

**CURRICULUM AND
REQUIREMENTS
FOR
MAJORS AND
CERTIFICATES**



Curriculum and Requirements for Majors and Certificates

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Curriculum and Requirements for Majors and Certificates

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TRANSFER MAJOR REQUIREMENTS

Information on the Cerritos College courses needed to meet four-year university major preparation requirements for the transfer majors listed below can be found at the following websites:

Transfer Center <http://cms.cerritos.edu/transfer-center/Private/Out-of-State> <http://cms.cerritos.edu/Transfer-Center/includes/Private-Tab.htm>

ASSIST (for CSUs and UCs)

Log on: HYPERLINK "<http://www.assist.org>" www.assist.org

- Select an Institution: select "Cerritos College"
- Select: "Type of Transfer Institution" (a CSU or a UC campus)
- Select a major
- To print, click on 'Print This Report' (top left)
- For additional assistance, see a counselor.

Administration of Justice (Criminal Justice)

Anthropology

Architecture

Art and Design

Biology

Botany

Business Administration

Chemistry

Chicano Studies

Communication Studies

Computer Science

Criminal Justice (see Administration of Justice)

Dance

Dental Hygiene

Economics

Engineering

English

French

Geography

Geology

German

History

Journalism

Mathematics

Microbiology

Music

Nursing

Philosophy

Physical Education

Physics

Political Science

Psychology

Sociology

Spanish

Speech

Theatre Arts

Zoology

CAREER PATHWAYS

In addition, Cerritos College courses needed for career pathways (listed in boldface) can be found at the Transfer Center website address as well <http://cms.cerritos.edu/transfer-center/>. Career pathways inform students of common course requirements for professional preparation which can be completed at Cerritos College. Career Pathways such as pre-medical studies for medical school preparation are not majors offered at the university level and may not meet all requirements for various transfer majors in this area. Some Career Pathways provide students with a listing of the Cerritos College courses that meet requirements for selected professional programs such as Liberal Studies for elementary school teaching. Career Pathways detail courses that may be taken at Cerritos College and that may or may not count toward a specific major for BA/BS degree requirements. Students following a Career Pathway who plan to transfer should also complete the preparation for a major available for the university where they plan to transfer. Career Pathways do not lead to an AA or AS degree. Students should consult with a counselor regarding options for completing a related associate's degree.

Family and Consumer Science (Career Pathway)

Pre-Chiropractic (Career Pathway)

Pre-Dental (Career Pathway)

Pre-Medical (Career Pathway)

Pre-Optometry (Career Pathway)

Pre-Pharmacy (Career Pathway)

Pre-Physical Therapy (Career Pathway)

Pre-Veterinary (Career Pathway)

Social Work - Human Services (Career Pathway)

Teaching Credential Preparation (Career Pathway)



CERTIFICATE OF ACHIEVEMENT

Cerritos College is authorized to award a Certificate of Achievement to any student who satisfactorily completes an organized curricula designed for a specific occupational goal. In order to obtain a Certificate, a student must satisfy the following requirements:

1. Complete the course requirements for the chosen program of study as detailed in the “Programs of Study” section of this catalog.
 2. Maintain a minimum grade point average of “C” (2.0) in all required courses, including a GPA of 2.0 for all departmental courses specified, as well as a 2.0 for all course outside the major designated as requirements in the curriculum pattern.
 3. **A minimum of twelve (12) units of course work within the certificate must be taken at Cerritos College if Certificate of Achievement is to be awarded by this institution.**
 4. Upon completion of required course work, file a “Petition for Certificate of Achievement” form. The petitions are available in the Counseling Center.
 5. Units earned toward the Certificate of Achievement may be applied toward an Associate in Arts Degree.
 6. Credit toward the Certificate of Achievement is not granted for classes taken as part of the Adult Education Program.
 7. Courses completed for a Certificate of Achievement that are also to fulfill requirements for the major in an A.A. Degree must be completed with a grade of Pass, or “C” or better.
3. Completion of a minimum of 18 semester units in an “AA-T” or “AS-T” major as detailed in the Majors, and Certificates section of the catalog. All courses in the major must be completed with a grade of “C” or better or “P” if the course is taken on a “pass-no pass” basis.
 4. Certified completion of the California State University General Education –Breadth pattern (CSUGE Breadth-Plan B) OR the Intersegmental General Education Transfer Curriculum (IGETC-Plan C) pattern.

Students pursuing an ADT in Biology or Chemistry have the option of using CSU General Education or IGETC for STEM. The CSU General Education for STEM requirements can only be used by students pursuing the Biology ADT and the IGETC for STEM requirements can only be used by students pursuing the either the Biology or Chemistry ADT.

REQUIREMENTS FOR THE ASSOCIATE IN ARTS FOR TRANSFER (AA-T) OR ASSOCIATE IN SCIENCE FOR TRANSFER (AS-T)

California Community Colleges are now offering associate degrees for transfer to the CSU. These may include Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree.

California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a CSU program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units.

To find out which CSU campus accepts each degree as similar, please meet with a Cerritos College counselor. You can also locate this information at www.adegreewithaguarantee.com.

An AA-T or AS-T degree may not be the best option for students intending to transfer to a specific CSU majors or campuses or to a university that is not part of the CSU system.

Current and prospective community college students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.

REQUIREMENTS

The following is required for all AA-T or AS-T degrees:

1. Minimum of 60 CSU-transferable semester units. At least 12 of those units must be earned at Cerritos College.
2. Minimum grade point average (GPA) of at least 2.0 in all CSU transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.



FOR IGETC FOR STEM CERTIFICATION:

Complete the following courses before transfer:

- All courses in Area 1 (except 1C for UC-bound students), 2, and 5 of the traditional IGETC; and
- One course in Area 3A; one course in Area 3B; and two courses in Area 4 from two different disciplines.

Complete the following courses after transfer:

- One remaining lower-division general education course in Area 3;*
- One remaining lower-division general education course in Area 4;* and
- One course in Area 6 for UC-bound students who have not satisfied it through proficiency.*

*These deferred lower division courses must be replaced with calculus and/or science courses required by the major before transfer.

For CSU

If any specific AS-T degree allows IGETC for STEM Majors as its general education pattern, the specific courses that should replace the deferred lower division general education courses may be indicated on the Transfer Model Curriculum (TMC) for that discipline.

For UC

UC will accept IGETC for STEM if the UC school/college/major program to which the student transfers accepts partial IGETC certification. For information on the IGETC acceptance practices for each UC school/college/major program, see:

<http://admission.universityofcalifornia.edu/transfer/general-education-igetc/igetc/campus-guidance/index.html>

For CSU and UC

Alternatively, STEM students may complete the traditional JGETC. However, IGETC and IGETC for STEM Majors may not be appropriate for those colleges or majors which prefer that transfer students follow a more prescribed lower-division curriculum.

FOR CSU GE BREADTH FOR STEM CERTIFICATION;

Complete the following courses before transfer:

- All courses in Areas A, B, and E of the traditional GE Breadth curriculum; and
- One course in Area C1 Arts and one course in Area C2 Humanities; and
- Two courses in Area D from two different disciplines

Complete the following courses after transfer:

- One remaining lower-division general education course in Area C*;
and
- One remaining lower-division general education course in Area D.*

* These deferred lower division courses must be replaced with calculus and/or science courses required by the major before transfer.

VERIFICATION OF COMPLETION

Locally approved certificate programs may consist of one or more courses that lead to an occupationally relevant set of skills.



ACCOUNTING

PROFESSIONAL ACCOUNTING

CERTIFICATE OF ACHIEVEMENT

The Professional Accounting Certificate of Achievement is for students working toward a career in accountancy. Mastery of this curriculum will help students lay the groundwork for becoming a Certified Public Accountant. The Professional Accounting education also helps students understand basic accounting functions, financial statement preparation and interpretation, and the role and contribution of accounting in an organization.

ACCOUNTING CORE COURSES:		UNITS
ACCT 101	Fundamentals of Accounting I	3.5
ACCT 102	Fundamentals of Accounting II	3.5
ACCT 131	Computerized Accounting - IBM	3
ACCT 133	Spreadsheet Accounting I	3
ACCT 201	Intermediate Accounting I	3.5
ACCT 202	Intermediate Accounting II	3.5
ACCT 220	Accounting Ethics	4
ACCT 240	Cost Accounting	3.5
ACCT 250	Income Tax Accounting	3
or ACCT 130	Payroll Accounting	(3)
ACCT 260	Government and Not-For-Profit Accounting	4
ACCT 270	Fundamentals of Auditing	3
or ACCT 280	Advanced Accounting	(3)
FIN 51	Retirement Planning & Investment	1.5
FIN 125	Personal Finance	3
or FIN 125M	Personal Finance	(3)
or ACCT 60	QuickBooks Accounting	(1.5)
and ACCT 61	Turbo Tax Accounting	(1.5)
		—
	Total Certificate:	42.0

Requirements for a Professional Accounting Certificate of Achievement: Complete the Accounting Core courses (42.0 units) listed above with a grade of "C" or higher or "Pass."

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

ACCOUNTING

PROFESSIONAL ACCOUNTING

ASSOCIATE IN ARTS

The Professional Accounting Associate of Arts Degree is for students working toward a career in accountancy. Mastery of this curriculum will help students begin to lay the groundwork for becoming a Certified Public Accountant. The Professional Accounting education also helps students understand basic accounting functions, financial statement preparation and interpretation, and the role and contribution of accounting in an organization.

ACCOUNTING CORE COURSES:

		UNITS
ACCT 101	Fundamentals of Accounting I	3.5
ACCT 102	Fundamentals of Accounting II	3.5
ACCT 131	Computerized Accounting - IBM	3
ACCT 133	Spreadsheet Accounting I	3
ACCT 201	Intermediate Accounting I	3.5
ACCT 202	Intermediate Accounting II	3.5
ACCT 220	Accounting Ethics	4
ACCT 240	Cost Accounting	3.5
ACCT 250	Income Tax Accounting	3
or ACCT 130	Payroll Accounting	(3)
ACCT 260	Government and Not-For-Profit Accounting	4
ACCT 270	Fundamentals of Auditing	3
or ACCT 280	Advanced Accounting	(3)
FIN 51	Retirement Planning & Investment	1.5
FIN 125	Personal Finance	3
or FIN 125M	Personal Finance	(3)
or ACCT 60	QuickBooks Accounting	(1.5)
and ACCT 61	Turbo Tax Accounting	(1.5)
		—
	Total Certificate:	42.0

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units, including: (1) the Accounting Core and Department requirements; (2) A.A. Degree General Education Requirements, and (3) additional elective courses as needed.

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

ACCOUNTING

VOCATIONAL ACCOUNTING

CERTIFICATE OF ACHIEVEMENT

The Vocational Accounting Certificate of Achievement is for students looking to obtain a job in the accounting field after completing their course of study at Cerritos College. Mastery of this curriculum will help students lay the groundwork for an entry-level job in the accounting field. The Vocational Accounting education also helps students understand basic accounting functions, financial statement preparation and interpretation, and the role and contribution of accounting in an organization.

REQUIRED COURSES:

REQUIRED MAJOR COURSES:

		UNITS
ACCT 100	Introduction to Accounting	3
ACCT 101	Fundamentals of Accounting I	3.5
ACCT 130	Payroll Tax Accounting	3
ACCT 131	Computerized Accounting - IBM	3
ACCT 133	Spreadsheet Accounting I	3
ACCT 250	Income Tax Accounting	3
FIN 51	Retirement Planning & Investing	1.5
FIN 125	Personal Finance	3
or FIN 125M	Personal Finance	(3)
or ACCT 60	QuickBooks Accounting	(1.5)
and ACCT 61	Turbo Tax Accounting	(1.5)

Curriculum and Requirements for Majors and Certificates

LAW 110	Business Law	3
or BA 100	Fundamentals of Business	(3)
or CIS 101	Introduction to Computer Information Systems	(3)
		—
	Total Major Requirements	26

RECOMMENDED ELECTIVE COURSES: UNITS

ACCT 102	Fundamentals of Accounting II	3.5
BA 100	Fundamentals of Business	3
LAW 110	Business Law	3
BCOT 112	Microsoft Word	3.5
BCOT 147	Business Communications	3
CIS 101	Introduction to Computer Information Systems	3

REQUIREMENTS FOR A VOCATIONAL ACCOUNTING CERTIFICATE OF ACHIEVEMENT:

Complete the Required courses (26 units) listed above with a grade of "C" or higher or "Pass".

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

ACCOUNTING

VOCATIONAL ACCOUNTING

ASSOCIATE OF ARTS DEGREE

The Vocational Accounting Associate of Arts Degree is for students looking to obtain a job in the accounting field after completing their course of study at Cerritos College. Mastery of this curriculum will help students lay the groundwork for an entry-level job in the accounting field. The Vocational Accounting education also helps students understand basic accounting functions, financial statement preparation and interpretation, and the role and contribution of accounting in an organization.

REQUIRED MAJOR COURSES: UNITS

ACCT 100	Introduction to Accounting	3
ACCT 101	Fundamentals of Accounting I	3.5
ACCT 130	Payroll Tax Accounting	3
ACCT 131	Computerized Accounting - IBM	3
ACCT 133	Spreadsheet Accounting I	3
ACCT 250	Income Tax Accounting	3
FIN 51	Retirement Planning & Investing	1.5
FIN 125	Personal Finance	3
or FIN 125M	Personal Finance	(3)
or ACCT 60	QuickBooks Accounting	(1.5)
and ACCT 61	Turbo Tax Accounting	(1.5)
LAW 110	Business Law	3
or BA 100	Fundamentals of Business	(3)
or CIS 101	Introduction to Computer Information Systems	(3)
		—
	Total Major Requirements	26

RECOMMENDED ELECTIVE COURSES: UNITS

ACCT 102	Fundamentals of Accounting II	3.5
BA 100	Fundamentals of Business	3

LAW 110	Business Law	3
BCOT 112	Microsoft Word	3.5
BCOT 147	Business Communications	3
CIS 101	Introduction to Computer Information Systems	3

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units, including: (1) the Accounting required major courses; (2) A.A. Degree General Education Requirements, and (3) additional elective courses as needed.

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

ADMINISTRATION OF JUSTICE

ASSOCIATE IN ARTS

The administration of justice program prepares students for a career in criminal justice. By completing the program requirements, students gain the ability to apply principles of the justice system, constitutional and procedural considerations affecting arrest, search and seizure, human relations, and concepts of criminal law as well as demonstrate proficiency in report writing and record keeping. Career options include police officer, corrections officer, homeland security, private security, and crime scene investigator.

REQUIRED CORE (21 UNITS)

AJ 101	Introduction to Administration of Justice	3
AJ 102	Concepts of Criminal Law	3
AJ 103	Criminal Procedures	3
AJ 104	Criminal Evidence	3
AJ 105	Community Relations	3
AJ 113	Report Writing Procedures	3
AJ 202	Substantive Law	3

DEPARTMENT REQUIREMENTS REQUIRED (12 UNITS)

AJ 110	Patrol Procedures and Enforcement Tactics	3
AJ 220	Criminal Investigation	3
PSYC 101	General Introductory Psychology	3
or PSYC 261	Social Psychology	(3)
SOC 101	Introductory Sociology Principles	3
or SOC 201	Social Problems	(3)
		—

Total Degree Requirement 33

RECOMMENDED ELECTIVES

AJ 71	First Aid-Administration of Justice	2
AJ 107	Introduction to Corrections, Probation and Parole	3
AJ 173	Administration of Justice	3
	Occupational Work Experience	3
AJ 208	Special Issues in Law Enforcement	3
AJ 221	Narcotics and Vice Control	3
AJ 222	Juvenile Procedures	3
AJ 298	Directed Studies	1
AJ 299	Directed Studies	2
BCOT 131	Beginning College Keyboarding and Document Processing	3
SPAN 223	Spanish for Health and Medical Careers	3
JOUR 101	Beginning Newswriting and Reporting	3
PHOT 100	Introductory Photography	3
LAW 100	Introduction to California Civil Procedures	3
LAW 101	Introduction to Law	3
LAW 103	Legal Research	3

Curriculum and Requirements for Majors and Certificates

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units, including: (1) the Administration of Justice Core and Department requirements, (2) A.A. Degree General Education requirements, and (3) additional elective courses as needed.

ADMINISTRATION OF JUSTICE

ASSOCIATE IN SCIENCE DEGREE FOR TRANSFER (AS-T)

REQUIRED CORE (6)	UNITS
AJ 101 Introduction to Administration of Justice	3
AJ 102 Concepts of Criminal Law	3

List A: Select any two of the following courses (6 units total)

AJ 103 Criminal Procedures	3
AJ 104 Criminal Evidence	3
AJ 105 Community Relations	3
AJ 107 Introduction to Corrections, Probation and Parole	3
AJ 220 Criminal Investigation	3
AJ 222 Juvenile Procedures	3

List B: Select any two of the following courses (6 units total)

SOC 101 Introductory Sociology Principles	3
PSYC 210 Elementary Statistics	4
or MATH 112 Elementary Statistics	(4)
PSYC 101 General Introductory Psychology	3
AJ 110 Patrol Procedures and Enforcement Tactics	3
AJ 173 Administration of Justice Occupational Work Experience	3
AJ 202 Substantive Law	3
AJ 208 Special Issues in Law Enforcement	3
AJ 221 Narcotics and Vice Control	3
Total Degree Requirement	18

ASSOCIATE IN SCIENCE FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

AMERICAN SIGN LANGUAGE

ASSOCIATE IN ARTS

The American Sign Language (ASL) Program at Cerritos College is an interdisciplinary program that fosters an awareness of the Deaf community and cultural awareness. The program consist of study goals that takes students with little or no knowledge of ASL and Deaf Culture and provides them with the skills needed to communicate comfortably in a wide variety of situations in the Deaf community.

CORE REQUIREMENTS: (25 UNITS)

	UNITS
ASL 110 American Sign Language I	4
ASL 111 American Sign Language II	4
ASL 210 American Sign Language III	4
ASL 211 American Sign Language IV	4
ASL 220 Deaf Culture	3

List A: (select one) 3 units

ASL 215 Beginning Interpreting and Ethics 1	3
ASL 216 Beginning Interpreting and Ethics 2	3
Total Degree Requirements	22

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements above and complete General Education courses to achieve a minimum of 60 units.

ANTHROPOLOGY

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

Anthropology teaches students the value of the scientific method and cultural relativism, which involves the understanding and appreciation of different societies and their practices and beliefs through cross-cultural comparison. Students with an Associate in Arts degree will be well prepared to further their studies in the field of Anthropology.

REQUIRED CORE (9 UNITS)

	UNITS
ANTH 100 Cultural Anthropology	3
ANTH 115 Physical Anthropology	3
ANTH 120 Introduction to Archaeology	3

List A: Select any of the following courses (3 Units total)

ANTH 115L Introduction to Physical Anthropology Lab	1
ANTH 170 Introduction to Language and Culture	3
PSYC 210 Elementary Statistics	4

List B: Select one to two of the following courses or any course from List A not already used (3-5 units total)

SOC 205 Introduction to Social Research Methods	3
GEOL 101 Physical Geology	4

List C: Select one of the following courses or any course from List A or B not already used (3 Units total)

ANTH 200 Native Peoples of North America	3
ANTH 202 The Maya, Inca & Aztecs: Ancient Civilizations of the Americas	3
ANTH 203 The Anthropology of Magic, Witchcraft, and Religion	3
ANTH 205 The Anthropology of Sexuality and Gender	3
or WGS 205 The Anthropology of Sexuality and Gender	(3)
ANTH 206 The Anthropology of Death and Dying	3
SOC 101 Introductory Sociology Principles	3
SOC 210 American Minority Relations	3

Total Units for the Major	18-20
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ASSOCIATE IN ARTS IN ANTHROPOLOGY FOR TRANSFER REQUIREMENTS:

(1) Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following: (A) The California State University General Education-Breadth Requirement or the Intersegmental General Education Transfer Curriculum (IGETC). (B) Obtainment of a minimum grade point average of 2.0. (2) Also required is that students must earn a "C" or better in all courses required for the major.

ANTHROPOLOGY

ASSOCIATE IN ARTS DEGREE

ANTH 100	Cultural Anthropology	3
ANTH 115	Physical Anthropology	3
ANTH 120	Introduction to Archaeology	3
ANTH 170	Introduction to Language and Culture	3

Select any two additional courses as electives for a total of 18 Units.

ANTH 200	Native Peoples of North America	3
ANTH 201	Native Peoples of California	3
ANTH 202	The Maya, Inca & Aztecs: Ancient Civilizations of the Americas	3
ANTH 203	The Anthropology of Magic, Witchcraft and Religion	3
ANTH 205	The Anthropology of Sexuality and Gender	3
SOC 205	Introduction to Social Research Methods	3

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include (1) the above courses and units, (2) the A.A. Degree General Education requirements, and (3) electives as needed

APPRENTICESHIP: ELECTRICAL

CERTIFICATE OF ACHIEVEMENT

The Certificate of Achievement in Apprenticeship: Electrical will prepare the student to become a journeyman in the field of electrical construction. Construction is one of the largest industries, offering excellent opportunities for high earnings, career advancement, and business ownership. In today's workforce having an industry certificate and journeyman license is required for employment in these positions. In addition, these workforce skills are necessary to maintain well-paying and sustainable jobs. The certificate takes the student through four levels of expertise.

ELAP 80.01	Introduction to Construction (Electrical)	3.5
ELAP 80.02	The Basics of Electricity	3
ELAP 80.03	The Electrical Industry I	3
ELAP 80.04	The Electrical Industry II	3
ELAP 80.05	Electrical Calculations and Installations	3
ELAP 80.06	Electrical Distribution and Control	3
ELAP 80.07	Advanced Theory and Applications I	3.5
ELAP 80.08	Advanced Theory and Applications II	3.5
	Total Certificate Requirements	25.5

APPRENTICESHIP: FIELD IRONWORKERS REINFORCING

CERTIFICATE OF ACHIEVEMENT

Field Iron Workers will prepare the student to become a journeyman in the field ironworks field with the required work skills and tasks of the Ironworker including steel and cable reinforcing in concrete construction (rebar work), erections of steel skeleton of buildings, window wall and curtain wall exteriors, rigging of heavy machinery and welding in conjunction with all aspects of these job descriptions. In today's workforce, having an industry certificate and journeyman license is required for employment in these positions. In addition, these workforce skills are necessary to maintain well-paying and sustainable jobs. Students must be a state indentured apprentice in order to qualify for the program.

		UNITS
SEMESTER 1		
IWAP 40.07	Field Iron Workers Orientation	3
IWAP 40.50	Mixed Base	2
SEMESTER 2		
IWAP 40.12	Iron Workers Reinforcing Iron I	2
IWAP 41.03	Iron Workers Reinforcing II	1
SEMESTER 3		
IWAP 40.56	Iron Workers Trade Science/Iron Worker History	2
IWAP 40.63	Iron Workers Structural Lead Hazard	1.5
SEMESTER 4		
IWAP 40.15	Post Tension I	2
IWAP 41.07	Iron Workers Post Tension II	2
SEMESTER 5		
IWAP 40.09	Iron Workers Gen Rigging/Reinforcing	2
IWAP 40.53	Iron Workers Detailing/Reinforcing Iron	2
SEMESTER 6		
IWAP 40.22	Cranes	2
IWAP 40.10	Iron Workers Welding I	1
SEMESTER 7		
IWAP 40.11	Iron Workers Welding II/Reinforcing	1
IWAP 40.55	Foreman Training	2
SEMESTER 8		
IWAP 41.08	Post Tension III	2
IWAP 41.09	Extension and Review	2
		—
	Total Certificate Requirements	29.5

APPRENTICESHIP: FIELD IRONWORKERS STRUCTURAL

CERTIFICATE OF ACHIEVEMENT

Field Iron Workers will prepare the student to become a journeyman in the field ironworks field with the required work skills and tasks of the Ironworker including steel and cable reinforcing in concrete construction (rebar work), erections of steel skeleton of buildings, window wall and curtain wall exteriors, rigging of heavy machinery and welding in conjunction with all aspects of these job descriptions. In today's workforce having an industry certificate and journeyman license is required for employment in these positions. In addition, these

Curriculum and Requirements for Majors and Certificates

workforce skills are necessary to maintain well-paying and sustainable jobs. Students must be a state indentured apprentice in order to qualify for the program.

		UNITS
SEMESTER 1 (1ST PERIOD)		
IWAP 40.07	Field Iron Workers Orientation	3
IWAP 40.50	Mixed Base	2
SEMESTER 2 (2ND PERIOD)		
IWAP 40.21	Iron Workers Structural Steel I	2
IWAP 41.06	Iron Workers Structural Steel II	1.5
SEMESTER 3 (3RD PERIOD)		
IWAP 40.22	Cranes	2
IWAP 40.09	Iron Workers Gen Rigging	2
SEMESTER 4 (4TH PERIOD)		
IWAP 40.63	Iron Workers Structural Lead Hazard	1.5
IWAP 40.10	Iron Workers Welding I	1
SEMESTER 5 (5TH PERIOD)		
IWAP 40.11	Iron Workers Welding II	1
IWAP 40.05	Iron Workers Advanced Welding III	1
SEMESTER 6 (6TH PERIOD)		
IWAP 40.60	Iron Workers Structural Arch Orn I	1.5
IWAP 41.05	Iron Workers Architectural II	1.5
SEMESTER 7 (7TH PERIOD)		
IWAP 40.56	Iron Workers Trade Science/Iron Worker History	2
IWAP 40.61	Iron Workers Structural Precast Concrete/ Qualified Rigger	2
SEMESTER 8 (8TH PERIOD)		
IWAP 41.04	Iron Workers Architectural III	1.5
IWAP 40.26	Iron Workers Metal Building Erect I/Foreman	2
	—	
	Total Certificate Requirements	27.5

APPRENTICESHIP: FIRE SPRINKLERS CERTIFICATE OF ACHIEVEMENT

The Certificate of Achievement Apprenticeship: Fire Sprinklers will prepare the student to become a journeyman in the field of fire sprinklers with the required skills in hand and power tools; construction plans; steel pipe; copper tube systems and underground pipe. In today's workforce having an industry certificate and journeyman license is required for employment in these positions. In addition, these workforce skills are necessary to maintain well-paying and sustainable jobs. The certificate takes the student through four levels of expertise.

FSAP 72.01	Introduction to Sprinklers	0.5
FSAP 72.02	Fire Sprinklers Hand and Power Tools	0.5
FSAP 72.03	Fire Sprinklers Construction Plans	0.5
FSAP 72.04	Fire Sprinklers Steel Pipe	1
FSAP 72.05	Fire Sprinklers CPVC	0.5
FSAP 72.06	Fire Sprinklers Copper Tube Systems	0.5
FSAP 72.07	Fire Sprinklers Underground Pipe	1
FSAP 72.08	Fire Sprinklers Residential	2.5
FSAP 72.09	Fire Sprinklers Supports and Attachments	0.5
FSAP 72.10	Fire Sprinklers Flanged, Grooved, and Plain End Pipe	0.5
FSAP 72.11	Fire Sprinklers General Trade Math	1
FSAP 72.12	Fire Sprinklers Shop Drawings	1.5

FSAP 72.13	Standard Spray Fire Sprinklers	1
FSAP 72.14	Fire Sprinklers Wet Pipe Systems	1
FSAP 72.15	Fire Sprinklers Dry Pipe Systems	1
FSAP 72.16	Fire Sprinklers Preaction and Deluge	2
FSAP 72.17	Fire Sprinklers Standpipes	1
FSAP 72.18	Fire Sprinklers Water Supplies	0.5
FSAP 72.19	Fire Sprinklers Fire Pumps	2
FSAP 72.20	Specific Sprinklers and Nozzles Application	1.5
FSAP 72.21	Fire Sprinklers System Layout	2.5
FSAP 72.22	Fire Sprinklers Inspection, Testing, and Maintenance	1
FSAP 72.23	Fire Sprinklers Extinguishing Systems	2.5
FSAP 72.24	Fire Sprinklers Foremanship	1
FSAP 72.25	Fire Sprinklers Procedures and Documentation	1
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	Total Certificate Requirements	28.5

ARCHITECTURAL STUDIES

ASSOCIATE OF ARTS DEGREE

This program provides a diverse introduction to the field of architecture in preparation for careers in a variety of interdisciplinary and design-related fields. Students are provided with enough of an exposure to the architecture field to decide whether to pursue it professionally or not. In addition, the students can make informed decisions about their future endeavors and role in society.

MAJOR REQUIREMENTS		UNITS
ARCH 110	Introduction to Architecture and Environmental Design	3
ARCH 112	History of Architecture	3
ART 110	Freehand Drawing	3

ADDITIONAL REQUIREMENTS

Complete a minimum of 9 units from any of the following courses:

ARCH 111	Architectural Drafting and Design I	3
ARCH 113	Building Codes	3
or ARCH 114	Green Architecture and LEED	(4)
ARCH 123	Introduction to 2D Computer Aided Drafting	4
ARCH 212	Architectural Design Theory I	3
ARCH 222	Architectural Design Theory II	3
ART 113	Art, Science, and Technology	3
ART 120	Two-Dimensional Design	3
ART 121	Three-Dimensional Design	3
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	Total Degree Requirements	18-20

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Students must complete the required major courses, the Cerritos College Associate of Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of "C" or higher in major/emphasis courses.

ARCHITECTURAL TECHNOLOGY

ASSOCIATE IN ARTS DEGREE

This program emphasizes the technical aspects of the architectural profession while including its artistic components. Students are provided with an in-depth knowledge of the career and technical skills required to succeed in the profession and to potentially continue their studies at a professional school of architecture.

PROGRAM REQUIREMENTS

REQUIRED COURSES (34 Units Total)	UNITS
ARCH 110 Introduction to Architecture and Environmental Design	3
or ARCH 114 Green Architecture and LEED	(3)
ARCH 111 Architectural Drafting and Design I	3
ARCH 112 History of Architecture	3
ARCH 113 Building Codes	4
ARCH 121 Architectural Drafting and Design II	3
ARCH 123 Introduction to 2D Computer Aided Drafting	4
ARCH 212 Architectural Design Theory I	3
ARCH 213 Introduction to 3D Computer Aided Drafting	4
ARCH 221 AutoCAD Architecture	4
or ARCH 223 REVIT Architecture	(4)
ART 110 Freehand Drawing	3
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Total Degree Requirements	34

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Students must complete the required major courses, the Cerritos College Associate of Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of "C" or higher in major/emphasis courses.

Recommended Electives:

ARCH 101 Intro to Civil Engineering and Architecture	4
ART 185 Rendering I	3
BA 100 Fundamentals of Business	3
PSYC 101 General Introductory Psychology	3
RE 101 Real Estate Principles	3

ARCHITECTURAL TECHNOLOGY

CERTIFICATE OF ACHIEVEMENT

This program emphasizes the technical aspects of the architectural profession while including its artistic components. Students are provided with an in-depth knowledge of the career and technical skills required to succeed in the profession and to potentially continue their studies at a professional school of architecture.

PROGRAM REQUIREMENTS

REQUIRED COURSES (34 UNITS TOTAL)	UNITS
ARCH 110 Introduction to Architecture and Environmental Design	3
or ARCH 114 Green Architecture and LEED	(3)
ARCH 111 Architectural Drafting and Design I	3
ARCH 112 History of Architecture	3
ARCH 113 Building Codes	4
ARCH 121 Materials and Methods of Building Construction	3

ARCH 123 Introduction to 2D Computer Aided Drafting	4
ARCH 212 Architectural Design Theory I	3
ARCH 213 Introduction to 3D Computer Aided Drafting	4
ARCH 221 AutoCAD Architecture	4
or ARCH 223 REVIT Architecture	(4)
ART 110 Freehand Drawing	3
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Total Certificate Requirements	34

Recommended Electives:

ARCH 101 Intro to Civil Engineering and Architecture	4
ART 185 Rendering I	3
BA 100 Fundamentals of Business	3
PSYC 101 General Introductory Psychology	3
RE 101 Real Estate Principles	3

ART AND DESIGN

ART HISTORY

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

The Cerritos College Art History Program seeks to provide courses that will fulfill part of the general education requirements for other majors. Our courses are necessary for many students to complete their General Education requirements and for seamless transfer to CSU. The Art History Program is committed to offering required courses to supplement majors in related disciplines, especially Art, Design, and/or Photography majors. For our students' general knowledge and their own lives, art history and the study of visual culture more generally helps to promote a better understanding of an increasingly complex world and to learn tools to better cope with a rapidly changing cultural environment.

REQUIRED CORE (12 Units)	UNITS
ART 101 Art History I: Prehistory to Gothic	3
ART 102 Art History II: Renaissance to Rococo	3
and ART 103 Art History III: Neoclassical to Present	3
ART 110 Freehand Drawing	3

LIST A (Select one) 3 Units

ART 104 African Art History	3
ART 105A The Arts of Latin American and the Caribbean: Pre-Columbian	3
ART 105B The Arts of Latin America and the Caribbean: Colonial to the Present	3
ART 107 Asian Art History	3

LIST B (Select one) 3 Units

ART 112 Life Drawing	3
ART 120 Two-Dimensional Design	3
ART 121 Three-Dimensional Design	3
ART 150 Introduction to Ceramics	3
ART 162 Introduction to Sculpture	3
PHOT 100 Introductory Photography	3

LIST C (Select one) 3 Units

ART 108 Black Images in Popular Culture	3
or HUM 108 Black Images in Popular Culture	(3)
ART 109 Gender and Sexuality in Art	3
or HUM 109 Gender and Sexuality in Art	(3)
ART 113 Art, Science, and Technology	3

Curriculum and Requirements for Majors and Certificates

ART 118	History of Women in Visual Arts	3
or WGS 118	History of Women in Visual Arts	(3)
ART 119A	Introduction to Museum Studies	3
ART 124	Introduction to Media Studies	3
ART 200	Intermediate Visual and Cultural Studies Special Topics	3
or HUM 200	Intermediate Visual and Cultural Studies Special Topics	(3)
ART 207	Women in Media	3
or WGS 207	Women in Media	(3)
PHOT 150	Photography and Society	3
PHOT 160	History of Photography	3
	Total Units for the Major	21

ASSOCIATE IN ARTS IN ART HISTORY FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU - transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of "C" or better in all courses required for the major or area of emphasis.

CERAMICS

ASSOCIATE IN ARTS DEGREE

REQUIRED FOUNDATIONAL COURSES (21 UNITS)	UNITS
ART 102	3
or ART 103	(3)
ART 110	3
ART 112	3
ART 120	3
ART 121	3
ART 150	3
ART 151	3
	Total Degree Requirements
	21

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete 60 units to include (1) the above core requirements, (2) the A.A. Degree General Education requirements, and (3) electives as needed.

DRAWING AND PAINTING

ASSOCIATE IN ARTS DEGREE

REQUIRED FOUNDATIONAL COURSES (24 UNITS)	UNITS
ART 102	3
or ART 103	(3)
ART 110	3
ART 112	3
ART 120	3
ART 121	3
ART 130A	3
ART 130B	3
ART 136	3
	Total Degree Requirements
	24

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete 60 units to include (1) the above core requirements, (2) the A.A. Degree General Education requirements, and (3) electives as needed.

PRINTMAKING

ASSOCIATE IN ARTS DEGREE

REQUIRED FOUNDATIONAL COURSES (24 UNITS)	UNITS
ART 102	3
or ART 103	(3)
ART 110	3
ART 112	3
ART 116	3
ART 117	3
ART 120	3
ART 121	3
ART 218	3
or ART 219	(3)
	Total Degree Requirements
	24

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete 60 units to include (1) the above core requirements, (2) the A.A. Degree General Education requirements, and (3) electives as needed.

GRAPHIC DESIGN

ASSOCIATE IN ARTS DEGREE

ART 102	3
or ART 103	(3)
ART 110	3
ART 112	3
ART 120	3
ART 121	3
ART 182A	3
ART 184	3
ART 186	3
ART 188	3
ART 192	3
ART 196	3
	Total Degree Requirements
	33

RECOMMENDED ELECTIVES

BA 110 Advertising 3, ARTP 100 Introductory Photography 3

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include: (1) Above art courses and units requirements, (2) A.A. Degree General Education requirements and (3) electives as needed.

STUDIO ARTS

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

REQUIRED CORE: (15 UNITS)	UNITS
ART 102	3
ART 103	3
ART 110	3

Curriculum and Requirements for Majors and Certificates

ART 120	Two-Dimensional Design	3
ART 121	Three-Dimensional Design	3

LIST A (Select one) 3 units

ART 101	Art History I: Prehistory to Gothic	3
ART 107	Asian Art History	3

LIST B (Select three) 9 units

ART 112	Life Drawing	3
ART 116	Beginning Printmaking	3
ART 122	Color Theory	3
ART 136	Painting for Art Majors	3
ART 150	Introduction to Ceramics	3
ART 162	Introduction to Sculpture	3
PHOT 100	Introductory Photography	3

Total Units for the Major	27
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ASSOCIATE IN ARTS IN STUDIO ARTS FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis

DIGITAL ARTS: COMPUTER ANIMATION

ASSOCIATE IN ARTS DEGREE

The Cerritos College Computer Animation program combines a solid core of art foundation courses to build visual literacy with current computer graphics technology. Students develop technical proficiency and problem solving skills through both traditional and digital media. Students learn the fundamental concepts of visual literacy and critical thinking skills in three dimensional design, 3D modeling and animation that will enable them to pursue upper division coursework or enter the work- force. Students develop personal professional portfolios of their artwork, which enable them to enter the workforce.

REQUIRED COURSES **UNITS**

ART 102	Art History II: Renaissance to Rococo	3
or ART 103	Art History III: Neoclassical to Present	(3)
ART 110	Freehand Drawing	3
ART 112	Life Drawing	3
ART 114	Storyboarding & Animation Principles for Film	3
ART 120	Two Dimensional Design	3
ART 191A	3D Computer Animation	3
ART 191B	3D Computer Animation Project	3
ART 193	Motion Picture Editing	3
ART 195	3D Modeling for Animation	3

Choose one of the following

ART 121	Three Dimensional Design	3
ART 198	Motion Graphics	3
ART 195B	Advanced 3D Modeling	3
Total Degree Requirements		30

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include: (1) Above art courses and units requirements, (2) A.A. Degree General Education requirements, and (3) electives as needed.

DIGITAL ARTS: COMPUTER ANIMATION

CERTIFICATE OF ACHIEVEMENT

PROGRAM REQUIREMENTS

ART 102	Art History II: Renaissance to Rococo	3
or ART 103	Art History III: Neoclassical to Present	(3)
ART 110	Freehand Drawing	3
ART 112	Life Drawing	3
ART 114	Storyboarding & Animation Principles for Film	3
ART 120	Two-Dimensional Design	3
ART 121	Three-Dimensional Design	3
ART 191A	3D Computer Animation	3
ART 191B	3D Computer Animation Project	3
ART 193	Motion Picture Editing	3
ART 195	3D Modeling for Animation	3

Total Certificate Requirements	30
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VISUAL AND CULTURAL STUDIES

ASSOCIATES IN ARTS DEGREE

The new Visual and Cultural Studies major combines the breadth of an interdisciplinary major with a special focus on visual media. Its Interdisciplinary structure brings together approaches to visual media and cultural production that would usually be separated by discipline.

CORE COURSES: **UNITS**

Take 6 units (2 required courses)

HUM 100	The Art of Being Human	3
or ART 100	Introduction to World Art	(3)
ART 125	Introduction to Visual and Cultural Studies	3
or HUM 125	Introduction to Visual and Cultural Studies	(3)

Section A: Visual and Cultural Studies

Take 6 units (Select 2 courses)

ART 108	Black Images in Popular Culture	3
or HUM 108	Black Images in Popular Culture	(3)
ART 109	Gender and Sexuality in Art	3
or HUM 109	Gender and Sexuality in Art	(3)
ART 113	Art, Science, and Technology	3
ART 118	History of Women in Visual Arts	3
or WGS 118	History of Women in Visual Arts	(3)
ART 119A	Introduction to Museum Studies	3
ART 124	Introduction to Media Studies	3
ART 200	Intermediate Visual and Cultural Studies Special Topics	3
or HUM 200	Intermediate Visual and Cultural Studies Special Topics	(3)
ART 207	Women in Media	3
or WGS 207	Women in Media	(3)

Curriculum and Requirements for Majors and Certificates

HUM 107	Men and Masculinities: Constructing Manhood in America	3
or WGS 107	Men and Masculinities: Constructing Manhood in America	(3)
PHOT 150	Photography and Society	3

Section B: Art History

Take 6 units (Select 1 course in each category)

ART 101	Art History I: Prehistory to Gothic	3
ART 102	Art History II: Renaissance to Rococo	3
ART 103	Art History III: Neoclassical to Present	3
and ART 104	African Art History	3
ART 105A	The Arts of Latin America and the Caribbean: Pre-Columbian	3
ART 105B	The Arts of Latin America and the Caribbean: Colonial to the Present	3
ART 107	Asian Art History	3
PHOT 160	History of Photography	3

Section C: Global Studies

Take 3 units (Select 1 course)

ENGL 223	Chicana/Chicano Literature	3
ENGL 224	Native American Literature	3
ENGL 225	Mexican Literature and Translation	3
ENGL 226	African American Literature	3
ENGL 237	Asian American Literature	3
ENGL 238	Classic Islamic Literature	3
HIST 110	African American History	3
HIST 220	History of the Americas	3
HIST 221	History of the Americas	3
HIST 230	History of Mexico	3
HIST 235	History of Latin America	3
HIST 260	Survey of the History of Asia	3
HIST 265	Selected Problems in Contemporary Asian History	3
PHIL 104	Philosophy of Cultural Diversity: Challenge and Change	3
PHIL 200	World Religions	3
SPAN 206	Hispanic Literature and the Media	3
Total Major Requirements		21

ASSOCIATE IN ARTS IN VISUAL AND CULTURAL STUDIES REQUIREMENTS:

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) General Education in Associate in Arts or the California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

AUTOMOTIVE COLLISION REPAIR GENERAL AUTOMOTIVE COLLISION REPAIR

CERTIFICATE OF ACHIEVEMENT

	UNITS
AB 51	Non-Structural Repair 4.5
AB 52	Structural Damage Repair 4.5

AB 53	Steering, Suspension and Power Train Damage	4.5
AB 54	Advanced-Design Panel Repair	4.5
AB 55	Structural Panel Replacement	4.5
AB 61	Preparation and Spot Refinishing	3.0
AB 61L	Automotive Refinishing Lab	1.5
Total Certificate Requirements		27

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for a Certificate of Achievement General Education Plan A, B or C requirements to achieve a minimum of 60 units. A minimum of 10 units of non-duplicated courses from the listed certificates and/or from below can be part of your electives.

RECOMMENDED ELECTIVES: AB 56, AB 57, AB 58L, AB 59M, AB 59B, AB 62, AB 63, AB 65, AB 66, AB 68L, AB 73, AB 75, AB 76, AB 77, AB 79L, AB 80, AB 83A, AB 83P, AB 83U, AB 86, AB 88, AB 181, AB 182, AB 183, AB 188, AB 281, AB 282, AB 283, AB 285, AB 286, AB 287, AB 288.

GENERAL AUTOMOTIVE COLLISION REPAIR: AUTOMOTIVE REFINISHING

CERTIFICATE OF ACHIEVEMENT

	UNITS
AB 51	Non-Structural Repair 4.5
AB 61	Preparation and Spot Refinishing 3
AB 61L	Automotive Refinishing Lab 1.5
AB 62	Overall and Multi-Coat Refinishing 4.5
AB 63	Production Refinishing 4.5
AB 64	Automotive Air Brush Painting 2.5
AB 65	Mixing and Adjusting Color 2
AB 66	Lettering, Striping and Design 2.5
AB 67	Automotive Custom Painting 2
Total Certificate Requirements 27	

GENERAL AUTOMOTIVE COLLISION REPAIR: AUTOMOTIVE DAMAGE APPRAISAL AND MANAGEMENT

CERTIFICATE OF ACHIEVEMENT

	UNITS
AB 80	Autobody Customer Service 2
AB 83A	Computerized Damage Estimating – Audatex 1.5
AB 83P	Computerized Damage Estimating – Pathways 1.5
AB 83U	Computerized Damage Estimating – Ultramate 1.5
AB 86	Production Management 2
AB 181	Non-Structural Damage Estimating 3
AB 182	Structural Damage Estimating 3
AB 188	Introduction to Automotive Claims Handling 2
AB 281	Structural Damage Analysis for Estimators 1
AB 282	Steering, Suspension and Powertrain Analysis for Estimators 1
AB 283	Advanced-Frame Analysis for Estimators 1
AB 286	Computerized Shop Management 3
AB 287	Advanced Collision Repair Management 2
AB 288	Advanced Automotive Claims 2
Total Certificate Requirements 26.5	

AUTOMOTIVE MECHANICAL REPAIR TECHNOLOGY

GENERAL TECHNICIAN

ASSOCIATE IN ARTS

The General Technician degree option prepares students for employment as an entry-level automotive technician. Through courses focusing on the mechanical areas of the vehicles, including basics in engines, suspension, and brakes, students learn how to use specialty equipment and hand tools found in automotive service and repair facilities. Core topics include maintenance and service, engine operation, transmission service and repair, and suspension and brakes diagnosis and repair. Design, function, and operation of all these systems is also included in the degree. Graduates are employed as entry-level technicians, general service technicians, quick service technicians, tire and brake technicians, apprentice technicians, or are self-employed. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

AUTO COURSES		UNITS
AUTO 100	Automotive Maintenance and Operation	4
AUTO 110	Automotive Engines	5
AUTO 120	Automatic Transmissions and Transaxles	5
AUTO 130	Manual Drivetrain and Axles	5
AUTO 140	Automotive Steering and Suspension	5
AUTO 150	Automotive Brakes	5
Total Degree Requirements		29

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include the above requirements, the Associate of Arts Degree requirements, General Education requirements, and electives as needed.

RECOMMENDED ELECTIVES:		UNITS
AUTO 101	Automotive Service Tools and Equipment	4
AUTO 105	Pneumatics and Hydraulics	2
AUTO 109	Automotive Diesel Systems	5

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

GENERAL TECHNICIAN

CERTIFICATE OF ACHIEVEMENT

The General Technician Certificate option prepares students for employment as an entry-level automotive technician. Through courses focusing on the mechanical areas of the vehicles, including basics in engines, suspension, and brakes, students learn how to use specialty equipment and hand tools found in automotive service and repair facilities. Core topics include maintenance and service, engine operation, transmission service and repair, and suspension and brakes

diagnosis and repair. Design, function, and operation of all these systems is also included in the certificate. Graduates are employed as entry-level technicians, general service technicians, quick service technicians, tire and brake technicians, apprentice technicians, or are self-employed. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

AUTO COURSES		UNITS
AUTO 100	Automotive Maintenance and Operation	4
AUTO 110	Automotive Engines	5
AUTO 120	Automatic Transmissions and Transaxles	5
AUTO 130	Manual Drivetrain and Axles	5
AUTO 140	Automotive Steering and Suspension	5
AUTO 150	Automotive Brakes	5
Total Certificate Requirements		29

RECOMMENDED ELECTIVES:

AUTO 101	Automotive Service Tools and Equipment	4
AUTO 105	Pneumatics and Hydraulics	2
AUTO 109	Automotive Diesel Systems	5

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

ELECTRICAL/DIAGNOSIS TECHNICIAN

ASSOCIATE OF ARTS

The Electrical/Diagnosis Technician degree option prepares students for employment as an entry-level automotive technician. Through courses focusing on the electrical and computer controlled areas of the vehicles, including basics in electricity, communication, and emission controls, students learn how to use specialty equipment and hand tools found in automotive service and repair facilities. Core topics include electrical systems operation, computer and sensor operation and repair, air conditioning systems, and emission control devices diagnosis and repair. Design, function, and operation of all these systems is also included in the degree option. Graduates are employed as entry-level technicians, general service technicians, apprentice technicians, or are self-employed. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

AUTO COURSES		UNITS
AUTO 160	Introduction to Automotive Electrical	5
AUTO 170	Automotive Air Conditioning	4
AUTO 180	Electronic Engine Management Systems	5
AUTO 260	Intermediate Automotive Electrical	4
AUTO 265	Advanced Automotive Electrical	1
AUTO 280	Diagnostic Engine Performance	4
Total Degree Requirements		23

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include the above requirements, the Associate of Arts Degree requirements, General Education requirements, and electives as needed.

Curriculum and Requirements for Majors and Certificates

RECOMMENDED ELECTIVES:

AUTO 100	Automotive Maintenance and Operation	4
AUTO 182	Introduction to Alternative Fuels	3.5
AUTO 281	Emission Control Systems -1997 Standards	5

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

ELECTRICAL/DIAGNOSIS TECHNICIAN

CERTIFICATE OF ACHIEVEMENT

The Electrical/Diagnosis Technician Certificate option prepares students for employment as an entry-level automotive technician. Through courses focusing on the electrical and computer controlled areas of the vehicles, including basics in electricity, communication, and emission controls, students learn how to use specialty equipment and hand tools found in automotive service and repair facilities. Core topics include maintenance and service, electrical systems operation, computer and sensor operation and repair, air conditioning systems, and emission control devices diagnosis and repair. Design, function, and operation of all these systems is also included in the certificate. Graduates are employed as entry-level technicians, general service technicians, apprentice technicians, or are self-employed. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

AUTO COURSES	UNITS	
AUTO 160	Introduction to Automotive Electrical	5
AUTO 170	Automotive Air Conditioning	4
AUTO 180	Electronic Engine Management Systems	5
AUTO 260	Intermediate Automotive Electrical	4
AUTO 265	Advanced Automotive Electrical	1
AUTO 280	Diagnostic Engine Performance	4
	—	
	Total Certificate Requirements	23

RECOMMENDED ELECTIVES:

AUTO 100	Automotive Maintenance and Operation	4
AUTO 182	Introduction to Alternative Fuels	3.5
AUTO 281	Emission Control Systems - 1997 Standards	5

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

ENGINE/MACHINING TECHNOLOGY

ASSOCIATE OF ARTS

The Engine/Machining degree option prepares students for employment as an entry-level engine machinist. Through courses focusing on the mechanical areas of the vehicles, including basics in engines, equipment usage, engine rebuilding techniques, and machining practices, students learn how to use specialty equipment and measurement tools found

in engine machinist facilities. Core topics include engine operation, measurement techniques, increasing engine power and torque, and engine modifications. Design, function, and operation of all these systems is also included in the degree. Graduates are employed as entry-level engine machinists, general engine technicians, apprentice engine machinists, or are self-employed. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

AUTO COURSES	UNITS	
AUTO 101	Automotive Service Tools and Equipment	4
AUTO 110	Automotive Engines	5
AUTO 210	Automotive Machine Shop	5
AUTO 211	High Performance Engines	5
AUTO 212	Advanced High Performance Engines	1
	—	
	Total Degree Requirements	20

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include the above requirements, the Associate of Arts Degree requirements, General Education requirements, and electives as needed.

RECOMMENDED ELECTIVES:

AUTO 100	Automotive Maintenance and Operation	4
AUTO 105	Pneumatics and Hydraulics	2
AUTO 109	Automotive Diesel Systems	5
AUTO 183	Compressed Natural Gas Engines	4

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

ENGINE/MACHINING TECHNOLOGY

CERTIFICATE OF ACHIEVEMENT

The Engine/Machining Certificate option prepares students for employment as an entry-level engine machinist. Through courses focusing on the mechanical areas of the vehicles, including basics in engines, equipment usage, engine rebuilding techniques, and machining practices, students learn how to use specialty equipment and measurement tools found in engine machinist facilities. Core topics include engine operation, measurement techniques, increasing engine power and torque, and engine modifications. Design, function, and operation of all these systems is also included in the certificate. Graduates are employed as entry-level engine machinists, general engine technicians, apprentice engine machinists, or are self-employed. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

AUTO COURSES	UNITS	
AUTO 101	Automotive Service Tools and Equipment	4
AUTO 110	Automotive Engines	5
AUTO 210	Automotive Machine Shop	5
AUTO 211	High Performance Engines	5
AUTO 212	Advanced High Performance Engines	1
	—	
	Total Certificate Requirements	20

Curriculum and Requirements for Majors and Certificates

RECOMMENDED ELECTIVES:

AUTO 100	Automotive Maintenance and Operation	4
AUTO 105	Pneumatics and Hydraulics	2
AUTO 109	Automotive Diesel Systems	5
AUTO 183	Compressed Natural Gas Engines	4

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

MANUFACTURE SPECIALTY

ASSOCIATE OF ARTS

	UNITS
AUTO 73	15
AUTO 111	4
AUTO 121	6
AUTO 151	6
AUTO 161	7
AUTO 179	4
AUTO 181	6
Total Degree Requirements	48

*Up to nine (9) units of AUTO 73 may be substituted with up to nine (9) units from the following courses: AUTO 100, AUTO 101, AUTO 190, AUTO 193, AUTO 194, AUTO 195

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include the above requirements, the Associate of Arts Degree requirements, General Education requirements, and electives as needed.

RECOMMENDED ELECTIVES: WELD 100, MTT 100, BCOT 147, BCOT 148

MANUFACTURE SPECIALTY

CERTIFICATE OF ACHIVEMENT

	UNITS
AUTO 73	15
AUTO 111	4
AUTO 121	6
AUTO 151	6
AUTO 161	7
AUTO 179	4
AUTO 181	6
Total Certificate Requirements	48

*Up to nine (9) units of AUTO 73 may be substituted with up to nine (9) units from the following courses: AUTO 100, AUTO 101, AUTO 190, AUTO 193, AUTO 194, AUTO 195

RECOMMENDED ELECTIVES: WELD 100, MTT 100, BCOT 147, BCOT 148

AUTOMOTIVE MANAGEMENT

ASSOCIATE OF ARTS

The Automotive Management degree option prepares students for employment as an automotive service advisor or entry-level supervisor role. Through courses focusing on the management of personnel, customer service, information technology, and business logistics, students learn how to manage and serve customers' needs at service and repair facilities. Core topics include basic maintenance and service, broad understanding of alternative fuels, customer service, automotive dealer and small business management, accessing information specific to the automotive industry, and managing automotive fleets. Graduates are employed as entry-level supervisors, service advisors/writers, or are self-employed. Spatial intelligence, cognitive ability, and critical thinking skills are recommended for those entering the program.

AUTO COURSES

	UNITS
AUTO 100	4
AUTO 182	3.5
AUTO 190	3
AUTO 193	3
AUTO 194	3
AUTO 195	3
Total Degree Requirements	19.5

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include the above requirements, the Associate of Arts Degree requirements, and electives as needed.

RECOMMENDED ELECTIVES:

AUTO 55	Introduction to Electric Vehicles
AUTO 101	Automotive Service Tools and Equipment
AUTO 150	Automotive Brakes

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

AUTOMOTIVE MANAGEMENT

CERTIFICATE OF ACHIEVEMENT

The Automotive Management Certificate option prepares students for employment as an automotive service advisor or entry-level supervisor role. Through courses focusing on the management of personnel, customer service, information technology, and business logistics, students learn how to manage and serve customers' needs at service and repair facilities. Core topics include basic maintenance and service, broad understanding of alternative fuels, customer service, automotive dealer and small business management, accessing information specific to the automotive industry, and managing automotive fleets. Graduates are employed as entry-level supervisors, service advisors/writers, or are self-employed. Spatial intelligence, cognitive ability, and critical thinking skills are recommended for those entering the program.

AUTO COURSES

	UNITS
AUTO 100	4
AUTO 182	3.5
AUTO 190	3
AUTO 193	3

Curriculum and Requirements for Majors and Certificates

AUTO 194	Retailing Automotive Service	3
AUTO 195	Automotive Customer Relations	3
		—
	Total Certificate Requirements	19.5

RECOMMENDED ELECTIVES:

AUTO 55	Introduction to Electric Vehicles	4
AUTO 101	Automotive Service Tools and Equipment	4
AUTO 150	Automotive Brakes	5

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

ALTERNATIVE FUELS SERVICE TECHNICIAN

ASSOCIATE OF ARTS

The Alternative Fuels Service Technician degree option prepares students for employment as an entry-level alternative fuels service technician. Through courses focusing on both electrical and mechanical areas of the vehicles students learn how to use specialty equipment and hand tools found in automotive and alternative fuels service and repair facilities. Core topics include electric vehicle operation, hydraulics and pneumatics, pneumatic braking systems, diesel engines, alternative fuels engines, and heavy duty natural gas engines. Design, function, and operation of all these systems is also included in the degree option. Graduates are employed as entry-level technicians, general service technicians, fleet and municipality technicians, or apprentice technicians. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

AUTO COURSES		UNITS
AUTO 54	Introduction to Electric Vehicles	4
AUTO 55	Advanced Technology Electric Vehicles	4
		—
AUTO 105	Hydraulics and Pneumatics	2
AUTO 155	Medium/Heavy Duty Brake Systems	2
AUTO 109	Automotive Diesel Systems	5
AUTO 182	Introduction to Alternative Fuels	3.5
AUTO 183	Compressed Natural Gas Engines	4
		—
	Total degree Requirements	24.5

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include the above requirements, the Associate of Arts Degree requirements, General Education requirements, and electives as needed.

RECOMMENDED ELECTIVES:

AUTO 100	Automotive Maintenance and Operation	4
AUTO 101	Automotive Service Tools and Equipment	4
AUTO 160	Introduction to Automotive Electrical	5
AUTO 260	Intermediate Automotive Electrical	4

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

ALTERNATIVE FUELS SERVICE TECHNICIAN

CERTIFICATE OF ACHIEVEMENT

The Alternative Fuels Service Technician Certificate option prepares students for employment as an entry-level alternative fuels service technician. Through courses focusing on both electrical and mechanical areas of the vehicles students learn how to use specialty equipment and hand tools found in automotive and alternative fuels service and repair facilities. Core topics include electric vehicle operation, hydraulics and pneumatics, pneumatic braking systems, diesel engines, alternative fuels engines, and heavy duty natural gas engines. Design, function, and operation of all these systems is also included in the certificate. Graduates are employed as entry-level technicians, general service technicians, fleet and municipality technicians, or apprentice technicians. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

AUTO COURSES		UNITS
AUTO 54	Introduction to Electric Vehicles	4
AUTO 55	Advanced Technology Electric Vehicles	4
AUTO 105	Hydraulics and Pneumatics	2
AUTO 155	Medium/Heavy Duty Brake Systems	2
AUTO 109	Automotive Diesel Systems	3.5
AUTO 182	Introduction to Alternative Fuels	5
AUTO 183	Compressed Natural Gas Engines	4
		—
	Total Certificate Requirements	24.5

RECOMMENDED ELECTIVES:

AUTO 100	Automotive Maintenance and Operation	4
AUTO 101	Automotive Service Tools and Equipment	4
AUTO 160	Introduction to Automotive Electrical	5
AUTO 260	Intermediate Automotive Electrical	4

The Department of Automotive Technology provides students with high quality automotive technology education leading to job opportunities in the automotive industry. Vocational programs in all areas of automotive diagnosis and repair, and manufacture specialty curriculum are offered. Certificates and degrees are available in General Technician, Manufacture Specialty, Electrical/Diagnosis Technician, Alternative Fuels Service Technician, Engine/Machining Technology, and Automotive Management.

BIOLOGY

ASSOCIATE IN SCIENCE FOR TRANSFER (AS-T)

Upon completion of the Associate in Science in Biology for Transfer degree, students will have gained an understanding of the fundamental principles of biology and of the scientific process, and will be able to demonstrate the analytical, critical thinking, and communication skills needed for continuing academic achievement and professional success. This Associate in Science in Biology is for seamless transfer to a CSU.

BIOL 200	Principles of Biology	5
BIOL 201	Principles of Biology	5
CHEM 111	General Chemistry	5
CHEM 112	General Chemistry	5
MATH 116	Calculus for Managerial, Biological, and Social Sciences	4
or MATH 170	Analytic Geometry and Calculus I	(4)
PHYS 101	General Physics	4
PHYS 102	General Physics	4
		—
	Total Degree Requirements	32

Curriculum and Requirements for Majors and Certificates

ASSOCIATE DEGREE FOR TRANSFER COMPLETION REQUIREMENTS:

- 60 semester or 90 quarter CSU-transferable units.
- the IGETC for STEM OR the CSU-GE Breadth for STEM requirements. See catalog listing for a complete explanation of IGETC for STEM and CSU-GE Breadth for STEM requirements.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of “C” or better in all courses required for the major or area of emphasis.

CAREER OPPORTUNITIES: After transfer to a four-year college or university and completion of the bachelor’s degree program, graduates qualify for graduate study and for professional careers in government, education, and private industry, including environmental consulting, biotechnology, biomedical technology, wildlife conservation, environmental management and conservation, research, healthcare and medicine, law and regulation, environmental and health policy, forensic science, and teaching.

BIOLOGY

ASSOCIATE OF ARTS DEGREE

REQUIRED COURSES	UNITS
BIOL 120 Introduction to Biological Science	4
BIOL 200 Principles of Biology	5
BIOL 201 Principles of Biology	5
CHEM 111 General Chemistry	5
CHEM 112 General Chemistry	5

Select one of the following two courses:

MATH 116 Calculus for Managerial, Biological, and Social Sciences	4
or MATH 170 Analytic Geometry and Calculus I	(4)

Total Degree Requirements	28
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ADDITIONAL DEGREE REQUIREMENTS

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the AA degree general education requirements, and (3) a grade of “C” or better in all courses required by major.

