a solution is found, the student shall not be denied full consideration under this policy. A student may also submit a grievance after graduation if the grievance did not become known until that time. However, it must be submitted within 30 instructional days after the grievant should have reasonably become aware of the act or condition on which the complaint is based.

APPEALS PROCESS

1. If a party wishes to formally appeal a recommendation of the Hearing Committee, an appeal must be submitted within ten instructional days to the appropriate Vice President provided the appropriate Vice President is not a direct party to the grievance. If the appropriate Vice President is a direct party to the grievance, and either party is dissatisfied with the recommendation of the Hearing Committee, an appeal may be submitted to a Vice President/Assistant Superintendent not a direct party to the grievance.
2. Upon receiving the findings and recommendations of the Hearing Committee, and after examination of the appeal as requested by either party, the appropriate Vice President or alternate may accept or reject the Hearing Committee's decision.
3. If the appropriate Vice President or alternate rejects the Hearing Committee's decision, he or she shall submit his/her decision with the stated reasons for objections to the Hearing Committee within ten instructional days. The Hearing Committee shall within ten instructional days reconsider its decision(s) and submit its decisions to the appropriate Vice President for a final decision.
4. The appropriate Vice President shall transmit his or her final decision to the parties within ten instructional days.
5. An appeal of the appropriate Vice President's decision may be submitted to the President/Superintendent by either party within five instructional days of the appropriate Vice President's decision. The President/Superintendent shall transmit his or her final decision to the parties within ten instructional days.
6. An appeal of the President/Superintendent's decision may be submitted to the Board of Trustees by either party within five instructional days of the President/Superintendent's decision.

STUDENT SERVICES AND POLICIES

The Board of Trustees may review an appeal for two consecutive regular Board meetings before making a final determination of the matter at the District level.

7. The President/Superintendent or designee, or the Board of Trustees may reject a Hearing Committee decision only after reviewing a transcription of the involved hearing.

STUDENT GRADE GRIEVANCE PROCEDURE

A student of the College may present a grade grievance. The California Education Code, Section 76224, quoted, states clearly the conditions upon which grades or grading can be questioned.

“When grades are given for any courses of instruction taught in a community college district, the grade given to each student shall be determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetence, shall be final.” “Mistake” may include, but is not limited to, errors made by an instructor in calculating a student’s grade and clerical errors.

STEP I – INDIVIDUAL ACTION

A student who believes a final course grade was assigned due to mistake, fraud, bad faith, or incompetence shall meet with the faculty member to resolve his/her concern.

STEP II – MANAGEMENT ACTION

1. The student will obtain a Grade Grievance Form from the Office of Student Conduct and Grievance.
2. The student must return the Grade Grievance Form to the Office of Student Conduct and Grievance within 30 instructional days after the completion of the course about which the grade grievance is filed. An instructional day is defined as any day Monday through Friday that all normal college business is conducted, both in the classroom and in the administrative offices. All weekend days and college holidays are excluded.
3. The Dean of Student Services, or designee, will meet with the student and review the completed Grade Grievance Form. If the student wishes to pursue the grievance, the Dean of Student Services, or designee, will sign and date the Form.
4. The Dean of Student Services, or designee, 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 Dean of Student Services, or designee, 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.

ADDITIONAL INFORMATION

Most complaints, grievances, and disciplinary matters should be resolved at the college level. If a complaint does not fall into one of the college’s established procedures, it may be addressed in writing to the President/Superintendent. Individuals are strongly encouraged to make every attempt to resolve matters through the appropriate administrative processes.

Matters that are not resolved at the college level may be submitted to one or more of the following agencies for consideration:

- The Accrediting Commission for Community and Junior Colleges (ACCJC) at <http://www.accjc.org/complaint-process>, if the complaint is associated with the institution’s compliance with academic program quality and accrediting standards. The ACCJC is the agency that accredits the academic programs of the California Community Colleges.
- If the complaint does not concern the college’s compliance with academic program quality and accrediting standards, it may be directed to the California Community Colleges Chancellor’s Office by completing the web form found at <http://californiacommunitycolleges.cccco.edu>.

STANDARDS OF CONDUCT

The President/Superintendent shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the state and federal laws and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

A complainant or witness who participates in an investigation of sexual assault, domestic violence, dating violence, or stalking will not be subject to disciplinary sanctions for a violation of the District’s student conduct policy at or near the time of the incident, unless the District determines that the violation was egregious, including but not limited to, an action that places the health or safety of any other person at risk or involves plagiarism, cheating, or academic honesty.

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.

STUDENT SERVICES AND POLICIES

The Board of Trustees shall consider any recommendation from the President/Superintendent for expulsion. The Board of Trustees shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board of Trustees on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the College catalog and other means.

