FALL 2011
schedule of classes

Classes begin August 29
Day, Evening and Online Classes
Every effort has been made to ensure that information contained in the Schedule of Classes is accurate at the time of printing; however, the District reserves the right to update/revise information at a later date to correct errors and/or omissions. This publication is prepared several months in advance of the term to meet printing deadlines. It does not reflect classes that have been newly added to the schedule after the publication date. Students are encouraged to visit WebAdvisor for a current and comprehensive listing of available classes.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:
Moreno Valley College - www.mvc.edu
Norco College - www.norcoccollege.edu
Riverside City College – www.rcc.edu
Welcome to Riverside Community College District

Dear Students,

Riverside Community College District remains one of the most affordable and desirable higher education choices in the Inland Empire. Whether you are interested in completing a college degree, earning a career technical certificate or retraining for a better job or career, you will find a program suited to your needs at one of our three colleges.

Each year, nearly 50,000 students choose to take classes at Moreno Valley College, Norco College, Riverside City College or an RCCD education site such as the Ben Clark Public Safety and Training Center. There they find comprehensive curriculum in liberal arts and sciences, as well as industry-oriented programs in the health, human and public services fields, technology and engineering, or business and applied technology.

While California’s financial problems and reductions in state funding have affected community colleges’ ability to offer the same number of class sections as in past years, RCCD colleges remain committed to providing a high quality college education for as many student as possible.

This fall, you will find a range of classes suitable for the first-year college student, those who require additional basic skills work, and continuing students progressing toward graduation or transfer. If you are a new student, I encourage you to complete the required application, assessment testing, and orientation as early as possible.

On behalf of the Board of Trustees, faculty and staff, I welcome you to Riverside Community College District. Our job is to help you reach the top 100 colleges in terms of student success.

Gregory W. Gray
Chancellor

Board of Trustees
Janet Green, President
Mark Takano, Vice President
Mary Figueroa, Secretary
Virginia Blumenthal, Member
Samuel Davis, Member
Nick Bygon, Student Trustee 2011-2012

District Mission Statement

Riverside Community College District is dedicated to the success of our students and to the development of the communities we serve. To advance this mission, our colleges and learning centers provide educational and student services to meet the needs and expectations of their unique communities of learners. To support this mission, District Offices provide our colleges with central services and leadership in the areas of advocacy, resource development, and planning.

The Riverside Community College District complies with all federal and state rules and regulations and does not discriminate on the basis of ethnic group identification, national origin, religion, age, sex or gender, race, color, ancestry, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. This holds true for all students who are interested in participating in educational programs, including career and technical education programs, and/or extracurricular school activities. Limited English speaking skills will not be a barrier to admission or participation in any programs. Harassment of any employee or student with regard to ethnic group identification, national origin, religion, age, sex or gender, race, color, ancestry, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law, is strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to the District’s Title IX Officer/Section 504/ADA Coordinator, who is Ms. Chani Beeman, 450 E. Alessandro Blvd., Riverside, CA 92508. Telephone Number: (951) 222-8039.

El Colegio Comunitario del Distrito de Riverside cumple con todas las normas y reglamentos federales al igual que las estatales y no discrimina a ningún individuo en base a su asociación actual o percibida identificación con un grupo étnico, nacionalidad, religión, edad, sexo o género, raza, color, ascendencia, orientación sexual, discapacidad física o mental, o cualquiera de las características enumeradas o definidas en la Sección 11135 del Código del Gobierno o cualquier característica que está contenida en la prohibición de crímenes de odio establecida en la subdivisión (1) de la Sección 422.6 del Código Penal. Esto se aplica a todos los estudiantes que están interesados en participar en programas educativos, incluyendo carreras en programas de educación técnica, y/o en actividades extracurriculares. Los estudiantes con limitaciones en el inglés no tendrían obstáculos para la admisión o para la participación a cualquier otro programa. El acoso de cualquier empleado/estudiante con respecto a su asociación actual o percibida identificación con un grupo étnico, nacionalidad, religión, edad, sexo o género, raza, color, ascendencia, orientación sexual, discapacidad física o mental, o cualquier otra característica enumerada o definida en la Sección 11135 del Código del Gobierno o cualquier característica que esté contenida en la prohibición de crímenes de odio establecida en la subdivisión (1) de la Sección 422.6 del Código Penal de California, o cualquier otro derecho amparado por la ley, está estrictamente prohibido. Las preguntas en relación al cumplimiento y/o procedimientos de las quejas presentadas pueden ser dirigidas al Coordinador del Título IX, Oficial de la Sección 504/ADA del Distrito, la señora Chani Beeman, 450 E. Alessandro Blvd., Riverside, CA 92508-2449, al número de teléfono (951) 222-8039.

Open Enrollment

It is the policy of the Riverside Community College District that, unless specifically exempted by statute, every course, course section or class, the average daily attendance of which is to be reported for state aid, wherever offered and maintained by the District, shall be fully open to enrollment and participation by any person who has been admitted to the College and who meets such prerequisites as may be established pursuant to Title V of the California Administrative Code.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norcocollege.edu
Riverside City College – www.rcc.edu
## Important Dates
### Fall 2011
**August 29 – December 16**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 5</td>
<td>Fall registration appointments can be found on WebAdvisor at the colleges' websites:</td>
</tr>
<tr>
<td></td>
<td>- Moreno Valley College - <a href="http://www.mvc.edu">www.mvc.edu</a></td>
</tr>
<tr>
<td></td>
<td>- Norco College - <a href="http://www.norcocolege.edu">www.norcocolege.edu</a></td>
</tr>
<tr>
<td></td>
<td>- Riverside City College – <a href="http://www.rcc.edu">www.rcc.edu</a></td>
</tr>
<tr>
<td>July 25</td>
<td>Registration begins for continuing students who attended in SPR11 and/or SUM11. Registration dates are based on number of completed RCCD units. New and returning students must reapply and register after continuing students.</td>
</tr>
<tr>
<td>August 10</td>
<td>1st fee payment deadline: Students who registered on or before August 3 must pay fees by this date or they will be dropped from unpaid classes.</td>
</tr>
<tr>
<td>August 24</td>
<td>2nd fee payment deadline: Students who registered on or before August 17 must pay fees by this date or they will be dropped from unpaid classes.</td>
</tr>
<tr>
<td>August 29</td>
<td>First day of the fall term. Check WebAdvisor for short-term, late start or fast-track classes.</td>
</tr>
<tr>
<td>August 29</td>
<td>Graduation applications: First day to apply for an associate degree or certificate for FAL11, WIN12, or SPR12. The last day applications are accepted during the fall term is October 15. Applications are available online on WebAdvisor at the colleges' websites:</td>
</tr>
<tr>
<td></td>
<td>- Moreno Valley College - <a href="http://www.mvc.edu">www.mvc.edu</a></td>
</tr>
<tr>
<td></td>
<td>- Norco College - <a href="http://www.norcocolege.edu">www.norcocolege.edu</a></td>
</tr>
<tr>
<td></td>
<td>- Riverside City College – <a href="http://www.rcc.edu">www.rcc.edu</a></td>
</tr>
<tr>
<td>September 5</td>
<td>Holiday: Classes not in session.</td>
</tr>
<tr>
<td>September 9</td>
<td>Last day to add most full term classes that meet Monday – Friday (check WebAdvisor or the Schedule of Classes for short-term class deadlines).</td>
</tr>
<tr>
<td>September 11</td>
<td>Last day to add most full term classes that meet Saturday and Sunday (check WebAdvisor or the Schedule of Classes for short-term class deadlines).</td>
</tr>
<tr>
<td>September 30</td>
<td>Last day to drop most full term classes without a “W” (check WebAdvisor for short-term class deadlines).</td>
</tr>
<tr>
<td>October 15</td>
<td>Graduation applications: Last day to apply for an associate degree or certificate during the FAL11 term. Applications will be accepted again on January 3, 2012.</td>
</tr>
<tr>
<td>November 11</td>
<td>Holiday: Classes not in session.</td>
</tr>
<tr>
<td>November 18</td>
<td>Last day to drop most full term classes with a “W” (check WebAdvisor for short-term class deadlines).</td>
</tr>
<tr>
<td>November 24-27</td>
<td>Legal holiday and/or classes not in session.</td>
</tr>
<tr>
<td>December 10-16</td>
<td>Final examinations</td>
</tr>
<tr>
<td>January 3</td>
<td>Grades are available on WebAdvisor. If grades are not posted by this time, contact the instructor or the academic department. Grades may be available earlier, but please do not call prior to this date.</td>
</tr>
</tbody>
</table>

### ADD, DROP & REFUND DEADLINES
Refer to WebAdvisor for add, drop and refund deadlines (click on **Class Name/Deadlines**) or check this Schedule of Classes for add deadlines.

It is the student’s responsibility to be aware of deadlines and to add or drop on time during office hours and by 5:00 p.m. on WebAdvisor at the colleges’ websites.

**STUDENTS WILL BE DROPPED FROM UNPAID CLASSES PER DEADLINES**

### ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:
- Moreno Valley College - [www.mvc.edu](http://www.mvc.edu)
- Norco College - [www.norcocolege.edu](http://www.norcocolege.edu)
- Riverside City College – [www.rcc.edu](http://www.rcc.edu)
Steps to Becoming a Student at RCCD

Step 1: Apply online to any of our colleges - Page 5
- Moreno Valley College - www.mvc.edu
- Norco College - www.norcocollefe.edu
- Riverside City College – www.rcc.edu
Assistance is available at our Admissions offices.

Step 2: Apply for Financial Aid - Page 6
- Online at www.fafsa.ed.gov. Help is available at each college location.

Step 3: Mail Your Transcripts - Page 6
(required for counseling appointments, prerequisite validations and graduation applications)
- Check on WebAdvisor to see if your transcripts have been received.
- Fill out a Prerequisite Validation form if you want credit to validate a prerequisite using coursework completed at another institution.

Step 4: Complete Assessment, Orientation and Counseling - Page 7
- RCCD placement tests are available by appointment or on a walk-in basis depending on the type of test, college and time of year.
- Testing dates and times are viewable at www.rcc.edu/services/assessment/dates.cfm.
- To make an appointment or learn more, contact one of the assessment centers and follow the prompts: Moreno Valley - (951) 571-6492; Norco - (951) 372-7156; Riverside - (951) 222-8451.
- Online orientation is only available through WebAdvisor.

Step 5: Activate Your RCCD Email Account - Page 8
An RCCD email account is the only approved method of formal communication between the District and the student.

Step 6: Register for Classes - Pages 8-10
- Log into WebAdvisor to check your registration date and time holds.
- Manage your class schedule, adds, drops, waitlist, etc. on WebAdvisor.

Step 7: Pay Enrollment Fees – Page 11
- Observe deadlines for payment and refunds.
- Students will be dropped for non-payment from unpaid class.

Step 8: Get Your Free RCCD Student Photo/College ID Card - Page 12

Step 9: Buy Your Textbooks - Page 12
Take a copy of your schedule to the bookstore to find out what books you need to purchase for your classes or go online to get important textbook information, including ISBN numbers and pricing, and reserve for in-store pickup or delivery to your home:
- Moreno Valley College - www.mvc.edu
- Norco College - www.norcocollefe.edu
- Riverside City College – www.rcc.edu

Step 10: Attend Class the First Day – Page 13
- If enrolled in an online class, go to www.opencampus.com.
- Arrive early to find parking; consider commuting alternatives.
STEP 1: Apply for Admission
(Para la información en español, visite uno de nuestros sitios web colegiales.)

You May Apply for Admission to RCCD If You:
- Have graduated from high school or
- Have passed the CA High School Proficiency Exam or
- Have passed the GED examination or
- Did not graduate from high school but are 18 years of age or older or
- Are an eligible high school student who has been admitted to the District’s Early College or Middle College High School programs or
- Are an international student who has satisfied specific international student admissions requirements.

Who Must Submit an Application?
New or returning students must submit an application by the deadline. Continuing students do not need to reapply. Students who change their home college within RCCD must reapply for the next term.

When Are Admission Applications Accepted?
The application period for a term closes two weeks prior to the start of that term. For example, the deadline to submit an application for the fall term is two weeks before the first day of the fall term.

Fall 2011 ....................................................... Midnight, August 14, 2011
Winter 2012.............................................. Midnight, December 19, 2011
Spring 2012 .................................................. Midnight, January 29, 2012

Apply Online
Go to any of our college websites and click on Going to College to apply online. Computers and staff are available in our Admissions lobbies to assist you. The FAL11 admission application period closes after August 14, 2011. Applications submitted after that date will not be accepted for the fall semester but may be saved in CCCApply Application Manager and, beginning October 1, may be submitted for the WIN12 or SPR12 term.

Applications are processed within 48 hours (weekends and holidays excluded). Print the confirmation page and keep it for your records. Do not mail to RCCD.

- After you submit the application you will receive a confirmation email to the address you provided on your application.
- A second email will be sent to your personal email account after your application is processed. It will contain your Student ID number, WebAdvisor user name, RCCD email address and information on next steps. This is the last college email that will go to your personal email account. An RCCD email account is the ONLY approved method of formal communication between the District and the student. Set up your email account as soon as you receive your RCCD email address.

High School/Concurrent Enrollment
Due to the heavy demand for classes by college students, high school concurrent enrollment has been temporarily suspended with the exception of high school students who are part of RCCD’s recognized Early College or Middle College High School programs. Those students should follow the guidelines outlined by their program. Please check the website www.rccd.edu for updates.

International Students
You must apply for admission through the International Student Program located at Riverside City College. More information is available at 951-222-8160 or online at www.rcc-int.us.

Students with Limitations
Students with learning, physical, psychological, or other health limitations are encouraged to contact:

- Moreno Valley Disabled Student Services ............... 951-571-6138/TTY/6140
- Norco Disability Resource Center ............................ 951-372-7070
- Riverside City Disabled Student Services .................. 951-222-8060

Veterans
Riverside Community College District is proud to have you attend one of our community colleges. To take full advantage of your benefits, please call one of the following locations to get started:

- Moreno Valley College Veterans .............................. 951-571-6104
- Norco College Veterans ........................................... 951-372-7142
- Riverside City College Veterans .............................. 951-222-8607
STEP 2: Apply for Financial Aid

How to Apply for Financial Assistance in Four Easy Steps:

1. You must have a current RCCD admissions application on file with the Admissions and Records Department. You can submit an admissions application online at www.rcc.edu/services/admissions/index.cfm. Make sure your correct social security number is listed on the application. All students are communicated with via RCCD email. You MUST activate your assigned RCCD email account to receive our communications.

2. Complete the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov. Be sure to list the Title IV school code for your home college (the college you chose on your admissions application) in the school section of the FAFSA application:

   Moreno Valley College ........................................................................... #041735
   Norco College ........................................................................................ #041761
   Riverside City College ........................................................................... #001270

3. After Student Financial Services (SFS) receives your information from the U.S. Department of Education, we will notify you via RCCD email requesting additional document(s) necessary to complete your file. Required documents may also be found on WebAdvisor under Financial Aid - Required Documents. Submit your document(s) in a timely manner to the SFS office at your home college.

4. Your financial aid file will be reviewed for eligibility and you will be notified of the results via RCCD email. Once you receive the email notifying you of your award, you will then be able to go to WebAdvisor to view your awards online. If eligible, your BOG waiver will be awarded automatically once we receive your FAFSA application. For more information on the BOG waiver, refer to the financial aid section in the Schedule of Classes.

Important Facts…

- Need help with your financial aid application? Attend a financial aid FAFSA workshop on the web. Workshop times and locations can be found on our website at www.rcc.edu/studentfinancialservices or in any SFS Office.

- For information on grants, the BOG Waiver, Federal Work-Study, scholarships, loans and workshops, look under “Need Money for College?” in the Table of Contents or go online to www.rcc.edu/studentfinancialservices for more information.

- Any student who withdraws from all his classes, is dropped by all of his instructors, or receives a 0.00 GPA for the fall, spring and/or summer term may be subject to repayment of federal financial assistance funds including the Federal Pell Grant, FSEOG Grant, and Direct Stafford loans. If you have a reduction in units after receiving a disbursement, you may enter into an over-award status which will result in financial assistance funds having to be repaid.

STEP 3: Mail Your Transcripts

Please provide official transcripts from any college or high school you have attended only if you need to meet prerequisites or want credit for courses taken at another learning institution. All transcripts should be official, sealed, and printed no more than 90 days/3 months ago. Students who have completed a course at another institution and would like to use it as a prerequisite for an RCCD course must fill out a Prerequisite Validation form in order to have coursework on official transcripts validated for math, English or other prerequisites. The form is available in our Counseling offices.

Request one copy of your official transcript from each institution you have attended.

Mail Transcripts To:

Moreno Valley College
16130 Lasselle Street
Moreno Valley, CA 92551

Norco College
2001 Third Street
Norco, CA 92860

Riverside City College
4800 Magnolia Avenue
Riverside, CA 92506

Students can check the status of incoming transcripts on WebAdvisor.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norcocollege.edu
Riverside City College – www.rcc.edu
STEP 4: Complete Assessment, Orientation and Counseling

If you are a first time student you need to participate in the assessment process if you:

- Plan to earn an associate degree
- Plan to earn a certificate
- Plan to transfer
- Explore career options
- Improve basic skills
- Are undecided about your educational goal

In addition, all students who need to validate a prerequisite for math, reading, English or ESL classes need to participate in the assessment process.

If you have questions about these requirements, please contact Counseling at one of the following locations:

Moreno Valley College...................................................... 951-571-6104
Norco College ................................................................... 951-372-7101
Riverside City College ...................................................... 951-222-8440

Preparing for Assessment
To take an assessment a student must:

1. Complete an application for admission.
   - Apply online through any of our college websites and obtain clearance to take an RCCD placement test 24 hours after your application is submitted (not including weekends or holidays).
   - View test details, preparation tips and sample questions online at www.rcc.edu/PreAssessmentWorkshop.

2. Take RCCD’s placement test.
   - Bring a current picture ID to the test. Students will NOT be permitted to take the placement test without a current picture ID. A state-issued driver's license or federal ID is preferred, but passports and high school ID are also acceptable.
   - The placement test is not timed, but typically takes 1½ to 2 hours to complete. Anyone who arrives before the closing time has approximately 1½ hours of lab time to complete as much of the test as possible.
   - To ensure a distraction free environment, children are not permitted in the Assessment Center.
   - Food or drink is not permitted in the Assessment Center.

Assessment hours and information are posted at www.rcc.edu/services/assessment/dates.cfm

You may also call one of our assessment centers:

Moreno Valley College...................................................... 951-571-6492
Norco College ................................................................. 951-372-7156
Riverside City College ...................................................... 951-222-8451

RCCD placement tests are available by appointment or on a walk-in basis depending on the type of test, college and time of year. It is advisable to confirm lab hours before driving to the college. Appointments may be made by phone (see above) or online at www.rcc.edu/services/assessment/appointments.cfm.

Orientation and Counseling
Would you ever take a trip to an important destination without a map? You might, but your chances of getting lost are high. Orientation is your map to college success. Online orientations are offered to all incoming students and are required as part of the matriculation process. Orientation introduces students to the college experience in general. Whether you plan to complete a certificate, a degree, transfer, or take a course or two for self-improvement, orientation is designed to provide informative, yet practical advice. Students complete orientation and their first term Student Education Plan (SEP) online through WebAdvisor.

Veterans
Riverside Community College District is proud to have you choose us as your community college. To take full advantage of your benefits, please call one of the following numbers to get started:

Moreno Valley College ...................................................... 951-571-6178
Norco College .................................................................... 951-372-7142
Riverside City College ...................................................... 951-222-8607

What should I do if I am a student with special needs?
If you believe you may need more time or have special needs (e.g. enlarged text, audio tapes, Braille tests or a reader), please contact the Assessment Center on your college campus BEFORE you take the assessment test.

Assessment Center:

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:
Moreno Valley College - www.mvc.edu
Norco College - www.norcocollege.edu
Riverside City College – www.rcc.edu
STEP 5: Activate Your RCCD Email Account

As a student of the Riverside Community College District (RCCD) you are provided with free student email via Windows Live by Microsoft; all you need to do is activate it! RCCD email gives you access to important notices, new classes, class changes, wait list status, notices from Student Financial Services, faculty correspondence and more. **Personal email addresses will not be used by RCCD. An RCCD email account is the ONLY approved method of formal communication between the District and the student.**

You should have received your RCCD email address in the welcome letter a few days after applying. You may also find it by going to WebAdvisor and clicking on What’s My Email Address?

When you activate your account you will be asked to provide an alternate email address in case you forget your RCCD email password and need to be reminded of what it is. If you do not have an alternate or personal email account it is strongly advised that you get one before activating your RCCD email account. Hotmail.com, Yahoo.com and Gmail.com all offer free email accounts.

To activate your email:
1. Go to mail.live.com to SIGN IN (not SIGN up) with your RCCD email address. Your temporary password will be your 6-digit date of birth (ex: 061078). You will be asked to change it to a private password.
2. Follow the Microsoft prompts to set up and activate your account. This is where it’s a good idea to be able to provide an alternate email address.
3. You can also forward your RCCD email to another personal email account.

If you need help, view the tutorial at www.rcc.edu/students/email.cfm. If you are having difficulty and you cannot resolve your problem using the tutorial visit Admissions & Records or call one of the colleges: Riverside (951) 222-8574 or (951) 222-8601, Moreno Valley (951) 571-6101, or Norco (951) 372-7003. You can also go to the Digital Library at Riverside City College for in-person help.

Need tech help with your WebAdvisor username/password or with activating your RCCD email account? You can email studenttechhelp@rcc.edu for online tutorials or go to the Digital Library at Riverside City College for in-person help. For in-person assistance at Norco College, please visit the Career/Transfer Center located in the Center for Student Success. At Moreno Valley College, please visit the Admissions and Records lobby located in the Student Services building.

STEP 6: Register for Classes

Check Your Registration Date/Holds
On July 5 students may access WebAdvisor through any of our college websites to view their registration date and see if they have any holds that may restrict their registration. **Please note: Students will be given a date and time to register.** Students can register on or after their assigned date and time. Registration dates are available approximately 6-8 weeks before the start of the term. After that time you may find out your registration date approximately 48 hours after your application is processed (weekends and holidays excluded).

Register for Classes
Registration begins **July 25** for continuing students who attended spring or summer 2011. Registration date is based on number of completed RCCD units; new and returning students register after continuing students. Manage your class schedule, adds, drops, waitlist, etc. on WebAdvisor. If you decide not to attend class and are not dropped from the class, you will receive a failing grade in the class and owe fees. **It is your responsibility to drop yourself from classes that you decide not to attend.**

Observe Payment Deadlines!
Students will be dropped for non-payment from unpaid classes.
**STEP 6: Register for Classes (continued)**

**Registration Worksheet**

**Things to do before you register...**
- Check WebAdvisor for your registration appointment date and time and to view any holds.
- Complete steps 1-5 in *Steps to Becoming a Student at RCCD* (available in the Schedule of Classes).
- Complete this worksheet and keep for your own records. Do not mail this worksheet.
- Ensure that all past-due fees and holds are cleared.
- Be sure your financial aid is processed.

**Things to check for as you make your class selections...**
- Is the class still open? Check WebAdvisor for open classes and waitlist options (new sections may be added and classes may re-open if students drop).
- If the class is closed, refer to *Adding Classes* in the Schedule of Classes or select other options.
- Have you met all necessary prerequisites for each class? These are listed in the Schedule of Classes and online.
- Do any of your classes overlap? You must have an Approval for Overlapping Classes form signed by the instructor and the Dean of Instruction, and you must add in person.

**Things to know when using WebAdvisor to register...**
- You will NOT be able to register prior to your assigned registration date and time, or if you have holds on your record.
- You will need your RCCD ID or social security number to access your registration. Click on **Log-In Help** on the WebAdvisor menu for assistance.
- WebAdvisor is always available except during maintenance.
- Confirm that you are registered for classes.
- Click on **Class Name/Deadlines**; print out the deadlines for adding or dropping classes and refunds.
- Print **My Class Schedule** from WebAdvisor.
- See information regarding Waitlists on the next page.

**Section Number  Class Name    Units   Days   Time**
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Alternate class selections (in case any of your first choice classes are closed)

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**How to Read the Schedule of Classes**

**ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:**

Moreno Valley College - [www.mvc.edu](http://www.mvc.edu)  
Norco College - [www.norcocollege.edu](http://www.norcocollege.edu)  
Riverside City College – [www.rcc.edu](http://www.rcc.edu)
STEP 6: Register for Classes (continued)

It is your responsibility to ensure that you are officially registered in courses by the add deadline and that your fees are paid. Students will be dropped for non-payment from unpaid classes in which registration occurred prior to the ‘drop for non-payment’ deadline.

Important:
• Pay fees (check fee payment deadlines)
  You will be dropped from classes if payment is not received by the payment deadline. Please note that if you are applying for financial aid but it has not yet arrived at the time of registration, you will be responsible for fees due until any financial award comes through.

• Be sure to check WebAdvisor or your RCCD email to see if there have been changes to scheduled classes prior to the first class meeting.

• Personal email addresses will not be used by RCCD.
  Your RCCD account is the ONLY approved method of formal communication from the District to the student.

• If you waitlist a class and space becomes available, you will be automatically enrolled and an email will be sent to your RCCD email account. If you do not intend to remain in the class, you must drop yourself by the drop and refund deadlines.

Adding Closed Classes
Make sure to check the deadline to add classes in this publication or on WebAdvisor (click on "Class Name and Title"). A class is closed beginning the first meeting day of that class or earlier if it is full. In order to add a closed class, you must receive permission from the instructor. This is typically done by attending the first day of class. See www.opencampus.com in order to add online classes. When registering on WebAdvisor, you will be asked to give your unique 4-digit authorization code which must be obtained from the instructor. Authorization codes are not valid on WebAdvisor until the first day of the class. When registering in person, you must have an authorization code from the instructor. Fees are due at time of registration.

Waitlists
Before the beginning of the semester, if a class is closed, you may place your name on a waitlist (if available). If a seat becomes available, you will automatically be added and your student account will be charged with the enrollment fees. Please check your schedule regularly online with WebAdvisor and/or your RCCD email account* to confirm your status. Personal email addresses will not be used by RCCD. Your RCCD account is the ONLY approved method of formal communication from the District to the student.

Waitlisting ends two days prior to the first class meeting. You must drop yourself from the class by the drop and refund deadlines if you do not intend to remain in the class. Students registered from the waitlist must attend the first day of class. Students not registered from the waitlist are encouraged to attend class the first day to see if space is available and the instructor is willing to add them.

You can manage your waitlist on WebAdvisor by doing the following:
• Log in to WebAdvisor
• Click on “Register and Drop Classes”
• Then click on “Manage My Waitlist”
• The waitlist is visible only to the instructor on the first day of class
• To activate your RCCD email account –
• Go to any of our college websites and click on "Students,"
• Click the Student Email link on right side of the page.

Dropping Classes
Print out the page on WebAdvisor that confirms that the class has been dropped from your class schedule. Instructors maintain the right to drop students for lack of attendance beginning the first day of class and ending on the 75% date. It is the student’s responsibility to drop classes on WebAdvisor or in person by the deadlines. Failure to drop a class may result in a permanent failing grade on your academic record and may still require payment. Do not rely on an instructor or others to drop you!

Deadline Dates
Specific add deadlines are included with the class information in this publication and on WebAdvisor. Refund and drop deadlines can also be viewed and printed from WebAdvisor. Click on "Class Name/Deadlines."

Maximum Unit Load
The maximum number of units a college student may enroll in is 18 for fall/spring and 9 for summer/winter. Students will not be permitted to enroll in more units without authorization from a counselor. The maximum units for high school concurrent students are 8 units for fall/spring and 5 units for summer/winter. Due to the heavy demand for classes by college students, high school concurrent enrollment has been temporarily suspended with the exception of high school students who are part of RCCD’s recognized Early College or Middle College High School programs. Those students should inquire with a high school academic counselor for more information.
STEP 7: Pay Enrollment Fees

In the event of a fee increase by the state legislature, please refer to our college websites for updated information.

What Fees Will I Need to Pay?
Any fee may change without notice subject to changes issued by the State of California and/or changes in RCCD Board policies.

Enrollment Fee ................................................................. $36 per unit
Non-resident Tuition and Enrollment Fee .......... $176 + $36 per unit
Out-of-Country Non-resident Surcharges
(Nonrefundable if student drops classes) ............... $24 per unit
Health Services* .............................................................. $14
Student Services – ID Card
(optional-see Student Services) .................. $ 2
Parking Permit – Auto (optional) ** ........................... $20
Parking Permit – Auto (optional-students with Board of
Governors Waiver (BOGW)) ** .............................. $20
Parking Permit – Motorcycle (optional) .................... $10
(See Parking in the Table of Contents)
Transportation Fee (Norco College students are exempt)
Over 6 Units ................................................................. $5.50
6 Units and under ....................................................... $5.00
Audit Fee ........................................................................ $15 per unit
PHP-30 First Aid & CPR Fees ........................................ $16.75
PHP-42 Life Guard & Water Safety Certification .............. $24
Diploma Fee (see Graduation for application deadlines) .......... $5
Non-sufficient Funds/Stop-payment Fee ................. $20

Scholarships
If you are receiving a scholarship from an outside source, you must submit a Scholarship Action Form to your home college before the drop deadline. Check your RCCD email or contact Student Services for the form.

Additional Fees
Some classes require an additional fee for materials, tools, technical and miscellaneous supplies for certain programs (70902(s) of the Educational Code). The charge is noted under the appropriate class. Additional fees must be paid at registration and are not covered by the Board of Governors Waiver (BOGW).

* Required fee – (Title V state regulations) supports general and emergency services provided by RCCD’s Health Services; not covered by BOGW waiver. Students attending under an approved apprenticeship program are exempt from this fee. Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination or organization are exempt from this fee. Students must apply for this waiver by submitting a Health Services Fee Waiver request and supporting documentation to the Health Services office. The Health Services Fee Waiver form can be obtained from Admissions and Records.

**A $3.00 shipping/handling charge applies to online orders. Fee waived if the order is placed from an RCCD computer and paid for at the cashier’s window.