BOTANY

ASSOCIATE OF ARTS DEGREE

REQUIRED COURSES	UNITS
BIOL 120 Introduction to Biological Science	4
BIOL 200 Principles of Biology	5
BIOL 201 Principles of Biology	5
BOT 120 Introduction to Plant Science	4
CHEM 111 General Chemistry	5
CHEM 112 General Chemistry	5

Select one of the following two courses:

MATH 116 Calculus for Managerial, Biological, and Social Sciences	4
or MATH 170 Analytic Geometry and Calculus I	(4)

Total Degree Requirements	32
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ADDITIONAL DEGREE REQUIREMENTS

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the AA degree general education requirements, and (3) a grade of “C” or better in all courses required by major.

BUSINESS ADMINISTRATION

ASSOCIATE IN SCIENCE DEGREE FOR TRANSFER (AS-T)

This coursework prepares majors for an Associate in Science Degree in Business Administration for transfer. The AS-T is for seamless transfer to a CSU. It also prepares students for college work in upper division Business courses at the four-year institution.

REQUIRED CORE:

ACCT 101	Fundamentals of Accounting I	3.5
ACCT 102	Fundamentals of Accounting II	3.5
ECON 202M	Principles of Microeconomics	3
ECON 201M	Principles of Macroeconomics	3
BA 113	Legal Environment of Business	3
or LAW 110	Business Law	(3)

LIST A Select one (4 Units)

MATH 116	Calculus for Managerial, Biological and Social Sciences	4
MATH 112	Elementary Statistics	4
or PSYC 210	Elementary Statistics	(4)
MATH 115	Finite Mathematics	4

LIST B Select two: (6 Units)

Any course from List A not already used

CIS 101	Introduction to Computer Information Systems	3
BA 100	Fundamentals of Business	3
BCOT 247	Managerial business Communications	3
	Total Major Requirements	26

ASSOCIATE IN SCIENCE DEGREE FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU-transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

BUSINESS ADMINISTRATION - PLAN A

ASSOCIATE IN ARTS DEGREE

The Business Administration program provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Business Administration education also helps students understand basic business functions, their interrelationships, and the organization’s competitive niche.

MAJOR REQUIREMENTS		UNITS
ACCT 100	Introduction to Accounting	3
ACCT 101	Fundamentals of Accounting I	3.5
BA 113	Legal Environment of Business	3
or LAW 111	Business Law	(3)

Curriculum and Requirements for Majors and Certificates

CIS 101	Introduction to Computer Information Systems	3
ECON 201	Principles of Macroeconomics	3
or ECON 201M	Principles of Macroeconomics	(3)
ECON 202	Principles of Microeconomics	3
or ECON 202M	Principles of Microeconomics	(3)
		—
	Total Degree Requirements	18.5

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete the following: (1) major requirements, (2) the A.A. Degree General Education requirements, and (3) electives to achieve a minimum of 60 units.

BUSINESS ADMINISTRATION

ASSOCIATE IN ARTS DEGREE

The Business Administration Associate in Arts Degree is a Career Technical Education (CTE) program which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Business Administration education also helps students understand basic business functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12.0 UNITS):		UNITS
BA 100	Fundamentals of Business	3
BA 120	Management – Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or BCOT 247	Managerial Business Communications	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
		—
	Subtotal:	12

DEGREE SPECIFIC COURSES (12.0 UNITS):		UNITS
BA 113	Legal Environment of Business	3
or LAW 110	Business Law	(3)
BA 114	Marketing	3
BA 115	Management-Business	3
BA 205	Organizational Leadership	3
or BA 208	Leadership for Women in Business	(3)
or WGS 208	Leadership for Women in Business	(3)
		—
	Subtotal	12
	Total Degree Requirements	24

REQUIREMENTS FOR AN ASSOCIATE IN ARTS DEGREE IN BUSINESS ADMINISTRATION: PLAN A, PLAN B, AND PLAN C

Complete 60 units to include (1) the Business Core courses (12.0 units) and Degree Specific courses (12 units) listed above with a grade of "C" or higher or "Pass." (2) Complete the A.A. Degree General Education requirements for Plan A, or Plan B, or Plan C located in the College catalog.

NOTE: Although many of these courses are transferable, this A.A. Degree is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

BUSINESS ADMINISTRATION

CERTIFICATE OF ACHIEVEMENT

The Business Administration Certificate of Achievement is a Career Technical Education (CTE) program, which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Business Administration education also helps students understand basic business functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12.0 UNITS):		UNITS
BA 100	Fundamentals of Business	3
BA 120	Management – Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or BCOT 247	Managerial Business Communications	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
		—
	Subtotal:	12

CERTIFICATE SPECIFIC COURSES (12.0 UNITS):		UNITS
BA 113	Legal Environment of Business	3
or LAW 110	Business Law	(3)
BA 114	Marketing	3
BA 115	Management-Business	3
BA 205	Organizational Leadership	3
or BA 208	Leadership for Women in Business	(3)
or WGS 208	Leadership for Women in Business	(3)
	Subtotal:	12.0
	Total Certificate:	24

REQUIREMENTS FOR A BUSINESS ADMINISTRATION CERTIFICATE OF ACHIEVEMENT:

Complete the Business Core courses (12.0 units) and the Certificate Specific courses (12.0 units) listed above with a grade of "C" or higher or "Pass."

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives

BUSINESS ESSENTIALS

CERTIFICATE OF ACHIEVEMENT

BUSINESS CORE COURSES (12.0-12.5 Units)		UNITS
BA 100	Fundamentals of Business	3
or BA 104	Managing Cultural Diversity	(3)
or BA 106	Human Resource Management	(3)
or BA 107	Human Relations in Business	(3)
BA 120	Management – Accounting and Internal Control	3
or ACCT 100	Introduction to Accounting	(3)
BA 132	Computer Applications for Managers	3
or CIS 101	Introduction to Computer Information Systems	(3)
or BCOT 114	Introduction to Microsoft Office	(3.5)

Curriculum and Requirements for Majors and Certificates

BA 156	Motivational Presentation Skills for Managers	3
or SPCH 100	Fundamentals of oral Communication	(3)
or SPCH 130	Fundamentals of Speaking	(3)
or BCOT 148	Effective Business Presentations	(3)
or BCOT 247	Managerial Business Communications	(3)
	Total Certificate Requirements	12-12.5

Business Essentials Certificate of Achievement: Complete the BUSINESS CORE COURSES (12.0-12.5) with a grade of “C” or higher or “Pass.”

BUSINESS MANAGEMENT

ASSOCIATE IN ARTS

The Business Administration: Business Management A.A. Degree is a Career Technical Education (CTE) program, which provides student with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Management education also helps students understand basic management functions, their interrelationships, and the organization’s competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 100	Fundamentals of Business	3
BA 120	Management – Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
	Subtotal:	12

DEGREE SPECIFIC COURSES (12 UNITS):		UNITS
BA 101	International Business	3
or BA 116	Managing Green: Sustainability and Innovation	(3)
or BA 155	Introduction to Global Logistics	(3)
or BA 204	Project Management	(3)
BA 113	Legal Environment of Business	3
or LAW 110	Business Law	(3)
BA 114	Marketing	3
BA 115	Management-Business	3
	Subtotal:	12
	Total Degree Requirements	24

REQUIREMENTS FOR AN ASSOCIATE IN ARTS DEGREE IN BUSINESS ADMINISTRATION: BUSINESS MANAGEMENT:

Plan A, Plan B, and Plan C: Complete 60 units to include (1) the Business Core courses (12 units) and Degree Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.” (2) Complete the A.A. Degree General Education requirements for Plan A, or Plan B, or Plan C located in the College catalog.

NOTE: Although many of these courses are transferable, this A.A. Degree is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

BUSINESS MANAGEMENT

CERTIFICATE OF ACHIEVEMENT

The Business Administration: Business Management Certificate of Achievement is a Career Technical Education (CTE) program, which provides student with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Management education also helps students understand basic management functions, their interrelationships, and the organization’s competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 100	Fundamentals of Business	3
BA 120	Management – Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or COMM 100	Fundamentals of oral Communication	(3)
or COMM 130	Fundamentals of Speaking	(3)
	Subtotal:	12

CERTIFICATE SPECIFIC COURSES (12 UNITS):		UNITS
BA 101	International Business	3
or BA 116	Managing Green: Sustainability and Innovation	(3)
or BA 155	Introduction to Global Logistics	(3)
or BA 204	Project Management	(3)
BA 113	Legal Environment of Business	3
or LAW 110	Business Law	(3)
BA 114	Marketing	3
BA 115	Management-Business	3
	Subtotal:	12
	Total Certificate Requirements	24

REQUIREMENTS FOR A BUSINESS ADMINISTRATION: BUSINESS MANAGEMENT CERTIFICATE OF ACHIEVEMENT:

Complete the Business Core courses (12 units) and the Certificate Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.”

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

BUSINESS MARKETING

ASSOCIATE OF ARTS DEGREE

The Business Administration: Business Marketing A.A. Degree is a Career Technical Education (CTE) program, which provides student with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Marketing education also helps students understand basic management functions, their interrelationships, and the organization’s competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 100	Fundamentals of Business	3
BA 132	Computer Applications for Managers	3

Curriculum and Requirements for Majors and Certificates

BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
BA 157	Principles of Public Relations	3
or JOUR 157	Principles of Public Relations	(3)
	Subtotal:	12

DEGREE SPECIFIC COURSES (12 UNITS):		UNITS
BA 101	International Business	3
or BA 155	Introduction to Global Logistics	(3)
BA 110	Advertising and Sales	3
BA 114	Marketing	3
BA 121	Sales	3
	Subtotal:	12
	Total Degree Requirements	24

REQUIREMENTS FOR AN ASSOCIATE IN ARTS DEGREE IN BUSINESS ADMINISTRATION: BUSINESS MARKETING.

Plan A, Plan B, and Plan C: Complete 60 units to include (1) the Business Core courses (12 units) and Degree Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.” (2) Complete the A.A. Degree General Education requirements for Plan A, or Plan B, or Plan C located in the College catalog.

NOTE: Although many of these courses are transferable, this A.A. Degree is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

BUSINESS MARKETING

CERTIFICATE OF ACHIEVEMENT

The Business Administration: Business Marketing Certificate of Achievement is a Career Technical Education (CTE) program, which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Marketing education also helps students understand basic management functions, their interrelationships, and the organization’s competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 100	Fundamentals of Business	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
BA 157	Principles of Public Relations	3
or JOUR 157	Principles of Public Relations	(3)
	Subtotal:	12

CERTIFICATE SPECIFIC COURSES (12 UNITS):		UNITS
BA 101	International Business	3
or BA 155	Introduction to Global Logistics	(3)
BA 110	Advertising and Sales	3
BA 114	Marketing	3
BA 121	Sales	3
	Subtotal:	12
	Total Certificate Requirements	24

Requirements for a Business Administration: Business Marketing Certificate of Achievement:

Complete the Business Core courses (12 units) and the Certificate Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.”

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives

HUMAN RESOURCE MANAGEMENT

ASSOCIATE IN ARTS DEGREE

The Business Administration: Human Resource Management A.A. Degree is a Career Technical Education (CTE) program, which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Human Resource Management education also helps students understand basic management functions, their interrelationships, and the organization’s competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 107	Human Relations in Business	3
BA 120	Management – Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or BCOT 247	Managerial Business Communications	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
	Subtotal:	12

DEGREE SPECIFIC COURSES (12 UNITS):		UNITS
BA 106	Human Resource Management	3
BA 108	Labor Management Relations	3
BA 109	Human Resource Development	3
BA 113	Legal Environment of Business	3
or LAW 110	Business Law	(3)
	Subtotal:	12
	Total Degree Requirements	24

REQUIREMENTS FOR AN ASSOCIATE IN ARTS DEGREE IN BUSINESS ADMINISTRATION: HUMAN RESOURCE MANAGEMENT.

Plan A, Plan B, and Plan C: Complete 60 units to include (1) the Business Core courses (12 units) and Degree Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.” (2) Complete the A.A. Degree General Education requirements for Plan A, or Plan B, or Plan C located in the College catalog.

NOTE: Although many of these courses are transferable, this A.A. Degree is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

HUMAN RESOURCE MANAGEMENT

CERTIFICATE OF ACHIEVEMENT

The Business Administration: Human Resource Management Certificate of Achievement is a Career Technical Education (CTE) program, which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Human Resource Management education also helps students understand basic management functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 107	Human Relations in Business	3
BA 120	Management – Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or BCOT 247	Managerial Business Communications	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
	Subtotal:	12

CERTIFICATE SPECIFIC COURSES (12 UNITS):		UNITS
BA 106	Human Resource Management	3
BA 108	Labor Management Relations	3
BA 109	Human Resource Development	3
BA 113	Legal Environment of Business	3
or LAW 110	Business Law	(3)
	Subtotal:	12
	Total Certificate Requirements	24

REQUIREMENTS FOR A BUSINESS ADMINISTRATION: HUMAN RESOURCE MANAGEMENT CERTIFICATE OF ACHIEVEMENT:

Complete the Business Core courses (12 units) and the Certificate Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.”

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

INTERNATIONAL BUSINESS

ASSOCIATE IN ARTS

The Business Administration: International Business A.A. Degree is a Career Technical Education (CTE) program which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. International Business education also helps students understand basic management functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 104	Managing Cultural Diversity	3
BA 120	Management-Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3

BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or BCOT 247	Managerial Business Communications	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
	Subtotal:	12

DEGREE SPECIFIC COURSES (12 UNITS):		UNITS
BA 101	International Business	3
BA 102	International Business Law	3
or BA 113	Legal Environment of Business	(3)
or LAW 110	Business Law	(3)
BA 114	Marketing	3
BA 152	Fundamentals of Importing and Exporting	3
or BA 155	Introduction to Global Logistics	(3)
	Subtotal:	12
	Total Degree Requirements	24

REQUIREMENTS FOR AN ASSOCIATE IN ARTS DEGREE IN BUSINESS ADMINISTRATION: INTERNATIONAL BUSINESS:

Plan A, Plan B, and Plan C: Complete 60 units to include (1) the Business Core courses (12 units) and Degree Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.” (2) Complete the A.A. Degree General Education requirements for Plan A, or Plan B, or Plan C located in the College catalog.

NOTE: Although many of these courses are transferable, this A.A. Degree is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives

INTERNATIONAL BUSINESS

CERTIFICATE OF ACHIEVEMENT

The Business Administration: International Business Certificate of Achievement is a Career Technical Education (CTE) program which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Human Resource Management education also helps students understand basic management functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 104	Managing Cultural Diversity	3
BA 120	Management – Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or BCOT 247	Managerial Business Communications	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
	Subtotal:	12

CERTIFICATE SPECIFIC COURSES (12 UNITS):		UNITS
BA 101	International Business	3
BA 102	International Business Law	3
or BA 113	Legal Environment of Business	(3)
or LAW 110	Business Law	(3)

Curriculum and Requirements for Majors and Certificates

BA 114	Marketing	3
BA 152	Fundamentals of Importing and Exporting	3
or BA 155	Introduction to Global Logistics	(3)
	Subtotal:	12
	Total Certificate Requirements	24

RETAIL MANAGEMENT

ASSOCIATE IN ART

The Business Administration: Retail Management A.A. Degree is a Career Technical Education (CTE) program, which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Retail Management education also helps students understand basic management functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):	UNITS
BA 107 Human Relations in Business	3
BA 120 Management – Accounting and Internal Control	3
BA 132 Computer Applications for Managers	3
BA 156 Motivational Presentation Skills for Managers	3
or BCOT 148 Effective Business Presentations	(3)
or BCOT 247 Managerial Business Communications	(3)
or COMM 100 Introduction to Communication Studies	(3)
or COMM 130 Public Speaking	(3)
	—
Subtotal:	12

DEGREE SPECIFIC COURSES (12 UNITS):	UNITS
BA 106 Human Resource Management	3
BA 114 Marketing	3
BA 115 Management – Business	3
or BA 205 Organizational Leadership	(3)
or BA 208 Leadership for Women in Business	(3)
or WGS 208 Leadership for Women in Business	(3)
BA 118 Retail Management	3
or BA 123 Fundamentals of Retailing	(3)
	—
Subtotal:	12
Total Degree Requirements	24

REQUIREMENTS FOR AN ASSOCIATE IN ARTS DEGREE IN BUSINESS ADMINISTRATION: RETAIL MANAGEMENT:

Plan A, Plan B, and Plan C: Complete 60 units to include (1) the Business Core courses (12 units) and Degree Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.” (2) Complete the A.A. Degree General Education requirements for Plan A, or Plan B, or Plan C located in the College catalog.

NOTE: Although many of these courses are transferable, this A.A. Degree is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

RETAIL MANAGEMENT

CERTIFICATE OF ACHIEVEMENT

The Business Administration: Retail Management Certificate of Achievement is a Career Technical Education (CTE) program which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Retail Management education also helps students understand basic management functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):	UNITS
BA 107 Human Relations in Business	3
BA 120 Management – Accounting and Internal Control	3
BA 132 Computer Applications for Managers	3
BA 156 Motivational Presentation Skills for Managers	3
or BCOT 148 Effective Business Presentations	(3)
or BCOT 247 Managerial Business Communications	(3)
or COMM 100 Introduction to Communication Studies	(3)
or COMM 130 Public Speaking	(3)
	—
Subtotal:	12

CERTIFICATE SPECIFIC COURSES (12 UNITS):

CERTIFICATE SPECIFIC COURSES (12 UNITS):	UNITS
BA 106 Human Resource Management	3
BA 114 Marketing	3
BA 115 Management – Business	3
or BA 205 Organizational Leadership	(3)
or BA 208 Leadership for Women in Business	(3)
or WGS 208 Leadership for Women in Business	(3)
BA 118 Retail Management	3
or BA 123 Fundamentals of Retailing	(3)
	—
Subtotal:	12
Total Certificate Requirements	24

REQUIREMENTS FOR A BUSINESS ADMINISTRATION: RETAIL MANAGEMENT CERTIFICATE OF ACHIEVEMENT:

Complete the Business Core courses (12 units) and the Certificate Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.”

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

SMALL BUSINESS MANAGEMENT ENTREPRENEURSHIP

ASSOCIATE IN ARTS DEGREE

The Business Administration: Small Business Management Entrepreneurship A.A. Degree is a Career Technical Education (CTE) program which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Small Business Management Entrepreneurship education also helps students understand basic management functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

Curriculum and Requirements for Majors and Certificates

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 106	Human Resource Management	3
BA 120	Management – Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
BCOT 148	Effective Business Presentations	(3)
or BCOT 247	Managerial Business Communications	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
Subtotal:		12

DEGREE SPECIFIC COURSES (12 UNITS):		UNITS
BA 113	Legal Environment of Business	3
or LAW 110	Business Law	(3)
BA 114	Marketing	3
BA 115	Management – Business	3
BA 153	Small Business Management	3
Subtotal:		12
Total Degree Requirements		24

REQUIREMENTS FOR AN ASSOCIATE IN ARTS DEGREE IN BUSINESS ADMINISTRATION: SMALL BUSINESS MANAGEMENT ENTREPRENEURSHIP.

Plan A, Plan B, and Plan C: Complete 60 units to include (1) the Business Core courses (12 units) and Degree Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.” (2) Complete the A.A. Degree General Education requirements for Plan A, or Plan B, or Plan C located in the College catalog.

NOTE: Although many of these courses are transferable, this A.A. Degree is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

SMALL BUSINESS MANAGEMENT ENTREPRENEURSHIP

CERTIFICATE OF ACHIEVEMENT

The Business Administration: Small Business Management Entrepreneurship Certificate of Achievement is a Career Technical Education (CTE) program which provides students with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Small Business Management Entrepreneurship education also helps students understand basic management functions, their interrelationships, and the organization’s competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

BUSINESS CORE COURSES (12 UNITS):		UNITS
BA 106	Human Resource Management	3
BA 120	Management – Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
or BCOT 148	Effective Business Presentations	(3)
or BCOT 247	Managerial Business Communications	(3)
or COMM 100	Introduction to Communication Studies	(3)
or COMM 130	Public Speaking	(3)
Subtotal:		12

CERTIFICATE SPECIFIC COURSES (12 UNITS):		UNITS
BA 113	Legal Environment of Business	3
or LAW 110	Business Law	(3)
BA 114	Marketing	3
BA 115	Management – Business	3
BA 153	Small Business Management	3
Subtotal:		12
Total Certificate Requirements		24

REQUIREMENTS FOR A BUSINESS ADMINISTRATION: SMALL BUSINESS MANAGEMENT ENTREPRENEURSHIP CERTIFICATE OF ACHIEVEMENT:

Complete the Business Core courses (12 units) and the Certificate Specific courses (12 units) listed above with a grade of “C” or higher or “Pass.”

NOTE: Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.

TRAINING AND DEVELOPMENT

CERTIFICATE OF ACHIEVEMENT

DIVISION/DEPARTMENT REQUIREMENTS		UNITS
BA 124	Fundamentals of Training	3
BA 125	Designing, Developing and Delivering Effective Training Programs	3
BA 126	E-Learning	3
BA 156	Motivational Presentation Skills for Managers	3
Total Certificate Requirements		12

BUSINESS COMMUNICATIONS OFFICE TECHNOLOGY

GENERAL OFFICE

ASSOCIATE OF ARTS DEGREE

DEPARTMENT REQUIREMENTS		UNITS
BCOT 96	Microsoft PowerPoint	1.5
BCOT 97	Microsoft Outlook	1.5
BCOT 112	Microsoft Word	3.5
BCOT 114	Introduction to Microsoft Office	3.5
BCOT 131	Beginning College Keyboarding & Document Processing	3.5
BCOT 147	Business Communications	3.0
or BCOT 247	Managerial Business Communications	(3)
BCOT 152	Job Search in the Business Field	1.5
BCOT 161	Principles of Filing	1
BCOT 162	Business Spelling and Proofreading Skills	3
Total Degree Requirements		22

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for a Certificate of Achievement in General Office and complete the general education requirements and electives to achieve a minimum of 60 degree applicable units.

Curriculum and Requirements for Majors and Certificates

RECOMMENDATION: BCOT 60 and 63 to improve soft skills for interaction with customers and to increase keyboarding skills and employability.

NOTE: Although many of these courses are transferable, this Certificate/A.A. degree is non-transferable.

Please see a business counselor or the respective department chairperson for additional alternatives

GENERAL OFFICE

CERTIFICATE OF ACHIEVEMENT

DEPARTMENT REQUIREMENTS		UNITS
BCOT 60	Customer Service/Telephone Techniques	1
BCOT 96	Microsoft PowerPoint	1.5
BCOT 97	Microsoft Outlook	1.5
BCOT 112	Microsoft Word	3.5
BCOT 114	Introduction to Microsoft Office	3.5
BCOT 131	Beginning College Keyboarding & Document Processing	3.5
BCOT 147	Business Communications	3
or BCOT 247	Managerial Business Communications	(3)
BCOT 152	Job Search in the Business Field	1.5
BCOT 161	Principles of Filing	1
BCOT 162	Business Spelling and Proofreading Skills	3
		—
		23

RECOMMENDATION: BCOT 63 to increase keyboarding speed and employment employability

NOTE: Although many of these courses are transferable, this Certificate/A.A. degree is non-transferable.

Please see a business counselor or the respective department chairperson for additional alternatives.

SECRETARY/ADMINISTRATIVE ASSISTANT

ASSOCIATE OF ARTS DEGREE

DIVISION/DEPARTMENT REQUIREMENTS		UNITS
BCOT 96	Microsoft PowerPoint	1.5
BCOT 97	Microsoft Outlook	1.5
BCOT 112	Microsoft Word	3.5
BCOT 113	Microsoft Excel	3.5
BCOT 118	Microsoft Access for Office Technology	1.5
BCOT 131	Beginning College Keyboarding & Document Processing	3.5
BCOT 147	Business Communications	3
or BCOT 247	Managerial Business Communications	(3)
BCOT 152	Job Search in the Business Field	1.5
BCOT 155	Administrative Secretarial Procedures	4
BCOT 161	Principles of Filing	1
BCOT 162	Business Spelling and Proofreading Skills	3
		—
	Total Degree Requirements	27.5

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for a Certificate of Achievement in General Office and complete the general education requirements and electives to achieve a minimum of 60 degree applicable units.

RECOMMENDATION: BCOT 60 and 63 to improve soft skills for interaction with customers and to increase keyboarding skills and employability.

NOTE: Although many of these courses are transferable, this Certificate/A.A. degree is non-transferable.

NOTE: Completion of BCOT 96, BCOT 97, BCOT 112, BCOT 113, and BCOT 118 will prepare you for the Microsoft Office Specialist (MOS) Certification test.

Please see Business Counselors or the respective Department Chairperson for additional alternatives.

SECRETARY/ADMINISTRATIVE ASSISTANT

CERTIFICATE OF ACHIEVEMENT

DIVISION/DEPARTMENT REQUIREMENTS		UNITS
BCOT 60	Customer Service/Telephone Techniques	1
BCOT 63	Keyboarding Speed/Control Building	1
BCOT 96	Microsoft PowerPoint	1.5
BCOT 97	Microsoft Outlook	1.5
BCOT 112	Microsoft Word	3.5
BCOT 113	Microsoft Excel	3.5
BCOT 118	Microsoft Access	1.5
BCOT 131	Beginning College Keyboarding & Document Processing	3.5
BCOT 147	Business Communications	3
or BCOT 247	Managerial Business Communications	(3)
BCOT 152	Job Search in the Business Field	1.5
BCOT 155	Administrative Secretarial Procedures	4
BCOT 161	Principles of Filing	1
BCOT 162	Business Spelling and Proofreading Skills	3
		—
	Total Certificate Requirements	29.5

NOTE: Although many of these courses are transferable, this Certificate/A.A. degree is non-transferable.

NOTE: Completion of BCOT 96, BCOT 97, BCOT 112, BCOT 113, and BCOT 118 will prepare you for the Microsoft Office Specialist (MOS) Certification test.

Please see Business Counselors or the respective Department Chairperson for additional alternatives.

LEGAL SECRETARY

ASSOCIATE OF ARTS DEGREE

DIVISION/DEPARTMENT REQUIREMENTS		UNITS
BCOT 81	Legal Office Procedures	4
BCOT 96	Microsoft PowerPoint	1.5
BCOT 97	Microsoft Outlook	1.5
BCOT 112	Microsoft Word	3.5
BCOT 113	Microsoft Excel	3.5
BCOT 118	Microsoft Access	1.5
BCOT 131	Beginning College Keyboarding & Document Processing	3.5
BCOT 147	Business Communications	3
or BCOT 247	Managerial Business Communications	(3)

Curriculum and Requirements for Majors and Certificates

BCOT 152	Job Search in the Business Field	1.5
BCOT 161	Principles of Filing	1
BCOT 162	Business Spelling and Proofreading Skills	3
LAW 57	Legal Document Procedures	3
LAW 101	Introduction to Law	3
		—
	Total Degree Requirements	33.5

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for a Certificate of Achievement in General Office and complete the general education requirements and electives to achieve a minimum of 60 degree applicable units.

RECOMMENDATION: BCOT 60 and 63 to improve soft skills for interaction with customers and to increase keyboarding skills and employability.

NOTE: Completion of BCOT 96, BCOT 97, BCOT 112, BCOT 113, and BCOT 118 will prepare you for the Microsoft Office Specialist (MOS) Certification test.

NOTE: Although many of these courses are transferable, this Certificate/A.A. degree is non-transferable.

Please see a business counselor or the respective department chairperson for additional alternatives.

LEGAL SECRETARY

CERTIFICATE OF ACHIEVEMENT

DIVISION/DEPARTMENT REQUIREMENTS	UNITS	
BCOT 60	Customer Service/Telephone Techniques	1
BCOT 63	Keyboarding Speed/Control Building	1
BCOT 81	Legal Office Procedures	4
BCOT 96	Microsoft PowerPoint	1.5
BCOT 97	Microsoft Outlook	1.5
BCOT 112	Microsoft Word	3.5
BCOT 113	Microsoft Excel	3.5
BCOT 118	Microsoft Access	1.5
BCOT 131	Beginning College Keyboarding & Document Processing	3.5
BCOT 147	Business Communications	3
or BCOT 247	Managerial Business Communications	(3)
BCOT 152	Job Search in the Business Field	1.5
BCOT 161	Principles of Filing	3
BCOT 162	Business Spelling and Proofreading Skills	3
LAW 57	Legal Document Procedures	3
LAW 101	Introduction to Law	3
		—
	Total Certificate Requirements	35.5

NOTE: Completion of BCOT 96, BCOT 97, BCOT 112, BCOT 113, and BCOT 118 will prepare you for the Microsoft Office Specialist (MOS) Certification test.

NOTE: Although many of these courses are transferable, this Certificate/A.A. degree is non-transferable.

Please see a business counselor or the respective department chairperson for additional alternatives.

CHEMISTRY

ASSOCIATE IN SCIENCE FOR TRANSFER (AS-T)

Upon completion of the Associate in Science in Chemistry for Transfer degree, students will have gained an understanding of the fundamental principles of chemistry and of the scientific process and will be able to demonstrate the analytical, critical thinking, and communication skills needed for continuing academic achievement and professional success. This Associate in Science Degree for Transfer in Chemistry is for seamless transfer to a CSU.

Required Core: 36 Units

CHEM 111	General Chemistry	5
CHEM 112	General Chemistry	5
CHEM 211	Organic Chemistry	5
CHEM 212	Organic Chemistry	5
MATH 170	Analytic Geometry and Calculus I	4
MATH 190	Analytic Geometry and Calculus II	4
PHYS 201	Engineering Physics	4
PHYS 202	Engineering Physics	4
		—
	Total Degree Requirements	36

ASSOCIATE DEGREE FOR TRANSFER COMPLETION REQUIREMENTS:

The Associate in Science in Chemistry for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) for STEM requirements with a minimum grade point average of 2.0. This transferable general education option permits students to delay two specified general education courses until after transfer, if desired. Please consult a counselor for details or page 81 in the Cerritos College catalog. All courses in the major must be completed with a grade of "C" or better.

CAREER OPPORTUNITIES: After transfer to a four-year college or university and completion of the bachelor's degree program, graduates qualify for graduate study and for professional careers in government, education, and private industry, including agrochemistry, analytical chemistry, astrochemistry, atmospheric chemistry, biochemistry, biomedical technology, biotechnology, catalysis, ceramics industry, chemical engineering, chemical information, chemical sales, chemical technology, chemistry, colloid science, consulting, consumer product research and development, environmental chemistry, environmental consulting, environmental law, environmental management, environmental policy, environmental regulation, ethnobotany, food chemistry, forensic science, geochemistry, government policy, hazardous waste management, healthcare, health policy, inorganic chemistry, materials science, medicine, metallurgy, military systems, oceanography, organic chemistry, paper industry, patent law, perfume chemistry, petroleum and natural gas industry, pharmaceuticals, physical chemistry, plastics industry, polymer industry, R & D management, science writing, software design, space exploration, surface chemistry, teaching, technical writing, textile industry, and water chemistry.

Curriculum and Requirements for Majors and Certificates

CHINESE

ASSOCIATE OF ARTS DEGREE

Cerritos College Chinese Program seeks to provide courses that will fulfill part of the general education requirements for other majors. Our courses are necessary for many students to complete their General Education requirements. The purpose of this major is twofold: to develop proficiency in written and spoken communication as well as to foster an appreciation of cultural diversity and global awareness.

CORE COURSES:	UNITS
CHIN 101 Elementary Chinese I	5
or CHIN 103 Introduction to Business Chinese	(3)
CHIN 102 Elementary Chinese II	5
CHIN 201 Intermediate Chinese I	5
CHIN 202 Intermediate Chinese II	5
CHIN 260 Chinese Culture and Society	3
	—
Total Degree Requirements	21-23

RECOMMENDED ELECTIVES:

ART 107 Asian Art History
ENG 237 Asian American Literature
PHIL 200 World Religions
HIST 260 Survey of the History of Asia
HIST 265 Selected Problems in Contemporary Asian History
HIST 246 World Civilization from 1500 to Present

ASSOCIATE OF ARTS IN CHINESE DEGREE REQUIREMENTS:

Complete the following (1) All the core courses listed above and Associate of Arts general education courses and electives for a total of 60 units (2) Obtainment of a minimum grade point average (GPA) of 2.0 (3) Earn a grade of "C" or better in all the core courses. Students must complete 23 units from the core courses listed above and Associate of Arts general education requirements and electives for a total of 60 units.

CHICANO STUDIES

ASSOCIATE IN ARTS

The mission of the Mexican American, Chicana/o, Latina/o Studies Department is to develop in students the academic tools to recognize, critically understand, and appreciate the social, historical, and continuing cultural significance of these communities. The program prepares Chicano Studies majors to effectively transfer to four-year universities, participate in the workplace, and to affect positive change as it relates to local, national and global purposes.

Requiring completion of courses from the fields of History, Art, Women's Studies, Sociology, Philosophy, Psychology, Spanish, English and Anthropology, the Chicano Studies Degree explores intersectionality globally, within Mexican American, Chicana/o and Latina/o communities and racialized societies. To enact change through civic advocacy, majors are empowered to apply their knowledge and skills in the service of their communities and to act in accord with the principles of social justice that they have acquired.

REQUIRED COURSES (19 UNITS):	UNITS
ENGL 223 Chicana/Chicano Literature	3
ENGL 225 Mexican Literature in Translation	3
SPAN 101 Elementary Spanish	5
or SPAN 111 Elementary Spanish for Spanish Speakers	(5)

SPAN 102 Elementary Spanish	5
or SPAN 112 Elementary Spanish for Spanish Speakers	(5)
SPAN 245 Introduction to Chicano/ Mexican American Culture	3
	—
Subtotal:	19

Elective Courses Choose two courses (6 – 9 units):

ANTH 100 Cultural Anthropology	3
ANTH 170 Introduction to Language and Culture	3
ANTH 202 The Maya, Inca and Aztecs: Ancient Civilizations of the Americas	3
ART 105A The Arts of Latin America and the Caribbean: Pre-Columbian	3
ART 105B The Arts of Latin America and the Caribbean: Colonial to the Present	3
HIST 120 History of California	3
HIST 230 History of Mexico	3
HIST 235 History of Latin America	3
HO 100 Health of Underserved Communities	3
HUM 108 Black Images in Popular Culture	3
or ART 108 Black Images in Popular Culture	(3)
PHIL 104 Philosophy of Cultural Diversity: Challenge and Change	3
PHIL 200 World Religions	3
PSYC 261 Social Psychology	3
SOC 201 Social Problems	3
SOC 215 Sociology of Cultural Diversity: Challenge and Change	3
SOC 210 American Minority Relations	3
SPAN 201 Intermediate Spanish	5
SPAN 202 Intermediate Spanish	4
SPAN 210 Highlights of Hispanic Culture	3
WGS 101 Issues for Women in American Society	3
WGS 105 Gender Studies and the Chicana/ Latina Experience	3
	—
Total Degree Requirements	25-28

ASSOCIATE IN ARTS DEGREE REQUIREMENTS: Complete the following (1) major requirements, (2) the A.A. Degree General Education requirements for, and (3) electives to achieve a minimum of 60 units.

CHILD DEVELOPMENT/EARLY CHILDHOOD

This program welcomes students from diverse cultural and ethnic backgrounds. Male students are encouraged to investigate career opportunities in Child Development. Technical Standards/Essential Functions are available for your review on the program's website. They have been designed to give you more information about the profession and important skills/functions. This information will be helpful to assist you in deciding on your career path. The Child Development Department offers several different options for the student interested in working with young children.

It is important for you to know, as a Child Development major, when you observe in classrooms to complete your class assignments, enroll in CDEC 164 Practicum AND when you apply for a job working in a licensed facility with young children, you will need the following, due to the Health & Safety Code:

Section 1596.7995 (a)(1) Commencing September 1, 2016, a person shall not be employed or volunteer at a day care center if he or she has not been immunized against influenza, pertussis, and measles

Curriculum and Requirements for Majors and Certificates

(according to most recent CDC Adult Schedule (Adult Immunization Schedules and Tools for Providers | CDC). Each employee and volunteer shall receive an influenza vaccination between August 1 and December 1 of each year.

- 2 vaccines (MMR-Series of 2 & Pertusis - Tdap, every 10 years)
- FLU shot (between August 1st & December 1st) and
- TB Test (within last 2 years, chest X-ray good for 5 years)

***Documentation of each vaccine, the flu shot and your TB Test results will be required. (See attached CDEC 164 Practicum form for more information, on page 10)**

All full-time Child Development instructors are available to advise students in all of the following areas:

CHILD DEVELOPMENT DEPARTMENT VERIFICATIONS – The verifications are designed to meet the minimum requirements of the Department of Social Services to teach in licensed private preschools and childcare programs. This is an entry-level career choice. The student is encouraged to pursue additional units in Child Development to advance in the field. Applications for the following Verifications of Completion must be made at the Health Occupations Division office any time after the completion of courses.

1. ASSOCIATE TEACHER VERIFICATION OF COMPLETION

Complete the following courses:

COURSES		UNITS
CD 110	Child Development	3
CDEC 111	Principles and Practices in Early Childhood Education	3
CDEC 112	Introduction to Curriculum	3
CDEC 113	The Child, Family, and Community	3

Three of the four above courses must be completed at Cerritos College

2. PRESCHOOL DIRECTOR VERIFICATION OF COMPLETION

Complete the following courses:

COURSES		UNITS
CD 110	Child Development	3
CDEC 166	Administration I: Programs in Early Childhood Education	3
CDEC 111	Principles and Practices in Early Childhood Education	3
CDEC 112	Introduction to Curriculum	3
CDEC 113	The Child, Family, and Community	3

Four of the five above courses must be completed at Cerritos College

CERTIFICATES OF ACHIEVEMENT – This is a carefully planned course of classes that will meet requirements of the Department of Social Services and the Child Development Permit as well as when combined with the required general education classes will lead to an A.A. in Child Development. This offers even greater career options. Petitions for the Certificate of Achievement must be made through the Cerritos College office of Admissions and Records. The deadline for submitting petitions is listed in the Schedule of Classes each semester.

1. CHILD DEVELOPMENT/EARLY CHILDHOOD CERTIFICATE OF ACHIEVEMENT

Start with the core classes

COURSES		UNITS
CD 110	Child Development	3
CDEC 111	Principles and Practices in Early Childhood Education	3
CDEC 112	Introduction to Curriculum	3
CDEC 113	The Child, Family, and Community	3

Completion of any 2 allows you to be eligible for the Assistant level of the Permit.

Completion of all 4 and work experience allows you to be eligible for the Associate Teacher level of the Permit.

Next complete these four classes

COURSES		UNITS
CD 124	Teaching in a Diverse Society	3
CD 139	Observation, Assessment, and Positive Guidance of Childhood Behavior	3
CDEC 161	Health, Safety, and Nutrition	3
CDEC 164	Practicum Field Experience (See note below)	3
	Total Certificate Requirements	24

Note: All four core classes must be completed before enrolling in CDEC 164

Completion of all 8 courses + 16 general education units + work experience allows you to be eligible for the Teacher level of the Permit.

Optional Specialties (6 additional units required for A.A. Degree)

- Specialties also meet the “6 specialization units” required at the Master Teacher level of the Permit
- Courses for specialties also meet general education required “elective” units. Meet with a counselor for accepted “elective” units.

Infant/Toddler Specialization

CDIT 151	Infant and Toddler Development	3
CDIT 152	Care and Education for Infants And Toddlers	3

Special Education Specialization

CDSE 150	Introduction to Children with Special Needs	3
CDSE 152	Curriculum and Strategies for Children with Special Needs	3

ECE Curriculum Planning Specialization

(Choose 2 out of the 4 below)

CDEC 62	Exploring Creative Art Expression by Children	3
CDEC 63	Early Childhood Experiences in Language Arts and Social Sciences	3
CDEC 65	Music and Movement for Children	3
CDEC 133	Early Childhood Experiences in Math and Sciences	3

Curriculum and Requirements for Majors and Certificates

2. CHILD DEVELOPMENT/PRESCHOOL DIRECTOR CERTIFICATE OF ACHIEVEMENT

Start with

Child Development/Early Childhood Certificate of Achievement 24

Add one of the 6-unit Optional Specialties (your choice)

6 Unit Optional Specialty 6

Next complete these three classes:

COURSES	UNITS
CDEC 166 Administration I: Programs in Early Childhood Education	3
CDEC 167 Administration II: Personnel and Leadership in Early Childhood Education	3
CDEC 230 Adult Supervision in Child Care Programs	3
Total Certificate Requirements	39

A.A. Degree – Child Development – This option requires one of the Certificates of Achievement (Child Development/Early Childhood + 6 unit Optional Specialty OR Child Development/Preschool Director + 6 unit Optional Specialty) and the required general education courses at Cerritos College. Some courses may be transferable; see college catalog and counselor for more information. Petitions for the Associate in Arts Degree must be made through the Cerritos College office of Admissions and Records. The deadline for submitting petitions is listed in the Schedule of Classes each semester.

A.S. Degree – Early Childhood Education for Transfer (AS-T) – This option is for students who are interested in transferring to a CSU or UC campus. Please meet with a counselor to discuss this option.

COURSES	UNITS
CD 110 Child Development	3
CD 124 Teaching in a Diverse Society	3
CD 139 Observation, Assessment, and Positive Guidance of Childhood Behavior	3
CDEC 111 Principles and Practices in Early Childhood Education	3
CDEC 112 Introduction to Curriculum	3
CDEC 113 The Child, Family, and Community	3
CDEC 161 Health, Safety, and Nutrition	3
CDEC 164 Practicum Field Experience (See note below)	3
Total Certificate Requirements	24

Complete the following

- 60 semester or 90 quarter CSU-transferable units
- The California State University General-Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern
- A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district
- Obtain a minimum grade point average (GPA) of 2.0
- Earn a grade or “C” or higher in all courses required for the major or area of emphasis

The Child Development Permit – The Child Development Permit is granted by the California Commission on Teacher Credentialing and entitles the holder to teach in state and federally funded programs. This is an expanded career choice and has levels of advancement. The

Child Development Department recommends that all Child Development students aspire to the Child Development Permit. Application for the permit is made through the California Commission on Teacher Credentialing. (Please refer to the Child Development Permit Matrix.)

- Assistant Teacher
- Associate Teacher
- Teacher
- Master Teacher
- Site Supervisor
- Program Director

Successful completion of all levels of course work is necessary for completion of, and graduation from, the program of study. In order to complete the program, the student must maintain a grade of “C” or higher whether enrolled in combined lecture/lab courses, practicums, or clinical experiences. When content is tiered, each level must be completed according to identified criteria. All courses not completed at Cerritos College must be comparable in content, units, and granted by a college or university accredited by the Western Association of School and Colleges. Equivalencies must be determined by the Child Development Department Chairperson.

COMMUNICATION STUDIES

COMMUNICATION STUDIES

ASSOCIATE IN ARTS

The Communication Studies Department at Cerritos College represents some of the most diverse and thorough course offerings at a community college in California. The department reflects its currency in the field by offering a variety of courses to satisfy different general education requirements, as well as offering courses that are reflective of trends in the field. Communication Studies is often referred to as one of the golden four because of its unique ability to solely satisfy a primary general education requirement, oral communication. The Communication Department helps students develop communication skills that prepare them to be productive participants in a global community.

Core Requirements Select two courses - (6.0 Units)

COMM 100 Introduction to Communication Studies	3
or COMM 120 Interpersonal Communication	(3)
COMM 130 Public Speaking	3

List A: Select two courses - (6.0 Units)

COMM 103 Argumentation, Persuasion, and Critical Thinking	3
COMM 132 Small Group Communication	3
COMM 125 Organizational Communication	3

List B: Select two courses - (6.0 Units)

Including any course from the required core or List A that has not been completed

COMM 60 Basics of Speech Communication	3
COMM 110 Intercultural Communication	3
COMM 115 Gender Communication and the Digital Divide	3
COMM 140 Oral Interpretation of Literature	3
COMM 145 Storytelling	3
COMM 148 Oral Interpretation: Reader's Theatre	3

Curriculum and Requirements for Majors and Certificates

COMM 200	Contemporary Communication Topics	3
COMM 231	Forensics Activity 1 (Competitive Speech and Debate)	1
COMM 232	Forensics Activity 2 (Competitive Speech and Debate)	2
COMM 233	Forensics Activity 3 (Competitive Speech and Debate)	3
	Total Major Requirements:	18

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Complete the following: (1) major requirements, (2) the AA Degree General Education requirements, and (3) electives to achieve a minimum of 60 units.

COMMUNICATION STUDIES

CERTIFICATE OF ACHIEVEMENT

By successfully completing the courses for a Certificate of Achievement in Communication Studies, students will gain breadth and depth of communication competence to significantly impact future employment and promotion. Students can satisfy up to four different general education transfer requirements (Oral Communication, Social Sciences, Humanities and Critical Thinking) as well as build practical and theoretical understanding for future Communication Studies work.

DIVISION/DEPARTMENT REQUIREMENTS

Choose 12 units from any of the following courses

REQUIRED CORE		UNITS
COMM 60	Basics of Speech Communication	3
COMM 100	Introduction to Communication Studies	3
COMM 103	Argumentation, Persuasion, and Critical Thinking	3
COMM 110	Intercultural Communication	3
COMM 115	Gender, Communication and the Digital Revolution	3
OR WGS 115	Gender, Communication and the Digital Revolution	3
COMM 120	Interpersonal Communication	3
COMM 125	Organizational Communication	3
COMM 130	Public Speaking	3
COMM 132	Small Group Communication	3
COMM 140	Oral Interpretation of Literature	3
COMM 145	Storytelling	3
COMM 148	Readers' Theater	3
COMM 200	Contemporary Communication Topics	3
* COMM 231	Forensics Activity (Competitive Speech and Debate)	1
* COMM 232	Forensics Activity (Competitive Speech and Debate)	2
* COMM 233	Forensics Activity (Competitive Speech and Debate)	3
	Total Certificate of Achievement Requirements	12

* Up to 3 forensics units may be used toward the speech certificate

COMMUNICATION STUDIES

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

The Associate in Arts Degree in Communication Studies for Transfer at Cerritos College provides students with seamless transfer into the CSU system to complete a baccalaureate degree in Communication Studies. By successfully completing the courses for the AA-T, students will gain practical and theoretical understanding for future communication studies work. They will also gain breadth and depth of communication competence to significantly impact future employment and promotion. Furthermore, while meeting the AA-T in Communication Studies requirements, students can satisfy up to four different general education transfer requirements (Oral Communication, Social Science, Humanities and Critical Thinking) as well as earn a Certificate of Completion (12 units).

REQUIRED CORE (3 UNITS- ONE COURSE)

SPCH 130	Fundamentals of Speaking	3
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LIST A (6 UNITS — CHOOSE ANY TWO COURSES)

SPCH 120	Fundamentals of Interpersonal Communication	3
SPCH 132	Fundamentals of Small Group Communication	3
SPCH 235	Fundamentals of Argumentation and Persuasion	3

LIST B (6 UNITS-CHOOSE A MINIMUM OF TWO COURSES)

Any List A course not used above

SPCH 110	Intercultural Communication	3
SPCH 140	Oral Interpretation of Literature	3
SPCH 150	Organizational Communication	3
*SPCH 231	Forensics Activity	1
*SPCH 232	Forensics Activity	2
*SPCH 232	Forensics Activity	3

LIST C (3 UNITS-CHOOSE ONE COURSE)

Any List A or B course not used above

SPCH 100	Fundamentals of oral Communication	3
SPCH 115	Gender, Communication and the Digital Revolution	3
or WGS 115	Gender, Communication and the Digital Revolution	(3)
SPCH 145	Storytelling	3
SPCH 200	Contemporary Communication Topics	3
SPCH 148	Readers' Theater	3
ANTH 100	Cultural Anthropology	3
ENGL 102	Freshman Composition and Literature	3
JOUR 100	Mass Communication and Society	3
PSYCH 101	General Introductory Psychology	3
SOC 101	Introductory Sociology Principles	3
	Total Major Requirements	18

* Up to 3 forensics units may be used toward the Associate in Arts Degree in Communication Studies for Transfer (AA-T)

ASSOCIATE IN ARTS IN COMMUNICATION STUDIES FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

COMPUTER AND INFORMATION SCIENCES

CLIENT-SIDE WEB PAGE DEVELOPMENT

CERTIFICATE OF ACHIEVEMENT

Upon completion of the client-side Web page development certificate of achievement, students will be able to use their cutting-edge skills to gain entry-level jobs, and use the certificate for professional growth, salary increases, job promotions, or career changes in the area of information technology.

DIVISION/DEPARTMENT REQUIREMENTS:		UNITS
CIS 103	Computer Programming Logic	3.5
or CIS 180	Programming in C/C++	(3)
or CIS 183	Programming in Java	(3)
CIS 160	Web Page Development	3.5
CIS 162	HTML and CSS	3.5
CIS 164	JavaScript Programming	3.5
ART 192	PhotoShop/Digital Imaging	3
Total Certificate Requirements		16.5-17

COMPUTER SCIENCE

ASSOCIATE IN SCIENCE DEGREE FOR TRANSFER (AS-T)

REQUIRED CORE (28 UNITS)		UNITS
CIS 183	Java Programming	3
CIS 292	Data Structures	3
CIS 231	Computer Organization and Assembly Language Programming	3
CIS 185	Discrete Structures	3
MATH 170	Analytic Geometry and Calculus I	4
MATH 190	Analytic Geometry and Calculus II	4
PHYS 201	Engineering Physics	4
PHYS 202	Engineering Physics	4
Total Degree Requirements		28

ASSOCIATE IN SCIENCE IN COMPUTER SCIENCE FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

COMPUTER SCIENCE

ASSOCIATE IN ARTS DEGREE

MAJOR REQUIREMENTS		UNITS
CIS 180	Programming in C/C++	3
CIS 280	Object-Oriented Programming in C++	3
MATH 170	Analytic Geometry and Calculus I	4
MATH 190	Analytic Geometry and Calculus II	4
PHYS 201	Engineering Physics	4
Total Degree Requirements		18

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete the following: (1) major requirements, (2) the A.A. Degree General Education requirements, and (3) electives to achieve a minimum of 60 units.

CYBERSECURITY

ASSOCIATE OF SCIENCE DEGREE

The program is designed to prepare students for the high growth profession – information security, by offering training on the cutting-edge skills and knowledge sought by the industry, aiming to provide students opportunities for career change or advancement.

Graduates of the program will have a comprehensive understanding of the current security challenges in the cyberspace, and will be equipped with the knowledge and skills needed to help design and implement policies and systems able to support a dependable organization's information infrastructure.

Possible career opportunities include entry level cybersecurity analyst, cybersecurity specialist, and cybersecurity engineer, etc.

DIVISION/DEPARTMENT REQUIREMENTS:		UNITS
REQUIRED COURSES		
CIS 103	Computer Programming Logic	3.5
CIS 170A	Networking Fundamentals	3.5
CIS 170H	TCP/IP Fundamentals	3
CIS 170L	Cybersecurity Fundamentals	3.5
CIS 170P	Introduction to Ethical Hacking	3.5
CIS 170R	Computer and Digital Forensics	3.5
CIS 213F	Microsoft Windows Server Administration	3.5
CIS 214	Unix	3.5
Choose 3.5 units from the following courses:		
CIS 170S	Network Defense	3.5
CIS 170I	Cisco Network Security	3.5
Total Certificate Requirements		31

ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

Complete a minimum of 60 units to include (1) the above course requirements, (2) A.S. Degree General Education requirements, and (3) electives as needed.

CYBERSECURITY

CERTIFICATE OF ACHIEVEMENT

Upon completion of the Cybersecurity Certificate of Achievement students will be able to use their newly learned skills to gain entry level jobs, use the certificate for professional growth, salary increases, job promotions or career changes in the area of information security/assurance.

DIVISION/DEPARTMENT REQUIREMENTS:		UNITS
REQUIRED COURSES		
CIS 103	Computer Programming Logic	3.5
CIS 170A	Networking Fundamentals	3.5
CIS 170H	TCP/IP Fundamentals	3
CIS 170L	Cybersecurity Fundamentals	3.5
CIS 170P	Introduction to Ethical Hacking	3.5
CIS 170R	Computer and Digital Forensics	3.5
CIS 213F	Microsoft Windows Server Administration	3.5
CIS 214	Unix	3.5

Curriculum and Requirements for Majors and Certificates

Choose 3.5 units from the following courses:

CIS 170S	Network Defense	3.5
CIS 170I	Cisco Network Security	3.5
		—
	Total Certificate Requirements	31

CIS 200A	Apple Mac OS Support Essentials	3.5
CIS 212	Introduction to Microsoft Windows Administration	3.5
CIS 213F	Microsoft Windows Server Administration	3.5
CIS 214	Unix and Linux Operating Systems	3
		—
	Total Degree Requirements	33.5

MICROCOMPUTER SPECIALIST

CERTIFICATE OF ACHIEVEMENT

DIVISION/DEPARTMENT REQUIREMENTS		UNITS
CIS 58A	PC Operating System A+ Certification	3.5
CIS 58B	PC Core Hardware A+ Certification	3.5
CIS 102	Introduction to Microcomputer Hardware and Applications Software	3
CIS 103	Computer Programming Logic	3.5
CIS 151	Microsoft Excel for Information Systems/Information Technology	3.5
CIS 155	Microsoft Access	3
CIS 170A	Networking Fundamentals	3.5
CIS 200A	Apple Mac OS Support Essentials	3.5
ENGL 100**	Freshman Composition	4
		—
	Total Certificate Requirements	31

Choose 3.5 units from the following courses:

CIS 103	Computer Programming Logic	3.5
CIS 170B	Network+ Certification	3.5
CIS 170L	Cybersecurity Fundamentals	3.5
		—
	Total Degree Requirements	37

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Meet the requirements of a certificate of achievement in computer and information sciences network systems/administration and complete general education requirements and electives to achieve a minimum of 60 units.

NETWORK/SYSTEMS ADMINISTRATION

CERTIFICATE OF ACHIEVEMENT

The network/systems administration program at Cerritos College is designed to prepare students for a career in the information industry by offering training on the cutting-edge skills and knowledge sought by the industry, aiming to provide students with opportunities for career change or advancement.

Graduates of the program will have a comprehensive understanding of the current communication technologies and commonly used operating systems, will be equipped with the knowledge and skills needed to design and implement a network infrastructure, and will be able to deploy and administer multiple systems in an organization.

The graduates of the program have possible career opportunities including the following occupations: entry-level technical support technician, system administrator, network technician, network administrator, and network engineer.

**Meets A.A. Degree General Education requirement.

NOTE: CIS 102, and 103 meet A.A. Degree General Education Communication and Analytical Thinking requirement.

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for Certificate of Achievement in Computer and Information Sciences Microcomputer Specialist and complete General Education requirements and electives to achieve a minimum of 60 units.

NOTE: Although many of these courses are transferable, this Certificate/ A.A. Degree is nontransferable.

Please see counselors or the respective department for additional alternatives.

NETWORK/SYSTEMS ADMINISTRATION

ASSOCIATE OF ARTS DEGREE

The network/systems administration program at Cerritos College is designed to prepare students for a career in the information industry.

Graduates of the program will have a comprehensive understanding of the current communication technologies and commonly used operating systems, will be equipped with the knowledge and skills needed to design and implement a network infrastructure, and will be able to deploy and administer multiple systems in an organization.

The graduates of the program have possible career opportunities including the following occupations: entry-level technical support technician, system administrator, network technician, network administrator, and network engineer.

REQUIRED COURSES		UNITS
CIS 170A	Networking Fundamentals	3.5
CIS 170E	Router Configurations and Protocol	3.5
CIS 170F	Advanced Switching and Routing	3.5
CIS 170G	Wide Area Networks	3.5
CIS 170H	TCP/IP Fundamentals	3
CIS 170K	Introduction to Wireless Networking	3

REQUIRED COURSES		UNITS
CIS 170A	Networking Fundamentals	3.5
CIS 170E	Router Configurations and Protocol	3.5
CIS 170F	Advanced Switching and Routing	3.5
CIS 170G	Wide Area Networks	3.5
CIS 170H	TCP/IP Fundamentals	3
CIS 170K	Introduction to Wireless Networking	3
CIS 200A	Apple Mac OS Support Essentials	3.5
CIS 212	Introduction to Microsoft Windows Administration	3.5
CIS 213F	Microsoft Windows Server Administration	3.5
CIS 214	Unix and Linux Operating Systems	3
		—
	Total Degree Requirements	33.5

Choose 3.5 units from the following courses:

CIS 103	Computer Programming Logic	3.5
CIS 170B	Network+ Certification	3.5
CIS 170L	Cybersecurity Fundamentals	3.5
		—
	Total Certificate Requirements	37

Curriculum and Requirements for Majors and Certificates

PROGRAMMER

ASSOCIATE OF ARTS DEGREE

DIVISION/DEPARTMENT REQUIREMENTS	UNITS
CIS 103 Computer Programming Logic	3.5
CIS 180 Programming in C/C++	3
CIS 183 Java Programming	3
CIS 207 Database Design and SQL	3.5
or CIS 208A Oracle SQL and PL/SQL	(3.5)
CIS 214 Unix and Linux Operating Systems	3
CIS 280X Object-Oriented Programming in C++	3.5
CIS 282 Advanced Java Programming	3.5
CIS 292 Data Structures	3
ENGL 100** Freshman Composition	4
 Choose at least 6 units from the following courses	
CIS 160 Web Page Development	3.5
CIS 162 HTML and CSS	3.5
CIS 164 JavaScript Programming	3.5
CIS 170L Cybersecurity Fundamentals	3.5
CIS 201 Systems Analysis and Design	3
CIS 202A Project Management for Information Technology	3.5
CIS 202B Microsoft Project	3.5
CIS 231 Computer Organization and Assembly Language Programming	3
CIS 271/272/273/274 CIS Occupational Work Experience	1/2/3/4
CIS 285A ASP.NET Programming	3.5
CIS 286 Software Development with C#	3.5
CIS 288 Mobile Application Development	3.5
	—
Total Degree Requirements	36/37

**Meets AA degree general education requirements.

NOTE: CIS 103 meets the AA degree general education requirement for the communication and analytical thinking category.

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Meet the requirements for a programmer associate of arts degree in computer and information sciences and complete general education requirements and electives to achieve a minimum of 60 units.

See Cerritos College graduation requirements.

NOTE: Although many of these courses are transferable, this AA degree is nontransferable. Please see counselors or the respective department for additional alternatives.

PROGRAMMER

CERTIFICATE OF ACHIEVEMENT

DIVISION/DEPARTMENT REQUIREMENTS	UNITS
CIS 103 Computer Programming Logic	3.5
CIS 180 Programming in C/C++	3
CIS 183 Java Programming	3
CIS 207 Database Design and SQL	3.5
or CIS 208A Oracle SQL and PL/SQL	(3.5)
CIS 214 Unix and Linux Operating Systems	3

CIS 280X	Object-Oriented Programming in C++	3.5
CIS 282	Advanced Java Programming	3.5
CIS 292	Data Structures	3
ENGL 100**	Freshman Composition	4

Choose at least 6 units from the following courses:

CIS 160	Web Page Development	3.5
CIS 162	HTML and CSS	3.5
CIS 164	JavaScript Programming	3.5
CIS 170L	Cybersecurity Fundamentals	3.5
CIS 201	Systems Analysis and Design	3
CIS 202A	Project Management for Information Technology	3.5
CIS 202B	Microsoft Project	3.5
CIS 231	Computer Organization and Assembly Language Programming	3
CIS 271/272/273/274	CIS Occupational Work Experience	1/2/3/4
CIS 285A	ASP.NET Programming	3.5
CIS 286	Software Development with C#	3.5
CIS 288	Mobile Application Development	3.5
		—
	Total Certificate Requirements	36/37

SYSTEMS ANALYST

ASSOCIATE OF ARTS DEGREE

DIVISION/DEPARTMENT REQUIREMENTS	UNITS
CIS 101 Introduction to Computer Information Systems	3
or CIS 102 Introduction to Microcomputer Hardware and Applications Software	(3)
CIS 103 Computer Programming Logic	3.5
CIS 151 Microsoft Excel for Information Systems/Information Technology	3.5
CIS 162 HTML and CSS	3.5
or CIS 180 Programming in C/C++	(3)
or CIS 183 Java Programming	(3)
CIS 201 Systems Analysis and Design	3
CIS 202A Project Management for Information Technology	3.5
CIS 202B Microsoft Project	3.5
CIS 207 Database Design and SQL	3.5
or CIS 208A Oracle SQL and PL/SQL	(3.5)
ENGL 100 Freshman Composition	4
	—
Total Degree Requirements	30.5/31

NOTE: CIS 101, 102, or 103 meets A.A. degree general education communication and analytical thinking requirements.

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Meet the requirements for the systems analyst certificate of achievement in computer and information sciences.

Complete general education requirements and electives to achieve a minimum of 60 units.

NOTE: Although many of these courses are transferable, this certificate/AA degree is nontransferable.