Students enrolling in Cerritos College assume an obligation to abide by all District regulations on District-owned or controlled property or at District-sponsored or supervised functions.

Students who fail to adhere to District regulations are subject to disciplinary actions.

In all disciplinary actions, the student shall be informed of the nature of the charges against him/her and given a fair opportunity to refute them. The District shall not be arbitrary in its actions.

The following conduct while on District-owned or controlled property or at District-sponsored or supervised functions shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student.

1. Assault, battery, or any threat of force or violence, or causing, attempting to cause, or threatening to cause physical injury to another person, in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.
2. Possession, use, sale, or otherwise furnishing any firearm, knife, explosive, or other dangerous object or chemical, including but not limited to any facsimile firearm, knife, or explosive on District-owned or controlled property or at District-sponsored or supervised functions without the prior authorization of the President/Superintendent or designee.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging, or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code, Section 11014.5.
4. Committing or attempting to commit robbery or extortion.
5. Theft, attempted theft of, or willful damage to District property or property in the possession of, or owned by, a member of the college community or knowingly receiving stolen property or private property on District premises.
6. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the District.
7. Committing sexual harassment as defined by law or by District policies and procedures in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.
8. Engaging in harassing or discriminatory behavior based on national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics, or any other status protected by law in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.
9. Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.
10. Willful misconduct that results in injury or death to a student, client, patient, visitor, guest, or to District personnel or that results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
11. Endangering a student, client, patient, visitor, guest, or District employee or contributing to or causing harm to the health, safety, and/or well-being of such others.
12. Disruptive behavior, continual or willful disobedience and/or persistent defiance of the authority, habitual profanity or vulgarity, or abuse of District personnel or where the presence of the student causes a continuing danger to the physical safety of students or others.
13. Cheating, or engaging in other academic dishonesty including copying from another's work; discussion prohibited by the instructor; obtaining exam copies without permission; and using notes, other information, or devices that have been prohibited.
14. Misrepresentation and/or impersonation, including arranging for or allowing another individual to impersonate or otherwise misrepresent himself or herself to be a student generally or to be a particular student either in person or in an online environment, and/or impersonating or otherwise misrepresenting oneself to be another person in person or in an online environment.
15. Plagiarism, in individual or group work or in a student publication, including the act of taking the ideas, words or specific substantive material of another and offering them as one's own without giving credit to the source.
16. Dishonesty; forgery; alteration or misuse of District documents, records, or identification; or knowingly furnishing false information to the District.
17. Unauthorized entry upon, into, or use of District facilities, either in person or in an online environment.
18. Lewd, indecent or obscene conduct on District-owned or controlled property; or at District-sponsored or supervised functions; or directed at and for the purpose of harming another individual or group associated with the District, whether carried out in person or in an online environment, and whether or not the location is associated with the District.
19. Engaging in expression that is obscene, libelous or slanderous, or that so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.
20. Persistent serious misconduct where other means of correction have failed to bring about proper conduct.
21. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any Board policy or administrative procedure.