How Do I Pay?
1. WebAdvisor: Visa, Master Card, American Express, Discover Card
2. Mail or Drop Boxes: Check or Money Order made payable to RCCD.
   Be sure to include your RCCD ID number.
   • Norco College: Inside and outside Student Services Building
   • Riverside City College: Outside Admissions and Bradshaw buildings
3. All RCCD Colleges: Cash, Visa, MasterCard, American Express, Discover, Check, or Money Order

Refunds
Refund deadlines can be viewed/printed from the WebAdvisor menu. Click on “Class Name and Title.” The deadline to drop full-term classes and receive a refund is generally two weeks. The deadline to drop short-term classes is 10% of the class meetings.

You are eligible for a refund of fees if you withdraw from classes within the specified deadlines. Refunds are issued to students approximately 6-8 weeks after the last day for refunds. No immediate refunds are available. If, for short-term classes, you add the class after the first day you may be adding past the refund date. Students who pay with cash or a check will receive a refund check in the mail. Students who pay with credit card on WebAdvisor will have their refund credited back to their credit card.

Students who drop all classes within the refund period and wish to receive a refund for a parking permit must turn the permit in to Parking Services. If you are receiving a refund due to an adjustment in your financial aid, please notify Student Accounts in the Bradshaw building at Riverside City College.

For questions regarding your account and refunds call 951-222-8604.

To be sure of a refund, students must drop themselves within refund deadlines.

Fall 2011 Payment Due Dates
Fees are based on when you register in each class. Students WILL BE DROPPED from unpaid classes per deadlines below:

If You Register Fees* Are Due No Later Than
On or before August 3 August 10 at 5:00 pm or you will be dropped for non-payment from unpaid classes
On or before August 17 August 24 at 5:00pm or you will be dropped for non-payment from unpaid classes
August 25 Enrollment and other fees are due at the time of registration. Students who do not pay will have a hold placed on their record and will not be able to register for classes or receive grades, transcripts, verifications, certificates or diplomas.

* Payments made online on the deadline date must be completed by 5:00PM. Fees may be paid on campus up until the end of business hours at each college location. Fees may also be paid online via WebAdvisor. If you decide not to attend class and are not dropped from the class, you will receive a failing grade in the class and owe fees. It is your responsibility to drop yourself from classes that you decide not to attend.

- It is the student’s responsibility to verify that all classes have been added or dropped accordingly.
- Be sure that financial aid is processed prior to registration.
- See the Table of Contents for Residency for Tuition Purposes and AB540 Non-resident Fee Waiver information.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:
Moreno Valley College - www.mvc.edu
Norco College - www.norcocollege.edu
Riverside City College – www.rcc.edu
STEP 8: Get Your RCCD Student Photo/College ID Card

Get Your Free RCCD College Card

Use it at any RCCD college for:
• Access to the library and labs
• Entry to student activities, including athletic and performing arts events

Link it to a FREE Wells Fargo College Checking® account® for:
• FREE Wells Fargo® ATM access—Now at all 3 college locations!
• PIN-based purchases

Get it: Admissions and Records Office—All three colleges
Link it: Wells Fargo Riverside City College Office—Riverside

Or visit wellsfargo.com/locator for a location near you.

*Eligibility subject to approval. Students must provide proof of enrollment at an accredited institution when the account is opened. The account is available for a maximum of 5 years, after which it will convert to a standard checking account subject to applicable checking fees. Students in school more than 5 years must show proof of enrollment to remain in a Wells Fargo College Checking account. $100 minimum opening deposit required to open a new checking account.

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STEP 9: Purchase Your Textbooks

When Can I Get My Books?
Books are available approximately two weeks prior to the start of the term. For the best chance at USED books, reserve your texts online.

Save Time
Get important textbook information, including ISBN numbers and pricing, and reserve your books online for in-store pickup or delivery to your home!

• Moreno Valley College: www.morenovalleycollegebookstore.com
• Norco College: www.norcocolegebookstore.com
• Riverside City College: www.rcc.bncollege.com

Save Money
Shop early for the best selection of used texts!

Cash for Books
When you are done with your books, bring them back to the bookstore to sell for up to 50% of the purchase price. A valid RCCD student ID is required.

Bookstore Refunds
Books must be returned in original condition within the 1st week of classes. An original sales receipt is required for all refunds and exchanges. Refunds will be given after the first week of class with proof of schedule change for the first 30 days of classes.

Methods of Payment Accepted at RCCD Bookstores
• Cash • Master Card ® • American Express ®
• VISA ® • Discover ®

Credit Card Policy
All RCCD bookstores will gladly accept credit cards with a valid RCCD or state-issued ID. If the credit card is not in your name, you MUST have an authorization letter from the card holder with a signature on both the letter and the card as well as your own I.D.

* An RCCD student ID number is required.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

 Moreno Valley College - www.mvc.edu
 Norco College - www.norcocolege.edu
 Riverside City College – www.rcc.edu
STEP 10: Attend Class the First Day

- Arrive early to find a parking space, consider commuting alternatives.
- If you are enrolled in an online class, go to www.opencampus.com.
- If your plans change and you cannot attend, please be sure to officially drop your class(es).

GENERAL EDUCATION
STUDENT LEARNING OUTCOMES

<table>
<thead>
<tr>
<th>Critical Thinking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analyze and solve complex problems across a range of academic and everyday contexts</td>
</tr>
<tr>
<td>Construct sound arguments and evaluate arguments of others</td>
</tr>
<tr>
<td>Consider and evaluate rival hypotheses</td>
</tr>
<tr>
<td>Recognize and assess evidence from a variety of sources</td>
</tr>
<tr>
<td>Generalize appropriately from specific cases</td>
</tr>
<tr>
<td>Integrate knowledge across a range of contexts</td>
</tr>
<tr>
<td>Identify one’s own and others’ assumptions, biases, and their consequences</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Information Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrate computer literacy</td>
</tr>
<tr>
<td>Locate, evaluate, and use information effectively</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Communication Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Write with precision and clarity to express complex thought</td>
</tr>
<tr>
<td>Read college-level materials with understanding and insight</td>
</tr>
<tr>
<td>Listen thoughtfully and respectfully to the ideas of others</td>
</tr>
<tr>
<td>Speak with precision and clarity to express complex thought</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Breadth of Knowledge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understand the basic content and modes of inquiry of the major knowledge fields</td>
</tr>
<tr>
<td>Analyze experimental results and draw reasonable conclusions from them</td>
</tr>
<tr>
<td>Use the symbols and vocabulary of mathematics to solve problems and communicate results</td>
</tr>
<tr>
<td>Respond to and evaluate artistic expression</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Application of Knowledge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintain and transfer academic and technical skills to workplace</td>
</tr>
<tr>
<td>Be life-long learners, with ability to acquire and employ new knowledge</td>
</tr>
<tr>
<td>Set goals and devise strategies for personal and professional development and well being</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Global Awareness</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrate appreciation for civic responsibility and ethical behavior</td>
</tr>
<tr>
<td>Participate in constructive social interaction</td>
</tr>
<tr>
<td>Demonstrate teamwork skills</td>
</tr>
<tr>
<td>Demonstrate understanding of ethnic, religious, and socioeconomic diversity</td>
</tr>
<tr>
<td>Demonstrate understanding of alternative political, historical, and cultural viewpoints</td>
</tr>
</tbody>
</table>

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norcocollege.edu
Riverside City College – www.rcc.edu
Continuing at RCCD

Continue Taking Classes
All continuing students are assigned a new registration appointment date and time each term. If you are not a continuing student, you must submit a new online admissions application in order to register again.

Continue to See a Counselor
Students should meet with a counselor at their home college during their first term to develop a 2-year SEP (Student Educational Plan).

If you change your educational goal, it is important to see a counselor to obtain a revised SEP.

Re-Apply For Financial Aid
The Free Application for Federal Student Aid (FAFSA) is available for the next academic year on January 2nd or the first day of the winter term. The priority filing date is March 2nd of each year.

If you are receiving a Board of Governors Waiver (BOGW), you must reapply each academic year, beginning with the summer term.

Moving on from RCCD

Apply For Certificates and Degrees
In order to receive an associate degree or certificate, all RCCD fees must be paid in full. You must submit an application online for an associate degree or certificate in the academic year in which you anticipate you will complete the requirements. Applications are available online through any of our college websites. Click on Students, on Admissions and Records, and then on Graduation/Certificate Applications. There is a $5.00 diploma fee for each associate degree application. Students planning to participate in the commencement ceremony on June 8, 2012 must file their degree or certificate applications by April 1, 2012. See the college catalog for further details and requirements. Students may apply for degrees and certificates for any term in the 2011-2012 year during the following four applications periods:

<table>
<thead>
<tr>
<th>Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer: First day of summer term</td>
</tr>
<tr>
<td>through July 15 to apply to</td>
</tr>
<tr>
<td>graduate in summer, fall, winter</td>
</tr>
<tr>
<td>or spring</td>
</tr>
<tr>
<td>Fall: First day of fall term</td>
</tr>
<tr>
<td>through October 15 to apply to</td>
</tr>
<tr>
<td>graduate in fall, winter or spring</td>
</tr>
<tr>
<td>Winter: First day of winter term</td>
</tr>
<tr>
<td>through February 1 to apply to</td>
</tr>
<tr>
<td>graduate in winter or spring</td>
</tr>
<tr>
<td>Spring: First day of spring term</td>
</tr>
<tr>
<td>to April 1 to apply to graduate in</td>
</tr>
<tr>
<td>spring</td>
</tr>
</tbody>
</table>

Residency Requirement
In order to receive an AA or AS degree from Riverside Community College District, a student must complete 15 units in residence at one of the colleges within the Riverside Community College District.

To receive a certificate, a student must complete a minimum of fifty percent (50%) of the coursework at Riverside Community College District.

Transfer to Other Institutions
Be sure to verify that courses transfer to your desired institution prior to taking the course. Information about transferring, including specific requirements for UC and CSU transfer, is available in the college catalog, student handbook, Schedule of Classes, through any of our college websites and in our Transfer/Career Centers:

<table>
<thead>
<tr>
<th>College</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moreno Valley Career/Transfer</td>
<td></td>
</tr>
<tr>
<td>Center .................................</td>
<td>951-571-6205</td>
</tr>
<tr>
<td>Norco Career/Transfer Center</td>
<td>951-372-7043</td>
</tr>
<tr>
<td>Riverside City Career/Transfer Center</td>
<td>951-222-8446</td>
</tr>
</tbody>
</table>

Official transcripts must be submitted to your desired institution in order to transfer units.

Order Transcripts
(available online through any of our college websites)

Unofficial transcripts are also available on Web-Advisor for no fee.

Official transcripts can be ordered on WebAdvisor, by mail (printable forms available on our website), in Admissions (Riverside City College), or in the Student Service Office (Moreno Valley and Norco Colleges). Your first two official transcripts are free. Each additional official transcript is $5. For same day service there is an additional $10 fee for each transcript. All transcripts are mailed first class. In order to receive a transcript, all RCCD fees must be paid in full. At the end of each term, it may take 3-4 weeks before grades are posted on WebAdvisor and updated transcripts are mailed. Ordering transcripts on WebAdvisor will always be faster! For more information visit any of our college websites or call:

<table>
<thead>
<tr>
<th>College</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moreno Valley College</td>
<td>951-571-6102</td>
</tr>
<tr>
<td>Norco College</td>
<td>951-372-7003</td>
</tr>
<tr>
<td>Riverside City College</td>
<td>951-222-8603</td>
</tr>
</tbody>
</table>

Transcripts only include coursework from colleges within the Riverside Community College District.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu  Norco College - www.norcocounty.edu  Riverside City College – www.rcc.edu
Your WebAdvisor username is the first letter of your first name and the first letter of your last name combined with your seven digit RCCD ID.

Example: Jane Smith ID# 1234567 = js1234567
Be sure to enter your username in lower case.

Your temporary password is your six digit birth date.
Example: if your birth date is April 02, 1980, your password is 040280.

After logging in your temporary will expire causing you to change your password. Your new password must be 6-9 characters and include both letters and numbers.

Need Help?

- Click on Log-in tutorial on the WebAdvisor menu;
- See Log-in Help to retrieve your username & to reset your password;
- You may also click on FAQ for additional information;
- Email: studenttechhelp@cc.edu
  admissionsmorenovalley@cc.edu
  admissions@norcocollege.edu
  admissionsriverside@cc.edu

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norcocollege.edu
Riverside City College – www.rcc.edu
Online Services at RCCD
(Use this sheet to keep track of your username and passwords for all services offered at RCCD)

Need tech help with your WebAdvisor username/password or with activating your RCCD email account? Email us for online tutorials:

studenttechhelp@rcc.edu admissionsmorenovalley@rcc.edu admissions@norcocollege.edu admissionsriverside@rcc.edu

Or visit one of our college locations for in-person assistance.

Online Application
Access the online application from any of our college websites.

If it is your first time completing an application, create an account by clicking on New User. Remember to write down your username and password for future reference.

If you have already created an account, click on Returning User.

For help retrieving your username or password, click on Log In Help or call 1-800-468-6927.

Remember to submit an application every time you miss a major term (fall or spring).

User ID: ____________________ Password: __________________

RCCD Email
Activate your RCCD email account immediately and read it often so that you don’t miss important notices! See Step 5 in this publication for more information. Personal email addresses will not be used by RCCD. Your RCCD account is the ONLY approved method of formal communication from the District to the student.

If you know your RCCD email address (Windows Live ID) you can type in mail.live.com from your browser. Follow the Microsoft prompts to set up and activate your account. Your initial password is your 6-digit birth date.

If you need help in activating your RCCD email account go to any of the college websites, click on Students and then click on Student Email. There is a tutorial there to help you.

If you just need to know your RCCD email address go to any of our college websites click on WebAdvisor, and click on What’s My RCCD Email Address?

You may forward your RCCD email to your own personal email account. Log in and click on Options. The tutorial referred to above will help you.

Windows Live ID: ____________________ Password: __________________

WebAdvisor
Access WebAdvisor from any of our college websites.

Use WebAdvisor to check registration date, search, register, manage your waitlist and drop classes, view financial aid information, order parking permits and transcripts, pay fees and more.

Log In: Click on Log In Help and What’s My User ID. Also see: What’s My Password. For additional assistance, view the Log In Video.

Your initial password is your 6-digit date of birth (mm/dd/yy).

Once you have logged in, be sure to view the registration video.

If you forget your password you can reset it anytime through Log In Help.

WebAdvisor ID: ____________________ Password: __________________

Blackboard CE 8/Learn 9.1
(Open Campus online-based classes)
Access online-based courses from the Open Campus homepage: www.opencampus.com.

• Click the log-in link or
• Click on Credit Course Login (green button).
• Your username is the first and last initial w/Student ID (example: md1234567)
• Your password the first time logging in: student.

For additional assistance contact the Open Campus Help Desk toll free at 1-866-259-7271 for 24 hour support or check www.opencampus.com for course updates.

If you forget your password, contact the Help Desk to have it reset.

Username: ____________________ Password: __________________

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu Norco College - www.norcocollge.edu Riverside City College – www.rcc.edu
**Calendario para el otoño 2011**
29 de agosto – 16 de diciembre

<table>
<thead>
<tr>
<th>Fecha</th>
<th>Aparece en el calendario</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 de julio</td>
<td>Citas para matricularse/registrarse para el otoño se muestran en WebAdvisor:</td>
</tr>
<tr>
<td></td>
<td>• Moreno Valley College - <a href="http://www.mvc.edu">www.mvc.edu</a></td>
</tr>
<tr>
<td></td>
<td>• Norco College - <a href="http://www.norcocolege.edu">www.norcocolege.edu</a></td>
</tr>
<tr>
<td></td>
<td>• Riverside City College – <a href="http://www.rcc.edu">www.rcc.edu</a></td>
</tr>
<tr>
<td>25 de julio</td>
<td>Matricularse/registrarse en clases para estudiantes que asistieron a RCCD en la primavera y/o el verano—“continuing students.” Las fechas de matriculación son basadas en el número de unidades completados por el/la estudiante. Estudiantes nuevos—“new students” y estudiantes que han regresado a RCCD después de un tiempo—“returning students” se matricularán después de &quot;continuing students.&quot;</td>
</tr>
<tr>
<td>10 de agosto</td>
<td>Plazo del pago del honorario - Estudiantes que se registraron en o antes del 3 de agosto deben haber pagado todos los costos oserán retirados de las siasles por falta del pagos.</td>
</tr>
<tr>
<td>24 de agosto</td>
<td>Plazo del pago del honorario – Estudiantes que se registraron en o antes del 17 de agosto deben haber pagado todos los costos oserán retirados de las siasles por falta del pagos.</td>
</tr>
<tr>
<td>29 de agosto</td>
<td>Primer día de clases para el semestre de otoño. Hay que usar “WebAdvisor” para clases de 8 semanas—“short-term classes”, clases que empiezan más tarde durante el semestre—“late start”, y clases de nivel acelerado ---“fast-track classes.”</td>
</tr>
<tr>
<td>29 de agosto</td>
<td>Aplicar para graduación – Primer día para aplicar para solicitar un título o certificado para el otoño, el invierno, o la primavera—el último día para aceptar aplicaciones es el 15 de octubre durante el semestre de otoño:</td>
</tr>
<tr>
<td></td>
<td>• Moreno Valley College - <a href="http://www.mvc.edu">www.mvc.edu</a></td>
</tr>
<tr>
<td></td>
<td>• Norco College - <a href="http://www.norcocolege.edu">www.norcocolege.edu</a></td>
</tr>
<tr>
<td></td>
<td>• Riverside City College – <a href="http://www.rcc.edu">www.rcc.edu</a></td>
</tr>
<tr>
<td>5 de septiembre</td>
<td>Día de vacación – Todas las oficinas en RCCD están cerradas y no hay clases.</td>
</tr>
<tr>
<td>9 de septiembre</td>
<td>Último día para matricularse en una clase de 16 semanas –“full semester” para clases que se reúnen lunes a viernes (hay que confirmar las fechas de límite para clases de 8 semanas en &quot;WebAdvisor&quot; o el Horario de Clases—“Schedule of Classes”).</td>
</tr>
<tr>
<td>11 de septiembre</td>
<td>Último día para matricularse en una clase de 16 semanas -“full semester” que se reúnen los sábados y domingos (hay que confirmar las fechas de límite para clases de 8 semanas en “WebAdvisor” o el Horario de Clases – “Schedule of Classes”).</td>
</tr>
<tr>
<td>30 de septiembre</td>
<td>Último día para omitir la mayoría de clases de 16 semanas sin una “W”.</td>
</tr>
<tr>
<td>15 de octubre</td>
<td>Último día para elegir Aprobar—Pass (P), No Aprobar—No Pass (NP) para la mayoría de clases de 16 semanas.</td>
</tr>
<tr>
<td>11 de noviembre</td>
<td>Día de vacación – Todas las oficinas en RCCD están cerradas y no hay clases.</td>
</tr>
<tr>
<td>18 de noviembre</td>
<td>Último día para dejar la mayoría de clases de 16 semanas con una “W”.</td>
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<tr>
<td>24-27 de noviembre</td>
<td>Días de vacación – Todas las oficinas en RCCD están cerradas y no hay clases.</td>
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<tr>
<td>10-16 de diciembre</td>
<td>Exámenes finales</td>
</tr>
<tr>
<td>3 de enero</td>
<td>Las calificaciones están disponibles en WebAdvisor. Si las calificaciones no aparecen en esta fecha, hay que comunicarse con el/la instructor/a o el departamento académico. Es posible que las calificaciones estén disponible antes de esta fecha, pero el favor de no comunicarse con el/la antes de esta fecha.</td>
</tr>
</tbody>
</table>

**Fechas de Limite Para Matricularse, Omitir Clases y Reembolsos**
Hay que confirmar con “WebAdvisor” para fechas de límite para agregar clases, omitir clases, y reembolsos.

Nota sobre pagos: Es la responsabilidad del estudiante para saber las fechas de límite y/o agregar y omitir clases a tiempo.
Estudiantes serán retirados de las clases por falta de pagos.

**ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:**

Moreno Valley College - [www.mvc.edu](http://www.mvc.edu)  Norco College - [www.norcocolege.edu](http://www.norcocolege.edu)  Riverside City College – [www.rcc.edu](http://www.rcc.edu)
Para Empezar en RCCD

**Paso 1: Aplique en línea a cualquiera de nuestros colegios:**
- Moreno Valley College - [www.mvc.edu](http://www.mvc.edu)
- Norco College - [www.norcocollege.edu](http://www.norcocollege.edu)
- Riverside City College – [www.rcc.edu](http://www.rcc.edu)

**Paso 2: ¿Necesita dinero para asistir al colegio?**

**Plazos Solicitud de Ingreso**
- **otoño:** Medianoche, 14 de agosto, 2011
- **invierno:** Medianoche, 19 de diciembre, 2011
- **primavera:** Medianoche, 29 de enero, 2012

**Paso 3: Llame al Centro de Evaluación Preliminar (Assessment Center) para hacer una cita para completar la Evaluación Preliminar de (ESL) Inglés como Segundo Idioma (PTESL):**

Moreno Valley (951) 571-6492 • Norco (951) 372-7156 • Riverside (951) 222-8451

**Paso 4: Llame al Centro de Consejería para hacer una cita para asistir a una sesión (en grupo) de Orientación y Consejería:**

Moreno Valley (951) 571-6104 • Norco (951) 372-7101 • Riverside (951) 222-8440

**Paso 5: Revise su propia fecha para registrarse y regístrese en sus clases de (ESL) Inglés Como Segundo Idioma en una de las siguientes maneras:**
Vaya a ‘WebAdvisor’ (Hay ayuda disponible en el sitio de web):
- Moreno Valley College - [www.mvc.edu](http://www.mvc.edu)
- Norco College - [www.norcocollege.edu](http://www.norcocollege.edu)
- Riverside City College – [www.rcc.edu](http://www.rcc.edu)

Vaya a la Oficina de Matrícula/Registración en cualquier plantel de RCCD—Moreno Valley, Norco y Riverside.

**Paso 6: Asegurar que pagen todos los costos antes de las fechas de limite. Puede ser retirado por falta de pagos.**

**Paso 7: Compre sus libros. Se pueden comprar los libros por el Internet en:**
- Moreno Valley College: [www.morenovalleycollegebookstore.com](http://www.morenovalleycollegebookstore.com)
- Norco College: [www.norcocollegebookstore.com](http://www.norcocollegebookstore.com)
- Riverside City College: [www.rcc.bncollege.com](http://www.rcc.bncollege.com)

O en la librería del plantel donde se dan sus clases.

**Paso 8: Obtenga su identificación estudiantil. Es gratis.**

**Paso 9: Hay que asistir a sus clases el primer día de clase. Traigan su materia y prepárense para empezar a aprender.**

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - [www.mvc.edu](http://www.mvc.edu)  Norco College - [www.norcocollege.edu](http://www.norcocollege.edu)  Riverside City College – [www.rcc.edu](http://www.rcc.edu)
Programa de Inglés Como Segundo Idioma (ESL) de Riverside Community College District (RCCD)

Clases de Inglés Como Segundo Idioma son para personas que tienen conocimiento del Inglés pero no tienen instrucción académica en hablar, escribir, o leer el idioma.

Si usted habla o entiende muy poco Inglés, le recomendamos que tome clases en un Centro de Educación para Adultos antes de matricularse en RCCD. Si usted vive en el área de Riverside, llame al Centro Palm al 951-788-7185. Si usted vive en el área de Corona-Norco, llame al Centro Buena Vista al 951-736-3325 o al 951-736-3364. Si usted vive en el área de Moreno Valley, llame al 951-697-4216 o al 951-485-5700.

Preguntas Generales

¿Cuáles son los requisitos?
Usted es elegible para asistir a RCCD si:
- Ha cumplido 18 años de edad.
- Tiene diploma de estudios secundarios o su equivalente (GED).
- Asiste a una preparatoria (high school) local.

¿Debe tomar un examen para matricularme en RCCD?
Sí, se requiere que los estudiantes tomen el examen PTESL para personas con Inglés limitado. Este examen se usa solamente para asegurar que se inscriban la clase apropiada. El examen es gratis.

¿En cuál clase debo matricularme?
Utilizando los resultados del examen PTESL, se recomendará las clases apropiadas para su nivel académico.

¿Qué tipo de clases ofrece RCCD?
Se ofrecen clases de ESL en gramática, escritura, lectura, y conversación. En cada nivel, el énfasis es principalmente en gramática, escritura, y lectura de Inglés. Se puede repetir cada clase.

¿Cuándo empiezan las clases?
El día y la hora que empiezan las clases están indicados en el Horario de Clases (Schedule of Classes). Estas revistas se envían a todos los residentes que viven en el Distrito de RCC, o también puede adquirir una copia gratis en cualquiera de las tres librerías del colegio: Moreno Valley, Norco o Riverside.

¿Cómo puedo matricularme?
1. Complete la solicitud y trágalas o envíe la Oficina de Matrícula (Admissions & Records) en el campus de Riverside y las oficinas de Servicios Estudiantiles (Student Services) en los campus de Moreno Valley y Norco. El domicilio del colegio está escrito en la solicitud.
2. Tome el examen PTESL y reciba los resultados inmediatamente. Vea el Horario de Clases para ver la fecha del próximo examen y llame a la Oficina de Consejería al 951-222-8440 para hacer cita.

¿Cuánto cuesta asistir al colegio?
Vea la página, ¿Cuánto Cuesta Asistir a RCCD?

¿Hay asistencia financiera?
Sí usted es residente o ciudadano, puede recibir asistencia financiera. Hay muchos programas y becas que proveen fondos para cubrir los gastos de matrícula. Para mayor información por favor llame al 951-222-8712.

¿Ofrece RCCD clases en Español?
Desafortunadamente, no se ofrecen clases en Español. Las únicas clases que ofrecemos en Español son para estudiantes que quieren aprender a hablar Español.

¿Ofrece RCCD cuidado de niños?
El campus de Riverside tiene un centro que ofrece cuidado de niños de 6 meses hasta 5 años. Los campus de Moreno Valley y Norco tienen centros que ofrecen cuidado de niños de de 2 a 5 años. Las horas de servicio son de 6:30 a.m. a 5:30 p.m. de lunes a viernes. Para mayor información y precios por favor llame al 951-222-8068 para Riverside, 951-571-6214 para Moreno Valley y 951-734-0068 para Norco.

Si tiene otra pregunta o necesita más información en llenar la solicitud, por favor llame al 951-222-8107 o al 951-222-8744.

AB540
Desde el 1º de enero de 2002, la ley AB540 de California permite que todos los estudiantes (menos los extranjeros que no sean inmigrantes) que cumplan con los siguientes requisitos, asistan a las universidades públicas del estado de California, que son los Colegios Comunitarios de California/California Community Colleges (CCC), las Universidades de California (UC) y las Universidades Estatales de California (CSU).

El estudiante tiene que haber asistido a una escuela secundaria (High School) pública o privada, al menos durante tres años.

El estudiante tiene que haberse graduado de una Escuela Secundaria (High School) de California, o haber terminado el equivalente a esos estudios (por ejemplo haber aprobado el GED o el Examen de Graduación de la Escuela Secundaria de California).

El estudiante tiene que entregar una petición para la excepción con la universidad, incluyendo una declaración legal firmada, en la cual confirma haber cumplido con todos los requisitos.

Los estudiantes que completan 3 años en una escuela de adultos y/o consigan su GED podrían calificar para AB540 si el Colegio Comunitario/Community College al que desean asistir lo considera equivalente a la Escuela Secundaria (High School).

Los estudiantes no residentes que cumplan con estos requisitos, podrán pagar las mismas cuotas que los residentes; sin embargo no se podrán considerar “residentes” de California.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College – www.mvc.edu
Norco College – www.norcocollege.edu
Riverside City College – www.rcc.edu
## ¿Cuánto Cuesta Asistir a Riverside Community College District?

El Colegio Comunitario de Riverside (RCCD) cobra por unidad y no por clase. Cada unidad cuesta veintiséis dólares ($36) para residentes de California. Más aparte, residentes de otro estado pagan ciento ochenta y uno dólares ($181) por cada unidad, más veintiséis dólares ($36) si es residente de otro país. Todos los cargos pueden cambiar debido a acción legislativa del estado o a cambios de póliza del Consejo de RCCD. La mayoría de las clases de Inglés Como Segundo Idioma (ESL) son cuatro (4) unidades. Para ser considerado como estudiante de tiempo completo, necesita completar 12 unidades.

### Servicios de Salud

El estado de California requiere que la institución cobre la quota de Servicios de Salud, no importa si el estudiante tiene aseguranza de salud o no. El costo es diecisiete dólares ($17) por cada semestre de otoño y primavera y catorce dólares ($14) por cada sesión de invierno y verano. Estudiantes que califican para el Board of Governors Waiver (BOGW), todavía tienen que pagar la quota de servicios de salud.

### Servicios Estudiantiles

La quota de Servicios Estudiantiles es opcional. Por favor consulte la página de Servicios Estudiantiles, en la revista de clases, referente a los beneficios de pagar esta quota.

## ¡Riverside Community College District es Para Usted!

Riverside Community College District (RCCD) está aquí para servir a nuestra comunidad y se compromete a servir a adultos de todas edades. La institución hace todo lo posible por lograr que los estudiantes terminen sus estudios y continúen con las metas que se hayan propuesto. Continuando con nuestro esfuerzo por lograr que todos los estudiantes tengan éxito, ofrecemos servicios de asesoría académica, asistencia económica, tutoría, y servicios de salud.

### SERVICIOS ESTUDIANTILES

**Consejeros Académicos:** El colegio ofrece servicios de Consejería Académica para todos los estudiantes que necesitan consejo y ayuda sobre que clases tomar para obtener un certificado vocacional, un título de asociado, y sobre el proceso de transferencia a una universidad. Los consejeros ayudan a los estudiantes a establecer una meta educativa y les proporcionan servicios adicionales para ayudarles a alcanzar esta meta. Para hacer cita con un consejero llame al 951-222-8440 para Riverside, 951-571-6104 para Moreno Valley, y 951-372-7001/7102 para Norco.

**Asistencia Financiera:** RCCD ofrece asistencia financiera que cubre los gastos de matriculación para ciudadanos y residentes de California. Las solicitudes están disponibles en la Oficina de Servicios Financieros (Student Financial Services) en el campus de Riverside y las oficinas de Servicios Estudiantiles (Student Services) en los campus de Moreno Valley y Norco. Para mas información por favor llame al 951-222-8712.