Please see SEM counselors or the respective department for additional alternatives.

SYSTEMS ANALYST

CERTIFICATE OF ACHIEVEMENT

DIVISION/DEPARTMENT REQUIREMENTS		UNITS
CIS 101	Introduction to Computer Information Systems	3
or CIS 102	Introduction to Microcomputer Hardware and Applications Software	(3)
CIS 103	Computer Programming Logic	3.5
CIS 151	Microsoft Excel for Information Systems/Information Technology	3.5
CIS 162	HTML and CSS	3.5
or CIS 180	Programming in C/C++	(3)
or CIS 183	Java Programming	(3)
CIS 201	Systems Analysis and Design	3
CIS 202A	Project Management for Information Technology	3.5
CIS 202B	Microsoft Project	3.5
CIS 207	Database Design and SQL	3.5
or CIS 208A	Oracle SQL and PL/SQL	(3.5)
ENGL 100	Freshman Composition	4
Total Certificate Requirements		30.5/31

NOTE: CIS 101, 102, or 103 meets A.S. Degree general education communication and analytical thinking requirements.

COSMETOLOGY

ASSOCIATE IN ARTS DEGREE

The curriculum prepares the student for the State Board of Cosmetology Examination. Students enrolling in the Cosmetology Programs should contact the Cosmetology Department or a Cosmetology counselor for information regarding the cost of the kit, uniforms, and books. Students attend class 8:00 a.m. to 5:00 p.m. Monday through Friday. The full-time student may complete the State Board of Cosmetology Examination preparation during two regular semesters and one eight-week summer session over a period of one calendar year; or (2) three regular semesters over a period of one and one-half years.

CORE REQUIREMENTS:

COS 60A	Introductory to Cosmetology I	10
and COS 60B	Introductory Cosmetology II	10

Student must choose one of the five options:

Option 1:

COS 61A	Intermediate Cosmetology I	10
COS 61B	Intermediate Cosmetology II	10
COS 62A	Advanced Cosmetology I	10
COS 62B	Advanced Cosmetology II	10

Option 2:

COS 53	Advanced Cosmetology Manipulation	6.5
COS 62A	Advanced Cosmetology I	10
COS 62B	Advanced Cosmetology II	10
COS 70B	Intermediate Cosmetology	8

Option 3:

COS 54	Introductory Esthetician	10
COS 54A	Advanced Esthetician	10
COS 61A	Intermediate Cosmetology I	10

COS 61B	Intermediate Cosmetology II	10
Option 4:		
COS 53	Advanced Cosmetology Manipulation	6.5
COS 61A	Intermediate Cosmetology I	10
COS 61B	Intermediate Cosmetology II	10
COS 70C	Advanced Cosmetology Manipulation	8
Option 5:		
COS 54	Introductory Esthetician	10
COS 54A	Advanced Esthetician	10
COS 62A	Advanced Cosmetology I	10
COS 70B	Intermediate Cosmetology	8
Total Degree Requirements		54.5-60

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include (1) the Associate in Arts Degree General Education requirements; (2) electives as needed; (3) major requirements.

The curriculum prepares the student for the State Board of Cosmetology Examination. Students enrolling in the Cosmetology Programs should contact the Cosmetology Department or a Cosmetology counselor for information regarding the cost of the kit, uniforms, and books.

Students attend class 8:00 a.m. to 5:00 p.m. Monday through Friday. The full-time student may complete the State Board of Cosmetology Examination preparation during two regular semesters and one eight-week summer session over a period of one calendar year; or (2) three regular semesters over a period of one and one-half years.

COSMETOLOGY

CERTIFICATE OF ACHIEVEMENT

The curriculum prepares the student for the State Board of Cosmetology Examination. Students enrolling in the Cosmetology Programs should contact the Cosmetology Department or a Cosmetology counselor for information regarding the cost of the kit, uniforms, and books. Students attend class 8:00 a.m. to 5:00 p.m. Monday through Friday. The full-time student may complete the State Board of Cosmetology Examination preparation during two regular semesters and one eight-week summer session over a period of one calendar year; or (2) three regular semesters over a period of one and one-half years.

CORE REQUIREMENTS:

COS 60A	Introductory to Cosmetology I	10
and COS 60B	Introductory Cosmetology II	10

Student must choose one of the five options:

Option 1:

COS 61A	Intermediate Cosmetology I	10
COS 61B	Intermediate Cosmetology II	10
COS 62A	Advanced Cosmetology I	10
COS 62B	Advanced Cosmetology II	10

Option 2:

COS 53	Advanced Cosmetology Manipulation	6.5
COS 62A	Advanced Cosmetology I	10
COS 62B	Advanced Cosmetology II	10
COS 70B	Intermediate Cosmetology	8

Curriculum and Requirements for Majors and Certificates

Option 3:

COS 54	Introductory Esthetician	10
COS 54A	Advanced Esthetician	10
COS 61A	Intermediate Cosmetology I	10
COS 61B	Intermediate Cosmetology II	10

Option 4:

COS 53	Advanced Cosmetology Manipulation	6.5
COS 61A	Intermediate Cosmetology I	10
COS 61B	Intermediate Cosmetology II	10
COS 70C	Advanced Cosmetology Manipulation	8

Option 5:

COS 54	Introductory Esthetician	10
COS 54A	Advanced Esthetician	10
COS 62A	Advanced Cosmetology I	10
COS 70B	Intermediate Cosmetology	8
	—	—
	Total Certificate Requirements	54.5-60

ESTHETICIAN

ASSOCIATES OF ARTS

The curriculum prepares the student for the State Board of Cosmetology Examination for Esthetician. Students enrolling in the Esthetician Major Requirements should contact the Cosmetology Department for information regarding the cost of the kits, uniforms, and books.

REQUIREMENT COURSES

Option 1

COS 54	Introductory Esthetician	11
COS 54A	Advanced Esthetician	11

Option 2

COS 55	Esthetician Crossover	6.5
COS 61 A	Intermediate Cosmetology I	10
COS 61B	Intermediate Cosmetology II	10
	—	—
	Total Degree Requirements	22-26.5

RECOMMENDED ELECTIVES

TH 123	Stage Make Up	3
BA 153	Small Business Management	3

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

The completion of 60 units to include: (1) The Associate of Arts Degree General Education course requirements and (2) electives as needed and (3) major requirements.



ESTHETICIAN

CERTIFICATE OF ACHIEVEMENT

The curriculum prepares the student for the State Board of Cosmetology Examination for Esthetician. Students enrolling in the Esthetician Major Requirements should contact the Cosmetology Department for information regarding the cost of the kits, uniforms, and books.

REQUIREMENT COURSES UNITS

Option 1

COS 54	Introductory Esthetician	11
COS 54A	Advanced Esthetician	11

Option 2

COS 55	Esthetician Crossover	6.5
COS 61 A	Intermediate Cosmetology I	10
COS 61B	Intermediate Cosmetology II	10
	—	—

Total Degree Requirements	22-26.5
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RECOMMENDED ELECTIVES

TH 123	Stage Make Up	3
BA 153	Small Business Management	3

CULINARY ARTS

Technical Standards/Essential Functions are available for your review on the program's website. They have been designed to give you more information about the profession and important skills/functions. This information will be helpful to assist you in deciding on your career path.

Program Progression/Completion

Successful completion of all levels of course work is necessary for completion of and graduation from the program of study. In order to complete the program, the student must maintain a grade of "C" or higher whether enrolled in combined lecture/lab courses, practicums, or clinical experiences. When content is tiered, each level must be completed according to identified criteria.

Upon successful completion of all program requirements, students are eligible to receive either the Certificate and/or Associate in Art degree.

CULINARY ARTS MANAGEMENT

ASSOCIATE IN SCIENCE DEGREE

COURSES

CA 55	Fundamentals of Responsible Alcohol Service	1
CA 101	Introduction to Food Service, Safety, and Sanitation	1
CA 120	Introduction to the Hospitality Industry	3
CA 180	Introduction to Baking Skills	4
CA 181	Professional Baking and Pastry Production I	5
CA 230	Professional Healthy Cooking	3
CA 240	Human Relations in Hospitality	3
CA 250	Professional Cooking I	7
CA 251	Professional Cooking II	8
CA 252	Professional Cooking III	8
CA 260	Foods Purchase and Control	3
CA 265	Food, Beverage, and Labor Cost Controls	3
	—	—
	Total Degree Requirements	49

Curriculum and Requirements for Majors and Certificates

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the Associate in Science degree general education requirements, and (3) a grade of “C” or higher in all courses required by major.

The Culinary Arts program prepares students for entry-level employment in the foodservice industry. By completing the degree, students acquire knowledge on the fundamentals of foodservice, baking, pastries and overall operations.

Career Opportunities: Upon completion of the courses, employment is available in foodservice companies. Typical job opportunities can include but are not limited to: restaurant prep and line cooks, Hotel prep cooks, Line cooks and bakers, Corporate contracted foodservice, Amusement parks as cooks, prep cooks, bakers, Gaming and Casino foodservices, Personal and Private cooks, chefs and caterers.

CA 250	Professional Cooking I	7
CA 251	Professional Cooking II	8
CA 252	Professional Cooking III	8
		—
Total Degree Requirements		39

Additional Expenses: Students will be required to purchase a set of knives and two sets of uniforms.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the associate in science degree general education requirements, and (3) a grade of “C” or better in all courses required by major.

CULINARY ARTS: PROFESSIONAL COOKING

CERTIFICATE OF ACHIEVEMENT

CULINARY ARTS MANAGEMENT

CERTIFICATE OF ACHIEVEMENT

COURSES	UNITS	
CA 55	1	
CA 101	1	
CA 120	3	
CA 180	4	
CA 181	5	
CA 230	3	
CA 240	3	
CA 250	7	
CA 251	8	
CA 252	8	
CA 260	3	
CA 265	3	
Total Certificate Requirements		49

The Culinary Arts program prepares students for entry-level employment in the foodservice industry and for transfer to university hospitality programs. By completing the Certificate students acquire knowledge on the fundamentals of foodservice, baking, pastries and overall operations.

Career Opportunities: Upon completion of the courses, employment is available in foodservice companies. Typical job opportunities can include but are not limited to: restaurant prep and line cooks, Hotel prep cooks, Line cooks and bakers, Corporate contracted foodservice, Amusement parks as cooks, prep cooks, bakers, Gaming and Casino foodservices, Personal and Private cooks, chefs and caterers.

CULINARY ARTS: PROFESSIONAL COOKING

ASSOCIATE IN SCIENCE DEGREE

COURSES	UNITS
CA 101	1
CA 120	3
CA 180	4
CA 181	5
CA 230	3

COURSES	UNITS	
CA 101	1	
CA 120	3	
CA 180	4	
CA 181	5	
CA 230	3	
CA 250	7	
CA 251	8	
CA 252	8	
Total Certificate Requirements		39

Additional Expenses: Students will be required to purchase a set of knives and two sets of uniforms.

CULINARY ARTS: PROFESSIONAL BAKING AND PASTRY

ASSOCIATE IN SCIENCE DEGREE

COURSES	UNITS	
CA 55	1	
CA 101	1	
CA 120	3	
CA 180	4	
CA 181	5	
CA 182	5	
CA 260	3	
Total Degree Requirements		22

Additional Expenses: Students will be required to purchase two sets of uniforms and baking tool it.

CAREER OPPORTUNITIES: Employment as a professional baker, pastry chef, pastry cook, or specialty baker.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the Associate in Science degree general education requirements, and (3) a grade of “C” or better in all courses required by major.

**CULINARY ARTS:
PROFESSIONAL BAKING AND PASTRY
CERTIFICATE OF ACHIEVEMENT**

	UNITS
CA 55 Fundamentals of Responsible Alcohol Service	1
CA 101 Introduction to Food Service, Safety, and Sanitation	1
CA 120 Introduction to the Hospitality Industry	3
CA 180 Introduction to Baking Skills	4
CA 181 Professional Baking and Pastry Production I	5
CA 182 Professional Baking and Pastry Production II	5
CA 260 Food Purchase and Control	3
Total Certificate Requirements	22

Additional Expenses: Students will be required to purchase two sets of uniforms and baking tool kit.

CAREER OPPORTUNITIES: Employment as a professional baker, pastry chef, pastry cook, or specialty baker.

DANCE

ASSOCIATE IN ARTS DEGREE

The Dance Department provides a program of study with an emphasis in Ballet, Modern, and Commercial Dance techniques, as well as composition and performance.

REQUIRED CORE: (19 UNITS)

DANC 100 Dance Appreciation	3
DANC 101 History of Dance	3
DANC 105 Introduction to Dance Movement	3
DANC 106A Beginning Ballet	2
DANC 106B Intermediate Ballet	2
DANC 108A Dance, Modern, Beginning	2
DANC 108B Dance, Modern, Intermediate	2
DANC 110 Commercial Dance Foundations	2

Plus 4 Elective Units from the Courses Listed Below 4

Total Degree Requirements 23

SELECT A MINIMUM OF 4 UNITS FROM THE COURSES LISTED BELOW

Choreography or Performance Electives

DANC 130A Beginning Choreography	2
DANC 130B Intermediate Choreography	2
DANC 133 Dance Production	2
DANC 134 Dance Performance	2
DANC 135 Dance Workshop	2
DANC 136 Dance Repertory	2
DANC 150 Rehearsal for Formal Dance Concerts	2
DANC 151 Rehearsal for Informal Dance Showcases	2

Other Elective Courses

DANC 102 Introduction to Adaptive Dance	2
DANC 107 Ballet Variations	2
DANC 108C Dance, Modern, Advanced	2
DANC 109 Introduction to Dance Cultures of the World	2
DANC 112 Contemporary Dance	2

DANC 120 Partnering for Dance	2
DANC 121 Latin Social Dance	2
DANC 122 Middle Eastern Dance	2
DANC 123 African Dance	2
DANC 124 Hip Hop Dance I	2
DANC 125 Introduction to Ballroom Dance	2
DANC 126 Hip Hop Dance II	2
DANC 131 Dance Movement Analysis	3
DANC 132 Dance and Technology	3
DANC 140 Beginning Jazz Dance	2
DANC 141 Intermediate Jazz Dance	2
DANC 142 Beginning Tap Dance	2
DANC 143 Intermediate Tap Dance	2
DANC 144 Dance for Musical Theatre	2
PEX 157 Conditioning for Dance	1

Total 23

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete 60 units to include (1) the above required courses, (2) Complete the General Education requirements to achieve a minimum of 60 Units.

DANCE FOUNDATIONS

CERTIFICATE OF ACHIEVEMENT

The goal of the Dance Foundations Certificate is to provide a broad overview of the dance world, while introducing students to the techniques of several dance genres. This Certificate is designed to familiarize incoming dance students with the immense diversity in the dance world, as well as the work ethic, etiquette, and physical practice required for all dance forms. Prerequisite Skills and Limitations: None

REQUIRED CORE: (20 UNITS)

	UNIT
DANC 100 Dance Appreciation	3
DANC 105 Introduction to Dance Movement	3
DANC 106A Beginning Ballet	2
DANC 108A Dance, Modern, Beginning	2
DANC 110 Commercial Dance Foundations	2
DANC 130A Beginning Choreography	2
DANC 140 Beginning Jazz Dance	2

Plus 4 Elective Units from the Course Listed Below 4

Total Certificate Requirements 20

SELECT A MINIMUM OF 4 UNITS FROM THE COURSES LISTED BELOW

DANC 109 Introduction to Dance Cultures of the World	2
DANC 121 Latin Social Dance	2
DANC 122 Middle Eastern Dance	2
DANC 123 African Dance	2
DANC 125 Introduction to Ballroom Dance	2
DANC 142 Beginning Tap Dance	2

DANCE: COMMERCIAL DANCE

CERTIFICATE OF ACHIEVEMENT

The goal of the Commercial Dance Certificate of Achievement is to prepare the student for the professional commercial dance field. Building on the skills, etiquette, and ethics built in the Dance Foundations Certificate, the Commercial Dance Certificate of Achievement aims to ready dancers for the physical, creative, technical, and technological demands involved in auditioning, rehearsing, and performing in the professional world of commercial dance on stage or screen. Employment opportunities exist in a variety of areas: dance companies; dancer for commercial stage, television, and film; choreographer/performer in music videos; and production choreographer. Students must complete the required courses with a minimum 2.0 GPA.

Prerequisite: Completion of the Dance Foundations Certificate of Achievement with a minimum GPA of 2.0.

DIVISION/DEPARTMENT REQUIREMENTS

Complete the Dance Foundations Certificate of Achievement

Requirements 20 Units

Plus the following courses:

Required Core Courses (18 units):

DANC 106B	Intermediate Ballet	2
DANC 108B	Intermediate Modern Dance	2
DANC 112	Contemporary Dance	2
DANC 123	African Dance	2
DANC 124	Hip Hop Dance I	2
DANC 126	Hip Hop Dance II	2
DANC 130B or DANC 132	Intermediate Choreography Dance and Technology	2 (2)
DANC 141	Intermediate Jazz Dance	2
DANC 144	Dance for Musical Theatre	2

Recommended List of Electives (Minimum of 6 Units)

DANC 50	Individualized Dance Development	1
DANC 101	History of Dance	3
DANC 107	Ballet Variations	2
DANC 108C	Advanced Modern Dance	2
DANC 120	Partnering for Dance	2
DANC 121	Latin Social Dance	2
DANC 122	Middle Eastern Dance	2
DANC 125	Ballroom Dance	2
DANC 130B	Intermediate Choreography	2
DANC 131	Dance Movement Analysis	2
DANC 132	Dance and Technology	2
DANC 133	Dance Production	2
DANC 134	Dance Performance	2
DANC 135	Dance Workshop	2
DANC 136	Dance Repertory	2
DANC 142	Beginning Tap Dance	2
DANC 143	Intermediate Tap Dance	2
DANC 150	Rehearsal for Formal Dance Concerts	2
DANC 151	Rehearsal for Informal Dance Showcases	2
PEX 151	Yoga	1
PEX 155	Piyo Introduction to Pilates and Yoga	1
PEX 156	Pilates Conditioning	1
PEX 157	Conditioning for Dance	1
TH 108	Improvisation for Acting/Theatre	3.5
TH 110	Fundamentals of Acting	3.5
TH 115	Stage Movement and Combat	3
Total Certificate Requirements		24

DENTAL ASSISTING

Curriculum leads to a Certificate of Achievement and eligibility to write both the California State Board Examination as a Registered Dental Assistant and the National Certifying Board Examination as a Certified Dental Assistant. Technical Standards/Essential Functions are available for your review on the program's website. They have been designed to give you more information about the profession and important skills/functions. This information will be helpful to assist you in deciding on your career path.

PROGRAM MISSION

The Dental Assisting Program integrates well into the educational philosophy, mission and vision of Cerritos College. The program promotes both students' clinical and academic excellence to prepare them to become competent dental professionals. The program collaborates with faculty, administration, and the advisory committee to produce successful and proficient dental assistants to meet the needs of the dentist, patient, and the community it serves

PROGRAM GOALS

1. To provide a high caliber curriculum that adheres to the current dental healthcare standards and business office management procedures in the dental field.
2. To develop a sense of responsibility in graduates to practice within the laws and regulations of California and the ethical principles of the American Dental Practice Act and Dental Assisting Code of Ethics.
3. To create a faculty focus on student success through effective teaching practice in both didactic and clinical activities and to provide learning opportunities incorporating modern equipment based on professional trends, oral and written research project, self and peer clinical evaluation and various community projects.
4. To prepare the student for employment as a safe, competent, and regulation-compliant dental healthcare professional.
5. To graduate individuals with the academic knowledge and skills to qualify for and successfully pass both the National Board and State Board examinations.
6. To lay the foundation and allow graduates to continue to plan, attain, and evaluate their educational and career goals regardless of age, gender, cultural, socio-economic status, or ethnicity.
7. To develop effective written, verbal, and non-verbal communication skills for the benefit of patients, colleagues, and other members of the health care team.
8. To provide broad-based education that lays the groundwork for advancement into a variety of dental assisting careers.
9. To provide students the opportunities to develop competencies in the use of safety techniques, exposing, developing, and mounting radiographs.
10. To build in graduates a commitment to lifelong learning, a dedication to fulfillment of personal and professional potential, an a sense of dignity, value and personal worth.
11. To provide students with the following certificates upon satisfactory completion of relative course work:
 - a. California State Radiation License
 - b. Coronal Polish Certificate
 - c. Pit and Fissure Sealant Certificate
 - d. Infection Control Certificate
 - e. Dental Practice Act Certificate

Curriculum and Requirements for Majors and Certificates

LENGTH AND KIND OF PROGRAM

The program is three terms in length (Fall, Spring, and six-week Summer Session). General Education and Dental Assisting classes are scheduled on the college campus and clinical experiences in patient care are scheduled at selected dental schools and private dental offices.

ADMISSION REQUIREMENTS

1. Academic requirements
 - a. High school graduation or satisfactory scores on the General Education Development (GED) examination (given at most adult education centers).
 - b. A 2.0 grade point average in all high school and college courses. If high school GPA is less than 2.0, at least 12 units of college course work with a GPA of 2.0 or higher is required.
 - c. Completion of ENGL 52, or ENGL 72, or equivalent with a grade of "C" or higher, or a score on the English Assessment/Placement test sufficient for placement in ENGL 100 or higher.

APPLICATION & ADMISSION PROCEDURES

1. Applicants must submit to the Health Occupations Division the following items no later than May 15, unless noted otherwise:
 - a. Completed application signed by the applicant and returned by May 15.
 - b. High school (or equivalent) and college transcripts. Unofficial transcripts can be submitted with application. Official transcripts must be submitted prior to the completion of the first semester of the program.
 - c. English clearance has been met through assessment and/or course completion.
 - d. Applicants completing admission requirements during the spring session must submit a final grade to the Health Occupations Division before May 30.
 - e. Verification of dental employment/volunteer work experience or dental education (if applicable).
2. Selection Criteria
 - a. The program director and faculty, in cooperation with appropriate institutional personnel establish admissions procedures which are non-discriminatory, contribute to the quality of the program and allow selection of students with potential for successfully completing the program. The following point system criteria will be utilized as our program selection process:
 - i. High School Grade Point Average
 - ii. College Grade Point Average
 - iii. Completion of Higher Education College Degree's
 - iv. Completion of ENGL 52 or ENGL 72 or equivalent with a grade of "C" or higher, or a score on the English Assessment/Placement test sufficient for placement in ENGL 100
 - v. Completed Dental Assisting application (with all required documents) by May 15
3. Related work/volunteer experience (office or education) documented from the applications forms. Candidates will be notified of their application status by mail after May 30.
4. Admitted students and alternates will be required to attend a mandatory orientation meeting in July. During the orientation, information will be given regarding textbooks, uniforms, registration procedures, required Cardiopulmonary Resuscitation (CPR), immunizations and a physical exam. Students must provide their own "patients" to meet the following required competencies: Radiology Full Mouth (6-7), Pit and Fissure Sealants (4), and Coronal Polish (3). Details will be discussed during orientation and may incur additional costs.

HEALTH

1. Physical exam and immunization records must be completed after acceptance into the program and returned prior to the first day of class. All costs are the responsibility of the student.
2. A valid Cardiopulmonary Resuscitation (CPR) certification must be obtained after acceptance into the program and returned prior to the first day of class. It must be obtained through the American Heart Association or American Red Cross. The CPR card must be valid throughout the program. The cost to obtain the CPR card is the responsibility of the student.
3. Applicant must present evidence of physical fitness and ability to perform tasks required of a dental assistant. Employment in this field requires good vision, hearing, and the ability to communicate verbally, nonverbally, and through written word. Students must have the ability to comprehend, analyze, and evaluate patients' charts in order to provide appropriate treatment. Students must be able to record in the patients' charts and have manual dexterity to use small instruments to provide patient care. For further details see the Essential Functions section of the department's website at www.cerritos.edu/dental-assisting.
4. The essential requirements of a dental assistant are used in consideration of admission, retention and graduation from the Cerritos College program. Graduates are expected to be fully qualified to enter the profession as an Assistant. It is the responsibility of the student with disabilities to contact DSPS and provide verification of the disability and resulting limitations. Students are responsible to make advance request for those accommodations that he or she feel are reasonable and needed to execute the essential requirements described above.
5. Pregnancy Advisory: all clinical affiliates require immunizations. All students must be immunized to participate in clinical education. Pregnancy may affect immunization and other program requirements. If you are pregnant or planning on pregnancy (while enrolled) please consult with the Program Director. A statement from the student's healthcare provider noting the student may proceed through the program with "no limitations" will be required of all pregnant students.
6. Latex Advisory: the use of latex/latex based products may exist in the healthcare universal precautions and in environments such as but not limited to the classroom, labs, and clinical sites. Individuals with latex allergies should seek expert advice from their healthcare provider so that they may receive information to make an informed decision regarding their exposure to latex in the health care field.
7. Immunization Advisory: immunization is required in order to participate in clinical education. Individuals with allergies to required immunizations should seek expert advice from their healthcare provider so they may receive information to make an informed decision regarding their exposure to infectious diseases in the healthcare field. A statement from the student's healthcare provider noting the student may proceed through the program with "no limitations" will be required of all students declaring an immunization allergy.
8. Infection Control Guidelines: Applicants are advised of the following Infection Control Guidelines as outlined by the Center for Disease Control (CDC): The prevention of cross contamination and transmission of infection to all persons, including: patients, Dental Health Care Professionals (DHCP), faculty, students, and non-clinical staff is the professional responsibility of all dental personnel. Cerritos College Dental Assisting program has adopted policies and procedures that represent a comprehensive and practical infection control program, based upon federal guidelines (Center for Disease Control). A fundamental principle of an effective infection control program is to exercise care, precautions and effective control techniques that can keep

Curriculum and Requirements for Majors and Certificates

infectious microbes within manageable limits of the body's normal resistance to disease. Individuals at high risk of infectious diseases (HBV, HCV and HIV) among DHCP are those who perform tasks that might involve contact with blood, blood-contaminated body substances, other body fluids, or sharps, and should be vaccinated. Vaccination can protect both DHCP and patients from infectious diseases and whenever possible should be completed when DHCP are in training and before they have contact with blood. Compliance with these policies and procedures are an ethical obligation and responsibility of all participants in the delivery of care at Cerritos College. Guidelines for Infection Control in Dental Health Care Setting – 2003, 12/19/03 52(RR17); 1-61. <http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5217a1.htm>

EXPENSES

1. See Cerritos College Catalog for complete list of Cerritos College enrollment fees and out-of-state resident fees.
2. Students may expect to pay approximately \$2,500 for dental assisting project fees, uniforms, and books.
3. Students are responsible for their own living accommodations, including uniform laundry, transportation to extended campuses, and parking fees at extended campuses and volunteer sites.
4. Physical exam, immunizations, and CPR card (BLS Provider or HealthCare Provider) expenses are the student's responsibility.
5. Upon successful completion of program requirements, the student is eligible to take the State Board Registered Dental Assisting exam and the National Certified Dental Assisting exam (approximately \$700 - costs incurred by student).
6. Upon successful completion of all program requirements, the student will be eligible to receive and wear the Dental Assisting pin which is given at a graduation ceremony. The cost of the pin is incurred by the student.

ATTENDANCE, SCHOLARSHIP, PROMOTION

1. Attendance: Due to the nature of the Dental Assisting program all students are expected to observe the attendance requirements set by the Dental Assisting department at Cerritos College (see student handbook).
2. Scholarship and Promotion: Successful completion of all levels of course work is necessary for completion of and graduation from the program. Students are required to maintain a "C" or higher in each course in order to progress and complete the program. This is whether enrolled in combined lecture/lab courses or clinical experiences. When content is tiered, each level must be completed according to identified criteria. Upon successful completion of all program requirements, students are eligible to receive either the Certificate and/or Associate in Arts degree.

GUIDELINES FOR WITHDRAWAL, DISMISSAL, AND REINSTATEMENT

1. Withdrawal
 - a. Withdrawal ("W") may be initiated by either the student or the instructor. Dates for withdrawal without a grade are indicated in the Cerritos College Schedule of Classes.
 - b. When a student is failing clinically, he/she will be encouraged to withdraw from the course. If the clinical failure is related to unsafe clinical practice, and the student does not withdraw when advised to do so, the instructor shall drop the student from the course. A student who has withdrawn or been dropped from a course may not attend after the withdrawal date.

2. Dismissal (Failure) - Criteria for dismissal from course or program may include:
 - a. Final grade below "C" in required dental assisting course.
 - b. Failure to meet attendance requirements.
 - c. Behavior not consistent with Dental Assisting Code of Ethics and the department's "Code of Ethics and Responsibilities".
 - d. Failure to comply with established Cerritos College or Dental Assisting department regulations and policies.
 - e. Failure to meet stated objectives in the coursework.
 - f. Placing self or others in physical and/or emotional jeopardy.
 - g. In critical cases, such as unsafe clinical performance, dismissal may occur without prior warning or probation. This action requires the concurrence of the Dental Assisting Program Director, Instructional Dean of Health Occupations and/or Vice President of Academic Affairs.
3. Reinstatement
 - a. Students applying for readmission to the Dental Assisting Program after withdrawal or dismissal must write a letter requesting readmission, addressed to the Director of the Dental Assisting Program.
 - b. Following information must be included in the letter:
 - 1) Circumstances surrounding the withdrawal or dismissal
 - 2) Activities pursued in the interim that demonstrate improvement in the problem areas
 - 3) Reason for requesting readmission
 - 4) School term for which readmission is requested
 - c. Students seeking readmission after one withdrawal/dismissal from the Cerritos College Dental Assisting Program/course will be reinstated contingent upon lab space availability in the priority order of date and time the readmission request is received in the Dental Assisting Department.
 - d. Readmission request letters will be accepted only after letters from the program director have been mailed acknowledging student withdrawal or dismissal. These letters are mailed after the end of the school term in which the withdrawal occurred and are mailed at the same time to all students who did not successfully complete the term. All students requesting readmission will have equal opportunity to apply for space available.
 - e. No student shall be reinstated after two withdrawals/dismissals from the Cerritos College Dental Assisting Program/course. A student who has acquired two withdrawals/dismissals shall have exceeded the repeat policy of the program and shall have no further chance of reentry.
 - f. A student who withdraws from the program for personal reasons (e.g. pregnancy, illness, family crisis, financial difficulties, etc.) will be given additional consideration through faculty review, upon the student's request describing such reasons.

GRADUATION

1. Graduation Requirements:
 - a. Completion of all Dental Assisting course work with a grade of "C" or higher.
 - b. Completion of ENGL 52, or ENGL 72 or equivalent with a grade of a "C" or higher or satisfactory completion of the English Placement Process with eligibility for ENGL 100.

Curriculum and Requirements for Majors and Certificates

- c. Students who successfully complete the Dental Assisting Program will receive the following:
- i) Infection Control and Dental Practice Act Certificate of Completion
 - ii) Oral Radiology Course Certificate of Completion
 - iii) Coronal Polish Certificate (part of the RDA program certificate)
 - iv) Pit and Fissure Sealant Certificate (part of the RDA program certificate)
 - v) Dental Assisting Certificate of Achievement
 - vi) Eligibility to apply for the State RDA exam and National Certification (CDA) Exam
2. *Completion of the program does not guarantee licensure or employment. * The RDA license includes a written, law & ethics exam as well as a background check and fingerprinting. The RDA written, and the law & ethics combined exam is via computer at various computer testing sites. Coronal Polish, Pit and Fissure Sealants are duties that may only be performed with the RDA license. Students and graduates are responsible for understanding the ethical and legal ramifications of performing duties they are not legally allowed to perform even after completing the required educational courses for all RDA duties. After graduation from the program you must have a current RDA license to perform any RDA duties.

All students completing the program will have met the requirements for the 8 hours infection control and 2 hours Dental Practice Act and may perform Dental Assisting duties as assigned by the Dental Board of California.

LICENSURE

The State of California Board of Dental Auxiliaries requires all applicants for the RDA Exam to:

1. Supply their U.S. Social Security Number
2. Complete a Livescan Fingerprint record
 - a. If the applicant has been convicted or plead guilty to any crime in the USA, its territories, military court or foreign country which includes a plea of no contest or any conviction that has been set aside or deferred pursuant to sections 1000 or 1203.4 of the Penal Code, including infractions, misdemeanors, and felonies must provide detail information regarding the conviction to complete the processing of the application and the State will determine if the individual does qualify to take the RDA exam.

DISCLAIMER

The program has made every reasonable effort to determine that everything stated in the catalog is accurate. Matters contained herein, are subject to change without notice by the administration of the department for reasons related to student enrollment, level of financial support or for any reason, at the discretion of the Program. The Program further reserves the right to add, amend or repeal any of the rules, regulations, policies and procedures, consistent with applicable law.

DENTAL ASSISTING

CERTIFICATE OF ACHIEVEMENT

FIRST SEMESTER

		UNITS
DA 51	Applied Dental Science I	4
DA 52	Dental Radiography I	2
DA 53	Introduction to Chairside Assisting	3
DA 54	Introduction to Operatory Procedures	4
		—
		13

SECOND SEMESTER

DA 61	Applied Dental Science II	3
DA 62	Dental Radiography II	2
DA 63	Advanced Chairside Assisting	4
DA 64	Dental Office Management	2
DA 65	Clinical I Dental Schools	3
		—
		14

SUMMER SESSION

DA 75	Clinical II Cooperative Office Training	5
		—
	Total Certificate Requirements	32

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

(May be taken prior to or following Certificate of Achievement)

Meet all the requirements as listed for the Certificate of Achievement in Dental Assisting. For an A.A. Degree, a student must also take electives and General Education to achieve a minimum of 60 units.

DENTAL HYGIENE

A registered dental hygienist is a preventive oral health professional licensed in dental hygiene who provides educational, clinical and therapeutic services supporting total health through the promotion of optimal oral health.

The Dental Hygiene Program is a two-year degree program and includes one summer session. Upon completion of the program, graduating students will receive an Associate in Arts Degree in Dental Hygiene and will qualify to take the National Dental Hygiene Board Examination and a Clinical Board Examination. Successful passage of the examinations qualifies the graduate to apply for dental hygiene licensure in the State of California.

A career in dental hygiene offers multiple opportunities in a variety of settings. A registered dental hygienist may work in such practice settings as: private dental offices and dental clinics; federal, state and local health departments or associated institutions; hospitals and nursing homes; school districts or departments of education; educational programs for dental, dental hygiene and dental assisting students; private business/industry; correctional facilities; private and public centers for pediatric, geriatric and other individuals/groups with special needs; or health maintenance organizations. Technical Standards/Essential Functions are available for you review on the program's website. They have been designed to give you more information about the profession and important skills/functions. This information will be helpful to assist you in deciding on your career path.

Applicants desiring employment in this field are required to have good vision and the ability to communicate orally. In addition, they must have the capacity to comprehend, analyze, evaluate and record in patients' charts, and have the dexterity to use small dental instruments to provide dental hygiene care.

GOALS AND PROGRAM COMPETENCIES

The philosophy of the Associate Degree Dental Hygiene Program was developed to reflect the philosophy of Cerritos College.

The Dental Hygiene Department believes the program should provide opportunities for the student to reach her/his greatest potential in the profession of dental hygiene so she/he may achieve a sense of dignity, value, and personal worth in the community and in the world of work regardless of age, gender, or ethnicity.

Curriculum and Requirements for Majors and Certificates

The goals of the dental hygiene program are as follows:

- I. To graduate an individual who is competent in providing preventive, educational, and therapeutic dental health services.
 - A. Graduates must be competent in providing dental hygiene care for the child, adolescent, adult, geriatric, and medically compromised patient.
 - B. Graduates must be competent in providing the dental hygiene process of care which includes assessment, planning, implementation, evaluation, and documentation.
 - C. Graduates must be competent in providing dental hygiene care for all types of periodontal disease including patients who exhibit moderate to severe periodontal disease.
 - D. Graduates must be competent in providing appropriate life support measure for medical emergencies that may be encountered in dental hygiene practice.
- II. To instill within the student a philosophical appreciation of ethical and moral values suited to the laws of the community as outlined by the American Dental Hygienist's Association and the American Dental Association.
 - A. Graduates must be competent in applying ethical, legal, and regulatory concepts to the provision and/or support of oral health care services.
- III. To encourage the student to develop professional behavior that is founded in evidence-based decision making, self-directed learning, and self-assessment to enhance professional competence.
 - A. Graduates must be competent in the application of self-assessment skills to prepare them for life-long learning.
 - B. Graduates must be competent in the evaluation of current scientific literature.
 - C. Graduates must be competent in problem solving strategies related to comprehensive patient care and management of patients.
- IV. To graduate an individual who is competent in providing health education programs to the community supporting total health through the promotion of optimal oral health.
 - A. Graduates must be competent in interpersonal and communication skills to effectively interact with diverse population groups.
 - B. Graduates must be competent in assessing, planning, implementing, and evaluating community-based oral health programs including health promotion and disease prevention activities.
- V. To promote patient satisfaction of the dental hygiene care provided by the student clinician.

DENTAL HYGIENE PROGRAM REQUIREMENTS

I. PREREQUISITES

- A. CHEM 100, A&P 200, A&P 201, (or A&P 150 and A&P 151), HO 152 and MICR 200 or equivalent with grades of Pass or "C" or higher.
- B. The acceptance of college work previously completed is at the discretion of Cerritos College and the Dental Hygiene Department. Factors such as elapsed time since the course was completed and grades will be used in determining whether a previously completed course can be accepted towards fulfillment of the graduation requirement. Five years is usually considered maximum elapsed time.
- C. Graduates of foreign dental and dental hygiene programs will not be given priority. Recency of course work still applies.

- D. In an attempt to increase eligibility by repeating a prerequisite course to obtain a higher grade, the Dental Hygiene Department will allow any prerequisite course to be repeated a maximum of ONE time, and will accept the higher of the two grades earned.
- E. A valid CPR certification in Basic Life Support (BLS) is required prior to enrolling the Dental Hygiene Program and must be kept current. The requirement for CPR certification in Basic Life Support can be met by completion of either: an American Heart Association (AHA) or American Red Cross (ARC) course in Basic Life Support or a Basic Life Support course taught by a provider approved by the American Dental Association's Continuing Education Recognition program (CERP) or the Academy of General Dentistry's Program Approval for Continuing Education (PACE).

II. REQUIRED TESTS AND INFORMATION

- A. Cerritos College Assessment Tests Battery
Receive satisfactory scores on the Cerritos College Assessment/ Placement Tests or achieve clearance by taking the appropriate college courses. A 12th grade reading level is required for admission into the program. Students must have clearance for ENGL 100, MATH 80, and READ 54 or equivalent.
- B. Preliminary Transcript Evaluation
It is the student's responsibility to make an appointment with the Counseling Department at Cerritos College to verify equivalent prerequisites and other courses required in the program. The Preliminary Transcript Evaluation must be filled out and signed by a Cerritos College counselor and then submitted to the Health Occupations Division Office along with your Dental Hygiene application. To complete this procedure, the student must have official copies of all transcripts from previously attended colleges and documentation of courses in progress.
- C. Application forms
If not presently enrolled in courses at Cerritos College, apply for admission to the college at the Admissions and Records Office in the Administration building or apply online at www.cerritos.edu. You will be assigned a student number which you will need to make an appointment with a Dental Hygiene counselor or to attend an application workshop.
- D. Work Experience
For every related work experience listed, a Verification of Dental Employment form must be completed and mailed to the Health Occupations Division Office. Additional forms are available upon request in the Health Occupations Division Office or online at www.cerritos.edu (dental hygiene). Letters of recommendation are not considered.

III. SELECTION PROCEDURES

- A. Academic evaluation
 1. All required documents, including Dental Hygiene application, preliminary transcript evaluation, verification of dental employment forms, copy of RDA or RDAEF License, ALL official college transcripts, and work-in-progress must be in our possession in the Health Occupations Division Office, by April 1 (of the year of application). It is the applicants responsibility to verify all information has been received by the deadline.
 2. Points will be earned for the following criteria:
 - a. Grade Point Average in prerequisites
 - b. Number of units completed up to 60 semester units
 - c. Overall Grade Point Average for all college courses
 - d. Additional science courses with a grade of "B" or higher
 - e. Related dental work experience

Curriculum and Requirements for Majors and Certificates

3. Selection will be based upon academic evaluation and data obtained from the application forms. Candidates will be notified of their application status by mail during the month of May.
4. There is no yearly waiting list. Candidates not selected must reapply each year and resubmit all application materials.

B. Health Forms

Physical examinations, immunization, TB testing and background checks are required prior to patient care and taking the licensure examinations. Health and immunization forms will be issued to those applicants who are accepted in the program. Dental health professionals may be exposed to contagious diseases therefore strict compliance with CDC and OSHA standards are maintained. Policies on bloodborne and infectious diseases are available upon request from the Dental Hygiene Department or can be found on the Dental Hygiene website.

IV. EXPENSES

- A. See Cerritos College catalog for enrollment and out-of-state resident fees.
- B. The student may expect to spend approximately \$13,000 to \$15,000 for books and instruments, equipment, uniforms, immunizations, and miscellaneous fees. Students are strongly encouraged to join the Student American Dental Hygienists' Association (SADHA) (\$65.00 annually). Fees are subject to change.
- C. Students are responsible for their own living arrangements, uniform, laundry, and transportation to clinical agencies.

V. SCHOLARSHIP, ATTENDANCE, PROMOTION, GRADUATION

Scholarship and Promotion: Successful completion of all levels of course work is necessary for completion of and graduation from the program of study. In order to complete the program, he student must maintain a grade of "C" or higher whether enrolled in combined lecture/lab courses, practicums, or clinical experiences. When content is tiered, each level must be completed according to identified criteria.

Upon successful completion of all program requirements, students are eligible to receive an Associate in Arts degree.

- A. Attendance

All students are required to observe the attendance requirements of the college. Due to the nature of the Dental Hygiene program it is expected that student will attend all classes.
- B. Scholarship and Promotion

Students are required to maintain a grade of "C" or higher in each dental hygiene and dental education course in order to progress in the program. Courses are designed to prepare the student to successfully complete program competencies. The program requires the student to take as many as seven courses during any one semester. Consequently, commitment to a rigorous study schedule is imperative. Grade requirements of the college are to be met for all other courses.
- C. Graduation

Petition for graduation will be permitted if the student meets both the College and the Dental Hygiene program requirements for graduation. Upon completion of the program the graduate will be qualified to take the Dental Hygiene National Board and a Regional Board Examination.

VI. CRIMINAL BACKGROUND CHECKS

- A. Clinical placements are a mandatory component of the curriculum and may require clearance of a criminal background check. Students who do not clear agency requirements are not eligible for clinical placement and will, consequently, be ineligible to continue in the program. If there is any concern regarding clearance of a criminal background check, please contact the Health Occupations Division for additional information.

- B. Applicants for examination of licensure in the State of California must be fingerprinted and report information related to illegal use of controlled substances, infectious or contagious diseases and any convictions or pleas of no contender even if charges are dismissed. In addition, the application requires specific information related to convictions, misdemeanor or felony, associated with state or federal action. If there is any concern that may prevent licensure after graduation, direct inquiries to the, Dental Hygiene Board of California, 2005 Evergreen Street, Suite 1050, Sacramento, CA 95815 prior to applying to the program.

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Please note, the Dental Hygiene Program requires the student to take as many as seven courses during any one semester. Consequently, commitment to a rigorous study schedule is imperative.

DENTAL HYGIENE

MAJOR REQUIREMENTS

FIRST YEAR

First Semester

	UNITS
DH 110 Preventive Dentistry I	2
DH 111 Infection Control and Dental Office Emergencies	2
DH 112 Dental Hygiene Radiography	2
DH 114 Dental Hygiene Clinical Sciences I	2
DH 115C Pre-Clinical Dental Hygiene I	2
DH 116 Head and Neck Anatomy	2
DH 119 Dental Embryology, Histology and Anatomy	2
Total Units	14

Second Semester

DH 120 Preventive Dentistry II	2
DH 125 Dental Hygiene Clinical Sciences II	2
DH 125C Clinical Dental Hygiene II	3
DH 126 General and Oral Pathology	2
DH 127 Pharmacology	2
DH 128 Management of Pain	2
DH 129 Applied Periodontics	2
Total Units	15

Summer Session

DH 150C Clinical Dental Hygiene IIA	1
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SECOND YEAR

First Semester

DH 232L Dental Materials Laboratory	1
DH 234 Dental Care for the Special Patient	2
DH 235 Dental Hygiene Clinical Sciences III	2
DH 235C Clinical Dental Hygiene III	4
DH 238 Community Outreach I	1
DH 239 Introduction to Dental Biostatistics and Research	2
Total Units	12

Curriculum and Requirements for Majors and Certificates

Second Semester

DH 244	Ethical Issues in Dental Hygiene	2
DH 245	Dental Hygiene Clinical Sciences IV	2
DH 245C	Clinical Dental Hygiene IV	4
DH 248	Community Outreach II	1
DH 249	Principles of Community Oral Health	2
		—
	Total Units	11
	Total Degree Requirements	53

EDT 139	E-Portfolios for Education	2
EDT 140	Exploring Assistive Technology in Education	3
EDT 141	Web Design for Educators	2
EDT 150	Podcasting in Education	2
EDT 151	Online Communication for Educators	2
EDT 170	Using A CMS/LMS for Education	2
		—
	Total Certificate Requirements	18

The following requirements also must be completed to qualify for the A.A. Degree:

General Introductory Psychology (PSYC 101)
 Communication Studies (COMM 100, 103, 120, 125, 130, 132)
 Freshman Composition (ENGL 100)
 American Political Institutions (POL 101 or 201) OR
 History (HIST 101, 102 or 103)
 Introductory Sociology Principles (SOC 101, 201, 210, 215, PHIL 104, ANTH 100 or 101)

*Humanities or Fine Arts (3 units)

*See Cerritos College General Education requirements for the appropriate lists of courses acceptable for meeting the Humanities and Fine Arts Requirements.

EDUCATIONAL TECHNOLOGY CERTIFICATE OF ACHIEVEMENT

The goal of the Educational Technology Program is to provide educators and future educators the tools to increase their knowledge and ability to integrate technology into their teaching practice, as well as to promote awareness of current educational trends relating to the use of technology in education.

CORE COURSES:	UNITS
EDT 116 Information Literacy for Educators	3
EDT 125 Fundamentals of Online Teaching	2

Select any two of the following courses (6 units total)

EDT 133	Spreadsheets for Educators	3
EDT 134	Word Processing for Educators	3
EDT 135	Slide Presentation Software for Educators	3
		—
	Total Certificate Requirements	11

ADDITIONAL REQUIREMENTS

You must complete at least 7 units from the list below or any Core courses above not already used:

	UNITS
EDT 110 Introduction to Educational Technology	2
EDT 112 Creating Virtual Curriculum	3
EDT 117 Creating Digital Project-Based Curriculum	3
EDT 118 Emerging Trends in Educational Technology	3
EDT 122 Fundraising/Grant Writing for Educators	2
EDT 123 Internet Tools for Educators	2
EDT 124 Mobile Technology in Education	3
EDT 127 Fundamentals of Multimedia for Education	2
EDT 132 Using Audio in the Classroom	2
EDT 136 Databases for Educators	3
EDT 137 Creating Educational Media	2

To be awarded a Certificate of Achievement in Educational Technology by the college, a student must complete the 11 units of Core course requirements and 7 additional units to total a minimum of 18 units.

INSTRUCTIONAL MULTIMEDIA

CERTIFICATE OF ACHIEVEMENT

The Instructional Multimedia Certificate focuses on fundamental multimedia skills needed to work within today's highly technological educational environments. The program provides foundation for curriculum development, presentation preparation, multimedia enhancements, and other general skills for creating educational materials.

The goal of the Educational Technology Program (and the Instructional Multimedia Certificate that resides therein) is to provide educators and future educators the tools to increase their knowledge and ability to integrate technology into their teaching practice, as well as to promote awareness of current educational trends relating to the use of technology in education.

CORE COURSES:	UNITS	
EDT 127 Fundamentals of Multimedia for Education	2	
EDT 132 Using Audio in the Classroom	2	
EDT 135 Slide Presentation Software for Educators	3	
EDT 137 Creating Educational Media	2	
EDT 150 Podcasting in Education	2	
		—
	11	

ADDITIONAL REQUIREMENTS

You must complete at least 7 units from the list below:

EDT 77	Using Mind-Mapping Tools in Education	2
EDT 110	Introduction to Educational Technology	2
EDT 112	Creating Virtual Curriculum	3
EDT 118	Emerging Trends in Educational Technology	3
EDT 123	Internet Tools for Educators	2
EDT 125	Fundamentals of Online Teaching	2
EDT 140	Exploring Assistive Technology in Education	3
EDT 141	Web Design for Educators	2
ART 196	Web Design with Flash and Dreamweaver	3
PHOT 112	Intermediate Digital Photography	3
		—
	Total units to complete certificate	18

To be awarded a Certificate of Achievement in Instructional Multimedia by the college, a student must complete all Core Courses and 7 additional units from the list above to total a minimum of 21 units.

ECONOMICS

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

MAJOR REQUIREMENTS		UNITS
ECON 201	Principles of Macroeconomics	3
or ECON 201M	Principles of Macroeconomics	(3)
ECON 202	Principles of Microeconomics	3
or ECON 202M	Principles of Microeconomics	(3)
MATH 80	Intermediate Algebra	4
MATH 114	College Algebra	4
MATH 116	Calculus for Managerial, Biological and Social Sciences	4
		—
	Total Degree Requirements	18

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the associate in arts degree general education requirements, and (3) a grade of "C" or better in all courses required by major.

ECONOMICS

ASSOCIATE IN ARTS FOR TRANSFER DEGREE (AA-T)

Economics is essential for the understanding of our society. It is the study of how we make choices as individuals and as a society. This study of choices concerns decisions such as what we consume in our everyday lives, how we produce a variety of goods or services, and to whom we distribute these products. In pursuing the Associate in Arts in Economics for Transfer (AA-T) degree, students will learn to use theoretical models and empirical evidence to explain the behavior of individuals, firms, and nations insofar as it relates to the core elements of an economy -consumption, production, and distribution. Students majoring in economics develop analytical, critical thinking, problem solving, and communication skills. This program is for seamless transfer to CSU.

REQUIRED CORE COURSES (12-13 UNITS):		UNITS
ECON 201M	Principles of Macroeconomics	3
ECON 202M	Principles of Microeconomics	3
MATH 112	Elementary Statistics	4
or PSYC 210	Elementary Statistics	(4)
MATH 116	Calculus for Managerial-Biological-Social Sciences	4
or MATH 170	Analytical Geometry or Calculus	(4)

LIST A – Select one (3-4 units):

Any course articulate as lower-division preparation in the Economics major at a CSU (3-4)

MATH 115	Finite Mathematics	4
MATH 190	Analytical Geometry & Calculus I	4
ACCT 101	Fundamentals of Accounting I	3.5
ACCT 102	Fundamentals of Accounting II	3.5
CIS 101	Introduction to Computer Information Systems	3
BCOT 247	Managerial Business Communications	3

LIST B – Select one (3-4 units):

Any LIST A course is not already used. Any CSU Transferable Economics course.

ECON 101	Economic Issues and Policy	3
or ECON 102	Women in the Global Economy	(3)
or WGS 206	Women in the Global Economy	(3)
or ECON 204	Money, Ethics and Economic Justice	(3)
MATH 225	Calculus III	5
		—
	Total Degree Requirements	20-23

ASSOCIATE IN ARTS IN ECONOMICS FOR TRANSFER REQUIREMENT:

(1) Complete 60 semester units or 90-quarter units, which are eligible for transfer to the California State University (CSU) system, including both of the following: (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

ELEMENTARY TEACHER EDUCATION

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

REQUIRED CORE (42 UNITS)		UNITS
EDEL 200	Introduction to Education	3
CD 110	Child Development	3
BIOL 120	Introduction to Biological Science	4
PS 112	Physical Science for Elementary School Teachers	3
ESCI 110	Introduction to Earth Science	4
MATH 110A	Mathematics for Elementary School Teachers	3
SPCH 130	Fundamentals of Speaking	3
ENGL 100	Freshman Composition	4
ENGL 102	Freshman Composition and Literature	3
GEOG 105	World Regional Geography	3
HIST 245	World Civilization from Antiquity to 1500	3
HIST 102	Political and Social History of the United States 1500s to 1876	3
POL 101	American Political Institutions	3

List A: Select one course (3 units)

ENGL 101	Critical Thinking Through Literature	3
ENGL 103	Critical and Argumentative Writing	3
PHIL 103	Philosophical Reasoning: Critical Thinking in Philosophy	3
PHIL 106	Introduction to Logic	3
PSYC 103	Critical Thinking in Psychology	3
SPCH 235	Fundamentals of Argumentation and Persuasion	3
READ 200	Analysis and Critical Reading	3

List B: Select one course (3 units)

ART 100	Introduction to World Art	3
DANC 101	History of Dance	3
TH 101	Introduction to Theatre	3
		—
	Total Degree Requirements	48

ASSOCIATE IN ARTS IN ELEMENTARY TEACHER EDUCATION FOR TRANSFER REQUIREMENTS:

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

ENGINEERING

ASSOCIATE OF SCIENCE DEGREE

An associate of science degree in engineering provides students with an introductory knowledge of physics and math and provides the skills necessary to pursue upper-division coursework at a four-year university as well as the experience needed for undergraduate research and entry-level internships. The degree program is composed of some common courses that are consistent with the transfer requirements to both UC and CSU systems and some elective and specialty courses that allow the student to tailor the degree to match the specific requirements of his or her transfer institution. This enables efficient completion of the A.S. degree while simultaneously completing transfer requirements, thus promoting timely completion of a bachelor’s degree in any of the engineering disciplines (e.g., mechanical, electrical, aerospace, civil, chemical, etc.).

MAJOR REQUIREMENTS

CHEM 111	General Chemistry	5
MATH 170	Analytic Geometry and Calculus I	4
MATH 190	Analytic Geometry and Calculus II	4
MATH 225	Calculus III	5
PHYS 201	Engineering Physics	4
PHYS 202	Engineering Physics	4
Total Degree Requirements		26

Complete 60 units to include: (1) the common lower-division requirements, (2) at least 3 classes from the common specialty elective list, and (3) the associate of science degree general education requirements.

ENGINEERING: AEROSPACE AND MECHANICAL SPECIALTY

ASSOCIATE OF SCIENCE DEGREE

An associate of science degree in engineering with a specialty in either aerospace or mechanical engineering provides students with an introductory knowledge of physics, chemistry, and math, and provides the skills necessary to pursue upper-division coursework at a four-year university as well as the experience needed for undergraduate research and entry-level internships. The degree program is composed of some common courses that are consistent with the transfer requirements to both UC and CSU systems and some elective and specialty courses that allow the student to tailor the degree to match some of the specific requirements of his or her transfer institution. This enables efficient completion of the A.S. degree while simultaneously completing transfer requirements, thus promoting timely completion of a bachelor’s degree in either mechanical or aerospace engineering. It will take a minimum of 64 units to complete this degree.

CORE REQUIREMENTS

CHEM 111	General Chemistry	5
MATH 170	Analytic Geometry and Calculus I	4
MATH 190	Analytic Geometry and Calculus II	4
MATH 225	Calculus III	5
PHYS 201	Engineering Physics	4
PHYS 202	Engineering Physics	4

SPECIALTY REQUIREMENTS

Select three courses from the following:

CHEM 112	General Chemistry	5
CIS 180	Programming in C/C++	3
ENGR 110	Introduction to Engineering	2
ENGR 112	Engineering Graphics	3
ENGR 235	Statics	3
ENGT 131	Design Fundamentals Including 3D Modeling	3
ENGT 138	Introduction to Engineering Design Using AutoCAD	4
MATH 250	Linear Algebra and Differential Equations	5
PHYS 203	Engineering Physics	4
Total Degree Requirements		34–40

Completion of a minimum of 60 semester-units to include (1) the courses listed above, (2) the A.A. degree general education requirements, and (3) a grade of “C” or better in all courses required for the major.

ENGINEERING: ELECTRICAL SPECIALTY

ASSOCIATE OF SCIENCE DEGREE

An associate of science degree in engineering with a specialty in electrical engineering provides students with an introductory knowledge of physics and math and provides the skills necessary to pursue upper-division coursework at a four-year university as well as the experience needed for undergraduate research and entry-level internships. The degree program is composed of some common courses that are consistent with the transfer requirements to both UC and CSU systems and some elective and specialty courses that allow the student to tailor the degree to match the specific requirements of his or her transfer institution. This enables efficient completion of the A.S. degree while simultaneously completing transfer requirements, thus promoting timely completion of a bachelor’s degree in electrical engineering.

Electrical engineering does require a great deal of math and science preparation that may lead to a longer time in school and a higher number of units. This should be considered before following this path.

CORE REQUIREMENTS

MATH 170	Analytic Geometry and Calculus I	4
MATH 190	Analytic Geometry and Calculus II	4
MATH 225	Calculus III	5
PHYS 201	Engineering Physics	4
PHYS 202	Engineering Physics	4

SPECIALTY REQUIREMENTS

Select three courses from the following:

CHEM 111	General Chemistry	5
CIS 180	Programming in C/C++	3
ENGR 110	Introduction to Engineering	2
ENGR 215	Circuits	3
ENGR 215L	Circuits Laboratory	1
MATH 250	Linear Algebra and Differential Equations	5
PHYS 203	Engineering Physics	4
Total Degree Requirements		27–35

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the completion of a CSUGE or IGETC pattern of general education requirements, and (3) a grade of “C” or better in all courses required for the major.

ENGINEERING DESIGN TECHNOLOGY

ASSOCIATE OF ARTS

Graduates of the ENGT program from Cerritos College find their work in such diverse areas as designing components, tooling and production systems for aircrafts, spaceships, medical devices/artificial organs, process/oil refineries equipment, robots, manufacturing systems, automotive, construction, machineries and general merchandise products. Our students can choose specialization between 3 industry leading CAD systems, and become an expert mechanical designer in AutoCAD™ , SOLIDWORKS™ or AutoDesk Inventor™.

COMPLETE THE CORE COURSES		UNITS
ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
ET 101	Introduction to Engineering Technology	3
ENGT131	Introduction to Engineering Design with Solid Modelling	3
MTT56	CNC Shop Inspection	2
	Total Core	12

AND

Chose one of the three offered specialization tracks and complete courses in individual track, and complete all courses within the track:

2D and 3D Design With AutoCAD Specialty Track

ENGT 138	AutoCad	4
ARCH 213	Introduction to 3D Computer Aided Graphics	3.5
	Total Track	7.5

OR

3D Parametric Modelling Design With SolidWorks Specialty Track

ENGT 259	Introduction to SolidWorks	4
ENGT 260	Advanced SolidWorks	4
	Total Track:	8

OR

3D Parametric Modelling Design With Autodesk Inventor Specialty Track

ENGT 103	Introduction to Engineering Design Using Inventor	3
ENGT 257	Advanced Modelling Using Inventor	3.5
	Total Track	6.5
	TOTAL Engineering Design Technology Certificate	18.5-20

ASSOCIATE OF ARTS DEGREE REQUIREMENTS:

Students must complete the required major courses, the Cerritos College Associate of Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of “C” or better in all courses required by major.

ENGINEERING DESIGN TECHNOLOGY

CERTIFICATE OF ACHIEVEMENT

Graduates of the ENGT program from Cerritos College find their work in such diverse areas as designing components, tooling and production systems for aircrafts, spaceships, medical devices/artificial organs, process/oil refineries equipment, robots, manufacturing systems, automotive, construction, machineries and general merchandise products. Our students can choose classes between 5 industry leading CAD systems, and become an expert mechanical designer in Fusion 360™, OnShape™, AutoCAD™ , SOLIDWORKS™ or AutoDesk Inventor™.

COMPLETE THE CORE COURSES		UNITS
ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
ET 101	Introduction to Engineering Technology	3
ENGT 131	Introduction to Engineering Design with Solid Modelling	3
MTT 56	CNC Shop Inspection	2
	Total Core	12

And choose any of the courses listed below, for a total of at least 4 units:

ARCH 213	Introduction to 3D Computer Aided Graphics	3.5
ENGT 103	Introduction to Engineering Design Using Inventor	3
ENGT 137	Industrial Design and 3d Modelling in Fusion360	4
ENGT 138	AutoCad	4
ENGT 139	Cloud Based Modelling with OnShape	4
ENGT 257	Advanced Modelling Using Inventor	3
ENGT 259	Introduction to SolidWorks	4
ENGT 260	Advanced SolidWorks	4
	Totl Engineering Design Technology Certificate	16-20

RECOMMENDED ELECTIVES:

In order to broader their understanding of design for manufacturing and to further enhance understanding of selected topics in design technologies, students are encourage to take one or more of the recommended elective classes:

ENGT 102, ENGT104, ENGT105, ENGT 106, ENGT133, ENGT 137, ENGT 139, ENGT153, ENGT237, ENGT258, ENT261, ENGT262, ENGT263, ENGT 267, ET102, ET103, ET105, NPD100, NPD101, NPD102, NPD103, NPD105, MTT100, MTT180, MTT51, MTT62, MTT68, PMT100, PMT221, PMT51, PMT70, PMT76, PMT72, PMT59, WELD100, WMT101

ENGINEERING DESIGN AND PRODUCTION TECHNOLOGY

CERTIFICATE OF ACHIEVEMENT

Graduates of the ENGT program from Cerritos College find their work in such diverse areas as designing components for tooling and production systems for spaceships and medical devices/artificial organs to designing oil refineries equipment, robots, manufacturing systems, automotive and general merchandise products.