STUDENT SERVICES AND POLICIES

22. Unauthorized use of audio, video or other listening, recording or transmitting device in any classroom, service area, or District activity without prior consent of the instructor, service area manager, or activity advisor except as necessary for reasonable accommodation.
23. Failure, as a person involved in sexual activity, to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent.
 - Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent. "Affirmative consent" means affirmative, conscious, and voluntary agreement to engage in sexual activity.
 - a. In the evaluation of complaints in any disciplinary process, it shall not be a valid excuse to alleged lack of affirmative consent that the accused believed that the complainant consented to the sexual activity under either of the following circumstances:
 - i. The accused's belief in affirmative consent arose from the intoxication or recklessness of the accused.
 - ii. The accused did not take reasonable steps, in the circumstances known to the accused at the time, to ascertain whether the complainant affirmatively consented.
 - b. In the evaluation of complaints in the disciplinary process, it shall not be a valid excuse that the accused believed that the complainant affirmatively consented to the sexual activity if the accused knew or reasonably should have known that the complainant was unable to consent to the sexual activity under any of the following circumstances:
 - i. The complainant was asleep or unconscious.
 - ii. The complainant was incapacitated due to the influence of drugs, alcohol, or medication, so that the complainant could not understand the fact, nature, or extent of the sexual activity.
 - iii. The complainant was unable to communicate due to a mental or physical condition.
24. Sexual assault, defined as actual or attempted sexual contact with another person without that person's consent, regardless of the victim's affiliation with the college; and, effective January 1, 2016, regardless of whether such conduct is related to college activity or college attendance; including, but not limited to, any of the following: (1) Intentional touching of another person's intimate parts without that person's consent or other intentional sexual contact with another person without that person's consent. (2) Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent. (3) Rape, which includes penetration, no matter how slight, without the person's consent, of either of the following: (A) The vagina or anus of a person by any body part of another person or by an object. (B) The mouth of a person by a sex organ of another person.
25. Sexual exploitation, defined as a person taking sexual advantage of another person for the benefit of anyone other than that person without that person's consent, regardless of the victim's affiliation with the college; and, effective January 1, 2016, regardless of whether such conduct is related to college activity or college attendance; including, but not limited to, any of the following: (1) Prostituting another person. (2) Recording images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness without that person's consent. (3) Distributing images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not consent to the disclosure and objected to the disclosure. (4) Viewing another person's sexual activity, intimate body parts, or nakedness in a place where that person would have a reasonable expectation of privacy, without that person's consent, and for the purpose of arousing or gratifying sexual desire.
26. Misrepresentation of oneself or of an organization to be an agent of the District.
27. Continued disruption on or off District property of the District's educational or student services activities, administrative functions and procedures, public service functions, authorized curricular or co-curricular activities, other functions, or prevention of authorized guests from carrying out the purpose for which they are on District property.
28. Abuse of any person, or any possession of any person, on District-owned or controlled property.
29. Violation of state or local laws, Board policies, or administrative procedures concerning the registration of student organizations, the use of District facilities, or the time, place, and manner of public expression.
30. Abusive behavior directed toward coercion of, or hazing of, or bullying of a member of the college community, in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.
31. Violation of Board policies or administrative procedures governing the use of student user accounts, computers, and telecommunication resources, including but not limited to the unauthorized entry, opening, or viewing of a file; the unauthorized use of another individual's identification and password; arranging for, allowing, and/or impersonation of one person by another; sending obscene or abusive messages or files; and/or use of computing facilities to interfere with the work of another student or employee of the District.
32. Engaging in physical or verbal disruption, intimidation, or harassment of such severity or pervasiveness as to have the purpose or effect of unreasonably interfering with a student's academic performance, or District employee's work performance, or of creating an intimidating, hostile or offensive educational or work environment, in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.

33. Violation of a duly issued restraining order, stalking, and/or a pattern of conduct with intent to follow, alarm, or harass another person, and which causes the person to reasonably fear for his or her safety, and where the pattern of conduct persisted after the person has demanded that the pattern of conduct cease.
34. Failure to identify oneself when requested to do so by District officials acting in the performance of their duties.
35. Any other cause not listed above which is identified as "Good Cause" by the Education Code or that disrupts the college, its 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.

Your success depends on a combination of the skill and knowledge of your instructors, and your own hard work. You will reach your future goals only if you gain new knowledge from every course you take. That knowledge becomes yours and can be used by you, only if it is gained through your own personal efforts. Receiving a grade in a course, without acquiring the knowledge that goes with it, diminishes your chances for future success.

While in college, you are also shaping the principles which will guide you throughout the rest of your life. Ethical behavior and integrity are a vital part of those principles. A reputation for honesty says more about you, and is more highly prized, than simply your academic skills.

For this reason, academic honesty is taken very seriously by the Cerritos College faculty. The following guidelines have been prepared so that you will understand what is expected of you in maintaining academic honesty.

Academic Dishonesty is normally to be dealt with as an academic action by the instructor, reflected in the student's grade in the particular course, rather than through college disciplinary procedures. No specific departmental, divisional or institutional procedures are established for academic dishonesty other than the normal process for review and appeal of an instructor's grading procedures.

Academic Dishonesty is defined as the act of obtaining or attempting to obtain credit for work by the use of any dishonest, deceptive, or fraudulent means. Examples of academic dishonesty would include, but not be limited to the following:

- Copying, either in part or in whole, from another's test or examination;
- Discussion of answers or ideas relating to the answers, on examination or test when such discussion is prohibited by the instructor;
- Obtaining copies of an exam without the permission of the instructor;
- Using notes, "Cheat sheets," or otherwise utilizing information or devices not considered appropriate under the prescribed test conditions;
- Altering a grade or interfering with the grading procedures in any course;
- Allowing someone other than the officially enrolled student to represent the same;
- Plagiarism, which is defined as the act of taking the ideas, words or specific substantive material of another and offering them as one's own without giving credit to the source.

Options may be exercised by the faculty member to the extent that the faculty member considers the cheating or plagiarism to manifest the student's lack of scholarship or to reflect on the student's lack of academic performance in the course. One or more of the following actions are available to the faculty member who suspects a student has been cheating or plagiarizing:

1. Review-no action.
2. An oral reprimand with emphasis on counseling toward prevention of further occurrences.
3. A requirement that work be repeated.
4. A reduction of the grade earned on the specific work in question, including the possibility of no credit for the work.
5. A reduction of the course grade as a result of item 4 above, including the possibility of a failing grade for the course.
6. Referral to the Office of Student Conduct and Grievance for further administrative action, such as suspension or expulsion.