**EOPS (Programa de Asistencia Académica y Financiera):** EOPS es un programa financiado por el estado y está diseñado para facilitar el éxito de los estudiantes con desventajas económicas y académicas. Esto incluye estudiantes que se han graduado con un promedio general (G.P.A.) menos de 2.5. Los servicios pueden incluir: ayuda financiera para algunos de sus libros, consejeros académicos, servicios de tutoría, y prioridad de matrícula. Para más información por favor llame al 951-222-8045.

Al tener un buen conocimiento académico del Inglés, puede obtener un certificado vocacional, un título de asociado, y/o transferirse a una universidad. Se ofrecen más de cuarenta (40) programas vocacionales, por ejemplo, Administración de Empresas, Asistente de Médico, Computación, Construcción, Cosmetología, Enfermería, Electrónica, Fotografía, Estudios de la Niñez, Imprenta, Ingeniería, Mecánica Automotriz, Soldador, Técnica en Aire Acondicionado, Técnica Dental. Si desea transferirse a una universidad, puede transferir sus créditos académicos a las Universidades de California (UC), las Universidades del Estado de California (CSU), o a la mayoría de otras universidades.
Spanish-Speaking Personnel
“¡Hola! ¿En que le puedo ayudar?”
951-222-8107

<table>
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<th>ACADEMIC AFFAIRS / ASUNTOS ACADÉMICOS</th>
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<tbody>
<tr>
<td>Tish Chavez</td>
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<tr>
<td>Executive Administrative Assistant</td>
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<tr>
<td>Marilyn Martinez-Flores, Ph.D.</td>
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<tr>
<td>Dean, Academic Support</td>
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<th>ADMISSIONS &amp; RECORDS / DEPARTMENT DE REGISTRO Y MATRICULACIÓN</th>
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<tr>
<td>Michelle Dassow</td>
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<tr>
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<td>Daisy Figueroa</td>
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<td>Johanna Vasquez</td>
</tr>
<tr>
<td>Administrative Assistant III</td>
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<tr>
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<td>Rosa Vargas</td>
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<td>Juan Lopez</td>
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<td>Sinar Lomeli</td>
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<td>Lily Martinez</td>
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<tr>
<td>Elizabeth Yglecias</td>
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<tr>
<td>Irene Reyes</td>
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<tr>
<td>Community Relations Specialist</td>
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<tr>
<td>David Dileo</td>
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Riverside City College – [www.rcc.edu](http://www.rcc.edu)
Spanish-Speaking Personnel
“¡Hola! ¿En que le puedo ayudar?”
951-222-8107

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<th>OPEN CAMPUS / ASISTENCIA SOBRE TECNOLOGÍA PARA PROFESORES</th>
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<tr>
<td>Connie Hagar</td>
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<tr>
<td>Educational Technologies Trainer</td>
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<tr>
<td>Claudia Castro</td>
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<td>Peggy Gutierrez</td>
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<td>ILP Emancipation Coach</td>
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<td>Miguel Contreras</td>
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Norco College - www.norccollege.edu
Riverside City College – www.rcc.edu
Este es un resumen del derecho que usted tiene a presentar una queja formal de discriminación o de acoso sexual. Este es sólo un resumen. Por favor vea las Políticas de la Junta Directiva Escolar y los Procedimientos Administrativos BP/AP 3410 y BP/AP 3430 para el procedimiento completo del Distrito.

PROCEDIMIENTO PARA UNA QUEJA

- **Usted tiene derecho a solicitar que los cargos sean resueltos informalmente, durante este tiempo, el Distrito se encargará de hacerlo necesario para solucionar los cargos informalmente.**
- **Usted no necesita participar en una resolución informal.**
- **Usted tiene derecho a presentar una queja formal, aún en el caso que anteriormente haya solicitado una resolución informal (mire la parte posterior para el procedimiento a seguir en este caso).**
- **A usted no se le pedirá que confronte o que trate de resolver los problemas con la persona acusada de discriminación ilícita.**
- **Usted puede presentar una queja basada en el rehuso de empleo en la Oficina del Departamento de Educación de Estados Unidos de Derechos Civiles (OCR, por sus siglas en inglés) siempre y cuando dicha queja esté dentro de la jurisdicción de esa agencia.**
- **Si su queja es relacionada a empleo, usted puede presentar una queja en la Comisión de Estados Unidos de Igualdad en Oportunidad de Empleo (EEOC, por sus siglas en inglés) y/o el Departamento de Igualdad en el Empleo y en la Vivienda (DFEH, por sus siglas en inglés) siempre y cuando dicha queja esté dentro de la jurisdicción de esa agencia.**
- **Están prohibidas las represalias. Si usted siente que están usando represalias en su contra como resultado de haber presentado una queja, por favor póngase en contacto con el Departamento de Diversidad y Recursos Humanos de RCCD.**

EL PROPÓSITO DE LA RESOLUCIÓN INFORMAL:

El propósito del proceso en una resolución informal es permitir que un individuo, el cual cree ha sido ilícitamente discriminado en contra, pueda resolver la situación por medio de un proceso de mediación en lugar de un proceso de queja formal. Típicamente, el proceso informal será invocado cuando haya un simple malentendido, o usted no desee presentar una queja formal. La resolución de una queja informal puede que no requiera más que una aclaración del malentendido o una disculpa por parte del supuesto ofensor y una declaración de que el comportamiento ofensivo cesará. Usted será notificado acerca del resultado de la investigación del proceso informal, y también será notificado de la resolución propuesta por el Distrito.

Si usted da seguimiento al proceso informal, deberá tomar en cuenta los siguientes puntos importantes:
- **Usted necesitará firmar un documento el cual indique que usted ha elegido el proceso de la resolución informal.**
- **El Distrito completará su investigación en el período de tiempo requerido por la política de la Junta Directiva Escolar, a menos que usted voluntariamente rescinda su queja antes de ser terminada la investigación.**

COMO PRESENTAR UNA QUEJA FORMAL:

- **La queja debe ser presentada utilizando el formulario indicado por la oficina del Rector del Estado. El formulario está disponible en la página de internet del Distrito, en la oficina de Diversidad y Recursos Humanos, o en la página de internet del Rector del Estado en www.cccco.edu.**
- **Le queja debe declarar discriminación ilícita bajo el Título 5, sección 59300.**
- **Le queja debe de ser presentada por la persona que declara que ella/el ha sufrido personalmente discriminación ilícita o por aquella persona que se ha enterado de tal discriminación ilícita en su función oficial como miembro de la facultad o administrador.**
- **En cualquier queja que no involucre un empleo, la queja deberá ser presentada en el espacio de un año a partir de la fecha de la presunta discriminación ilícita o en el espacio de un año a partir de la fecha en la cual usted se enteró o debió haberse enterado de los hechos que fundamentan el incidente específico o los incidentes de la presunta discriminación ilícita.**
- **En situaciones en que la queja afirme discriminación en el empleo, la queja deberá ser presentada en el espacio de 180 días a partir de la fecha en que la presunta discriminación ilícita ocurrió, con la excepción de que este período será extendido por no más de 90 días seguido a la fecha de expiración de los 180 días, si usted se enteró o tuvo conocimiento de los hechos de la supuesta discriminación después de la fecha de expiración de los 180 días.**
- **Usted puede presentar una queja con el:**

Director, Diversity, Equity and Compliance  
Riverside Community College District  
450 E. Alessandro Blvd.  
Riverside, CA 92508-2449  
(951) 222-8039  
www.rccd.edu

o con:

Legal Affairs Division  
Office of the Chancellor  
California Community Colleges  
1102 Q Street  
Sacramento, CA 95811-6549

**Discriminación/Acoso Sexual Procedimiento de Queja**

Continúa al Reverso

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu  
Norco College - www.norcocollege.edu  
Riverside City College – www.rcc.edu
¿QUE SUCede CUANDO UNA QUEJA FORMAL ES PRESENTADA?

El Distrito entonces conducirá una investigación. A partir de 90 días de haber recibido la queja de la presunta discriminación bajo el Título 5, secciones 59300 et seq., el Distrito completará la investigación y le enviará una copia del reporte investigativo, o un resumen a usted, junto con la notificación de su derecho a apelar la decisión ante la Junta Directiva Escolar del Distrito y la oficina del Rector del Estado. Este reporte es la Determinación Administrativa del Distrito.

DERECHOS DE APELACION DE LA PERSONA AFECTADA

Usted, como persona afectada, tiene derechos que puede ejercer para apelar si usted no está satisfecho con los resultados de la Determinación Administrativa del Distrito. En el momento en que el resumen investigativo y/o el resumen le sea enviado a usted por correo, el oficial responsable del Distrito y/o su designado/a le notificará a usted acerca de los derechos que tiene para solicitare una apelación de la siguiente manera:

TODAS LAS APELACIONES DEBERAN SER HECHAS POR ESCRITO
(El correo electrónico no es un método satisfactorio.)

Primer Nivel de Apelación: Usted tiene el derecho de solicitar una apelación a los Miembros de la Junta Directiva Escolar en el espacio de 15 días del calendario a partir de la fecha en que la Determinación Administrativa fue hecha. Los Miembros de la Junta Directiva Escolar revisarán la queja original, la Determinación Administrativa y la apelación.

Por favor envíe una petición hecha por escrito para poder solicitar una apelación a los Miembros de la Junta Directiva Escolar en el periodo de tiempo indicado, dirigido con atención de:

District Board of Trustees
c/o Diversity, Equity and Compliance
Riverside Community College District
450 E. Alessandro Blvd., Riverside, CA 92508-3449

Los Miembros de la Junta Directiva Escolar darán una decisión final del Distrito acerca del asunto en el espacio de 45 días del calendario, después de haber recibido la apelación. Alternativamente, los Miembros de la Junta Directiva Escolar pueden elegir no tomar ninguna acción en el espacio de 45 días del calendario, en este caso la decisión original en cuanto a la Determinación Administrativa será considerada afirmativa y será la decisión final del Distrito en este asunto. Usted recibirá una copia de la decisión final retenida por los Miembros de la Junta Directiva Escolar del Distrito y otra copia será enviada a la oficina del Rector del Estado.

Segundo Nivel de Apelación: Usted tiene el derecho de solicitar una apelación a la oficina del Rector de Colegios Comunitarios de California en cualquier caso que no involucre discriminación relacionada con el empleo, en el espacio de 30 días del calendario a partir de la fecha en que los Miembros de la Junta Directiva Escolar dictaminen la Decisión final del Distrito o permitan que la determinación Administrativa sea la Decisión final al no tomar ninguna acción en el espacio de 45 días del calendario. La apelación debe ser acompañada de una copia de la decisión de los Miembros de la Junta Directiva Escolar del Distrito o evidencia mostrando la fecha en que el afectado solicitó una apelación a la Junta Directiva Escolar del Distrito en el espacio de 45 días del calendario a partir de esa fecha.

En cualquier caso que involucre discriminación con el empleo, usted tiene derecho a solicitar una apelación en el Departamento de Igualdad de Empleo y Vivienda o la Comisión de Estados Unidos de Oportunidad desigualdad en el empleo.

PARA MAS INFORMACION CONTACTAR

Director, Diversity, Equity and Compliance
Riverside Community College District
450 E. Alessandro Blvd.
Riverside, CA 92508-2449
(951) 222-8039
www.rccd.edu

Department of Fair Employment and Housing (DFEH)
Los Angeles District Office
1055 West 7th Street, Suite 1400
Los Angeles, CA 90017
(800) 884-1684
TTY: (800) 700-2320
www.dfeh.ca.gov

Equal Employment Opportunity Commission (EEOC)
Los Angeles District Office
Roybal Federal Building
255 East Temple Street, 4th Floor
Los Angeles, CA 90012
(800) 669-4000
TTY: (800) 669-6820
www.eeoc.gov

U.S. Department of Education Office for Civil Rights (OCR)
50 Beale Street, Suite 7200
San Francisco, CA 94105
(415) 486-6555
TDD: (877) 521-2172
www.ed.gov

State Chancellor's Office
California Community Colleges (CCCCO)
1102 Q Street
Sacramento, CA 95811-6549
(916) 445-4826
www.cccco.edu

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norccollege.edu
Riverside City College – www.rcc.edu
CÓMO DENUNCIAR DISCRIMINACIÓN U HOSTIGAMIENTO

La oficina de Diversidad, Igualdad y Cumplimiento (DEC por sus siglas en inglés) del Distrito está disponible para asistir a los estudiantes, profesores, empleados o visitantes con problemas o preguntas relacionadas a la discriminación y hostigamiento. Para mayor información sobre los procedimientos para denunciar o para transferir el Internet una copia del formulario de quejas del Distrito, por favor visite nuestra página web al: www.rcc.edu/administration/dec.cfm o llame al: (951) 222-8039.

CÓMO DENUNCIAR
Si usted experimenta o presencia lo que usted cree ser discriminación u hostigamiento ilícito, por favor documente la siguiente información:
- Fecha, hora y ubicación del incidente;
- Nombres e información para ponerse en contacto con personas involucradas y posibles testigos, si se conocen;
- Información detallada referente a/a los incidente(s) que observó;
- Reporte sus preocupaciones y problemas llamando al (951) 222-8039.

La discriminación o el hostigamiento van en contra de la misión de educación superior de RCCD y es contra la ley. La política del Distrito prohíbe las prácticas discriminatorias (reales, percibidas, o por asociación con otras personas) basadas en el/la:
- Identificación de Grupo Étnico • Nacionalidad • Religión • Edad • Sexo/Género• Raça • Color • Ascendencia • Orientación Sexual • Discapacidad Física o Mental
- O cualquier característica enumerada o definida en la sección 11135 del Código Gubernamental o cualquier característica contenida en la prohibición de crímenes de odio contenidos en la subdivisión (a) de la sección 422.6 del Código Penal.

El Hostigamiento Sexual no tiene cabida en un ambiente académico o de trabajo. RCCD está comprometido a proveer un ambiente positivo y seguro para todos los estudiantes, empleados y visitantes. A continuación hay una lista parcial de actividades de hostigamiento sexual prohibidas:
- Propuestas sexuales indeseables;
- Ofrecimiento de empleo o de beneficios de calificaciones a cambio de favores sexuales;
- Represalias, reales o en forma de amenaza, por no participar;
- Miradas impúdicas; hacer gestos sexuales; o mostrar o exhibir objetos, fotos, caricaturas o carteleros que sugieren sexualidad;
- Hacer difamaciones, bromas o comentarios despectivos, o usar apodos;
- Hacer comentarios sexuales, incluyendo comentarios gráficos, sobre el cuerpo de una persona;
- Usar palabras sexualmente degradantes para describir a una persona; o cartas, notas o invitaciones sugestivas u obscenas;
- Tocar o atacar físicamente, como también impedir o bloquear movimientos.

La Resolución de quejas se puede lograr por un proceso, ya sea formal o informal. La opción del proceso la determina la persona que plantea la queja. El propósito del proceso de resolución informal es de permitir a la persona que cree que ha sido discriminada ilícitamente o ha sido hostigada sexualmente, resolver el problema a través de un proceso de mediación en lugar de un proceso formal de queja. Típicamente, el proceso informal es utilizado cuando existe un simple malentendido o la persona procura solamente una aclaración del malentendido o una disculpa por parte de la otra persona y una garantía de que terminará ese comportamiento ofensivo. La resolución informal debe ser revisada por el la Director(a) de Diversidad, Igualdad y Cumplimiento. Las quejas formales deben reportarse usando un formulario de queja del Distrito disponible en nuestra página web, en la página web del Rector del Estado, o en el departamento de Diversidad y Recursos Humanos. Si se presenta una queja formal, el Distrito conducirá una investigación dentro de los plazos requeridos de acuerdo a la política y la ley. Durante el proceso formal, no se le exigirá a la persona demandante que confronte o resuelva los problemas con la persona acusada de la conducta ilícita.

Las Quejas Informales se pueden citar en la oficina de RCCD DEC del Distrito llamando al (951) 222-8039. Las quejas informales requieren que la persona que reporta la queja lo haga por escrito. Escoger el proceso informal no le impide el derecho a reportar una queja formal durante el periodo que tiene para reportar quejas.

Las Quejas Formales se pueden reportar en la oficina de DEC del Distrito llamando al (951) 222-8039 o a la oficina del Rector del Estado (California Community Colleges Chancellor’s Office, 1102 Q Street, Sacramento, CA 95811). Las quejas formales deben ser presentadas por escrito en el formulario de queja requerida. Las quejas formales pueden ser reportadas solamente por la persona que alega que ha sufrido discriminación u hostigamiento ilícito o por una persona que se ha dado cuenta de esta discriminación u hostigamiento ilícito en su capacidad oficial de maestro o administrador del Distrito.

Cuando se reciba el formulario completo, el Distrito conducirá una investigación dentro del tiempo requerido por las políticas de Distrito y la sección 59300 del Titulo 5 del Código de Regulaciones de California. El demandante y la persona acusada de la conducta recibirán notificación de los resultados de la investigación.

El Plazo para Reportar una Queja en casos que no involucran discriminación u hostigamiento en el empleo, tiene el derecho de reportar una queja con las siguientes agencias externas:

U.S. Department of Education, Office of Civil Rights (OCR)
50 Beale Street, Suite 7200
San Francisco, CA 94105
(415) 486-5555
TDD: (877) 521-2172
www.ed.gov

En casos donde se involucran discriminación u hostigamiento relacionados con el empleo, tiene el derecho de reportar una queja con las siguientes agencias externas:

Department of Fair Employment and Housing (DFEH)
Los Angeles District Office
1055 West 7th Street, Suite 1400
Los Angeles, CA 90017
(800) 884-1684
TTY: (800) 700-2320
www.dfeh.ca.gov

La Confidencialidad se mantiene hasta que se pueda interactuar con la persona que ha sido discriminada ilícitamente o ha sido hostigada sexualmente, resolver el problema. En casos que no involucran discriminación u hostigamiento relacionados con el empleo, tiene el derecho de reportar una queja con las siguientes agencias externas:

Equal Employment Opportunity Commission (EEOC)
Los Angeles District Office
Roybal Federal Building
255 East Temple Street, 4th Floor
Los Angeles, CA 90012
(800) 669-4000
TTY: (800) 669-6820
www.eeoc.gov

Las Represalias en contra de cualquier persona que presente una queja de discriminación u hostigamiento, o refiera el asunto para investigación, son ilegales.
The RCCD Diversity, Equity and Compliance office is available to
Moreno Valley College - www.mvc.edu

If you experience or witness what you believe to be unlawful discrimination
by telephone at: (951) 222-8039. Government code or any characteristic that is contained in the prohibition of
Veteran status or any characteristic listed or defined in Section 11135 of the
or ethnicity, age (40+), religion, sexual orientation, marital status, Vietnam
perceived or association with others': disability, sex/gender, nationality, race
prohibition of discrimination and/or harassment on the basis of an actual,
policies and procedures that comply with Federal and State laws relating to
The Riverside Community College District Board of Trustees has adopted
encouraged and welcomed because RCCD recognizes that our differences,
Riverside Community College District is committed to building a diverse and
by telephone at: (951) 222-8039 or the Diversity and
Compliance Office: (951) 222-8039 or the Diversity and
Human Resources Department: (951) 222-8595.

Commitment to Diversity
Riverside Community College District is committed to building a diverse and
accessible environment that fosters intellectual and social advancement. All
District programs and activities seek to affirm pluralism of beliefs and opinions, including diversity of religion, gender, ethnicity, race, sexual
orientation, disability, age and socioeconomic class. Diversity is encouraged and welcomed because RCCD recognizes that our differences,
as well as our commonalities, promote integrity and resilience that prepares
our students for the evolving and changing community we serve.

Non-discrimination
The Riverside Community College District Board of Trustees has adopted
policies and procedures that comply with Federal and State laws relating to
prohibition of discrimination and/or harassment on the basis of an actual,
perceived or association with others': disability, sex/gender, nationality, race
or ethnicity, age (40+), religion, sexual orientation, marital status, Vietnam
Veteran status or any characteristic listed or defined in Section 11135 of the
Government code or any characteristic that is contained in the prohibition of
hate crimes set forth in subdivision (a) of Section 422.6 of the Penal Code.

How to Report
If you experience or witness what you believe to be unlawful discrimination
or harassment please document the following information:

• Date, time and location of the incident;
• Names and contact information for those involved and possible witnesses, if known;
• Detailed information on what occurred;

REPORTING DISCRIMINATION OR HARASSMENT
Riverside Community College District • Diversity and Human Resources

The RCCD Diversity, Equity and Compliance office is available to
assist students, faculty, staff and visitors with problems or questions
regarding discrimination or harassment. For more information on reporting
procedures or to download a copy of the required form to file a formal
complaint, please visit our web site at: www.rcc.edu or we may be reached by
telephone at: (951) 222-8039.

Sexual Harassment has no place in an academic or work setting. RCCD is
committed to providing a positive and safe environment for all students,
employees and visitors. The following is a partial list of prohibited activities
that may be considered sexual harassment:

• Unwanted sexual advances;
• Offering employment or grade benefits in exchange for sexual favors;
• Actual or threatened retaliation for non-participation;
• Leering; making sexual gestures; or displaying sexually suggestive
objects, pictures, cartoons, or posters, sexual comments including
graphic comments about an individual’s body;
• Making or using derogatory comments, epithets, slurs, or jokes;
• Sexually degrading words describing an individual; suggestive or
obscene letters, notes, or invitations;
• Physical touching or assault, as well as impeding or blocking
movements.

Resolution of complaints may be achieved by either formal or informal
process. The choice of resolution process is determined by the individual
raising the complaint. The purpose of the informal resolution process is to
allow an individual who believes they have experienced discrimination or
harassment to resolve the issue through a mediation process rather than
the formal complaint process. Typically, the informal process is utilized
when there is a simple misunderstanding or the individual seeks nothing
more than a clarification of the misunderstanding or an apology from the
other person and an assurance that the offending behavior will cease.
Informal resolutions are to be reviewed by the Director of Diversity, Equity
and Compliance. Formal complaints must be filed in writing using the
required formal complaint form available on our web site, the State
Chancellor’s web site or in the Diversity and Human Resources department.
If a formal complaint is filed, the District conducts an investigation within
required timeframes according to policy and law. During the formal process
the complainant will not be required to confront, or work out problems with,
the person accused of unlawful conduct.

Prohibition of Harassment and Retaliation
All forms of harassment are contrary to basic standards of conduct between
individuals and are prohibited by State and Federal law, as well as this
policy, and will not be tolerated. The District is committed to providing an
academic and work environment that respects the dignity of individuals and
groups. The District shall be free of sexual harassment and all forms of
sexual intimidation and exploitation. It shall also be free of other unlawful
harassment, including that which is based upon an individual’s actual or
perceived association with others’: ethnic group identification, national
origin, religion, age, sex or gender, race, color, ancestry, sexual orientation,
physical or mental disability, or any characteristic listed or defined in
Section 11135 of the Government code or any characteristic that is
contained in the prohibition of hate crimes set forth in subdivision (a) of
Section 422.6 of the Penal Code. This policy applies to all aspects of the
academic environment, including but not limited to classroom conditions,
grades, academic standing, employment opportunities, scholarships,
recommendations, disciplinary actions, and participation in any community
college activity.

Therefore, the District also strictly prohibits retaliation against any individual
for filing a complaint, who refers a matter for investigation or complaint, who
participates in an investigation, who represents or serves as an advocate
for an alleged victim or alleged offender, or who otherwise furthers the
principles of unlawful discrimination or harassment.

Resolution of complaints may be achieved by either formal or informal
process. The choice of resolution process is determined by the individual
raising the complaint. The purpose of the informal resolution process is to
allow an individual who believes they have experienced discrimination or
harassment to resolve the issue through a mediation process rather than
the formal complaint process. Typically, the informal process is utilized
when there is a simple misunderstanding or the individual seeks nothing
more than a clarification of the misunderstanding or an apology from the
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harassment to resolve the issue through a mediation process rather than
the formal complaint process. Typically, the informal process is utilized
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Informal resolutions are to be reviewed by the Director of Diversity, Equity
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required formal complaint form available on our web site, the State
Chancellor’s web site or in the Diversity and Human Resources department.
If a formal complaint is filed, the District conducts an investigation within
required timeframes according to policy and law. During the formal process
the complainant will not be required to confront, or work out problems with,
the person accused of unlawful conduct.

ACCESS WEBAVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu Norco College - www.norcocollege.edu Riverside City College – www.rcc.edu
Informal Resolutions may be arranged by contacting the RCCD Diversity, Equity and Compliance office at (951) 222-8039. Informal resolutions require written acknowledgement from the person raising the concern. Choosing the informal process does not hinder the right to file a formal complaint within the regulatory time period for formal complaints.

Formal Complaints may be filed by contacting the RCCD Diversity, Equity and Compliance office at (951) 222-8039 or the California Community Colleges Chancellor's Office at 1102 Q Street, Sacramento, CA 95811. Formal complaints must be submitted in writing on the required complaint form. Formal complaints may only be filed by one who alleges they have personally suffered unlawful discrimination/harassment or by one who has learned of such unlawful discrimination in their official capacity as a District faculty member or administrator.

The complaint form is available from the following websites:
- www.rcc.edu/administration/hr/files/Discrim_Complaint_2006.pdf

Upon receipt of a completed complaint form, the District will conduct an investigation within the time period required by Board Policy and California Code of Regulations, Title 5, Section 59300. Both the complainant and person accused of the conduct will be notified of the investigative findings.

Timeline for Filing a Complaint: In cases not involving employment discrimination/harassment, in addition to the State Chancellor’s Office cited above, individuals have the right to file a complaint with the following external agency:

U.S. Department of Education, Office for Civil Rights (OCR)
50 Beale Street, Suite 7200
San Francisco, CA 94105
(415) 486-5555
TDD: (877) 521-2172
www.ed.gov

In any case involving employment-related discrimination/harassment, individuals have the right to file a complaint with the following external agencies:

Department of Fair Employment and Housing (DFEH)
Los Angeles District Office
1055 West 7th Street, Suite 1400
Los Angeles, CA 90017
(800) 884-1684
TTY (800) 700-2320
www.dfeh.ca.gov

Equal Employment Opportunity Commission (EEOC)
Los Angeles District Office
Roybal Federal Building
255 East Temple Street, 4th Floor
Los Angeles, CA 90012
(800) 669-6820
www.eeoc.gov

Retaliation for filing a discrimination/harassment complaint or referring a matter for investigation is unlawful.

Confidentiality is maintained to the extent possible by law.

Access WebAdvisor through any of our college websites:
- Moreno Valley College - www.mvc.edu
- Norco College - www.norcocollege.edu
- Riverside City College - www.rcc.edu
WHAT EVERY STUDENT SHOULD KNOW

AB 540 Non-Resident Fee Waiver
A student who qualifies for the Non-resident Fee Waiver will be exempt from paying the out-of-state tuition fee and will pay the California resident tuition fee. The qualifications for the waiver are stated below:

Any student other than a non-immigrant alien within the meaning of paragraph (15) of subsection (a) of Section 1101 of Title 8 of the United States Code, who meets all of the following requirements, shall be exempt from paying non-resident tuition at RCCD:

1. High school attendance in California for three or more years;

2. Graduation from a California high school or attainment of the equivalent thereof (equivalent considered GED or high school proficiency test) must be obtained in the state of California.

3. In the case of a person without lawful immigration status, the filing of an affidavit (available in the admissions office) stating that the student has filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so. Student information obtained in the implementation of this section is confidential. Students who are non-immigrants [for example, those who hold F (student) visas, B (visitor) visas, etc.] are not eligible for this exemption.

A student who meets the qualifications for the Non-resident Fee Waiver is not a resident of the state of California until he or she meets physical presence and intent requirements as stated in the "Residence Classification for Tuition Purposes" section above. Students without lawful immigration status are not eligible for any federal or state supported financial aid such as the Board of Governors Waiver, etc. Please see Admissions and Records for the exemption request form.

The Non-resident Fee Waiver is available at the Admission and Records Office. This form can be printed out at www.rcc.edu/services/admissions/forms.cfm. Other provisions may apply per legal recommendation from the California Community College Chancellor's Office.

Academic Freedom
The District endorses the American Association of University Professor's Statement of Principles on Academic Freedom and Tenure: "Academic freedom is essential to these purposes and applied to both teaching and research. Freedom in research is fundamental to the advancement of truth. Academic freedom in its teaching aspect is fundamental for the protection of the rights of the teacher in teaching and of the student to freedom in learning" (BP 4030).

Academic Honesty
Academic honesty and integrity are core values of the Riverside Community College District. Students are expected to perform their work (except when collaboration is expressly permitted by the course instructor). Believing in and maintaining a climate of honesty is integral to ensuring fair grading for all students. Acts of academic dishonesty entail plagiarizing—using another's words, ideas, data, or product without appropriate acknowledgment—and cheating—the intentional use of or attempted use of unauthorized material, information, or study aids on any academic exercise. Students who violate the standards of student conduct will be subject to disciplinary action as stated in the "Standards of Student Conduct", listed in the Student Handbook. Faculty, students, and administrators all share the responsibility to maintain an environment which practices academic integrity.

Academic Renewal
Academic Renewal allows previously recorded substandard course work taken at RCCD to be disregarded in the computation of RCCD grade point average after 24 subsequent units have been completed with a 2.0 GPA. The form and information is available online at www.rcc.edu/services/admissions/forms.cfm.

Americans with Disabilities Act
The Americans with Disabilities Act extends universal civil rights protection to individuals with disabilities. The implementation of the ADA provides greater access and opportunities for community college students and employees with disabilities. Riverside Community College District makes all programs and facilities accessible to persons with disabilities, and provides services to students with disabilities through the Disabled Student Services Office. For more information call 951-222-8060, TDD 951-222-8061.

Area of Emphasis Grade Requirements
Each course counted toward the unit requirement in an area of emphasis or a major or program of study must be completed with a grade of "C" or better, or a "P" if the course is taken on a Pass/No Pass basis.

Attendance Policy
The student is expected to attend every meeting of all classes for which he/she is registered. Attending a class without being registered is contrary to Riverside Community College District policy and cannot be used as a basis for a petition to add a class. Students who have enrolled in a class and who do not attend or who are late or absent from the first meeting of the class may forfeit their right to a place in the class. Students should know and understand the attendance policy for each class in which they are enrolled.

If a student stops attending a class, it is ultimately the student's responsibility to officially drop the class.