REQUIRED COURSES	UNITS
ENGT 116 Blueprint Reading	2
ENGT 117 Geometrical Dimensioning and Tolerancing	2
ENGT 131 Design Fundamentals Including AutoCAD	3
ENGT 237 Statics and Strength of Materials	3
MTT 62 Fixture Tooling	2
MTT 68 Computer-Assisted Inspection Using Verisurf	2
NPD 103 Tooling and Materials for New Product Development	3
NPD 105 Mechatronics Integration in New Product Development	3
PMT 100 Plastics Technology	2.5
ENGT 259 SolidWorks	(4)
and ENGT 260 Advanced Modeling Using SolidWorks	(4)
or ENGT 257 Advanced Modeling Using Inventor	(4)
and ENGT 103 Introduction to Engineering Design Using Inventor	(3)
or ENGT 138 AutoCAD	(4)
and ENGT 153 Machine Design Applications Using Solid Modeling	(3)
Total Certificate Requirements	29.5-30.5

RECOMMENDED ELECTIVES: ENGT 104, Principles of Aerospace Design Technology or ENGT 105, Product Design, Development, and Prototype Fabrication or ENGT 258, Design and Production technology Using Solid Modeling

(Students that take the ENGT 259 and ENGT 260 will take a total of 30.5 units. Students that take ENGT 257 and ENGT 103 OR ENGT 138 and ENGT 153 will take a total of 29.5 units)

ENGINEERING TECHNOLOGY - ELECTRICAL AND ELECTRONIC ENGINEERING DESIGN TECHNICIAN

CERTIFICATE OF ACHIEVEMENT

Engineering Technology focuses on application and implementation of concepts in the engineering field. Our program prepares students to become technicians in industry. Those technicians typically assist engineers on a daily basis. This field of study also provides a general understanding of technology that is very useful in any technical field. Students interested in continuing their studies can transfer to Engineering Technology programs at universities.

	UNITS
ET 101 Principles of Engineering Technology	3
ET 102 Electronics for Engineering Technologists	3
ENGT 103 Introduction to Engineering Design Using Inventor	3
ENGT 131 Design Fundamentals Including Solid Modeling	3

ENGT 299 Directed Studies	2
or NPD 105 Mechatronics Integration in New Product Development	(3)
Total Certificate Requirements	14-15

ENGINEERING TECHNOLOGY - MECHANICAL ENGINEERING DESIGN TECHNICIAN

CERTIFICATE OF ACHIEVEMENT

Engineering Technology focuses on application and implementation of concepts in the engineering field. Our program prepares students to become technicians in industry. Those technicians typically assist engineers on a daily basis. This field of study also provides a general understanding of technology that is very useful in any technical field. Students interested in continuing their studies can transfer to Engineering Technology programs at universities.

REQUIRED CORE

ET 101 Principles of Engineering Technology	3
ET 102 Electronics for Engineering Technologists	3
ENGT 103 Introduction to Engineering Design Using Inventor	3
ENGT 131 Design Fundamentals Including Solid Modeling	3
ENGT 299 Directed Studies	2
or NPD 105 Mechatronics Integration in New Product Development	(3)
Total Certificate Requirements	14-15

ENGINEERING TECHNOLOGY

ASSOCIATE OF ARTS DEGREE

The Engineering Technology program prepares students for transfer to Engineering Technology programs at a four-year university and for employment in technical fields. By completing the certificate, students acquire knowledge of the fundamentals of engineering technology and are able to specialize in one of three options. The first option is Electrical and Electronic Engineering Technology, the second option is Mechanical Engineering Technology and the third option is Industrial Engineering Technology. Careers in engineering technology involve assisting engineers in researching, developing, manufacturing, servicing, and maintaining a wide variety of products.

Engineering Technology Certificates of Achievement are available under three options: Electrical and Electronic Engineering Technician, Mechanical Engineering Technician, and Industrial Engineering Technician. The basic core courses must be taken for all three certificate options:

ENGINEERING TECHNOLOGY BASIC CORE COURSES	UNITS
ET 93L Process Control Laboratory	1
ET 101 Principles of Engineering Technology	3
ET 102 Electronics for Engineering Technologists	3
ET 103 Industrial Process Control	2
	9

ELECTRICAL AND ELECTRONIC ENGINEERING TECHNICIAN

ET 91L Engineering Technology Project Laboratory	1
ET 104 Engineering Technology Project Development	1

Curriculum and Requirements for Majors and Certificates

ET 105	Industrial Motor Control	2
ENGT 103	Introduction to Engineering Design Using Inventor	3
MTT 180	Robotics for Computer Numerically Controlled Machines	3
		19

MECHANICAL ENGINEERING TECHNICIAN

ENGT 103	Introduction to Engineering Design Using Inventor	3
MTT 100	Machine Tool Introduction	2
MTT 180	Robotics for Computer Numerically Controlled Machines	3
NPD 104	Programmable Logic Controllers in New Product Development	3
PMT 50	Survey of Hydraulics and Pneumatics	1.5
PMT 100	Plastics Technology	2.5
WELD 100	Welding Fundamentals	2.5
WMT 101	Introduction to Woodworking	3
		29.5

INDUSTRIAL ENGINEERING TECHNICIAN

ET 91L	Engineering Technology Project Laboratory	1
ET 104	Engineering Technology Project Development	1
ET 105	Industrial Motor Control	2
NPD 104	Programmable Logic Controllers in New Product Development	3
NPD 106	Safety in New Product Development	2
		18

ASSOCIATE OF ARTS DEGREE REQUIREMENTS:

Complete 60 units to include (1) the above requirements for a Certificate of Achievement; (2) MATH 140; (3) the Associate of Arts Degree General Education requirements; and (4) electives as needed.

***Upon completion of the Certificate of Achievement requirements along with the Associate of Arts Degree Requirements, students will receive an Associate of Arts Degree in Engineering Technology**

ENGLISH

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

The English department offers a variety of literature and creative writing classes that assist majors in completing seamless transfer to CSU, as well as in discovering an affinity for literary periods, genres, and authors that inspire specialized study in upper-division coursework upon transfer. Literature classes are offered in 2-year cycles, while creative writing classes are offered annually, ensuring that students have the opportunity to complete transfer requirements while aiding in their educational planning. As students complete their major and degree requirements, or as they add GE or humanities electives, they may select from one of three areas in literature study: survey classes (British, American, World, and Bible as literature), genre classes (novel, short fiction, poetry, drama, film), and classes in culture and diversity (including Asian American, African American, Native American, Chicano/a, Mexican Lit. in Translation, Women's lit., Children's lit., and Modern and Contemporary lit.). Students may also pursue the Creative Writing Certificate as a means of expanding their writing skills and understanding of the stylistic and technical elements of writing and reading literature.

REQUIRED CORE (4-6 UNITS)

Option 1: Select two (6 units)

ENGL 102	Freshman Composition and Literature	3
ENGL 103	Critical and Argumentative Writing	3

OR

Option 2: Select one (4 units)

ENGL 110	Critical thinking through Literature	4
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LIST A: SELECT TWO (6 UNITS)

ENGL 230A	Introduction to American Literature	3
ENGL 230B	Introduction to American Literature	3
ENGL 246A	Survey of British Literature A: Anglo-Saxon to 18th-Century Literature	3
ENGL 246B	Survey of British Literature B: Romantics to Present	3
ENGL 248A	Masterpieces of World Literature	3
ENGL 248B	Masterpieces of World Literature	3
ENGL 232	Readings in Poetry	3
ENGL 234	Readings in Short Fiction	3
ENGL 235	Readings in the Drama	3

LIST B: SELECT COURSES BASED ON OPTION

CHOOSE IN REQUIRED CORE:

Option 1: 3 units

Option 2: 6 units

ENGL 225	Mexican American Literature in Translation	3
ENGL 228	Shakespeare's Plays	3
ENGL 237	Asian American Literature	3
ENGL 240	Creative Writing	3
ENGL 245	World Mythology in Literature	3

LIST C: SELECT ONE (3-5 UNITS)

Any course from List A and B not already used, OR any language courses other than English which is articulated to fulfill CSU GE Area C, OR any CSU transferable English course:

ENGL 106	Introduction to Linguistics	3
ENGL 221A	Literature in the Bible: Hebrew Scriptures	3
ENGL 221B	Literature in the Bible: Christian Scriptures	3
ENGL 222	Children's Literature	3
ENGL 223	Chicana/o Literature	3
ENGL 224	Native American Literature	3
ENGL 226	African American Literature	3
ENGL 227	Modern and Contemporary Literature	3
ENGL 236	Studies in Women's Literature	3
ENGL 238	Classical Islamic Literature	3
ENGL 241	Screenwriting	3
CHIN 101	Elementary Chinese	5
FREN 101	Elementary French	5
FREN 102	Elementary French	5
FREN 201	Intermediate French	5
FREN 202	Intermediate French	4
FREN 203	Intermediate French Advanced Level 1	4
FREN 285	Romance Linguistics	3
GERM 101	Elementary French	5
GERM 102	Elementary French	5
GERM 201	Intermediate German	4
GERM 202	Intermediate German	4
JAPN 101	Elementary Japanese	5
JAPN 102	Elementary Japanese	5
JAPN 201	Intermediate Japanese	5
JAPN 202	Intermediate Japanese	4

Curriculum and Requirements for Majors and Certificates

SPAN 101	Elementary Spanish	5	ENGL 232	Readings in Poetry	3
SPAN 102	Elementary Spanish	5	ENGL 233	Readings in the Novel	3
SPAN 111	Elementary Spanish for Speakers of Spanish	5	ENGL 234	Readings in Short Fiction	3
SPAN 112	Elementary Spanish for Speakers of Spanish	5	ENGL 235	Readings in the Drama 3	
SPAN 201	Intermediate Spanish	5	ENGL 246A	Survey of British Literature: Anglo-Saxon to 18th Century	3
SPAN 202	Intermediate Spanish	4	ENGL 246B	Survey of British Literature: Romantics to Present	3
SPAN 205	Advanced Spanish Composition	3	ENGL 248A	Masterpieces of World Literature	3
SPAN 206	Hispanic Literature in the Media	3	ENGL 248B	Masterpieces of World Literature	3
SPAN 210	Highlights of Hispanic Culture	3			
SPAN 245	Introduction to Chicano/ Mexican American Culture	3			—
SPAN 285	Romance Linguistics	3		Total Degree Requirements	19-20.5

OR any of the following:

JOUR 100	Mass Communications	3			
	or JOUR 101	3			
	Beginning Newswriting and Reporting	3			
SPCH 140	Oral Interpretation of Literature	3			
HUM 100	The Art of Being Human	3			
TH 101	Introduction to the Theatre	3			
		—			
	Total Degree Requirements	18-21			

ASSOCIATE IN ARTS IN ENGLISH FOR TRANSFER REQUIREMENTS:

Complete the following:

- Completion of 60 semester units or 90 quarter units of degree-applicable courses,
- Minimum overall grade point average of 2.0,
- Minimum grade of “C” (or “P”) for each course in the major, and
- Completion of IGETC and/or CSU GE-Breadth

ENGLISH

ASSOCIATE IN ARTS DEGREE

The English program teaches students how to read critically and write effectively, and provides students with a foundation of literary knowledge, in an environment that fosters the intellectual discourse. The English degree establishes expertise in reading and writing skills necessary to pursue any liberal arts advanced education or profession.

CORE REQUIREMENTS

Select two courses (7-8.5 units)	UNITS
ENGL 100	4
or ENGL 100S	(4.5)
ENGL 102	3
or ENGL 103	(3)
or ENGL 110	(4)

Choose 12 units from the following courses

ENGL 221A	Literature in the Bible: Hebrew Scriptures	3
ENGL 221B	Literature in the Bible: Christian Scriptures	3
ENGL 222	Children’s Literature	3
ENGL 225	Mexican Literature in Translation	3
ENGL 226	African-American Literature	3
ENGL 227	Modern and Contemporary Literature	3
ENGL 228	Shakespeare’s Plays	3
ENGL 230A	Introduction to American Literature	3
ENGL 230B	Introduction to American Literature	3
ENGL 231	Literature and Film	3

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete the following: (1) Major requirements, (2) the A.A. Degree General Education requirements, and (3) electives to achieve a minimum of 60 units.

CREATIVE WRITER’S STUDIO

CERTIFICATE OF ACHIEVEMENT

The goal of the Creative Writer’s Studio Certificate is to provide a broad overview of the creative writing world, while introducing students to the techniques of several writing genres. This certificate is designed to familiarize incoming students with the immense diversity in the writing world, as well as the work ethic, professional etiquette, and practice required for all creative writing genres.

Required Core (6 units)

ENGL 240	Creative Writing	3
ENGL 250	Advanced Creative Writing Portfolio	3

One Writing Elective and One Literature Elective in the Same Genre (6 units)

ENGL 241	Screenwriting	3
or FILM 241	Screenwriting	(3)
ENGL 231	Literature and Film	3
ENGL 242	Writing Poetry	3
ENGL 232	Readings in Poetry	3
ENGL 244	Writing Short Fiction	3
ENGL 234	Readings in Short Fiction	3
ENGL 243	Playwriting	3
ENGL 235	Reading in the Drama	3
ENGL 247	Writing Creative Nonfiction	3
ENGL 227	Modern and Contemporary Literature	3

OR Two Writing Electives (6 units)

ENGL 241	Screenwriting	3
or FILM 241	Screenwriting	(3)
ENGL 242	Writing Poetry	3
ENGL 243	Playwriting	3
ENGL 244	Writing Short Fiction	3
ENGL 247	Writing Creative Nonfiction	3

Required Core Total: 6 units

Electives: 6 units

Total Units: 12 units

CREATIVE WRITING AND GLOBAL POETICS

CERTIFICATE OF ACHIEVEMENT

The goal of the Creative Writing and Global Poetics Certificate is to provide an intensive workshop atmosphere where students produce creative work with a focus on theory, technique, and practical discipline and to examine traditional and contemporary literature through various genres and communities to enhance an understanding of and appreciation for the craft of writing as well as understanding its historical and literary contexts. Additionally, this certificate introduces students to current market trends and publishing venues for professional writing.

CORE REQUIREMENTS		UNITS
ENGL 100	Freshman Composition	4
or ENGL 100S	Enhanced Freshman Composition	(4.5)
ENGL 102	Introduction to Literature	3
or ENGL 103	Critical and Argumentative Writing	(3)
ENGL 240	Creative Writing	3
or ENGL 241	Screenwriting	(3)
or FILM 241	Screenwriting	(3)
ENGL 250	Advanced Creative Portfolio	3

Choose two courses in global poetics from the following:

ENGL 223	Chicana/Chicano Literature	3
ENGL 224	Native American Literature	3
ENGL 226	African-American Literature	3
ENGL 236	Studies in Women's Literature	3
ENGL 237	Asian American Literature	3
ENGL 239	Literature of India	3
ENGL 248A	Masterpieces of World Literature	3
ENGL 248B	Masterpieces of World Literature	3
ENGL 245	World Mythology	3

Total Certificate of Achievement Requirements 19-19.5

FILM PRODUCTION

ASSOCIATE IN ARTS

CAREER OPPORTUNITIES:

Producer	Production Manager
Director	Assistant Director
Production Assistant	Storyboard Artist
Location Manager/Scout	Casting Director
Camera Operator	Assistant Camera Operator
Lighting Director (Gaffer)	Director of Photography/ Cinematographer
Costumer	Prop Master
Grip	Set Dresser
Art Fabrication (making fake props)	Script Supervisor
Hair & Makeup Artist	Music Composer
Wardrobe Stylist	Food Stylist
Editor	Post-Production Supervisor

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

TOTAL OF 30 UNITS

COMPLETE 12 CORE UNITS

	UNITS	
FILM 101	Motion Picture Production	3
FILM 102	Television Production	3
FILM 104	Motion Picture and Digital Cinematography	3
FILM 107	Motion Picture Editing	3

Plus a minimum of 18 units from the following

ART 114	Storyboarding & Graphic Novel Illustration	3
ART 192	Photoshop/Digital Imaging	3
ART 193	Motion Picture Editing	3
FILM 103	TV Commercial & PSA Production	3
FILM 159	World Film	3
FILM 160	Great Film Directors	3
FILM 241	Screenwriting	3
or ENGL 241	Screenwriting	(3)
FILM 256	Documentary & Reality TV Production	3
FILM 271	Music Video Production	3
FILM 293	Advanced Motion Picture Editing	3
FILM 294	Advanced Motion Picture Production	3
FILM 298	Directed Studies	1
FILM 299	Directed Studies	2
MUS 100	Music Appreciation	3
MUS 104B	History of Rock Music	3
PHOT 100	Introductory Photography	3
PHOT 110	Intro to Digital Photo	3
PHOT 160	History of Photography	3
TH 150	Appreciation & History of Motion Pictures	3
TH 151	Motion Pictures/Radio & TV	3
or RTV 151	Motion Pictures/Radio & TV	(3)

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include (1) the above courses and units, (2) AA Degree General Education requirements, and (3) electives as needed.

FRENCH

ASSOCIATE IN ARTS DEGREE

REQUIRED CORE: 26 UNITS

	UNITS	
FREN 101	Elementary French	5
FREN 102	Elementary French	5
FREN 201	Intermediate French	5
FREN 202	Intermediate French	4
FREN 203	Intermediate French Level I	4
FREN 285	Romance Linguistics	3
	Total Degree Requirements	26

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete the following: (1) Major requirements, (2) the A.A. Degree General Education requirements, and (3) electives to achieve a minimum of 60 units.

GENERAL EDUCATION

CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION-BREADTH (CSUGE-BREADTH)

CERTIFICATE OF ACHIEVEMENT

Students may earn a certificate of achievement in General Education after completing the following transfer General Education requirements below.

California State University General Education-Breadth (CSUGE-B) Students must complete a minimum of 39 units used to satisfy the California State University General Education Breadth (CSUGE-B) requirements (Plan B). Students must complete all the requirements for full certification of the breadth requirements, which includes a grade of "C" or better in Oral Communications, Written Communications, Critical Thinking, and Mathematical Concepts. Consult with a Cerritos College counselor or see the appropriate requirements in the Associate in Arts General Education section of the catalog.

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC)

CERTIFICATE OF ACHIEVEMENT

Students may earn a certificate of achievement in General Education after completing the following transfer General Education requirements below.

Intersegmental General Education Transfer Curriculum (IGETC) Certificate of Achievement

Students must complete a minimum of 34 units used to satisfy the Intersegmental General Education Transfer Curriculum (IGETC) requirements (Plan C). Students must receive full certification of the IGETC pattern which requires a minimum grade of "C" or better in each IGETC course. Consult with a Cerritos College counselor or see the appropriate requirements in the Associate in Arts General Education section of the catalog.

GEOGRAPHY

ASSOCIATE IN ARTS FOR TRANSFER (AA-T)

REQUIRED CORE (7 units)	UNITS
GEOG 101 Physical Geography	3
GEOG 101L Physical Geography Laboratory	1
GEOG 102 Natural and Cultural Geography	3

LIST A: Select 6-8 units

GEOG 105 World Regional Geography	3
GEOG 140 California Geography	3
ESCI 106 Weather and Climate	3
GEOG 160 Field Studies in Geography	2

LIST B: Select 6-8 units

Any course from LIST A not already used.	
GEOG 103 Environmental Geography	3
MATH 112 Elementary Statistics	4
MATH 170 Analytic Geometry and Calculus I	4
BIOL 120 Introduction to Biological Science	4
ANTH 100 Cultural Anthropology	3
GEOL 102 Physical Geology Lecture	3
Total Degree Requirements	
	19-23

ASSOCIATE IN ARTS FOR TRANSFER REQUIREMENTS

(1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. (3) Also required is that students must earn a "C" or better in all courses required for the major.

GEOLOGY

ASSOCIATE IN SCIENCE FOR TRANSFER (AS-T)

REQUIRED CORE: (26 units)	UNITS
GEOL 101 Physical Geology	4
or GEOL 102 Physical Geology Lecture	(3)
and GEOL 102L Physical Geology Laboratory	(1)
GEOL 201 Earth History	4
CHEM 111 General Chemistry	5
CHEM 112 General Chemistry	5
MATH 170 Analytic Geometry and Calculus I	4
MATH 190 Analytic Geometry and Calculus II	4
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Total Degree Requirements	26

ASSOCIATE IN SCIENCE IN GEOLOGY FOR TRANSFER COMPLETION REQUIREMENTS

(1) 60 semester or 90 quarter CSU-transferable units. (2) the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern. (3) a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district. (4) obtainment of a minimum grade point average (GPA) of 2.0. earn a grade of C or better in all courses required for the major or area of emphasis

GERMAN

ASSOCIATE IN ARTS DEGREE

MAJOR REQUIREMENTS	UNITS
GERM 101 Elementary German	5
GERM 102 Elementary German	5
GERM 201 Intermediate German	4
GERM 202 Intermediate German	4
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Total Degree Requirements	18

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete the following: (1) Major requirements, (2) the A.A. Degree General Education requirements and (3) electives to achieve a minimum of 60 units.

HISTORY

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

Earning an Associate in Arts in History for Transfer degree provides students with a broad understanding of how the past has shaped the present-day United States and the world. Majors explore humanity's social development, including racial and ethnic diversity, gender roles, and migration; examine cultural accomplishments, including language, religion, civilization, and arts; and analyze political shifts, including the rise and fall of nations, spread of political ideals, social movements, revolutions, leaders, and wars. The study of history strengthens students' abilities to communicate clearly in writing and speech, and to evaluate claims and evidence to draw justified conclusions. Completing a History AA-T degree also prepares students for seamless transfer to History programs at California State University.

REQUIRED CORE (6 units)		UNITS
HIST 102	Political and Social History of the United States: 1500s-1876	3
HIST 103	Political and Social History of the United States: 1877-Present	3

List A: Select two (6 units)

HIST 241	Western Civilization	3
or HIST 245	World Civilization from Antiquity to 1500	(3)
HIST 242	Western Civilization	3
or HIST 246	World Civilization from 1500 to Present	(3)

List B – Select one course from each area: (6 units)

Area 1 Diversity (3 units):

Any List A course not already used:

HIST 245	World Civilization from Antiquity to 1500	3
or HIST 246	World Civilization from 1500 to Present	(3)

Or A non-western history course (any history course not pertaining to the US or Europe) articulated as fulfilling CSU GE Area C or D or IGETC Area 3 or 4:

HIST 230	History of Mexico	3
HIST 235	History of Latin America	3
HIST 260	Survey of the History of Asia	3
HIST 265	Selected Problems in Contemporary Asian History	3
HIST 275	Global Studies	3

Or Any course from the humanities or social sciences (including history) that addresses any historically under-represented group or non-western subject articulated as fulfilling CSU GE Area C or D or IGETC Area 3 or 4:

HIST 110	African-American History	3
HIST 204	Women in American History	3
or WGS 204	Women in American History	(3)

Or A language other than English which is articulated as fulfilling CSU GE Area C2 or IGETC Area 3B:

CHIN 101	Elementary Chinese	5
CHIN 102	Elementary Chinese	5
CHIN 201	Intermediate Chinese I	5
CHIN 202	Intermediate Chinese II	5
FREN 101	Elementary French	5
FREN 102	Elementary French	5

FREN 201	Intermediate French	5
FREN 202	Intermediate French	4
FREN 203	Intermediate French Advanced Level 1	4
FREN 285	Romance Linguistics	3
GERM 101	Elementary German	5
GERM 102	Elementary German	5
GERM 201	Intermediate German	4
GERM 202	Intermediate German	4
JAPN 101	Elementary Japanese	5
JAPN 102	Elementary Japanese	5
JAPN 201	Intermediate Japanese	5
JAPN 202	Intermediate Japanese	4
SPAN 101	Elementary Spanish	5
SPAN 102	Elementary Spanish	5
SPAN 111	Elementary Spanish for Spanish Speakers	5
SPAN 112	Elementary Spanish for Spanish Speakers	5
SPAN 201	Intermediate Spanish	5
SPAN 202	Intermediate Spanish	4
SPAN 205	Advanced Spanish Composition	3
SPAN 206	Hispanic Literature in Media	3
SPAN 210	Highlights of Hispanic Culture	3
SPAN 285	Romance Linguistics	3

Area 2 (3 units)

Any History course (including List A courses not already used) or any non-history course from the humanities or social sciences related to history articulated as fulfilling CSU GE Area C or D or IGETC Area 3 or 4:

HIST 101	American History and Constitution	3
HIST 120	History of California	3
HIST 210	History of the United States in the Post World War II Era	3
HIST 220	History of the Americas	3
HIST 221	History of the Americas	3
HIST 250	History of England, Great Britain and the Commonwealth	3
HIST 255	History of Russia	3
ART 108	Black Images in Popular Culture	3
or HUM 108	Black Images in Popular Culture	(3)
ART 109	Gender and Sexuality in Art	3
or HUM 109	Gender and Sexuality in Art	(3)
SPAN 245	Introduction to Chicano/ Mexican American Culture	3
ENGL 221A	Literature in the Bible: Hebrew Scriptures	3
ENGL 221B	Literature in the Bible: Christian Scriptures	3
ENGL 223	Chicana/Chicano Literature	3
ENGL 224	Native American Literature	3
ENGL 225	Mexican Literature in Translation	3
ENGL 226	African American Literature	3
ENGL 228	Shakespeare's Plays	3
ENGL 230A	Introduction to American Literature	3
ENGL 230B	Introduction to American Literature	3
ENGL 236	Studies in Women's Literature	3
ENGL 237	Asian American Literature	3
ENGL 238	Classic Islamic Literature	3
ENGL 246A	Survey of British Literature A: Anglo-Saxon to the 18th Century	3
ENGL 246B	Survey of British Literature B: Romantics to the Present	3
ENGL 248A	Masterpieces of World Literature	3
ENGL 248B	Masterpieces of World Literature	3
HUM 100	The Art of Being Human	3
HUM 108	Black Images in Popular Culture	3
or ART 108	Black Images in Popular Culture	(3)

Curriculum and Requirements for Majors and Certificates

HUM 109	Gender and Sexuality in Art	3
or ART 109	Gender and Sexuality in Art	(3)
PHIL 100	Introduction to Philosophy	
PHIL 102	Introduction to Ethics	3
PHIL 104	Philosophy of Cultural Diversity: Challenge and Change	3
PHIL 105	Philosophy of Art and Beauty	3
PHIL 107	Philosophy of Science and Technology	3
PHIL 108	Philosophy of the Americas	3
PHIL 200	World Religions	3
PHIL 201	Contemporary Philosophy	3
PHIL 204	Philosophy of the Bible I: Hebrew Scriptures	3
PHIL 206	Philosophy of the Bible II: Christian Scriptures	3
OR		
ANTH 100	Cultural Anthropology	3
ANTH 120	Introduction to Archaeology	3
ANTH 170	Introduction to Language and Culture	3
ANTH 200	Native Peoples of North America	3
ANTH 201	Native Peoples of California	3
ANTH 202	The Maya, Inca and Aztecs: Ancient Civilizations of the Americas	3
ANTH 203	The Anthropology of Magic, Witchcraft and Religion	3
POL 101	American Political Institutions	3
POL 110	California State and Local Government	3
POL 201	Introduction to Political Science and American Government	3
POL 210	International Relations	3
POL 220	Comparative Government	3
POL 230	Contemporary Political Issues: Middle East	3
POL 260	Public Policy and the Supreme Court	3
PSYC 261	Social Psychology	3
SOC 101	Introductory to Sociology Principles	3
SOC 201	Social Problems	3
SOC 202	Gender and Society	3
or WGS 202	Gender and Society	(3)
SOC 210	American Minority Relations	3
SOC 215	Sociology of Cultural Diversity: Challenge and Change	3
WGS 101	Issues for Women in American Society	3
WGS 102	Women and Religion	3
WGS 204	Women in American History	3
or HIST 204	Women in American History	(3)
WGS 206	Women in Global Economy	3
or ECON 102	Women in Global Economy	(3)
	Total Degree Requirements	18-20

ASSOCIATE IN ARTS IN HISTORY FOR TRANSFER REQUIREMENTS

To complete the Associate of Arts in History for Transfer, a student must meet both of the following requirements:

Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth)

A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

Obtainment of a minimum grade point average of 2.0.

INDUSTRIAL ARTS EDUCATION

ASSOCIATE IN ARTS DEGREE

An Associate of Arts Degree in Industrial Arts Education provides students with an introductory knowledge and variety of technical skills and experiences necessary for undergraduate research and entry-level internships.

REQUIRED COURSES

		UNITS
AUTO 100	Automotive Maintenance and Operation	4
ENGT 116	Blueprint Reading	2
ET 102	Electronics for Engineering Technologists	3
MTT 100	Machine Tool Introduction	2
PMT 100	Plastics Technology	2.5
WELD 100	Welding Fundamentals	2.5
WMT 101	Introduction to Woodworking	3
		—
	Total Degree Requirements	19

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete 60 units to include (1) the above required courses, (2) Complete the General Education requirements to achieve a minimum of 60 units.

INDUSTRIAL TECHNOLOGY AUTOMATED MANUFACTURING

ASSOCIATE OF ARTS

The Industrial Technology Automated Manufacturing - Associated of Arts program provides the diverse student body in the surrounding regional community with an education that combines Engineering Design Technology and Machine Tool Technology. Basic and advance training in industrial control, maintenance, numerical control machining and quality control form the fundamental skills necessary for the average and expected working knowledge in industrial technology.

The AA in Industrial Technology provides students with technical skills of the field as well as the general education and prepare them for employment with potential for future advancement.

REQUIRED COURSES

MTT 52	Setup and Operation of CNC Milling Machines	2.5
MTT 68	Computer Assisted Inspection Using Verisurf	2
MTT 100	Machine Tool Introduction	2
MTT 110	Industrial Maintenance of Machine Tools	2
MTT 111	Programmable Logic Controllers In Automated Manufacturing	2
MTT 112	Variable Frequency Drives in Automated Manufacturing	2
MTT 180	Robotics for Computer Numerically Controlled Machines	3
ENGT 259	SolidWorks	4
		—
	Total required Units	19.5

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Students must complete the required major courses, the Cerritos College Associate of Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of "C" or higher in major/emphasis courses.

INDUSTRIAL TECHNOLOGY AUTOMATED MANUFACTURING

CERTIFICATE OF ACHIEVEMENT

The Industrial Technology Automated Manufacturing – Certificate of Achievement program provides the diverse student body in the surrounding regional community with an education that combines Engineering Design Technology and Machine Tool Technology. Basic and advance training in industrial control, maintenance, numerical control machining and quality control form the fundamental skills necessary for the average and expected working knowledge in industrial technology.

REQUIRED COURSES	UNITS
MTT 52 Setup and Operation of CNC Milling Machines	2.5
MTT 68 Computer Assisted Inspection Using Verisurf	2
MTT 100 Machine Tool Introduction	2
MTT 110 Industrial Maintenance of Machine Tools	2
MTT 111 Programmable Logic Controllers In Automated Manufacturing	2
MTT 112 Variable Frequency Drives in Automated Manufacturing	2
MTT 180 Robotics for Computer Numerically Controlled Machines	3
ENGT 259 SolidWorks	4
	—
Total Certificate Requirements	19.5

INTERPRETING/TRANSLATING CERTIFICATE OF ACHIEVEMENT

CORE REQUIREMENTS	UNITS
GEOG 105 World Regional Geography	3
POL 210 International Relations	3
BA 101 International Business	3

Any one of the following

PHIL 200 World Religions	3
ANTH 100 Cultural Anthropology	3

Division Requirements

ENGL 106 Introduction to Linguistics	3
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Any one of the following

SPAN 282 Intermediate Conversational Spanish	3
SPAN 283 Advanced Conversational Spanish	3
FREN 202 Intermediate French	4
FREN 203 Intermediate French Advanced Level I	4
GERM 203 Scientific German	4
GERM 204 Scientific German	4
JAPN 102 Elementary Japanese	5
JAPN 201 Intermediate Japanese	5
SPAN 201 Intermediate Spanish	5
and SPAN 202 Intermediate Spanish	4
or SPAN 112 Elementary Spanish for Spanish Speakers	(5)
and SPAN 202 Intermediate Spanish	4
or SPAN 213 Living Spanish Grammar and Written Communication	(2)
SPAN 214 Living Spanish Grammar and Written Communication	(2)
and SPAN 202 Intermediate Spanish	4
	—
Total Certificate Requirements	24

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for a Certificate of Achievement in Interpreting/Translating and complete electives and General Education requirements to achieve a minimum of 60 units.

INTERNATIONAL STUDIES

GLOBAL STUDIES

ASSOCIATE IN ARTS

The goal of the Cerritos College Associate in Arts in Global Studies is to introduce students to the concept globalization and its implication for their future career in global studies and related disciplines.

Program Requirements	15 units
Division Option Requirements (select one option)	9 units
Total degree requirements	24 units

CORE REQUIREMENTS (15 UNITS)

ANTH 100 Cultural Anthropology	3
ECON 201 Principles of Macroeconomics	3
GEOG 105 World Regional Geography	3
HIST 275 Global Studies	3
POL 210 International Relations	3

DIVISION REQUIREMENTS (9 units) – Select one option

Political-Economic Option (select three courses)

BA 101 International Business	3
ECON 102 Women in the Global Economy	3
or WGS 206 Women in the Global Economy	(3)
HIST 246 World Civilization from 1500 to Present	3
POL 220 Comparative Government	3
POL 230 Contemporary Political Issues: Middle East	3
POL 240 Introduction to Political Theory	3
ECON 202 Principles of Micro Economics	3
or ECON 202M Principles of Micro Economics	(3)

Socio-Cultural Option (select three courses)

ANTH 170 Introduction to Language and Culture	3
HUM 100 The Art of Being Human	3
PHIL 200 World Religions	3
SOC 215 Sociology of Cultural Diversity: Challenge and Change	3
COMM 110 Intercultural Communication	3
SOC 101 Introductory Sociology Principles	3
GEOG 102 Cultural Geography	3

NOTE: One year of Foreign Language study is recommended

ADDITIONAL ASSOCIATE DEGREE REQUIREMENTS:

Complete the 15 core units and nine units of one of the two options listed above for a total of 24 major units, and the general education requirements.

Curriculum and Requirements for Majors and Certificates

GLOBAL STUDIES

CERTIFICATE OF ACHIEVEMENT

The goal of the Cerritos College Certificate of Achievement in Global Studies is to introduce students to the concept globalization and its implication for their future career in global studies and related disciplines.

Program Requirements	15 units
Division Option Requirements (select one option)	9 units
Total Certificate requirements	24 units

CORE REQUIREMENTS (15 UNITS)

ANTH 100	Cultural Anthropology	3
ECON 201	Principles of Macroeconomics	3
or ECON 201M	Principles of Macroeconomics	(3)
GEOG 105	World Regional Geography	3
HIST 275	Global Studies	3
POL 210	International Relations	3

DIVISION REQUIREMENTS (9 units) – Select one option

Political-Economic Option (select three courses)

BA 101	International Business	3
ECON 102	Women in the Global Economy	3
or WGS 206	Women in the Global Economy	(3)
HIST 246	World Civilization from 1500 to Present	3
POL 220	Comparative Government	3
POL 230	Contemporary Political Issues: Middle East	3
POL 240	Introduction to Political Theory	3
ECON 202	Principles of Micro Economics	3
or ECON 202M	Principles of Micro Economics	(3)

Socio-Cultural Option (select three courses)

ANTH 170	Introduction to Language and Culture	3
HUM 100	The Art of Being Human	3
PHIL 200	World Religions	3
SOC 215	Sociology of Cultural Diversity: Challenge and Change	3
COMM 110	Intercultural Communication	3
SOC 101	Introductory Sociology Principles	3
GEOG 102	Cultural Geography	3

NOTE: One year of Foreign Language study is recommended

GLOBAL RESOURCES

CERTIFICATE OF ACHIEVEMENT

CORE REQUIREMENTS

GEOG 105	World Regional Geography	3
POL 210	International Relations	3
BA 101	International Business	3

Any one of the following

PHIL 200	World Religions	3
ANTH 100	Cultural Anthropology	3

Division Requirements

ENGL 106	Introduction to Linguistics	3
ESCI 101	Physical Ecology	3

SELECT 6 UNITS FROM THE FOLLOWING:

GEOG 101	Physical Geography	3
GEOG 102	Natural and Cultural Geography	3
GEOL 101	Physical Geology	4

ESCI 102	Physical Ecology Field Laboratory	1
ESCI 104	Oceanography	3
		—
Total Certificate Requirements		24

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for a Certificate of Achievement in Global Resources and complete electives and General Education requirements to achieve a minimum of 60 units.

WORLD CULTURE

ASSOCIATE IN ARTS

The goal of the Cerritos College Associate in Arts in International Studies: World Cultures is to introduce students to world cultures and its implication for their future careers in world cultures and related disciplines. Different academic areas across our campus community confirm that accurate information and comprehensive understanding of our global community is a critical requirement for students in the 21st Century.

CORE REQUIREMENTS

		UNITS
GEOG 105	World Regional Geography	3
PHIL 104	Philosophy of Cultural Diversity: Challenge and Change	3
ANTH 100	Cultural Anthropology	3
COMM 110	Intercultural Communication	3
SOC 215	Sociology of Cultural Diversity: Challenge and Change	3

Any one of the following

HIST 246	World Civilization from 1500 to Present	3
POL 210	International Relations	3
PHIL 200	World Religions	3

Total Major Requirements 18

NOTE: Second Language Coursework is recommended.

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for a Certificate of Achievement in World Cultures and complete electives and General Education requirements to achieve a minimum of 60 units.

WORLD CULTURES

CERTIFICATE OF ACHIEVEMENT

The goal of the Cerritos College Associate in Arts in International Studies: World Cultures is to introduce students to world cultures and its implication for their future careers in world cultures and related disciplines. Different academic areas across our campus community confirm that accurate information and comprehensive understanding of our global community is a critical requirement for students in the 21st Century.

CORE REQUIREMENTS

		UNITS
GEOG 105	World Regional Geography	3
PHIL 104	Philosophy of Cultural Diversity: Challenge and Change	3
ANTH 100	Cultural Anthropology	3
COMM 110	Intercultural Communication	3
SOC 215	Sociology of Cultural Diversity: Challenge and Change	3

Curriculum and Requirements for Majors and Certificates

Any one of the following

HIST 246	World Civilization from 1500 to Present	3
POL 210	International Relations	3
PHIL 200	World Religions	3
	Total Certificate Requirements	18

NOTE: Second Language Coursework is recommended.

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for a Certificate of Achievement in World Cultures and complete electives and General Education requirements to achieve a minimum of 60 units.

LAW

PARALEGAL

ASSOCIATE IN ARTS DEGREE

The Associates of Arts in Paralegal degree program from our American Bar Association [ABA] approved Paralegal Program is designed to provide the necessities for the graduate to enter the workforce as a paralegal. Employment opportunities for paralegals includes: private law practice; governmental agencies such as courts; the private sector in businesses such as title or other insurance companies, in-house patent division with larger corporations, or other businesses with staff attorneys; and in the community service field such as with legal clinics and self-help centers.

SECTION A

Paralegal Core Requirements for Paralegal Candidates:

	UNITS	
LAW 56	Introduction to Computerized Legal Software	3
LAW 100*	Introduction to California Civil Procedures	3
LAW 101	Introduction to Law	3
LAW 102*	Advanced California Civil Procedures	3
LAW 103*	Legal Research	3
LAW 111	Business Law	3
LAW 120*	Legal Ethics	3
LAW 290*	Capstone Course — Paralegal Program	1
	Total Requirements for Section A:	22

SECTION B

Must complete 11 additional units from the list below of which 6 units must be courses marked with an asterisk. Students are entitled and encouraged to take additional elective courses in addition to the minimum required.

	UNITS	
LAW 52	Law Office Management	3
LAW 57	Legal Document Production	3
LAW 65*	Advanced Computerized Legal Software	3
LAW 104*	Advanced Legal Research	3
LAW 105*	Introduction to Federal and California Employment and Labor Law	3
LAW 106*	Bankruptcy Law	3
LAW 107*	Probate Procedures	3
LAW 108*	Family Law Procedures	3
LAW 109*	Torts and Personal Injury	3
LAW 110	Business Law	3
LAW 112*	Estate Planning for the Paralegal	3
LAW 113*	Fundamentals of Alternate Dispute Resolutions	3

LAW 114	Law on the Internet	3
LAW 115*	Elder Law	3
LAW 116*	Criminal Law	3
LAW 119	Legal Aspects of Mass Communications	1
LAW 150*	Intellectual Property Law	3
LAW 160*	California Workers' Compensation Law	3
LAW 171-174*	Legal Occupational Work Experience	1-4
LAW 220*	Landlord and Tenant Law	3
LAW 230*	Corporate Law	3
LAW 260*	Immigration Law	3
	Total Requirements for Section B:	11

*Denotes legal specialty courses. The ABA requires a minimum of 18 units of legal specialty courses for certificate candidates.

AA Degree Candidates: Must complete a total of 22 units of Core Requirements (Section "A"), 6 units of Legal Specialty courses designated by an (*) in Section "B," and 5 units of any other courses from the Section "B" requirements. General Education requirements must also be completed to achieve a minimum of 60 degree-applicable units for an A.A. Degree in Paralegal. No course may be taken as "Credit by Exam." All 28 units must be taken at Cerritos College. Students must consult with the Counseling Department prior to entering the Certificate Program to verify eligibility. All Law courses that were taken prior to the completion of the student's requisite A.A. or higher Degree will not be counted as part of the certificate units. No course may be taken as "Credit by Exam."

This program is approved by the American Bar Association (ABA) Department Recommendation: It is strongly recommended that all graduates who wish to be assisted with job placement through the Law department complete LAW 171-174 Legal Occupational Work Experience with a letter of recommendation from their employer.

Note: Paralegal means a person who holds himself or herself out to be a paralegal, who is qualified by education, training, or work experience, who either contracts with or is employed by an attorney, law firm, corporation, government agency, or other entity, and who performs substantial legal work under the direction and supervision of an active member of the State Board of California. A paralegal shall not provide legal advice or engage in conduct that constitutes the unauthorized practice of law (Business & Professional Code Section 6450). The Legal Minor does not prepare students for a career as a Paralegal and is not approved by the American Bar Association.

PARALEGAL

CERTIFICATE OF ACHIEVEMENT

The Paralegal Certificate of Achievement from our American Bar Association [ABA] approved Paralegal Program is designed to provide the necessities for the graduate to enter the workforce as a paralegal. Employment opportunities for paralegals includes: private law practice; governmental agencies such as courts; the private sector in businesses such as title or other insurance companies, in-house patent division with larger corporations, or other businesses with staff attorneys; and in the community service field such as with legal clinics and self-help centers.

SECTION A

Paralegal Core Requirements for Paralegal Certificate Candidates:

	UNITS	
LAW 56	Introduction to Computerized Legal Software	3
LAW 100*	Introduction to California Civil Procedures	3
LAW 101	Introduction to Law	3
LAW 102*	Advanced California Civil Procedures	3

Curriculum and Requirements for Majors and Certificates

LAW 103*	Legal Research	3
LAW 111	Business Law	3
LAW 120*	Legal Ethics	3
LAW 290*	Capstone Course — Paralegal Program	1
		—
	Total Requirements for Section A:	22

SECTION B

Must complete 11 additional units from the list below of which 6 units must be courses marked with an asterisk. Students are entitled and encouraged to take additional elective courses in addition to the minimum requirement.

		UNITS
LAW 52	Law Office Management	3
LAW 57	Legal Document Production	3
LAW 65*	Advanced Computerized Legal Software	3
LAW 104*	Advanced Legal Research	3
LAW 105*	Introduction to Federal and California Employment and Labor Law	3
LAW 106*	Bankruptcy Law	3
LAW 107*	Probate Procedures	3
LAW 108*	Family Law Procedures	3
LAW 109*	Torts and Personal Injury	3
LAW 110	Business Law	3
LAW 112*	Estate Planning for the Paralegal	3
LAW 113*	Fundamentals of Alternate Dispute Resolutions	3
LAW 114	Law on the Internet	3
LAW 115*	Elder Law	3
LAW 116*	Criminal Law	3
LAW 119	Legal Aspects of Mass Communications	1
LAW 150*	Intellectual Property Law	3
LAW 160*	California Workers' Compensation Law	3
LAW 171-174*	Legal Occupational Work Experience	1-4
LAW 220*	Landlord and Tenant Law	3
LAW 230*	Corporate Law	3
LAW 260*	Immigration Law	3
		—
	Total Requirements for Section B:	11

Certificate Candidates: Must complete a total of 22 units of Core Requirements (Section "A") and 6 units of Legal Specialty courses designated by an* in Section "B" for a total of 28 units. A student may earn a Paralegal Certificate of Achievement if the student has already completed an AA degree or BA degree from an accredited college or university in the United States. Official transcripts must be provided to admissions with proof of degree posted. Degrees earned from international colleges or universities must be evaluated by a Cerritos.

College-approved international evaluation service.

All 28 units must be taken at Cerritos College. Students must consult with the Counseling Department prior to entering the Certificate Program to verify eligibility. All Law courses that were taken prior to the completion of the student's requisite A.A. or higher Degree will not be counted as part of the certificate units. No paralegal course may be taken as "Credit by Exam."

This program is approved by the American Bar Association (ABA)

Department Recommendation: It is strongly recommended that all graduates who wish to be assisted with job placement through the Law department complete LAW 171-174 Legal Occupational Work.

Experience with a letter of recommendation from their employer.

Note: Paralegal means a person who holds himself or herself out to be a paralegal, who is qualified by education, training, or work experience, who either contracts with or is employed by an attorney, law firm, corporation, government agency, or other entity, and who performs substantial legal work under the direction and supervision of an active member of the State Board of California. A paralegal shall not provide legal advice or engage in conduct that constitutes the unauthorized practice of law (Business & Professional Code Section 6450). The Legal Minor does not prepare students for a career as a Paralegal and is not approved by the American Bar Association.

LGBT STUDIES

CERTIFICATE OF ACHIEVEMENT

The LGBT Studies Certificate program seeks to increase understanding and appreciation of the social, historical, and cultural contributions of the LGBTQ+ community. Students will learn the terminology utilized within the academic area of queer studies, and identify the differences between sexual orientation, gender identity, and gender expression. The program also promotes understanding of the intersections of LGBTQ+ identities with those of race, ethnicity, class, and age, among others. Students will also learn about LGBTQ+ individuals, their contributions to U.S. and international cultures, both historical and current, and their struggles and achievements toward equal rights.

CORE REQUIREMENTS (6 UNITS)

		UNITS
WGS 140	Introduction to LGBT Studies	3
ENGL 249	LGBT Literature	3

Selective a minimum of 9 units from the following courses:

ANTH 205	Anthropology of Sexuality & Gender	3
or WGS 205	Anthropology of Sexuality & Gender	(3)
ART 109	Gender & Sexuality in Art	3
or HUM 109	Gender & Sexuality in Art	3
HIST 103	Political & Social History of the US 1877-Present	3
HIST 204	Women in American History	3
or WGS 204	Women in American History	(3)
Phil 109	Philosophy of the Body, Feminism, and Gender	3
or WGS 109	Philosophy of the Body, Feminism, and Gender	(3)
SOC 202	Gender & Society	3
or WGS 202	Gender & Society	(3)
PSYC 265	Psychology of Gender	3
SOC 120	Introduction to Human Sexuality	3
WGS 101	Introduction to Women's Studies	3
WGS 250	Foundation of Feminist, Gender, and Queer Theories	3
		—
	Total Certificate Requirements	15

LIBERAL ARTS AND SCIENCES

The Liberal Arts and Sciences Degree is designed to give students a foundational degree that may either be used as a basis for transfer to a four-year college or university, or to serve those students who wish to enter the workforce prepared with an associate degree. Students wishing to transfer must select General Education Plan B for transfer to a California State University or Plan C for transfer to either a California State University or a University of California. Students planning this degree as preparation for the work force may select Plan A. See the General Education section of this catalog for details. Meeting with a college counselor is highly recommended to prepare for completion of the degree.

In order to qualify for an A.A. Degree in Liberal Arts and Sciences, the following requirements must be met:

1. Completion of Plan A, B, or C of the General Education requirements and meet required proficiencies. These requirements and proficiencies are specified in the Associate in Arts Degree General Education requirements of the catalog.
2. Completion of a minimum of 60 degree-applicable units.
3. Completion of at least one area of emphasis among the following with a grade of Pass or "C" or higher in each course:
 - Art and Culture (21 units)
 - Communication (18 units)
 - Culture and Society (18 units)
 - Earth and Space Sciences (18 units)
 - Historical Perspectives (18 units)
 - Literature and Language (18 Units)
 - Media Studies (18 units)
 - Self-Development and Social Behavior (18 units)
 - Social and Behavioral Sciences (18 units)
 - Visual Communication (18 units)
4. Courses may be used to satisfy both a General Education requirement and a major or area of emphasis requirement. Whether it may be counted again for a different degree requirement is up to each transfer institution.
5. Repeatable courses may be counted toward an area of emphasis only once.
6. Courses that appear in more than one section of an area of emphasis may be applied only once in meeting the requirements for that area of emphasis.

ART AND CULTURE

Students will begin with an overview of world art history, focusing on patterns within patterns within development of human cultural production. They will take a series of courses designed to introduce them to both Western and Non-Western artistic traditions in the visual, literary, and performing arts. They will complete their studies with advanced courses aimed at developing critical analytical skills as they relate to issues of identity and politics within the arts. Finally, they will choose from electives to broaden their understanding to art and culture today.

This area of emphasis will prepare students for possible baccalaureate degree majors within the fields of art history, arts and humanities, art criticism, theatre, and dance. Students pursuing these studies may seek careers in museum work, allied arts, art foundations, art criticism, theatre and the entertainment industry.

Section 1 — Required courses

ART 100	Introduction to World Art	3
HUM 100	The Art of Being Human	3
ART 108	Black Images in Popular Culture	3

or HUM 108	Black Images in Popular Culture	(3)
or ART 109	Gender and Sexuality in Art	(3)
or HUM 109	Gender and Sexuality in Art	(3)

Section 2 — Western Art History

Choose 3 units from the following courses:

ART 101	Art History 1: Prehistory to Gothic	3
ART 102	Art History 2: Renaissance to Rococo	3
ART 103	Art History 3: Neoclassical to Present	3

Section 3 — Non-Western Art History

Select 3 units from the following courses:

ART 104	African Art History	3
ART 105A	The Arts of Latin America and the Caribbean: Pre-Columbian	3
ART 105B	The Arts of Latin America and the Caribbean: Colonial to the Present	3
ART 107	Asian Art History	3

Section 4 — Literary and Performing Arts

Select 3 units from the following courses:

ENGL 232	Readings in Poetry	3
ENGL 235	Readings in the Drama	3
MUS 100	Music Appreciation	3
MUS 101	Introduction to World Music	3
FILM 159	World Film	3

Section 5 — Art and Culture Electives

Select 3 units from the following courses:

ARCH 112	History of Architecture	3
ART 106	Mexican Art	3
ART 118	History of Women in Visual Arts	3
or WGS 118	History of Women in Visual Arts	(3)
ART 125	Introduction to Visual and Cultural Studies	3
or HUM 125	Introduction to Visual and Cultural Studies	3
ART 207	Women and Media	3
or WGS 207	Women and Media	(3)
COMM 140	Oral Interpretation of Literature	3
COMM 145	Storytelling	3
COMM 148	Reader's Theatre	3
DANC 100	Dance Appreciation	3
DANC 101	History of Dance	3
RTV 152	Introduction to Broadcasting	3
TH 101	Introduction to the Theatre	3
TH 102	History of the Classical Theatre	3
TH 103	History of the Modern Theatre	3
TH 104	History and Appreciation of Musical Theatre	3
TH 110	Fundamentals of Acting	3.5
TH 150	Appreciation and History of the Motion Picture	3
TH 151	Motion Pictures, Radio and Television	3
or RTV 151	Motion Pictures, Radio and Television	(3)

TOTAL UNITS ARTS AND CULTURE AREA OF EMPHASIS	21
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Curriculum and Requirements for Majors and Certificates

COMMUNICATION

The Communication Area of Emphasis is designed to give the student both foundational and proficient knowledge and skill to communicate effectively in today's world. Students will apply principles of language for clear, concise expression and logical thought. The emphasis begins with courses in oral communication, reading, and written communication. The next level of courses uses these communication methods to express complex concepts and critical opinions in the education as well as the vocational setting.

This area of emphasis will prepare students for possible baccalaureate degree majors in communication, communication studies, public speaking, philosophy, and education. Students pursuing these studies may seek careers in politics, public policy, education, law, and business. Courses that appear in more than one section of an area of emphasis may be applied only once in meeting the requirements for that area of emphasis.

Section 1 — Communication Courses

Select 6 units from the following courses:

COMM 100	Introduction to Communication Studies	3
or COMM 130	Public Speaking	(3)
COMM 110	Intercultural Communication	3
or COMM 125	Organizational Communication	(3)

Section 2 — Critical Thinking Courses

Select 3 units from the following courses:

COMM 103	Fundamentals of Argumentation and Persuasion	3
ENGL 110	Critical Thinking through Literature	4
ENGL 103	Critical and Argumentative Writing	3
PHIL 103	Philosophical Reasoning: Critical Thinking in Philosophy	3
PHIL 106	Introduction to Logic	3
PSYC 103	Critical Thinking in Psychology	3
READ 200	Analysis and Critical Reading	3
INST 100	Principles and Strategies for Problem Solving	3

Section 3 — Additional Courses

Select at least 9 additional units from at least two disciplines from the following courses:

COMM 100	Introduction to Communication Studies	3
COMM 103	Argumentation, Persuasion, and Critical Thinking	3
COMM 110	Intercultural Communication	3
COMM 130	Public Speaking	3
COMM 115	Gender, Communication, and the Digital Revolution	3
or WGS 115	Gender, Communication, and the Digital Revolution	(3)
COMM 120	Interpersonal Communication	3
COMM 125	Organizational Communication	3
COMM 132	Small Group Communication	3
COMM 140	Oral Interpretation of Literature	3
COMM 145	storytelling	3
COMM 200	Contemporary Communication Topics	3
COMM 231	Forensics Activity 1 (Competitive Speech and Debate)	3
COMM 232	Forensics Activity 2 (Competitive Speech and Debate)	3
COMM 233	Forensics Activity 3 (Competitive Speech and Debate)	3
COUN 150	Dynamics of Leadership	3
COUN 200	Success in College and Career	3

ENGL 103	Critical and Argumentative Writing	3
ENGL 110	Critical Thinking Through Literature	4
INST 100	Principles and Strategies for Problem Solving	3
LIBR 100	Introduction to Library Resources	1
LIBR 101	Advanced Library Research	1
PHIL 103	Philosophical Reasoning: Critical Thinking in Philosophy	3
PHIL 106	Introduction to Logic	3
PSYC 103	Critical Thinking in Psychology	3
PSYC 220	Research Methods	3
READ 102	Academic Reading in the Content Areas	3
READ 200	Analysis and Critical Reading	3
SOC 205 I	Introduction to Social Research Methods	3
TOTAL UNITS COMMUNICATION AREA OF EMPHASIS		18

CULTURE AND SOCIETY

Courses in culture and society are an inter-disciplinary activity, developing a global perspective of how western and non-western societies interconnect and interact, and the dynamics of cultural change. Students will develop a critical framework for a better understanding of diverse cultural and historic identities in societal contexts through the study of history, language, literature, sociology, art and art history, and other humanities and social sciences.

This area of emphasis will prepare students for possible baccalaureate degree majors in history, anthropology, international studies, global studies, political science, and literature. Students pursuing these studies may seek careers in writing, teaching, business, Foreign Service, social service, law, museum direction, and travel and tourism.

Select at least 6 units from Section 1, at least 6 units from Section 2, at least 6 units from Section 3, and at least 3 units from Section 4 for a total of 21 units. Courses that appear in more than one section of an area of emphasis may be applied only once in meeting the requirements for that area of emphasis.

Section 1 — World Societies

Select 6 units total from at least two disciplines:

		UNITS
ANTH 100	Cultural Anthropology	3
ANTH 170	Introduction to Language and Culture	3
ANTH 200	Native Peoples of North America	3
COMM 110	Intercultural Communication	3
GEOG 102	Cultural Geography	3
HIST 120	History of California	3
HIST 204	Women in American History	3
or WGS 204	Women in American History	(3)
HIST 210	History of the United States in the Post World War II Era	3
HUM 100	The Art of Being Human	3
PHIL 104	Philosophy of Cultural Diversity: Challenge and Change	3
PHIL 200	World Religions	3
PHIL 201	Contemporary Philosophy	3
SOC 101	Introductory Sociology Principles	3
SOC 201	Social Problems	3
SOC 215	Sociology of Cultural Diversity: Challenge and Change	3
SPAN 210	Highlights of Hispanic Culture	3
WGS 102	Women and Religion	3

Curriculum and Requirements for Majors and Certificates

Section 2 — The Arts

Select 6 units total from at least two disciplines:

ARCH 112	History of Architecture	3
ART 100	Introduction to World Art	3
ART 101	Art History I: Prehistory to Gothic	3
ART 102	Art History II: Renaissance to Rococo	3
ART 103	Art History III: Neoclassical to Present	3
ART 104	African Art History	3
ART 105A	The Arts of Latin America and the Caribbean: Pre-Columbian	3
ART 105B	The Arts of Latin America and the Caribbean: Colonial to the Present	3
ART 106	Mexican Art	3
ART 107	Asian Art History	3
ENGL 228	Shakespeare's Plays	3
ENGL 235	Readings in the Drama	3
MUS 101	Introduction to World Music	3
MUS 102	Latino Music	3
DANC 101	History of Dance	3
DANC 109	Introduction to Dance Cultures of the World	3
TH 102	History of the Classical Theatre	3
TH 103	History of the Modern Theatre	3
FILM 159	World Film	3

Section 3 — World History and Political Institutions

Select 6 units total from at least two disciplines:

HIST 101	American History and Constitution	3
HIST 102	Political and Social History of the United States: 1500s to 1876	3
HIST 103	Political and Social History of the United States: 1877 to Present	3
HIST 110	African-American History	3
HIST 120	History of California	3
HIST 204	Women in American History	3
or WGS 204	Women in American History	(3)
HIST 210	History of the United States Post World War II Era	3
HIST 220	History of the Americas	3
HIST 221	History of the Americas	3
HIST 230	History of Mexico	3
HIST 235	History of Latin America	3
HIST 241	Western Civilization	3
HIST 242	Western Civilization	3
HIST 245	World Civilization from Antiquity to 1500	3
HIST 246	World Civilization from 1500 to Present	3
HIST 250	History of England, Great Britain and the Commonwealth	3
HIST 255	History of Russia and the Soviet Union	3
HIST 260	Survey of the History of Asia	3
HIST 265	Selected Problems in Contemporary Asian History	3
JOUR 100	Mass Communications and Society	3
POL 101	American Political Institutions	3
POL 201	Introduction to Political Science and American Government	3
POL 210	International Relations	3
POL 220	Comparative Government	3
POL 230	Contemporary Political Issues: Middle East	3

Section 4 — World Literatures

Select 3 units from the following courses:

ENGL 221A	Literature in the Bible: Hebrew Scriptures	3
ENGL 221B	Literature in the Bible: Christian Scriptures	3

ENGL 223	Chicana/Chicano Literature	3
ENGL 224	Native American Literature	3
ENGL 225	Mexican Literature in Translation	3
ENGL 226	African American Literature	3
ENGL 236	Studies in Women's Literature	3
ENGL 237	Asian American Literature	3
ENGL 238	Classic Islamic Literature	3
ENGL 246A	Survey of British Literature A: Anglo-Saxon to 18th Century	3
ENGL 246B	Survey of British Literature B: Romantics to Present	3
ENGL 248A	Masterpieces of World Literature	3
ENGL 248B	Masterpieces of World Literature	3

TOTAL UNITS CULTURE AND SOCIETY AREA OF EMPHASIS 21

† UC credit limits may apply. HIST 101, 101LC, 102, 102LC and 103 are combined: maximum credit, two courses. HIST 103 and 210 combined: maximum credit, one course. Please see list of UC transferable courses in ASSIST (<http://www.assist.org>) or a counselor for explanation.

EARTH AND SPACE SCIENCES

These courses emphasize the study of our home planet and its place in the universe, both present and past. Students will examine, explore, and synthesize theories relating to the origin and evolution of Earth, our solar system, and the universe in lecture and laboratory environments.

This area of emphasis will prepare students for possible baccalaureate degree majors in astronomy, earth sciences, geology, oceanography, global studies, environmental science and policy, astronomy and natural science.

Students pursuing these studies may seek careers in geology, oceanography, environmental analysis, science education, urban planning, policy administration, and consulting.

Complete at least seven units, including at least one laboratory from Section A; at least eight units, including one laboratory from Section B; at least three units from Section C; and additional units from any of the sections below for a combined total of 18 units.