STUDENT DISCIPLINE PROCEDURES

Student conduct programs should contribute to the teaching of appropriate individual and group behavior as well as to protecting the campus community from disruption and harm. The Programs should be conducted in ways that will serve to foster the ethical development and personal integrity of students and the promotion of an environment that is in accord with the overall educational goals of the institution.

The Office of Student Conduct and Grievance is responsible for the student conduct and disciplinary procedures of the college. Inquiries should be directed to the Dean of Student Services in the Office of Student Affairs.

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 Student Conduct and Grievance.
2. The Dean of Student Services (Disciplinary Officer), or designee, shall determine if there exists good and sufficient reason to initiate disciplinary action and the student should be notified of such actions.

Disciplinary Probation – 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 Student Conduct and Grievance.
2. The nature of the misconduct, dates, times and places, and length of probation shall be placed in writing. Written copies shall be sent to the student and copies filed with the Office of Student Conduct and Grievance.

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 Division Dean shall immediately report the removal to the Office of Student Conduct and Grievance for appropriate action such as official reprimand, suspension, or recommendation of expulsion.

STUDENT SERVICES AND POLICIES

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.
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 indefinite.
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 a 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.

Smoking, including the use of electronic cigarettes or other emission-producing products or devices, is prohibited within 20 feet of any exit, entrance, operable window, or ventilation intake of any campus building or structure; in any enclosed area on campus, including lobbies, lounges, courtyards, waiting areas, stairwells, and restrooms that are a part of any building or structure; and in all District vehicles, including gasoline or electric carts.

STUDENT SERVICES AND POLICIES

STUDENT CONDUCT AND GRIEVANCE

Information regarding student rights and responsibilities is available from the Dean of Student Services. The dean is available to meet with you to explain the "System" and your rights with regard to student grievances, student conduct and academic-related student grievances. This office also serves as a source of information and/or referral for all student problems and concerns. The office is located in the Office of Student Affairs. Inquiries should be directed to the Dean of Student Services in the Office of Student Affairs or by calling (562) 860-2451, ext. 2473.

TITLE IX POLICY

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity receiving Federal financial assistance." (Title IX of the Educational Amendments of 1972 to the 1964 Civil Rights Act)

It is the policy of the State of California to afford all persons, regardless of their sex/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. Title IX prohibits discrimination based on sex in educational programs and activities that receive Federal financial assistance. Examples of programs and activities that are subject to Title IX include admissions, recruitment, financial aid, academic programs, athletics and employment. Title IX also protects students from sexual harassment, including sexual violence, such as rape, other forms of sexual assault, sexual battery and sexual coercion.

Title IX Coordinator

Cerritos College's Title IX Coordinator monitors and oversees the college's compliance with Title IX and the prevention of sex harassment and discrimination, including the coordination of education and training activities and the response to Title IX complaints. Students, faculty, administrators, staff, or others who participate in the District's educational programs and activities with questions, concerns, or complaints about sex discrimination, sex harassment or sexual misconduct are encouraged to contact the Title IX Coordinator at:

Director of Diversity, Compliance, and Title IX Coordinator
Cerritos College, 11110 Alondra Blvd., Norwalk, CA 90650
(562) 860-2451, ext. 2284; (562) 467-5003 Fax

EQUAL OPPORTUNITY POLICY

Cerritos College does not discriminate in educational and employment opportunities on the basis of national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics, or any other status protected by law in person or in an online environment and, when the victim or victims are associated with the District, whether or not the location is associated with the District.

The District is strongly committed to achieving staff diversity and the principles of equal opportunity education and employment. The District encourages a diverse pool of applicants for employment and does not discriminate in any of its policies, procedures, or practices. The District encourages applications from all segments of qualified people and Board Policies 3410 and 3420 prohibit discrimination and promote equal opportunity.

Questions concerning the application of the policy may be addressed to the Office of Human Resource Services by calling: (562) 860-2451, ext. 2284.

SECTION 504/508/AMERICANS WITH DISABILITIES ACT

Under Section 504/508/ADA of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, Cerritos College will take all necessary steps to ensure that no student with a verified disability is denied the benefits of, excluded from participation in, or otherwise subjected to discrimination because of the absence of auxiliary aids or academic accommodations. The decision to authorize such aids or accommodations is the responsibility of the Disabled Student Programs and Services (DSPS) Dean, Disability Specialist, or DSPS counselor after a review of documentation verifying the disability and any resulting educational limitations.