It is also the student's responsibility to consult with his/her instructor regarding any absences that will alter his/her status in the class.

Students who fail to attend the first class meeting or have a poor attendance record may be dropped from the class!

Auditing
RCCD offers students the option of auditing courses. Instructions for auditing are as follows:

1. Students may not audit a class unless he/she has taken the course and has exhausted all possibilities to repeat the course;

2. No student will be allowed to enroll for audit prior to the first day of the course. The first day of the course refers to the actual course meeting;

3. Permission to audit a class is done at the discretion of the instructor and with instructor's signature;

4. When auditing, the student shall not be permitted to change his/her enrollment to receive credit;

5. With the instructor's signature and permission, a credit student may switch his/her enrollment to audit status provided the change is completed prior to 30% of course for short-term courses;

6. With the instructor's signature and permission, a student may enroll in a course for audit at any time during the semester if he/she has not enrolled in that course for credit during the same semester;

7. Credit students have priority over auditors. If a course closes after an auditor has been admitted, the auditor may be asked to leave to make room for the credit student. Instructor's discretion is strongly recommended;

8. The audit fee is $15 per unit plus student services and health fees. Students enrolled in 10 or more semester units may audit 3 units of audit fee (may be 3 one-unit courses.) The $15 per unit audit fee will automatically be charged if the student drops below 10 units.

Students wishing to audit should be aware that audited classes will not appear on an official transcript. Green audit cards are available at the Admissions counter at all RCCD college locations. Fees are due when the form is submitted. For more information, please contact Student Access WebAdvisor through any of our college websites:

Moreno Valley College – www.mvc.edu
Norco College – www.norcocollege.edu
Riverside City College – www.rcc.edu

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Services at Moreno Valley 951-571-6101 or Norco 951-372-7003, or the Admissions and Records Office at Riverside 951-222-8600.

Basic Skills Requirements
In 2009, the basic skills requirements changed from completion of ENG 50, 1A or 1AH and MAT 1-49, 52 or 53 with a "C" or higher, to completion of ENG 1A or 1AH or equivalent and MAT 1-49*, or equivalent.

* MAT-32 is excluded.

Class Cancellation
Each college reserves the right to cancel any class where the enrollment is insufficient to warrant its continuance.

Counseling
Counseling appointments are available at all three RCCD college locations. Schedule an appointment with your home college counseling department if you have questions about which classes to take, transfer to another college, vocational programs, etc. The appropriate telephone numbers are:

Moreno Valley College .............................................. 951-571-6104
Norco College ......................................................... 951-372-7101
Riverside City College .............................................. 951-222-8440

Course Grade Verification
Students who are enrolled in a course and are seeking to re-enroll in the same course the next term must get verification from the instructor that they will not receive a passing grade in order to be eligible to register now for the same course next term. The form is available at www.rcc.edu/services/admissions/forms.cfm.

Credit by Exam
Credit may be granted to any student who satisfactorily passes an examination approved or conducted by the discipline or program in which they are enrolled. Preparation scores for foreign languages, students must complete a higher level course in order to receive credit for a lower level language course. Forms are available at www.rcc.edu/services/admissions/forms.cfm.

Deadlines
Add deadlines are listed with each class in this publication and on WebAdvisor. Drop deadlines and refund deadlines can be printed on WebAdvisor. Click on Class Name/Deadlines.

Degree Change Alert!
The math and English competency requirements for the associate degree changed beginning fall 2009. All new students and all other students who are returning after a break in their continuous enrollment are required to earn a "C" or better in ENG-1A and MAT-35 to complete an associate degree. Students who maintain continuous enrollment as defined in "Catalog Rights" in the college catalog will be able to fulfill this requirement by completing the prior requirements of ENG-50 and MAT-52.

Enrollment Limitations
RCCD offers some courses which place limitations on enrollment. These limitations may include successful completion of courses, successful completion of online tutorial to demonstrate computer skills, preparation levels for math and English, performance criteria or health and safety conditions. Students who do not meet the conditions imposed by these limitations will be blocked from enrolling in these classes. Refer to the Open Campus section for the online course limitation on enrollment.

• Prerequisite: When a course has a prerequisite, it means that a student must have certain knowledge to be successful in the course. The prior knowledge may be a skill (type 40 wpm), an ability (speak and write French fluently), a preparation level (placement test and prior academic background), or successful completion of a course (grade of C or better or P). Completion of the prerequisite is required prior to enrolling in the course. Successful completion of a prerequisite requires a grade of C or better or P (Pass). D, F, FW

(Fail, Did Not Withdraw), NP (No Pass) or I are not acceptable. Instructions for validating prerequisites taken at another college follow.

• Corequisite: When a course has a corequisite, it means that a student is required to take another course concurrently with or prior to enrollment in the course. Knowing the information presented in the corequisite course is considered necessary for the student to be successful in the course (for example, completion of, or concurrent enrollment in MAT-1A is required for PHY-4A).

• Advisory: When a course has an advisory, it means that a student is recommended to have a certain preparation before entering the course. The preparation is considered advantageous to a student's success in the course. Since the preparation is advised, but not required to meet the condition before or in conjunction with enrollment in the course (i.e., eligibility for ENG-1A is recommended), the student will not be blocked from enrolling in a class if he/ she does not meet the advisory.

• Limitation on Enrollment: Are other restrictions that are stated in the course description such as "an audition or try out" or eligibility for a program like Honors which requires a specific GPA and qualification or completion of ENG-1A.

All course prerequisites and corequisites will be enforced. This means that a student’s registration will be blocked if he/she does not have the required prerequisites and corequisites.

Preparation scores for English, mathematics and reading will also be enforced. Students who previously took the ASSET, APS, DTLS and/or MDTP test(s) and students who unsuccessfully completed classes based on these test results must retest on the ACCUPLACER® assessment test or show proof of prerequisites.

Verifying Prerequisites/Corequisites
It is the student’s responsibility to know and meet the course prerequisites and corequisites before attempting to register for the class. These are stated in the course descriptions within the Schedule of Classes and a current RCCD catalog. When the student has completed the prerequisite at another institution, the student must request that an official transcript (in a sealed envelope, dated within 90 days) be sent to RCCD Admissions and Records. Coursework must be listed on the original transcript. Coursework listed on a secondary transcript is not acceptable documentation. The student must also complete a Prerequisite Validation Request form, requesting a review of the prerequisites on that transcript before attempting to register for classes. The request form is available in our counseling offices.

Prerequisite/Corequisite Challenge Procedure
Any student who does not meet a prerequisite or corequisite, or who is not permitted to enroll due to a limitation on enrollment but who provides satisfactory evidence may seek entry into the course as follows:

If you are currently enrolled in a prerequisite course at RCCD (such as MAT-52), you will be allowed to register for the succeeding course (i.e. MAT-35). However, if you do not pass the prerequisite course with a grade of C or better, you will be dropped from the succeeding class.

It is imperative that students who have met prerequisites at other schools begin the evaluation process immediately so that it is completed prior to the beginning of registration.

Students will not be able to register for courses for which the prerequisite has not been met.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norcocolege.edu
Riverside City College – www.rcc.edu
1. If space is available in a course when a student files a challenge to the prerequisite or corequisite, the District shall reserve a seat for the student and resolve the challenge within five (5) working days. If the challenge is upheld or the District fails to resolve the challenge within the five (5) working-day period, the student shall be allowed to enroll in the course.

2. If no space is available in the course when a challenge is filed, the challenge shall be resolved prior to the beginning of registration for the next term and, if the challenge is upheld, the student shall be permitted to enroll if space is available when the student registers for that subsequent term.

Students wishing to utilize the challenge procedure must contact Counseling and complete the required Matriculation Appeals Petition. Prerequisites and/or corequisites may be challenged based on the following criteria:

1. The prerequisite or corequisite has not been established in accordance with the District’s process for establishing prerequisites and corequisites;

2. The prerequisite or corequisite is in violation of Title 5, Section 55003;

3. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;

4. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite;

5. The student will be subject to undue delay in attaining the goal of his or her educational plan because the prerequisite or corequisite course has not been made reasonably available or such other grounds for challenge as may be established by the Board;

6. The student seeks to enroll and has not been allowed to enroll due to a limitation on enrollment established for a course that involves intercollegiate competition or public performance, or one or more of the courses for which enrollment has been limited to a cohort of students;

7. The student seeks to enroll in a course that has a prerequisite established to protect health and safety, and the student demonstrates that he or she does not pose a threat to himself or herself or others;

The student has the obligation to provide satisfactory evidence that the challenge should be upheld. However, where facts essential to a determination of whether the student's challenge should be upheld are or ought to be in the District's own records, then the District has the obligation to produce that information.

Unofficial transcripts may be submitted with the Matriculation Appeals Petition to temporarily validate a prerequisite. However, official transcripts must be received prior to registration for the next term for permanent validation. Coursework must be listed on the original transcript. Coursework listed on a secondary transcript is not acceptable documentation.

**Final Examinations**

Final examination schedules for fall and spring semesters are published in the back of the course offering section for each college. Final examinations for winter and summer classes are held on the last class meeting date at the regularly scheduled time.

**Grades**

Grades are available on WebAdvisor through any of our college websites (see calendar). If grades are not posted by this date, contact the instructor. If necessary, contact the appropriate academic department. Grades may be available earlier, but please do not call prior to this date. Students with financial holds cannot receive transcripts or diplomas.

**Grade Changes**

According to RCCD Board Policy, The student has one year following the semester in which the grade was recorded to request a change of grade. After the one-year limit, the grade is no longer subject to change. Students must file an Extenuating Circumstances Petition (ECP) and supporting documentation with the Admissions and Records Office at one of the three colleges.

**Honors Program**

The Riverside Community College District offers an honors program at the Riverside City, Moreno Valley and Norco colleges. The Honors Program makes it possible for students to stretch themselves intellectually, actively work with fellow students and faculty in an environment that encourages them to improve their critical thinking, written and verbal communication skills to a university level, and to help them to cultivate an awareness and understanding of the diverse points of view necessary for a rich and productive intellectual environment. Perhaps the most valuable aspect of the Honors Program is the enthusiastic learning environment created by Honors faculty and students, an environment we hope benefits not only honors students and faculty, but the college and greater community as well.

To be eligible for the program, current RCCD students need:
- 3.0 GPA in 9 transferable units
- Eligibility for or completion of English 1A
- Completed Honors Program application
- Students will need to complete an Honors Program orientation before or during their first semester in the program.

To be eligible for the program, incoming high school students and all other 1st time college students need:
- 3.0 GPA
- Eligibility for or completion of English 1A
- Completed RCCD application
- Completed Honors Program application
- Students will need to complete an Honors Program orientation before or during their first semester in the program.

**Benefits:**

- The Honors Program offers several benefits to students who successfully complete individual Honors classes or the six Honors classes required to complete the program:
- Low student-teacher ratios; Honors classes have a maximum of 20 students and are taught seminar-style.
- Transfer agreements, including agreements with UC Irvine and UCLA.
- One-on-one mentoring and help from the Honors Coordinators and faculty in preparing applications for university admissions and scholarships.
- Workshops to help students prepare university and scholarship applications and application essays.
- A community of dedicated, motivated students and faculty.

If you'd like more information, please contact Debbie McDowell at 951-222-8991 or email debbie.mcdowell@rccd.edu.

**Identification**

No student information will be given or changes made to a student's records (other than filling an application) without photo identification. Changes cannot be made for another person.

**Military Credit**

Two physical education units are awarded upon presentation of DD214, NOBE or ID card for active military. Military tech schools are evaluated based on the recommendations of the ACE Guide. No credit is granted for MOSs, correspondence courses, internships or military-specific courses. A maximum of 15 units may be awarded (two of which may be the PE credit).

CCAF, SMARTS, AARTS transcripts, DD214 and Certificates of Completion are used to evaluate military credit. No more than 30 units may be granted for CLEP, military training, AP or credit by exam. Any
The Family Educational Right and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student’s education records within 45 days of the day RCCD receives a request for access. The student may also request to have directory information released. The District may assess a charge not to exceed the cost of copying and mailing. The student’s prior written consent is not required to disclose non-degree credit courses to officials of another school in which a student seeks or intends to enroll.

2. The right to request the amendment of the student’s educational records that the student believes are inaccurate or misleading. Students who believe their records are inaccurate or misleading should submit to the District a request in writing specifying the parts of the record they want changed, and specify why it is inaccurate or misleading. If RCCD decides not to amend the record as requested by the student, the student will be notified in writing, and the student may request that a formal hearing be held. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to college officials with legitimate educational interests. A college official is a person employed by RCCD in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom RCCD has contracted (such as an attorney, auditor, collection agent or agents or organizations conducting studies on behalf of the college); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another college official in performing his or her tasks. A college official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. Upon request, RCCD discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by RCCD to comply with the requirements of FERPA.

Non-Credit Basic Skills Courses
Non-credit basic skills courses are those courses in reading, writing, computation and English as a Second Language which are designated as non-credit courses pursuant to Title 5, subdivision (c) of section 55002. These courses (ENGL 885, ESL-801, GUI 801, ILA-800, and REA-887) are intended to provide students with skill remediation, development or proficiency but do not carry any unit value and are not degree-applicable.

Non-Degree Credit
Courses indicated as non-degree credit earn credit, but the credit is not counted toward the associate degree. These courses (Computer Applications and Office Technology 99 ABCDE; English 60AB, 60A1, 60A2, 60A3, 60A4, 85, 90B; English as a Second Language 51, 52, 53, 65, 71, 72, 90 A-K, 91, 92, 95, Mathematics 52, 63, 64, 65, 90 A-F, 98; Nursing-Continuing Education 81, and Reading 81, 82, 83, 86, 87, 95) are intended to help students develop skills necessary to succeed in college level degree-applicable courses. Non-degree credit courses can be used toward the following: athletic eligibility, work study, financial aid, social security benefits, veteran’s benefits, associated student body office, and full-time status.

Notification of Rights under FERPA for Postsecondary Institutions
Riverside City College District adheres to the policies of the Family Educational Rights and Privacy Act (FERPA) when establishing and maintaining education records. Although the District applies the provisions of FERPA in a strict manner, the law allows the District to release student directory information. RCCD, based on FERPA regulations, designates as directory information the following: student’s name, address, telephone listing, e-mail, major field of study, dates of attendance, enrollment status (e.g., full time/part time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degree and awards received, the most recent previous public or private school attended by the student, and any other information authorized in writing by the students.

Students have the opportunity to request that their directory information be maintained as confidential. In completing the admission application, students are provided this opportunity. Students who are continuing students with RCCD may go to the Student Services Office at Moreno Valley or Admissions and Records at Norco College or Riverside City College and request to have directory information withheld.

The student's prior written consent is not required to disclose non-directory information under specific conditions according to FERPA regulations. Included under this provision is the ability to disclose education records to parents of a student under 18 years of age as defined in Section 152 of the Internal Revenue Code of 1986. Refer to www.rcc.edu/ferpa for more information.

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

1. The right to inspect and review the student’s education records within 45 days of the day RCCD receives a request for access. Copies are not provided if the student has an outstanding financial or other hold on the records. The District may assess a charge pursuant to Board Policy Regulation 7045 for furnishing copies of any education record. Students should submit to Admissions and Records, the dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The RCCD official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the RCCD official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed;

2. The right to request the amendment of the student's educational records that the student believes are inaccurate or misleading. Students may ask RCCD to amend a record that they believe is inaccurate or misleading. They should write the RCCD official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If RCCD decides not to amend the record as requested by the student, RCCD will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing;

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to college officials with legitimate educational interests. A college official is a person employed by RCCD in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom RCCD has contracted (such as an attorney, auditor, collection agent or agents or organizations conducting studies on behalf of the college); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another college official in performing his or her tasks. A college official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. Upon request, RCCD discloses education records without consent to officials of another school in which a student seeks or intends to enroll;

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by RCCD to comply with the requirements of FERPA.

Overlapping Classes
If classes have overlapping meeting times, students must register in person with an Approval for Overlapping Classes form including instructor and Dean of Instruction signatures. The form is available online at www.rcc.edu/services/admissions/forms.cfm.

Pass/No Pass
If a class is offered with a Pass/No Pass (formerly Credit/No Credit) grade option, students may elect to take the class on that basis. This option is available the first 30% of the course (see “Deadlines” for deadlines to elect Pass/No Pass). Pass (P) is equivalent to passing a class with a “C” or better. Requests for Pass/No Pass must be submitted to Admissions and Records at Riverside City College or to Student Services at Moreno Valley or Norco. Check an RCCD catalog for classes that are offered with a Pass/No Pass option.

Personal Profile Update
The Personal Profile Update link on WebAdvisor allows students to update their address, phone number, educational goal, privacy, personal email address and home campus. Students who change their home college within RCCD must reapply for the next term. Students can also submit a Change of Information form in Admissions to update all of these as well as a name change (with legal documentation), social security number (with valid SS card), date of birth (with legal documentation), educational goal, or admit status. Students should speak to a counselor before changing their program of study (major) or educational goal, or for assessment and orientation/counseling questions. Personal email addresses will not be used by RCCD except in an emergency. Your RCCD account is the ONLY approved method of formal communication from the District to the student.
Probationary and Dismissal Students
If you are on academic probation or dismissal, contact Counseling for registration requirements and procedures. (Procedures for dismissal students can be viewed in WebAdvisor by selecting Check My Registration Dates/Holds.)

Probationary Students
Students who have attempted 12 or more term units will be placed on academic probation if their grade point average is below a 2.0. Students who have attempted 12 or more term units will be placed on progress probation if they have 50% or more of their units as withdrawals, incompletes, or no-passes. To learn more about probation, or if you are on academic/progress probation go to the online workshop at any of our college websites:

  Moreno Valley College - www.mvc.edu
  Norco College - www.norcocollege.edu
  Riverside City College - www.rcc.edu

Dismissal Students
Students who exceed less than a 2.0 grade point average for two full-term semesters after being on probation are subject to academic dismissal. Students who exceed 50% of their units with withdrawals, incompletes, or no-passes for two full-term semesters after being on probation are subject to progress dismissal. If you are a first-time dismissal student go to the online dismissal workshop at any of our college websites and follow the instructions listed on the letter you receive. Walk-in counseling is available at your home college location during regular business hours in Counseling. You will need to bring your printed verification of attending the online dismissal workshop and sign up for walk-in counseling to develop your readmit contract with a counselor: www.opencampus.com/dismissal

Repeat Policy - Course Repetition
Non-Repeatable Classes
- Students are limited to a maximum of 4 attempts per course including Ws and substandard grades (D, F, FW, NP, NC);
- Students are limited to a maximum of four Ws per course;
- MWs (military withdrawals) are excluded from the W counts;
- Students are limited to a maximum of 3 attempts that result in a substandard grade (D, F, FW, NP, NC);

A Request for Course Repetition is required for all other requests: Go to www.rcc.edu/services/admissions/forms.cfm for information on reasons to request a course repetition. (Examples include legally mandated training requirements, changes in course outline, recency requirements, extenuating circumstances.)

When course repetition occurs, the permanent academic records will be annotated in such a manner that all work remains legible ensuring and true and complete academic history. For non–repeatable courses taken and repeated at RCCD the most recent grade earned will be used to compute an adjusted grade point average.

Repeatable Courses
Repeatable activity and performance courses may be taken up to a total of four times without a Request for Course Repetition; these courses are identified in the college catalog. A Request for Course Repetition is required for all other requests. Go to www.rcc.edu/services/admissions/forms.cfm for information on reasons to request a course repetition. (Examples include legally mandated training requirements, significant lapse of time, and special courses for students with disabilities.)

Requests for Course Repetition must be submitted to the Dean of Instruction at the student's home campus. If approved, the student must bring the signed form to Admissions and register in person. A Request for Course Repetition must be approved prior to the beginning of the academic term. The form is available at www.rcc.edu/services/admissions/forms.cfm.

Residency for Tuition Purposes
You are considered a California resident for tuition purposes if:
1. You verify physical presence one year and one day prior to the residency determination date (the first day of the semester you plan to attend). The one year period begins when you are not only present in California but also have demonstrated clear intent to become a permanent resident of California;
2. You verify intent to make California your permanent place of residence. U.S. Citizens, Permanent Residents, and those with Refugee/Asylee status or qualifying visas may establish residency for tuition purposes based on the above criteria. Further questions may be directed to the Admissions & Records Office.

Students who do not meet both requirements will be classified as non-residents and will be required to pay non-resident fees. Non-resident students pay both the $36 per unit enrollment fee and the $176 per unit non-resident tuition. International students also pay the $24 per unit surcharge. Non-resident students may be eligible to pay resident enrollment fees using the AB540 Non-resident Fee Waiver. See the AB540 section for additional information.

Military and Veteran Students and Family Members
RCCD exempts students from non-resident tuition who are members of the armed forces of the United States stationed in this state on active duty. A student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the armed forces is also exempt from non-resident tuition.

Students who feel they are eligible for a fee exemption should contact the Riverside County Dept of Veterans Services at (951) 955-6050 for more information.

Standards of Student Conduct
The responsibility to maintain and respect conditions conducive to learning is shared by all members of the college community. Students should exercise their freedoms with maturity and responsibility. Standards of student conduct, along with other rights and responsibilities, are available in the Student Handbook or in each college's catalog.

Student Right-to-Know Disclosure Statement
In compliance with the Student Right-to-Know and Campus Security Act of 1990, it is the policy of Riverside Community College District to make available its completion and transfer rates to all current and prospective students. Beginning in fall 2006, certificate-, degree- and transfer-seeking first-time students, enrolled full-time in degree applicable courses, were tracked over a three-year period. Their completion and transfer rates are listed below. These rates do not represent the success rates of the entire student population in the Riverside Community College District, nor do they account for student outcomes occurring after this three-year tracking period.

Based upon the cohort defined above, 20.98% attained a certificate, degree or became “transfer-prepared” during a three-year period (fall 2006 to spring 2009). Students who are “transfer-prepared” have completed 56 transferable units with a GPA of 2.0 or better.

Based upon the cohort defined above, 16.48% transferred to another postsecondary institution prior to attaining a degree, certificate or becoming “transfer-prepared” during a five semester period (spring 2007 to spring 2009).

More information about Student Right-to-Know rates and how they should be interpreted can be found at the California Community Colleges Student Right-to-Know information Clearinghouse website at srtk.cccd.co/index.asp.

Textbook Cost Containment
Effective July 1, 2010, institutions are required to disclose in their course schedules, “to the maximum extent practicable,” the International Standard Book Number (ISBN) of every required and recommended textbook and supplemental materials, and retail price information. RCCD has worked with Barnes and Noble to provide this
information through each college’s bookstore website, which provides all of the pertinent information regarding course textbooks:

Moreno Valley College Bookstore: www.morenovalleycollegebookstore.com
Norco College Bookstore: www.norcocollagebookstore.com
Riverside City College Bookstore: www.rcc.bncollege.com

Transfer Courses
You may obtain a list of RCCD classes which are transferable to the University of California and the California State University from the Career and Transfer Center at each RCCCD college location. The information also appears in each college catalog.

UC or CSU Cross Enrollment
Undergraduate students enrolled at any RCCD college may enroll at a CSU or UC campus without formal admission to take a maximum of one course per academic term at a campus on a space-available basis at the discretion of the appropriate university authorities on both campuses.

An RCCD student is qualified to cross enroll if the following requirements are met:
- Completed at least one term at RCCD as a matriculated student;
- Earned a grade point average of 2.0 (grade of "C") for work completed;
- Enrolled for a minimum of six units for the current term at RCCD and paid appropriate fees;
- Completed appropriate academic preparation as determined by host campus (UC or CSU);
- Is a California resident;

Cross Enrollment Application forms are available online at www.rcc.edu/services/admissions/forms.cfm and at UC and CSU campuses. UC and CSU may charge a $10 or more administrative fee each term. See the application form for other important information.

Units for Full-Time Status
For full-time status, a student must be enrolled in at least 12 units of credit for the fall/spring semesters and 6 units of credit for the winter/summer terms. Students who are enrolled in less than 12 units for fall/spring terms or less than 6 units for winter/summer are considered to be part time. Specialized programs may have a different unit requirement for full-time status because of state mandates. The maximum amount of units a student may enroll in for fall/spring semesters is 18. Students wishing to enroll in more than 18 units must have an established GPA of 3.0 or higher. A counselor must sign an add card after verifying the GPA and the student must register in person for the over limit units.

Veterans’ Services
Riverside Community College District provides assistance to veterans for the following benefits programs:

- Chapter 30: Montgomery GI Bill – Active Duty
- Chapter 31: Vocational Rehabilitation and Employment VetSuccess Program (VR&E)
- Chapter 32: Post-Vietnam Era Veterans’ Educational Assistance Program (VEAP)
- Chapter 34/30: Montgomery GI Bill - Vietnam Era Education Program
- Chapter 35: Survivors and Dependents Educational Assistance Program
- Chapter 1606: Montgomery GI Bill – Selected Reserve
- Chapter 1607: Reserve Educational Assistance Program (REAP)

For updated information on the Post-9/11 GI Bill (Chapter 33), please refer to www.gibill.va.gov.

Veterans who are seeking to use VA Educational Benefits should apply online to the VA at www.gibill.va.gov. Allow 3-6 weeks for processing. Once processed, the VA will send applicants two copies of their Certificate of Eligibility. One copy must be given to the RCC Veterans’ Services Office in the Administration Building at Riverside or to Student Services at Norco and Moreno Valley. For questions regarding pay, Certificate of Eligibility or benefits call 1-888-GIBILL-1. While waiting for the Certificate of Eligibility veterans should continue with RCCCD procedures in order to enroll and be certified for payment. Veterans apply to RCCCD online at any of our college websites and complete assessment testing and/or counselor orientation (if applicable). Veterans may also be eligible for other financial aid and are encouraged to submit the FAFSA (Free Application for Federal Student Aid) online at www.fafsa.ed.gov. Veterans may meet with a counselor to discuss program options, but before a VA Student Education Plan (SEP) can be developed all transcripts must be sent or walked in to the college in order to have prior credit evaluated. Order your official, sealed and less-than-90-days-old military transcript and have it sent to the Evaluations Department to receive evaluation of your transcript. Address: Evaluations, 1533 Spruce Street, Riverside, CA 92507. After transcripts are received veterans must call the Veterans Office to request a transcript evaluation and an SEP for a VA-approved Program of Study. Once the SEP is complete, veterans will receive an email to their RCCCD email account to contact the Counseling Department to review and pick up the VA SEP copy. After completion of the SEP, veterans can register for approved classes. Check the VA website at www.gibill.va.gov for the listing of VA-approved programs at RCCCD. After registering, veterans must turn in the Veteran’s Statement of Responsibility (Blue Sheet) to the Veterans’ Services Office at Riverside City College, or Student Services at Norco and Moreno Valley. This “Blue Sheet” is required in order for enrollment certification to be submitted to the VA and to avoid being dropped for non-payment by RCCCD; this process may take 2-3 weeks. This form must be submitted to RCCCD every term to request benefits. Veterans are eligible for priority registration for two years after being discharged from active duty. In order to be eligible veterans must take a copy of their DD214 discharge papers to the Veterans’ Services or Admissions Office at Riverside City College, or to Student Services at Norco and Moreno Valley. Staff there will tell eligible veterans their priority registration dates. These dates are also posted on the VA website.

Veterans’ assistance is available at all three colleges. Contact the Veterans’ Office by phone:

Moreno Valley College or Ben Clark Training Center ………951-571-6274
Norco College…………………………951-372-7142
Riverside City College…………………………951-222-8607

Or email veterans@rccd.edu for more information. Information is also available at any of our college websites. Click on Going to College and then on Veteran’s Assistance.

See the Military Credit and Residency for Tuition Purposes sections for more information.

Workforce Preparation
Workforce Preparation offers a wide range of services and programs to assist students with academic success, employment, and financial independence. The programs directed by Workforce Preparation include the CalWORKs Program, the Workforce Preparation Skills Classes, Foster and Kinship Care Education Program, Riverside Gateway to College Early College High School, Completion Counts, and Independent Living Program for current and former foster youth, student employment and job placement. Workforce Preparation offers Skills Classes to students interested in building a strong foundation in writing (ENG-60A1-4), math (MAT-90A-F), and during the winter and summer sessions reading (REA-87 or 95) to enhance academic success and workplace achievement. Look for Skills Classes in the schedule. Skills Classes are open to all students at Riverside City College. For more information, please call (951) 222-8648, visit us on the web at www.rccd.edu/services/workforce or visit the Workforce Preparation Resource Center in Lovekin F2.
MATRICULATION

Matriculation at Riverside Community College District is intended to assist students to establish appropriate educational goals and to provide support services to help them achieve these goals. Students eligible for matriculation will be provided an evaluation of basic skills, orientation, counseling, completion of an educational plan and follow-up services. All new matriculating students must complete assessment, freshman orientation and counseling prior to registering for classes.

Assessment of Basic Skills
Preparation levels are required for placement in English, ESL, mathematics, and reading courses. These placement levels are based on a combination of test scores and other academic experience. Assessment/placement testing is available in alternate format for individuals with disabilities. Because RCCD uses multiple measure placement criteria, placement levels are enforced as prerequisites to courses.

New students and continuing students who need placement levels for ESL courses should make an appointment for this test by calling the Assessment Center at any RCCC college location. RCCCD placement tests are available by appointment or on a walk-in basis depending on the type of test, college and time of year. Appointments may be made online at www.rcc.edu/services/assessment/appointments.cfm or by telephone:

Moreno Valley College .............................................................. 951-571-6492
Norco College ........................................................................... 951-372-7156
Riverside City College ............................................................. 951-222-8451

Testing dates and times are also viewable online at www.rcc.edu/services/assessment/dates.cfm.

Orientation/Counseling Sessions
All first time college students must complete a freshman orientation/counseling session prior to enrolling in courses. During these sessions, counselors introduce students to services and educational programs at Riverside Community College District; provide students with information on registration procedures and placement results; and assist the students in developing their first semester educational plans. New students seeking to complete a freshman orientation/counseling session should log on to WebAdvisor at any of our college websites for the orientation link. New students should also register for GUI-45, Introduction to College.

Counseling for Continuing Students
Continuing matriculated students are entitled to see a counselor who can recommend appropriate coursework based on assessment results, review of past school records, and other information provided by the student. Due to a high demand for counseling appointments during the winter and summer sessions, it is highly recommended that continuing students see a counselor during the spring and fall semesters to complete a Student Educational Plan. Students who have attended other college(s) must request to have an official transcript(s) sent to RCCCD before scheduling counseling appointments.