Section A — Courses in Astronomy

Choose at least 7 units, including one laboratory, from the following courses:

ASTR 102	Introductory Astronomy: Stars and the Universe	3
ASTR 103	Introductory Astronomy: The Solar System	3
ASTR 105L	Observational Astronomy	1
ASTR 106	History of Astronomy	3

Section B — Courses in Earth Sciences

Choose at least 8 units, including one laboratory, from the following courses:

ESCI 104	Oceanography	3
ESCI 104L	Oceanography Laboratory	1
ESCI 106	Weather and Climate	3
GEOG 101	Physical Geography	3
GEOG 101L	Physical Geography Laboratory	1
GEOG 103	Environmental Geography	3
GEOL 101	Physical Geology	4
GEOL 103	Environmental Geology Lecture	3
GEOL 103L	Environmental Geology Lab	1

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Section C — Courses in Astronomy and Earth Sciences

Choose at least 3 units from the following courses:

ASTR 104	Life in the Universe	3
GEOL 201	Earth History	4
GEOL 204	Geology of the Western National Parks and Monuments	3
GEOL 207	Paleontology, Life of the Past	4
GEOL 209	Natural Disasters	3
TOTAL MINIMUM UNITS EARTH AND SCIENCES AREA OF EMPHASIS		18

HISTORICAL PERSPECTIVES

The Historical Perspectives area of emphasis gives the students a broad range look at various aspects of history. The courses include history of this region, state, and country; this world, and history of the arts and sciences.

This area of emphasis will prepare students for possible baccalaureate degree majors in history, Eastern studies, Latin American studies, ethnic studies, anthropology, religious studies, and history of science.

Students pursuing these studies may seek careers as an archivist, historian, politician, journalist, educator, or in business, research, government service, and public policy.

Section 1 — American History

Select at least 6 units from the following courses:

ANTH 200	Native Peoples of North America	3
HIST 101	American History and Constitution	3
HIST 102	Political and Social History of the United States: 1500s to 1876	3
HIST 103	Political and Social History of the United States: 1877 to Present	3
HIST 110	African-American History	3
HIST 120	History of California	3
HIST 204	Women in American History	3
or WGS 204	Women in American History	(3)
HIST 210	History of the United States in the Post World War II Era	3

Section 2 — World and Ethnic History

Select at least 6 units from the following courses:

ANTH 202	The Maya, Inca and Aztecs: Ancient Civilizations of the Americas	3
HIST 220	History of the Americas	3
or HIST 221	History of the Americas	(3)
HIST 230	History of Mexico	3
or HIST 235	History of Latin America	(3)
HIST 241	Western Civilization	3
or HIST 242	Western Civilization	(3)
or HIST 245	World Civilization from Antiquity to 1500	(3)
or HIST 246	World Civilization from 1500 to Present	(3)
HIST 250	History of England, Great Britain and the Commonwealth	3
or HIST 255	History of Russia and the Soviet Union	(3)
or HIST 260	Survey of the History of Asia	(3)
or HIST 265	Selected Problems in Contemporary Asian History	(3)

Section 3 — History of the Arts and Sciences

Select at least 6 units from the following courses:

ART 101	Art History I: Prehistory to Gothic	3
or ART 102	Art History II: Renaissance to Rococo	(3)
or ART 103	Art History III: Neoclassical to Present	(3)
ART 104	African Art History	3
ART 105A	The Arts of Latin America and the Caribbean: Pre-Columbian	3
or ART 105B	The Arts of Latin America and the Caribbean: Colonial to Present	(3)
ART 106	Mexican Art	3
ART 107	Asian Art History	3
ART 118	History of Women in Visual Art	3
or WGS 118	History of Women in Visual Arts	(3)
ARCH 112	History of Architecture	3
ASTR 106	History of Astronomy	3
DANC 101	History of Dance	3
MUS 100	Music Appreciation	3
MUS 102	Latino Music	3
MUS 103	Jazz in America	3
MUS 104	American Popular Music	3
MUS 104B	History of Rock Music	3
PHOT 160	History of Photography	3
TH 102	History of the Classical Theatre	3
or TH 103	History of the Modern Theatre	(3)
or TH 104	History and Appreciation of Musical Theatre	(3)
TOTAL UNITS HISTORICAL PERSPECTIVES AREA OF EMPHASIS		18

LITERATURE AND LANGUAGES

The literature and language emphasis offers students two principal disciplines: the study of literature in English and/or the study of foreign languages. The literature discipline introduces British, American, and world literary history through the study of writers recognized for their significant literary merit. Courses explore the boundaries of literature through genre, period, theme, language, and culture. Students may train in critical and creative writing as well. The languages discipline is sequenced to provide practical competence in French, German, Japanese, Sign Language or Spanish, as well as elementary Chinese. Students perfect their linguistic skills and study original language literary texts to appreciate the nuances of language and global culture.

This area of emphasis will prepare students for possible baccalaureate degree majors in anthropology, literature, cultural studies, and languages. Students pursuing these studies may seek careers in publications, communications, education, media, law, international business, entertainment, administration, the arts, translation, and Foreign Service.

Section 1

Select 3 units from one of the following:

ANTH 170	Introduction to Language and Culture	3
ENGL 110	Critical Thinking through Literature	4
ENGL 106	Introduction to Linguistics	3

Section 2

Select a minimum of 15 units from one or more of the following disciplines:

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Art and Culture

ANTH 100	Cultural Anthropology	3
ART 108	Black Images in Popular Culture	3
or HUM 108	Black Images in Popular Culture	(3)
ART 109	Gender and Sexuality in Art	3
or HUM 109	Gender and Sexuality in Art	(3)
SPAN 210	Highlights of Hispanic Culture	3
SPAN 245	Introduction to Chicano/ Mexican American Culture	3
COMM 148	Readers' Theatre	3
FILM 159	World Film	3

English

ENGL 221A	Literature in the Bible: Hebrew Scriptures	3
ENGL 221B	Literature in the Bible: Christian Scriptures	3
ENGL 223	Chicana/Chicano Literature	3
ENGL 224	Native American Literature	3
ENGL 225	Mexican Literature in Translation	3
ENGL 227	Current Literature	3
ENGL 228	Shakespeare's Plays	3
ENGL 230A	Introduction to American Literature	3
ENGL 230B	Introduction to American Literature	3
ENGL 232	Readings in Poetry	3
ENGL 233	Readings in the Novel	3
ENGL 234	Readings in Short Fiction	3
ENGL 235	Readings in the Drama	3
ENGL 240	Creative Writing	3
ENGL 241	Screenwriting	3
or FILM 241	Screenwriting	(3)
ENGL 246A	Survey of British Literature A: Anglo-Saxon to 18th Century	3
ENGL 246B	Survey of British Literature B: Romantics to the Present	3
ENGL 248A	Masterpieces of World Literature	3
ENGL 248B	Masterpieces of World Literature	3

American Sign Language

ASL 110	American Sign Language I	4
ASL 111	American Sign Language II	4
ASL 210	American Sign Language III	4
ASL 211	American Sign Language IV	4
ASL 220	Deaf Culture	3

Chinese

CHIN 101	Elementary Chinese I	5
CHIN 102	Elementary Chinese II	5
CHIN 103	Introduction to Business Chinese	3
CHIN 201	Intermediate Chinese I	5
CHIN 202	Intermediate Chinese II	5
CHIN 260	Chinese Culture and Society	3

French

FREN 101	Elementary French	5
FREN 102	Elementary French	5
FREN 201	Intermediate French	5
FREN 202	Intermediate French	4
FREN 203	Intermediate French Advanced Level 1	4
FREN 281	Beginning Conversational French	3
FREN 282	Intermediate Conversational French	3
FREN 283	Advanced Conversational French	3
FREN 285	Romantic Linguistics	3

German

GERM 101	Elementary German	5
GERM 102	Elementary German	5
GERM 201	Intermediate German	4
GERM 202	Intermediate German	4
GERM 203	Scientific German	4
GERM 204	Scientific German	4
GERM 281	Beginning Conversational German	3
GERM 282	Intermediate Conversational German	3
GERM 283	Advanced Conversational German	3
GERM 291	German for International Commerce	3
GERM 292	German for International Commerce	3

Japanese

JAPN 101	Elementary Japanese	5
JAPN 102	Elementary Japanese	5
JAPN 201	Intermediate Japanese	5
JAPN 202	Intermediate Japanese	4
JAPN 281	Beginning Conversational Japanese	3
JAPN 282	Intermediate Conversational Japanese	3
JAPN 283	Advanced Conversational Japanese	3

Spanish

SPAN 101	Elementary Spanish	5
SPAN 102	Elementary Spanish	5
SPAN 111	Elementary Spanish for Spanish Speakers	5
SPAN 112	Elementary Spanish for Spanish Speakers	5
SPAN 201	Intermediate Spanish	5
SPAN 202	Intermediate Spanish	4
SPAN 281	Beginning Conversational Spanish	3
SPAN 282	Intermediate Conversational Spanish	3
SPAN 283	Advanced Conversational Spanish	3
SPAN 285	Romantic Linguistics	3

TOTAL UNITS LITERATURE AND LANGUAGE 18-22

MEDIA STUDIES

These courses introduce the student to the role and impact of the mass media and their images in society and provide an exploratory introduction to several mass media major areas of study. This area of emphasis will prepare students for possible baccalaureate degree majors in journalism, mass communications, entertainment and media studies, broadcasting, film, and public relations. Students pursuing these studies may seek careers in screen writing, film and entertainment, mass communications, media, law, education, and journalism.

Select 18 units from at least two disciplines from the following courses:

ART 108	Black Images in Popular Culture	3
or HUM 108	Black Images in Popular Culture	(3)
ART 124	Introduction to Media Studies	3
ART 207	Women in Media	3
or WGS 207	Women in Media	(3)
COMM 130	Public Speaking	3
ENGL 241	Screenwriting	3
or FILM 241	Screenwriting	(3)
JOUR 100	Mass Communications and Society	3
JOUR 101	Beginning Newswriting and Reporting	3
JOUR 121	Multimedia Reporting	3
JOUR 157	Principles of Public Relations	3
or BA 157	Principles of Public Relations	(3)

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RTV 151	Motion Pictures, Radio and Television	3
or TH 151	Motion Pictures, Radio and Television	(3)
RTV 152	Introduction to Broadcasting	3
READ 200	Analysis and Critical Reading	3
TH 150	Appreciation and History of the Motion Picture	3
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TOTAL UNITS MEDIA STUDIES AREA OF EMPHASIS		18

SELF-DEVELOPMENT AND SOCIAL BEHAVIOR

This emphasis provides students with knowledge and understanding of social behavior theories, concepts, and principles as applied to self-development. It is designed to prepare students to use acquired knowledge to communicate and collaborate more effectively. These courses are intended to assist students with the application of this knowledge to their lives in meaningful ways, including student growth, purpose, and vitality. Students will learn to become productive citizens who care for themselves and others and will be prepared to work with people and their communities.

This area of emphasis will prepare students for possible baccalaureate degree majors in social, health, and human services majors. Students pursuing these studies may seek careers in service/ community-oriented fields, fitness, and in health professions. Select at least 6 units from Section 1, at least 3 units from Section 2, and at least 3 units from Section 3. Then complete at least 6 additional units from any section or combination of sections (1, 2, or 3) to reach a total of 18 units.

Section 1 — Theory and Background

Select at least 6 units from the following courses:

ANTH 205	The Anthropology of Sexuality and Gender	3
or WGS 205	The Anthropology of Sexuality and Gender	(3)
ANTH 206	The Anthropology of Death and Dying	3
ANTH 170	Introduction to Language and Culture	3
BA 107	Human Relations in Business	3
CD 110	Child Development	3
CDEC 113	The Child, Family, and Community	3
CDIT 151	Infant and Toddler Development	3
COMM 100	Introduction to Communication Studies	3
COMM 103	Fundamentals of Argumentation and Persuasion	3
COMM 110	Intercultural Communication	3
COMM 115	Gender, Communication and the Digital Revolution	3
or WGS 115	Gender, Communication and the Digital Revolution	(3)
COMM 120	Fundamentals of Interpersonal Communication	3
COMM 130	Public Speaking	3
COMM 132	Fundamentals of Small Group Communication	3
COMM 150	Organizational Communication	3
ENGL 106	Introduction to Linguistics	3
GEOG 102	Natural and Cultural Geography	3
HIST 101	American History and Constitution	3
HIST 102	Political and Social History of the United States: 1550s to 1876	3
HIST 103	Political and Social History of the United States: 1877 to Present	3
HIST 110	African/American History	3
HIST 120	History of California	3
HUM 107	Men and Masculinities: Constructing Manhood in America	3
or WGS 107	Men and Masculinities: Constructing Manhood in America	(3)
KIN 100	Introduction to Kinesiology	3
KIN 106	Student Athletes in Society	2

KIN 108	Women in Sports	3
or WGS 108	Women in Sports	(3)
KIN 200	Sports Psychology	3
KIN 211	Sport Management	3
POL 101	American Political Institutions	3
POL 201	Introduction to Political Science and American Government	3
PSYC 101	General Introductory Psychology	3
PSYC 150	Personal and Social Adjustment	3
PSYC 220	Research Methods	3
PSYC 245	Drugs and Behavior	3
PSYC 251	Developmental Psychology	3
PSYC 261	Social Psychology	3
PSYC 271	Abnormal Psychology	3
READ 101	Reading and Learning Strategies for College Success	3
SOC 101	Introductory Sociology Principles	3
SOC 110	Marriage and the Family	3
SOC 120	Introduction to Human Sexuality	3
SOC 202	Gender and Society	3
or WGS 202	Gender and Society	(3)
SOC 201	Social Problems	3
SOC 205	Introduction to Social Research Methods	3
SPAN 245	Introduction to Chicano/ Mexican American Culture	3
TH 108	Improvisation for the Theatre	3.5
TH 110	Fundamentals of Acting	3.5
WGS 101	Issues for Women in American Society	3
WGS 105	Gender Studies and the Chicana/ Latina Experience	3
WGS 209	Gender and Science	3
WGS 250	Foundations of Feminist, Gender, and Queer Theories	3

Section 2 — Student Development and Application

Select at least 3 units from the following courses:

COUN 100	Counselor Aide in the Community College	2
COUN 150	Dynamics of Leadership	3
COUN 200	Success in College and Career	3
COUN 210	Job Search Strategies	1
COUN 220	Transition to Universities	3
LIBR 100	Introduction to Library Research	1
LIBR 101	Advanced Library Research	1
READ 101	Reading and Learning Strategies for College Success	3

Section 3 — Student Vitality

Select at least 3 units from the following courses:

HED 100	Contemporary Health Problems	3
HED 101	Stress Management	3
HED 103	Women, Their Bodies and Health	3
or WGS 103	Women, Their Bodies and Health	(3)
HED 105	Mind, Body, and Health	3
HED 200	Nutrition for Health, Fitness and Physical Activity	3
HO 152	Normal and Therapeutic Nutrition	3
KIN 104	Fitness and Wellness	3
KIN 202	Measurement and Interpretation of Fitness	3
PEX 136	Stretching and Relaxation	1
PEX 138	Walking for Fitness	1
PEX 145	Circuit Weight Training, Beginning	1
PEX 245	Circuit Weight Training, Intermediate/Advanced	2
PEX 151	Yoga	1

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PEX 156	Pilates Conditioning	1	HIST 102	Political and Social History of the United States: 1500s to 1876	3
PEX 124	Personal Fitness Program	1	HIST 103	Political and Social History of the United States: 1877 to Present	3
PEX 130	Weight Management	1	HIST 110	African/American History	3
PEX 141	Jogging for Fitness, Beginning	1	HIST 120	History of California	3
PEX 147	Personal Self Defense	1	HIST 204	Women in American History	3
PEX 240	Jogging for Fitness, Intermediate	2	or WGS 204	Women in American History	(3)
TOTAL UNITS SELF-DEVELOPMENT AND SOCIAL BEHAVIOR AREA OF EMPHASIS		18	HIST 210	History of the United States in the Post World War II Era	3

SOCIAL AND BEHAVIORAL SCIENCE

ASSOCIATE IN ARTS

The following area of study allows students to take courses that will prepare them for possible majors within the field of social and behavioral science. Courses in the social and behavioral sciences focus on the human and social conditions of society. Courses explain how people behave within their societies and social institutions, including interactions between subcultures, creating an appreciation of human interaction and perceptions of reality. Using critical analysis, students will develop an awareness of social science research methods and theories in the social and behavioral sciences.

This area of emphasis will prepare students for possible baccalaureate degree majors in anthropology, economics, history, political science, psychology, and sociology. Students pursuing these studies may seek careers in social work, counseling, probation and parole, politics, archiving, and business.

Select 18 units from at least three different disciplines.

AJ 101	Introduction of Administration of Justice	3	JOUR 100	Mass Communications and Society	3
ASL 220	Deaf Culture	3	KIN 108	Women in Sports	3
ANTH 100	Cultural Anthropology	3	or WGS 108	Women in Sports	(3)
ANTH 120	Introduction to Archaeology	3	KIN 211	Sport Management	3
ANTH 170	Introduction to Language and Culture	3	POL 101	American Political Institutions	3
ANTH 200	Native Peoples of North America	3	POL 110	California State and Local Government	3
ANTH 202	The Maya, Inca and Aztecs:		POL 201	Introduction to Political Science and American Government	3
	Ancient Civilizations of the Americas	3	POL 210	International Relations	3
ANTH 203	The Anthropology of Magic, Witchcraft, and Religion	3	POL 220	Comparative Government	3
ANTH 205	The Anthropology of Sexuality and Gender	3	POL 230	Contemporary Political Issues: Middle East	3
or WGS 205	The Anthropology of Sexuality and Gender	(3)	POL 240	Introduction to Political Theory	3
ANTH 206	The Anthropology of Death and Dying	3	POL 250	Model United Nations: Theory and Practice	3
CD 110	Child Development	3	POL 260	Public Policy and the Supreme Court	3
COMM 110	Intercultural Communication	3	PSYC 101	General Introductory Psychology	3
COMM 115	Gender, Communication and the Digital Revolution	3	PSYC 150	Personal and Social Adjustment	3
or WGS 115	Gender, Communication and the Digital Revolution	(3)	PSYC 245	Drug and Behavior	3
COUN 200 S	Success in College and Career	3	PSYC 251	Developmental Psychology	3
ECON 101	Economic Issues and Policy	3	PSYC 261	Social Psychology	3
ECON 102	Women in Global Economy	3	PSYC 265	Psychology of Gender	3
or WGS 206	Women in Global Economy	(3)	PSYC 271	Abnormal Psychology	3
ECON 201	Principles of Macroeconomics	3	SOC 101	Introductory Sociology Principles	3
ECON 201M	Principles of Macroeconomics	3	SOC 110	Marriage and the Family	3
ECON 202	Principles of Microeconomics	3	SOC 120	Introduction to Human Sexuality	3
ECON 202M	Principles of Microeconomics	3	SOC 201	Social Problems	3
ECON 204	Money, Ethics, and Economic Justice	3	SOC 202	Gender and Society	3
ENVS 200	Environmental Policy	3	SOC 205	Introduction to Social Research Methods	3
GEOG 102	Natural and Cultural Geography	3	SOC 210	American Minority Relations	3
GEOG 105	World Regional Geography	3	SOC 215	Sociology of Cultural Diversity: Challenge and Change	3
GEOG 140	California Geography	3	SOC 220	Introduction to Human Services	3
HIST 101	American History and Constitution	3	SOC 230	Juvenile Delinquency	3
			SOC 250	Sociology of Aging	3
			WGS 101	Issues for Women in American Society	3
			WGS 102	Women and Religion	3

Curriculum and Requirements for Majors and Certificates

WGS 202	Gender and Society	3
WGS 209	Gender and Science	3
WGS 250	Foundations of Feminist, Gender, and Queer Theories	3
TOTAL UNITS SOCIAL AND BEHAVIORAL SCIENCE AREA OF EMPHASIS		18

VISUAL COMMUNICATION

This area of emphasis will focus on the power of images and serves as an introduction to techniques for improved visual communication. It starts with a study of images in culture, progresses to visual communication exploration, and culminates with learning hands-on skill development.

This area of emphasis will prepare students for possible baccalaureate degree majors in art, graphic arts, graphic design, desktop publishing, communication, theatre, and photography. Students pursuing these studies may seek careers in film and entertainment, mass communications, media, publishing, photography, education, museum work, web design, theatre stage design, and journalism.

Section 1 — Critical Analysis of Images

Select 3 units from the following courses:

ART 108	Black Images in Popular Culture	3
or HUM 108	Black Images in Popular Culture	(3)
ART 109	Gender and Sexuality in Art	3
or HUM 109	Gender and Sexuality in Art	(3)
ART 113	Art, Science, and Technology	3
ART 118	History of Women in Visual Arts	3
or WGS 118	History of Women in Visual Arts	3
ART 125	Introduction to Visual and Cultural Studies	3
or HUM 125	Introduction to Visual and Cultural Studies	3
PHOT 160	History of Photography	3

Section 2 — Theories of Visual Communication

Select 6 units from the following courses:

ART 188	Design for Desktop Publishing	3
JOUR 121	Multimedia Reporting	3
JOUR 130	Photojournalism	3
or PHOT 130	Photojournalism	(3)
PHOT 100	Introductory Photography	3
PHOT 110	Introduction to Digital Photography	3

Section 3 — Applied Techniques of Communication

Select 9 units from the following courses:

ART 110	Freehand Drawing	3
ART 116	Beginning Printmaking	3
ART 120	Two-Dimensional Design	3
ART 130A	Fundamentals of Painting	3
ART 114	Storyboard Animation Principles for Film	3
ART 150	Introduction to Ceramics	3
ART 182A	Lettering and Typography	3
ART 184	Graphic Design I	3
FILM 101	Motion Picture Production	3
FILM 102	Television Production	3
TH 193	Motion Picture Editing	3

TOTAL UNITS VISUAL COMMUNICATION AREA OF EMPHASIS		18
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MACHINE TOOL TECHNOLOGY

COORDINATE METROLOGY

CERTIFICATE OF ACHIEVEMENT

The certificate of achievement in coordinate metrology program prepares students to work with Coordinate Measuring Machines/Arms (CMMs). Those machines are either used during fabrication or machining to assist the machinist, after the fact when the first article is produced, or post production when the part is completed.

Career Opportunities: Upon completion of the courses, employment is available in manufacturing companies where Coordinate Measuring Machines are utilized. Typical job titles can include but are not limited to Quality Control Inspector, Aerospace Engineering, Operations Technicians, Engineering Technicians.

REQUIRE COURSES:

	UNITS		
ENGT 116	Blueprint Reading	2	
ENGT 117	Geometric Dimensioning & Tolerancing	2	
MTT 56	CNC Shop Inspection	2	
MTT 68	Computer Assisted Inspections Using VeriSurf	2	
MTT 78	Tool Building Using VeriSurf	1	
MTT 168	Advance Computer Assisted Inspection Using VeriSurf	1	
MTT 100	Machine Tool Introduction	2	
		Total Certificate Requirement	12

MACHINE TOOL TECHNOLOGY MACHINIST OPTION

ASSOCIATE OF ARTS DEGREE

The Department aims to provide basic to advanced training in manual or conventional machining, computer numerical programming and operation, advanced multi-axis programming and operation. These form the fundamental skills necessary for the average and expected workload in the machining industry. Enrolled students are strongly positioned for employment in the machining industry throughout the course of the Program.

ENGT 116	Blueprint Reading	2	
ENGT 117	Geometrical Dimensioning and Tolerancing	2	
ENGT 259	SolidWorks Introduction	4	
MTT 52	Setup and Operation of CNC Milling Machines	2.5	
MTT 56	CNC Shop Inspection	2	
MTT 57	Setup and Operation of CNC Lathes	2.5	
MTT 62	Fixture Tooling	2	
MTT 68	Computer Assisted Inspection Using Verisurf	2	
MTT 94L	Manual Machining Laboratory	1	
MTT 100	Machine Tool Introduction	2	
		Total Degree Requirements	22

ASSOCIATE OF ARTS DEGREE REQUIREMENTS:

Students must complete the required major courses, the Cerritos College Associate of Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of "C" or higher in major/emphasis courses.

MACHINE TOOL TECHNOLOGY MACHINIST OPTION

CERTIFICATE OF ACHIEVEMENT

The Department aims to provide basic to advanced training in manual or conventional machining, computer numerical programming and operation, and advanced multi-axis programming and operation. These form the fundamental skills necessary for the average and expected workload in the machining industry. Enrolled students are strongly positioned for employment in the machining industry throughout the course of the Program.

ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
ENGT 259	SolidWorks Introduction	4
MTT 52	Setup and Operation of CNC Milling Machines	2.5
MTT 56	CNC Shop Inspection	2
MTT 57	Setup and Operation of CNC Lathes	2.5
MTT 62	Fixture Tooling	2
MTT 68	Computer Assisted Inspection Using Verisurf	2
MTT 94L	Manual Machining Laboratory	1
MTT 100	Machine Tool Introduction	2
		—
	Total Certificate Requirements	22

MACHINE TOOL TECHNOLOGY NUMERICAL CONTROL MACHINE OPERATOR OPTION

ASSOCIATE OF ARTS DEGREE

The Department aims to provide basic to advanced training in manual or conventional machining, computer numerical programming and operation, advanced multi-axis programming and operation. These form the fundamental skills necessary for the average and expected workload in the machining industry. Enrolled students are strongly positioned for employment in the machining industry throughout the course of the Program.

ENGT 116	Blueprint Reading	2
MTT 52	Setup and Operation of CNC Milling Machines	2.5
MTT 56	CNC Shop Inspection	2
MTT 57	Setup and Operation of CNC Lathes	2.5
MTT 62	Fixture Tooling	2
MTT 68	Computer Assisted Inspection Using Verisurf	2
MTT 91L	CNC Mill Machining Laboratory	1
MTT 95L	CNC Lathe Machining Laboratory	1
MTT 100	Machine Tool Introduction	2
MTT 180	Robotics for CNC Machines	3
		—
	Total Degree Requirements	20

ASSOCIATE OF ARTS DEGREE REQUIREMENTS:

Students must complete the required major courses, the Cerritos College Associate of Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of “C” or higher in major/emphasis courses.

See Cerritos College Graduation Requirements.

MACHINE TOOL TECHNOLOGY NUMERICAL CONTROL MACHINE OPERATOR OPTION

CERTIFICATE OF ACHIEVEMENT

The Department aims to provide basic to advanced training in manual or conventional machining, computer numerical programming and operation, advanced multi-axis programming and operation. These form the fundamental skills necessary for the average and expected workload in the machining industry. Enrolled students are strongly positioned for employment in the machining industry throughout the course of the Program.

ENGT 116	Blueprint Reading	2
MTT 52	Setup and Operation of CNC Milling Machines	2.5
MTT 56	CNC Shop Inspection	2
MTT 57	Setup and Operation of CNC Lathes	2.5
MTT 62	Fixture Tooling	2
MTT 68	Computer Assisted Inspection Using Verisurf	2
MTT 91L	CNC Mill Machining Laboratory	1
MTT 95L	CNC Lathe Machining Laboratory	1
MTT 100	Machine Tool Introduction	2
MTT 180	Robotics for CNC Machines	3
		—
	Total Certificate Requirements	20

MACHINE TOOL TECHNOLOGY TOOL AND DIE MAKER OPTION

ASSOCIATE OF ARTS DEGREE

The Department aims to provide basic to advanced training in manual or conventional machining, computer numerical programming and operation, advanced multi-axis programming and operation. These form the fundamental skills necessary for the average and expected workload in the machining industry. Enrolled students are strongly positioned for employment in the machining industry throughout the course of the Program.

ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
ENGT 258	Tools and Fixtures Applications Using Solid Modeling	4
ENGT 259	SolidWorks Introduction	4
MTT 56	CNC Shop Inspection	2
MTT 62	Fixture Tooling	2
MTT 68	Computer Assisted Inspection Using Verisurf	2
MTT 94L	Manual Machining Laboratory	1
MTT 100	Machine Tool Introduction	2
NPD 103	Tooling and Materials for New Product Development	3
		—
	Total Degree Requirements	24

ASSOCIATE OF ARTS DEGREE REQUIREMENTS:

Students must complete the required major courses, the Cerritos College Associate of Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of “C” or higher in major/emphasis courses.

See Cerritos College Graduation Requirements.

MACHINE TOOL TECHNOLOGY TOOL AND DIE MAKER OPTION

CERTIFICATE OF ACHIEVEMENT

The Department aims to provide basic to advanced training in manual or conventional machining, computer numerical programming and operation, advanced multi-axis programming and operation. These form the fundamental skills necessary for the average and expected workload in the machining industry. Enrolled students are strongly positioned for employment in the machining industry throughout the course of the Program.

ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
ENGT 259	SolidWorks Introduction	4
MTT 56	CNC Shop Inspection	2
MTT 62	Fixture Tooling	2
MTT 68	Computer Assisted Inspection Using Verisurf	2
MTT 94L	Manual Machining Lab	1
MTT 100	Machine Tool Introduction	2
NPD 103	Tooling and Materials for New Product Development	3
Total Certificate Requirements		20

MACHINE TOOL TECHNOLOGY NUMERICAL CONTROL TOOL PROGRAMMER OPTION

ASSOCIATE OF ARTS DEGREE

The Department aims to provide basic to advanced training in manual or conventional machining, computer numerical programming and operation, advanced multi-axis programming and operation. These form the fundamental skills necessary for the average and expected workload in the machining industry. Enrolled students are strongly positioned for employment in the machining industry throughout the course of the Program.

CORE REQUIREMENT

ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
MTT51	MasterCam Milling	3.5
MTT52	Setup and Operation of CNC Milling Machines	2.5
MTT56	CNC Shop Inspection	2
MTT57	Setup and Operation of CNC Lathes	2.5
MTT59	MasterCam Turning	2.5
MTT71	MasterCam Multi-Axis Milling	2
MTT72	MasterCam Multi-Axis Turning	2
MTT 91L	CNC Mill Machining Laboratory	1
MTT 95L	CNC Lathe Machining Laboratory	1
MTT 180	Robotics for CNC Machines	3
MTT 278	MasterCam Advanced	3.5

Two course from the following:

MTT 92L	MasterCAM Laboratory	1
MTT 96L	CNC Multi-Axis Mill Machining Lab	1
MTT 97L	CNC Multi-Axis Turning Laboratory	1
MTT 110	Industrial Maintenance of Machining Tools	2
MTT 120	Fanuc Multi-Axis Robotics	2
Total Major Requirements		31.5-33.5

ASSOCIATE OF ARTS DEGREE REQUIREMENTS:

Complete 60 units to include (1) the above requirements; (2) the Associate of Arts Degree general education requirements; and (3) electives as needed.

RECOMMENDED ELECTIVES: WELD 120, WELD 130 See Cerritos College Graduation Requirements

MACHINE TOOL TECHNOLOGY NUMERICAL CONTROL TOOL PROGRAMMER OPTIONS

CERTIFICATE OF ACHIEVEMENT

The Department aims to provide basic to advanced training in manual or conventional machining, computer numerical programming and operation, advanced multi-axis programming and operation. These form the fundamental skills necessary for the average and expected workload in the machining industry. Enrolled students are strongly positioned for employment in the machining industry throughout the course of the Program.

ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
MTT 51	MasterCam Milling	3.5
MTT 52	Setup and Operation of CNC Milling Machines	2.5
MTT 56	CNC Shop Inspection	2
MTT57	Setup and Operation of CNC Lathes	2.5
MTT 59	MasterCam Turning	2.5
MTT 71	MasterCam Multi-Axis Milling	2
MTT 72	MasterCam Multi-Axis Turning	2
MTT 91L	CNC Mill Machining Laboratory	1
MTT 95L	CNC Lathe Machining Laboratory	1
MTT 180	Robotics for CNC Machines	3
MTT 278	MasterCam Advanced	3.5
Total Certificate Requirements		29.5

MASS COMMUNICATIONS JOURNALISM

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

REQUIRED CORE (9 Units)		UNITS
JOUR 100	Mass Communications and Society	3
JOUR 101	Beginning Newswriting and Reporting	3
JOUR 107A	College Newspaper	3

LIST A: (Select one) 3 Units

JOUR 121	Multimedia Reporting	3
JOUR 157	Principles of Public Relations	3
or BA 157	Principles of Public Relations	(3)
JOUR 130	Photo Journalism	3
or PHOT 130	Photo Journalism	(3)
JOUR 107B	Intermediate College Newspaper	3

LIST B: (Select two) 6 Units

PHOT 100	Introductory Photography	3
ART 188	Design for Desktop Publishing	3
MATH 112	Elementary Statistics	4

Curriculum and Requirements for Majors and Certificates

POL 101	American Political Institutions	3
POL 220	Comparative Government	3
ENGL 103	Critical and Argumentative Writing	3
PHIL 106	Introduction to Logic	3
ENGL 101	Critical Thinking through Literature	3
Any CSU Breadth courses from two different Areas with A-D		—
Total Degree Requirements		18

PHOT 110	Introduction to Digital Photography	3
RTV 175	Sportscasting	1
RTV 176	Talk Radio Broadcasting	1
SPCH 160	Parliamentary Procedure	1
		—
Total Degree Requirements		29

NOTE: Journalism students intending to transfer to a four-year college are referred to the Transfer Journalism Major Requirements of Study 145.

ASSOCIATE IN ARTS IN JOURNALISM FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

NOTE: Students should avoid accumulating additional journalism units as they complete their AA-T degree (which requires 60 unit). Additional units will create graduation problems as the upper division. Many programs require 80 units outside of journalism for the degree and each CSU may require up to 28 upper division units in the major.

JOURNALISM

ASSOCIATE IN ARTS DEGREE

CORE REQUIREMENTS (9 units)

JOUR 100	Mass Communication and Society	3
JOUR 101	Beginning Newswriting and Reporting	3
JOUR 121	Multimedia Reporting	3

DEPARTMENT REQUIREMENTS (6 units, any combinations)

JOUR 106	talonmarks.com	1 (2)
JOUR 107	College Newspaper	3 (6)
JOUR 160	College Magazine Production	1 (2)

Additional Requirements (14 units)

ART 188	Design for Digital Publishing	3
ART 194	Multimedia Design	3
ART 196	Web Design with Flash and Dreamweaver	3
CIS 205	Programming HTML for the World Wide Web	1.5
JOUR 111	Introduction to Newsletters	1
JOUR 112	Copy Editing Skills	1
JOUR 121	Multimedia Reporting	3
JOUR 122	Creating Podcasts for Media	1
JOUR 130	Photo Journalism	3
or PHOT 130	Photo Journalism	(3)
JOUR 157	Principles of Public Relations	3
or BA 157	Principles of Public Relations	(3)
JOUR 170	Broadcast News/Webcasting	1
or RTV 170	Broadcast News/Webcasting	(1)
JOUR 298	Directed Studies in Journalism	1 (2)
	(may be applied twice)	(1)
or JOUR 50	Editorial Board	(1)
JOUR 299	Directed Studies in Journalism	2
	(must be a media internship)	(1)
or JOUR 171	Occupational Work Experience in Journalism	(1)
	(must be in media internship)	(1)
PHOT 100	Introductory Photography	3

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include (1) the above Journalism courses and unit requirements, (2) A.A. Degree General Education Requirements, and (3) electives as needed.

JOURNALISM

CERTIFICATE OF ACHIEVEMENT

CORE REQUIREMENTS (9 units)

JOUR 100	Mass Communications and Society	3
JOUR 101	Beginning Newswriting and Reporting	3
JOUR 121	Multimedia Reporting	3

DEPARTMENT REQUIREMENTS (Select 6 units)

JOUR 106	talonmarks.com	1
JOUR 107a	College Newspaper	3
JOUR 107b	Intermediate College Newspaper	3
JOUR 160L	College Magazine Production	1
JOUR 298	Directed Studies in Journalism	1

DEPARTMENT ELECTIVES (Select 6 units)

JOUR 107C	Intermediate Advanced College Newspaper	3
JOUR 125	Broadcast News Production and Editing	3
JOUR 130	Photo Journalism	3
or PHOT 130	Photo Journalism	(3)
JOUR 157	Principles of Public Relations	3
or BA 157	Principles of Public Relations	(3)
JOUR 170	Broadcast News/Webcasting	1
JOUR 299	Directed Studies in Journalism	2
	(should be internship)	(2)
RTV 152	Introduction to Broadcasting	3

ADDITIONAL REQUIREMENTS (Select 3 units)

ART 188	Design for Desktop Publishing	3
ART 196	Web Design with Flash and Dreamweaver	3
JOUR 107d	Advanced College newspaper	3
JOUR 111	Introduction to Newsletters	1
JOUR 119	Legal Aspects of Mass Communications	1
or RTV 119	Legal Aspects of Mass Communications	(1)
PHOT100	Introduction to Photography	3
PHOT 110	Introduction to Digital Photography	3
		—
Total Certificate Requirements		24

PUBLIC RELATIONS

CERTIFICATE OF ACHIEVEMENT

CORE REQUIREMENTS (12 units)

JOUR 100	Mass Communications and Society	3
JOUR 101	Beginning Newswriting and Reporting	3
JOUR 121	Multimedia Reporting	3

Curriculum and Requirements for Majors and Certificates

JOUR 157	Principles of Public Relations	3
or BA 157	Principles of Public Relations	(3)
DEPARTMENT REQUIREMENTS (21 units, any combination)		
ART 188	Design for Desktop Publishing	3
BA 114	Marketing	3
JOUR 106	Talonmarks.com	1
JOUR 107	College Newspaper	3
JOUR 130	Photo Journalism	3
or PHOT 130	Photo Journalism	(3)
JOUR 160	College Magazine Production (requires corequisite)	1
PHOT 100	Introductory Photography	3
PHOT 110	Introduction to Digital Photography	3
RTV 155	Radio Production	3

Additional Requirements (up to 5 units)

ART 194	Multimedia Design	3
ART 196	Web Design with Flash and Dreamweaver	3
JOUR 111	Introduction to Newsletters	1
JOUR 112	Copy Editing Skills	1
JOUR 122	Creating Podcasts for Media	1
JOUR 170	Broadcast News/Webcasting	1
or RTV 170	Broadcast News/Webcasting	(1)
JOUR 298	Directed Studies in Journalism	1
JOUR 299	Directed Studies in Journalism (must be a media internship)	2
or JOUR 171	Occupational Work Experience in Journalism (must be a media internship)	(1)
SPCH 160	Parliamentary Procedure	1
	Total Certificate Requirements	38

See Cerritos College Graduation Requirements.

MATHEMATICS

ASSOCIATE IN SCIENCE DEGREE FOR TRANSFER (AS-T)

By successfully completing the courses for an Associate in Science in Mathematics for Transfer degree at Cerritos College, students will gain a practical and theoretical understanding for future studies involving mathematics. The role of mathematics is vital and growing, providing methods for finding solutions to problems in a wide range of sciences: social, biological, physical, behavioral, and managerial. More generally, mathematics is necessary for understanding and expressing ideas in science, engineering, and human affairs.

REQUIRED CORE (18 units)

	UNITS	
MATH 170	Analytic Geometry and Calculus I	4
MATH 190	Analytic Geometry and Calculus II	4
MATH 225	Calculus III	5
MATH 250	Linear Algebra and Differential Equations	5

SELECT ONE (3 – 4 units)

PHYS 201	Engineering Physics	4
CIS 180	Programming in C/C++	3
MATH 112	Elementary Statistics	4
	Total Units for the Major	21-22

ADDITIONAL DEGREE COMPLETION REQUIREMENTS:

(1) Completion of 60 semester-units or 90 quarter-units that are eligible for transfer to the California State University, including both of the following:

- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
- A minimum of 18 semester-units or 27 quarter-units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

(3) Also required is that students must earn a “C” or better in all courses required for the major.

MEDICAL ASSISTANT

Cerritos College offers a Certificate of Achievement or an Associate of Arts in Medical Assisting. The student must achieve a grade of “C” or better in all required medical assisting courses to qualify for the Certificate of Achievement and/or Associate of Arts Degree in Medical Assisting. Twelve units of the Medical Assistant program must have been taken within the last five (5) years. Upon successful completion of program requirements, the student is eligible for a Cerritos College Medical Assistant pin.

1. Medical Assistant Certificate of Achievement

The Medical Assistant Program may be completed in two semesters when started in the fall semester. Both front office (administrative) and back office (clinical) training is available. A clinical lab experience is completed through an internship or occupational work experience.

2. Medical Assistant Associate in Arts Degree

The student must complete the requirements for a Certificate of Achievement in Medical Assisting and A&P 120, electives, and General Education requirements to achieve a minimum of 60 units.

Full-time students can complete this program in two semesters when starting with the fall semester. Discussion with the department chair regarding questions on course selection is encouraged.

Course selection for a full-time student starting in the fall semester is recommended as follows:

FALL: MA 60, MA 63, MA 64, MA 161, HO 53, HO 54, HO 55 (elective from list).

SPRING: MA 66, MA 67, MA 68 or MA 73 or MA 74, PSYC 101 or PSYC 150, or equivalent, and additional electives if needed.

Full-time students starting in the spring semester are advised to consult with the program chairperson regarding course selection(s).

The program is designed to help meet the needs of the part-time student as well. Course selection in numerical order is advised. Again, consult with the program chair regarding specific course selection questions. Some classes are offered in specific semesters and efficient planning is necessary.

PROGRAM REQUIREMENTS

Academic Requirement

The student may obtain a Certificate of Achievement or an Associate in Arts in Medical Assisting. The student must achieve a grade of “C” or better in required medical assisting and General Education course work. (Twelve units of the Medical Assistant program must have been taken within the last five (5) years.) MA 67 and MA 68 have prerequisite courses, which must be completed with a grade of “C” or higher.

Program Progression/Completion

Successful completion of all levels of course work is necessary for completion of and graduation from the program of study. In order to complete the program, the student must maintain a grade of “C” or higher whether enrolled in combined lecture/lab courses, practicums, or clinical experiences. When content is tiered, each level must be completed according to identified criteria.

Upon successful completion of all program requirements, students are eligible to receive either the Certificate and/or Associate in Art degree.

Expenses

- A. See the college catalog for enrollment fees.
- B. The student may expect to spend approximately \$600 for books, equipment (including watch with a second hand), and uniforms. Health screening will be at the student’s expense. This may include but is not limited to immunizations and CPR/First Aid certification completed at private agencies. Students are responsible for their own living accommodations, uniform laundry, and transportation to selected clinics.

Essential requirements for the Medical Assistant Program

Technical Standards/Essential Functions are available for you review on the program’s website. They have been designed to give you more information about the profession and important skills/functions. This information will be helpful to assist you in deciding on your career path.

Health

Employment in this field requires good vision, hearing, and the ability to communicate verbally, nonverbally and through written word. In addition, students must have the ability to comprehend, analyze, and evaluate patients’ charts in order to provide appropriate treatment. Students must be able to record in the patients’ charts and have the manual dexterity to use small instruments to provide patient care. The student must be able to work as a team player and demonstrate efficient customer service skills.

Internship and Occupational Work Experience

Health clearance requirements will vary depending on where clinical lab experiences will be completed (MA 68, MA 73, MA 74). To be placed in a health care facility where direct patient contact will occur (MA 68, MA 73, MA 74), the student must present evidence of compliance with facility health standards and current certification in CPR and First Aid training. The health standards will include, but are not limited to, T.B. testing and immunization. The Medical Assistant Program Record of Immunizations, Vaccination, and Test forms (located in HS 106) must be completed before the first class session and prior to placement in the health care facility. Health clearance, CPR and First Aid requirements must be valid for the duration of the clinical affiliation. Student placements are predominately during the day hours.

CRIMINAL BACKGROUND CHECKS

Clearance of a criminal background check may be required prior to internship/work experience placement. Students who do not clear agency requirements are not eligible for clinical placement and will, consequently, be ineligible to continue in the course. If there is any concern regarding clearance of a criminal background check, please contact the Health Occupations Division for additional information.

MEDICAL ASSISTANT

CERTIFICATE OF ACHIEVEMENT

		UNITS
HO 53	Electrocardiography	1
HO 54	Medical Laboratory Skills	1
HO 55	Phlebotomy Procedures	1.5
MA 60	Introduction to Medical Assisting	2
MA 63	Health Insurance Coding and Billing	3
MA 64	Medical Office Assisting	3
MA 66	Medications and Specialties	3
MA 67	Medical Office Administration	3
*MA 68	Medical Assisting Internship Experience	4
or *MA 73	Medical Assisting Occupational Work Experience	(3)
or *MA 74	Medical Assisting Occupational Work Experience	(4)
MA 161	Medical Terminology	3

PSYCHOLOGY

PSYC 101	General Introductory Psychology	3
or PSYC 150	Personal and Social Adjustment	(3)

And classes from the list below to complete a minimum of 29 Units

BCOT 114	Introduction to Microsoft Office	3.5
CIS 101	Introduction to Computer Information Systems	3
HO 150	Professional/CPR and First Aid (Fall semester only)	1.5
HO 152	Nutrition	3
SPAN 223	Spanish for Health and Medical Careers (or an equivalent)	3
Total Certificate Requirements		(29)31

*Students may select one of these options to complete the medical assisting internship requirement. Only one option can be selected and the course may not be repeated more than one time.

Students not currently employed in a medical office should enroll in MA 68. Students who are currently employed in a medical office up to 19 hours per week should enroll in MA 73. Students who are currently employed in a medical office more than 20 hours per week should enroll in MA 74.

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

For an Associate in Arts Degree a student must meet the requirements for a Certificate of Achievement in Medical Assisting. The student must take A&P 120, electives and General Education requirements to achieve a minimum of 60 units. See Cerritos College Graduation Requirements.

CAREER OPPORTUNITIES: Upon completion of program, employment is available as a medical assistant in a variety of settings: office clinic, hospitals, insurance companies, government agencies, pharmaceutical companies, and educational institutions. Job duties can entail front office (administrative) duties such as receptionist and insurance clerk to back office (clinical) duties such as assisting the provider of care of lab duties.

MENTAL HEALTH WORKER

CERTIFICATE OF ACHIEVEMENT

MAJOR REQUIREMENTS

MENTAL HEALTH WORKER CORE COURSES		UNITS
INST 151	Principles of Recovery and Psychosocial Rehabilitation	3
INST 152	Helping Relationships	3

Curriculum and Requirements for Majors and Certificates

INST 272	Special Populations	3
PSYC 101	General Introductory Psychology	3
PSYC 271	Abnormal Psychology	3
PSYC 273	Mental Health Worker Field Experience	3
	Total Certificate Requirements	18

RECOMMENDED COURSES (MUST TAKE 6 UNITS)

PSYC 103	Critical Thinking in Psychology	3
PSYC 150	Personal and Social Adjustment	3
PSYC 210	Elementary Statistics	4
PSYC 220	Research Methods	4
PSYC 241	Introduction to Psychobiology	3
PSYC 245	Drugs and Behavior	3
PSYC 251	Developmental Psychology	3
PSYC 261	Social Psychology	3

ASSOCIATES IN ARTS DEGREE REQUIREMENTS

A minimum of 60 units must be completed to include: the core courses listed above, A.A. Degree general requirements, and at least six units of recommended courses.

NOTE: Although all of these courses are transferable to transfer as a Psychology Major refer to Psychology Transfer Major Requirements.

MICROBIOLOGY

ASSOCIATE OF ARTS DEGREE

REQUIRED COURSES	UNITS
BIOL 200 Principles of Biology	5
BIOL 201 Principles of Biology	5
CHEM 111 General Chemistry	5
CHEM 112 General Chemistry	5
MICR 200 Principles and Applications of Microbiology	5
	—
Total Degree Requirements	25

ADDITIONAL DEGREE REQUIREMENTS:

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the AA degree general education requirements, and (3) a grade of "C" or better in all courses required by major.

MUSIC

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

This degree is for seamless transfer to a CSU.

REQUIRED CORE: (16 UNITS)	UNITS
MUS 180 Music Theory/Musicianship I	4
MUS 181 Music Theory/Musicianship II	4
MUS 280 Music Theory/Musicianship III	4
MUS 281 Music Theory/Musicianship IV	4

APPLIED MUSIC: (4 UNITS)

MUS 148 Private Study/Technique	1
MUS 149 Private Study/Musical Preparation	1
MUS 150 Private Study/Performance Practice	1

MUS 151 Private Study/Recital Preparation	1
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ENSEMBLE: (a combination of 4 units from the following courses)

(all courses are repeatable)

MUS 200E Beginning Band	(1)
MUS 201E Concert Band	(1)
MUS 202E Community Symphonic Band	(1)
MUS 203E Community Band	(1)
MUS 204E Orchestra	(1)
MUS 205E Community Orchestra	(1)
MUS 206E Stage Band	(1)
MUS 207E Jazz Ensemble	(1)
MUS 208E Pop/Rock Latin Ensemble	(1)
MUS 210E String Ensemble	(1)
MUS 216E Piano Ensemble	(1)
MUS 217E Guitar Ensemble	(1)
MUS 219E Collegiate Choral	(1)
	—
Total Degree Requirements	24

ASSOCIATE IN ARTS IN MUSIC FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of "C" or better in all courses required for the major or area of emphasis.

MUSIC – GENERAL

ASSOCIATE IN ARTS DEGREE

Theory, private study/recital, and performance classes are required each semester of full-time program (4 semesters). Placement in the appropriate level of theory and private study is made by the Music Department.

REQUIRED CORE MUSIC COURSES

REQUIRED CORE MUSIC COURSES	UNITS
MUS 100 Music Appreciation	3
MUS 180 Music Theory/Musicianship I	4
or MUS 106 Music Theory/Musicianship I	(5)
MUS 181 Music Theory/Musicianship II	4
or MUS 107 Music Theory/Musicianship II	(5)
MUS 112 Elementary Piano I	2
MUS 113 Elementary Piano II	2
MUS 114 Intermediate Piano I	2
MUS 115 Intermediate Piano II	2
MUS 148 Private Study/Technique	1
MUS 149 Private Study/Musical Preparation	1
MUS 150 Private Study/Performance Practice	1
MUS 151 Private Study/Recital Preparation	1
MUS 280 Music Theory/Musicianship III	4
or MUS 108 Music Theory/Musicianship III	(5)
MUS 281 Music Theory/Musicianship IV	3
or MUS 109 Music Theory/Musicianship IV	(5)
Corequisite: Music Ensemble Course	4
	—
Total Degree Requirements	34-39

Curriculum and Requirements for Majors and Certificates

REQUIRED DEPARTMENT MUSIC COURSES (SELECT 3 UNITS)

MUS 101	Introduction to World Music	3
MUS 102	Latino Music	3
MUS 103	Jazz in America	3
MUS 104	American Popular Music	3
MUS 104B	History of Rock Music	3

Any course not used as the required Department course may be used as an elective.

ELECTIVE MUSIC COURSES (SELECT 8 UNITS)

MUS 105	Music Fundamentals	3
MUS 110	Music Technology Fundamentals	3
MUS 116	Voice I	2
MUS 117	Voice II	2
MUS 118	Voice III	2
MUS 119	Voice IV	2
MUS 120	Elementary Guitar I	2
MUS 121	Elementary Guitar II	2
MUS 122	Intermediate Guitar I	2
MUS 123	Intermediate Guitar II	2
MUS 200E	Beginning Band	1
or MUS 124A	Beginning Band	(2.5)
MUS 201E	Concert Band	1
or MUS 124	Concert Band	(2.5)
MUS 202E	Community Symphonic Band	1
or MUS 125	Community Symphonic Band	(2.5)
MUS 203E	Community Band	1
or MUS 125A	Community Band	(2.5)
MUS 204E	Orchestra	1
or MUS 127	Orchestra	(2.5)

MUSIC ENSEMBLE

MUS 205E	Community Orchestra	1
or MUS 128	Community Orchestra	(2.5)
MUS 206E	Stage Band	1
or MUS 133	Stage Band	(2.5)
MUS 207E	Jazz Ensemble	1
or MUS 134	Jazz Ensemble	(2.5)
MUS 208E	Pop/Rock Latin Ensemble	1
or MUS 141	Pop/Rock Ensemble	(2.5)
MUS 209E	Pep Band	1
or MUS 126	Pep Band	(2.5)
MUS 210E	String Ensemble	1
or MUS 136	String Ensemble	(1.5)
MUS 211E	Woodwind Ensemble	1
or MUS 129	Woodwind Ensemble	(1.5)
MUS 213E	Percussion Ensemble	1
or MUS 131	Percussion Ensemble	(1.5)
MUS 216E	Piano Ensemble	1
or MUS 154	Piano Ensemble	(1.5)
MUS 217E	Guitar Ensemble	1
or MUS 132	Guitar Ensemble	(2.5)
MUS 218E	Community Chorus	1
or MUS 138	Community Chorus	(2.5)
MUS 219E	Collegiate Chorale	1
or MUS 138A	Collegiate Chorale	(2.5)
	Total Degree Requirements	45-50

ASSOCIATE IN ARTS IN GENERAL MUSIC DEGREE REQUIREMENTS

1. Completion of 45-50 units in the major
2. The Cerritos College Associate in Arts General Education Requirements
3. Obtainment of a minimum grade point average of 2.0.
4. Students must also earn a C or better in all courses required for the major.

AUDIO SYSTEMS SOLUTIONS

CERTIFICATE OF ACHIEVEMENT

The Audio Systems Solutions Certificate will prepare students to design and implement audio network and DSP solutions in professional environments. This 15.5-unit certificate will train students how to create audio solutions for a variety of environments such as recording studios, theaters, outdoor venues, and performance halls. Students will engage in creating professional audio solutions for these environments while integrating their experience with analog and digital audio technologies.

REQUIRED COURSES:

	UNITS	
MUS 110	Music Technology Fundamentals	3
MUS 135	This Business of Music	3
MUS 145A	Live Sound Techniques	2.5
MUS 146A	Recording Techniques	2
MUS 146B	Mixing Techniques	2.5
MUS 157	Audio Systems Design	2.5
	—	
	Total Certificate Requirements	15.5

COMMERCIAL MUSIC

ASSOCIATE IN ARTS DEGREE

The Associate in Arts in Music: Commercial Music provides students with training necessary to seek employment in fields related to the music industry in production, publishing, songwriting, composing, and promotion.

REQUIRED CORE

MUS 110	Music Technology Fundamentals	3
MUS 112	Elementary Piano I	2
MUS 113	Elementary Piano II	2
MUS 135	This Business of Music	3
MUS 144A	Electronic Synthesizers	2
MUS 144B	Electronic Music Production	2
MUS 146A	Recording Techniques	2
MUS 146B	Mixing Techniques	2.5
MUS 156	Contemporary Music Notation	2.5
MUS 180	Music Theory/Musicianship I	4
MUS 181	Music Theory/Musicianship II	4
	*Music Electives	2
	—	
	Total Degree Requirements	31

*Music Electives: MUS 100, MUS 101, MUS 104B, MUS 105, MUS 114, MUS 115, MUS 116, MUS 117, MUS 118, MUS 119, MUS 120, MUS 121, MUS 122, MUS 123, MUS 143A, MUS 145A, 147, MUS 148, MUS 149, MUS 150, MUS 151, MUS 157, MUS 201E, MUS 202E, MUS 203E, MUS 204E, MUS 205E, MUS 206E, MUS 207E, MUS 208E, MUS 216E, MUS 218E, MUS 219E, MUS 244A, MUS 245A, MUS 280, MUS 281

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Meet the requirements for an Associate in Arts in Music: Commercial Music by:

1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following: (a.) Cerritos College General Education Breadth Requirements (Plan A), or The California State University General Education Breadth Requirements (Plan B), or the Intersegmental

Curriculum and Requirements for Majors and Certificates

General Education Transfer Curriculum (IGETC) (Plan C).
 (b.) Obtainment of a minimum grade point average of 2.0. 2.
 Also required is that students must earn a “C” or better in all
 courses required for the major.

RECOMMENDATIONS:

Students should strongly consider taking MUS 105, Music Fundamentals,
 as part of their General Education requirements.

COMMERCIAL MUSIC PRODUCTION

CERTIFICATE OF ACRHIEVEMENT

REQUIRED COURSES:

	UNITS
MUS 110 Music Technology Fundamentals	3
MUS 112 Elementary Piano I	2
MUS 113 Elementary Piano II	2
MUS 135 This Business of Music	3
MUS 144A Synthesizer Techniques	2
MUS 144B Electronic Music Production	2
MUS 146A Recording Techniques	2
MUS 146B Mixing Techniques	2.5
MUS 155 Music Entrepreneurship	3
MUS 156 Contemporary Music Notation	2.5
MUS 171 Occupational Work Experience in Music	1
MUS 180 Music Theory/Musicianship I	4
MUS 181 Music Theory/Musicianship II	4
MUS 244A Audio for Film, TV, and Games	2.5
MUS 245A Music for Film, TV, and Games	2.5
	—
Total Certificate Requirements	38

NATURAL SCIENCES - GENERAL

ASSOCIATE IN SCIENCE DEGREE

The goal of the natural sciences associate of science degree is to provide students with a well-rounded introduction to the life and physical sciences. The degree program is designed to satisfy the curiosity of students interested in the natural world, facilitate advanced study in the sciences, or to supplement study of another field with a strong background in the concepts and methodologies of the natural 6 sciences.

A. Courses in the Physical Sciences

(Choose at least 4 units)

	UNITS
ASTR 102 Introductory Astronomy: Stars and the Universe	3
ASTR 103 Introductory Astronomy: The Solar System	3
ASTR 104 Life in the Universe	3
ASTR 105L Observational Astronomy	1
ASTR 106 History of Astronomy	3
CHEM 100 Introductory Chemistry	4
CHEM 110 Elementary Chemistry	4
CHEM 111 General Chemistry	5
CHEM 112 General Chemistry	5
CHEM 211 Organic Chemistry	5
CHEM 212 Organic Chemistry	5
ESCI 104 Oceanography	3
ESCI 104L Oceanography Laboratory	1
ESCI 106 Weather and Climate	3
ESCI 110 Introduction to Earth Science	4
ENGY 100 Energy and the Way We Live	3

GEOG 101 Physical Geography	3
GEOG 101L Physical Geography Laboratory	1
GEOG 103 Environmental Geography	3
GEOG 140 California Geography	3
GEOG 160 Field Studies in Geography	2
GEOL 100 Natural History of Southern California	1
GEOL 101 Physical Geology	4
or GEOL 102 Physical Geology Lecture	3
and GEOL 102L Physical Geology Laboratory	1
GEOL 103 Environmental Geology Lecture	3
GEOL 103L Environmental Geology Laboratory	1
GEOL 105L Field Methods of the Earth Sciences	1
GEOL 120 Natural History of Owens Valley and the Sierra Nevada Mountains	1
GEOL 201 Earth History	4
GEOL 204 Geology of the Western National Parks and Monuments	3
GEOL 207 Paleontology, Life of the Past	4
GEOL 208 The Age of the Dinosaurs	3
GEOL 209 Natural Disasters	3
PHYS 100 Elementary Physics	4
PHYS 101 General Physics	4
PHYS 102 General Physics	4
PHYS 201 Engineering Physics	4
PHYS 202 Engineering Physics	4
PHYS 203 Engineering Physics	4
PS 100 Physical Science of Modern Technology	3
PS 112 Physical Science for Elementary School Teachers	3

B. Courses in the Biological Sciences

(Choose at least 4 units)

	UNITS
A&P 120 Introduction to Human Anatomy and Physiology	4
A&P 150 Introduction to Human Anatomy	4
A&P 151 Introduction to Human Physiology	4
A&P 200 Human Anatomy	5
A&P 201 Human Physiology	5
ANTH 115 Physical Anthropology	3
ANTH 115L Introduction to Physical Anthropology Lab	1
BIOL 115 Marine Biology	3
BIOL 120 Introduction to Biological Science	4
BIOL 200 Principles of Biology	5
BIOL 201 Principles of Biology	5
BIOL 202 Molecular Biology/Genetics	4
BOT 120 Introduction to Plant Science	4
MICR 200 Principles and Applications of Microbiology	5
PSYC 241 Introduction to Psychobiology	3
ZOOL 120 Introduction to Animal Biology	4

C. Courses in Mathematics

(Choose at least 3 units)

	UNITS
MATH 105 Activity-Based Probability and Statistics for Elementary and Middle School Teachers	3
MATH 110A Mathematics for Elementary Teachers	3
MATH 110B Mathematics for Elementary Teachers	3
MATH 112 Elementary Statistics	4
MATH 114 College Algebra	4
MATH 115 Finite Mathematics	4
MATH 116 Calculus for Managerial, Biological, and Social Sciences	4
MATH 140 Trigonometry	3
MATH 155 Precalculus	5
MATH 170 Analytic Geometry and Calculus I	4
MATH 190 Analytic Geometry and Calculus II	4
MATH 225 Calculus III	5

Curriculum and Requirements for Majors and Certificates

MATH 250	Linear Algebra and Differential Equations	5	or ENGT 259	Introduction to Solid Works	(4)
PSYC 210	Elementary Statistics	4	AUTO 100	Automotive Maintenance and Operation	4
		—	or AB 51	Non-Structural Repair	(4.5)
	Total Degree Requirements	18		Total Program Requirement	17-17.5

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

In order to qualify for an AS Degree in Natural Sciences - General, the following requirements must be met:

1. Completion of the AS degree general education and proficiency requirements;
2. Completion of a minimum of 60 degree-applicable units;
3. Choose at least 4 units from section A, at least 4 units from section B, and at least 3 units from section C;
4. Completion of another 7 units of science-related coursework from any section below, for a combined total of at least 18 units of science-related coursework.