It is the responsibility of the student with a verified disability and resultant educational limitation to apply for DSPS assistance in the Liberal Arts/DSPS Building and to file a request for accommodations with DSPS via the college form entitled "Disabled Student Programs and Services – Application for Services". The request should be completed with adequate notice provided for an effective response. Classroom related requests will be reviewed for approval on the "Service Request Form".

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 Dean of Disabled Student Programs and Services at ext. 2334, or the Director of Diversity, Compliance, and Title IX Coordinator at ext. 2276.

Section 504/508 Complaint Procedure

The student should first discuss the complaint regarding discrimination due to a disability with the individual (s) involved or with the Director of Diversity, Compliance, and Title IX Coordinator at ext. 2276. The Director may contact all parties concerned and attempt to reach some resolution of the problem. If the complaint cannot be resolved within ten working days, the complaining party may then proceed to file a formal complaint with the Director of Diversity, Compliance, and Title IX Coordinator. 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.
- Sexual assault, including rape, sexual battery, and threat of sexual assault; dating violence; domestic violence; stalking; and failure to have affirmative consent.
- Being hit, otherwise assaulted, violently attacked, and/or murdered by another under the influence.
- Sexual activity without protection against HIV, hepatitis (A, B, and C), and other STDs.
- Unsafe interactions with medications, including more than 150 medications that should not be mixed with alcohol.
- Binge and other drinking behaviors leading to ingestion of toxic amounts of alcohol, which can lead to alcohol poisoning, with effects including mental confusion, stupor, coma, inability to be roused, vomiting, seizures, slow or irregular breathing, 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 Office of Human Resource Services pursuant to the requirements of law. In addition, employees must notify the District within five (5) calendar days of any conviction for violation of a criminal drug statute occurring in the workplace. The District is required to report any violations of criminal drug or alcohol statutes that occur in the workplace to the United States Department of Education on an annual basis.

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

1. Library
2. Office of Human Resource Services
3. Office of Student Affairs
4. Student Health Services

Alcohol/Drug Abuse Counseling, Treatment, Rehabilitation Information

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

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

CAMPUS PHONE EXTENSIONS

CERRITOS COLLEGE COMMUNICATION CENTER: (562) 860-2451
HOURS: 8:00 a.m. – 7:00 p.m., Monday – Thursday; 8:00 a.m. – 4:30 p.m., Friday
The college will be closed on Fridays from May 27 through August 5.

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	2599
Bookstore	Bookstore	2450
CalWORKs	CalWORKs Office	2593
Career Services	Career Services Center	2356
Child Care	Child Development Center	2583
Community Education	Community Education	5050
Counseling	Counseling Services	2231
Disabled Student Programs and Services	Disabled Student Programs and Services	2335
Distance Education Courses	Distance Education Program	7891
Emergencies	Campus Police	Use emergency phone or dial 911*
Enrollment	Admissions and Records Office	2211
Extended Opportunities Programs and Services	EOPS	2398
Financial Aid and Scholarships	Financial Aid	2397
International Student Advisement	Office of International Student Services	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
Student Body Activities	Office of Student Affairs	2473
Student Conduct and/or Grievance Information	Office of Student Affairs	2476
Student Health Services	Student Health Services Center	2321
Student ID Center	Office of Student Affairs	2471
Transfer Center	Counseling Services	2154
Tutoring	Success Center	7891
Veterans Education	Veterans Resource Center	3716
Withdrawing from College	Admissions and Records Office	2211