Student Educational Plan
Counselors are available to assist matriculated students in developing an educational plan that outlines the courses and services necessary to achieve their goals. All matriculated students must declare a specific educational goal by the time they complete 15 units. Students are required to have an educational plan on file within 90 days after declaring a goal. When goals or majors are changed, students should update their educational plan. To ensure this procedure, matriculated students are encouraged to make an appointment with a counselor during their first semester at RCCCD (special support programs may have additional requirements).

Follow-up
Counselors and instructors will provide follow-up activities on behalf of matriculated students. These activities are designed to inform students of their progress early in the semester and to continue to assist students in accomplishing their educational goals. Referrals for appropriate support services will be made to on-campus and off-campus locations when appropriate.

Student Rights and Responsibilities
Prerequisite/Corequisite Challenge Procedure:
Any student who does not meet a prerequisite or corequisite, or who is not permitted to enroll due to a limitation on enrollment but who provides satisfactory evidence may seek entry into the course as follows:

1. If space is available in a course when a student files a challenge to the prerequisite or corequisite, the District shall reserve a seat for the student and resolve the challenge within five (5) working days. If the challenge is upheld or the District fails to resolve the challenge within the five (5) working day period, the student shall be allowed to enroll in the course;

2. If no space is available in the course when a challenge is filed, the challenge shall be resolved prior to the beginning of registration for the next term and, if the challenge is upheld, the student shall be permitted to enroll if space is available when the students registers for that subsequent term.

Students wishing to utilize the challenge procedure must contact Counseling and complete the required Matriculation Appeals Petition. Prerequisites and/or corequisites may be challenged based on the following criteria:

1. The prerequisite or corequisite has not been established in accordance with the District’s process for establishing prerequisites and corequisites;

2. The prerequisite or corequisite is in violation of Title 5, Section 55003;

3. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;

4. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite;

5. The student will be subject to undue delay in attaining the goal of his or her educational plan because the prerequisite or corequisite course has not been made reasonably available or such other grounds for challenge as may be established by the Board;

6. The student seeks to enroll and has not been allowed to enroll due to a limitation on enrollment established for a course that involves intercollegiate competition or public performance, or one or more of the courses for which enrollment has been limited to a cohort of students;

7. The student seeks to enroll in a course that has a prerequisite established to protect health and safety, and the student demonstrates that he or she does not pose a threat to himself or herself or others.

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6. The student seeks to enroll and has not been allowed to enroll due to a limitation on enrollment established for a course that involves intercollegiate competition or public performance, or one or more of the courses for which enrollment has been limited to a cohort of students;

7. The student seeks to enroll in a course that has a prerequisite established to protect health and safety, and the student demonstrates that he or she does not pose a threat to himself or herself or others.

The student has the obligation to provide satisfactory evidence that the challenge should be upheld. However, where facts essential to a determination of whether the student's challenge should be upheld are or ought to be in the District's own records, then the District has the obligation to produce that information.

Unofficial transcripts may be submitted with the Matriculation Appeals Petition to temporarily validate a prerequisite. However, official transcripts must be received prior to registration for the next term for permanent validation.

ACCESS WEBAVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norcoccollege.edu
Riverside City College – www.rcc.edu

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Coursework must be listed on the original transcript. Coursework listed on a secondary transcript is not acceptable documentation.

Registration Checklist: New and Returning Students
All students are welcome to participate in any of these services even if an exemption has been granted:

**STEPS TO REGISTER**

**APPLICATION**

YES

**ASSESSMENT**

1. AA/AS or higher;
2. Taking 5 units or less and a goal of:
   • Advancement in current career
   • Maintaining certificate/license
   • Educational development

MOV ...... 951-571-6492
NOR ...... 951-372-7156
RIV ........ 951-222-8451

NO

**ORIENTATION & COUNSELING**

1. AA/AS or higher;
2. Taking 5 units or less and a goal of:
   • Advancement in current career
   • Maintaining certificate/license
   • Educational development

MOV ...... 951-571-6104
NOR ...... 951-372-7101
RIV ........ 951-222-8440

New students enroll in GUI-45

NO

**REGISTRATION**

YES

LIBRARY HOURS & INFORMATION

**Overdue Fines**
- General Collection: Overdue fines will be levied at 20¢ per day per item.
- Hourly Reserves: Overdue fines will be levied at $1.00 per hour per item.

**Replacement Fees**
If materials are not returned, they are declared “lost.” An invoice will be issued for each lost item which will include:
1. The actual replacement cost of the item or $25.00 for out of print materials;
2. A processing fee of $10.00; and
3. Any overdue fines (the maximum overdue fine is $20.00).

**Refunds**
If the item is returned after the bill is issued (within one year) the replacement cost and processing fee will be waived or refunded; however, the overdue fines will still be charged.

**Library Card Fees**
All currently registered students, currently employed faculty, and staff members receive a college card, which is used as the library card.

Community members may purchase a library card for $5.00 per session upon proof of District residence and age of 16 years or older (California driver’s license, California identification card or military identification card).

LIBRARY HOURS

**Fall 2011**
August 29 – December 16

**Moreno Valley Campus Library**
Phone: Circulation (951) 571-6111; Reference (951) 571-6447
Monday - Thursday...................................................... 8:00AM - 8:00PM
Friday........................................................................... 8:00AM - 1:00PM
Saturday and Sunday ............................................... CLOSED

**Norco Campus, Wilfred J. Airey Library**
Phone: Circulation (951) 372-7019; Reference (951) 372-7115
Monday – Thursday ..................................................... 7:30AM - 8:00PM
Friday........................................................................... 7:30AM - 1:00PM
Saturday and Sunday ............................................... CLOSED

**Riverside Campus, Digital Library/Learning Resource Center**
Phone: (951) 222-8650; Circulation x8651; Reference x8652
Monday – Thursday ..................................................... 7:30AM - 7:00PM
Friday ........................................................................... 7:30AM - 4:00PM
Saturday and Sunday ............................................... CLOSED

ALL COLLEGE LIBRARIES WILL BE CLOSED:
September 5
November 11
November 24 – 27

Special hours will be posted at each college location for exam days, holidays and weekends. Reference librarians are available to assist with reference questions, library orientations and collection development.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:
Moreno Valley College - www.mvc.edu
Norco College - www.norcocolleage.edu
Riverside City College – www.rcc.edu
NEED MONEY FOR COLLEGE? WE CAN HELP!

Riverside Community College District offers a variety of financial assistance programs for eligible students consisting of the following:

Financial Aid Application Workshops
Workshops are available to assist you with the FAFSA application. Please refer to our website at www.rcc.edu/studentfinancialservices for workshop dates, times and locations. For more information, please refer to the Consumer Guide for your home college available on the SFS website listed above.

Grants
(Range from $400-$5550, subject to change)
Grants are financial assistance awarded to students based on financial need and do not require repayment if you successfully complete your courses. Grants consist of the Federal Pell Grant, the Federal Supplemental Educational Opportunity Grant (FSEOG), and the Cal Grant. Completing the FAFSA online at www.fafsa.ed.gov is the basis for all grants and loans listed below. Make sure to add the appropriate Title IV school code for your home college (the college to which you submitted an admissions application):

Moreno Valley College .......................................................... #041735
Norco College ................................................................. #041761
Riverside City College .................................................... #001270

You must have your GPA verified and your FAFSA completed by March 2nd of each year in order to apply for the Cal Grant program (see our consumer guide for additional information on how to submit your GPA). Certain certificate or short term programs may not qualify for grant or loan assistance; please visit one of our SFS Academic Counselors to inquire about program eligibility. Remember, apply early!

Board of Governors Fee Waiver
(Waive fees from .5 units to maximum unit load)
The Board of Governors Fee Waiver (BOGW) is a state program which waives enrollment fees and reduces parking fees for the fall and spring semesters for qualified students who are California residents. To apply for the BOGW, complete the FAFSA at www.fafsa.ed.gov and list the Title IV school code for your home college as listed above. Eligibility for the BOGW is determined automatically when the Student Financial Services Office receives your FAFSA information from the Department of Education. The BOGW is valid for the entire academic year beginning with summer and ending with the following spring semester. The BOGW does not pay for books, student services or health fees, or additional class fees. If you are not a California resident, you may be eligible to apply for a tuition exemption through the AB540 Non-resident Fee Waiver. See Admissions and Records for additional information or view our consumer guide online.

Federal Work Study (Earn up to $4000)
The Federal Work Study (FWS) Program offers students the opportunity to earn additional funding through part-time employment. It also allows students to gain work experience and pay for a portion of their educational expenses. All positions require that students maintain half-time enrollment and a minimum 2.0 CGPA. When eligible to work, your supervisors will contact you. To view available jobs, or for more information on FWS, please view the Student Employment section.

Scholarships
(Range from $50 - $6000)
Students may utilize scholarships in two ways: Scholarships from sources outside of RCCD or from scholarships offered through the RCCD Foundation. A list of scholarships available from outside sources, including free Internet scholarship search sites, is published throughout the year and is available at the Student Financial Services website at www.rcc.edu/studentfinancialservices and in the Student Financial Services Office at all three college locations. When outside scholarship funds are received by RCCD, the student is notified by mail and must submit a Scholarship Action form in order to use the scholarship funds at RCCD. The RCCD Foundation scholarship brochure for continuing and transferring students is available during the fall semester with an application deadline in early December.

Applicants chosen for RCCD scholarships are notified by May of each year. The scholarship funds for students continuing at RCCD are disbursed during the following fall and spring semesters upon verification of eligibility. The scholarship funds for students transferring to a university are disbursed to the transfer institution during the next fall semester. Transfer students must return the Transfer Notification form with the transfer institution information. RCCD Foundation Scholarship brochures and applications for high school seniors who plan to attend RCCD are available during January and February of each year.

California Chafee Grant (Up to $5000)
Are you or were you a foster youth between the age of 16-22 years old? You may be eligible for this grant. This grant awards up to $5000 annually to eligible or current foster youths and does not have to be paid back. Applications can be found online at www.chafee.csac.ca.gov.

Student Financial Services Counseling/Outreach
If you would like assistance to apply for financial assistance, search for scholarships over the Internet, or meet with our Student Financial Services (SFS) Academic Counselors, please visit our offices at any of the college locations.

Loans
Riverside Community College District (RCCD) strives to help students reach their educational goals with the least amount of student loan debt possible. RCCD participates in the Federal Direct Loan Program. We offer Subsidized and Unsubsidized Direct Stafford Loans to help students achieve their career goals. Loan applications are available during the fall and spring semesters in the SFS Office at each college location. Direct Loans must be repaid with interest, and we encourage all students to exercise caution when borrowing any student educational loans. Federal Student Loans should be the last alternative to pay for a student’s education, so plan ahead when determining the amount you request to borrow. Loan amounts are based on grade level, unmet financial need, annual and aggregate loan limits, loan history and satisfactory academic progress. Students applying for a loan are required to have a two-year Student Educational Plan (SEP) on file with RCCD before applying for the loan and must be enrolled in 6 or more units on that SEP plan.

For specialized grants including Gear Up, Child Development Grant, SSS Grant, etc., please see any Student Financial Services Office for additional information or visit our consumer guide online.

If you are considered an out-of-state (or non-resident) student, the SFS Office may be able to assist you with your fees. Please visit the SFS Office and inquire about our non-resident deferment policy.

Not all RCCD courses are approved for financial assistance by the Department of Education. For a list of courses that are not approved to receive financial assistance, please visit the SFS Office.

The RCCD Foundation
Established in 1975, the RCCD Foundation is a 501 (c) (3) not-for-profit organization that was created to provide support for scholarships and other special projects to benefit the colleges and its students. For more information, call 951-222-8626 or visit us at www.rccd.edu/community/foundation/pages/index.aspx.

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norcocolleage.edu
Riverside City College – www.rcc.edu
TOBACCO & DRUG ABUSE PREVENTION

Statement of Philosophy and Purpose
It is the intention of the Riverside Community College District to provide an environment that maximizes academic achievement and personal growth. The District recognizes that alcohol, tobacco and other drug use/drug abuse poses a significant threat to the health, safety and well-being of users and the people around them. Substance abuse also interferes with academic, co-curricular and extracurricular interests and can lead to health, personal, social, economic and legal problems. Alcohol and other drug abuse addiction or dependency is a behavioral/medical problem. Because the District’s intent is to be helpful, not punitive, programs have been developed to deter alcohol and other drug abuse. First, education is provided. Second, a program of assistance and referral is available. Third, disciplinary procedures are applied to uphold the District policy regarding alcohol and other drug use and the Standards of Student Conduct as listed in the Student Handbook.

Education
Riverside Community College District offers a wide variety of educational opportunities to its students and the community which address alcohol, tobacco and other drug related issues. Information about courses is available in the college catalog, class schedule and through the Counseling Center. Additional educational opportunities include awareness activities, conferences, workshops, films/videos and lectures, some of which are available at the Health Service Office at each college location.

Assistance and Referral
Students can seek help through Student Health and Psychological Services. Health professionals provide assistance for students with alcohol, tobacco or drug related problems including crisis intervention, education and/or referral. Contact the Student Health Center at one of the following locations:

- Moreno Valley College ................................................ 951-571-6103
  Located in PSC-6
- Norco College .............................................................. 951-372-7046
  Located in the Student Services building opposite Admissions
- Riverside City College ........................................... 951-222-8151
  Located in the Bradshaw building (beneath the bookstore)

Off-Campus Services
- Al-Anon (www.ca-inlandempire-alanon.org) ................. 909-824-1516
- Alcoholics Anonymous (www.inlandempireaa.org) ....... 909-825-4700
- Assisted Recovery (www.assistedrecovery.com) .......... 800-527-5344
- Cocaine Anonymous (www.inlandempireareaca.org) ... 951-359-3895
- Riverside County Substance Abuse Program ............... 951-955-2105
- Substance Abuse/Mental Health Hotline ................. 800-662-HELP
- 24 Hour Detox Referral Line .............................. 800-499-3008

DIAL 911 FOR LIFE-THREATENING OR SERIOUS CONDITIONS

Regulations for Policy 3570, Smoking on Campus
The Board of Trustees, students and staff of Riverside Community College District recognize the serious health problems associated with smoking tobacco or other non-tobacco products and the use of smokeless tobacco. It is also recognized that tobacco smoke poses a health risk to non-smokers. Although it is desired that the District maintain a smoke free environment, the Board recognizes the need for each campus to determine whether or not their campus should be completely smoke free or have designated smoking areas. Both Riverside City College (including North Hall, the College House, the Culinary Academy and Rubidoux Annex) and Moreno Valley College (including March Education Center and March Dental Education Center) are completely smoke-free environments and smoking is prohibited on any of these properties, including parking lots. The Norco College has designated smoking areas. For a map detailing the location of these designated smoking areas, please contact the office of the Vice President of Academic Affairs at the Norco College. Smoking in any other areas of this campus is prohibited.

Smoking of any form of tobacco or non-tobacco products is prohibited in all District villages, or at any RCCD sponsored activity or athletic event. Smoking of any form of tobacco or non-tobacco products is prohibited inside any indoor area or within 20 feet of a main exit, entrance, or operable window at District Office buildings, (which includes RCCSO, Alumni House and Spruce Street).

Health and Psychological Services Available for Enrolled Students
- First Aid/Urgent Care while on campus
- Physician/Nurse Practitioner visits by appointment
- Prescription medication, if needed
- Personal counseling — MFCC - by appointment
- Health education/counseling and literature
- Crisis counseling on a walk-in basis
- Immunizations at low-cost student rate (measles, tetanus, hepatitis A and B, TB testing, HPV, polio and influenza)
- Laboratory testing
- Community referrals
- Weight loss counseling
- Smoking cessation
- Substance-abuse counseling
- Over-the-counter medication

For more information call:
- Moreno Valley College ........................................... 951-571-6103
- Norco College ........................................................ 951-372-7046
- Riverside City College ........................................... 951-222-8151

Alert-U - Know First!
Alert-U is an emergency short-messaging service developed for college and university communities. Text messages are sent to subscribers’ mobile devices communicating critical campus updates to students, staff and faculty in real-time. Friends and family members are also able to subscribe to receive updates. Standard SMS charges may apply.

For Alert-U
- College emergency-notification service;
- SMS messages sent directly to your mobile phone;
- Stay connected, stay safe;
- Alert-U gets you up-to-date fast and is free, quick and easy!

Sign up today: www.rcc.edu/districatalertucfm

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:
Moreno Valley College - www.mvc.edu
Norco College - www.norcocollege.edu
Riverside City College – www.rcc.edu
STUDENT SUPPORT SERVICES AVAILABLE AT RCCD

Admissions and Records
Moreno Valley College ................................................. 951-571-6101
Norco ................................................................. 951-372-7003
Riverside City College ............................................. 951-222-8600

Assessment
Moreno Valley College ................................................. 951-571-6492
Norco ................................................................. 951-372-7176
Riverside City College ............................................. 951-222-8451

Associated Students/Student Government
Moreno Valley ASMV.................................................. 951-571-6105
Norco ASNC ........................................................... 951-372-7007
Riverside City College ASRCC................................. 951-222-8573

Auxiliary Business Services
Cashier .................................................................. 951-222-8415

Bookstore
Moreno Valley College ................................................. 951-571-6107
Norco ................................................................. 951-372-7085
Riverside City College ............................................. 951-222-8140

CalWORKs/Workforce Preparation
Moreno Valley College ................................................. 951-571-6154
Norco ................................................................. 951-372-7052
Riverside City College ............................................. 951-222-8573

Career/Transfer Center
Moreno Valley College ................................................. 951-571-6205
Norco ................................................................. 951-372-7043
Riverside City College ............................................. 951-222-8446

College Safety & Police (Campus Police) ................. 951-222-8520

Community Education ............................................. 951-222-8090

Counseling
Moreno Valley College ................................................. 951-571-6104
Norco ................................................................. 951-372-7001/7102
Riverside City College ............................................. 951-222-8440

Disabled Student Programs & Services (DSPS)
Moreno Valley College ................................................. 951-571-6138
Norco ................................................................. 951-372-7070
Riverside City College ............................................. 951-222-8060
TDD .................................................................. 951-222-8061

EOPS
Moreno Valley College ................................................. 951-571-6253
Norco ................................................................. 951-372-7128
Riverside City College ............................................. 951-222-8045

Evaluations/Graduation Office .................................. 951-222-8610

Financial Services .................................................... 951-222-8710

International Student Center .................................. 951-222-8160

Job Placement
Moreno Valley College ................................................. 951-571-6414
Norco ................................................................. 951-372-7147
Riverside City College ............................................. 951-222-8480

RCCD Foundation .................................................... 951-222-8626

Student Accounts ...................................................... 951-222-8604

Student Activities
Moreno Valley College ................................................. 951-571-6105
Norco ................................................................. 951-372-7007
Riverside City College ............................................. 951-222-8570

Student Health and Psychological Services
Moreno Valley College ................................................. 951-571-6103
Norco ................................................................. 951-372-7046
Riverside City College ............................................. 951-222-8151

Student Services
Moreno Valley College ................................................. 951-571-6101
Norco ................................................................. 951-372-7003/7004
Riverside City College ............................................. 951-222-8700

Transcripts
Moreno Valley College ................................................. 951-571-6102
Norco ................................................................. 951-372-7004
Riverside City College ............................................. 951-222-8603

Tutorial Services
Moreno Valley College ................................................. 951-571-6167
Norco ................................................................. 951-372-7143
Riverside City College ............................................. 951-222-8169

Veterans Services
Moreno Valley College ................................................. 951-571-6102
Norco ................................................................. 951-372-7142
Riverside City College ............................................. 951-222-8607

ACCESS WEBADVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norcocollege.edu
Riverside City College – www.rcc.edu
DISCOUNTS, BENEFITS AND SERVICES
PROVIDED THROUGH YOUR STUDENT SERVICES FEES

The following programs are supported by the Student Services fee. This is not an inclusive list of activities. Participation and membership in these categories are contingent on payment of this fee. If you are not interested in these services or are involved in the programs mentioned, a fee waiver may be obtained. The last day to waive the Student Services fee will coincide with the last day to drop with a refund for most full-term classes. Please refer to the college websites for Admission and Records hours.

STUDENT SAVINGS

Free Admission to Live Entertainment
Eligible to Participate in Student Government
Bookstore Discounts
Free Admission to College Music Concerts
Discounts at Local Merchants
Free Admission to Recognition Banquets (if being honored)
Free Barbecues and Food Giveaways
Representation by Associated Students/Student Government Membership
Free Admission to World-Renown Speakers

Free Admission to Athletic Events
Discounts from Medieval Times, San Diego Zoo and Other Local California Attractions
Discount Tickets to Knott's Berry Farm, Universal Studios, Magic Mountain and Sea World
Discount Tickets to Local Movie Theaters

SERVICES

Club/Organization Membership
Dance Theatre and Touring Company
Student Government
Cosmetology Completion Ceremonies
Student Scholarships from Associated Students/Student Government Membership
Nursing Program Pinning Ceremonies
Organizational Conferences Funded by Associated Students/Student Government Membership
Instrumental/Vocal Music Performance Groups
Marching Band

Membership in Multicultural Advisory Council
Student Emergency Academic Loans from Associated Students/Student Government Membership
Athletic Teams
Field Trips–Use of College Vans

ACCESS WEBAVISOR THROUGH ANY OF OUR COLLEGE WEBSITES:

Moreno Valley College - www.mvc.edu
Norco College - www.norcocollege.edu
Riverside City College – www.rcc.edu
Listed below are some of the most frequently asked questions by students regarding the parking rules at all colleges, education sites and district locations:

Q: The grace period is over and I still haven’t received the parking permit I ordered. What should I do?
A: Parking permits are mailed within 1-3 days after payment (weekends & holidays excluded). If you haven’t received your parking permit in the mail by the time the grace period is over, please contact Parking Services to find out why it may have been delayed.

Q: What hours and days are permits required?
A: Permits are required on all college campuses, education sites and district locations 24 hours a day, 7 days a week. In addition RCCD enforces all other rules of the California Vehicle Code (i.e. posted time zones, red curbs, handicap spaces, expired registration, etc.) 24 hours a day, 7 days a week.

Q: If I paid for a parking permit, I can park wherever I want, right?
A: No. Parking permits allow students to park on district property in student spaces. They do not guarantee a space, and the inability to locate a legal parking space is not a valid justification for the violation of District parking regulations or the California Vehicle Code. You are responsible for finding legal parking. Your parking permit must be properly displayed in plain, full view with the numbers clearly visible, according to the instructions on the permit.

Q: I only have a couple of classes a week. Can I just park in the neighborhood close to campus?
A: No!! There is no parking available to students in the neighborhood adjacent to the colleges. You will be subject to heavy fines for doing so and your vehicle may be towed away at your expense.

Q: So where can I park on campus if I choose not to purchase a semester parking permit?
A: There are parking permit dispensers at each of the three RCCD college locations. The prices of the permits are: $1 for two hours, $2 for four hours and $3 buys an all day permit. Semester permits are more economical and convenient for most students. It is your responsibility to have a valid parking permit properly displayed on your vehicle.

Q: I ride a motorcycle. Do I have to purchase a parking permit?
A: Yes, if you plan to park on campus. Motorcycles are restricted to parking within designated spaces set aside on campus.

Q: If I use a different car or forget my permit, can I just leave a note on the windshield stating so?
A: No. If you forget your permit, call or stop by the College Safety and Police Office. You will be required to supply your student ID number for verification that you have purchased a permit. You may receive only three (3) temporaries per semester.

Q: I have a disabled placard. Do I have to purchase a parking permit?
A: Yes. In addition to having a valid placard properly displayed or a license plate which signifies that you are disabled, your vehicle must display a current parking permit.

Q: If I lost my permit, can I get another one?
A: No. Parking permits are personal property. You wouldn’t leave money lying around your unopened vehicle, and your parking permit should be treated the same way. If your vehicle is a convertible, or you are somehow prevented from locking your vehicle, visit Parking Services after you purchase your permit. We will help you in finding a solution. If you lost your permit contact Parking Services for the procedures for replacing your permit.

Q: I got a parking citation. Now what do I do?
A: No one enjoys getting a parking citation, but getting angry and rude will not make it go away. If you believe the citation was issued in error, you can contest the citation. Follow the directions on the back of the citation. You have twenty-one (21) calendar days from the date the citation was issued to do so. The appeal process is in accordance with California law.

Q: What happens if a citation is not paid?
A: If a citation is not paid or appealed within twenty-one (21) calendar days from the date it was issued, the citation will increase. Further failure to adjudicate the citation will ultimately result in the Department of Motor Vehicles placing a hold on the vehicle’s registration, and can also initiate a California state tax lien to be placed on the registered owner of the vehicle in violation.

Q: Why is parking such a challenge?
A: The first few weeks of a new semester are always the busiest. Students are still registering, paying fees, adding and dropping classes and buying parking permits. Find alternate transportation the first few weeks, i.e., walk, carpool with friends, take the bus, or ride a bicycle.

Still have questions? Please contact College Safety and Police:

Moreno Valley College ...................................................... 951-571-6190
(Noted inside the Warehouse)

Norco College ............................................................... 951-372-7088
(Located behind the Student Services building)

Riverside City College ..................................................... 951-222-8521
(Located in Lot G, Lovekin Complex A-1)

We’re here to help you understand the rules you will have to follow should you choose to bring a motorized vehicle to campus.

Department of Safety & Police Parking Services offers a variety of safety and basic services to the college community, and are available 24 hours a day, 7 days a week. Services include lockout service on non-automatic lock vehicles and jump-starts. Also available is an escort service to walk you to your vehicle in the evening. Program your cell phone with our dispatch center at (951) 222-8171. This number will work on all District properties.

If you need emergency services, each college has several “Blue Light” emergency phones that will connect you directly to our 911 dispatch center. Please use these only in an emergency. You may also dial 911 from any campus inside desk telephone.

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### CERTIFICATES and DEGREES

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*50% or more of the certificate/degree may be completed online

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Norco College - [www.norcocollage.edu](http://www.norcocollage.edu)

Riverside City College – [www.rcc.edu](http://www.rcc.edu)
## CERTIFICATES and DEGREES

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### CONSTRUCTION TECHNOLOGY

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*50% or more of the certificate/degree may be completed online

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Riverside City College – [www.rcc.edu](http://www.rcc.edu)
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Welcome to Moreno Valley College’s unique and vital public safety training located at the Ben Clark Training Center (BCTC). In association with local, state and federal agencies, Moreno Valley College offers one of the largest public safety training programs in Southern California. Each year, the college prepares hundreds of students to work as law enforcement officers, firefighters, probation officers, dispatchers, and correctional officers. Most of the training occurs at the BCTC, located adjacent to March Air Force Reserve Base. The Ben Clark Training Center is recognized nationally for its innovative, interagency programs that emphasize state-of-the-art training for law enforcement and firefighting personnel to function as a team. Several major public agencies participate in public safety training, including the Riverside County Sheriff’s Department, the Riverside County Fire Department, the California Department of Forestry, the Department of Corrections and the Department of Probation. Working in conjunction with these agencies, Moreno Valley College is able to offer the following intensive programs in Law Enforcement and Fire Technology:

**Law Enforcement**
- Peace Officer Training
- Probation Officer Training
- Correctional Officer Training
- Dispatcher Training

**Fire Technology**
- A.S. Degree
- Basic Firefighter Academy
- Driver Operator
- Hazardous Materials
- Truck Academy
- Technical Rescue
- Fire & Chief Officer Training
- Wildland Firefighting

**Homeland Security**
Classes in Homeland Security are currently being offered. Specializing in disaster response, recovery, investigation and case studies, courses are designed to prepare students for careers in Homeland Security.

If you have any questions, please call the phone number listed in each course description in the schedule of classes or call the Ben Clark Training Center Office at the numbers below. For additional information regarding registration for Riverside County Sheriff’s Department courses, Riverside County Fire Department courses, or Riverside County Training Officer’s Association courses, visit our website at www.mvc.edu/bctc for specific registration details.

To assure open enrollment, class availability and scheduling flexibility while meeting the training needs of law enforcement, fire technology, and other public safety agencies, classes are scheduled on an as-needed basis. Please note that some courses have a prerequisite requirement.

Technical and Advanced Officer Training (951) 486-2797
Corrections Training (951) 486-2877
Dispatch Training Courses (951) 486-2797

Basic Peace Officer Training Academy (951) 571-6316
Fire Academy and Fire Technology (951) 571-6197
Homeland Security (951) 571-6317

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ADMINISTRATION OF JUSTICE

**ADJ-A3A CHILD ABUSE INVESTIGATIONS 2.00 UNITS**
Designed to provide an overview of the child abuse investigative process.
- **PREREQUISITE:** None.

28770 08:00AM 12:00PM MTWTHF BCTC CLAS T Wood
09/26/11 09/30/11 Last day to add: 09/29/11

**ADJ-A5A BICYCLE PATROL 0.50 UNITS**
This course is designed to provide the student with an overview of the tactical handling of a mountain bicycle for use during law enforcement operations. For information regarding enrollment procedures, call 486-2797.
- **PREREQUISITE:** None.

28757 08:00AM 12:00PM TWTHF BCTC CLAS T Wood
01:00PM 05:00PM TWTHF BCTC CLAS
09/13/11 09/16/11 Last day to add: 09/15/11

**ADJ-A8A FIELD TRAINING OFFICER 1.50 UNITS**
Designed to provide an understanding of the purpose of the field training program. For information regarding enrollment procedures, call 486-2797.
- **PREREQUISITE:** None.

28737 08:00AM 02:25PM MTWTHF BCTC CLAS T Wood
03:25PM 05:00PM MTWTHF BCTC CLAS
08/22/11 08/26/11 Last day to add: 08/25/11

28819 08:00AM 02:25PM MTWTHF BCTC CLAS T Wood
03:25PM 05:00PM MTWTHF BCTC CLAS
11/14/11 11/18/11 Last day to add: 11/17/11

**ADJ-A9A FIELD TRAINING OFFICER UPDATE 1.00 UNITS**
Provides an overview of the current legal issues and responsibilities of the field training officer. For information regarding enrollment procedures, call 486-2797.
- **PREREQUISITE:** None.