See Cerritos College graduation requirements.

NEW PRODUCT DEVELOPMENT

AUTOMOTIVE AFTERMARKET PRODUCT DEVELOPMENT OPTION

ASSOCIATE IN SCIENCE DEGREE

The New Product Development (NPD) program at Cerritos College addresses the competencies needed for technicians in the fields of automotive aftermarket, and professional, scientific, and technical service companies of Southern California. Particular emphasis is on either Automotive Aftermarket Product Development and New Product Development and Fabrication.

The program goals are multiple. The first goal is to provide students with the academic preparation needed for a career in the automotive aftermarket industries or other industries using similar technology. Students can do that by learning the program objectives from the set of classes that will allow them to take a virtual new product idea to market. Another goal of the program is to enable current students to get a double competency (3D inspection/NPD, Machining/NPD, Auto/NPD, Welding/NPD, Plastics/NPD, and Engineering Design/NPD). Finally, the last goal of the program is to provide continuous learning opportunities for industry employees. This in turn will provide industry with a framework of classes to further employee development and/or provide validation of professional experience and a path to an AA degree for current employees.

CAREER OPPORTUNITIES: Design Modeler, Automotive Stylist, Fabrication Craftsman

PROGRAM REQUIREMENTS

NPD 100	Product Development in a Global Economy	3
NPD 101	Innovation Using Rapid Prototyping	3
NPD 103	Advanced Tooling and Materials for New Product Development	3
ENGT 137	Industrial Design and Modelling In Fusion 360	4
or ENGT 131	Design Fundamentals with Solid Modeling	(3)

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS: Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the associate in science degree general education requirements, and (3) a grade of "C" or better in all courses required by major.

RECOMMENDED ELECTIVES:

MTT 278	Mastercam Advanced (3.5)
PMT 221	Modelmaking (2.5)
WELD 130	Gas Tungsten Arc Welding Fundamentals (5.0)
WMT 111L	Introduction to Woodworking Lab (1.0)

AUTOMOTIVE AFTERMARKET PRODUCT DEVELOPMENT OPTION

CERTIFICATE OF ACHIEVEMENT

The New Product Development (NPD) program at Cerritos College addresses the competencies needed for technicians in the fields of automotive aftermarket, and professional, scientific, and technical service companies of Southern California. Particular emphasis is either on Automotive Aftermarket Product Development and New Product Development and Fabrication.

The program goals are multiple. The first goal is to provide students with the academic preparation needed for a career in the automotive aftermarket industries or other industries using similar technology. Students can do that by learning the program objectives from the set of classes that will allow them to take a virtual new product idea to market. Another goal of the program is to enable current students to get a double competency (3D inspection/NPD, Machining/NPD, Auto/NPD, Welding/NPD, Plastics/NPD, and Engineering Design/NPD). Finally the last goal of the program is to provide continuous learning opportunities for industry employees. This in turn will provide industry with a framework of classes to further employee development and/or provide validation of professional experience and a path to an AS degree for current employees.

CAREER OPPORTUNITIES: Design Modeler, Automotive Stylist, Fabrication Craftsman

PROGRAM REQUIREMENTS

NPD 100	Product Development in a Global Economy	3
NPD 101	Innovation Using Rapid Prototyping	3
NPD 103	Advanced Tooling and Materials for New Product Development	3
NPD 105	Mechatronics Integration in New Product Development	3
NPD 108	Human Man Interfaces in New Product Development	2
AUTO 100	Automotive Maintenance and Operation	4
or AB 51	Non-Structural Repair	(4.5)
	Total Certificate Requirements	18 (18.5)

RECOMMENDED ELECTIVES:

MTT 278	MasterCAM Advanced
PMT 221	Modelmaking
WELD 130	Gas Tungsten Arc Welding Fundamentals
WMT 111L	Introduction to Woodworking Lab

NEW PRODUCT DEVELOPMENT AND FABRICATION OPTION

ASSOCIATE IN SCIENCE DEGREE

The New Product Development (NPD) program at Cerritos College addresses the competencies needed for technicians in the fields of professional, scientific, and technical service companies of Southern California. Particular emphasis is on New Product Development and Fabrication. The program goals are multiple. The first goal is to provide students with the academic preparation needed for a career in industries using similar technology. Students can do that by learning the program objectives from the set of classes that will allow them to take a virtual new product idea to market. Another goal of the program is to enable current students to get a double competency (3D inspection/NPD, Machining/NPD, Auto/NPD, Welding/NPD, Plastics/NPD, and Engineering Design/NPD). Finally, the last goal of the program is to provide continuous learning opportunities for industry employees. This in turn will provide industry with a framework of classes to further employee development and/or provide validation of professional experience and a path to an AS degree for current employees.

PROGRAM REQUIREMENTS

NPD 100	Product Development in a Global Economy	3
NPD 101	Innovation Using Rapid Prototyping	3
NPD 103	Advanced Tooling and Materials for New Product Development	3
MTT 111	Programmable Logic Controllers In Automated Manufacturing	2
MTT 112	Variable Frequency Drives in Automated Manufacturing	2
ET 102	Electronics for Engineering Technologists	3
ENGT 131	Design Fundamentals Including Solid Modeling	3
Total Degree Requirements		19

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

Students must complete the required major courses, the Cerritos College Associate of Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of “C” or higher in major/emphasis courses.

RECOMMENDED ELECTIVES:

MTT 278	MasterCAM Advanced
PMT 221	Modelmaking
WELD 130	Gas Tungsten Arc Welding Fundamentals
WMT 111L	Introduction to Woodworking Lab

NEW PRODUCT DEVELOPMENT AND FABRICATION OPTION

CERTIFICATE OF ACHIEVEMENT

Students in this option will focus their studies to the development of new or modified designs for the industries other than automotive. Students need to have a basic understanding of the electronic and robotic requirements of many new products and take classes to gain that familiarity. Students are also required to take an engineering technology

project development class. Students then proceed to take classes to allow them to both finalize their product design and obtain quotations. Other classes in the certificate requirements are product development related.

The program goals are multiple. The first goal is to provide students with the academic preparation needed for a career in the automotive aftermarket industries or other industries using similar technology. Students can do that by learning the program objectives from the set of classes that will allow them to take a virtual new product idea to market. Another goal of the program is to enable current students to get a double competency (3D inspection/NPD, Machining/NPD, Auto/NPD, Welding/NPD, Plastics/NPD, and Engineering Design/NPD). Finally, the last goal of the program is to provide continuous learning opportunities for industry employees.

PROGRAM REQUIREMENTS

NPD 100	Product Development in a Global Economy	3
NPD 101	Innovation Using Rapid Prototyping	3
NPD 103	Advanced Tooling and Materials for New Product Development	3
MTT 111	Programmable Logic Controllers in Automated Manufacturing	2
MTT 112	Variable Frequency Drives in Automated Manufacturing	2
ET 102	Electronics for Engineering Technologists	3
ENGT 131	Design Fundamentals Including Solid Modelling	3
Total Certificate Requirements		19

RECOMMENDED ELECTIVES:

MTT 278	MasterCAM Advanced
PMT 221	Modelmaking
WELD 130	Gas Tungsten Arc Welding Fundamentals
WMT 111L	Introduction to Woodworking Lab

NURSING

ASSOCIATE OF ARTS DEGREE

The Cerritos College Nursing Program, approved by the Board of Registered Nursing and accredited by the Accreditation Commission for Education in Nursing, Inc., offers an opportunity to prepare for a nursing career through mastery of a specific body of knowledge and skills. Technical Standards/Essential Functions are available for your review on the program's website. They have been designed to give you more information about the profession and important skills/functions. This information will be helpful to assist you in deciding on your career path. To qualify for the program, students must successfully complete prerequisite courses and other requirements as stated below. The generic program (Option A) consists of four semesters of sequenced courses.

Students may receive Pass for prior nursing courses to facilitate advanced placement. These students include Licensed Psychiatric Technicians, Licensed Vocational Nurses, students transferring from other accredited programs, and foreign-educated nurses.

For successful completion of the nursing program, the student is required to achieve a minimum 75% in all nursing and nursing-related courses. This is consistent with the Board of Registered Nursing's standard of competency for nursing practice. Completion of the program meets qualifications for the NCLEX-RN licensing exam.

ACCREDITATION

The Cerritos College Nursing Program is approved by the California Board of Registered Nursing and accredited by the Accreditation Commission for Education in Nursing. Interested parties may contact the following agencies with questions or comments regarding the nursing program accreditation:

California Board of Registered Nursing
P.O. Box 944210
Sacramento, CA 94244-2100
Phone: (916) 322-3350; Hearing impaired individuals call the TDD number: (800) 326-2297; www.rn.ca.gov.

Accreditation Commission for Education in Nursing (ACEN)
3343 Peachtree Road NE, Suite 850
Atlanta, GA 30326
Phone: (404) 975-5000; www.acenursing.org

MISSION STATEMENT

The Cerritos College Nursing Program Mission is to prepare nurses to meet the needs of diverse populations in an ever changing health care environment.

PHILOSOPHY

Nursing is defined as a science, discipline and health care practice that focuses on the assessment, diagnosis and treatment of patients having health problems within the domain of nursing. The goals of nursing practice focus on health promotion, illness prevention, rehabilitation, and supporting the resources of the person who is ill or threatened with illness in adapting to changes within the environment.

In addition to implementing the philosophy of the College, the purpose of the Nursing Program is to provide the community with registered nurses who are capable of functioning in a variety of health care settings. To accomplish this, the Roy Adaptation Model has been selected as the primary conceptual framework. Within this framework, nurses identify their patients as biopsychosocial beings in constant interaction with the environment. In periods of health, individuals have both innate and learned behavioral mechanisms which enable them to cope with their complex internal and external environments. In times of stress, the patient's coping mechanisms may be disrupted and the individual is defined as ill. The patient's health status is defined on a continuum from wellness to illness.

Nursing practice focuses on adaptation of the patient in four major modes: physiological, self-concept, role function, and interdependence. The program prepares students to understand individuals as total beings and to recognize and respect a diversity of spiritual and cultural/ethnic values.

COMPETENCIES EXPECTED OF THE ASSOCIATE DEGREE NURSE

The Associate Degree Nurse (ADN) graduate is prepared and expected to practice within the framework of the Educational Competencies for Graduates of Associate Degree Nursing Programs as identified by the NLN Council of Associate Degree Nursing Competencies Task Force in 2000. As identified by the Task Force, ADN graduates practice within the framework of eight core components and competencies. The core components of nursing practice are: professional behaviors, communication, assessment, clinical decision making, caring interventions, teaching and learning, collaboration, and managing care. These core components emphasize competencies related to diversity in healthcare, clinical decision making, assessment, patient education, continuity of care (including community aspects), collaboration and leadership. In order to meet the expected outcomes, the ADN graduate utilizes critical thinking and demonstrates clinical competence and accountability as an adaptable generalist who is committed to caring for others and valuing the profession of nursing.

The Associate Degree Nurse is an entry level practitioner and is competent to practice as a direct caregiver in a variety of health care settings which include diverse patient populations. ADN graduates are employed in a health care delivery system that continues to grow and change. Consequently, ADN graduates may pursue bachelors, masters and doctoral degrees in preparation for advanced levels of practice.

CONCEPT OF EDUCATION

Nursing faculty believe that nursing education is driven by the application of critical thinking and development/improvement of teaching/learning strategies using innovative approaches and evidence-based research. Nursing faculty also believe that the purpose of education is to enlighten and enhance the quality of life for the student, the community and patients for whom students and graduates provide care. Education based on mastery learning is viewed by nursing faculty as a collaborative process involving college administrators and staff, nursing faculty and nursing students. Each student enters the nursing program with unique characteristics, capabilities, learning styles, and motivation for learning. To address these individual differences, learning experiences are structured from simple to complex.

The program embraces the diversity of cultural, linguistic, and philosophical differences represented in the student body. Course experiences are designed to encourage discussion, sharing and application of cultural practices that are unique to the individuals and groups represented in the campus and the community.

The goal of the program is to promote students' creative and critical thinking and personal growth based on successful learning experiences. Achievement of this goal is fostered by encouraging self-direction and by providing a variety of individual and group learning experiences. Students are expected to participate actively in the learning process.

CURRICULUM OVERVIEW

The nursing curriculum is currently based on the Nursing Process and the Roy Adaptation Model. The Nursing Process provides the framework for the application of the Roy Adaptation Model. The Roy Adaptation Model for Nursing was adopted by the Cerritos College nursing faculty in 1981. Currently, the program utilizes essential elements of the Roy Model to describe our beliefs about man, the environment, health and illness and to design the goals of nursing care and to organize the collection of assessment data related to the patient's health status. Cerritos College faculty use the Educational Competencies for Graduates of Associate Degree Nursing Programs, as identified by the National Council of Associate Degree Nursing Competencies Task Force in 2000, as the reference to guide and to structure curriculum development, define and level competencies within the Major Requirements and to identify competencies expected at graduation. There are five steps to the Nursing Process: assessment, diagnosis, planning, implementation and evaluation. The Cerritos College nursing student utilizes the Roy Model to collect and organize patient data during the assessment stage of the Nursing Process.

The Roy Adaptation Model views the person/patient/client as a biopsychosocial being in constant interaction with the environment. As an adaptive organism, the person copes with changes in the internal and external environments. In this model, the person is also perceived as having four adaptive modes that identify patient behavior in response to illness or wellness. Behavior is assessed in each of the four modes: the Physiologic Mode, Self-Concept Mode, Role Function Mode and Interdependence Mode. The latter three modes are referred to as the Psychosocial Mode. The underlying needs of the Physiologic Mode is physiological integrity. Components/Concepts of this mode are: Oxygenation, Nutrition, Elimination, Activity and Rest, Protection, Senses, Fluid and Electrolytes, Neurological Function, and Endocrine Function. The curriculum addresses normal (adaptive/effective) and abnormal (maladaptive/ineffective) behaviors in each of these Physiologic Mode components, including wellness and disease

prevention elements along with disease processes. The goal of nursing, as expressed in the Roy Adaptation Model, is to promote adaptation. Once a comprehensive, holistic assessment is completed, the nurse identifies actual and potential health alternations and designs a nursing diagnosis. A plan to treat the nursing diagnosis is developed by establishing patient outcomes which are measurable and based on patient behaviors. Nursing interventions are formulated and implemented so that the outcomes can be accomplished. The nursing plan of care is aligned with the medical plan of care. Evaluation of effectiveness of the plan is determined by whether the outcomes have or have not been achieved. If outcomes have not been met, reassessment occurs to determine whether outcomes and/or interventions must be modified.

To develop the cognitive, psychomotor and affective abilities necessary to function as a competent caregiver, the nursing student gains knowledge in nursing concepts, principles, processes, and skills. To support acquisition of this knowledge, the Cerritos College curriculum includes understanding of health, acute and chronic health deviations, nutrition, pharmacology, communication, human development, teaching-learning principles, current technology, humanities, and biological, social and behavioral sciences. Anatomy, physiology, microbiology, and English are prerequisite to the core nursing courses. To meet graduation requirements, students may concurrently study pharmacology, communication, fine arts and humanities courses.

The Nursing Program is currently enduring a major Curriculum Revision centered on Concept Based Learning. A concept-based curriculum embraces core curriculum concepts that are centered on biophysical and psychosocial foundations, professional nursing concepts, health care system concepts, QSEN standards, and National Patient Safety Goals. During the course of study, students focus on key, prevalent exemplars of these concepts and delve into their interconnected relationships. Students learn to recognize significant features of a condition and begin to apply what they have learned to a variety of clinical situations. Concept based curriculum challenges students to think more critically, apply prior and current knowledge and experiences, identify patterns across concepts, draw on conceptual significance and relevance, and transfer concepts from one patient's bedside to the next. By doing this, the student will facilitate early identification of risk potential to patients and will take active measures to reduce these risks and improve patient outcomes. This revised curriculum will be completed and submitted for approval in mid-2020.

Graduates of the Associate Degree Nursing Program will meet Program Student Learning Outcomes:

STUDENT LEARNING OUTCOME #1: The graduate will integrate physiological and psychosocial concepts, along with critical thinking and clinical reasoning to apply nursing process to promote quality, safe, patient centered care.

STUDENT LEARNING OUTCOME #2: The graduate will promote and maintain a safe environment by integrating current evidence based practice, information technology, and skill competency to deliver quality health care.

STUDENT LEARNING OUTCOME #3: The graduate will therapeutically communicate and collaborate with culturally diverse patients, families, and the interprofessional health care team to achieve quality patient centered care.

STUDENT LEARNING OUTCOME #4: The graduate will demonstrate the knowledge, skills, and attitude required of the professional nurse, embracing lifelong learning to improve the quality of health care.

The Associate Degree Nurse is prepared to apply for and take the state licensure exam NCLEX-RN to practice as an entry level RN. In this role, the graduate will provide care to patients with acute and chronic health care needs, and to individuals and families, groups and communities. The nurse uses an interdisciplinary, collaborative approach in working with the patient and with other health care providers. The graduate of an Associate Degree program plays a significant role in management of patient care. Managing care is characterized by planning, implementing, organizing,

coordinating, delegating and facilitating the continuity of patient care. The graduate of an Associate Degree Nursing Program adheres to standards of professional practice, is accountable for her/his own actions and behaviors, and practices within ethical, legal, and regulatory frameworks of nursing. Professional behaviors include the concern for others that is demonstrated by caring, valuing the profession of nursing, and participating in ongoing professional development.

NURSING APPLICANT ELIGIBILITY/ADMISSION REQUIREMENTS

The Cerritos College Nursing Program welcomes all applicants. The nursing program has six options of entry (Option A-F) into the program depending on the applicant's needs and current training status. The various options are discussed in length in the Nursing Program Information Packet on the Nursing Website @ www.cerritos.edu/registered-nurse

NURSING PROGRAM ADMISSION OPTIONS:

- "Option A" - Associate in Arts Degree
- "Option B" -LPT-ADN Mobility Program
- "Option C" -LVN-ADN Mobility Program
- "Option D" -LVN 30 Unit Option
- "Option E" -Transfer and Challenge
- "Option F" -Board of Registered Nursing Referral

*The number of Option B, C, D, E and F admitted to the program is based on space availability.

To be considered for acceptance into the program, applicants must meet some initial requirements:

1. High school graduation or the equivalent. Applicant needs to be 18 years of age.
2. Completion of all Proficiency Requirements for the Associate in Arts Degree, ie: English 100, Math 80 or equivalent, and Reading 54 or equivalent with grades of "Pass" or "C" or higher or satisfactory completion of the college placement test process. (except Options D and F)
3. Completion of Prerequisite courses with grades of "C" or higher: A&P 150, A&P 151, MICR 200 and ENGL 100 (for most Options) with an overall grade point average of 2.5.
4. Only ONE of the above prerequisite courses (A&P 150, A&P 151, MICR 200, English 100) may be repeated if grade of "D" or "F" is earned in order to achieve a better grade. Two or more repeated prerequisites due to initial grades of "D" or "F" will disqualify the applicant (for most options).
5. It is HIGHLY recommended that A&P 150, A&P 151 and MICR 200 be completed within six (6) years of admission. Repeating courses for recency purposes will be accepted, as long as the first time the student took the course, they received a "C" or higher.
6. A cumulative grade point average of 2.5 for all college work taken. (for most options)
7. Completion of the Testing Of Essential Academic Skills (TEAS) Exam with a 62% or higher score or the HESI diagnostic assessment test with a 70% or higher. These assessment examinations are a test of basic Math, English, Reading, and Science. The nursing program conducts TEAS testing each year, however spaces are limited. Therefore, the program will accept scores from other testing sites. The TEAS V is no longer accepted. Regulations regarding the TEAS EXAM can be found on the nursing website @ www.cerritos.edu/registered-nurse (except Options D and F)
8. Ability to provide a valid US Social Security number or Tax ID number prior to admission into the program due to clinical site requirements.

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PROGRAM PREREQUISITES

- Option A:** A&P 150, A&P 151, ENGL 100, and MICR 200.
- Option B:** Same as Option A.
Additional courses required for admission: HO 152, NRSRG 25, NRSRG 211, NRSRG 213A, NRSRG 251, and PSYC 251 or equivalent with grades of Pass or “C” or higher. Valid California LPT license.
- Option C:** Same as Option A.
Additional courses required for admission: NRSRG 26, NRSRG 215, NRSRG 251, and PSYC 251 or equivalent with grades of Pass or “C” or higher. Completion of a medication calculation examination with a score of 80% or higher. Valid California LVN license and at least one (1) year of direct patient care experience in a skilled nursing or hospital based facility.
- Option D:** A&P 151, MICR 200, NRSRG 215.
Additional requirements: Valid California LVN license and at least one (1) year of direct patient care experience in a skilled nursing or hospital based facility.
Optional courses: NRSRG 26, NRSRG 251 (strongly recommended), PSYC 251. Completion of the college placement test process for advisement purposes.
- Option E:** Same as Option A.
Additional courses required for admission: HO 152, NRSRG 25 if entering prior to the middle of the second semester or NRSRG 26 if entering at or following the middle of the second semester, NRSRG 200, NRSRG 215, NRSRG 251, and PSYC 251 or equivalent with grades of Pass or “C” or higher. ENGL 100, MATH 80, and READ 54 or equivalent with grades of Pass or “C” or higher or satisfactory completion of the college placement test process. Completion of a medication calculation examination with a score of 80% or higher for entry at NRSRG 220 or above. Students applying under this option will be notified individually for additional requirements relative to their entry points in the curriculum. When you meet with the program director. Refer to the information packet for required documentation needed prior to this meeting. Information packets are available in the Health Occupations Division office or online at www.cerritos.edu/ho. Transfer students are not admitted to the first course nor fourth semester.
- Option F:** NRSRG 26 and NRSRG 215. Applicants must meet with the Director of Nursing and submit a valid letter of referral from the California Board of Registered Nursing.

All applicants must complete the prerequisites listed above or equivalents with grades of Pass or “C” or higher.

Option A, B, C, and E applicants must show successful completion of ENGL 100, MATH 80, and READ 54 or equivalents with grades of Pass or “C” or higher or satisfactory completion of the college placement test process. Option D applicants are required to complete the placement test process for advisement purposes but are not required to complete these courses.

Option D, E, and F applicants will be notified individually for additional requirements relative to their entry point in the program.

For more information on updated program information or prerequisites, please call the Health Occupations Division Office at (562) 860-2451, Ext. 2550.

APPLICATION PROCESS/SELECTION PROCEDURES

If a student has met eligibility requirements and qualifications for admission and is preparing for the APPLICATION CYCLE:

The Nursing Program has ONE APPLICATION CYCLE each year that begins the first week of January and all applications must be submitted no later than March 15th at the end of the business day.

Step 1: If not previously enrolled at Cerritos College, the applicant must complete a College application at www.cerritos.edu/go/apply/ccapply.htm

Step 2: Attend an Application Workshop with Counseling. Dates can be found on counseling website. Applicant to bring all transcripts to the workshop. www.cerritos.edu/counseling

*Note: The Counselors will NOT screen through the student’s Multiselective Criteria, total points, or screen supplemental documents. The Counselors will be screening unofficial transcripts for the purpose of prerequisite clearances and GPA qualifications.

Step 3: Applicant to download the appropriate nursing application and application checklist off the nursing website. Complete the application and checklist and sign the application. Have the Counselor sign the application at the workshop.

Step 4: Gather verification of high school graduation or GED completion.

Step 5: Gather Official College Transcripts showing grades for all prerequisite courses. Official College Transcripts must accompany the application packet and must be unopened. Unofficial Cerritos College transcripts will be accepted. Student shall not open official transcripts unless asked to do so in the application workshop.

Step 6: Option A applicants: Gather all necessary supportive documents for the MultiSelective Criterion for admission. This criterion is ONLY for Option A applicants.

Step 7: Option C and D Applicants: Obtain a copy of your LVN license, work verification letter (form available on the nursing website), and also your LVN transcripts.

Step 8: Search for a testing location on the ATI website to complete the TEAS Exam. Pass the ATI TEAS Exam with a 62% or higher OR Pass the HESI diagnostic assessment test with a score of 70% or higher.

*ALL Option A applicants will be screened using a Multiselective Criterion. 50% of the admission seats for the following academic year will be filled from the top point earners. The other 50% of admission seats will then be filled by a random selection process (lottery). Note: The nursing department will first fill vacancies / seats with qualified students who withdrew from the first semester and who are eligible to return to complete.

Applicants obtain points in the following areas: Overall Coursework GPA; Nursing Prerequisite GPA; Previous Academic Degree; Science Prerequisite Recency; TEAS Score; HealthCare Experience; Volunteer Hours; Life Experiences; Second Language; and Veteran Status. The complete Multiselective Criterion can be found on the nursing webpage.

The applicant must submit to the Health Occupations Division Office the following items:

1. A completed application signed by the applicant and a Cerritos College counselor
2. Verification of high school graduation or GED completion
3. Official College transcripts (unofficial Cerritos College transcripts will be accepted) showing grades for all needed prerequisite courses.
4. Option A: Multiselective Criteria Worksheet, filled in by student, and signed. All necessary supportive documents needed for verification of points.
5. LVN applicants need to provide a copy of active LVN license, work verification letter on Cerritos form (available in the Health Occupations Office and on nursing webpage) and LVN transcripts
6. LVN applicants and transfer students seeking entry at NRSO 220 or above will be scheduled for a medication calculation examination that will be given in NRSO 25/26.
7. Notification of admission to the program will be done in writing.
8. Admitted students and alternates will be required to attend a mandatory orientation meeting in the Summer Session. During the orientation, information will be given regarding textbooks, uniforms, registration procedures, and other relevant matters.
9. Student Rights: The nursing student has certain rights in addition to those reflected in the College Catalog. These include:
 - a. The right to contact professional nursing boards regarding concerns about the program
 - b. The right to know of the existence of a policy giving credit for previous nursing education and/or experience.

Applicants must be fully eligible, and applications must be fully completed, when submitted; no additional information may be added to the application after it has been submitted to the Health Occupations Office.

Upon Admission to the Nursing Program, Students Must:

1. Be in adequate health to perform the duties of a nurse. Students who are admitted are required to have a physical examination prior to admission into the nursing program. In addition, students need to be aware of the Technical Standards / Essential Functions required in the profession. Students must be able to meet these demands. These standards and functions are published on the nursing program website and the department HIGHLY encourages prospective applicants to view these prior to choosing this career path.
2. Attend a mandatory orientation meeting, held in Summer prior to admission. During the orientation, important information is discussed regarding the registration process, course demands in the program, time management, college support systems, financial aid, veterans support, health requirements, background checks, drug screens, immunization records, textbooks, uniforms, and other required items.
3. Submit all current and updated health records that show immunizations/immunity to MMR, Varicella, Hepatitis B, a current Tdap, Flu Vaccination, 2-step TB test or Chest Xray, and current CPR card.
4. Complete a personal background check and drug test. Although marijuana is now legal in California, applicants must drug screen negative to enter the program. This is required by all clinical sites.

LENGTH OF PROGRAM AND ANTICIPATED EXPENSES

The core nursing program consists of sequenced courses over a four semester period. Prerequisite courses are completed prior to these four semesters. In addition, General Education courses are required for completion of the Associate in Arts Degree in Nursing (Associate Degree in Nursing — ADN). Some students may need to take additional courses to meet English, reading and mathematics requirements.

Each unit costs \$46 for California residents and \$263 for non-residents of California or international students.

A Student Activity Fee is \$10 per semester and the Student Health Services Fee is \$19 per semester.

During the four core semesters, Lab material fees total approximately \$200; textbooks/resources cost approximately \$2500; and uniforms and additional supplies and equipment cost approximately \$350. Fees are subject to change. Students are responsible for their own living arrangements, uniform laundry and transportation to clinical agencies.

Upon completion of the program, application fees for licensure range ~ \$500-\$600.

ATTENDANCE

All students are expected to observe the attendance requirements of the Nursing Program as stated in the Nursing Program Student Handbook.

PROGRAM PROGRESSION/COMPLETION

In order to remain enrolled in, progress in, and complete the program, the student must maintain a “C” grade or higher in all nursing courses and those General Education courses specified by the California Board of Registered Nursing for completion of the nursing program. These courses include: PHIL 104, PSYC 251, and SPCH 100, SPCH 120, SPCH 130, SPCH 132, or SPCH 150. In combined nursing lecture/lab courses, the student must receive a minimum of “C” in lecture and a satisfactory grade in lab in order to successfully complete the course.

Successful completion of all levels of course work is necessary for completion of and graduation from the program of study. In order to complete the program, the student must maintain a grade of “C” or higher whether enrolled in combined lecture/lab courses, practicums, or clinical experiences. When content is tiered, each level must be completed according to identified criteria.

Upon successful completion of all program requirements, students are eligible to receive the Associate in Arts degree.

CRIMINAL BACKGROUND CHECK

Clinical placements are a mandatory component of the curriculum and require clearance of a criminal background check and drug screen. While marijuana is now legal in California, applicants must drug screen negative to enter the program. This is required by all clinical sites. Students who do not clear agency requirements are not eligible for clinical placement and will, consequently, be ineligible to continue in the program. If there is any concern regarding clearance of a criminal background check or drug screen, please contact the Health Occupations Division for additional information.

REGISTERED NURSE LICENSE APPLICATION

At the completion of the fourth semester of the Nursing Program, the nursing student files an application for licensure (NCLEX-RN) with the Board of Registered Nursing. The application and examination registration fee is \$300. In addition, the student may apply for an interim permit for \$100. These fees are subject to change by the Board of Registered Nursing.

As stated in the Board of Registered Nursing’s application for licensure:

Applicants are required under law to report all misdemeanor and felony convictions. “Driving under the influence” convictions must be reported. Convictions must be reported even if they have been expunged, adjudicated, or dismissed or even if court ordered diversion program has

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been completed under the Penal Code or under Article 5 of the Vehicle Code. Also, all disciplinary action against an applicant's registered nurse, practical nurse, vocational nurse, or other professional license must be reported. Failure to report prior convictions or disciplinary action is considered falsification of application and is grounds for denial of licensure or revocation of license. To make a determination [regarding eligibility for licensure] the Board considers the nature and severity of the offense, additional subsequent acts, regency of acts or crimes, compliance with court sanctions, and evidence of rehabilitation.

NURSING PROGRAM OPTIONS

There are six enrollment options in the Nursing Program:

- A. Associate in Arts Degree (also referred to as the "generic" option or Associate Degree in Nursing)
- B. LPT-ADN (Licensed Psychiatric Technician to Associate Degree in Nursing)
- C. LVN-ADN (Licensed Vocational Nurse to Associate Degree in Nursing)
- D. LVN-30 Unit Option (LVN + 30 units qualifying for NCLEX-RN, non-Degree)
- E. Transfer and Challenge
- F. Board of Registered Nursing Referral

The number of advanced placement candidates (Option B,C, D,E, and F) admitted into the program is based on space availability.

GENERAL EDUCATION REQUIREMENTS

For Options A, B, C, and E – To graduate with an Associate in Arts Degree in Nursing, the student is required to complete, in addition to the nursing core courses and nursing-related courses, the following General Education courses: PSYC 251, PHIL 104, and SPCH 100, SPCH 120, SPCH 130, SPCH 132, or SPCH 150 and one (1) 3-unit course from U.S. History or American Government (U.S. History or American Government courses chosen from Plan A, Sections B1 or B2) as listed in the College's General Education Requirements found in the College General Catalog and Schedule of Classes. Option A students desiring to matriculate to the CSU or UC system should also take PSYC 101 and SOC 101 or ANTH 100. For additional information, please refer to CSU or UC requirements.

OPTION A –

ASSOCIATE IN ARTS DEGREE

The Nursing Program offers eligible candidates who are selected for admission to the beginning of the program the opportunity to prepare for professional nursing through the pursuit of specific knowledge and skills. Graduates from the program, in addition to receiving an Associate of Arts Degree, are eligible for the NCLEX-RN examination for licensure as a registered nurse.

PREREQUISITES:

A&P 150, A&P 151, ENGL 100, and MICR 200 or equivalents with grades of Pass or "C" or higher. Successful completion of ENGL 100, MATH 80, and READ 54 or equivalents with grades of Pass or "C" or higher or satisfactory completion of the college placement test process.

REQUIRED COURSES

		UNITS
Semester 1		
NRS 57LA	Beginning Nursing Skills Lab	1
NRS 210	**Fundamentals of Nursing 1	5
NRS 211	**Introduction to Theoretical Framework	1
NRS 212	**Medical-Surgical Nursing 1	5
NRS 213A	*Major Drugs and Nursing Management I	0.5

Semester 2

NRS 57LB	Intermediate Nursing Skills Lab	1
NRS 213B	**Major Drugs and Nursing Management II	1
NRS 220	**Medical-Surgical Nursing 3	5.5
NRS 222	**Maternal/Child Nursing	5.5

Semester 3

NRS 57LC	Advanced Intermediate Nursing Skills Lab	1
NRS 230	**Psychosocial and Community Nursing	5
NRS 232	**Medical-Surgical Nursing 4	5

Semester 4

NRS 57LD	Advanced Nursing Skills Lab	1
NRS 240	**Medical-Surgical Nursing 5	5
NRS 242	*Professional Role Transition	3

ELECTIVES

NRS 48T	**Elective Nursing Tutorial	0.5
NRS 80	**Nursing Process Documentation	1

*6-week courses

**9-week courses

OPTION B –

LPT-ADN MOBILITY PROGRAM

The Nursing Program offers to qualified Licensed Psychiatric Technician applicants an opportunity to prepare for professional nursing through the pursuit of specific knowledge and skills. Eligible candidates receive advanced placement and upon completing the program are granted an Associate of Arts Degree and are eligible for the NCLEX-RN examination for licensure as a registered nurse.

PREREQUISITES:

A&P 150, A&P 151, ENGL 100, and MICR 200 or equivalents with grades of Pass or "C" or higher. ENGL 100, MATH 80, and READ 54 or equivalents with grades of Pass or "C" or higher or satisfactory completion of the college placement test process.

Additional courses required for admission: HO 152, NRS 25, NRS 211, NRS 213A, NRS 251, and PSYC 251 or equivalents with grades of Pass or "C" or higher. Valid California LPT license.

REQUIRED COURSES

		UNITS
Semester 1		
NRS 57LA	Beginning Nursing Skills Lab	1
NRS 212	**Medical-Surgical Nursing 1	5
Semester 2		
NRS 57LB	Intermediate Nursing Skills Lab	1
NRS 213B	**Major Drugs and Nursing Management II	1
NRS 220	**Medical-Surgical Nursing 3	5.5
NRS 222	**Maternal/Child Nursing	5.5
Semester 3		
NRS 57LC	Advanced Intermediate Nursing Skills Lab	1
NRS 230	**Psychosocial and Community Nursing	5
NRS 232	**Medical-Surgical Nursing 4	5
Semester 4		
NRS 57LD	Advanced Nursing Skills Lab	1
NRS 240	**Medical-Surgical Nursing 5	5
NRS 242	*Professional Role Transition	3

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ELECTIVES

NRSRG 48T	**Elective Nursing Tutorial	0.5
NRSRG 80	**Nursing Process Documentation	1

*6-week courses
**9-week courses

OPTION C –

LVN-ADN MOBILITY PROGRAM

The Nursing Program offers to qualified Licensed Vocational Nurse applicants advanced placement into the second year of the program. LVNs are given an opportunity to prepare for professional nursing through the pursuit of specific knowledge and skills. Graduates from the program, in addition to receiving an Associate in Arts Degree, are eligible for the NCLEX-RN examination for licensure as a registered nurse.

PREREQUISITES:

A&P 150, A&P 151, ENGL 100, and MICR 200 or equivalent with grades of Pass or “C” or higher. Successful completion of READ 54, MATH 80, and ENGL 100 or equivalent with grades of Pass or “C” or higher or satisfactory completion of the college placement test process.

Additional courses required for admission: NRSRG 26, NRSRG 215, NRSRG 251, and PSYC 251 or equivalent with grades of Pass or “C” or higher. Completion of a medication calculation examination with a score of 80% or higher. Valid California LVN license and at least one (1) year acute care experience in a skilled nursing or hospital based facility.

REQUIRED COURSES

		UNITS
Semester 1		
NRSRG 57LC	Advanced Intermediate Nursing Skills Lab	1
NRSRG 230	**Psychosocial and Community Nursing	5
NRSRG 232	**Medical-Surgical Nursing 4	5

Semester 2

NRSRG 57LD	Advanced Nursing Skills Lab	1
NRSRG 240	**Medical-Surgical Nursing 5	5
NRSRG 242	*Professional Role Transition	3

ELECTIVES

NRSRG 48T	**Elective Nursing Tutorial	0.5
NRSRG 80	**Nursing Process Documentation	1

*6-week courses
**9-week courses

OPTION D –

LVN-30 UNIT OPTION

The Nursing Program offers to qualified Licensed Vocational Nurse applicants advanced placement into the second year of the program. LVNs are given the opportunity to prepare for registered nurse licensure by completing thirty (30) units of college course work. The LVN who only completes the thirty units designated by Cerritos College is eligible for the NCLEX-RN examination for licensure as a “non-degree” registered nurse. This license is only valid in California.

PREREQUISITES:

A&P 151, MICR 200, and NRSRG 215 or equivalent with grades of Pass or “C” or higher.

Additional requirement: Valid California LVN license At least one (1) year of direct patient care experience in a skilled nursing or hospital based facility.

Optional courses: NRSRG 26, NRSRG 251 (strongly recommended), and PSYC 251. Completion of the college placement test process for advisement purposes.

REQUIRED COURSES

		UNITS
SEMESTER 1		
NRSRG 57LC	Advanced Intermediate Nursing Skills Lab	1
NRSRG 230	**Psychosocial and Community Nursing	5
NRSRG 232	**Medical-Surgical Nursing 4	5

Semester 2

NRSRG 57LD	Advanced Nursing Skills Lab	1
NRSRG 240	**Medical-Surgical Nursing 5	5
NRSRG 242	*Professional Role Transition	3

ELECTIVES

NRSRG 48T	**Elective Nursing Tutorial	0.5
NRSRG 80	**Nursing Process Documentation	1

*6-week courses
**9-week courses

OPTION E –

TRANSFER AND CHALLENGE

The Nursing Program offers applicants who have completed nursing program courses in another associate degree or baccalaureate degree program the opportunity to prepare for professional nursing through the pursuit of specific knowledge and skills. Eligible candidates will receive advanced placement into the Cerritos nursing program based on prior learning and course work. Transferring students must meet all admission criteria to be eligible to enter the Cerritos College nursing program. There are additional classes you will need to take to be eligible for admission.

We do not admit into the first course nor fourth semester of the program. If you are seeking admission into the beginning of the program you will need to apply as an “Option A”.

PREREQUISITES:

A&P 150, A&P 151, ENGL 100, and MICR 200 or equivalent with grades of Pass or “C” or higher.

Additional courses required for admission: HO 152, NRSRG 25 if entering prior to the middle of the second semester or NRSRG 26 if entering at or following the middle of the second semester. NRSRG 200, NRSRG 215, NRSRG 251, and PSYC 251 or equivalent with grades of Pass or “C” or higher. ENGL 100, MATH 80, and READ 54, or equivalent with grades of Pass or “C” or higher or satisfactory completion of the college placement test process. Completion of a medication calculation examination with a score of 80% or higher for entry at NRSRG 220 or above. Students applying under this option will be notified individually for additional requirements relative to their entry points in the curriculum.

CREDIT GRANTING POLICY

Students who have successfully completed academic courses and/or have relevant knowledge and/or skills acquired in other than an accredited institution will be given advanced standing in the nursing program upon verification of such knowledge and/or skills.

TRANSFER PASS

- A. Pass will be granted for related previous education completed in:
 1. Accredited Vocational or Practical Nursing courses
 2. Accredited Registered Nursing courses
 3. Accredited Psychiatric Technician courses
 4. Military Services Nursing courses
 5. Other related courses (e.g. Anatomy and Physiology, Nutrition)
- B. Official transcripts and/or copies of certificates of completion must be submitted for Pass to be granted.
- C. Course outlines and syllabi for transfer courses must be submitted for review.
- D. Pass will be granted based upon the evaluation of grades, content, currency, units, and hours of the transferring courses.
- E. Courses must be equivalent to courses in the Cerritos College Nursing Program.
- F. The director or designee will evaluate the submitted documents to determine eligibility and level of entry into the nursing program.

Refer to the nursing website under Transferring Student for further information of the transfer process, eligibility requirements and additional courses needed to enter the program.

CHALLENGE CREDIT (Competency-based)

- A. Pass may be granted for relevant knowledge and/or skills acquired through prior experience, courses in non-accredited institutions, and individual study which are essentially equivalent to a course for which Pass is being requested.
- B. Pass shall be determined by successful completion of a comprehensive written examination and/or practical evaluation.
- C. Objectives for both the written and/or practical examinations are made available to the student prior to evaluation.
- D. Student must meet the requirements which govern Pass by examination as stated in the college catalog.
- E. A minimum of twelve (12) units of the nursing curriculum must be in residency at Cerritos College in order to receive the Associate Degree in Nursing.

OPTION F –

BOARD OF REGISTERED NURSING REFERRAL

The Nursing Program offers applicants who completed their nursing education in another country and have been referred by the Board of Registered Nursing (BRN) the opportunity to complete the required content areas to be eligible to qualify for RN licensure. The program can only provide courses in Pediatrics, Obstetrics and Psychiatric nursing. We do not have medical-surgical availability.

PREREQUISITES:

A valid letter of referral from the California Board of Registered Nursing for completion of a specified area. NRS 26 and NRS 215 or equivalents with grades of Pass or “C” or higher.

PHARMACY TECHNOLOGY

PHARMACY TECHNICIAN

The pharmacy technician is a skilled technical health worker who performs a wide variety of non-discretionary pharmacy related tasks under the direct supervision of a registered pharmacist. Technical Standards/Essential Functions are available for you review on the program's website. They have been designed to give you more information about the profession and important skills/functions. This information will be helpful to assist you in deciding on your career path. Successful completion of the pharmacy technician program qualifies one for registration with the California State Board of Pharmacy. Graduates are also encouraged to complete the Pharmacy Technician Certification Exam, the nationally recognized certification exam for pharmacy technicians.

LENGTH AND KIND OF PROGRAM

General Education and pharmacy technician classes are scheduled on the college campus. Correlated clinical experiences take place in selected hospitals and community pharmacies throughout the area. This broad-based program is especially suited for those students who may later choose to pursue higher education in health care areas. Courses are taught by practicing registered pharmacists and pharmacy technicians.

WRITING PROFICIENCY REQUIREMENT

Completion of ENGL 52 with a grade of Pass or “C” or higher, or earning a score on the Writing Proficiency Test sufficient for placement in ENGL 100.

MATHEMATICS PROFICIENCY REQUIREMENT

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

Earn a score on the Basic Math Readiness test sufficient for placement in a course above the level of MATH 40 or completion of MATH 40 with a grade of Pass or “C” or higher or for other options see your counselor.

READING PROFICIENCY REQUIREMENT

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

Successfully complete the Reading Proficiency Test at the 12th grade level. The Reading Proficiency Test may be taken no more than once each semester.

Completion of READ 54 with a grade of Pass or “C” or higher.

For other options see your counselor.

HEALTH

Employment in this field requires applicants to have good vision, hearing, and the ability to communicate orally. Applicants must present evidence of physical fitness and ability to perform tasks required of a pharmacy technician. Lab, x-ray and immunization records meeting the standards of the clinical site must be completed after acceptance into the program.

EXPENSES

Students are expected to purchase a student body card. Enrollment fees, project fees, uniforms, books, and supplies will cost approximately \$2,400.00. Students are responsible for their own living accommodations, uniform laundry, and transportation to selected hospitals and clinics.

Curriculum and Requirements for Majors and Certificates

ATTENDANCE AND SCHOLARSHIP

All students are expected to observe the attendance requirements of the college and of the Pharmacy Technician Program. To remain in the program, the student must maintain a "C" or higher in each required course.

Scholarship and Promotion: Successful completion of all levels of course work is necessary for completion of and graduation from the program of study. In order to complete the program, the student must maintain a grade of "C" or higher whether enrolled in combined lecture/lab courses, practicums, or clinical experiences. When content is tiered, each level must be completed according to identified criteria. Students will be required to repeat certain courses if it has been more than four years since the course was originally passed. (see department for specific courses)

Upon successful completion of all program requirements, students are eligible to receive either the Certificate and/or Associate in Arts degree.

CRIMINAL BACKGROUND CHECKS

Clearance of a criminal background check may be required prior to clinical placement. Students who do not clear agency requirements are not eligible for clinical placement and will, consequently, be ineligible to continue in the program. If there is any concern regarding clearance of a criminal background check, please contact the Health Occupations Division for additional information.

REQUIRED DOCUMENTATION

1. Submit proof of High School graduation or equivalent.
2. Submit an official transcript of all college work to the Admissions and Records Office and a copy to the Health Occupations Division.
3. Submit assessment test scores for English, Reading, and Math prior to enrolling in PHAR 57. If you have not taken these tests, proof of clearance by course work must appear on your college transcript. If you do not have course work or test scores to submit, apply to Cerritos College, obtain a student number, take the assessment/placement test at the Assessment Center.
4. It is advised that you make an appointment with a counselor to review test scores and college work. To make an appointment with a counselor, call (562) 860-2451, Ext. 2231.
5. Clearance of criminal background check and/or drugs of abuse testing may be required prior to enrolling in PHAR 90 and PHAR 95.

The program has made every reasonable effort to determine that everything stated in the information sheet is accurate. Matters contained herein are subject to change without notice by the administration of the department for reasons related to student enrollment, level of financial support, or for any reason at the discretion of the program. The program further reserves the right to add, amend, or repeal any of the rules, regulations, policies, and procedures, consistent with applicable laws.

PHARMACY TECHNICIAN

CERTIFICATE OF ACHIEVEMENT

REQUIRED COURSES	UNITS
HO 56 Medication Calculations	1
PHAR 50 Pharmaceutics	1.5
PHAR 55 Pharmacy Introduction	1.5
PHAR 56 Pharmacy Skills Lab Introduction	0.5
PHAR 57 Pharmacy Operations I	1.5
PHAR 63 Pharmacy Operations II	2
PHAR 64 Pharmacy Operations III	2

PHAR 65 Pharmacy Operations IV-Non Sterile Compounding	2
PHAR 81 Over-The-Counter Products	3
PHAR 83 Pharmacy Technician Pharmacology I	3
PHAR 85 Pharmacy Technician Pharmacology II	3
PHAR 90 Clinical Experience I	3
PHAR 95 Clinical Experience II	5
MA 161 Medical Terminology	3
or A&P 120 Introduction to Anatomy and Physiology	(4)
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Total Certificate Requirements	32/33

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Meet the requirements for a Certificate of Achievement in Pharmacy Technician and complete electives and General Education requirements to achieve a minimum of 60 units.

CAREER OPPORTUNITIES: Employment as a Pharmacy Technician in community, hospital pharmacy, or any other fields of pharmacy assisting registered pharmacists in performance of assigned duties.

See Cerritos College Graduation Requirements.

NOTE: Students applying for pharmacy school must carefully follow the specific college/university requirements as listed in the college catalog for transfer. Please contact a Pharmacy Technician Program Counselor for additional help.

PHILOSOPHY

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

REQUIRED CORE: SELECT TWO (6 Units)	UNITS
PHIL 100 Introduction to Philosophy	3
or PHIL 102 Introduction to Ethics	(3)
PHIL 106 Introduction to Logic	3
or PHIL 160 Symbolic Logic	(3)

LIST A: Select one (3 Units)

PHIL 130 History of Ancient Philosophy	3
PHIL 140 History of Modern Philosophy	3
PHIL 201 Contemporary Philosophy	3

Or any course from Required Core not already used

LIST B: Select two (6 Units)

HIST 241 Western Civilization	3
HIST 242 Western Civilization	3
PHIL 203 Philosophy of Religion	3

Or any course from List A not already used

LIST C: Select one (3 Units)

PHIL 103 Philosophical Reasoning: Critical Thinking in Philosophy	3
PHIL 105 Philosophy of Art and Beauty	3
PHIL 107 Philosophy of Science and Technology	3

Or any course from List A or B not already used

Total Units for the Major	18
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ASSOCIATE IN ARTS IN PHILOSOPHY FOR TRANSFER REQUIREMENTS

- (1) Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:
 - (a) The California State University General Education-Breadth Requirements (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC).
 - (b) Obtainment of a minimum grade point average of 2.0
- (2) Also required is that students must earn a "C" or better in all courses required for the major.

PHOTOGRAPHY

ASSOCIATE IN ARTS DEGREE

DEPARTMENT REQUIREMENTS (15 Units)

	UNITS
PHOT 100 Introductory Photography	3
PHOT 102 Intermediate Photography	3
PHOT 110 Introduction to Digital Photography	3
PHOT 160 History of Photography	3
PHOT 234 Portfolio Development	3

Select eight units minimum course work from the following

PHOT 112 Intermediate Digital Photography	3
PHOT 122 Color Photography	3
PHOT 171 Occupational Work Experience in Photography	1
PHOT 200 Advanced Photography	3
PHOT 230 Portrait Photography	3
PHOT 232 Approaches to Studio Lighting	3
PHOT 240 Experimental Photography	3
PHOT 250 Contemporary Photographic Expression	3
PHOT 252 Photography of the Landscape	3
PHOT 298 Directed Studies	1
PHOT 299 Directed Studies	2

Select three units minimum course work from the following

ART 120 Two-Dimensional Design	3
ART 192 Photoshop/Digital Imaging	3
ART 196 Web Design with Flash and Dreamweaver	3
JOUR 130 Photo Journalism	3
	—
Total Degree Requirements	26

NOTE: 35mm camera and film are provided by each student. Laboratory fees are also required. Refer to the class schedules for specific course fees.

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

- A minimum of 60 units to include: (1) the above course requirements,
- (2) the Associate in Arts Degree General Education requirements, and
- (3) electives as needed.

PHYSICAL EDUCATION

ASSOCIATE IN ARTS

An Associate in Arts degree in Physical Education provides students with an introductory knowledge of the fundamental principles of Physical Education, Physical Activity, Sport, and Exercise, as well as the application of these principles to overall health, wellness, and quality of life. Students also may gain knowledge leading to employment in parks and recreation, fitness, and coaching. Additionally the degree provides the skills necessary to pursue upper division coursework at a four-year level and the courses are consistent with the transfer requirements.

REQUIRED CORE

	UNITS
KIN 100 Introduction to Kinesiology	3
KIN 102 Introduction to Athletic Training	3
KIN 104 Fitness and Wellness	3
KIN 110 Community First Aid and CPR	3
or HED 110 Community First Aid and CPR	(3)
A&P 120 Introduction to Human Anatomy and Physiology	4
or A&P 150 Introduction to Human Anatomy	(4)
and A&P151 Introduction to Human Physiology	(4)
or A&P 200 Human Anatomy	(5)
and A&P 201 Human Physiology	(5)

(A&P 150 & 151 or A&P 200 & AP 201 recommended for transfer students)

REQUIRED ACTIVITY COURSES (6 UNITS)

Activity courses must include at least 1 (one) unit from each of the following 5 (five) areas, for a total of 6 (six) units.

(1) Aerobic Fitness

PEX 100A Adapted Independent Exercise	1
PEX 102 Adapted Cardiovascular Exercise	1
PEX 109 Adapted Group Fitness	1
PEX 110 Aerobic Activities	1.5
PEX 111 Low Impact Aerobics	1.5
PEX 112 Step Aerobics	1.5
PEX 113 Zumba	1
PEX 116 Water Aerobics	1
PEX 117 Aqua Zumba	1
PEX 118 Triathlon Basics	1
PEX 119 Basic Training and Physical Conditioning	1
PEX 120 Cardio Kickboxing	1.5
PEX 121 High-Intensity Interval Training	1
PEX 122 Cross Fit Training and Functional Exercises	1.5
PEX 124 Personal Fitness Program	1
PEX 126 Physical Fitness Training	1.5
PEX 132 Indoor Cycling	1
PEX 138 Walking for Fitness	1
PEX 139 Walking/Jogging for Fitness	1
PEX 140 Jogging, Basics	1
PEX 141 Jogging for Fitness, Beginning	1
PEX 142 Group Treadmill and Cardio Machine Training	1
PEX 240 Jogging for Fitness, Intermediate	2

Curriculum and Requirements for Majors and Certificates

(2) Fitness

PEX 103	Adapted Strength Training	1
PEX 103A	Adapted Circuit Weight Training	1
PEX 104	Adapted Stretching and Relaxation	1
PEX 130	Weight Management	1
PEX 134	Body Sculpting	1
PEX 135	Ropes, Bands, and Suspension Training	1
PEX 136	Stretch and Relaxation	1
PEX 145	Circuit Weight Training, Beginning	1
PEX 151	Yoga	1
PEX 152	Gentle Yoga	1
PEX 153	Meditative – Yoga and Stress Reduction	1
PEX 155	PiYo: Introduction to Pilates and Yoga	1
PEX 156	Pilates Conditioning	1
PEX 157	Conditioning for Dancers	1
PEX 245	Circuit Weight Training, Intermediate/Advanced	2
PEX 246	Olympic Weights-Power Lifting	2

(3) Aquatics

PEX 105	Adapted Swimming	1
PEX 106	Adapted Aquatic Exercise	1
PEX 106A	Adapted Aquatic Group Fitness	1
PEX 184	Swimming, Novice	1
PEX 185	Swimming, Beginning	1
PEX 186	Water Polo	2
PEX 284	Swimming, Intermediate	2
PEX 285	Swimming, Advanced	2

(Participation in Intercollegiate Swimming or Water Polo will satisfy this requirement)

(4) Team Activities

PEX 101	Wheelchair Activities	1
PEX 107	Adapted Team Sports	1
PEX 107A	Adapted Soccer	1
PEX 161	Badminton, Beginning	1
PEX 162	Badminton, Fitness and Techniques	1.5
PEX 163	Baseball, Beginning	1
PEX 165	Basketball, Novice	1
PEX 166	Basketball, Beginning	1
PEX 170	Pep Unit	2
PEX 171	Cheerleading	2
PEX 172	Flag Football	1
PEX 177	Futsal – Indoor Soccer	1
PEX 178	Soccer, Beginning	1
PEX 181	Softball, Beginning	1
PEX 191	Volleyball, Introduction	1
PEX 192	Volleyball, Beginning	1
PEX 261	Badminton, Intermediate/Advanced	2
PEX 263	Baseball, Intermediate/Advanced	2
PEX 265	Basketball, Intermediate	2
PEX 266	Basketball, Advanced	2
PEX 271	Stunting, Acrobatics, and Tumbling	2
PEX 272	Football, Intermediate/Advanced	2
PEX 278	Soccer, Intermediate/Advanced	2
PEX 281	Softball, Intermediate/Advanced	2
PEX 282	Competitive Slow Pitch Softball	1
PEX 291	Volleyball, Intermediate	2
PEX 292	Volleyball, Advanced	2

(Participation in Intercollegiate Athletics excluding swimming and water polo will fulfill this requirement)

(5) Individual Activities

PEX 100	Fitness for Students with Disabilities	1
PEX 108	Adapted Individual Sports	1
PEX 147	Personal Self Defense	1
PEX 148	Brazilian Jiu Jitsu	1
PEX 149	Tae Kwon Do, Beginning	1
PEX 150	Mixed Martial Arts	1.5
PEX 167	Bowling, Beginning	1
PEX 176	Golf, Beginning	1
PEX 188	Tennis, Introduction	1
PEX 189	Tennis, Beginning	1
PEX 194	Wrestling	1
PEX 249	Tae Kwon Do, Intermediate/Advanced	2
PEX 267	Bowling, Intermediate/Advanced	2
PEX 276	Golf, Intermediate/Advanced	2
PEX 288	Tennis, Intermediate	2
PEX 289	Tennis, Advanced	2
DANC 105	Introduction to Dance Movement	3
DANC 106A	Beginning Ballet	2
DANC 106B	Intermediate Ballet	2
DANC 108A	Dance, Modern, Beginning	2
DANC 108B	Dance, Modern, Intermediate	2
DANC 108C	Dance, Modern, Advanced	2
DANC 109	Introduction to Dance Cultures of the World	2
DANC 110	Commercial Dance Foundations	2
DANC 112	Contemporary Dance	2
DANC 121	Latin Social Dance	2
DANC 122	Middle Eastern Dance	2
DANC 123	African Dance	2
DANC 124	Hip Hop Dance I	2
DANC 125	Introduction to Ballroom Dance	2
DANC 126	Hip Hop Dance II	2

PE ELECTIVE COURSES (3 UNITS MINIMUM)

KIN 120	Sports Officiating for Football	1
KIN 120	Sports Officiating for Football	1
KIN 121	Sports Officiating for Men's and Women's Basketball	1
KIN 122	Sports Officiating for Baseball	1
KIN 123	Sports Officiating for Men's and Women's Track & Field	1
KIN 130	Theory of Coaching	3
KIN 106	Student Athlete in Society	2
KIN 131	Theory of Coaching Baseball	2
KIN 132	Theory of Coaching Softball	2
KIN 108	Women in Sports	3
OR WGS	Women in Sport	(3)
KIN 200	Sports Psychology	3
KIN 202	Measurement and Interpretation of Fitness	3
KIN 203	Programs and Principles of Conditioning	3
KIN 206A	Lower Extremity Injury Assessment and Reconditioning	2
KIN 206B	Upper Extremity Injury Assessment and Reconditioning	2
KIN 207	Athletic Injury Taping, Bandaging & Immobilization	1
KIN 211	Sport Management	3
HED 200	Nutrition for Health, Fitness and Physical Conditioning	3
DANC 100	Dance Appreciation	3
DANC 101	History of Dance	3
DANC 132	Dance and Digital Technology	3

Curriculum and Requirements for Majors and Certificates

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

In order to qualify for an A.A. degree in Physical Education the following requirements must be met: (1) Completion of the A.A. degree general education and proficiency requirements; (2) Completion of a minimum of 60 degree applicable units; (3) Completion of at least 25 units of physical education coursework from the following: (a) Required Core Courses (16/20/22 units) (b) Required Activity Courses (6 units) (c) Required PE Elective Courses (3 units).

RECOMMENDED GENERAL EDUCATION ELECTIVES

PSYC 101	General Introduction to Psychology	3
HED 100	Contemporary Health Problems	3
SOC 101	Introductory Sociology Principles	3

KINESIOLOGY

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

An Associate in Arts Degree in Kinesiology for transfer provides students with an introductory knowledge of the fundamental principles of kinesiology including the historical development of physical education and sport in our society. Students will gain theoretical and scientific knowledge about the body, including the skeletal and muscular systems. Additionally, students will learn and execute motor/sports skills appropriate for personal development as well as proficiency in discussing the benefits of an active lifestyle. Students will display professionalism and communication/presentation skills with prep.