DIVISIONS

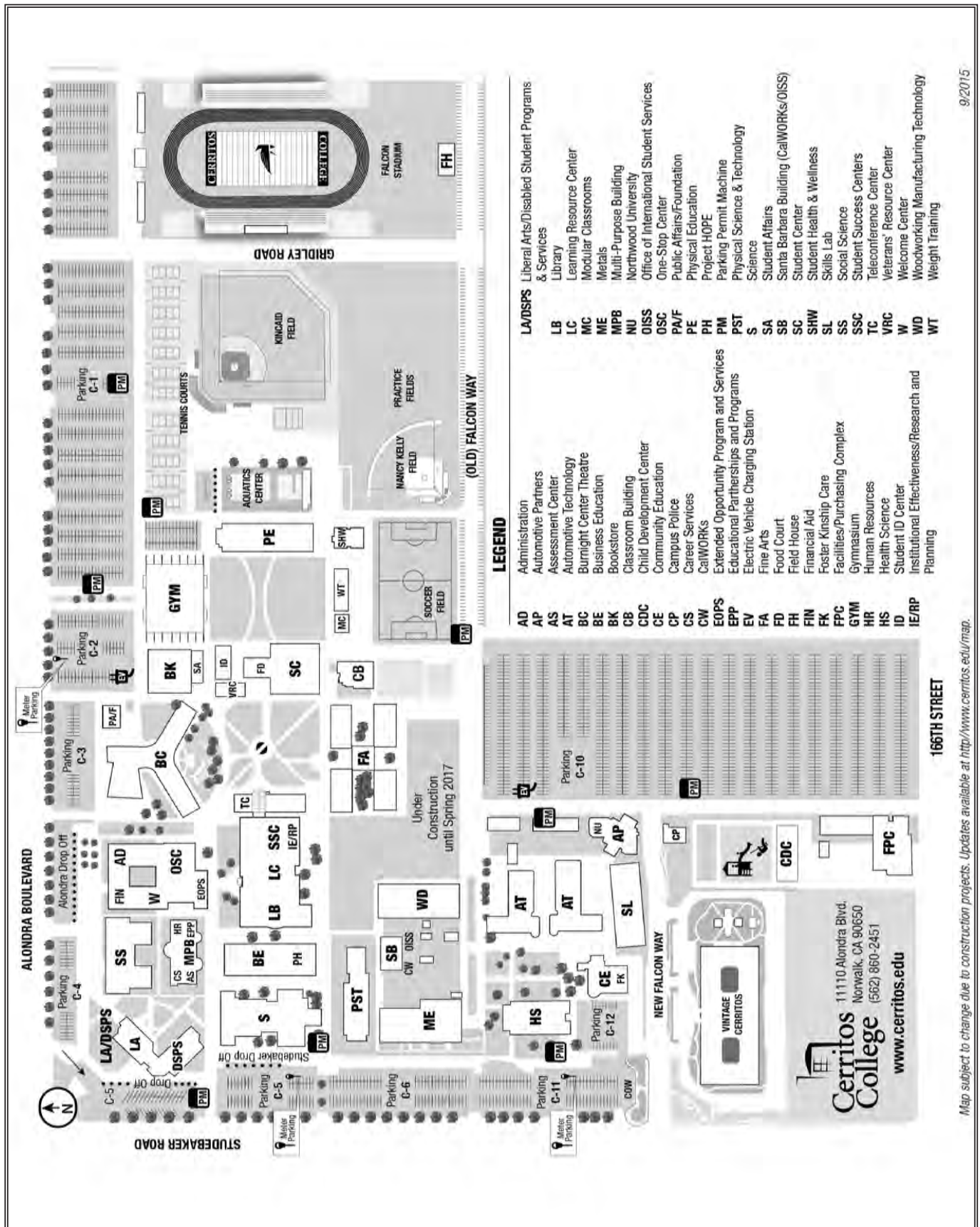
Business, Humanities & Social Sciences Division	Business Education Building	2715/2733
Counseling Division	Administration Building	2231
Fine Arts & Communications Division	Fine Arts Building	2600
Health Occupations Division	Health Science Building	2550
Health, Physical Education, Dance & Athletics Division	Physical Education Building	2859
Liberal Arts Division	Liberal Arts/DSPS 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	Southeast Wing, Southwest Wing, Dance Hall
Burnight Center Building	Lobby/Elevator, Music Wing/Elevator
Business Education Building	North Wing, South Wing
Cafeteria	Student Center
Classroom Building	Hallway
Gym	Southeast Corner
Health Science Building	1st Floor, 2nd Floor, 3rd Floor, East Elevator, West Elevator
Liberal Arts/DSPS Building	1st Floor, North End; 2nd Floor, North End
Library	Elevator East Wing
LRC	Near Center Elevator of Upper/Lower Levels
Multi-Purpose Building	1st Floor, East Exterior near Men's Restroom; 2nd Floor, West End
Physical Education Building	Lobby/Women's Locker Room
Physical Science & Technology Building	1st Floor, West End/East End; 2nd Floor, West End/East End
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



EASY REFERENCE COURSE LISTINGS

COURSE	PAGE	COURSE	PAGE
A		H	
Access Learning	34	Health Education	44
Accounting	34	Health Occupations	45
Administration of Justice	34	History	45
Adult Education	54	J	
American Sign Language	34	Journalism	45
Anatomy and Physiology	34	K	
Anthropology	34	Kinesiology	45
Architecture	35	L	
Art and Design	35	Law	45
Astronomy	35	M	
Athletics	35	Machine Tool Technology	46
Autobody/Collision and Repair	36	Mathematics	46
Automotive Technology	36	Medical Assisting	47
B		Microbiology	47
Biology	37	Music	48
Business Administration	37	N	
Business Communications	38	Northwood University	36
C		Nursing	48
Chemistry	38	P	
Child Development	39	Paralegal (see Law)	45
Chinese	39	Pharmacy Technology	48
Computer and Information Sciences	39	Philosophy	48
Cosmetology	40	Photography	48
Counseling	40	Physical Education	49
Culinary Arts	40	Physics	50
D		Plastics/Composites	50
Dance	41	Political Science	50
Dental Assisting	41	Psychology	50
Dental Hygiene	41	R	
Drafting (see Engineering Design Technology)	42	Radio-Television	51
E		Reading and Study Skills	51
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Engineering Design Technology	42	Speech	52
Engineering Technology	42	T	
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French	44		
G			
Geography	44		
German	44		

Cerritos College Transfer Center Summer-Fall Time Line



June 1 - 30, 2016
CSU application priority filing
period for Winter quarter 2017
applicants, if open.