28745 08:00AM 12:00PM TWTH BCTC CLAS T Wood
01:00PM 05:00PM TWTH BCTC CLAS
09/06/11 09/08/11 Last day to add: 09/08/11

**ADJ-A10A VICE OPERATIONS 0.25 UNITS**
This course is designed as an overview of vice operations for law enforcement personnel. For information regarding enrollment procedures, call 486-2797.
- **PREREQUISITE:** ADJ-B1B.

28797 08:00AM 12:00PM W BCTC CLAS T Wood
01:00PM 05:00PM W BCTC CLAS
10/12/11 10/12/11 Last day to add: 10/12/11
### ADJ-A11A  WRITING-LAW ENFORCEMENT  0.25 UNITS
Gives the law enforcement student a critical understanding of effective writing skills. For information regarding enrollment procedures, call 486-2797.
- **PREREQUISITE:** None.

<table>
<thead>
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<td>09/12/11 09/12/11</td>
<td>Last day to add: 09/12/11</td>
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</table>

### ADJ-A13A  DRUG USE RECOGNITION  1.00 UNITS
Advanced officers training to assist the student in recognizing and processing individuals under the influence of a controlled substance. For information regarding enrollment procedures, call 486-2797.
- **PREREQUISITE:** None.

<table>
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<th>Course Code</th>
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<td>28722</td>
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<td>Last day to add: 11/17/11</td>
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### ADJ-A14A  SEARCH WARRANT PREPARATION  0.25 UNITS
Instructs law enforcement personnel in the proper techniques used in the preparation of search warrants. For information regarding enrollment procedures, call 486-2797.
- **PREREQUISITE:** None.

<table>
<thead>
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<th>Course Code</th>
<th>Time</th>
<th>Days</th>
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</table>

### ADJ-A14B  SEARCH WARRANT EXECUTION  0.25 UNITS
Presents the elements needed in formulating a proper search warrant entry plan. For information regarding enrollment procedures, call 486-2797.
- **PREREQUISITE:** None.

<table>
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<th>Course Code</th>
<th>Time</th>
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### ADJ-A29A  COURTRM TESTIMONY/DEMEANOR  0.50 UNITS
Provides an overview of the courtroom testimony process.
- **PREREQUISITE:** None.

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<th>Time</th>
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### ADJ-A31A  ADV CIVIL PROCEDURES (POST)  1.00 UNITS
Provides an understanding of advanced civil processes.
- **PREREQUISITE:** None.

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<td>BCTC CLAS</td>
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<td>09/14/11 09/16/11</td>
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### ADJ-A33A  PUBLIC SAFETY SEMINAR A  0.25 UNITS
Designed for law enforcement, fire technology or corrections topics for specific public safety mandates or California legislative requirements.
- **PREREQUISITE:** None.

<table>
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### ADJ-A33B  PUBLIC SAFETY SEMINAR B  0.50 UNITS
Designed for law enforcement, fire technology or corrections topics for specific public safety mandates or California legislative requirements.
- **PREREQUISITE:** None.

<table>
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<th>Course Code</th>
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<th>Location</th>
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### ADJ-A33C  PUBLIC SAFETY SEMINAR C  0.25 UNITS
Designed for law enforcement, fire technology or corrections topics for specific public safety mandates or California legislative requirements.
- **PREREQUISITE:** None.

<table>
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<td>28803</td>
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**WARNING!**

REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!

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No Parking Permit Required at BCTC
ADJ-A33E  PUBLIC SAFETY SEMINAR E  2.00 UNITS
Designed for law enforcement, fire technology or corrections topics for specific public safety mandates or California legislative requirements.

- PREREQUISITE: None.

28742  08:00AM 12:00PM  MTWTHF  BCTC CLAS  J Wood
01:00PM 05:00PM  MTWTHF  BCTC CLAS
08/29/11 09/02/11  Last day to add: 09/01/11

28754  08:00AM 12:00PM  MTWTHF  BCTC CLAS  J Wood
01:00PM 05:00PM  MTWTHF  BCTC CLAS
09/12/11 09/16/11  Last day to add: 09/15/11

28766  08:00AM 12:00PM  MTWTHF  BCTC CLAS  J Wood
01:00PM 05:00PM  MTWTHF  BCTC CLAS
09/19/11 09/23/11  Last day to add: 09/22/11

28777  08:00AM 12:00PM  MTWTHF  BCTC CLAS  T Wood
01:00PM 05:00PM  MTWTHF  BCTC CLAS
10/03/11 10/07/11  Last day to add: 10/06/11

28820  08:00AM 12:00PM  MTWTHF  BCTC CLAS  J Wood
11/14/11 11/18/11  Last day to add: 11/17/11

ADJ-A42A  CRIME SCENE INVESTIGATION  0.50 UNITS
Reviews principles of evidence collection, crime scene examination, recording, gathering trace evidence and collecting and packaging of biological evidence and the use of the 35 mm camera in a crime scene investigation. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: None.

28808  08:00AM 12:00PM  TW  BCTC CLAS  T Wood
01:00PM 05:00PM  TW  BCTC CLAS
10/25/11 10/26/11  Last day to add: 10/25/11

ADJ-A44A  LASER OPERATOR  0.25 UNITS
Provides an understanding of the basics of radar operation as it relates to the use of laser technology. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: None.

28763  08:00AM 02:00PM  TH  BCTC CLAS  T Wood
03:00PM 05:00PM  TH  BCTC CLAS  B Wilson
09/15/11 09/15/11  Last day to add: 09/15/11

ADJ-A46A  BACKGROUND INVESTIGATION  2.00 UNITS
Provides knowledge necessary to conduct background investigations for law enforcement agencies.

- PREREQUISITE: ADJ-B1B.

28733  08:00AM 12:00PM  MTWTHF  BCTC CLAS  T Wood
01:00PM 05:00PM  MTWTHF  BCTC CLAS
08/15/11 08/19/11  Last day to add: 08/18/11

ADJ-A48A  BASIC INVESTIGATOR'S COURSE  2.00 UNITS
This course will teach students basic information necessary for a new investigator to conduct follow-up criminal investigations.

- PREREQUISITE: ADJ-B1B.

28743  08:00AM 12:00PM  MTWTHF  BCTC CLAS  T Wood
01:00PM 05:00PM  MTWTHF  BCTC CLAS
08/29/11 09/02/11  Last day to add: 09/01/11

ADJ-A56A  ELD ABUSE/RACE PROF 1ST RESP  0.25 UNITS
Provides student with information for investigating elder abuse cases and deals with ways to avoid racial profiling.

- PREREQUISITE: None.

28735  08:00AM 12:00PM  W  BCTC CLAS  T Wood
01:00PM 05:00PM  W  BCTC CLAS
08/17/11 08/17/11  Last day to add: 08/17/11

ADJ-B1B  BASIC PEACE OFFICER ACADEMY  39.00 UNITS
Intensive basic instruction designed to meet the minimum requirements of a peace officer as established by state law. For information regarding enrollment procedures, call 571-6316.

- PREREQUISITE: None.

- LIMITATION ON ENROLLMENT: Prior to entering the course, students must provide documentation of the following: Completion of the POST Reading and Writing Skills Examination; completion of the POST Physical Fitness Assessment; possession of a valid California drivers license; successful completion of a medical examination and fingerprint clearance through the California State Department of Justice.

28734  06:00AM 10:55AM  MTWTHF  BCTC CLAS  T Wood
02:25PM 05:00PM  MTWTHF  BCTC CLAS
08/15/11 02/09/12  Last day to add: 12/27/11

ADJ-C1D  CORREC DEPUTY ACADEMY  13.00 UNITS
This course fulfills state mandated STA training requirements to work in city or county correctional facilities intended to incarcerate adult offenders. For information regarding enrollment procedures, call 486-2877.

- PREREQUISITE: None.

28748  07:30AM 11:40AM  MTWTHF  BCTC CLAS  T Wood
02:35PM 05:00PM  MTWTHF  BCTC CLAS
09/06/11 11/10/11  Last day to add: 10/25/11

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
ADJ-C3B ADV CORREC-PERISH SKILLS TRNG 0.25 UNITS
The student will be able to identify the appropriate force options to use and engage an uncooperative inmate with poise, control and confidence. For information regarding enrollment procedures, call 486-2877.
- PREREQUISITE: None.

28717 01:00PM 05:00PM TW BCTC CLAS T Wood
08:00AM 12:00PM W BCTC CLAS
11/15/11 11/16/11 Last day to add: 11/15/11

28732 01:00PM 05:00PM TW BCTC CLAS T Wood
08:00AM 12:00PM W BCTC CLAS
08/16/11 08/17/11 Last day to add: 08/16/11

28765 01:00PM 05:00PM TW BCTC CLAS T Wood
08:00AM 12:00PM W BCTC CLAS
09/20/11 09/21/11 Last day to add: 09/20/11

28806 01:00PM 05:00PM TW BCTC CLAS T Wood
08:00AM 12:00PM W BCTC CLAS
10/25/11 10/26/11 Last day to add: 10/25/11

ADJ-C3C ADV CORRECTIONS TRAINING 0.50 UNITS
This one-day, twelve-hour course consists of classroom instruction designed to improve employees' career, professionalism and work performance. For information regarding enrollment procedures, call 486-2877.
- PREREQUISITE: None.

28731 08:00AM 12:00PM MT BCTC CLAS T Wood
01:00PM 05:00PM M BCTC CLAS
08/15/11 08/16/11 Last day to add: 08/15/11

28764 08:00AM 12:00PM MT BCTC CLAS T Wood
01:00PM 05:00PM M BCTC CLAS
09/19/11 09/20/11 Last day to add: 09/19/11

28804 08:00AM 12:00PM MT BCTC CLAS T Wood
01:00PM 05:00PM M BCTC CLAS
10/24/11 10/25/11 Last day to add: 10/24/11

28816 08:00AM 12:00PM MT BCTC CLAS T Wood
01:00PM 05:00PM M BCTC CLAS
11/14/11 11/15/11 Last day to add: 11/14/11

ADJ-C4A ADV CORREC TRNG-SUPV 1.00 UNITS
This mandated STC certified course is designed to enhance the on-the-job skills of the supervisor within corrections. For information regarding enrollment procedures, call 486-2877.
- PREREQUISITE: None.

28774 08:00AM 12:00PM MTW BCTC CLAS T Wood
01:00PM 05:00PM MTW BCTC CLAS
10/03/11 10/05/11 Last day to add: 10/05/11

ADJ-C5A BAS WRITING SKILLS-CORREC 0.50 UNITS
Reviews the basic principles of law enforcement written communications. For information regarding enrollment procedures, call 486-2877.
- PREREQUISITE: None.

28775 08:00AM 01:20PM MTW BCTC CLAS T Wood
02:20PM 05:00PM MTW BCTC CLAS
10/03/11 10/05/11 Last day to add: 10/05/11

ADJ-C6A CORREC TRAINING OFFICER 2.00 UNITS
This STC certified course is designed to enhance the on-the-job training skills of the corrections training officer. For information regarding enrollment procedures, call 486-2877.
- PREREQUISITE: None.

28738 08:00AM 12:00PM MTWTHF BCTC CLAS T Wood
01:00PM 05:00PM MTWTHF BCTC CLAS
08/22/11 08/26/11 Last day to add: 08/25/11

28824 08:00AM 12:00PM MTWTHF BCTC CLAS T Wood
01:00PM 05:00PM MTWTHF BCTC CLAS
11/28/11 12/02/11 Last day to add: 12/01/11

ADJ-C7A WRITING SKILLS (ADV) 0.50 UNITS
Designed to provide additional study in the methods of criminal report writing. For information regarding enrollment procedures, call 486-2877.
- PREREQUISITE: None.

28812 08:00AM 12:00PM MTW BCTC CLAS T Wood
01:00PM 05:00PM MTW BCTC CLAS
10/31/11 11/02/11 Last day to add: 11/02/11

ADJ-C18A BASIC INMATE CLASSIFICATION 0.50 UNITS
Provides the correctional officer with the necessary skills to properly interview and classify inmates for housing. For information regarding enrollment procedures, call 486-2877.
- PREREQUISITE: None.

28796 08:00AM 03:00PM TW BCTC CLAS T Wood
04:00PM 05:00PM TW BCTC CLAS
10/11/11 10/12/11 Last day to add: 10/11/11

ADJ-C19 CORREC MENTAL HLTH TRNG 0.50 UNITS
Designed to make it easier and safer for correctional deputies to work with mentally ill inmates. Preventing suicides also covered in many blocks of instruction. For information regarding enrollment procedures, call 486-2877.
- PREREQUISITE: None.

28751 08:00AM 02:30PM MT BCTC CLAS T Wood
03:30PM 05:00PM MT BCTC CLAS
09/12/11 09/13/11 Last day to add: 09/12/11

28811 08:00AM 02:30PM MT BCTC CLAS T Wood
03:30PM 05:00PM MT BCTC CLAS
10/31/11 11/01/11 Last day to add: 10/31/11

ADJ-C20A LEADERSHIP ENHANCEMENT 1.00 UNITS
This course is designed to give the Corrections employee the skills and tools to become an effective leader.
- PREREQUISITE: None.

28741 08:00AM 12:00PM MTW BCTC CLAS T Wood
01:00PM 05:00PM MTW BCTC CLAS
08/29/11 08/31/11 Last day to add: 08/31/11

ADJ-C21A CORRECTIONS TRAIN OFCR UPDATE 1.00 UNITS
This course is designed to improve the Corrections Training Officers' ability to train newly hired correctional deputies.
- PREREQUISITE: None.

28769 08:00AM 03:40PM MTW BCTC CLAS T Wood
04:40PM 05:00PM MTW BCTC CLAS
09/26/11 09/28/11 Last day to add: 09/28/11

No Parking Permit Required at BCTC
REGARDING ENROLLMENT PROCEDURES, CALL 486-2797.

FUNDAMENTALS OF SPECIAL WEAPONS AND TACTICS

ADJ-D1A BAS PUBL SAFETY DISPATCH 5.00 UNITS
Designed for law enforcement entry level complaint desk dispatchers, offering basic instruction in all aspects of the field. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: None.

ADJ-D1B DISPATCHER UPDATE 1.00 UNITS
This 24-hour course is designed for the experienced complaint desk dispatcher as a legal and critical issues update. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: ADJ-D1A.

ADJ-D1C COMMUNICATIONS TRNG OFCR 2.00 UNITS
Provides communications trainers with the skills, knowledge, roles and responsibilities in the training of new dispatchers. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: ADJ-D1A.

ADJ-D4A DISPATCH ROLE-OFCR SAFETY 0.25 UNITS
This course will help the student learn their role when dealing with high-risk situations. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: ADJ-D1A.

ADJ-D5A DISPATCHER PUBL SAFETY, ADV 0.50 UNITS
This course will provide updated advanced communication skills for both call taking and radio dispatching. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: None.

ADJ-E1A EMERGENCY SERVICES ACADEMY 2.50 UNITS
Designed to provide an overview of Special Weapons and Tactics Team (SWAT) operations.

- PREREQUISITE: None.

ADJ-P4A ARREST, SEARCH, SEIZURE 1.50 UNITS
Provides the student with the knowledge and skills necessary to qualify for limited peace officer powers as required by Penal Code 832. For information regarding enrollment procedures, call 571-6316.

- PREREQUISITE: None.

ADJ-R1B LEVEL II RESERVE 11.00 UNITS
Designed for individuals who desire to be qualified as Level II police reserve officer. This Level II Reserve Certification satisfies the Peace Officer Standards and Training (POST) requirements. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: ADJ-R1A2.

ADJ-T1A TRAF COLLISION INVEST: BASIC 1.50 UNITS
A basic traffic collision investigation course which meets the requirements of 40600(A) of the California Vehicle Code. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: None.

ADJ-T1B TRAFF INVESTIGATION: INTERMED 1.50 UNITS
Fundamentals of skid mark analysis and documentation; helps develop advanced skills in accident investigation. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: ADJ-B1B, C1D and T1A.

ADJ-T1C TRAF COLL INSVEST: ADV 3.50 UNITS
Introduces the fundamentals of vehicle dynamics. For information regarding enrollment procedures, call 486-2797.

- PREREQUISITE: None.
EMERGENCY MEDICAL SERVICES

This is a specialized program. For information regarding entry into the program go to www.rcc.edu/morenovalley/depts/ems or call 951-571-6395.

In order to enroll in EMS-50 and EMS-51, you must attend one of the mandatory orientation program dates listed below. Prompt attendance is required at the orientation and NO late admissions will be allowed. If you have a disability requiring accommodation, please call 951-222-8060 at least one week prior to the date of the event in order to assure accommodation.

Fall Orientation Dates for EMS-50 and 51
8/11/11 Ben Clark Training Center Auditorium 9:00AM – 11:00AM
8/11/11 Ben Clark Training Center Auditorium 11:00AM – 1:00PM
8/12/11 Ben Clark Training Center Auditorium 9:00AM – 11:00AM

EMS-50 EMS-BASIC 6.00 UNITS
Introduces the student to all basic information to be able to, in combination with EMS-51, work in the pre-hospital setting as an EMT.
• PREREQUISITE: None.
• COREQUISITE: EMS-51.
• LIMITATION ON ENROLLMENT: American Heart Association CPR Certification (Healthcare Provider level) current throughout the length of the program. Must be 18 years of age. Attendance is required at an EMS orientation prior to the start of class. Student must purchase a uniform and complete a background check and healthcare screening prior to the start of the program. Before taking any of these steps, students must attend program orientation.

ADJ-T1D TRAFFIC COLLISION RECONSTRUCT 4.00 UNITS
Provides the skills necessary to investigate traffic collision reconstruction events. For information regarding enrollment procedures, call 486-2797.
• PREREQUISITE: None.
28807 08:00AM 03:10PM MTWTHF BCTC CLAS T Wood
04:10PM 05:00PM MTWTHF BCTC CLAS W Vandiver
10/24/11 11/04/11 Last day to add: 11/02/11

ADJ-T2A RADAR OPERATIONS 1.00 UNITS
Designed to train law enforcement personnel in the operation of traffic RADAR. For information regarding enrollment procedures, call 486-2797.
• PREREQUISITE: None.
28753 08:00AM 02:40PM MTW T Wood
03:40PM 05:00PM MTW B Wilson
09/12/11 09/14/11 Last day to add: 09/14/11

ADJ-T36A COLLISIONS-PEDESTRIANS, BIKES 1.00 UNITS
This course emphasizes proper documentation and analysis of physical evidence related to bicycle/pedestrian collisions. For information regarding enrollment procedures, call 486-2797.
• PREREQUISITE: ADJ-B1B.
28818 08:00AM 12:00PM MTW T Wood
12:00PM 05:00PM MTW W Vandiver
11/14/11 11/16/11 Last day to add: 11/16/11

ADJ-W7A RANGEMASTER COURSE 0.50 UNITS
Provides the skills necessary to perform firearms instruction. For information regarding enrollment procedures, call 486-2797.
• PREREQUISITE: None.
28771 08:00AM 11:00AM MTWTHF BCTC CLAS T Wood
12:00PM 05:00PM MTWTHF BCTC CLAS
09/26/11 09/30/11 Last day to add: 09/29/11

ADJ-W10A FIREARMS 0.25 UNITS
Provides the student with firearms safety and shooting principles and fulfills the firearms requirement of the POST PC 832 course. For information regarding enrollment procedures, call 571-6316.
• PREREQUISITE: None.
28736 08:00AM 12:00PM SSU BCTC CLAS T Wood
01:00PM 05:00PM SSU BCTC CLAS
08/20/11 08/28/11 Last day to add: 08/28/11
28810 08:00AM 12:00PM SSU BCTC CLAS T Wood
01:00PM 05:00PM SSU BCTC CLAS
10/29/11 11/06/11 Last day to add: 11/05/11

ADJ-W20A LESS-LETHAL TRAINING 0.50 UNITS
Provides necessary skills to deploy less-lethal munitions against noncompliant suspects engaged in criminal activity. For information regarding enrollment procedures, call 486-2877.
• PREREQUISITE: None.
28799 08:00AM 01:00PM MT BCTC CLAS T Wood
02:00PM 05:00PM MT BCTC CLAS
10/17/11 10/18/11 Last day to add: 10/17/11

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
**EMS-51 EMS-Basic Clinical/Field**  
1.00 UNITS  
Provides supervised, structured and safe clinical practice alongside trained health care professionals in the clinical/field setting.  
- **PREREQUISITE:** None.  
- **COREQUISITE:** EMS-50.  
- **LIMITATION ON ENROLLMENT:** American Heart Association CPR Certification (Healthcare Provider level) current throughout the length of the program. Must be 18 years of age. Attendance is required at an EMS orientation prior to the start of class. Student must purchase a uniform and complete a background check and healthcare screening prior to the start of the program. Before taking any of these steps, students must attend program orientation.

28257 TBA  
FLD EMS  
R Fontaine  
Last day to add: 09/30/11  
The above section requires concurrent enrollment in EMS-50-28255.  
First meeting: Tuesday, 08/30/11 at 6:45am, Ben Clark Training Center.

28258 TBA  
FLD EMS  
R Fontaine  
Last day to add: 09/30/11  
The above section requires concurrent enrollment in EMS-50-28253.  
First meeting: Wednesday, 08/31/11 at 6:45am, Ben Clark Training Center.

28259 TBA  
FLD EMS  
R Fontaine  
Last day to add: 09/30/11  
The above section requires concurrent enrollment in EMS-50-28254.  
First meeting: Thursday, 09/01/11 at 6:45am, Ben Clark Training Center.

28260 TBA  
FLD EMS  
R Fontaine  
Last day to add: 09/30/11  
The above section requires concurrent enrollment in EMS-50-28256.  
First meeting: Tuesday, 08/30/11 at 5:00pm, Ben Clark Training Center.

**EMS-60 Patient Assess/Airway Mgmt**  
4.00 UNITS  
Prepares students to conduct patient assessments and perform basic and advanced airway maneuvers.  
- **PREREQUISITE:** None.  
- **LIMITATION ON ENROLLMENT:** Acceptance into the RCC Paramedic Program and concurrent enrollment in EMS-61, 62 and 63.

28261 08:30AM 12:30PM  
W  
BCTC K  
C Nollette  
01:30PM 05:30PM  
W  
BCTC H  
Last day to add: 09/09/11

**EMS-63 Cardiology**  
4.00 UNITS  
Focuses on managing cardiac patients in a pre-hospital setting.  
- **PREREQUISITE:** None.  
- **LIMITATION ON ENROLLMENT:** Acceptance into the RCC Paramedic Program and concurrent enrollment in EMS-60, 61 and 62.

28264 08:30AM 12:30PM  
T  
BCTC K  
C Nollette  
01:30PM 05:30PM  
T  
BCTC H  
Last day to add: 09/09/11

**FIT-1 Fire Protection Org**  
3.00 UNITS  
Provides participants with an introduction and overview of public and private fire protection services.  
- **PREREQUISITE:** None.

28834 09:00AM 12:10PM  
TH  
BCTC C2  
T Yancu  
Last day to add: 09/09/11

28905 10:45AM 12:20PM  
P  
BCTC C1  
T Bruner  
Last day to add: 09/09/11

**FIT-2 Fire Behav/Combustion**  
3.00 UNITS  
Provides students with the theory and fundamentals of how fires start, spread and are controlled.  
- **PREREQUISITE:** None.

28867 09:00AM 12:10PM  
M  
BCTC C2  
N Hannum  
Last day to add: 09/09/11

**ENG-50 Basic English Comp**  
4.00 UNITS  
Prepares students for college-level reading and academic writing.  
- **PREREQUISITE:** ENG-60B, ESL-55 or qualifying placement level.  
- **ADVISORY:** REA-82 or qualifying placement level.

28306 02:45PM 04:50PM  
TTH  
BCTC C1  
P Flory-Sanchez  
Last day to add: 09/09/11

The above web-enhanced section is designed with special emphasis on Fire Technology Service and has an 18 laboratory hour requirement by arrangement. Internet access may be required.
FIT-3        FIRE PROTECT EQUIP/SYST                3.00  UNITS
Provides students with information relating to features of design and
operation of fire detection and alarm systems.
• PREREQUISITE: None.

FIT-4        CONSTR FOR FIRE PROTECT                3.00  UNITS
Provides students with information regarding components of building
construction that relate to fire safety.
• PREREQUISITE: None.

FIT-5        FIRE PREVENTION TECHNOL                3.00  UNITS
Provides students with fundamental information regarding the history
and philosophy of fire prevention.
• PREREQUISITE: None.

FIT-6        FIRE APPARATUS/EQUIPMENT               3.00  UNITS
Exposes the student to mechanized equipment operated by the fire
service and regulations pertaining to their use.
• PREREQUISITE: None.

FIT-7        FIREFIGHTER SAFETY & SURVIVAL          3.00  UNITS
Introduces students to the national firefighter life safety initiatives and
the need for cultural change regarding safety within emergency
services.
• PREREQUISITE: None.

FIT-A1A      FIRE INVESTIGATION 1A                  2.00  UNITS
Provides the participants with an introduction and basic overview of fire
scene investigation. Designed for in-service fire personnel who desire
to promote to Company Officer level. Visit www.mvc.edu/fire for
enrollment information. State Fire Marshal Certificate fees totaling
$80.00 are required and will be charged at the time of registration.
• PREREQUISITE: None.

FIT-A1B      FIRE INVESTIGATION 1B                  2.00  UNITS
Provides the participants with an intermediate level overview of fire
scene investigation. Designed for in-service fire personnel who desire
to promote to Company Officer level. Visit www.mvc.edu/fire for
enrollment information. State Fire Marshal Certificate fees totaling
$80.00 are required and will be charged at the time of registration.
• PREREQUISITE: FIT-A1A.

FIT-C1A      COMMAND 1A                              2.00  UNITS
Provides instruction and simulation to first-in incident commanders or
company officers. Designed for in-service fire personnel who desire to
promote to Company Officer level. Visit www.mvc.edu/fire for
enrollment information. State Fire Marshal Certificate fees totaling
$80.00 are required and will be charged at the time of registration.
• PREREQUISITE: None.

FIT-C1B      COMMAND 1B                              2.00  UNITS
Provides instruction in scene management principles for incidents
involving hazardous materials. Designed for in-service fire personnel
who desire to promote to Company Officer level. Visit
www.mvc.edu/fire for enrollment information. State Fire Marshal
Certificate fees totaling $80.00 are required and will be charged at the
time of registration.
• PREREQUISITE: FIT-C1A.

FIT-C1C      I-ZONE FIREFIGHTING                    2.00  UNITS
Designed around the responsibilities of the company officer at a wild
lands/urban interface incident. Designed for in-service fire personnel
who desire to promote to Company Officer level. Visit
www.mvc.edu/fire for enrollment information. State Fire Marshal
Certificate fees totaling $80.00 are required and will be charged at the
time of registration.
• PREREQUISITE: FIT-C1A.

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU
HAVE NOT MET THE PREREQUISITE!

FIT-C1A      COMMAND 1A                              2.00  UNITS
Provides instruction and simulation to first-in incident commanders or
company officers. Designed for in-service fire personnel who desire to
promote to Company Officer level. Visit www.mvc.edu/fire for
enrollment information. State Fire Marshal Certificate fees totaling
$80.00 are required and will be charged at the time of registration.
• PREREQUISITE: None.

FIT-C1B      COMMAND 1B                              2.00  UNITS
Provides instruction in scene management principles for incidents
involving hazardous materials. Designed for in-service fire personnel
who desire to promote to Company Officer level. Visit
www.mvc.edu/fire for enrollment information. State Fire Marshal
Certificate fees totaling $80.00 are required and will be charged at the
time of registration.
• PREREQUISITE: FIT-C1A.

FIT-C1C      I-ZONE FIREFIGHTING                    2.00  UNITS
Designed around the responsibilities of the company officer at a wild
lands/urban interface incident. Designed for in-service fire personnel
who desire to promote to Company Officer level. Visit
www.mvc.edu/fire for enrollment information. State Fire Marshal
Certificate fees totaling $80.00 are required and will be charged at the
time of registration.
• PREREQUISITE: FIT-C1A.

No Parking Permit Required at BCTC
FIT-C30  INTERMEDIATE ICO (I-300)  0.50 UNITS
This course provides public safety managers and supervisors with the terminology, duties and responsibilities of positions within the Incident Command System. Organizational relationships, flow of information, and emergency incident action planning are topics of discussion.
- PREREQUISITE: FIT-C20.

28878  08:30AM 12:00PM  MTW  BCTC CLAS  B Deyo
01:00PM 05:30PM  MTW  BCTC CLAS
09/19/11 09/21/11  Last day to add: 09/21/11

FIT-C33A  STRIKE TEAM LDR-ALL RISK S-330  1.50 UNITS
Provides students with the necessary information to become a State certified Strike Team Leader-All Risk, and is designed for in-service fire department personnel. State Fire Marshal Certificate fees totaling $20.00 are required and will be charged at the time of registration.
- PREREQUISITE: FIT-C30.

28894  08:30AM 12:00PM  MTWTHF  BCTC CLAS  M Jennings
01:00PM 05:30PM  MTWTHF  BCTC CLAS
11/14/11 11/17/11  Last day to add: 11/16/11

FIT-C40  ADVANCED ICS (I-400)  0.50 UNITS
This course provides public safety managers with the knowledge and skills associated with executive-level authority and decision making within the Incident Command System. Visit www.mvc.edu/fire for enrollment information.
- PREREQUISITE: FIT-C20 and C30.

28879  08:30AM 12:00PM  MTW  BCTC CLAS  B Deyo
01:00PM 05:30PM  MTW  BCTC CLAS
10/03/11 10/05/11  Last day to add: 10/05/11

FIT-E3D  EMT CONTINUING EDUCATION  1.00 UNITS
Designed as continuing education for the Emergency Medical Technician. For enrollment information please call 486-4628.
- PREREQUISITE: None.
- LIMITATION ON ENROLLMENT: Must have current EMT certification.

WEEKEND

28887  08:30AM 12:00PM  THF  BCTC CLAS  C Clements
01:00PM 05:30PM  THF  BCTC CLAS
12/01/11 12/03/11  Last day to add: 12/03/11

FIT-M1  MGT/SUPV--COMPANY OFFICERS  2.00 UNITS
Prepares first line fire supervisors with the concepts, processes and techniques of organizational management. State Fire Marshal Certificate fees totaling $80.00 are required and will be charged at the time of registration.
- PREREQUISITE: None.