REQUIRED CORE (14 UNITS)

KIN 100	Introduction to Kinesiology	3
A&P 150	Introduction to Human Anatomy	4
A&P 151	Introduction to Human Physiology	4

Movement Based Courses (3 unit minimum)

Select one (1) course maximum from any three (3) of the following areas: Aquatics, Combatives, Team Sports, Individual Sports, Fitness, Dance

AQUATICS

PEX 150A	Swimming Beginning	1
PEX 184	Swimming, Novice	1
PEX 185	Swimming, Beginning	1
PEX 284	Swimming, Intermediate	2
PEX 285	Swimming, Advanced	2

COMBATIVES

PEX 147	Personal Self Defense	1
PEX 149	Tae Kwon Do, Beginning	1
PEX 249	Tae Kwon Do, Intermediate/Advanced	2

DANCE

DANC 106A	Beginning Ballet	2
DANC 106B	Intermediate Ballet	2
DANC 108A	Dance, Modern, Beginning	2
DANC 108B	Dance, Modern, Intermediate	2
DANC 108C	Dance, Modern, Advanced	2
DANC 109	Introduction to Dance Cultures of the World	2
DANC 112	Dance, Contemporary Modern	2
DANC 121	Latin Social Dance	2
DANC 122	Middle Eastern Dance	2
DANC 123	African Dance	2

DANC 124	Hip Hop Dance	2
DANC 125	Introduction to Ballroom Dance	2
DANC 126	Hip Hop Dance Trends	2
DANC 140	Beginning Jazz Dance	2
DANC 142	Beginning Tap Dance	2

FITNESS

PEX 102	Adapted Cardiovascular Exercise	1
PEX 103	Adapted Strength Training	1
PEX 110	Aerobic Activities	1.5
PEX 111	Low Impact Aerobics	1.5
PEX 112	Step Aerobics	1.5
PEX 116	Water Aerobics	1
PEX 124	Personal Fitness Program	1
PEX 132	Indoor Cycling	1
PEX 138	Walking for Fitness	1
PEX 139	Walking/Jogging for Fitness	1
PEX 140	Jogging, Basics	1
PEX 141	Jogging for Fitness, Beginning	1
PEX 145	Circuit Weight Training, Beginning	1
PEX 151	Yoga	1
PEX 152	Restorative Yoga	1
PEX 156	Pilates Conditioning	1
PEX 245	Circuit Weight Training, Intermediate/Advanced	2

INDIVIDUAL SPORTS

PEX 161	Badminton, Beginning	1
PEX 176	Golf, Beginning	1
PEX 188	Tennis, Introduction	1
PEX 189	Tennis, Beginning	1
PEX 261	Badminton, Intermediate/Advanced	2
PEX 276	Golf, Intermediate/Advanced	2
PEX 288	Tennis, Intermediate	2
PEX 289	Tennis, Advanced	2

TEAM SPORTS

PEX 163	Baseball, Beginning	1
PEX 165	Basketball, Novice	1
PEX 166	Basketball, Beginning	1
PEX 172	Flag Football	1
PEX 177	Futsal – Indoor Soccer	1
PEX 178	Soccer, Beginning	1
PEX 181	Softball, Beginning	1
PEX 191	Volleyball, Introduction	1
PEX 192	Volleyball, Beginning	1
PEX 263	Baseball, Intermediate/Advanced	2
PEX 265	Basketball, Intermediate	2
PEX 266	Basketball, Advanced	2
PEX 278	Soccer, Intermediate/Advanced	2
PEX 281	Softball, Intermediate/Advanced	2
PEX 291	Volleyball, Intermediate	2
PEX 292	Volleyball, Advanced	2

LIST A: (SELECT 2) 7-9 UNITS

KIN 110	Community First Aid and CPR	3
MATH 112	Elementary Statistics	4
or PSYC 210	Elementary Statistics	(4)
CHEM 100	Introductions to Chemistry	4
or CHEM 111	General Chemistry	(5)
PHYS 101	General Physics	4
or PHYS 201	Engineering Physics	(4)
	Total Degree Requirements	21-26

ASSOCIATE IN ARTS IN KINESIOLOGY FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester units or 90 quarter units CSU transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

**EXERCISE SCIENCE:
ATHLETIC INJURY MANAGEMENT**

CERTIFICATE OF ACHIEVEMENT

Program objectives are to prepare students to work in the allied health care industry. The required core courses provide students with academic preparation and skills required for employment as an aide to a physical therapist or athletic trainer, dealing with athletic injuries.

DEPARTMENT REQUIREMENTS:

KIN 102	Introduction to Athletic Training	3
KIN 110	Community First Aid and CPR	3
or HED 110	Community First Aid and CPR	(3)
KIN 205	Anatomical Movement Analysis	3
KIN 206A	Lower Extremity Injury Assessment and Reconditioning	2
KIN 206B	Upper Extremity Injury Assessment and Reconditioning	2
KIN 207	Athletic Injury Taping, Bandaging, and Immobilization	1
	<hr/>	
	Total Certificate Requirements	14

EXERCISE SCIENCE: ATHLETIC TRAINER AIDE

CERTIFICATE OF ACHIEVEMENT

Program objectives are to prepare students to work in a clinical setting or in an athletic training facility as an aide.

DEPARTMENT REQUIREMENTS:

		UNITS
KIN 102	Introduction to Athletic Training	3
KIN 104	Fitness and Wellness	3
KIN 110	Community First Aid and CPR	3
or HED 110	Community First Aid and CPR	(3)
KIN 202	Measurement and Interpretation of Fitness	3
KIN 203	Programs and Principles of Conditioning	3
KIN 205	Anatomical Movement Analysis	3
KIN 206A	Lower Extremity Injury Assessment and Reconditioning	2
KIN 206B	Upper Extremity Injury Assessment and Reconditioning	2
KIN 207	Athletic Injury Taping, Bandaging, and Immobilization	1
KIN 271A	Occupational Work Experience	1
MA 161	Medical Terminology	3
	<hr/>	
	Total Certificate Requirements	27

EXERCISE SCIENCE: ATHLETIC TRAINER AIDE

ASSOCIATE IN ARTS

Program objectives are to prepare students to work in a clinical setting or in an athletic training facility as an aide.

DEPARTMENT REQUIREMENTS:

		UNITS
KIN 102	Introduction to Athletic Training	3
KIN 104	Fitness and Wellness	3
KIN 110	Community First Aid and CPR	3
or HED 110	Community First Aid and CPR	(3)
KIN 202	Measurement and Interpretation of Fitness	3
KIN 203	Programs and Principles of Conditioning	3
KIN 205	Anatomical Movement Analysis	3
KIN 206A	Lower Extremity Injury Assessment and Reconditioning	2
KIN 206B	Upper Extremity Injury Assessment and Reconditioning	2
KIN 207	Athletic Injury Taping, Bandaging, and Immobilization	1
KIN 271A	Occupational Work Experience Athletic Training	1
MA 161	Medical Terminology	3
	<hr/>	
	Total Degree Requirements	27

Select a minimum of two PEX Activity Courses equaling at least 3 units

		UNITS
PEX 102	Adapted Cardiovascular Exercise	1
PEX 103	Adapted Strength Training	1
PEX 110	Aerobic Activities	1.5
PEX 112	STEP Aerobics	1.5
PEX 119	Basic Training and Physical Conditioning	1
PEX 124	Personal Fitness Program	1
PEX 134	Body Sculpting	1
PEX 136	Stretching and Relaxing	1
PEX 138	Walking for Fitness	1
PEX 141	Jogging for Fitness, Beginning	1
PEX 145	Circuit Weight Training, Beginning	1
PEX 151	Yoga	1
PEX 156	Pilates Conditioning	1
PEX 240	Jogging for Fitness, Intermediate	2
PEX 245	Circuit Weight Training, Intermediate/Advanced	2
	<hr/>	
	Total Degree Requirements	30

(For additional options please see the list of PEX Activity Courses meeting the Health and Wellness Proficiency for the Associate in Arts Degree)

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

1. Complete the major requirements for the Exercise Science: Fitness Specialist AA Degree
2. Complete the general education and electives to achieve a minimum of 60 units.

EXERCISE SCIENCE: FITNESS TRAINER

CERTIFICATE OF ACHIEVEMENT

The Exercise Science: Fitness Trainer Certificate of Achievement is designed to prepare students to work in the fitness industry. The required core courses provide students with the academic preparation and skills required for employment as a Fitness Specialist and to prepare for several national certification exams.

Students completing the certificate are well prepared to work in their field of choice while continuing their education.

Department Requirements:

KIN 110	Community First Aid and CPR	3
or HED 110	Community First Aid and CPR	(3)
KIN 202	Measurement and Interpretation of Fitness	3
KIN 203	Programs and Principles of Conditioning	3
KIN 205	Anatomical Movement Analysis	3
KIN 271B	Occupational Work Experience in Fitness	1
		—
	Total Certificate Requirements	13

EXERCISE SCIENCE: FITNESS SPECIALIST

ASSOCIATE IN ARTS

The Exercise Science: Fitness Specialist Associate in Arts Degree is designed to prepare students to work in the fitness industry. The required core courses provide students with the academic preparation and skills required for employment as a Fitness Specialist and to prepare for several national certification exams. Students completing the AA degree are well prepared to work in their field of choice while continuing their education.

DEPARTMENT REQUIREMENTS: UNITS

KIN 102	Introduction to Athletic Training	3
KIN 104	Fitness and Wellness	3
KIN 110	Community First Aid and CPR	3
or HED 110	Community First Aid and CPR	(3)
KIN 202	Measurement and Interpretation of Fitness	3
KIN 203	Programs and Principles of Conditioning	3
KIN 205	Anatomical Movement Analysis	3
KIN 271B	Occupational Work Experience in Fitness	3
HED 200	Nutrition for Health, Fitness, and Physical Activity	3
BA 100	Fundamentals of Business	3
		—
	Total Degree Requirements	25

Select a minimum of two PEX Activity Courses equaling at least 3 units

PEX 102	Adapted Cardiovascular Exercise	1
PEX 103	Adapted Strength Training	1
PEX 110	Aerobic Activities	1.5
PEX 112	STEP Aerobics	1.5
PEX 119	Basic Training and Physical Conditioning	1
PEX 124	Personal Fitness Program	1
PEX 134	Body Sculpting	1
PEX 136	Stretching and Relaxing	1
PEX 138	Walking for Fitness	1
PEX 141	Jogging for Fitness, Beginning	1
PEX 145	Circuit Weight Training, Beginning	1
PEX 151	Yoga	1
PEX 156	Pilates Conditioning	1

PEX 240	Jogging for Fitness, Intermediate	2
PEX 245	Circuit Weight Training, Intermediate/Advanced	2
		—
	Total Degree Requirements	30

(For additional options please see the list of PEX Activity Courses meeting the Health and Wellness Proficiency for the Associate in Arts Degree)

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

1. Complete the major requirements for the Exercise Science: Fitness Specialist AA Degree
2. Complete the general education and electives to achieve a minimum of 60 units.

EXERCISE SCIENCE: FITNESS SPECIALIST

CERTIFICATE OF ACHIEVEMENT

The Exercise Science: Fitness Specialist Certificate of Achievement is designed to prepare students to work in the fitness industry. The required core courses provide students with the academic preparation and skills required for employment as a Fitness Specialist and to prepare for several national certification exams.

Students completing the AA degree are well prepared to work in their field of choice while continuing their Education.

DEPARTMENT REQUIREMENTS: UNITS

KIN 102	Introduction to Athletic Training	3
KIN 104	Fitness and Wellness	3
KIN 110	Community First Aid and CPR	3
or HED 110	Community First Aid and CPR	(3)
KIN 202	Measurement and Interpretation of Fitness	3
KIN 203	Programs and Principles of Conditioning	3
KIN 205	Anatomical Movement Analysis	3
KIN 271B	Occupational Work Experience in Fitness	3
HED 200	Nutrition for Health, Fitness, and Physical Activity	3
BA 100	Fundamentals of Business	3
		—
	Total Certificate Requirements	25

HEALTH EDUCATION

ASSOCIATE IN ARTS

The Health Education Associate in Arts degree will prepare students to enter a people-oriented, diverse field in promoting lifestyle wellness and improvement in health for all individuals of society. Community health workers assist individuals in changing behaviors and making responsible decisions to achieve a healthier lifestyle. Opportunities for community health education professionals include outreach programs, social support, assessing community needs, and collecting data.

REQUIRED CORE COURSES (17 UNITS) UNITS

HED 100	Contemporary Health Problems	3
HED 110	Community First Aid and CPR	3
HED 202	Health Systems and Perspectives	3
BIOL 120	Introduction to Biological science	4
MATH 112	Elementary Statistics	4

Curriculum and Requirements for Majors and Certificates

Select One Department Course (3 units)

HED 101	Stress Management	3
HED 103	Women, Their Bodies and Health	3
HED 105	Mind, Body, Health	3
HED 104	Introduction to Health and Society	3
HED 201	Health Promotion and Education	3
HED 200	Nutrition for Health, Fitness, and Physical Activity	3
		—
	Total Degree Requirements	20

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

To qualify for a degree in health education, students must take the courses that are designated as having health education emphasis. Complete the General Education requirements and electives to achieve a minimum of 60 units.

PHYSICAL THERAPIST ASSISTANT

ASSOCIATE IN SCIENCE DEGREE

The Physical Therapist Assistant is a skilled technical health worker who performs physical therapy interventions under the direction of a Physical Therapist. Technical Standards/Essential Functions are available for your review on the program's website. They have been designed to give you more information about the profession and important skills/functions. This information will be helpful to assist you in deciding on your career path.

ACCREDITATION

The Physical Therapist Assistant Program at Cerritos College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314-1488; telephone: 703-684-2782; email: accreditation@apta.org; website: <http://www.capteonline.org>.

LENGTH AND KIND OF PROGRAM

The program is four semesters in length. General Education and Physical Therapist Assistant classes are scheduled on the college campus. Correlated clinical experiences begin the second semester and continue throughout the program. These experiences take place at selected hospitals and clinics in Los Angeles, Orange, Riverside, Ventura, and San Bernardino counties usually during regular business hours.

ADMISSION REQUIREMENTS (PREREQUISITES):

- General Education Requirements
 - Completion of ENGL (English) 100 or equivalent with a grade of "C" or higher or satisfactory completion of the English Placement Process.
 - Completion of MATH 80 (Intermediate Algebra) or equivalent with a grade of "C" or higher or satisfactory completion of the Math Placement Process.
 - Meet Reading proficiency requirement for AA Degree — Plan A as described in the Cerritos College Catalog.
- A&P 150 – Human Anatomy AND A&P 151-Human Physiology or equivalent courses with grades of "C" or higher. A five-unit minimum combined anatomy and physiology course with a lab can be substituted to meet this requirement. However, eight units of anatomy and physiology with lab is preferred.

- An overall grade point average of 2.0 must be attained prior to admission to the Physical Therapist Assistant Program, and a grade of "C" or higher must be attained for each General Education course.
- Courses in progress at the time of application must be verified by a work-in-progress report from the instructor showing a grade of "C" or higher. Those courses must then be completed with a grade of "C" or higher and verified by official transcript for admission to the program.

APPLICATION AND ACCEPTANCE PROCEDURES:

- Complete application to the program. This can be obtained in the Health Occupations Division Office, or online at www.cerritos.edu/pta. The application and all supporting documents must be submitted by April 15. Incomplete and/or late applications will not be considered.
- Submit one official transcript from each college attended to the Health Occupations Division office with your application no later than April 15. Official transcripts may be sent directly to the Health Occupations Division, 11110 Alondra Boulevard, Norwalk, CA 90650. **NOTE:** Official transcripts sent to the Admissions and Records Office WILL NOT be forwarded to the Health Occupations Office for inclusion in the application file.
- Work-in-progress reports from the instructor are due by April 15.
- If you would like a counselor to review your transcript (optional), please make an appointment with the counseling department at (562) 860-2451, extension 2231. Many questions can be answered by e-mail via the online counseling link, www.cerritos.edu/counseling.
- All work experience as a physical therapist aide must be verified by a letter from your employer stating you are/were a paid employee, giving your job title, and dates of employment. Work experience in related medical fields must also be verified in the same way. To receive credit for volunteer work, documentation from site must show at least six months of volunteer service. Students will only receive credit in one category of work experience (P.T. Aide or related medical field or volunteer).
- Application packets will be evaluated after April 15. Documents to be reviewed include the application, official transcripts, work-in-progress reports, and work verification. It is the applicant's responsibility to verify that all required documentation has been received by the Health Occupations Division before April 15. Clearances are verified and/or points are assigned using following considerations:
 - Admission Requirements (Prerequisites)
 - Verified/volunteer experience in the field or work experience in related medical fields
 - Related course work in medical and science classes
 - General Education requirements. Point system details are available on the program website.
- Notification of acceptance or non-acceptance will be mailed after June 15.

AFTER ACCEPTANCE AND PRIOR TO ENROLLMENT:

- CPR for Healthcare Provider - You must present a valid CPR card for Healthcare Provider offered through the American Heart Association prior to the beginning of the program. Card must be valid throughout the duration of the program.
- Health Clearance - Applicants must present evidence of physical fitness and ability to perform tasks required of a physical therapist assistant. Physical exam, lab, x-rays, and immunization records must be cleared and verified after acceptance into the program.

Curriculum and Requirements for Majors and Certificates

3. Criminal Background Check - Clinical placements are a mandatory component of the curriculum and will require clearance of a criminal background check. Students who do not clear agency requirements are not eligible for clinical placement and will, consequently, be ineligible to continue in the program. If there is any concern regarding clearance of a criminal background check, please contact the Health Occupations Division for additional information.
4. A drug screen may be required depending on the internship site (determined during the clinical placement process).
5. If admitted to the program, failure to present the required documents described above by the deadline may result in reversal of acceptance or dismissal from the program.

EXPENSES

Enrollment fees, lab fees, uniforms, physical exam/immunizations, background check, books, and supplies will cost approximately \$3,500. Students are responsible for their own living accommodations, uniform laundry, and transportation to selected hospitals and clinics. Upon successful completion of all program requirements, the student will be eligible to receive and wear the Physical Therapist Assistant pin which is given at a graduation ceremony. The cost of the pin is the responsibility of the student.

ATTENDANCE AND SCHOLARSHIP

All students are expected to comply with the attendance requirements of the College and of the Physical Therapist Assistant Program. To remain in the program, the student must maintain a "C" or higher in all courses. Uniforms are required in all hospital lab classes (PTA 126, PTA 236, and PTA 246).

PROGRAM PROGRESSION/COMPLETION

Successful completion of all levels of course work is necessary for completion of and graduation from the program of study. In order to complete the program, the student must maintain a grade of "C" or higher whether enrolled in combined lecture/lab courses, practicums, or clinical experiences. When content is tiered, each level must be completed according to identified criteria.

Upon successful completion of all program requirements, students are eligible to receive the Associate in Science degree.

LICENSURE

Successful completion of the Physical Therapist Assistant Program and Associate in Science Degree qualifies the graduate to take the National Examination for Physical Therapist Assistants and the California Laws Test for Physical Therapist Assistant licensure. The California Physical Therapy Board requires all licensure applicants to provide a valid U.S. Social Security Number. Additional information regarding licensure requirements, fees, etc. can be found on their website: <http://www.ptbc.ca.gov>.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

Complete the requirements above and General Education Requirements for CSU transfer or EGETC and any needed electives for a minimum of 60 units. The following courses are recommended for Physical Therapist Assistant students to complete the general education requirements.

A&P 150	Introduction to Human Anatomy	4
A&P 151	Introduction to Human Physiology	4
ENGL 100	Freshman Composition	4
MATH 80	Intermediate Algebra	4
MA 161	Medical Terminology	3
PSYC 101	General Introductory Psychology	3
COMM 100	Introduction to Communications Studies	3
	U.S. History or American Government	3
	Humanities or Fine Arts	3

FIRST YEAR

First Semester

PTA 110	Introduction to Physical Therapy	4
PTA 120	Kinesiology	4
		—
		8

Second Semester

PTA 125	Pathology	3
PTA 126	Clinical Practicum I	4
PTA 128	Physical Therapy Aspects of Growth and Development	3
PTA 130	Soft Tissue Intervention	1
PTA 235	Neurology	3
		—
		14

SECOND YEAR

First Semester

PTA 230	Therapeutic Exercise	4
PTA 233	Prosthetics and Orthotics for Allied Health Professionals	2
PTA 236	Clinical Practicum II	4
*PTA 129	Physical Therapy Aspects of Aging and Integumentary Management	1.5
		—
		11.5

Second Semester

PTA 240	Activities of Daily Living	2
PTA 245	Advanced Modalities	3
PTA 246	Clinical Affiliation	4
PTA 250	Licensure Examination Preparation	1
		—
		10
	Total Degree Requirements	43.5

*Class may be offered in summer session between first and second year. See Cerritos College Graduation Requirements.

PHYSICS

ASSOCIATE IN SCIENCE DEGREE FOR TRANSFER (AS-T)

Upon successful completion of Cerritos College's Associate in Science in Physics for Transfer degree, students will demonstrate breadth and depth of understanding of physics. The degree is intended for students who are interested in the field of physics and are planning on transferring to a CSU and majoring in physics, astronomy, or one of many engineering specialties.

Physics graduates with their bachelor's degrees qualify for graduate studies in physics, engineering, medical physics, geophysics, and astronomy. Physicists find rewarding careers in teaching, medicine, and industrial and governmental scientific endeavors

COMMON LOWER-DIVISION REQUIREMENTS

PHYS 201	Engineering Physics	4
PHYS 202	Engineering Physics	4
PHYS 203	Engineering Physics	4
MATH 170	Analytic Geometry and Calculus I	4
MATH 190	Analytic Geometry and Calculus II	4
MATH 225	Calculus III	5
		—
	Total Degree Requirements	25

Curriculum and Requirements for Majors and Certificates

ADDITIONAL DEGREE COMPLETION REQUIREMENTS:

Complete 60 CSU-transferable units to include: (1) the common lower-division requirements and (2) the Associate in Arts degree general education requirements for transfer to CSU (Plan B) or for IGETC (Plan C). Double-counting courses in GE and the major is permissible. Students are not required to complete any additional local requirements. All 60 units are CSU-transferable. Students must earn a minimum grade of "C" or "Pass" in all courses required for the major or area of emphasis. An overall minimum 2.0 grade point average is required for all courses used in the degree.

		UNITS
PMT 51	Composites Fabrication	2.5
PMT 53	Composites Repair	3
PMT 61	Fiberglass Technology	2.5
PMT 63L	Specialty Plastics Lab	.5
PMT 67	Fiberglass Production	2.5
PMT 76	Vacuum Infusion Process (VIP)/ Resin Transfer Molding	3
PMT 100	Plastics Technology	2.5
ENGT 116	Blueprint Reading	2
		—
	Total Certificate Requirements	18.5

PLASTICS/COMPOSITES

COMPOSITES MANUFACTURING

ASSOCIATE IN ARTS

The Plastic Manufacturing Technology Program provides the diverse student body in the surrounding regional community with advanced education in plastic manufacturing technology and serves as a bridge between students who seek job skills, industry certifications or an Associate in Arts for employment. The Program provides a high quality of instruction to achieve its objectives.

The Associate in Arts in Composites Manufacturing allows the student to learn specific techniques related to composite fabrication, fiberglass technology, resin transfer, and how to repair potential manufacturing defects. The student also learns the basics of plastics technology and how this relates to blueprints prepared by engineers.

		UNITS
PMT 51	Composites Fabrication	2.5
PMT 53	Composites Repair	3
PMT 61	Fiberglass Technology	2.5
PMT 63L	Specialty Plastics Lab	.5
PMT 67	Fiberglass Production	2.5
PMT 76	Vacuum Infusion Process (VIP)/ Resin Transfer Molding	3
PMT 100	Plastics Technology	2.5
ENGT 116	Blueprint Reading	2
		—
	Total Degree Requirements	18.5

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Students must complete the required major courses, the Cerritos College Associate in Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of "C" or higher in major/emphasis courses.

COMPOSITES MANUFACTURING

CERTIFICATE OF ACHIEVEMENT

The Plastic Manufacturing Technology Program provides the diverse student body in the surrounding regional community with advanced education in plastic manufacturing technology and serves as a bridge between students who seek job skills, industry certifications or a Certificate of Achievement for employment. The Program provides a high quality of instruction to achieve its objectives.

The Certificate of Achievement in Composites Manufacturing allows the student to learn specific techniques related to composite fabrication, fiberglass technology, resin transfer, and how to repair potential manufacturing defects. The student also learns the basics of plastics technology and how this relates to blueprints prepared by engineers

COMPOSITE INSPECTION

ASSOCIATE IN ARTS

The Plastic Manufacturing Technology Program provides the diverse student body in the surrounding regional community with advanced education in plastic manufacturing technology and serves as a bridge between students who seek job skills, industry certifications or a Associate in Arts for employment. The Program provides a high quality of instruction to achieve its objectives.

The Associate in Arts in Composite Inspection allows the student to learn basic composite fabrication, processing, dimensioning, tolerancing, testing, measuring, and computer assisted inspecting, in the PMT, MTT, and ENGT departments. The student is able to benefit from the cooperation of those three departments to get the best possible knowledge of composite inspection. Students who complete this certificate are well positioned for both composite and plastic projects inspection.

		UNITS
PMT 51	Composites Fabrication	2.5
PMT 61	Fiberglass Technology	2.5
PMT 67	Fiberglass Production	2.5
PMT 68	Plastics Materials and Processes	2.5
ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
MTT 56	CNC Shop Inspection	2
MTT 68	Computer-Assisted Inspection Using Verisurf	2
MFGT 54	Ultrasonic Level I Testing	1.5
		—
	Total Degree Requirements	19.5

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Students must complete the required major courses, the Cerritos College Associate in Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of "C" or higher in major/emphasis courses.

COMPOSITE INSPECTION

CERTIFICATE OF ACHIEVEMENT

The Plastic Manufacturing Technology Program provides the diverse student body in the surrounding regional community with advanced education in plastic manufacturing technology and serves as a bridge between students who seek job skills, industry certifications or a Certificate of Achievement for employment. The Program provides a high quality of instruction to achieve its objectives.

The Certificate of Achievement in Composite Inspection allows the student to learn basic composite fabrication, processing, dimensioning, tolerancing, testing, measuring, and computer assisted inspecting, in

Curriculum and Requirements for Majors and Certificates

the PMT, MTT, and ENGT departments. The student is able to benefit from the cooperation of those three departments to get the best possible knowledge of composite inspection. Students who complete this certificate are well positioned for both composite and plastic projects inspection.

		UNITS
PMT 51	Composites Fabrication	2.5
PMT 61	Fiberglass Technology	2.5
PMT 67	Fiberglass Production	2.5
PMT 68	Plastics Materials and Processes	2.5
ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
MTT 56	CNC Shop Inspection	2
MTT 68	Computer-Assisted Inspection Using Verisurf	2
MFGT 54	Ultrasonic Level I Testing	1.5
	—	
	Total Certificate Requirements	19.5

PLASTICS MANUFACTURING

ASSOCIATE IN ARTS

The Plastic Manufacturing Technology Program provides the diverse student body in the surrounding regional community with advanced education in plastic manufacturing technology and serves as a bridge between students who seek job skills, industry certifications or an Associate in Arts for employment. The Program provides a high quality of instruction to achieve its objectives.

The Associate in Arts in Plastics Manufacturing allows the student to learn specific techniques related to composite and plastic manufacturing. It also prepares the student to inspect the raw material and the produced parts by having a clear understanding of dimensioning, tolerancing, and designing of plastic parts in the engineering design technology department.

		UNITS
PMT 51	Composites Fabrication	2.5
PMT 59	Injection Molding	2.5
PMT 63L	Specialty Plastics Lab	.5
PMT 68	Plastics Materials and Processes	2.5
PMT 100	Plastics Technology	2.5
ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
MTT 56	CNC Shop Inspection	2
NPD 103	Tooling and Materials for New Product Development	3
	—	
	Total Degree Requirements	19.5

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Students must complete the required major courses, the Cerritos College Associate in Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of "C" or higher in major/emphasis courses.

PLASTICS MANUFACTURING

CERTIFICATE OF ACHIEVEMENT

The Plastic Manufacturing Technology Program provides the diverse student body in the surrounding regional community with advanced education in plastic manufacturing technology and serves as a bridge between students who seek job skills, industry certifications or a Certificate of Achievement for employment. The Program provides a high quality of instruction to achieve its objectives.

The Certificate of Achievement in Plastics Manufacturing allows the student to learn specific techniques related to composite and plastic manufacturing. It also prepares the student to inspect the raw material and the produced parts by having a clear understanding of dimensioning, tolerancing, and designing of plastic parts in the engineering design technology department.

		UNITS
PMT 51	Composites Fabrication	2.5
PMT 59	Injection Molding	2.5
PMT 63L	Specialty Plastics Lab	.5
PMT 68	Plastics Materials and Processes	2.5
PMT 100	Plastics Technology	2.5
ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
MTT 56	CNC Shop Inspection	2
NPD 103	Tooling and Materials for New Product Development	3
	—	
	Total Certificate Requirements	19.5

TOOL DESIGN

ASSOCIATE OF ARTS

The Plastic Manufacturing Technology Program provides the diverse student body in the surrounding regional community with advanced education in plastic manufacturing technology and serves as a bridge between students who seek job skills, industry certifications or an Associate Degree for employment. The Program provides a high quality of instruction to achieve its objectives.

The Associate in Arts in Plastic/Composite Tool Design allows the student to learn basic modeling, dimensioning, tolerancing, and mold design of plastic parts. The student also learns the practical aspects of fabricating parts and tooling for both composite and plastic projects.

ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
ENGT 259	SolidWorks	4
ENGT 263	SolidWorks for Industrial Mold Tools Design	4
PMT 51	Composites Fabrication	2.5
PMT 59	Injection Molding I	2.5
PMT 61	Fiberglass Technology	2.5
PMT 63L	Specialty Plastics Lab	.5
PMT 72	Tooling for Plastics	2.5
	—	
	Units	22.5
	—	
	Total Degree Requirements	60

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Students must complete the required major courses, the Cerritos College Associate of Arts General Education requirements, and electives as needed. Students must earn a 2.0 grade point average and earn a grade of "C" or higher in major/emphasis courses.

TOOL DESIGN

CERTIFICATE OF ACHIEVEMENT

The Plastic Manufacturing Technology Program provides the diverse student body in the surrounding regional community with advanced education in plastic manufacturing technology and serves as a bridge between students who seek job skills, industry certifications or a Certificate of Achievement for employment. The Program provides a high quality of instruction to achieve its objectives.

The Certificate of Achievement in Plastic/Composite Tool Design allows the student to learn basic modeling, dimensioning, tolerancing, and mold design of plastic parts. The student also learns the practical aspects of fabricating parts and tooling for both composite and plastic projects.

ENGT 116	Blueprint Reading	2
ENGT 117	Geometrical Dimensioning and Tolerancing	2
ENGT 259	SolidWorks	4
ENGT 263	SolidWorks for Industrial Mold Tools Design	4
PMT 51	Composites Fabrication	2.5
PMT 59	Injection Molding I	2.5
PMT 61	Fiberglass Technology	2.5
		—
	Total Certificate Requirements	22.5

POLITICAL SCIENCE

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

REQUIRED CORE 3 Units	UNITS
POL 101 American Political Institution	3

LIST A (Select three) 9 units

POL 201 Introduction to Political Science and American Government	3
POL 210 International Relations	3
POL 220 Comparative Government	3
POL 240 Introduction to Political Theory	3
PSYC 210 Elementary Statistics	4
or MATH 112 Elementary Statistics	(4)

LIST B (Select two) 6 units

Any course(s) from List A not already used

POL 230 Contemporary Political Issues: Middle East	3
POL 250 Model United Nations: Theory and Practice	3
(POL 250 may be applied to the degree only once)	—
Total Degree Requirements	18-19

ASSOCIATE IN ARTS DEGREE IN POLITICAL SCIENCE FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

PSYCHOLOGY

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

REQUIRED CORE (11 UNITS)	UNITS
PSYC 101 General Introductory Psychology	3
PSYC 210 Elementary Statistics	4
PSYC 220 Research Methods	4

LIST A (SELECT ONE): 3 UNITS

PSYC 241 Introduction to Psychobiology	3
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LIST B (SELECT ONE): 3 UNITS

PSYC 251 Developmental Psychology	3
PSYC 261 Social Psychology	3

LIST C (SELECT ONE): 3 UNITS

PSYC 103 Critical Thinking in Psychology	3
PSYC 150 Personal and Social Adjustment	3
PSYC 245 Drugs and Behavior	3
PSYC 265 Psychology of Gender	3
PSYC 271 Abnormal Psychology	3

Total Degree Requirements	20
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ASSOCIATE IN ARTS DEGREE IN PSYCHOLOGY FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

REAL ESTATE

ASSOCIATE IN ARTS

The Real Estate program offers classes taught by working professionals highly experienced in their areas of real estate specialization. Students who satisfactorily complete the two-year course of study including additional graduation requirements, receive an Associate in Arts degree in Real Estate.

DIVISION/DEPARTMENT REQUIREMENTS	UNITS
RE 101 Real Estate Principles	3
RE 173 Real Estate Occupational Work Experience/Career Internship	3
or RE 174 Real Estate Occupational Work Experience/Career Internship	(4)

Choose 12 units from the following:

RE 50 Computer Applications in Real Estate	3
RE 52 Mortgage Loan Brokering and Lending	3
RE 120 Real Estate Finance	3
RE 125 Legal Aspects of Real Estate	3
RE 130 Real Estate Practice	3
RE 131 Introduction to Real Estate Appraisal	3

Curriculum and Requirements for Majors and Certificates

Choose 6 units from the following:

BA 121	Sales	3
BCOT 147	Business Communications	3
FIN 125	Personal Finance	3
or FIN 125M	Personal Finance	(3)
RE 51	Real Estate Pre-License	3
RE 53	Advanced Real Estate Appraisal	3
RE 140	Real Estate Property Management	3
RE 151	Fundamentals of Escrow	3
	Total Major Requirements	24-25

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete 60 units to include (1) the above required courses, (2) Complete the General Education requirements to achieve a minimum of 60 units

REAL ESTATE

CERTIFICATE OF ACHIEVEMENT

The Real Estate program offers classes taught by working professionals highly experienced in their areas of real estate specialization. Students who satisfactorily complete the two-year course of study including additional graduation requirements, receive a certificate in Real Estate.

DIVISION/DEPARTMENT REQUIREMENTS

RE 101	Real Estate Principles	3
RE 173	Real Estate Occupational Work Experience/Career Internship	3
or RE 174	Real Estate Occupational Work Experience/Career Internship	(4)

Choose 12 units from the following:

RE 50	Computer Applications in Real Estate	3
RE 52	Mortgage Loan Brokering and Lending	3
RE 120	Real Estate Finance	3
RE 125	Legal Aspects of Real Estate	3
RE 130	Real Estate Practice	3
RE 131	Introduction to Real Estate Appraisal	3

Choose 6 units from the following:

BA 121	Sales	3
BCOT 147	Business Communications	3
FIN 125	Personal Finance	3
or FIN 125M	Personal Finance	(3)
RE 51	Real Estate Pre-License	3
RE 53	Advanced Real Estate Appraisal	3
RE 140	Real Estate Property Management	3
RE 151	Fundamentals of Escrow	3
	Total Certificate Requirements	24/25

ASSOCIATE IN ARTS DEGREE REAL ESTATE REQUIREMENTS

Complete 60 units to include (1) the above required courses, (2) Complete the General Education requirements to achieve a minimum of 60 units.

CALIFORNIA REAL ESTATE CERTIFICATES

CERTIFICATE OF ACHIEVEMENT

The California Real Estate Certificate is currently awarded by 90 community colleges in California. Cerritos College participates in this Statewide program and awards the California Real Estate Certificate to any day, evening or distance education student who completes this prescribed program. A student may complete only those courses required for the California Real Estate Certificate, since this is awarded independently of the Associate of Arts degree. However, students who complete the full course of study leading to that degree will automatically have completed the requirements for, and will be awarded, the California Real Estate Certificate. Training for the Certificate is designed so that those seeking entry employment may prepare themselves to take the State licensing examination for real estate salespersons, and so that those already employed in various branches of real estate work may gain further knowledge and develop additional competence.

STATE REQUIREMENTS

	UNITS	
RE 101	Real Estate Principles	3
RE 120	Real Estate Finance	3
RE 125	Legal Aspects of Real Estate	3
RE 130	Real Estate Practice	3
RE 131	Real Estate Appraisal	3
RE 160	Real Estate Economics	3

Electives: Select a minimum of 6 units from the following courses:

LAW 111	Business Law	3
ACCT 100	Introduction to Accounting	3
ACCT 101	Fundamentals of Accounting I	3.5
RE 50	Introduction to Real Estate Software	3
RE 52	Mortgage Loan Brokering and Lending	3
RE 173	Real Estate Occupational Work Experience/Career Internship	3
or RE 174	Real Estate Occupational Work Experience/Career Internship	(4)
	Total Certificate Requirements	24/25.5

NOTE: Please see Business Counselors or the respective department chairperson for additional alternatives.

REAL ESTATE LICENSE REQUIREMENTS

1. Salesperson's License: Under the provisions of AB 2429, original salesperson examination applicants will be required to submit evidence of completion of a three semester, or quarter unit equivalent, college-level course in Real Estate Principles, Real Estate Practice and one additional course which should be chosen from the following list of courses:

- i. Legal Aspects of Real Estate—Real Estate Office Administration
- ii. Real Estate Appraisal—Computer Applications in Real Estate
- iii. Real Estate Finance—Real Estate Economics
- iv. Property Management—Business Law
- v. Escrows—Accounting
- vi. Common Interest Developments
- vii. Mortgage Loan Brokering and Lending

The Department of Real Estate (DRE) will implement AB 2429 as follows:

1. Salesperson examination applications are valid for a two-year period. Original salesperson examination applications post marked or submitted in person to the DRE, that contain an acknowledgement that the applicant is enrolled in or has completed a Real Estate Principles course, Real Estate Practice course, and one other approved DRE course found on the Department's website www.dre.ca.gov/
2. Examination applications that contain proper verification that the applicant has completed all three required courses will be entitled to take the examination and apply for a four-year license upon the successful completion of the salesperson examination.
3. Broker's License: Applicants for a Broker's License must have completed eight 3-unit college-level courses in addition to the experience requirement*. These courses must include the following five courses:
 - i. Real Estate Practice
 - ii. Legal Aspects of Real Estate
 - iii. Real Estate Appraisal
 - iv. Real Estate Economics or Accounting
 - v. Real Estate Finance

The remaining 3 courses are to be selected from the following:

1. Real Estate Office Administration—Advanced Legal Aspects of Real Estate
2. Advanced Real Estate Appraisal—Practices of Escrow
3. Real Estate Principles—Business Law
4. Property Management—Fundamentals of Escrow
5. Computer Applications in Real Estate — Mortgage Loan Brokering and Lending
6. Common Interest Development

*If an applicant completes both Accounting and Real Estate Economics, only two additional courses are required.

***Experience requirement is fulfilled by any one of the following:**

1. Two years full-time as a real estate salesperson;
2. Bachelor's degree from an accredited college or university; or
3. Two years employment in related industries such as escrow offices, banks, savings and loans, or building industries.

Real Estate Scholarships are available:

Please see a Real Estate department chairperson or a Business Counselor for more information.



RELIGIOUS STUDIES

ASSOCIATE IN ARTS

The Associate of Arts in Religious Studies administered by the Department of Philosophy offers a coordinated set of classes promoting an interdisciplinary and collaborative learning environment that is designed for understanding contemporary religious systems and practices as they are exhibited in the global community. It also refines students' basic understanding of secular, religious, and philosophical elements of religious experiences across cultures. The Associate of Arts in Religious Studies is organized around general education transfer courses.

CORE REQUIREMENTS: (15 UNITS)		UNITS
PHIL 200	World Religions	3
PHIL 203	Philosophy of Religion	3
PHIL 204	Philosophy of the Bible I (Hebrew Scriptures)	3
PHIL 206	Philosophy of the Bible II – (Christian Scripture)	3
WGS 102	Women and Religion	3

Take one of the additional courses:

ANTH 203	The Anthropology of Magic, Witchcraft, and Religion	3
ENGL 238	Classic Islamic Literature	3
HIST 275	Global Studies	3
ENGL 239	Literature of India	3

Total Core Requirements	18
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ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Meet the requirements for an Associate in Arts Degree in Religious Studies and complete electives and General Education requirements to achieve a minimum of 60 units.

RELIGIOUS STUDIES

CERTIFICATE OF ACHIEVEMENT

The Associate of Arts in Religious Studies administered by the Department of Philosophy offers a coordinated set of classes promoting an interdisciplinary and collaborative learning environment that is designed for understanding contemporary religious systems and practices as they are exhibited in the global community. It also refines students' basic understanding of secular, religious, and philosophical elements of religious experiences across cultures. The Associate of Arts in Religious Studies is organized around general education transfer courses.

CORE REQUIREMENTS: (15 UNITS)		UNITS
PHIL 200	World Religions	3
PHIL 203	Philosophy of Religion	3
PHIL 204	Philosophy of the Bible I (Hebrew Scriptures)	3
PHIL 206	Philosophy of the Bible II – (Christian Scripture)	3
WGS 102	Women and Religion	3

Take one of the additional courses:

ANTH 203	The Anthropology of Magic, Witchcraft, and Religion	3
ENGL 238	Classic Islamic Literature	3
HIST 275	Global Studies	3
ENGL 239	Literature of India	3

Total Degree Requirements	18
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SOCIOLOGY

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

Upon completion of Cerritos College, students will demonstrate breadth and depth of understanding of sociological theories, methods, and concepts. The degree is intended for students who are interested in sociology and are planning on seamless transfer to a CSU and majoring in sociology. In addition, this degree will appeal to non-majors who are planning to major in human services, social work, criminal justice, criminology, or other social sciences. Career opportunities for Sociology majors include Public Relations, Non-Profit Organizations, Social Services, Management, Public Administration, Marketing, Program Support/Management, Professor/Teacher, and give a general preparation for many graduate programs.

REQUIRED CORE (9 UNITS)		UNITS
SOC 101	Introductory Sociology Principles	3

Select two (6 Units)

SOC 201	Social Problems	3
SOC 205	Introduction to Social Research Methods	3
PSYC 210	Elementary Statistics	4
or MATH 112	Elementary Statistics	(4)

List A Select Two (6 units)

Any Required Core course not already used		
SOC 110	Marriage and the Family	3
SOC 202	Gender and Society	3
or WGS	202 Gender and Society	(3)
SOC 210	American Minority Relations	3

List B Select one (3 units)

Any course not already used above		
SOC 120	Introduction to Human Sexuality	3
SOC 215	Sociology of Cultural Diversity: Challenge and Change	3
SOC 220	Introduction to Human Services	3
SOC 230	Juvenile Delinquency	3
SOC 250	Sociology of Aging	3
ANTH 100	Cultural Anthropology	3
PSYC 101	General Introductory Psychology	3
Total Units for Major		18-19

ASSOCIATE IN ARTS IN SOCIOLOGY FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester units or 90 quarter units CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

SPANISH

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

REQUIRED CORE (19 Units)		UNITS
SPAN 101	Elementary Spanish	5
or SPAN 111	Elementary Spanish for Spanish Speakers	(5)
SPAN 102	Elementary Spanish	5
or SPAN 112	Elementary Spanish for Spanish Speakers	(5)
SPAN 201	Intermediate Spanish	5
SPAN 202	Intermediate Spanish	4

LIST A (Select one) 3 Units

SPAN 205	Advanced Spanish Composition	3
SPAN 206	Hispanic Literature in the Media	3
SPAN 245	Introduction to Chicano/Mexican American Culture	3
SPAN 210	Highlights of Hispanic Culture	3
Total Degree Requirements		22

ASSOCIATE IN ARTS IN SPANISH FOR TRANSFER REQUIREMENTS

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

SPEECH-LANGUAGE PATHOLOGY ASSISTANT

ASSOCIATE IN SCIENCE DEGREE

A licensed Speech-Language Pathology Assistant (SLPA) is a skilled technical worker who performs speech and language therapy and clinical tasks under the direction of a Speech-Language Pathologist. Successful completion of the degree requirements leads to eligibility for state licensure as a SLPA from the California Speech-Language Pathology, Audiology, and Hearing Aid Dispensers' Board. Licensed SLPAs have the opportunity to apply for work settings such as: in-home health; public, non-public, and charter schools; and, medical settings such as rehabilitation centers and private clinics.

TECHNICAL STANDARDS/ESSENTIAL FUNCTIONS

Technical standards/Essential Functions have been prepared to assist you in understanding the technical standards of the Speech Language Pathology Assistant program in order to affiliate in the clinical agencies and ultimately practice the profession. The technical standards as stated herewith are not conditions of admission to a program of study. Rather, they reflect performance abilities that are necessary for a student to successfully complete the requirements of the specified Health Occupations program.

The complete scope of practice for this occupation can be found in the Speech-Language Pathology Assistant handbook on the program's website at <https://www.cerritos.edu/slpa>. This information will be helpful to assist you in deciding on your career path.

The delivery of safe, effective speech and language intervention requires that students be able to perform functions related to the technical

Curriculum and Requirements for Majors and Certificates

standards outlined here. The inability of a student to perform these functions may result in the student being unable to meet course objectives and to progress in the Speech Language Pathology Assistant program. Additionally, if a student is unable to perform these required competencies, the student may pose a risk of harm to the client(s) for whom care is provided.

All applicants meeting the appropriate academic requirements shall be considered equally for admission to Cerritos College or any academic program regardless of race, color, religion, sex, marital status, beliefs, sexual orientation, national origin, age, or physical or mental disability.

PROGRAM MISSION

The mission of the Cerritos College Speech-Language Pathology Assistant Program is to prepare future Speech-Language Pathology Assistants to meet the needs of diverse populations in a variety of therapeutic environments. The Speech-Language Pathology Assistant Program was developed to align with the educational philosophy, mission, and values of Cerritos College. Specific goals, competencies, and student learning outcomes can be found in the program handbook on the website at: <https://www.cerritos.edu/slpa>.

ACCREDITATION

This program is accredited by the Speech-Language Pathology, Audiology, and Hearing Aid Dispenser's Board of California: 2005 Evergreen Street, Suite 2100, Sacramento, California, 95815; telephone: (916)263-2666; website: www.speechandhearing.ca.gov.

LENGTH AND KIND OF PROGRAM

Once admitted, the program is three semesters in length (excluding summer), beginning in the Fall semester. Speech-Language Pathology Assistant classes and any required general education units are scheduled on the college campus. Correlated clinical experiences are completed in the second and third semesters. These experiences may take place at selected schools and clinics in the Los Angeles and Orange county areas.

SPEECH-LANGUAGE PATHOLOGY PROGRAM REQUIREMENTS

I. ADMISSION REQUIREMENTS

A. Academic Prerequisites

1. All prerequisite coursework must be completed prior to submitting an application. Transcripts documenting completed coursework should be submitted with the application packet.
2. Students must have completed coursework that satisfies the Reading, Writing, and Math proficiencies for the Associate of Science degree-Plan A prior to submitting their application.
3. Students must have completed the following courses or equivalent with a grade of "C" or higher prior to submitting their application
 - a) General Education-Natural Science Requirement: A&P 120 (Human Anatomy & Physiology) OR Anatomy 150: (Human Anatomy)
 - b) General Education-Humanities Requirement: ASL 110 (American Sign Language I)
 - c) CD 110 (Child Development)
 - d) CDSE 150 (Introduction to Children with Special Needs)
 - e) CD 139 (Observation, Assessment, and Positive Guidance of Childhood Behavior)
 - f) SLP 101 (Introduction to Communication Disorders)
 - g) SLP 105 (Speech and Language Development in Children)

4. Course acceptance and equivalency is based on a transcript review by a Health Occupations counselor. Recency of speech-language pathology related coursework should not exceed 6 years.
 5. Prior to submission of their application, students must have obtained:
 - A minimum of a 2.0 cumulative GPA for all college coursework,
 - A minimum of a "C" grade in each prerequisite course, and
 - A minimum overall 2.5 GPA for all prerequisite courses
 6. Graduates with foreign or Bachelor degrees in Speech-Language Pathology, Communication Sciences, or Communication Disorders will not be given priority. Recency of course work still applies. All foreign bachelor degrees must be verified by a Cerritos College approved agency at the student's expense.
- B. Submit completed application to the program. The application can be obtained in the Health Occupations Division Office, or online at www.cerritos.edu/slpa. Submit one official transcript of all college work with the application to the Health Occupations Division office no later than April 5.

NOTE: Official transcripts sent to the Admissions and Records office WILL NOT be forwarded to the Health Occupations office for inclusion in the application file. The application and all supporting documents must be submitted to the Health Occupations Division office (11110 Alondra Boulevard, Norwalk, California 90650) by the end of business hours on April 5. Incomplete and/or late applications will not be considered.

II. SELECTION PROCEDURES

- A. All required documents, including the Speech-Language Pathology Assistant Program application, and all official college transcripts must be in possession of the Health Occupations Division Office by April 5.
- B. Applications will be reviewed for:
 1. Completion of prerequisite coursework
 2. Minimum of 2.0 cumulative GPA for all college coursework, minimum of a "C" grade in each prerequisite course, and a minimum overall 2.5 GPA for all prerequisite courses
 3. Submission of required documents (i.e., transcripts, completed application forms)
- C. Application packets will be reviewed after April 5. Notification of acceptance or non-acceptance will be sent by U.S. mail no later than June 1st.

III. PRIOR TO ENROLLMENT

- A. Upon acceptance and before enrollment, students must complete the following at their own expense:
 1. CPR for Healthcare Providers—you must present a valid CPR card for Healthcare Providers offered through the American Heart Association prior to the beginning of the program. Card must be valid for the duration of the program.
 2. Health Clearance—students must show evidence of immunizations, physical exams, and TB testing prior to enrollment in the program. Health and immunization forms will be issued to those applicants who are accepted into the program. Health forms must be reviewed and completed by the student's physician, which include technical standards/essential functions for Speech-Language Pathology Assisting (available on the program website).

Curriculum and Requirements for Majors and Certificates

- Criminal Background check—clinical placements are a requirement of the curriculum and will require clearance of a criminal background check. Students admitted to the program will be given instructions for completing the background check. Students who do not clear agency requirements are not eligible for clinical placement, and will consequently, be ineligible to continue in the program. If there is any concern regarding clearance of a background check, please contact the Health Occupations Division for more information.
- Drug screening—a drug screening may be required by specific clinical sites (determined during the clinical placement process).
- Official transcripts of all college work admitted to Admissions and Records.

EXPENSES

Enrollment fees, CPR training, physical exam/immunizations, background checks, books, and supplies will cost approximately \$3500. Students are responsible for their own living accommodations, transportation to and from selected clinical sites, background clearance, drug screening, CPR, health clearance, and any other costs required for clinical placement clearance procedures. See the Cerritos College catalog for enrollment and out-of-state resident fees.

ATTENDANCE

Students are expected to comply with the attendance requirements of the College and the Speech-Language Pathology Assistant Program for all coursework, including clinical placements:

“Students who are in excess of 10% of the total class hours 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.

- AUTHORIZED ABSENCE: for an approved educational field trip or school activity
- EXCUSED ABSENCE: for illness, injury or quarantine”

SCHOLARSHIP, PROMOTION

Successful completion of all levels of course work is necessary for completion of and graduation from the program of study. Students are required to maintain a grade of “C” or higher in all Speech-Language Pathology Assistant classes in order to progress in the program. Upon successful completion of all degree requirements, students are eligible to receive an Associate in Science degree. This program uses a modified grading scale for all classes, in which 76% is considered a “C”.

It is recommended that students who are transferring to other colleges to obtain a Bachelor’s degree in Speech-Language Pathology (or related field) should meet with a Health Occupations counselor to ensure they have completed the necessary coursework for transfer, which may require additional classes beyond what is required for the Associate in Science-Plan A.

Once the degree has been conferred, students may apply to the California Speech-Language Pathology, Audiology, and Hearing Aid Dispensers’ Board for licensure. The application and its requirements can be found at www.speechandhearing.ca.gov. It is the responsibility of the student to submit all application materials to the Board, including the verification of fieldwork hours, which must be signed by the student and the SLPA Department Chair. Completion of the program does not guarantee licensure or employment.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

I. PREREQUISITE COURSES:

A. The following courses (or their equivalents) must be completed prior to application for the program with a grade of “C” or higher:

A&P 120	Human Anatomy & Physiology
ASL 110	American Sign Language I
CD 110	Child Development
CD 139	Observation, Assessment, and Positive Guidance of Childhood Behavior
CDSE 150	Introduction to Children with Special Needs
SLP 101	Introduction to Communication Disorders
SLP 105	Speech and Language Development in Children

B. Successful completion of coursework that satisfies the Reading, Writing, and Math proficiencies for the Associate of Science degree-Plan A prior to submitting their application.

II. REQUIRED COURSES

FIRST SEMESTER

		UNITS
SLP 108	Introduction to Phonetics	3
SLP 125	Child Disorders and Treatment	5
		—
		8

SECOND SEMESTER

SLP 235	Adult Disorders and Treatment	5
SLP 241	Clinical Experience I	2.5
		—
		7.5

THIRD SEMESTER

SLP 230	Introduction to Augmentative and Alternative Communication	1.5
SLP 246	Clinical Experience II	2.5
		—
		4

Total Program Degree Units: 19.5

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Students must complete a minimum of 60 semester units to include (1) the prerequisite coursework (2) the required SLPA Program courses (3) the Associate in Science degree general education requirements and proficiencies (including the American History or American Government, Health and Wellness, and Communication and Analytical Thinking proficiencies), and (4) all classes with a grade of “C” or better in all courses required by the major.

SPEECH-LANGUAGE PATHOLOGY AIDE

CERTIFICATE OF ACHIEVEMENT

A speech-language pathology aide works as a support professional in the field of communication disorders. This is an entry-level position in which the aide assists a Speech-Language Pathologist (SLP) in completing clerical work or therapy-related tasks. A speech-language pathology aide may only work under the direct supervision of a licensed SLP. They are required to report their employment to the California Speech-Language Pathology, Audiology, and Hearing Aid Dispensers Board. Speech-language pathology aides may be employed in schools, clinics, and medical centers.

REQUIRED COURSES		UNITS
ASL 110	American Sign Language I	4
CD 110	Child Development	3
CD 139	Observation, Assessment, and Positive Guidance of Childhood Behavior	3
CDSE 150	Introduction to Children with Special Needs	3
SLP 101	Introduction to Communication Disorders	3
SLP 105	Speech and Language Development in Children	3
Total Certificate Requirements		19

THEATRE ARTS

ASSOCIATE IN ARTS DEGREE FOR TRANSFER (AA-T)

Students wishing to earn the Associate in Arts Degree for Transfer in Theater Arts must complete the 18.5-19 units described below, the California State University General Education Breadth pattern (Plan B) or the Inter-Segmental General Education Transfer Curriculum (IGETC) pattern (Plan C), and additional transfer level electives as needed for a total of 60 transferable semester units. Students must maintain a minimum grade point average of 2.0 and earn a grade of C or better in all courses required for the major or area of emphasis.

Upon completion of the Associate in Arts Degree for Transfer in Theater Arts, students will have qualified coursework for transfer into the California State University System with a general education and lower division theatre arts background that will enable them to directly transition into the CSU upper division theatre courses required for their four year degree.

REQUIRED CORE (9-9.5 UNITS)

TH 101	Introduction to the Theater	3
or TH 102	History of the Classical Theatre	3
TH 110	Fundamentals of Acting	3.5
TH 130	Rehearsal and Performance for the Minor Role	1
and TH 131	Rehearsal and Performance for the Supporting Role	2
TH 132	Rehearsal and Performance for the Leading Role	3
TH 133	Stage Crew Activity	1
and TH 134	Technical Production	2

LIST A: SELECT A MINIMUM OF 9-9.5 UNITS FROM THE FOLLOWING

TH 111	Intermediate Acting to Characterization	3.5
TH 112	Script Analysis	3
TH 222	Stage Lighting	3
TH 221	Costuming for the Stage	3
TH 123	Stage Make-up	3
TH 120	Theatre Stagecraft	3
Total Units for the Major		18.5-19

ASSOCIATE IN ARTS IN THEATRE FOR TRANSFER REQUIREMENTS:

Complete the following (1) 60 semester or 90 quarter CSU – transferable units (2) The California State University-General Education-Breadth pattern (CSU GE-Breadth); or the Intersegmental General Education Transfer Curriculum (IGETC) pattern (3) A minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district (4) Obtainment of a minimum grade point average (GPA) of 2.0 (5) Earn a grade of “C” or better in all courses required for the major or area of emphasis.

THEATRE ARTS

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

MAJOR REQUIREMENTS

ACTING OR TECHNICAL		UNITS
TH 101	Introduction to the Theatre	3
TH 102	History of the Classical Theatre	3
TH 103	History of the Modern Theatre	3
TH 110	Fundamentals of Acting	3.5
TH 130	Rehearsal/Performance for the Minor Role	1
TH 131	Rehearsal/Performance for the Supporting Role	2
TH 132	Rehearsal/Performance for the Leading Role	3
TH 133	Stage Crew Activity	1
TH 134	Technical Production	2

Choose One

TH 111	Intermediate Acting to Characterization	3.5
TH 114	Voice for Acting	2
TH 115	Stage Movement and Combat	3

Choose Two

TH 120	Theatre Stagecraft	3
TH 221	Costuming for the Stage	3
TH 222	Stage Lighting	3

Plus Six (6) Units from at least two of the following

MUS 146	Recording Techniques	2
TH 108	Improvisation for the Theatre	3.5
TH 111	Intermediate Acting to Characterization	3.5
TH 114	Voice for Acting	2
TH 115	Movement for the Actor	3
TH 120	Theatre Stagecraft	3
TH 123	Stage Make-Up	3
TH 136	Touring Theatre Production for Leading Roles	2
TH 212	Scene Study	3.5
TH 213	Historical Styles of Acting	3
TH 221	Costuming for the Stage	3
TH 222	Stage Lighting	3
TH 226	Introduction to Scene Design	2
Total Degree Requirements		35.5/37

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

A minimum of 60 units must be completed to include: 1) one of the options above, 2) A.A. Degree General Education requirements, and 3) electives as needed.

WELDING ARC WELDING

ASSOCIATE OF ARTS DEGREE

REQUIRED COURSES

WELD 49	Welding Shop Math	4
WELD 59	Blueprint Reading for the Welding Trades	4
WELD 120	Beginning Arc Welding	5
WELD 200	Intermediate Arc Welding	4
WELD 210L	Advanced Arc Welding	2
	Total Degree Requirements	19

RECOMMENDED ELECTIVES:

MTT 100	Machine Tool Introduction	2
WELD 54L	Advanced Pipe Welding	2
WELD 56L	Arc Welding 6" Pipe Certification Lab	2
WELD 58L	Arc Welding 2" Pipe Certification Lab	2
WELD 60	Welding and Metal Fabrication Safety	1
WELD 81L	Shielded Metal Arc Welding (SMAW) Specialty Lab	1
WELD 82L	Semiautomatic Welding Process Specialty Lab	1
WELD 83L	Gas Tungsten Arc Welding (GTAW) Specialty Lab	1
WELD 100	Welding Fundamentals	2.5
WELD 172L	Advanced Structural Fabrication Lab	1
WELD 212L	Shielded Metal Arc Welding (SMAW) Certification Lab	2
WELD 214L	Flux Cored Arc Welding (FCAW) Certification Lab	2
WELD 220	Certification and Licensing for Welders	2
WELD 240L	Intermediate Gas Tungsten Arc Welding Lab	2
WELD 250L	Advanced Gas Tungsten Arc Welding Lab	2
WELD 260L	Gas Tungsten Arc Welding (GTAW) Aerospace Certification Lab	2
WELD 270	Structural Layout	3

ASSOCIATE OF ARTS DEGREE REQUIREMENTS:

The student must complete one of the certificate options and electives and General Education to achieve a minimum of 60 units.

ARC WELDING

CERTIFICATE OF ACHIEVEMENT

REQUIRED COURSES

WELD 49	Welding Shop Math	4
WELD 59	Blueprint Reading for the Welding Trades	4
WELD 120	Beginning Arc Welding	5
WELD 200	Intermediate Arc Welding	4
WELD 210L	Advanced Arc Welding	2
	Total Certificate Requirements	19

RECOMMENDED ELECTIVES

MTT 100	Machine Tool Introduction	2
WELD 54L	Advanced Pipe Welding	2
WELD 56L	ARC Welding 6" Pipe Certification Lab	2
WELD 58L	ARC Welding 2" Pipe Certification Lab	2
WELD 60	Welding and Metal Fabrication Safety	1

WELD 81L	Shielded Metal Arc Welding (SMAW) Specialty Lab	1
WELD 82L	Semiautomatic Welding Process Specialty Lab	1
WELD 83L	Gas Tungsten Arc Welding (GTAW) Specialty Lab	1
WELD 100	Welding Fundamentals	2.5
WELD 172L	Advanced Structural Fabrication Lab	1
WELD 212L	Shielded Metal Arc Welding (SMAW) Certification Lab	2
WELD 214L	Flux Cored Arc Welding (FCAW) Certification Lab	2
WELD 220	Certification and Licensing for Welders	2
WELD 240L	Intermediate Gas Tungsten Arc Welding Lab	2
WELD 250L	Advanced Gas Tungsten Arc Welding Lab	2
WELD 260L	Gas Tungsten Arc Welding (GTAW) Aerospace Certification Lab	2
WELD 270	Structural Layout	3

GAS TUNGSTEN ARC WELDING ASSOCIATE OF ARTS DEGREE

REQUIRED COURSES

WELD 49	Welding Shop Math	4
WELD 59	Blueprint Reading for the Welding Trades	4
WELD 120	Beginning Arc Welding	5
WELD 130	Gas Tungsten Arc Welding	5
	Total Degree Requirements	18

Recommended Electives

MTT 100	Machine Tool Introduction	2
WELD 54L	Advanced Pipe Welding	2
WELD 56L	ARC Welding 6" Pipe Certification Lab	2
WELD 58L	ARC Welding 2" Pipe Certification Lab	2
WELD 60	Welding and Metal Fabrication Safety	1
WELD 81L	Shielded Metal Arc Welding (SMAW) Specialty Lab	1
WELD 82L	Semiautomatic Welding Process Specialty Lab	1
WELD 83L	Gas Tungsten Arc Welding (GTAW) Specialty Lab	1
WELD 100	Welding Fundamentals	2.5
WELD 172L	Advanced Structural Fabrication Lab	1
WELD 210L	Advanced Arc Welding Lab	2
WELD 212L	Shielded Metal Arc Welding (SMAW) Certification Lab	2
WELD 214L	Flux Cored Arc Welding (FCAW) Certification Lab	2
WELD 220	Certification and Licensing for Welders	2
WELD 240L	Intermediate Gas Tungsten Arc Welding Lab	2
WELD 250L	Advanced Gas Tungsten Arc Welding Lab	2
WELD 260L	Gas Tungsten Arc Welding (GTAW) Aerospace Certification Lab	2
WELD 270	Structural Layout	3

ASSOCIATE OF ARTS DEGREE REQUIREMENTS:

The student must complete one of the certificate options and electives and General Education to achieve a minimum of 60 units.