November 1 - 30, 2016

UC application priority filing
period for Fall 2017
semester/quarter applicants.
Attend UC application workshops.
www.universityofcalifornia.edu/apply



July 1 - 31, 2016

UC application priority filing
period for Winter quarter 2017
applicants, if open. Begin
brainstorming on UC personal
statement.

October 1 - November 30, 2016

CSU application priority filing
period for Fall 2017 semester/quarter
applicants. Attend CSU application
workshops.
www.csumentor.edu



**SAN DIEGO STATE
UNIVERSITY**

August 1 - 31, 2016

CSU application priority filing
period for Spring semester/quarter
2017 applicants, if open.
Begin scholarship research
and applications.

September 2016

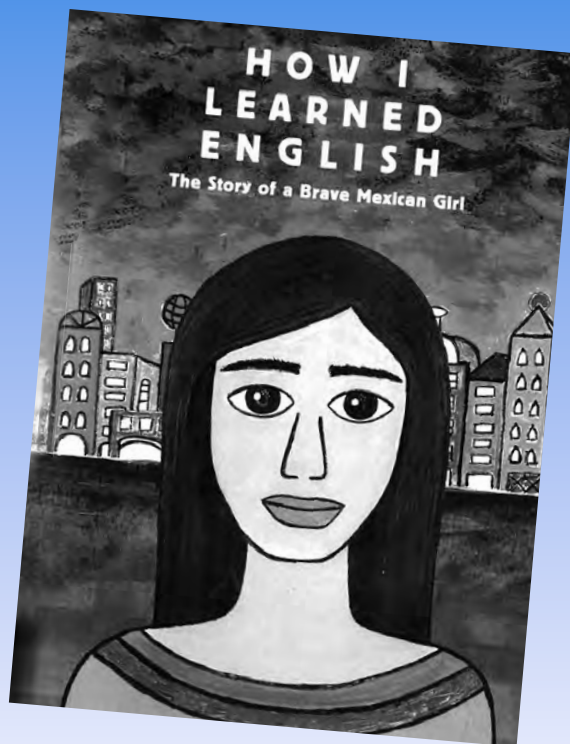
Continue scholarship research
and applicants. UC TAG filing
period Fall 2017.
uctag.universityofcalifornia.edu



Cerritos College Transfer Center

Located in the Administration Building (AD), Quad West
Monday through Thursday, 8 a.m. - 7 p.m.; Friday, 8 a.m. - 2 p.m. Office hours are subject to change.
(562) 860-2451, ext. 2154 • www.cerritos.edu/transfer