28881  08:30AM 12:00PM  MTWTHF  BCTC CLAS  E Sprague
01:00PM 05:30PM  MTWTHF  BCTC CLAS
09/12/11 09/16/11  Last day to add: 09/15/11

FIT-P1A  PREVENT 1A: INSPECT PRAC  2.00 UNITS
Provides broad, technical overview of fire prevention codes, ordinances, key hazards and fire prevention practices. Designed for in-service fire personnel who desire to promote to Company Officer level. Visit www.mvc.edu/fire for enrollment information. State Fire Marshal Certificate fees totaling $80.00 are required and will be charged at the time of registration.
- PREREQUISITE: None.

28883  08:30AM 12:00PM  MTWTHF  BCTC CLAS  C Burney
01:00PM 05:30PM  MTWTHF  BCTC CLAS
09/12/11 09/16/11  Last day to add: 09/15/11

FIT-P1B  PREVENT 1B: CODE ENFORCE  2.00 UNITS
Focuses on the codes, ordinances and statutes that pertain to fire prevention practices in California. State Fire Marshal Certificate fees totaling $80.00 are required and will be charged at the time of registration.
- PREREQUISITE: FIT-P1A.

28884  08:30AM 12:00PM  MTWTHF  BCTC CLAS  C Burney
01:00PM 05:30PM  MTWTHF  BCTC CLAS
11/14/11 11/18/11  Last day to add: 11/17/11

FIT-R1A  RESCUE SYSTEMS 1  0.50 UNITS
Focuses on heavy rescue fire operations techniques. Participants must bring all appropriate PPE. For enrollment information please call 486-2845.
- PREREQUISITE: None.

28859  08:00AM 12:00PM  TW  BCTC CLAS  G Belk
01:00PM 05:00PM  TW  BCTC CLAS  J Van Lierop
11/14/11 11/15/11  Last day to add: 11/15/11

FIT-R4  LOW ANGLE RESCUE  0.25 UNITS
Designed to equip the student with the techniques and methods for rescue situations. Participants must bring all appropriate PPE. See www.rvcfire.org for more information.
- PREREQUISITE: None.

28861  08:00AM 12:00PM  WTHF  BCTC CLAS  G Belk
01:00PM 05:00PM  WTHF  BCTC CLAS
10/19/11 10/21/11  Last day to add: 10/21/11

FIT-R10  RAPID INTERVENTION  0.25 UNITS
This course provides students with the knowledge to identify potential hazards and the necessary skills to perform rescues on trapped firefighters during structural firefighting incidents. Designed specifically for in-service fire department personnel.
- PREREQUISITE: FIT-S3 or equivalent.

28860  08:00AM 12:00PM  MT  BCTC CLAS  G Belk
01:00PM 05:00PM  MT  BCTC CLAS
12/05/11 12/06/11  Last day to add: 12/05/11

FIT-S2  TRUCK OPERATIONS  3.00 UNITS
Focuses on aerial apparatus (truck) operations. Participants must bring all appropriate PPE, an in-service SCBA and proof of current FIT test. For enrollment information please visit www.mvc.edu/fire or call 571-6323.
- PREREQUISITE: None.

28891  08:00AM 12:00PM  MTWTHF  BCTC F  S Soltz
01:00PM 05:00PM  MTWTHF  BCTC F
10/24/11 11/04/11  Last day to add: 11/02/11

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!

No Parking Permit Required at BCTC
FIT-S3  BASIC FIRE FIGHTER ACADEMY  19.00 UNITS
Provides students with the necessary training required for most entry-level fire fighter positions, and is accredited through the California State Fire Marshal’s office. For enrollment information please call 571-6315.
- PREREQUISITE: EMS-50, 51, FIT-1 and S3A.
- ADVISORY: ENG-50, MAT-52 and REA-82 or qualifying test scores.
- LIMITATION ON ENROLLMENT: Successful completion of the certified physical abilities test within nine months of the start date of the fire academy and fire academy medical clearance (once student has been offered placement in the fire academy program).
28862  06:00AM 12:00PM  MTWTHF  BCTC D  R Copp
01:00PM 06:00PM  MTWTHF  BCTC D
09/19/11 12/10/11  Last day to add: 11/17/11

FIT-S3A  INTRO TO FIRE ACADEMY-PHY COND  1.00 UNITS
Prepares the basic fire academy cadet for the physical and emotional demands of the fire academy through physical conditioning and comprehensive orientation.
- PREREQUISITE: None.
28895  08:00AM 12:00PM  S  BCTC D  J Hirsch
01:00PM 05:00PM  S  BCTC D
11/05/11 12/17/11  Last day to add: 12/10/11

FIT-TI1A  TRAINING INSTRUCTOR 1A  1.50 UNITS
The first of a three-course series designed to prepare fire and training officers for the delivery of cognitive lessons. This course is required to become a certified California State Certified Fire Service Training Instructor. State Fire Marshal Certificate fees totaling $80.00 are required and will be charged at the time of registration.
- PREREQUISITE: None.
28885  08:30AM 12:00PM  MTWTHF  BCTC CLAS  O Odil
01:00PM 05:30PM  MTWTHF  BCTC CLAS
08/30/11 09/07/11  Last day to add: 09/06/11
28886  08:30AM 12:00PM  MTWTHF  BCTC CLAS  S Nunn
01:00PM 05:30PM  MTWTHF  BCTC CLAS
10/24/11 10/28/11  Last day to add: 10/27/11

FIT-TI1B  FIRE TRAINING INSTRUCTOR 1B  1.50 UNITS
The second of a three-course series designed to teach fire service instructors and training officers the methods and techniques of instruction. State Fire Marshal Certificate fees totaling $80.00 are required and will be charged at the time of registration.
- PREREQUISITE: FIT-TI1A.
28890  08:30AM 12:00PM  MTWTHF  BCTC CLAS  E Sprague
01:00PM 05:30PM  MTWTHF  BCTC CLAS
11/14/11 11/18/11  Last day to add: 11/17/11

HOMELAND SECURITY

HLS-1  INTRO TO HOMELAND SECURITY  3.00 UNITS
This course is designed to provide students with a comprehensive overview of homeland security from an all-hazard, multidisciplinary perspective.
- PREREQUISITE: None.
EVENING
28400  06:00PM 09:10PM  M  BCTC 33  S Stone
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

HLS-2  INTRO TO PREPAREDNESS  3.00 UNITS
This course is designed to provide students with a comprehensive overview of Homeland Security preparedness from an all-hazard, multidisciplinary perspective.
- PREREQUISITE: HLS-1.
EVENING
28401  06:00PM 09:10PM  T  BCTC 33  R Turner
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

HLS-3  RESPONSE TO HS INCIDENTS  3.00 UNITS
This course is designed to introduce students to an all-hazard, multidisciplinary approach on the response elements of Terrorism, Disasters and Homeland Security Incidents.
- PREREQUISITES: HLS-1.
EVENING
28827  06:00PM 09:10PM  TH  BCTC 33  C Wilhite
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

Assessment services are now available at the Ben Clark Training Center. For information or to make an appointment, please call 951-571-6369.
### BEN CLARK LAW ENFORCEMENT PRE-ACADEMY

Classes offered through the Ben Clark Law Enforcement Pre-Academy are linked to provide students with a coordinated learning experience. Concurrent enrollment is required. For more information or to enroll, contact the Law Enforcement Program Office at 951-571-6316 or email btclaw@mvc.edu.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJ-A33E</td>
<td>PUBLIC SAFETY SEMINAR E</td>
<td>2.00</td>
<td>Designed for law enforcement, fire technology or corrections topics for specific public safety mandates or California legislative requirements. PREREQUISITE: None.</td>
</tr>
<tr>
<td>ENG-60A1</td>
<td>ENGL FUND: SENTENCE STRUCTURE 1.00 UNITS</td>
<td></td>
<td>This course instills basic sentence structure skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A. (Non-degree credit course. Pass-No Pass only.) PREREQUISITE: None.</td>
</tr>
<tr>
<td>ENG-60A4</td>
<td>ENGL FUND: PARAGRAPH CONSTRUCT 1.00 UNITS</td>
<td></td>
<td>This course instills basic paragraph writing skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A. (Non-degree credit course. Pass-No Pass only.) PREREQUISITE: None.</td>
</tr>
<tr>
<td>REA-86</td>
<td>READING STRATEGIES-TEXTBOOKS 1.00 UNITS</td>
<td></td>
<td>This course will offer instruction in using reading comprehension strategies. Students must be concurrently enrolled in a lecture class which requires a textbook. PREREQUISITE: None.</td>
</tr>
</tbody>
</table>

### BEN CLARK FAST-TRACK CLASSES

The Ben Clark Fast-Track Program provides sworn and correctional deputies, fire service personnel and all students with an opportunity to complete the prescribed general education requirements to earn an Associate of Science Degree in Law Enforcement, Fire Technology or other related public service disciplines within 12 to 18 months.

This schedule is especially attractive for public safety personnel to access the college’s courses and available programs. All classes are offered at the Ben Clark Public Safety and Training Center located at 16791 Davis Avenue in Riverside. No parking permit is required.

Ultimately, Fast-Track classes provide students with at least two opportunities: a time to enhance and apply their intellectual skills toward greater professional performance, and a time to prepare to advance in their leadership positions.

For more information, please call 951-571-6197. All Fast-Track classes are held in modular classrooms at the Ben Clark Training Center.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM-9</td>
<td>INTERPERSONAL COMMUNICATION 3.00 UNITS</td>
<td></td>
<td>Analyzes the dynamics, components and ethics of the two-person communication process in relationships. PREREQUISITE: None. ADVISORY: COM-51 and/or qualification for ENG-1A.</td>
</tr>
<tr>
<td>HUM-10</td>
<td>WORLD RELIGIONS 3.00 UNITS</td>
<td></td>
<td>Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam. PREREQUISITE: None. ADVISORY: Qualification for ENG-1A.</td>
</tr>
<tr>
<td>MAT-52</td>
<td>ELEMENTARY ALGEBRA 4.00 UNITS</td>
<td></td>
<td>An introduction to the concepts of algebra. (Non-degree credit course.) PREREQUISITE: MAT-64 (formerly 50), 65, 90F or qualifying placement level.</td>
</tr>
<tr>
<td>PHI-12</td>
<td>ETHICS: CONTEMP MORAL ISSUES 3.00 UNITS</td>
<td></td>
<td>An examination of contemporary moral problems in light of ethical theory. PREREQUISITE: None.</td>
</tr>
</tbody>
</table>

No Parking Permit Required at BCTC
**POL-1  AMERICAN POLITICS  3.00 UNITS**
The principles, institutions, policies and critical issues in American politics.
- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for ENG-1A.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>28630</td>
<td>08:00AM - 03:40PM</td>
<td>S</td>
<td>BCTC 28</td>
<td>C Mahon</td>
</tr>
<tr>
<td></td>
<td>09/03/11 - 10/15/11</td>
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<td></td>
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<td></td>
<td>Last day to add: 09/07/11</td>
<td></td>
</tr>
</tbody>
</table>

**SOC-1  INTRO TO SOCIOLOGY  3.00 UNITS**
An introduction to the basic concepts of societal organization.
- **PREREQUISITE:** None.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>28653</td>
<td>08:00AM - 03:40PM</td>
<td>SU</td>
<td>BCTC 25</td>
<td>E Kazsuk</td>
</tr>
<tr>
<td></td>
<td>10/23/11 - 12/11/11</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>Last day to add: 10/27/11</td>
<td></td>
</tr>
</tbody>
</table>

**WARNING!**
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
ACCOUNTING

ACC-1A  PRINCIPLES OF ACCOUNTING I  3.00 UNITS
An introduction to accounting principles and procedures. Course geared to accounting and business majors.
• PREREQUISITE: None.
• ADVISORY: BUS-20.

EVENING
28005  11:10AM 12:35PM  MW  HM 209  C Honore
          Last day to add: 09/09/11
28003  11:10AM 12:35PM  TTH  HM 209  C Honore
          Last day to add: 09/09/11

ACC-1B  PRINCIPLES OF ACCOUNTING II  3.00 UNITS
A study of managerial accounting principles and information systems.
• PREREQUISITE: ACC-1A.

EVENING
28006  06:00PM 09:10PM  W  HM 209  C Honore
          Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.

ACC-1C  INCOME TAX ACCTNG  3.00 UNITS
Theory and method of preparation of federal income tax returns for individuals.
• PREREQUISITE: None.

EVENING
28785  06:00PM 09:10PM  TH  HM 324  A Smith
          Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.

ADMINISTRATION OF JUSTICE

ADJ-1  INTRO ADMIN OF JUSTICE  3.00 UNITS
The history and philosophy of administration of justice in America.
• PREREQUISITE: None.

EVENING
28786  06:00PM 09:10PM  T  HM 106  R Dayhoff
          Last day to add: 09/09/11
28787  06:00PM 09:10PM  W  STU 101  R Christianson
          Last day to add: 09/09/11

ADJ-3  CONCEPTS OF CRIMINAL LAW  3.00 UNITS
Philosophy of law and constitutional provisions; definitions, classification of crimes.
• PREREQUISITE: None.

EVENING
28788  06:00PM 09:10PM  M  HM 129  C Hodson
          Last day to add: 09/09/11

ADJ-13  CRIMINAL INVESTIGATION  3.00 UNITS
Fundamentals of investigation; crime scene search and recording, interviews and interrogation.
• PREREQUISITE: None.

EVENING
28789  06:00PM 09:10PM  TH  HM 129  C Hodson
          Last day to add: 09/09/11

ANATOMY & PHYSIOLOGY

AMY-2A  ANATOMY & PHYSIOLOGY I  4.00 UNITS
An integrated study of body organization and terminology, cells and tissues, skeletal and muscular systems, and eye and ear.
• PREREQUISITE: None.

EVENING
28133  08:00AM 11:10AM  MW  SCI 250  S Wagner
          Last day to add: 09/09/11
28134  12:00PM 12:50PM  MW  SCI 250  S Wagner
          Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.
**AMY-2B  ANATOMY & PHYSIO II  4.00 UNITS**

An integrated study of these systems: nervous, endocrine, cardiovascular, respiratory, urinary, digestive and reproductive.

- **PREREQUISITE:** AMY-2A.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Start Time</th>
<th>End Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>28137</td>
<td>08:00AM 11:10AM</td>
<td>TTH</td>
<td>SCI 250</td>
<td>R Loomis</td>
<td>Last day to add: 09/09/11</td>
</tr>
<tr>
<td>28138</td>
<td>12:00PM 12:50PM</td>
<td>TTH</td>
<td>SCI 250</td>
<td>R Loomis</td>
<td>Last day to add: 09/09/11</td>
</tr>
<tr>
<td></td>
<td>01:20PM 04:30PM</td>
<td>TTH</td>
<td>SCI 250</td>
<td>Last day to add: 09/09/11</td>
<td></td>
</tr>
</tbody>
</table>

**ANTHROPOLOGY**

### ANT-1  PHYSICAL ANTHROPOLOGY  3.00 UNITS

Examination of human biological evolution and physical diversity, incorporating genetics, primates, fossils, and relationship to the animal world.

- **PREREQUISITE:** None.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Start Time</th>
<th>End Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>28538</td>
<td>09:35AM 11:00AM</td>
<td>TTH</td>
<td>LIB 131</td>
<td>L Broyles</td>
<td>Last day to add: 09/09/11</td>
</tr>
<tr>
<td>28537</td>
<td>02:20PM 03:45PM</td>
<td>MW</td>
<td>LIB 131</td>
<td>L Broyles</td>
<td>Last day to add: 09/09/11</td>
</tr>
<tr>
<td>28536</td>
<td>02:20PM 03:45PM</td>
<td>TTH</td>
<td>LIB 131</td>
<td>L Broyles</td>
<td>Last day to add: 09/09/11</td>
</tr>
</tbody>
</table>

### ANT-2  CULTURAL ANTHRO  3.00 UNITS

An introduction to the anthropological concept of culture and to the methods and theories used in the comparative analysis of cultures.

- **PREREQUISITE:** None.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Start Time</th>
<th>End Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>28540</td>
<td>09:35AM 11:00AM</td>
<td>MW</td>
<td>LIB 131</td>
<td>L Broyles</td>
<td>Last day to add: 09/09/11</td>
</tr>
<tr>
<td>28539</td>
<td>11:10AM 12:35PM</td>
<td>TTH</td>
<td>LIB 131</td>
<td>L Broyles</td>
<td>Last day to add: 09/09/11</td>
</tr>
</tbody>
</table>
ART-23  DESIGN & COLOR  3.00 UNITS
Continued study of two-dimensional design with the emphasis on color theory and more complex problems.
- **PREREQUISITE:** ART-17 or 22.

28548  02:20PM 05:20PM  TTH  HM 126  A Balent
Last day to add: 09/09/11

ART-26  BEGINNING PAINTING  3.00 UNITS
Introduction to painting (oil or acrylic); technique, process, perception, color theory, composition, and creativity.
- **PREREQUISITE:** ART-17 or 22.

28549  10:15AM 04:15PM  W  HM 126  A Balent
Last day to add: 09/09/11

ART-27  INTERMEDIATE PAINTING  3.00 UNITS
Continued study of painting (oil or acrylic); techniques, visual perception and application of color theory.
- **PREREQUISITE:** ART-23 or 26.

28550  10:15AM 04:15PM  W  HM 126  A Balent
Last day to add: 09/09/11

ART-28  STUDIO PAINTING  3.00 UNITS
Continued painting studio work with emphasis on individual art problems for the self-motivated student.
- **PREREQUISITE:** ART-26 or 27.

28551  10:15AM 04:15PM  W  HM 126  A Balent
Last day to add: 09/09/11

ART-40  FIGURE DRAWING  3.00 UNITS
Drawing the figure from a live nude model. A variety of materials will be used.
- **PREREQUISITE:** ART-17 or 22.

28552  06:00PM 09:00PM  TTH  HM 126  J Wagstaff
Last day to add: 09/09/11

ASTRONOMY

AST-1A  INTRO TO ASTRONOMY  3.00 UNITS
A descriptive survey of the solar system: history and methods of astronomy.
- **PREREQUISITE:** None.
- **ADVISORY:** High school algebra and geometry.

EVENING
28139  06:00PM 09:10PM  T  HM 337  D Bhattacharya
Last day to add: 09/09/11

BIOLOGY

BIO-1  GENERAL BIOLOGY  4.00 UNITS
A study of life as revealed in biological systems using cellular, organismic and ecological approaches. The basic principles of cellular biology, biochemistry, genetics, evolution, ecology and the social implications of biology are included.
- **PREREQUISITE:** None.

28140  07:30AM 10:40AM  T  SCI 255  F Galicia
11:10AM 12:35PM  TTH  STU 101  J Werner-Fraczek
Last day to add: 09/09/11

28143  11:10AM 12:35PM  MW  STU 101  F Galicia
01:00PM 04:10PM  M  SCI 255  K Alvarez
Last day to add: 09/09/11

28144  11:10AM 12:35PM  MW  STU 101  F Galicia
01:00PM 04:10PM  W  SCI 255  J Werner-Fraczek
Last day to add: 09/09/11

28142  11:10AM 12:35PM  TTH  STU 101  F Galicia
07:30AM 10:40AM  TH  SCI 255  J Werner-Fraczek
Last day to add: 09/09/11

EVENING
28145  06:00PM 09:10PM  M  STU 101  B Brady
06:00PM 09:10PM  T  SCI 255  J Werner-Fraczek
Last day to add: 09/09/11

28146  06:00PM 09:10PM  M  STU 101  B Brady
06:00PM 09:10PM  W  SCI 255  K Alvarez
Last day to add: 09/09/11

BIO-11  INTRO MOLEC & CELL BIOLOGY  5.00 UNITS
An intensive course for Life Science majors studying the principles of biochemistry, metabolism, cells, genetics development, evolution and diversity.
- **PREREQUISITE:** CHE-1A or 1AH.

28141  11:10AM 12:35PM  TTH  STU 101  F Galicia
01:00PM 04:10PM  T  SCI 255  J Werner-Fraczek
Last day to add: 09/09/11

EVENING
28145  06:00PM 09:10PM  M  STU 101  B Brady
06:00PM 09:10PM  T  SCI 255  J Werner-Fraczek
Last day to add: 09/09/11

28146  06:00PM 09:10PM  M  STU 101  B Brady
06:00PM 09:10PM  W  SCI 255  K Alvarez
Last day to add: 09/09/11

Get important textbook information, including ISBN numbers and pricing, and reserve for in-store pickup or delivery to your home!
www.morenovalleycollegebookstore.com
BIO-34  HUMAN GENETICS  3.00 UNITS
Mechanisms of human heredity emphasizing normal and abnormal
 genetic counseling.

- PREREQUISITE: None.
- ADVISORY: High school biology or any college life
 science class with laboratory.

28151  09:35AM 11:00AM MW HM 207 R Loomis
Last day to add: 09/09/11

BUSINESS ADMINISTRATION

BUS-10  INTRO TO BUSINESS  3.00 UNITS
Considers scope, function and organization of business, including
 principles and practices, with an integrated global perspective.

- PREREQUISITE: None.

28154  09:35AM 11:00AM MW HM 322 J Duran
Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be
required.

BUS-18A  BUSINESS LAW I  3.00 UNITS
Legal and ethical environment of business torts, contracts, sales and
principles of employment.

- PREREQUISITE: None.

28153  ON LINE J Duran
Last day to add: 09/09/11

28155  ON LINE J Duran
Last day to add: 09/09/11

CHEMISTRY

CHE-1A  GENERAL CHEMISTRY I  5.00 UNITS
Simple chemical systems-gas laws, weight relations, thermodynamics,
atomic structure and bonding.

- PREREQUISITE: CHE-2A or 3 and MAT-35.

28166  12:45PM 02:10PM MW HM 105 D Marsh
02:20PM 05:20PM MW SCI 261 A Rice
Last day to add: 09/09/11

CHE-1AH  HONORS GENERAL CHEMISTRY I  5.00 UNITS
This class offers students in the Honors Program an enriched
experience in the exploration of simple chemical systems-gas laws,
weight relations, thermodynamics, atomic structure and bonding.

- PREREQUISITE: CHE-2A or 3, and MAT-35.
- LIMITATION ON ENROLLMENT: Enrollment in the Honors
Program.

28167  08:00AM 09:25AM TTH SCI 261 D Marsh
09:35AM 12:35PM TTH SCI 261 D Marsh
Last day to add: 09/09/11

BUS-20  BUSINESS MATH  3.00 UNITS
Review of basic math and its application to business, percentages,
pricing, depreciation and inventory.

- PREREQUISITE: None.

28157  09:35AM 11:00AM TTH HM 209 C Honore
Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be
required.

EVENING

28158  06:00PM 09:10PM M HM 324 D Cescolini
Last day to add: 09/09/11

The above section is a hybrid class that meets alternating Mondays,
beginning August 29, 2011. Computer with Internet access required.

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET
THE PREREQUISITE!
COMMUNICATION STUDIES

COMM-1         PUBLIC SPEAKING   3.00 UNITS
Prepare, present and evaluate a variety of speeches.
• PREREQUISITE: None.
• ADVISORY: COM-51 and/or qualification for ENG-1A.

28687  08:00AM 09:25AM  TTH  HM  322  R Newman  
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

28683  09:35AM 11:00AM  MW  LIB  120  D White  
Last day to add: 09/09/11

28681  11:10AM 12:35PM  MW  HM  322  D Conrad  
Last day to add: 09/09/11

28689  11:10AM 12:35PM  TTH  HM  322  D Conrad  
Last day to add: 09/09/11

28682  11:20AM 02:30PM  F  PSC  7  R Newman  
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

28686  12:45PM 02:10PM  MW  HM  322  D Conrad  
Last day to add: 09/09/11

28688  02:20PM 03:45PM  TTH  HM  322  D Conrad  
Last day to add: 09/09/11

28684  03:55PM 05:20PM  MW  HM  322  D Conrad  
Last day to add: 09/09/11
EVENING

28685  06:00PM 09:10PM  TH  LIB  120  D Mann  
Last day to add: 09/09/11

COM-3         ARGUMENTATION AND DEBATE  3.00 UNITS
Prepare and orally present different types of debate and develop ethical and well-reasoned arguments supported by evidence.
• PREREQUISITE: None.
• ADVISORY: COM-51 and/or qualification for ENG-1A.

28900  09:35AM 11:00AM  TTH  HM  322  R Newman  
Last day to add: 09/09/11

COMMUNITY INTERPRETATION

CMI-71      BILINGUAL INTERPRET-MED  6.00 UNITS
Introduction to bilingual interpretation theory and practice, with special emphasis on the medical professions.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: This course is intended for students with near native fluency in Spanish and English.

EVENING

28198  06:00PM 08:30PM  MW  HM  233  G Gage  
Last day to add: 09/09/11

CMI-81      BILINGUAL INTERPRET-LEGAL  6.00 UNITS
Introduction to bilingual interpretation theory and practice, with special emphasis on the legal professions.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: This course is intended for students with near native fluency in Spanish and English.

28199  08:50AM 10:00AM  MTWTH  HM  211  G Gage  
Last day to add: 09/09/11

COMPUTER APPLICATIONS/OFFICE

CAT-3       COMP APPL-WRKNG PROFESSIONALS 3.00 UNITS
Introductory operating system, office applications, Internet and scanning for business/office and teaching professions.
(Also as CIS-3)
• PREREQUISITE: None.

28692  08:00AM 09:25AM  MW  LIB  120  D White  
Last day to add: 09/09/11

28693  08:00AM 11:10AM  F  LIB  120  D White  
Last day to add: 09/09/11

28694  12:45PM 02:10PM  TTH  HM  338  T Berry  
Last day to add: 09/09/11
EVENING

28696  06:00PM 09:10PM  T  PSC  3  T Berry  
Last day to add: 09/09/11

28691  06:00PM 09:10PM  W  LIB  120  D Mann  
Last day to add: 09/09/11
WEEKEND

28695  08:00AM 03:40PM  SU  BCTC 28  T Berry  
10/23/11 12/11/11  Last day to add: 10/27/11
The above section is a short term class that meets at Ben Clark Training Center, 16791 Davis Ave., Riverside. Please note the start and end dates.

COM-9         INTERPERSONAL COMMUNICATION  3.00 UNITS
Analyzes the dynamics, components and ethics of the two-person communication process in relationships.
• PREREQUISITE: None.
• ADVISORY: COM-51 and/or qualification for ENG-1A.

28690  08:00AM 09:25AM  MW  LIB  120  D White  
Last day to add: 09/09/11

28697  08:00AM 11:10AM  F  LIB  120  D White  
Last day to add: 09/09/11

28698  12:45PM 02:10PM  TTH  HM  338  T Berry  
Last day to add: 09/09/11
EVENING

28695  06:00PM 09:10PM  TH  LIB  120  D Mann  
Last day to add: 09/09/11

CMI-71      BILINGUAL INTERPRET-MED  6.00 UNITS
Introduction to bilingual interpretation theory and practice, with special emphasis on the medical professions.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: This course is intended for students with near native fluency in Spanish and English.

EVENING

28198  06:00PM 08:30PM  MW  HM  233  G Gage  
Last day to add: 09/09/11

CMI-81      BILINGUAL INTERPRET-LEGAL  6.00 UNITS
Introduction to bilingual interpretation theory and practice, with special emphasis on the legal professions.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: This course is intended for students with near native fluency in Spanish and English.

28199  08:50AM 10:00AM  MTWTH  HM  211  G Gage  
Last day to add: 09/09/11

CAT-30       BUSINESS ENGLISH   3.00 UNITS
Reviews grammar, punctuation, spelling and vocabulary; includes business communication.
• PREREQUISITE: None.
• ADVISORY: Typing skills and familiarity with Microsoft Word.

EVENING

28162  06:00PM 09:10PM  T  HM  206  C Conley  
Last day to add: 09/09/11
The above section is a hybrid class that meets alternating Tuesdays beginning August 30, 2011. Computer with Internet access required. See www.opencampus.com.

All sections of CMI-71 and CMI-81 have a 54 hour laboratory requirement to be arranged.
CAT-50  KEYBOARD/DOC PROCESSING  3.00 UNITS
Touch typing, keyboard mastery and document formatting on computers for basic business applications.
- **PREREQUISITE:** None.

28163  12:45PM 02:10PM  M  HM 323  S Balderrama
Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

CAT-80  WORD FOR WINDOWS  3.00 UNITS
Provides beginning, intermediate and advanced levels of skill applied to a variety of professional/business documents. (Same as CIS-80)
- **PREREQUISITE:** None.
- **ADVISORY:** Typing knowledge/skills of at least 40 wpm.

**EVENING**
28165  06:00PM 09:10PM  W  HM 324  C Talbert
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

CAT-50  KEYBOARD/DOC PROCESSING  3.00 UNITS
Touch typing, keyboard mastery and document formatting on computers for basic business applications.
- **PREREQUISITE:** None.

28163  12:45PM 02:10PM  M  HM 323  S Balderrama
Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

CAT-80  WORD FOR WINDOWS  3.00 UNITS
Provides beginning, intermediate and advanced levels of skill applied to a variety of professional/business documents. (Same as CIS-80)
- **PREREQUISITE:** None.
- **ADVISORY:** Typing knowledge/skills of at least 40 wpm.

**EVENING**
28165  06:00PM 09:10PM  W  HM 324  C Talbert
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

**COMPUTER INFORMATION SYSTEMS**

CIS-1A  INTRO TO COMP INFO SYS  3.00 UNITS
Introduction to computer concepts, theory and computer applications. Functions and capabilities of word processors, spreadsheets, databases, presentation graphics and the Internet are covered through lecture, discussion and hands-on computer assignments.
- **PREREQUISITE:** None.

28180  09:35AM 11:00AM  MW  HM 333  J Agamah
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

28181  09:35AM 11:00AM  TTH  HM 333  J Duran
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

28177  11:10AM 12:35PM  W  HM 333  S Marlo
Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

28176  12:45PM 02:10PM  MW  HM 333  J Duran
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

28179  03:55PM 05:20PM  TTH  HM 333  M McQuead
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

**EVENING**
28182  06:00PM 09:10PM  M  HM 333  M McQuead
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

CIS-5  PROGRAM LOGIC USING C++  3.00 UNITS
Introduction to computer programming for gaming, business, scientific and mathematical applications using C++. (Same as CSC-5)
- **PREREQUISITE:** None.
- **ADVISORY:** CIS-1A.