Curriculum and Requirements for Majors and Certificates

GAS TUNGSTEN ARC WELDING

CERTIFICATE OF ACHIEVEMENT

		UNITS
WELD 49	Welding Shop Math	4
WELD 59	Blueprint Reading for the Welding Trades	4
WELD 120	Beginning Arc Welding	5
WELD 130	Gas Tungsten Arc Welding Fundamentals	5
	Total Certificate Requirements	18

Recommended Electives

MTT 100	Machine Tool Introduction	2
WELD 54L	Advanced Pipe Welding	2
WELD 56L	ARC Welding 6" Pipe Certification Lab	2
WELD 58L	ARC Welding 2" Pipe Certification Lab	2
WELD 60	Welding and Metal Fabrication Safety	1
WELD 81L	Shielded Metal ARC Welding (SMAW) Specialty Lab	1
WELD 82L	Semiautomatic Welding Process Specialty Lab	1
WELD 83L	Gas Tungsten ARC Welding (GTAW) Specialty Lab	1
WELD 100	Welding Fundamentals	2.5
WELD 172L	Advanced Structural Fabrication Lab	1
WELD 210L	Advanced ARC Welding Lab	2
WELD 212L	Shielded Metal ARC Welding (SMAW) Certification Lab	2
WELD 214L	Flux Cored ARC Welding (FCAW) Certification Lab	2
WELD 220	Certification and Licensing for Welders	2
WELD 240L	Intermediate Gas Tungsten ARC Welding Lab	2
WELD 250L	Advanced Gas Tungsten ARC Welding Lab	2
WELD 260L	Gas Tungsten ARC Welding (GTAW) Aerospace Certification Lab	2
WELD 270	Structural Layout	3

PIPE WELDING

ASSOCIATE OF SCIENCE DEGREE

REQUIRED COURSES

WELD 49	Welding Shop Math	4
WELD 52	Pipe Welding Fundamentals	4
WELD 53	Pipe Layout	2
WELD 59	Blueprint Reading for the Welding Trades	4
WELD 120	Beginning Arc Welding	5
WELD 200	Intermediate Arc Welding	4
WELD 210L	Advanced Arc Welding	2
	Total Degree Requirements	25

Recommended Electives

MTT 100	Machine Tool Introduction	2
WELD 54L	Advanced Pipe Welding	2
WELD 56L	ARC Welding 6" Pipe Certification Lab	2
WELD 58L	ARC Welding 2" Pipe Certification Lab	2
WELD 60	Welding and Metal Fabrication Safety	1
WELD 81L	Shielded Metal ARC Welding (SMAW) Specialty Lab	1
WELD 82L	Semiautomatic Welding Process Specialty Lab	1
WELD 83L	Gas Tungsten ARC Welding (GTAW) Specialty Lab	1
WELD 100	Welding Fundamentals	2.5

WELD 172L	Advanced Structural Fabrication Lab	1
WELD 212L	Shielded Metal ARC Welding (SMAW) Certification Lab	2
WELD 214L	Flux Cored ARC Welding (FCAW) Certification Lab	2
WELD 220	Certification and Licensing for Welders	2
WELD 240L	Intermediate Gas Tungsten ARC Welding Lab	2
WELD 250L	Advanced Gas Tungsten ARC Welding Lab	2
WELD 260L	Gas Tungsten ARC Welding (GTAW) Aerospace Certification Lab	2
WELD 270	Structural Layout	3

ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

The student must complete one of the certificate options and electives and General Education to achieve a minimum of 60 units.

PIPE WELDING

CERTIFICATE OF ACHIEVEMENT

REQUIRED COURSES

WELD 49	Welding Shop Math	4
WELD 52	Pipe Welding Fundamentals	4
WELD 53	Pipe Layout	2
WELD 59	Blueprint Reading for the Welding Trades	4
WELD 120	Beginning Arc Welding	5
WELD 200	Intermediate Arc Welding	4
WELD 210L	Arc Welding Applications	2
	Total Certificate Requirements	25

Recommended Electives

MTT 100	Machine Tool Introduction	2
WELD 54L	Advanced Pipe Welding	2
WELD 56L	ARC Welding 6" Pipe Certification Lab	2
WELD 58L	ARC Welding 2" Pipe Certification Lab	2
WELD 60	Welding and Metal Fabrication Safety	1
WELD 81L	Shielded Metal ARC Welding (SMAW) Specialty Lab	1
WELD 82L	Semiautomatic Welding Process Specialty Lab	1
WELD 83L	Gas Tungsten ARC Welding (GTAW) Specialty Lab	1
WELD 100	Welding Fundamentals	2.5
WELD 172L	Advanced Structural Fabrication Lab	1
WELD 212L	Shielded Metal ARC Welding (SMAW) Certification Lab	2
WELD 214L	Flux Cored ARC Welding (FCAW) Certification Lab	2
WELD 220	Certification and Licensing for Welders	2
WELD 240L	Intermediate Gas Tungsten ARC Welding Lab	2
WELD 250L	Advanced Gas Tungsten ARC Welding Lab	2
WELD 260L	Gas Tungsten ARC Welding (GTAW) Aerospace Certification Lab	2
WELD 270	Structural Layout	3

WELDING FABRICATION AND LAYOUT

ASSOCIATE OF SCIENCE DEGREE

REQUIRED COURSES

WELD 49	Welding Shop Math	4
WELD 59	Blueprint Reading for the Welding Trades	4

Curriculum and Requirements for Majors and Certificates

WELD 120	Beginning Arc Welding	5
WELD 170	Structural Fabrication	2
WELD 200	Intermediate Arc Welding	4
	Total Degree Requirements	19

Recommended Electives

MTT 100	Machine Tool Introduction	2
WELD 54L	Advanced Pipe Welding	2
WELD 56L	ARC Welding 6" Pipe Certification Lab	2
WELD 58L	ARC Welding 2" Pipe Certification Lab	2
WELD 60	Welding and Metal Fabrication Safety	1
WELD 81L	Shielded Metal ARC Welding (SMAW) Specialty Lab	1
WELD 82L	Semiautomatic Welding Process Specialty Lab	1
WELD 83L	Gas Tungsten ARC Welding (GTAW) Specialty Lab	1
WELD 100	Welding Fundamentals	2.5
WELD 172L	Advanced Structural Fabrication Lab	1
WELD 210L	Advanced ARC Welding Lab	2
WELD 212L	Shielded Metal ARC Welding (SMAW) Certification Lab	2
WELD 214L	Flux Cored ARC Welding (FCAW) Certification Lab	2
WELD 220	Certification and Licensing for Welders	2
WELD 240L	Intermediate Gas Tungsten ARC Welding Lab	2
WELD 250L	Advanced Gas Tungsten ARC Welding Lab	2
WELD 260L	Gas Tungsten ARC Welding (GTAW) Aerospace Certification Lab	2
WELD 270	Structural Layout	3

ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

The student must complete one of the certificate options and electives and General Education to achieve a minimum of 60 units.

WELDING FABRICATION AND LAYOUT

CERTIFICATE OF ACHIEVEMENT

REQUIRED COURSES

	UNITS
WELD 49	4
WELD 59	4
WELD 120	5
WELD 170	2
WELD 200	4
	—
Total Certificate Requirements	19

Recommended Electives

MTT 100	Machine Tool Introduction	2
WELD 54L	Advanced Pipe Welding	2
WELD 56L	ARC Welding 6" Pipe Certification Lab	2
WELD 58L	ARC Welding 2" Pipe Certification Lab	2
WELD 60	Welding and Metal Fabrication Safety	1
WELD 81L	Shielded Metal ARC Welding (SMAW) Specialty Lab	1
WELD 82L	Semiautomatic Welding Process Specialty Lab	1
WELD 83L	Gas Tungsten ARC Welding (GTAW) Specialty Lab	1
WELD 100	Welding Fundamentals	2.5
WELD 172L	Advanced Structural Fabrication Lab	1
WELD 210L	Advanced ARC Welding Lab	2
WELD 212L	Shielded Metal ARC Welding (SMAW) Certification Lab	2

WELD 214L	Flux Cored ARC Welding (FCAW) Certification Lab	2
WELD 220	Certification and Licensing for Welders	2
WELD 240L	Intermediate Gas Tungsten ARC Welding Lab	2
WELD 250L	Advanced Gas Tungsten ARC Welding Lab	2
WELD 260L	Gas Tungsten ARC Welding (GTAW) Aerospace Certification Lab	2
WELD 270	Structural Layout	3

WOMEN'S AND GENDER STUDIES

ASSOCIATE IN ARTS DEGREE

The goals and objectives of the Cerritos College Women's and Gender Studies Program are to prepare Women's Studies majors for an Associates in Arts degree, to transfer to four-year universities and prepare them for college work in upper division Women's and Gender Studies courses. As such, we are committed to offering a variety of interdisciplinary courses of interest to help students meet general education units.

REQUIRED COURSES:

WGS 101	Issues for Women in American Society	3
WGS 103	Women, their Bodies and Health	3
or HED 103	Women, their Bodies and Health	(3)

Choose at least 12 units from the following:

WGS 102	Women and Religion	3
WGS 104	Community Organizing and Activism	3
WGS 105	Gender Studies and the Chicana/Latina Experience	3
WGS 107	Men and Masculinities: Constructing Manhood in America	3
or HUM 107	Men and Masculinities: Constructing Manhood in America	(3)
WGS 108	Women in Sports	3
or KIN 108	Women in Sports	(3)
WGS 109	Philosophy of the Body, Feminism and Gender	3
or PHIL 109	Philosophy of the Body, Feminism and Gender	(3)
WGS 115	Gender, Communication, and the Digital Revolution	3
or COMM 115	Gender, Communication, and the Digital Revolution	(3)
WGS 202	Gender and Society	3
or SOC 202	Gender and Society	(3)
WGS 204	Women in American History	3
or HIST 204	Women in American History	(3)
WGS 205	Anthropology of Sexuality and Gender	3
or ANTH 205	Anthropology of Sexuality and Gender	(3)
WGS 206	Women in the Global Economy	3
or ECON 102	Women in the Global Economy	(3)
WGS 207	Women and Media	3
or ART 207	Women and Media	(3)
WGS 208	Leadership for Women in Business	3
or BA 208	Leadership for Women in Business	(3)
WGS 209	Gender and Science	3
ART 109	Gender and Sexuality in Art	3
or HUM 109	Gender and Sexuality in Art	(3)
ENGL 236	Studies in Women's Literature	3
PSYC 265	Psychology of Gender	3

Total number of units	18
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Courses that are cross-listed may not both be used for credit.

Curriculum and Requirements for Majors and Certificates

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

To qualify for a degree in Women's and Gender Studies, students must take courses listed above and complete all A.A. Degree General Education requirements for a total of at least 60 units

BA 100	Fundamentals of Business	3
BA 120	Management-Accounting and Internal Control	3
BA 132	Computer Applications for Managers	3
BA 156	Motivational Presentation Skills for Managers	3
Total Certificate Requirements		24

Courses that are cross-listed may not both be used for credit.

WOMEN IN MANAGEMENT

ASSOCIATE IN ARTS DEGREE

The Women's and Gender Studies and the Business Administration departments are committed to offering courses to supplement majors in related or vocational areas. The core courses offered by both departments will increase general and technical knowledge in two important areas of scholarship. The course work of Women's and Gender Studies and Business Essentials will foster a better understanding of an increasingly complex world. With this curriculum, students learn theories and tools to better navigate a rapidly changing world, in particular the business world.

CORE REQUIREMENTS:	UNITS
WGS 101 Issues for Women in American Society	3
WGS 202 Gender and Society	3
or SOC 202 Gender and Society	(3)
WGS 206 Women in the Global Economy	3
or ECON 102 Women in the Global Economy	(3)
or ECON 101 Economic Issues and Policies	(3)
WGS 208 Leadership for Women in Business	3
or BA 208 Leadership for Women in Business	(3)
BA 100 Fundamentals of Business	3
BA 120 Management-Accounting and Internal Control	3
BA 132 Computer Applications for Managers	3
BA 156 Motivational Presentation Skills for Managers	3
Total Degree Requirements	24

Courses that are cross-listed may not both be used for credit.

ASSOCIATE IN ARTS DEGREE REQUIREMENT

Meet the requirements for an Associate in Arts Degree in Women in Management and complete the General Education requirements (Plan A in the Cerritos College Catalog) to achieve a minimum of 60 units.

WOMEN IN MANAGEMENT

CERTIFICATE OF ACHIEVEMENT

The Women's and Gender Studies and the Business Administration departments are committed to offering courses to supplement majors in related or vocational areas. The core courses offered by both departments will increase general and technical knowledge in two important areas of scholarship. The course work of Women's and Gender Studies and Business Essentials will foster a better understanding of an increasingly complex world. With this curriculum, students learn theories and tools to better navigate a rapidly changing world, in particular the business world.

CORE REQUIREMENTS:	UNITS
WGS 101 Issues for Women in American Society	3
WGS 202 Gender and Society	3
or SOC 202 Gender and Society	(3)
WGS 206 Women in the Global Economy	3
or ECON 102 Women in the Global Economy	(3)
or ECON 101 Economic Issues and Policies	(3)
WGS 208 Leadership for Women in Business	3
or BA 208 Leadership for Women in Business	(3)

WOODWORKING MANUFACTURING TECHNOLOGIES

CERTIFICATE OF ACHIEVEMENT

BASIC CORE COURSES	UNITS
WMT 101 Introduction to Woodworking	3
WMT 102 Introduction to Solid Wood Casegoods	4
WMT 103 Introduction to Tables	4
WMT 107 Wood Finishing	3
WMT 118 Introduction to Woodturning	2
WMT 151 Introduction to Faceframe Cabinetmaking	4
WMT 153 32mm System of Cabinetmaking	4
WMT 155 Architectural Millwork	4
Total Certificate Requirements	28

ASSOCIATE IN ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include the above Certificate of Achievement requirements, the Associate in Arts Degree requirements, and electives as needed.

RECOMMENDED ELECTIVES: WMT 123, WMT 144, WMT 185

CABINETMAKING

ASSOCIATE OF ARTS

The Department of Woodworking Manufacturing Technologies provides students with high quality woodworking education leading to job opportunities in the wood industry. Vocational programs in both cabinetmaking and furniture making are offered. Degrees are available in General Woodworking, Cabinetmaking, and Furniture Making.

The Cabinetmaking program option prepares students for employment in the woodworking industry, primarily in cabinet shops. Through courses focusing on different forms cabinetmaking including casegoods, faceframe, and CNC, students learn how to use traditional woodworking machinery and hand tools as well as CNC machines. Core topics include CNC and cabinetmaking as well as design. Electives include wood finishing, veneering, and running a woodworking business. Graduates are employed as cabinetmakers, general woodworkers, CNC operators, or are self-employed. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

WMT BASIC CORE COURSES	UNITS
WMT 151 Introduction to Faceframe Cabinetmaking	4
WMT 153 32mm System of Cabinetmaking	4
WMT 155 Architectural Millwork	4
WMT 181 Introduction to Cabinet Vision	3
or WMT 182 AlphaCAM and the CNC Router	(4)
WMT 250 Intermediate Faceframe Cabinetmaking	4
or WMT 252 Intermediate 32mm System Cabinetmaking	(4)

Curriculum and Requirements for Majors and Certificates

WMT 291	Production Cabinetmaking	4
or WMT 292	Production – Special Projects	(4)
Choose from the following for a minimum of four (4) units:		
WMT 80	Running a Woodworking Business	3
WMT 107	Wood Finishing	3
WMT 144	Jigs and Fixtures	2
WMT 157	Passage Door	4
WMT 184	Introduction to Digital Fabrication	3
WMT 258	Mantels and Wall Systems	4
WMT 281	Intermediate Cabinet Vision	3
WMT 282	Intermediate AlphaCAM and the CNC Router	4
WMT 287	5-Axis CNC Woodworking	3
Total Degree Requirements		27-30

ASSOCIATE OF ARTS DEGREE REQUIREMENTS

Complete a minimum of 60 units to include the above requirements, the Associate of Arts Degree requirements, and electives as needed.

RECOMMENDED ELECTIVES:

WMT 80	Running A Woodworking Business	3
WMT 258	Mantels and Wall Systems	4

CABINETMAKING

CERTIFICATE OF ACHIEVEMENT

The Department of Woodworking Manufacturing Technologies provides students with high quality woodworking education leading to job opportunities in the wood industry. Vocational programs in both cabinetmaking and furniture making are offered. Certificates are available in General Woodworking, Cabinetmaking, Furniture Making, and CNC Woodworking.

The Cabinetmaking program option prepares students for employment in the woodworking industry, primarily in cabinet shops. Through courses focusing on different forms cabinetmaking including casegoods, faceframe, and CNC, students learn how to use traditional woodworking machinery and hand tools as well as CNC machines. Core topics include CNC and cabinetmaking as well as design. Electives include wood finishing, veneering, and running a woodworking business. Graduates are employed as cabinetmakers, general woodworkers, CNC operators, or are self-employed. Spatial intelligence, cognitive ability, and hand-eye coordination are recommended for those entering the program.

WMT BASIC CORE COURSES

	UNITS	
WMT 151	Introduction to Faceframe Cabinetmaking	4
WMT 153	32mm System of Cabinetmaking	4
WMT 155	Architectural Millwork	4
WMT 181	Introduction to Cabinet Vision	3
or WMT 182	AlphaCAM and the CNC Router	(4)
WMT 250	Intermediate Faceframe Cabinetmaking	4
or WMT 252	Intermediate 32mm System Cabinetmaking	(4)
WMT 291	Production Cabinetmaking	4
or WMT 292	Production – Special Projects	(4)

Choose from the following for a minimum of four (4) units:

WMT 80	Running a Woodworking Business	3
WMT 107	Wood Finishing	3
WMT 144	Jigs and Fixtures	2
WMT 157	Passage Door	4
WMT 184	Introduction to Digital Fabrication	3

WMT 258	Mantels and Wall Systems	4
WMT 281	Intermediate Cabinet Vision	2.5
WMT 282	Intermediate AlphaCAM and the CNC Router	4
WMT 287	5-Axis CNC Woodworking	3
Total Certificate Requirements		27-30

RECOMMENDED ELECTIVES:

WMT 80	Running A Woodworking Business	3
WMT 258	Mantels and Wall Systems	4

CNC WOODWORKING

CERTIFICATE OF ACHIEVEMENT

The Department of Woodworking Manufacturing Technologies provides students with high quality woodworking education leading to job opportunities in the wood industry. Vocational programs in both cabinetmaking and furniture making are offered. Certificates are available in General Woodworking, Cabinetmaking, Furniture Making, and CNC Woodworking.

The CNC Woodworking program option prepares students for employment in the woodworking industry, primarily in cabinet shops using CNC equipment. Courses cover the use of Cabinet Vision, a CAD/CAM program used for designing cabinet projects, and Alphacam, a general CAD/CAM software program. Other digital fabrication techniques, including laser cutting and 3D printing, are also covered, along with the use of traditional equipment for cabinet construction. Graduates are employed as cabinet and millwork designers and CNC equipment operators. Computer skills, spatial intelligence, cognitive ability, and eye-hand coordination are recommended for those entering the program.

WMT BASIC CORE COURSES

	UNITS	
WMT 151	Introduction to Faceframe Cabinetmaking	4
WMT 181	Introduction to Cabinet Vision	3
WMT 182	AlphaCAM and the CNC Router	4
WMT 184	Introduction to Digital Fabrication	3
WMT 281	Intermediate Cabinet Vision	2.5
WMT 282	Intermediate AlphaCAM and the CNC Router	4
Total Certificate Requirements		20.5

RECOMMENDED ELECTIVES:

WMT 281	Intermediate Cabinet Vision	2.5
WMT 282	Intermediate AlphaCAM and the CNC Router	4



FURNITURE MAKING

ASSOCIATE OF SCIENCE

The Department of Woodworking Manufacturing Technologies provides students with high quality woodworking education leading to job opportunities in the wood industry. Vocational programs in both cabinetmaking and furniture making are offered. Program options include Cabinetmaking, Furniture Making, CNC Woodworking, and Woodworking.

The Furniture Making program option prepares students for employment in the woodworking industry, primarily in custom furniture shops. Through courses focusing on tables, casegoods, and other forms, students learn how to use traditional woodworking machinery and hand tools. Core topics include furniture design and finishing. Electives include advanced casegoods, advanced tables, advanced hand-tool topics, veneering, and SketchUp. Graduates are employed as furniture makers, general woodworkers, or are self-employed. Spatial intelligence, cognitive ability, and eye-hand coordination are recommended for those entering the program.

REQUIRED CORE COURSES

WMT 101	Introduction to Woodworking	3
WMT 102	Introduction to Casegoods	4
WMT 103	Introduction to Tables	4
WMT 107	Wood Finishing	3
WMT 130	Furniture Design	3
WMT 201	Woodworking with Hand Tools	4

Choose from the following for a minimum of four (4) units:

WMT 80	Running a Woodworking Business	3
WMT 100	Woodworking Essentials	2
WMT 108	Wood Carving for Furniture	2.5
WMT 117	Woodworking Appreciation	1
WMT 118	Introduction to Woodturning	2
WMT 123	Decorative Boxes	4
WMT 135	Windsor Chair	4
WMT 144	Jigs and Fixtures	2
WMT 182	AlphaCAM and the CNC Router	4
WMT 183	SketchUp for Woodworkers	3
WMT 184	Introduction to Digital Fabrication	3
WMT 202	Advanced Furniture Casegoods	4
WMT 204	Advanced Tables	4
WMT 205	Veneering and Marquetry	4
WMT 211	The Workbench Class	4
WMT 212	Routers and Router Tables	4
WMT 221	Advanced Handtools – Handplanes	2
WMT 222	Advanced Handtools – Joinery	2
WMT 223	Advanced Handtools – Layout Tools	2
WMT 224	Advanced Handtools – Dovetails	2
WMT 231	Outdoor Seating	4
WMT 232	Chair Design and Construction	4
WMT 233	Morris Chair	4
WMT 237	Traditional American Furniture	4
WMT 244	Chest of Drawers	4
WMT 245	Curved and Tapered Forms for Furniture	4
WMT 246	Sculptural Rocking Chair	4
	Total Degree Requirements	25

ASSOCIATE OF ARTS DEGREE REQUIREMENTS:

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the associate in science degree general education requirements, and (3) a grade of “C” or better in all courses required by major.

RECOMMENDED ELECTIVES:

WMT 144	Jigs and Fixtures	2
WMT 202	Advanced Furniture Casegoods	4
WMT 204	Advanced Tables	4
WMT 205	Veneering and Marquetry	4

FURNITURE MAKING

CERTIFICATE OF ACHIEVEMENT

The Department of Woodworking Manufacturing Technologies provides students with high quality woodworking education leading to job opportunities in the wood industry. Vocational programs in both cabinetmaking and furniture making are offered. Program options include Cabinetmaking, Furniture Making, CNC Woodworking, and Woodworking.

The Furniture Making program option prepares students for employment in the woodworking industry, primarily in custom furniture shops. Through courses focusing on tables, casegoods, and other forms, students learn how to use traditional woodworking machinery and hand tools. Core topics include furniture design and finishing. Electives include advanced casegoods, advanced tables, advanced hand-tool topics, veneering, and SketchUp. Graduates are employed as furniture makers, general woodworkers, or are self-employed. Spatial intelligence, cognitive ability, and eye-hand coordination are recommended for those entering the program.

REQUIRED CORE COURSES

WMT 101	Introduction to Woodworking	3
WMT 102	Introduction to Casegoods	4
WMT 103	Introduction to Tables	4
WMT 107	Wood Finishing	3
WMT 130	Furniture Design	3
WMT 201	Woodworking with Hand Tools	4

Choose from the following for a minimum of four (4) units:

WMT 80	Running a Woodworking Business	3
WMT 100	Woodworking Essentials	2
WMT 108	Wood Carving for Furniture	2.5
WMT 117	Woodworking Appreciation	1
WMT 118	Introduction to Woodturning	2
WMT 123	Decorative Boxes	4
WMT 135	Windsor Chair	4
WMT 144	Jigs and Fixtures	2
WMT 182	AlphaCAM and the CNC Router	4
WMT 183	SketchUp for Woodworkers	3
WMT 184	Introduction to Digital Fabrication	3
WMT 202	Advanced Furniture Casegoods	4
WMT 204	Advanced Tables	4
WMT 205	Veneering and Marquetry	4
WMT 211	The Workbench Class	4
WMT 212	Routers and Router Tables	4
WMT 221	Advanced Handtools – Handplanes	2
WMT 222	Advanced Handtools – Joinery	2
WMT 223	Advanced Handtools – Layout Tools	2
WMT 224	Advanced Handtools – Dovetails	2
WMT 231	Outdoor Seating	4
WMT 232	Chair Design and Construction	4
WMT 233	Morris Chair	4
WMT 237	Traditional American Furniture	4
WMT 244	Chest of Drawers	4

Curriculum and Requirements for Majors and Certificates

WMT 245	Curved and Tapered Forms for Furniture	4
WMT 246	Sculptural Rocking Chair	4
		—
	Total Certificate Requirements	25

RECOMMENDED ELECTIVES:

WMT 144	Jigs and Fixtures	2
WMT 202	Advanced Furniture Casegoods	4

ZOOLOGY

ASSOCIATE OF ARTS DEGREE

REQUIRED COURSES	UNITS	
BIOL 120	Introduction to Biological Science	4
BIOL 200	Principles of Biology	5
BIOL 201	Principles of Biology	5
CHEM 111	General Chemistry	5
CHEM 112	General Chemistry	5
ZOOL 120	Introduction to Animal Biology	4

Select one of the following two courses:

MATH 116	Calculus for Managerial, Biological, and Social Sciences	4
or MATH 170	Analytic Geometry and Calculus I	(4)
		—
	Total Degree Requirements	32

ADDITIONAL DEGREE REQUIREMENTS

Completion of a minimum of 60 semester units to include (1) the courses listed above, (2) the AA degree general education requirements, and (3) a grade of "C" or better in all courses required by major.



VERIFICATIONS OF COMPLETION

AMERICAN SIGN LANGUAGE

VERIFICATION OF COMPLETION

DIVISION/DEPARTMENT REQUIREMENTS		UNITS
ASL 110	American Sign Language I	4
ASL 111	American Sign Language II	4
ASL 210	American Sign Language III	4
ASL 211	American Sign Language IV	4
Total Verification Requirements		16

Although many of these courses are transferable, this Verification of Completion is nontransferable. Please see counselors or the respective department for additional alternatives.

ART AND DESIGN

OCCUPATIONAL PREPAREDNESS IN DESKTOP PUBLISHING/JOURNALISM

VERIFICATION OF COMPLETION

This verification will provide the student with the entry-level skills needed to write and prepare for printing such widely produced documents and newsletters, brochures, and news releases. These skills are applicable in a wide variety of business environments.

SELECT 12 UNITS FROM THE FOLLOWING		UNITS
ART 188	Design for Digital Publishing	3
ART 192	Photoshop/Digital Imaging	3
JOUR 101	Beginning Newswriting and Reporting	3
JOUR 107A	College Newspaper	3

Plus one course from the following:

ART 182A	Lettering and Typography	3
ART 186	Computer Graphics with Adobe Illustrator	3
BA 110	Advertising	3
JOUR 130	Photo Journalism	3
or PHOT 130	Photo Journalism	(3)
JOUR 157	Principles of Public Relations	3
or BA 157	Principles of Public Relations	(3)
Total Verification Requirements		15

DIGITAL GRAPHICS FOUNDATION

VERIFICATION OF COMPLETION

REQUIRED COURSES		UNITS
ART 186	Computer Graphics with Adobe Illustrator	3
ART 192	Photoshop/Digital Imaging	3
Total Verification Requirements		6

NOTE: Both courses are transferable but this verification is non-transferable.

The 3D Animation Foundation Verification of Completion is designed to include the following objectives: a) to gain proficiency in vector and bitmap graphic applications b) to develop knowledge of digital photographic manipulation c) to explore various digital illustration techniques d) to develop confidence in digital imaging e) to help the participant update software skills.

A Verification of Completion in the Digital Graphics Foundation will be granted by the division upon completion of 6 units.

DIGITAL LAYOUT FOUNDATION

VERIFICATION OF COMPLETION

REQUIRED COURSES		UNITS
ART 186	Computer Graphics with Adobe Illustrator	3
ART 188	Design for Digital Publishing	3
Total Verification Requirements		6

NOTE: Both courses are transferable but this verification is non-transferable.

The Digital Layout Foundation Verification of Completion is designed to include the following objectives: a) to explore various text layout design problems b) to develop knowledge of digital typesetting c) to explore various digital illustration techniques d) to gain proficiency in desktop publishing applications e) to help the participant update software skills.

A Verification of Completion in the Digital Layout Foundation Certificate will be granted by the division upon completion of 6 units.

3D ANIMATION FOUNDATION

VERIFICATION OF COMPLETION

REQUIRED COURSES		UNITS
ART 195	3D Modeling for Animation	3
ART 191A	3D Computer Animation	3
Total Verification Requirements		6

NOTE: Both courses are transferable but this verification is non-transferable.

The 3D Animation Foundation Verification of Completion is designed to include the following objectives: a) to develop fundamental 3D Computer modeling skills b) to explore traditional animation principles and apply them to digital animation c) to create original 3D models with Photographic texture maps d) to create animated short films e) to help the participant update software skills.

A Verification of Completion in the 3D Animation Foundation will be granted by the division upon completion of 6 units.

AUTOMOTIVE

AUTOMOTIVE COLLISION REPAIR

VERIFICATION OF COMPLETION

STRUCTURAL DAMAGE SPECIALIST

AB 51	Non-Structural Repair	4.5
AB 59M	Computerized Measuring Training	2
AB 59P	Structural Repair Planning	2
AB 59U	Unitized Structural Repair Analysis	2
AB 59F	Full Frame Repair Analysis	2
AB 181	Non-Structural Damage Estimating	3
AB 281	Structural Damage Analysis for Estimators	1
AB 282	Steering, Suspension and Powertrain Analysis for Estimators	1
	Total Verification Requirements	17.5

AUTOMOTIVE CUSTOMIZING AND FABRICATION

AB 56	Non-Structural Automotive Welding	2
or AB 57	Structural Automotive Welding	(2)
AB 75	Body Panel Customizing	4.5
or AB 51	Non-Structural Repair	(4.5)
AB 76	Partial-Panel Fabrication	4.5
AB 77	Full-Panel Fabrication	4.5
	Total Verification Requirements	15.5

CUSTOM PAINTING

AB 61	Preparation and Spot Refinishing	3
AB 61L	Automotive Refinishing Lab	1.5
AB 64	Automotive Air Brush Painting	2.5
AB 65	Mix and Adjusting Color	2
AB 66	Lettering, Striping and Design	2.5
AB 67	Automotive Custom Painting	2
	Total Verification Requirements	13.5

AUTOMOTIVE DAMAGE APPRAISAL

AB 181	Non-Structural Damage Estimating	3
AB 182	Structural Damage Estimating	3
AB 183	Computerized Damage Estimating	1.5
or AB 83A	Computerized Damage Estimating-Audatex	(1.5)
or AB 83P	Computerized Damage Estimating-Pathways	(1.5)
or AB 83U	Computerized Damage Estimating-Ultramate	(1.5)
AB 188	Introduction to Automotive Claims Handling	2
AB 285	Collision Repair Management	3
AB 287	Advanced Collision Repair Management	2
AB 288	Advanced Automotive Claims	2
	Total Verification Requirements	16.5

AUTOMOTIVE MECHANICAL REPAIR

VERIFICATION OF COMPLETION

ADVANCED ELECTRICAL AND DIAGNOSIS

		UNITS
AUTO 80	Bureau of Automotive Repair (BAR)	
	ASE Alternative Courses For	
	Advanced Emissions Special	5
AUTO 107	Diesel Exhaust Emission Control and Servicing	3
AUTO 265	Advanced Automotive Electrical	1
AUTO 281	Emission Control Systems	5
	Total Verification Requirements	14

BRAKES, SUSPENSION, AND STEERING

AUTO 100	Maintenance and Operation	4
AUTO 105	H17draulics and Pneumatics	2
AUTO 140	Automotive Steering and Suspension	5
AUTO 150	Automotive Brakes	5
	Total Verification Requirements	16

ENGINE REPAIR AND OPERATION

AUTO 110	Automotive Engines	5
AUTO 109	Automotive Diesel Systems	5
AUTO 183	Compressed Natural Gas Engines	4
	Total Verification Requirements	14

FLEET PREVENTATIVE

AUTO 100	Maintenance and Operation	4
AUTO 105	Hydraulics and Pneumatics	2
AUTO 155	Medium/Heavy Duty Brake Systems	2
AUTO 160	Introduction to Automotive Electrical	4
AUTO 183	Compressed Natural Gas Engines	4
	Total Verification Requirements	17

BUSINESS ADMINISTRATION

BUSINESS ADMINISTRATION MINOR

VERIFICATION OF COMPLETION (9 UNITS)

Complete with a grade of Pass or "C" or higher, BA 100 and two additional Business Administration courses which have been determined in consultation with a full-time business instructor, or counselor, to enhance the student's individual employment success.

Upon receiving your Verification of Completion or A.A. Degree, a statement will be placed on your official transcript that you have completed the requirements for a Minor in Business Administration.

A separate certification of completion of the requirements for a Minor in Business Administration can also be issued. Check with department for details.

NOTE: Although many of these courses are transferable, this Verification of Completion is non-transferable.

Please see Business Counselors or the respective department chairperson for additional alternatives.

Curriculum and Requirements for Verifications of Completion

ENGINEERING DESIGN TECHNOLOGY VERIFICATION OF COMPLETION

MACHINE DESIGN AND MANUFACTURING

		UNITS
ENGT 259	SolidWorks Introduction	4
ENGT 261	SolidWorks for Sustainable Design	4
ENGT 262	SolidWorks for Weldments Design	4
ENGT 263	SolidWorks for Industrial Mold Tools Design	4
	Total Verification Requirements	16

3-D PARAMETRIC MODELING DESIGN AND PRESENTATIONS

ENGT 105	Product Design, Development, and Prototype Fabrication	2
ENGT 259	SolidWorks Introduction	4
ENGT 260	Advanced Modeling Using SolidWorks	4
NPD 104	Programmable Logic Controllers in New Product Development	3
NPD 105	Mechatronics Integration in New Product Development	3
	Total Verification Requirements	16

SHEET METAL LAYOUT APPLICATIONS WITH 3-D PARAMETRIC SOLID MODELING

ENGT 133	SolidWorks for Sheet Metal Design	2
ENGT 259	SolidWorks Introduction	4
ENGT 260	Advanced Modeling Using SolidWorks	4
ENGT 262	SolidWorks for Weldments Design	4
		14

ENGINEERING DESIGN AND PRODUCTION TECHNOLOGY

ENGT 116	Blueprint Reading	2
ENGT 131	Design Fundamentals Including Solid 3D Modeling	3
ENGT 138	Introduction to Engineering Design Using AutoCAD	4
MTT 62	Fixture Tooling	2
MTT 100	Machine Tool Introduction	2
	Total Verification Requirements	13

ENGLISH

CREATIVE WRITING/SCREENWRITING

VERIFICATION OF COMPLETION

DIVISION/DEPARTMENT REQUIREMENTS

Choose 6 units from the following courses

		UNITS
ENGL 240	Creative Writing	3
ENGL 241	Screenwriting	3
or TH 241	Screenwriting	(3)

Choose 6 units from the following courses

ENGL 227	Current Literature	3
ENGL 228	Shakespeare's Plays	3
ENGL 232	Readings in Poetry	3
ENGL 233	Reading in the Novel	3

ENGL 234	Reading in Short Fiction	3
ENGL 235	Reading in the Drama	3
	Total Verification Requirements	12

All course work required for the verification must be completed with a minimum grade of "C."

LAW

LEGAL MINOR

VERIFICATION OF COMPLETION (9 UNITS)

The Legal Minor may be obtained by completing three of the following core courses with a grade of Pass or "C" or higher: LAW 101, Introduction to Law; LAW 110, Business Law; LAW 111, Business Law; LAW 113, Fundamentals of Alternate Dispute Resolutions or LAW 161, Consumer Law.

Upon receiving your Certificate of Achievement or A.A. Degree, a statement can be placed on your official transcript that you have completed the requirements for a Legal Minor.

A separate certification of completion of the requirements for a Legal Minor can also be issued. Check with the Law Department for more information.

CAREER OPPORTUNITIES

This minor combined with your major provides legal knowledge essential in business, private industry, and self-employment.

*This minor does not prepare students for a career as a paralegal. This minor is not approved by the American Bar Association.

MACHINE TOOL TECHNOLOGY

MACHINE TOOL TECHNOLOGY - MASTERCAM VERIFICATION OF COMPLETION

MTT 51	MasterCam Milling	3.5
MTT 56	CNC Shop Inspection	2
MTT 59	MasterCam Turning	2.5
MTT 68	Computer-Assisted Inspection Using VeriSurf	2
MTT 71	MasterCam Multi-Axis Milling	2
MTT 92L	MasterCam Laboratory	1
MTT 278	MasterCam Advanced	3.5
	Total Verification Requirements	16.5

MANUFACTURING TECHNOLOGY (MFGT)

VERIFICATION OF COMPLETION REQUIREMENTS

QUALITY ASSURANCE (QA)

MFGT 55	Quality Control (QC)	1.5
MFGT 59	Lean Sigma	1.5
MTT 56	CNC Shop Inspection	2
	Total Verification Requirements	5

Curriculum and Requirements for Verifications of Completion

QUALITY CONTROL (QC)

MFGT 53	Statistical Process Control (SPC)	1.5
MFGT 55	Quality Control (QC)	1.5
	Total Verification Requirements	3

STATISTICAL PROCESS CONTROL (SPC)

MFGT 53	Statistical Process Control (SPC)	1.5
MFGT 55	Quality Control (QC)	1.5
MFGT 59	Lean Sigma	1.5
	Total Verification Requirements	4.5

MASS COMMUNICATIONS

BROADCAST JOURNALISM

VERIFICATION OF COMPLETION

The verification helps the student focus on the study of and preparation for entry level employment in the growing field of broadcast news at radio stations and television stations, and in online journalism ventures.

This certificate is one part of a two-part verification combination that prepares the student for an associate degree in Broadcast Media. (See Verification of Completion Radio-TV Announcing)

BROADCAST JOURNALISM REQUIREMENTS 12 UNITS

JOUR 100	Mass Communications and Society	3
JOUR 101	Beginning Newswriting and Reporting	3
JOUR 121	Multimedia Reporting	3

Plus three units of the following:

JOUR 120	Internet for Journalists	2
JOUR 170	Broadcast News/Webcasting	1*
RTV 175	Sportscasting	1
RTV 176	Talk Radio Broadcasting	1
SPCH 100	Fundamentals of Oral Communication	3
SPCH 140	Oral Interpretation of Literature	3
SPCH 240	Oral Interpretation: Readers' Theater	3
TH 108	Improvisation for the Theater	3.5
TH 117	Stand-Up Comedy	3

*May be taken a maximum of 2 times may be applied.

OCCUPATIONAL PREPAREDNESS IN DESKTOP PUBLISHING/JOURNALISM

VERIFICATION OF COMPLETION

This verification will provide the student with the entry-level skills needed to write and prepare for printing such widely produced documents and newsletters, brochures, and news releases. These skills are applicable in a wide variety of business environments.

REQUIRED CORE COURSES UNITS

ART 188	Design for Digital Publishing	3
ART 192	Photoshop/Digital Imaging	3
JOUR 101	Beginning Newswriting and Reporting	3
JOUR 107	College Newspaper	3

Plus one course from the following

ART 182A	Lettering & Typography	3
ART 186	Computer Graphics with Adobe Illustrator	3
BA 110	Advertising	3
JOUR 130	Photo Journalism	3
or PHOT 130	Photo Journalism	(3)
JOUR 157	Principles of Public Relations	3
or BA 157	Principles of Public Relations	(3)
	Total Verification Requirements	15

ONLINE JOURNALISM

VERIFICATION OF COMPLETION

The verification helps the student focus on the study of and preparation for entry level employment in the growing field of online journalism. The verification should be particularly helpful to those who will be helping small publications start online news ventures.

ONLINE JOURNALISM VERIFICATION REQUIREMENTS 15 UNITS

JOUR 100	Mass Communications and Society	3
JOUR 101	Beginning Newswriting and Reporting	3
JOUR 107	College Newspaper	3
JOUR 121	Multimedia Reporting	3
PHOT 110	Introduction to Digital Photography	3
or ART 192	Photoshop/Digital Imaging	(3)

PHOTOJOURNALISM

VERIFICATION OF COMPLETION

The verification helps the student focus on the study of and preparation for entry level employment in the field of photojournalism. The verification should be particularly helpful to those looking for employment at newspapers, magazines, corporate and government public relations departments and online journalism ventures.

PHOTOJOURNALISM

VERIFICATION REQUIREMENTS – 17 UNITS

JOUR 130	Photo Journalism	3
PHOT 100	Introductory Photography	3
PHOT 110	Introduction to Digital Photography	3

Plus three units of the following:

BA 100	Fundamentals of Business	3
or ACCT 100	Introduction to Accounting	(3)

Plus five units from the following:

BA 110	Advertising	3
JOUR 107A	College Newspaper	3
JOUR 160	College Magazine Production	1
JOUR 298	Directed Studies (maximum 1 unit)	1
JOUR 299	Directed Studies (internship-maximum 2 units)	2

PHOTOGRAPHY

DIGITAL PHOTOGRAPHY

VERIFICATION OF COMPLETION

This verification helps the student focus on the practice of digital photography. Emphasis will be placed on achieving the ability to produce state-of-the-art digital files and prints. Completion of this verification will be prepare the student for entry-level employment in the growing field of photographic media.

PHOT 110	Introduction to Digital Photography	3
PHOT 112	Intermediate Digital Photography	3
Total Verification Requirements		6

FINE ART PHOTOGRAPHY

VERIFICATION OF COMPLETION

This verification helps the student focus on a variety of photographic techniques and genres within contemporary fine art practice. Emphasis will be placed on achieving the ability to produce archival prints of the highest quality using both digital and traditional wet darkroom techniques. Technique is presented as a support for producing meaningful images grounded in a historical awareness of the medium. Understanding the ubiquity of photography in today's image culture is also stressed. Completion of this verification will prepare the student for successful transfer to universities offering a baccalaureate Major Requirements, as well as entry-level expertise in gallery exhibition conventions.

VERIFICATION OF COMPLETION REQUIREMENTS 15 UNITS

Select 15 units from the following:

PHOT 100	Introductory Photography	3
PHOT 102	Intermediate Photography	3
PHOT 122	Color Photography	3
PHOT 160	History of Photography	3
PHOT 234	Portfolio Development	3
PHOT 240	Experimental Photography	3
PHOT 250	Contemporary Photographic Expression	3
PHOT 252	Photography of the Landscape	3
PHOT 298	Directed Studies	1
PHOT 299	Directed Studies	2

OCCUPATIONAL PREPAREDNESS IN PHOTOGRAPHY

VERIFICATION OF COMPLETION

The verification helps the student focus on recognizing the variety available to the novice photographer, and focusing on excellence in one or more area of specialization. Completion of this verification will prepare the student for entry-level employment in professional commercial photography.

VERIFICATION OF COMPLETION REQUIREMENTS 15 UNITS

Select 12 units from the following

PHOT 100	Introductory Photography	3
PHOT 110	Introduction to Digital Photography	3
PHOT/JOUR 130	Photo Journalism	3

PHOT 171	Occupational Work Experience in Photography	1
PHOT 230	Portrait Photography	3
PHOT 232	Approaches to Studio Lighting	3
PHOT 234	Portfolio Development	3
PHOT 298	Directed Studies	1
PHOT 299	Directed Studies	2

One course must be taken from the following selection

ACCT 100	Introduction to Accounting	3
BA 100	Fundamentals of Business	3
BA 110	Advertising	3
BA 113	Legal Environment of Business	3

TRADITIONAL BLACK-AND-WHITE PHOTOGRAPHY

VERIFICATION OF COMPLETION

This verification helps the student focus on the practice of traditional black-and-white photography. Emphasis will be placed on achieving the ability to produce archival prints of the highest quality using traditional wet darkroom techniques combined with advanced exposure applications. Technique is presented as a support for producing meaningful images, rather than as an end in itself.

PHOT 100	Introductory Photography	3
PHOT 102	Intermediate Photography	3
PHOT 200	Advanced Photography	3
Total Verification Requirements		9

PIANO

VERIFICATION OF COMPLETION

The two-level Verification of Completion piano teaching Major Requirements is designed to include the following objectives:

- To improve skills at the keyboard.
- To develop knowledge of music theory and history.
- To explore group and private piano teaching methods.
- To develop communication and organizational skills.
- To gain resourceful materials in the area of pedagogy and other related areas.

A Verification of Completion in Teaching Beginning Piano will be granted upon completion of 16.5 required units with a minimum grade point of 2.0. A second Certificate of Completion in Teaching

Intermediate Piano will be granted upon completion of 13.5 units with a minimum grade point of 2.0.

PIANO TEACHING CERTIFICATE COURSES ARE AS FOLLOWS:

TEACHING BEGINNING PIANO CERTIFICATE OF COMPLETION

	UNITS	
BA 153	Small Business Management	3
MUS 105	Music Fundamentals	3
MUS 106	Music Theory/Musicianship I	5
or MUS 180	Music Theory/Musicianship I	(4)
MUS 147	Basic Applied Music	1
MUS 148	Private Study/Technique	1
MUS 152	The Art of Teaching Beginning Piano	2
MUS 154	Piano Ensemble	1.5
or MUS 216E	Piano Ensemble	(1)
Total Verification Requirements		15 -16.5

Curriculum and Requirements for Verifications of Completion

TEACHING INTERMEDIATE PIANO VERIFICATION OF COMPLETION UNITS

MUS 100	Music Appreciation	3
MUS 107	Music Theory/Musicianship II	(5)
or MUS 181	Music Theory/Musicianship II	4
MUS 149	Private Study/Musical Preparation	1
MUS 150	Private Study/Performance Practice	1
MUS 153	The Art of Teaching Intermediate Piano	2
MUS 154	Piano Ensemble	1.5
or MUS 216E	Piano Ensemble	(1)
		—
	Total Verification Requirements	12-13.5

Composite Specialty

PMT 51	Composites Fabrication	2.5
PMT 61	Fiberglass Technology	2.5
PMT 67	Fiberglass Production	2.5
		—
	Total Verification Requirements	7.5

Fiberglass/Composites Repair Specialty

PMT 53	Composite Repair	3
PMT 61	Fiberglass Technology	2.5
PMT 67	Fiberglass Production	2.5
		—
	Total Verification Requirements	8

PLASTICS/COMPOSITES MANUFACTURING TECHNOLOGY (PMT)

VERIFICATIONS OF COMPLETION

In order to obtain a Plastics Specialty, the student is encouraged to complete the required units for the Plastics Manufacturing Technology Degree. The 4.5 to 9.5 units for the specialty may come from the units completed toward the degree or from additional courses outlined below. Students with previous coursework may also be considered for certificates upon providing transcripts for review, and consent of the department.

Plastics Manufacturing Technology Specialty

PMT 63L	Specialty Plastics Lab	0.5
PMT 68	Plastics Materials and Processes	2.5
PMT 100	Plastics Technology	2.5
		—
	Total Verification Requirements	5.5

Inspection and Testing Specialty

MFGT 54	Ultrasonics	1.5
PMT 63L	Specialty Plastics Lab	0.5
PMT 68	Plastics Materials and Processes	2.5
		—
	Total Verification Requirements	4.5

Injection Molding Specialty

PMT 59	Injection Molding I	2.5
PMT 63L	Specialty Plastics Lab	0.5
PMT 100	Plastics Technology	2.5
		—
	Total Verification Requirements	5.5

Moldmaking Specialty

PMT 59	Injection Molding I	2.5
PMT 63L	Specialty Plastics Lab	0.5
PMT 68	Plastic Materials and Process	2.5
ENGT 263	SolidWorks for Industrial Mold Tools Design	4
		—
	Total Verification Requirements	9.5

Fiberglass Specialty

PMT 61	Fiberglass Technology	2.5
PMT 63L	Specialty Plastics Lab	0.5
PMT 67	Fiberglass Production	2.5
or PMT 76	Vacuum Infusion Process (VIP)	
	Resin Transfer Molding (RTM)	(3)
		—
	Total Verification Requirements	5.5 (6)

REAL ESTATE

REAL ESTATE DEPARTMENT AWARD

REQUIREMENTS

		UNITS
RE 101	Real Estate Principles	3
ACCT 100	Introduction to Accounting	3
or ACCT 101	Fundamentals of Accounting I	(4)
LAW 111	Business Law	3
BA 121	Sales	3
or BA 114	Marketing	(3)
or BA 110	Advertising	(3)
		—
	Total Verification Requirements	12/13

THEATRE ARTS

ENTERTAINMENT TECHNOLOGY OCCUPATIONAL PROGRAM

VERIFICATION OF COMPLETION

DIVISION/DEPARTMENT REQUIREMENTS

		UNITS
TH 223	Portable Entertainment Technology - Lighting	3
TH 224	Portable Entertainment Technology - Audio & Staging	3
TH 225	Portable Entertainment Production	2
MUS 146	Recording Techniques	2
		—
	Total Verification Requirements	10

WOODWORKING MANUFACTURING TECHNOLOGIES

VERIFICATION OF COMPLETION

CNC WOODWORKING

WMT 151	Introduction to Faceframe Cabinetmaking	4
WMT 153	32mm System of Cabinetmaking	4
WMT 181	Introduction to Computer Operations for Cabinetmaking and Design	3
WMT 185	CNC Woodworking	3
	Total Verification Requirements	14

ARCHITECTURAL MILLWORK

WMT 151	Introduction to Faceframe Cabinetmaking	4
WMT 155	Architectural Millwork	4
WMT 258	Mantels and Wall Systems	4
	Total Verification Requirements	12

HAND TOOLS

WMT 101	Introduction to Woodworking	3
WMT 108	Wood Carving for Furniture	2.5
WMT 201	Woodworking with Hand Tools	4
WMT 235	Windsor Chair	3
WMT 241	Special Topics in Handtools	2
	Total Verification Requirements	14.5





**NON-CREDIT
CAREER DEVELOPMENT AND
COLLEGE PREPARATION
CERTIFICATES**

NON-CREDIT ADVANCED ENGLISH AS A SECOND LANGUAGE

CERTIFICATE OF COMPETENCY

The Non-Credit Certificate of Competency in Advanced English as a Second Language is designed for students successfully transitioning from the AED High Intermediate English as a Second Language course and for students who assess with moderate to high English language skills. English listening, speaking, reading, and writing will be taught using an integrated skills approach with the main objective being to help students advance in fluency and proficiency. Special emphasis will be placed on effective communication, and on developing critical thinking skills to prepare students for success in High Advanced ESL courses, success in GED courses, and success in their community and in their workplace.

DEPARTMENT REQUIREMENTS

REQUIRED CORE

AED 42.16	Low Intermediate ESL
AED 42.17	High Intermediate ESL
AED 42.18	Low Advanced English as a Second Language

CAREER OPPORTUNITIES:

In today's workforce having a fluency in the English language is essential. The certificate in Advanced English as a Second Language will provide the English language competency skills to continue their education and obtain high school equivalency and/or continue in higher education programs.

Career Pathways:

The Non-Credit Certificate of Competency in Advanced English as a Second Language will prepare the student to transition to mainstream programs at the college and secure their continued success. This will allow them to obtain the necessary skills to enter certificate programs, pursue AA or transfer degrees.

NON-CREDIT PRE-APPRENTICESHIP CERTIFICATE OF COMPLETION

CAREER OPPORTUNITIES:

Provides preparation for entry into apprenticeship programs in the building trades.

DIVISION/DEPARTMENT REQUIREMENTS

AED 36.02	Intro to Construction
AED 36.03	Basic Reading Skills BTC
AED 36.04	Math Building Trades and Const
AED 80.01	Intro to Electrical Trades

NON-CREDIT GED TEST PREPARATION IN ENGLISH CERTIFICATE COMPETENCY

DIVISION/DEPARTMENT REQUIREMENTS

AED 42.12	GED Preparation – A
AED 42.13	GED Preparation – B

ELECTIVES

AED 48.05	College English Skills
AED 49.01	Preparatory MATH

CAREER OPPORTUNITIES

In today's workforce having a GED certificate or high school diploma is required for many employment positions. In addition, basic skills are necessary to maintain most sustainable wage jobs.

CAREER PATHWAYS

These two courses will prepare the student to pass the GED examination consisting of social studies, science, English and math.

NON-CREDIT VOCATIONAL ENGLISH AS A SECOND LANGUAGE CERTIFICATE OF COMPLETION

DIVISION/DEPARTMENT REQUIREMENTS

AED 42.14	Low Beginning English as a Second Language
AED 42.15	High Beginning ESL
AED 49.02	Vocational ESL

CAREER OPPORTUNITIES

This sequence of courses provides students with a basic working knowledge of the English language and English specific to a vocational field and better employment opportunities.

CAREER PATHWAYS

Allows students who choose to transition to the credit vocational programs at Cerritos College where they may obtain an AA Degree or certificate.

NON-CREDIT ENERGY CORPS

CERTIFICATE OF COMPLETION

The Adult Education Energy Corps Certificate of Completion prepares students to work for businesses in residential and commercial energy auditing; electrical wiring and commercial lighting retrofit trade industries. Student must complete AED 90.01, AED 90.02, and AED 90.03 to earn this certificate. Construction is one of the largest industries, offering excellent opportunities for high earnings, career advancement, and business ownership. These workforce skills are necessary to maintain well-paying and sustainable jobs. The certificate take the student through several levels of expertise.

To obtain a Certificate of Completion, students are required to complete the three (3) courses outlined below.

AED 90.01 must be completed prior to enrolling in AED 90.02.

AED 90.01 Introduction to Energy Surveying

24 hrs (lecture)/ 16 hrs (lab)

AED 90.02 Basic Electricity and Wiring Fundamentals

20 hrs (lecture)/ 20 hrs (lab)

AED 90.03 Introduction to Lighting Retrofits

20 hrs (lecture)/ 20 hrs (lab)

Total: 64 Lecture Hours/ 56 lab hours

Total Program Hours: 120 hours

This Certificate of Completion prepares students for job placement and career advancement in the fields of Energy Surveying, Basic Electricity, Wiring Fundamentals and Lighting Retrofits. In today's workforce, having an industry certificate is highly desirable for employment in these positions. In addition, these workforce skills are necessary to enter into well-paying and sustainable jobs.

NON-CREDIT PRE GED SPANISH

CERTIFICATE OF COMPLETION

The Pre GED Spanish Certificate of Completion will strengthen a student's basic skills to be successful in the GED Test and Preparation program. This Pre GED Spanish certificate is designed to provide additional support in basic skills, math, and reading to students who are at an elementary skill set level. The GED examination consists of social studies, science, and math. In today's workforce having a GED certificate or a high school diploma is required for many employment positions and to transition to college level programs. In addition, basic skills are necessary to maintain most sustainable jobs.

DEPARTMENT REQUIREMENTS

REQUIRED CORE

AED 42.21 Spanish Literacy Skills for General Education Development (GED) Success

AED 42.23 Spanish Supplemental General Education Development (GED) Math

CAREER OPPORTUNITIES:

In today's workforce having a GED certificate or a high school diploma is required for many employment positions and to transition to college level programs. In addition, basic skills are necessary to maintain most sustainable jobs.

CAREER PATHWAYS

The Pre GED Spanish Certificate of Completion will prepare the student to successfully progress to the GED Test Preparation course and be able to pass the GED High School Equivalency Exam. This will facilitate advancement in the workplace as well as continuation of educational opportunities for CTE certificates and/or advanced degrees

NON-CREDIT COURSES IN GED TEST PREPARATION IN SPANISH

CERTIFICATE OF COMPLETION

DIVISION/DEPARTMENT REQUIREMENTS

AED 42.10 Spanish GED Test Prep – A

AED 42.11 Spanish GED Test Prep– B

CAREER OPPORTUNITIES

In today's workforce having a GED certificate or high school diploma is required for many employment positions. In addition, basic skills are necessary to maintain most sustainable wage jobs.

CAREER PATHWAYS

These two courses will prepare the student to pass the GED examination consisting of social studies, science, English and math.

NON-CREDIT COURSES IN ENGLISH AS A SECOND LANGUAGE

CERTIFICATE OF COMPLETION

DIVISION/DEPARTMENT REQUIREMENTS

AED 42.03 Survival English as a Second Language

AED 42.14 Low Beginning English as a Second Language

AED 42.15 High Beginning ESL

AED 42.16 Low Intermediate ESL

AED 42.17 High Intermediate ESL

CAREER OPPORTUNITIES

This sequence of courses prepares students to have a working knowledge of basic English skills that will facilitate job interviews and better employment opportunities.

CAREER PATHWAYS

Upon completion of the sequence of courses students are prepared to transition to credit ESL course or credit programs at Cerritos.

NON-CREDIT COURSES IN CAHSEE PREPARATION

CERTIFICATE OF COMPLETION

COURSE REQUIREMENTS

AED 49.04	CAHSEE Math A Preparation
AED 49.05	CAHSEE Math B Preparation
AED 49.06	CAHSEE English Preparation

NON-CREDIT PRE GED

CERTIFICATE OF COMPLETION

The Pre GED Certificate of Completion will strengthen a student's basic skills to be successful in the GED Test and Preparation program. This Pre GED certificate is designed to provide additional support in basic skills, math, and reading to students who are at an elementary skill set level. The GED examination consists of social studies, science, and math. In today's workforce having a GED certificate or a high school diploma is required for many employment positions and to transition to college level programs. In addition, basic skills are necessary to maintain most sustainable jobs.

DEPARTMENT REQUIREMENTS

REQUIRED CORE

AED 42.20	Literacy Skills for General Education Development (GED) Success
AED 42.22	Supplemental General Education Development (GED) Math

CAREER OPPORTUNITIES:

In today's workforce having a GED certificate or a high school diploma is required for many employment positions and to transition to college level programs. In addition, basic skills are necessary to maintain most sustainable jobs.

CAREER PATHWAYS:

The Pre GED Certificate of Completion will prepare the student to successfully progress to the GED Test Preparation course and be able to pass the GED High School Equivalency Exam. This will facilitate advancement in the workplace as well as continuation of educational opportunities for CTE certificates and/or advanced degrees.

NON-CREDIT COLLEGE PLACEMENT TESTING STRATEGIES

CERTIFICATE OF COMPLETION

The Non-Credit Certificate of Completion in College Placement Testing Strategies will assist students to gain conceptual knowledge about the college assessment test and improve their math, reading and writing skills.

The student will take the following courses:

AED 42.98	College Placement Testing Strategies A
AED 42.99	College Placement Testing Strategies B

CAREER OPPORTUNITIES

This certificate is intended to provide the fundamental skills in college assessment testing. Having successful and accurate assessment into college will assist with entrance to programs with many career options.

CAREER PATHWAYS

The Non-Credit Certificate of Completion College Placement Testing Strategies will prepare the student to successfully matriculate into college. As a noncredit basic skills student, the transition to college will be facilitated so that enrollment and completion in the chosen career path will occur.

NON-CREDIT AUTOMOTIVE TOOLS AND EQUIPMENT

CERTIFICATE OF COMPLETION

This program is an introduction to basic hand tools, power tools, and equipment used in the automotive industry. This introductory course will provide students with little or no knowledge of the regulations and standards to enter this field and build their skills necessary to enter a CTE pathway in the automotive field. The courses will familiarize students with safety, technique, and proper handling of tools. The courses also includes the creation of practical tools and focus on application of tools. Quality craftsmanship and tool building techniques will be covered in laboratory.

Student will complete the following courses:

AED 90.04	Automotive Tools and Technology	108 hours
AED 42.98	College Test Taking Strategies A	72 hours
	Total Hours	180 hours

NON-CREDIT WORKFORCE PREPAREDNESS

CERTIFICATE OF COMPLETION

The Non-Credit Certificate of Completion in Workforce Preparedness is tailored to help students build or improve their interpersonal skills in the workplace. This certificate will prepare students in a broad range of knowledge in several work related areas such as goal setting, technology, clear and effective written and oral communication, collaboration skills, and employment resources.

Student will complete the following courses:

AED 36.06	Occupational Training	72 hours
AED 22.06	Career Skills	72 hours
	Total Hours	144 hours



COURSE DESCRIPTIONS

This section of the catalog provides the course descriptions for all courses approved by the Cerritos College Curriculum Committee.

All courses, unless otherwise indicated, apply for credit toward an AA Degree in accordance with California Administrative Code, Title V, Section 55805.5.

Courses that do not meet the AA Degree requirements are indicated with a statement “(Not degree applicable)” beside the course title.

Students are advised to see a counselor for clarification if they have any questions regarding the appropriateness of a course to meet their educational goal.

Please check with your counselor and the department for new developments in curriculum that have not been included in the catalog.

LEARNING COMMUNITY COURSE OFFERINGS

The LC suffix attached to a course number denotes that the course was offered in a Learning Communities format. Courses with an LC suffix are equivalent in content to courses without the LC suffix.