How I Learned English: Librarian Pens Her Journey as Immigrant

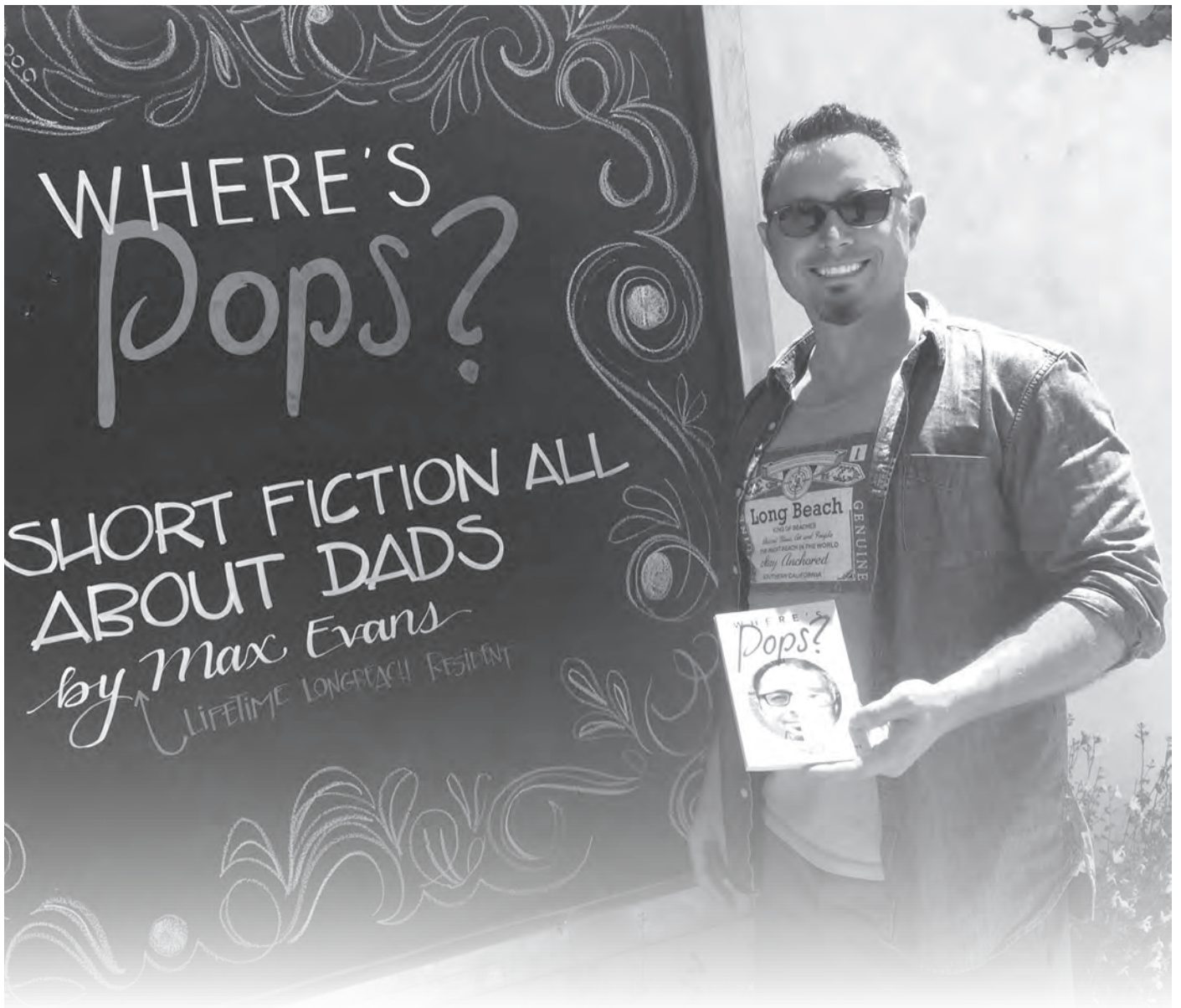
Librarian Paula Massadas Pereira moved from Brazil to the United States with her family when she was 19. She did not think language would be an issue because she had studied English in Brazil, but upon her arrival at the Los Angeles International Airport, she found herself having difficulty communicating in English. At one point in her journey, Paula was even afraid to answer phone calls at home for fear that she would have to speak English.

Taking an English as a Second Language (ESL) class at Cerritos College was a life-changing experience for her. “I learned American culture, vocabulary, pronunciation, and confidence to communicate with people,” she said. In her second semester, Paula landed a library job at the College and later transferred to California State University, Long Beach where she earned a bachelor’s degree in psychology. She received a master’s degree in library science from San Jose State University. She returned to the library as a full-time librarian and now helps ESL students with classes and research.

Paula can now add author to her list of accomplishments. This year, she wrote and self-published *How I Learned English: The Story of a Brave Mexican Girl*.

Working in the library inspired Paula to write her story. As the library’s ESL book coordinator, she noticed that some ESL books don’t address the issues that ESL students go through. Instead of reading those books to English learners, she started sharing her own story and received enthusiastic feedback. The fictional tale is based on her experience as an immigrant. To enhance the learning experience, Paula taught herself to paint and illustrated the book herself.

How I Learned English: The Story of a Brave Mexican Girl was positively reviewed by Library Journal, and some ESL instructors on campus adopted the book as the textbook for their classes. The book is available at the Cerritos College Bookstore and online: www.createpace.com/5410934 and www.paulamassadaspereira.com.



English Instructor Max Evans Pens Book to Inspire ‘Pops’

Max Evans, English instructor, has published his first book titled *Where's Pops?*

Where's Pops? consists of short fictions focused on fathers as central characters. Max was inspired to write about fatherhood because his biological father, who is also named Max Evans and is a writer, did not help raise him in any way. With the book, Max hopes to inspire men to take responsibility for raising their children.

Book sales will fund the Most Valuable Pops (MVP) Scholarship he created through the Cerritos College

Foundation. Max established the scholarship to financially assist a deserving father to achieve his academic goals. “I remember firsthand the uphill battle of raising my son while attending college and working late hours at restaurants,” said Max. Fortunately, he had family support. However, Max witnesses men in his classes drop out every semester due to lack of support. “My quest is that this MVP award will push one father closer to reaching his invaluable potential.”

The book is currently available on his website www.wherespops.com and on Amazon.