28189  02:20PM 03:45PM  TTH  HM 333  M McQuead
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

CIS-12  PHP DYNAMIC WEB SITE PROGRAM  3.00 UNITS
Introduction to dynamic web site programming using PHP, featuring database-driven applications such as user registration, content management, and e-commerce. (Same as CSC-12)
- **PREREQUISITE:** None.
- **ADVISORY:** Programming fundamentals such as in CIS/CSC-5 or 14A, and familiarity with HTML such as in CIS-72A or 14A.

28172  12:45PM 02:10PM  TTH  HM 333  R Casolaro
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

CIS-14A  WEB PROGRAMMING: JAVASCRIPT  3.00 UNITS
Introduction to JavaScript programming with World Wide Web applications including image rollovers, browser windows, forms, cookies and Dynamic HTML. (Same as CSC-14A)
- **PREREQUISITE:** None.
- **ADVISORY:** Previous programming experience and knowledge of HTML, CIS/CSC-5 and CIS-72A.

**EVENING**
28173  06:00PM 09:10PM  T  HM 323  C Andersen
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

CIS-17A  C++ PROGRAMMING: OBJECTS  3.00 UNITS
Object-oriented program development using C++. (Same as CSC-17A)
- **PREREQUISITE:** None.
- **ADVISORY:** Previous programming experience writing functions and using arrays on PC platforms as well as CIS/CSC-5.

**EVENING**
28174  06:00PM 09:10PM  W  HM 323  C Andersen
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.
CIS-18A  JAVA PROGRAMMING: OBJECTS  3.00 UNITS
An introduction to Java programming for students already experienced in programming concepts, which includes defining and implementing functional procedures. (Same as CSC-18A)
• PREREQUISITE: None.
• ADVISORY: Previous programming experience writing functions on PC platforms as well as CIS/CSC-5.

28175  02:20PM 03:45PM  TTH  HM  324  R Casolaro
The above section is a web-enhanced class. Internet access may be required.

CIS-35  INTRO COMPUTER GAME DEV  3.00 UNITS
An introduction to computer gaming. Students will explore the job market, career paths and business aspects of gaming professions. (Same as GAM-35)
• PREREQUISITE: None.

28185  09:35AM 11:00AM  MW  HM  335  M Barboza
The above section is a web-enhanced class. Internet access may be required.

CIS-37  BEGINNING GAME LEVEL DESIGN  3.00 UNITS
An introduction to level design. Students will design and create 3D computer games. No previous computer programming experience required. (Same as GAM-37)
• PREREQUISITE: None.

28186  11:10AM 12:35PM  MW  HM  335  M Fast
The above section is a web-enhanced class. Internet access may be required.

CIS-38A  SIM GAMING/3D MODELING  4.00 UNITS
Create computationally efficient 3D digital models and implement them in a real-time interactive simulation or video game. (Same as GAM-38A)
• PREREQUISITE: None.

28187  09:35AM 12:35PM  TTH  HM  335  M Fast
The above section is a web-enhanced class. Internet access may be required.

CIS-38C  SIM GAMING/DYNAMICS/RENDERING  4.00 UNITS
Create dramatic cinematic sequences based on 3D animations and incorporate them into a simulation or video game.  (Same as GAM-38C.)
• PREREQUISITE: CIS/GAM-38B.

28188  12:45PM 03:45PM  TTH  HM  335  M Fast
The above section is a web-enhanced class. Internet access may be required.

CIS-54A  INTRO TO FLASH  3.00 UNITS
Prepares students to learn Flash, an animation and interactivity tool for the web and training mediums. (Same as CAT-54A)
• PREREQUISITE: None.
• ADVISORY: Competency in the use of a computer and familiarity with the Internet; CIS-95A.

28190  11:10AM 12:35PM  MW  HM  324  M Barboza
The above section is a web-enhanced class. Internet access may be required.

CIS-72A  INTRO WEB PAGE CREATION  1.50 UNITS
Introduction to webpage creation using XHTML to create pages with formatted text, hyperlinks, lists, images, tables, frames and forms.
• PREREQUISITE: None.
• ADVISORY: Knowledge of HTML and the Internet; CIS-72A and 95A.

28191  02:20PM 03:45PM  MW  HM  324  R Casolaro
The above section is a short-term web-enhanced class. Internet access may be required. Please note the start and end dates.

CIS-72B  INTERMED WEB PAGE CREATION  1.50 UNITS
Intermediate webpage creation using cascading style sheets (CSS). Learn to format and layout webpage content in style using CSS techniques.
• PREREQUISITE: None.
• ADVISORY: Knowledge of HTML and the Internet; CIS-72A and 95A.

28192  02:20PM 03:45PM  MW  HM  324  R Casolaro
The above section is a short term web-enhanced class. Internet access may be required. Please note the start and end dates.

CIS-76B  INTRO TO DREAMWEAVER  3.00 UNITS
Learn to design and administer industry-standard personal and business websites using Dreamweaver. (Same as CAT-76B)
• PREREQUISITE: None.
• ADVISORY: Competency in the use of a computer and familiarity with the Internet; CIS-95A.

28193  12:45PM 02:10PM  TTH  HM  324  M Barboza
The above section is a web-enhanced class. Internet access may be required.

CIS-78A  INTRO ADOBE PHOTOSHOP  3.00 UNITS
Introduction to Adobe Photoshop including selecting, layers, masks, channels and vector art for manipulating images. (Same as CAT-78A)
• PREREQUISITE: None.

28194  12:45PM 02:10PM  MW  HM  324  M Barboza
The above section is a web-enhanced class. Internet access may be required.

CIS-93  COMPUTERS FOR BEGINNERS  3.00 UNITS
An introduction to personal computers for the beginning student. (Same as CAT-93)
• PREREQUISITE: None.

28196  02:20PM 03:45PM  MW  HM  333  S Marlo
The above web-enhanced section is designed for students in the Nuview Bridge Early College High School Program. Internet access may be required.
DANCE

DAN-6  DANCE APPRECIATION  3.00 UNITS
A non-technical course leading to the appreciation and understanding of dance as communication, entertainment and art.
  •  PREREQUISITE: None.
  28555  02:20PM 03:45PM  TTH  STU 101  L Dismuke
  Last day to add: 09/09/11

DAN-D20  INTRO TO SOCIAL DANCE  1.00 UNITS
An introduction to social dance techniques. Dances to be studied will be foxtrot, cha-cha, waltz and swing.
  •  PREREQUISITE: None.
  EVENING
  28907  06:00PM 09:10PM  W  PSC  MPB  G Gant
  Last day to add: 09/09/11

DAN-D37  MODERN DANCE, BEGINNING  1.00 UNITS
Introduces the fundamentals of modern dance skills and vocabulary through basic technique and styles.
  •  PREREQUISITE: None.
  28556  09:00AM 12:10PM  F  PSC  MPB  M Olson
  Last day to add: 09/09/11

DENTAL ASSISTANT

DEA-10  INTRO DENTAL ASSISTING  4.00 UNITS
An introduction to dental assisting with emphasis on skills and concepts required for chairside dental assisting.
  •  PREREQUISITE: None.
  •  LIMITATION ON ENROLLMENT: Enrollment in the Dental Assistant Program.
  28200  08:30AM 12:00PM  M  DEC 1  L Hulshof
  01:30PM 04:30PM  TW  DEC 1
  09:00AM 12:00PM  TH  DEC CLIN
  08/30/11 10/20/11
  Last day to add: 09/05/11

DEA-20  INFECTION CONTROL  2.00 UNITS
This course is an introduction to infection control procedures, general safety protocols, and managing hazardous wastes in the dentistry.
  •  PREREQUISITE: None.
  •  LIMITATION ON ENROLLMENT: Enrollment in the Dental Assistant Program.
  28203  01:00PM 03:20PM  TH  DEC 1  C Ovard
  Last day to add: 09/09/11

DEA-21  INTRO RADIOLOGY  2.00 UNITS
This course is an introduction the process of exposing and developing dental radiographs.
  •  PREREQUISITE: None.
  •  COREQUISITE: DEA-20.
  •  LIMITATION ON ENROLLMENT: Enrollment in the Dental Assistant Program.
  28205  08:00AM 11:00AM  W  DEC RAD  C Ovard
  11:15AM 12:20PM  W  DEC 1
  Last day to add: 09/09/11

DEA-22  INTRO SUPERVISED EXTERNSHIPS  1.50 UNITS
This course is an introduction to clinical dental assisting experience.
  •  PREREQUISITE: DEH-10.
  •  LIMITATION ON ENROLLMENT: Enrollment in the Dental Assistant Program.
  28208  08:00AM 12:00PM  M  DEC 1  L Hulshof
  12:40PM 01:40PM  T  DEC 1
  10/24/11 12/13/11
  Last day to add: 10/29/11

All DEA classes are web-enhanced.
Internet access may be required.
**DEA-23 INTRO DENTAL SCIENCES 3.00 UNITS**
This course is an overview of embryology, histology, head and neck anatomy, pathology and disease of the oral cavity.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Enrollment in the Dental Assistant Program.

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**DEA-24 DENTAL MATERIALS 2.00 UNITS**
This course includes the manipulation of dental materials commonly used by the dental assistant.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Enrollment in the Dental Assistant Program.

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**DEH-10A PRE-CLINICAL DENTAL HYGIENE #1 2.50 UNITS**
This course introduces the student to the basic clinical skills and techniques needed to perform clinical dental hygiene services.
- **PREREQUISITE:** AMY-2A, AMY-2B, COM-1 or 1H, ENG-1A or 1AH and MIC-1.
- **COREQUISITE:** DEH-11, 12A, 12B, 13, 14, 15, 16 and 17.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

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**DEH-11 PRINCIPLES OF DENTAL HYGIENE 2.00 UNITS**
Introduction to the theories and knowledge of basic dental hygiene procedures.
- **PREREQUISITE:** AMY-2A, 2B, COM-1 or 1H and ENG-1A or 1AH.
- **COREQUISITE:** DEH-10A, 12A, 12B, 13, 14, 15, 16 and 17.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

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**DEH-12A PRINCIPLES OF ORAL RADIOLOGY 1.00 UNITS**
Study of the principles and techniques for exposing and processing dental radiographs.
- **PREREQUISITE:** AMY-2A, ENG-1A or 1AH and MAT-52.
- **COREQUISITE:** DEH-10A, 11, 12B, 13, 14, 15, 16 and 17.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

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**DEH-12B ORAL RADIOLOGY LABORATORY 1.00 UNITS**
Provides students with the opportunity to expose, process, mount, critique and interpret radiographs on mannequins and live patients.
- **PREREQUISITE:** AMY-2A and MAT-52.
- **COREQUISITE:** DEH-10A, 11, 12A, 12B, 13, 14, 15, 16 and 17.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

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**DEH-13 INFECTION CONTROL IN DENTISTRY 1.00 UNITS**
Introduces the principles and practical application of universal precautions and other infection control policies and guidelines in the clinical setting.
- **PREREQUISITE:** CHE-2A, 2B,ENG-1A or 1AH and MIC-1.
- **COREQUISITE:** DEH-10A, 11, 12A, 12B, 13, 14, 15, 16 and 17.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

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This is a specialized program. For information regarding entry, please go to [www.rcc.edu/morenovalley/depts/dh.cfm](http://www.rcc.edu/morenovalley/depts/dh.cfm) or call 951-571-6431.

All DEH classes are web-enhanced. Internet access may be required.
DEH-14  SYSTEMS ANALYSIS  3.50 UNITS
Introduces the student to systems approach to histology, embryology, dental anatomy and morphology of the oral cavity and extra-oral structures.
- **PREREQUISITE:** AMY-2A and AMY-2B.
- **COREQUISITE:** DEH-10A, 11, 12A, 12B, 13, 15, 16 and 17.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

28226  01:00PM 03:40PM  W  DEC 3  D Lesser
01:00PM 03:40PM  F  DEC LAB
Last day to add: 09/09/11

DEH-15  HEAD AND NECK ANATOMY  2.00 UNITS
Comprehensive study of anatomy of the human head and neck, and their supporting structures as they relate to clinical practice.
- **PREREQUISITE:** AMY-2A and AMY-2B.
- **COREQUISITE:** DEH-10A, 11, 12A, 12B, 13, 14, 16 and 17.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

28227  01:00PM 03:20PM  M  DEC 3  D Lesser
Last day to add: 09/09/11

DEH-16  PREVENTIVE DENTISTRY  1.00 UNITS
Provides the student with the basic knowledge of current preventive dentistry concepts and practices.
- **PREREQUISITE:** CHE-2A, 2B, COM-1 or TH, ENG-1A or 1AH, MIC-1, PSY-1, PHP-4 and SOC-1.
- **COREQUISITE:** DEH-10A, 11, 12A, 12B, 13, 14, 15 and 17.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

28228  08:00AM 09:00AM  TH  DEC 3  D Lesser
Last day to add: 09/09/11

DEH-17  GENERAL PATHOLOGY  2.00 UNITS
Study of the basic principles of pathology as they relate to human disease.
- **PREREQUISITE:** AMY-2A, AMY-2B and MIC-1.
- **COREQUISITE:** DEH-10A, 11, 12A, 12B, 13, 14, 15 and 16.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

28229  09:30AM 11:50AM  TH  DEC 3  D Lesser
Last day to add: 09/09/11

DEH-30A  CLINICAL DENTAL HYGIENE #3  3.50 UNITS
Allows students to apply clinical skills while performing dental hygiene services on patients with early to advanced periodontal disease.
- **PREREQUISITE:** None.
- **COREQUISITE:** DEH-31, 32, 33, 34, 35, 36 and 37.
- **LIMITATION ON ENROLLMENT:** Course is limited to students who have been admitted to the Dental Hygiene Program.

28230  01:00PM 04:00PM  MW  DEC 2  N Snitker
05:30PM 08:30PM  MW  DEC 2
Last day to add: 09/09/11

28231  01:00PM 04:00PM  MW  DEC 2  D Lesser
05:30PM 08:30PM  MW  DEC 2
Last day to add: 09/09/11

28232  01:00PM 04:00PM  MW  DEC 2  D Lesser
05:30PM 08:30PM  MW  DEC 2  D Van Holland
Last day to add: 09/09/11
DEH-36  RESEARCH METHODOLOGY  2.00 UNITS
Student will learn the fundamentals of research design and methodology as well as acquiring skills to critique scientific literature.
• PREREQUISITE: None.
• COREQUISITE: DEH-30A, 31, 32, 33, 34, 35 and 37.
• LIMITATION ON ENROLLMENT: Course is limited to students who have been admitted to the Dental Hygiene Program.

DEH-37  NUTRITION IN DENTISTRY  1.00 UNITS
Provides students with a practical approach to assessing and evaluating the nutritional status of patients as it relates to their oral health.
• PREREQUISITE: None.
• COREQUISITE: DEH-30A, 31, 32, 33, 34, 35 and 36.
• LIMITATION ON ENROLLMENT: Course is limited to students who have been admitted to the Dental Hygiene Program.

DENTAL TECHNOLOGY
DEN-75A  COMPLETE DENTURE TECH I  3.00 UNITS
Theory and application in the preconstruction step for set-up of complete denture prostheses.
• PREREQUISITE: DEN-70.

DEN-75B  COMPLETE DENTURE TECHNIQUES II  3.00 UNITS
Processing, selective grinding and finishing of complete dentures; construction of relines and repairs.
• PREREQUISITE: DEN-75A.

DEN-79A  CROWN AND BRIDGE TECHNIQUES I  3.00 UNITS
Fabrication of inlays, onlays and full metal crowns.
• PREREQUISITE: DEN-70.

DEN-79B  CROWN AND BRIDGE TECHNIQUES II  3.00 UNITS
Fabrication of multi-unit fixed restorations in metal alloys.
• PREREQUISITE: DEN-79A.

EARLY CHILDHOOD EDUCATION
EAR-20  CHILD DEVELOPMENT  3.00 UNITS
A comprehensive overview of concepts, issues and theories of human development from conception through adolescence.
• PREREQUISITE: None.

EAR-24  CREATIVE ACTIVITIES  3.00 UNITS
Integration of creative activity into various aspects of the curriculum.
• PREREQUISITE: None.

EAR-26  CHILD HEALTH  3.00 UNITS
A study of health, safety and nutrition factors of importance to the teacher, child and family of the young child.
• PREREQUISITE: EAR-20.

EAR-33  INFANT AND TODDLERS  3.00 UNITS
Provides caregivers the components of quality care and education for children ages 0-3.
• PREREQUISITE: None.
• ADVISORY: EAR-20.

EAR-42  CHILD, FAMILY AND COMM DYNAMICS  3.00 UNITS
Perspectives of inter-and intra-relationships of home, school, and community, and their impact on both teachers and the developing child in the learning environment.
• PREREQUISITE: None.
ECONOMICS

ECO-4 INTRO ECONOMICS 3.00 UNITS
An entry-level, general education course which introduces and surveys basic macroeconomic and microeconomic principles.
- PREREQUISITE: None.
28559 11:10AM 12:35PM MW HM 336 B Bandyopadhyay
Last day to add: 09/09/11

ECO-7 MACROECONOMICS 3.00 UNITS
Economic theory and analysis as applied to the U.S. economy as a whole.
- PREREQUISITE: None.
- ADVISORY: Qualification for ENG-1A and MAT-52.

All sections of ECO-7 below are web-enhanced.
Internet access may be required.

28560 02:20PM 03:45PM TTH HM 336 W Chi
Last day to add: 09/09/11
28561 03:55PM 05:20PM TTH HM 336 W Chi
Last day to add: 09/09/11

EVENING
28562 06:00PM 07:25PM TTH HM 336 W Chi
Last day to add: 09/09/11

ECO-8 MICROECONOMICS 3.00 UNITS
Economic theory and analysis applied to consumer and producer behavior in markets.
- PREREQUISITE: None.
- ADVISORY: Qualification for ENG-1A and MAT-52.

All sections of ECO-8 below are web-enhanced.
Internet access may be required.

28564 03:55PM 05:20PM MW HM 336 W Chi
Last day to add: 09/09/11

EVENING
28563 06:00PM 07:25PM MW HM 336 W Chi
Last day to add: 09/09/11

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!

EMERGENCY MEDICAL SERVICES

This is a specialized program. For information regarding entry into the program go to www.rcc.edu/morenovalley/depts/ems or call 951-571-6395.

In order to enroll in EMS-50 and EMS-51, you must attend one of the mandatory orientation program dates listed below. Prompt attendance is required at the orientation and NO late admissions will be allowed. If you have a disability requiring accommodation, please call 951-222-8060 at least one week prior to the date of the event in order to assure accommodation.

Fall Orientation Dates for EMS-50 and 51
8/11/11 Ben Clark Training Center Auditorium 9:00AM – 11:00AM
8/12/11 Ben Clark Training Center Auditorium 9:00AM – 11:00AM

EMS-50 EMS-BASIC 6.00 UNITS
Introduces the student to all basic information to be able to, in combination with EMS-51, work in the pre-hospital setting as an EMT.
- PREREQUISITE: None.
- COREQUISITE: EMS-51.
- LIMITATION ON ENROLLMENT: American Heart Association CPR Certification (Healthcare Provider level) current throughout the length of the program. Must be 18 years of age. Attendance is required at an EMS orientation prior to the start of class. Student must purchase a uniform and complete a background check and healthcare screening prior to the start of the program. Before taking any of these steps, students must attend program orientation.

28255 06:45AM 12:45PM T BCTC L R Fontaine
01:30PM 05:30PM T BCTC K
Last day to add: 09/09/11
The above section requires concurrent enrollment in EMS-51-28259.

28253 06:45AM 12:45PM W BCTC L R Fontaine
01:30PM 05:30PM W BCTC K
Last day to add: 09/09/11
The above section requires concurrent enrollment in EMS-51-28257.

28254 06:45AM 12:45PM TH BCTC L R Fontaine
01:30PM 05:30PM TH BCTC K
Last day to add: 09/09/11
The above section requires concurrent enrollment in EMS-51-28258.

EVENING
28256 05:00PM 10:00PM T BCTC L R Fontaine
05:00PM 06:00PM W BCTC L
06:00PM 10:00PM W BCTC K
Last day to add: 09/09/11
The above section requires concurrent enrollment in EMS-51-28259.

Get important textbook information, including ISBN numbers and pricing, and reserve for in-store pickup or delivery to your home!
www.morenovalleycollegebookstore.com
EMS-51  EMS-BASIC CLINICAL/FIELD  1.00 UNITS
Provides supervised, structured and safe clinical practice alongside trained health care professionals in the clinical/field setting.
- **PREREQUISITE:** None.
- **COREQUISITE:** EMS-50.
- **LIMITATION ON ENROLLMENT:** American Heart Association CPR Certification (Healthcare Provider level) current throughout the length of the program. Must be 18 years of age. Attendance is required at an EMS orientation prior to the start of class. Student must purchase a uniform and complete a background check and healthcare screening prior to the start of the program. Before taking any of these steps, students must attend program orientation.

28257  TBA  FLD  EMS  R Fontaine
Last day to add: 09/30/11
The above section requires concurrent enrollment in EMS-50-28255.
First meeting: Tuesday, 08/30/11 at 6:45am, Ben Clark Training Center.

28258  TBA  FLD  EMS  R Fontaine
Last day to add: 09/30/11
The above section requires concurrent enrollment in EMS-50-28253.
First meeting: Wednesday, 08/31/11 at 6:45am, Ben Clark Training Center.

28259  TBA  FLD  EMS  R Fontaine
Last day to add: 09/30/11
The above section requires concurrent enrollment in EMS-50-28254.
First meeting: Thursday, 09/01/11 at 6:45am, Ben Clark Training Center.

28260  TBA  FLD  EMS  R Fontaine
Last day to add: 09/30/11
The above section requires concurrent enrollment in EMS-50-28256.
First meeting: Tuesday, 08/30/11 at 5:00pm, Ben Clark Training Center.

EMS-60  PATIENT ASSESS/AIRWAY MGMT  4.00 UNITS
Prepares students to conduct patient assessments and perform basic and advanced airway maneuvers.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Acceptance into the RCC Paramedic Program and concurrent enrollment in EMS-61, 62 and 63.

28261  08:30AM 12:30PM  W  BCTC K  C Nollette
01:30PM 05:30PM  W  BCTC H
Last day to add: 09/09/11

EMS-61  INTRO MED PATHOPHYSIOLOGY  3.00 UNITS
Focuses on understanding medical pathophysiology and its impact on the body and disease processes.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Acceptance into the RCC Paramedic Program and concurrent enrollment in EMS-60, 62 and 63.

28262  08:30AM 11:53AM  TH  BCTC H  C Nollette
Last day to add: 09/09/11

EMS-62  EMERGENCY PHARMACOLOGY  4.00 UNITS
Prepares students to administer emergency medications and perform calculations in the pre-hospital environment.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Acceptance into the RCC Paramedic Program and concurrent enrollment in EMS-60, 61 and 63.

28263  08:30AM 11:55AM  M  BCTC K  C Nollette
01:30PM 05:30PM  M  BCTC H
Last day to add: 09/09/11

EMS-63  CARDIOLOGY  4.00 UNITS
Focuses on managing cardiac patients in a pre-hospital setting.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Acceptance into the RCC Paramedic Program and concurrent enrollment in EMS-60, 61 and 62.

28264  08:30AM 12:30PM  T  BCTC K  C Nollette
01:30PM 05:30PM  T  BCTC H
Last day to add: 09/09/11

ENGLISH

ENG-1A  ENGLISH COMPOSITION  4.00 UNITS
Teaches college-level critical reading, academic writing, and research skills.
- **PREREQUISITE:** ENG-50 or qualifying placement level.

28270  08:00AM 10:05AM  TTH  PSC 9  S Henry
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

28277  08:00AM 10:05AM  W  LIB 123  M Schwartz
Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

28271  08:10AM 12:15PM  F  PSC 8  H Syphus
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

28278  10:15AM 12:20PM  TTH  PSC 7  J Bocharova
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.
ENG-1A CRITICAL THINKING/WRITING 4.00 UNITS
Emphasizing argument, analysis and the study of literature, this course develops students' critical thinking, reading, and writing skills beyond the level achieved in ENG-1A.

- **PREREQUISITE:** ENG-1A or 1AH.

- **LIMITATION ON ENROLLMENT:** Enrollment in the Honors Program.

ENG-1B HON CRITICAL THINK/WRIT 4.00 UNITS
An Honors course that focuses on literature and argument, while developing critical thinking, reading, and writing skills beyond the level achieved in ENG-1A or 1AH.

- **PREREQUISITE:** ENG-1A or 1AH.

- **LIMITATION ON ENROLLMENT:** Enrollment in the Honors Program.

ENG-4 WRITING TUTOR TRAINING 2.00 UNITS
Designed for students interested in receiving training and experience in tutoring writing in a lab/classroom setting.

- **PREREQUISITE:** ENG-1A or 1AH.
ENG-7  BRITISH LITERATURE II  3.00  UNITS
Survey of British literature from 1800 to the present.
•  PREREQUISITE: None.
•  ADVISORY: ENG-1B or 1BH.
28730  08:00AM 11:10AM  F  STU 109  M Schwartz
       Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

ENG-9  INTRO TO SHAKESPEARE  3.00  UNITS
A survey of selected Shakespearean plays and poetry, with an emphasis on his dramatic works.
•  PREREQUISITE: None.
•  ADVISORY: ENG-1B or 1BH.
28729  11:20AM 02:30PM  M  LIB 136  Y Flack
       Last day to add: 09/09/11

ENG-23  THE BIBLE AS LITERATURE  3.00  UNITS
Survey of Biblical literature in terms of its development, themes, genres, symbols, motifs and impact on Western literature.
(=same as HUM-23)
•  PREREQUISITE: None.
•  ADVISORY: ENG-1B or 1BH.
28289  02:20PM 03:45PM  TTH  HM 211  E Williams
       Last day to add: 09/09/11

ENG-50  BASIC ENGLISH COMP  4.00  UNITS
Prepares students for college-level reading and academic writing.
•  PREREQUISITE: ENG-60B, ESL-55 or qualifying placement level.
•  ADVISORY: REA-82 or qualifying placement level.
   All sections of ENG-50 have an 18 hour laboratory requirement to be arranged, either on an RCCD campus or online. Your instructor will have details on the first day of class.
28297  08:00AM 10:05AM  MW  HM 205  E Williams
       Last day to add: 09/09/11
28291  08:00AM 10:05AM  TTH  PSC 7  A Sacks
       Last day to add: 09/09/11
28304  08:00AM 10:05AM  F  PSC 7  R Regino
       Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.
28303  10:15AM 12:20PM  TTH  PSC 9  V Zapata
       Last day to add: 09/09/11
The above section is a web-enhanced class designed for students in the Puente Program. Internet access may be required. Please see counselor and instructor before enrolling.
28294  10:15AM 12:20PM  W  ST 109  M Mariano
       Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.
28296  12:30PM 02:35PM  MW  SCI 157  P Smyth
       Last day to add: 09/09/11
28292  12:30PM 02:35PM  T  LIB 120  K Smith
       Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

ENG-60A  ENGL FUND: SENT TO PARAGRAPH  4.00  UNITS
This course instills basic writing, reading, and grammar skills via sentence and paragraph.
(Non-degree credit course. Pass-No Pass only.)
•  PREREQUISITE: None.
   All sections of ENG-60A have an 18 hour laboratory requirement to be arranged, either on an RCCD campus or online. Your instructor will have details on the first day of class.
28315  08:00AM 10:05AM  MW  SCI 157  Z Rodriguez
       Last day to add: 09/09/11
28323  08:00AM 10:05AM  TTH  PSC 8  J Fenton
       Last day to add: 09/09/11
28318  10:15AM 12:20PM  MTWTH  HM 211  E Williams
       08/29/11 10/21/11  Last day to add: 09/05/11
The above section is a short term class. Please note the start and end dates.
28309  10:15AM 12:20PM  TTH  LIB 123  D Clark
       Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.
28312  10:15AM 12:20PM  TTH  LIB 136  M Snyder
       Last day to add: 09/09/11
28311  12:30PM 02:35PM  TTH  ST 107  J Hardina
       Last day to add: 09/09/11
28319  12:30PM 02:35PM  TTH  LIB 136  L Cole-Mulz
       Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
ENG-60A1 ENGL FUND: SENTENCE STRUCTURE  1.00 UNITS
This course instills basic sentence structure skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A.

- PREREQUISITE: None.

EVENING
28759 08:20PM 09:55PM MW BCTC 11 P Flory-Sanchez
08/29/11 10/05/11 Last day to add: 09/28/11

ENG-60A4 ENGL FUND: PARAGRAPH CONSTRUCT  1.00 UNITS
This course instills basic paragraph writing skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A.

- PREREQUISITE: None.

EVENING
28760 08:20PM 09:55PM MW BCTC 11 P Flory-Sanchez
10/10/11 11/16/11 Last day to add: 11/07/11

MORENO VALLEY WRITING/READING CENTER HOURS
HM 232
Monday-Thursday: 8:00AM – 9:00PM
Friday: 8:00AM – 4:00PM
Saturday-Sunday: CLOSED

ENG-60B ENGL FUND: PARAGRAPH TO ESSAY  4.00 UNITS
This course advances basic reading, writing, and grammar skills via the production of paragraph and short essays.
(Non-degree credit course. Pass-No Pass only.)

- PREREQUISITE: ENG-60A or qualifying placement level.

All sections of ENG-60B have an 18 hour laboratory requirement to be arranged, either on an RCCD campus or online. Your instructor will have details on the first day of class.

28331 08:00AM 10:05AM MW LIB 136 J Bocharova
Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.

28332 08:10AM 12:15PM F HM 210 M Khalaj-Le Corre
Last day to add: 09/09/11

ENG-60B is a web-enhanced class. Internet access may be required.

28328 10:15AM 12:20PM MTWTH LIB 211 E Williams
10/10/11 11/16/11 Last day to add: 10/30/11

The above section is a short term class. Please note the start and end dates.

28329 02:45PM 04:50PM MW BCTC 11 P Flory-Sanchez
10/10/11 11/16/11 Last day to add: 10/30/11

The above section is a short term class. Please note the start and end dates.

28325 02:45PM 04:50PM TTH STU 109 M Snyder
Last day to add: 09/09/11

For more information or to enroll, contact the Law Enforcement Program Office at 951-571-6316 or email bctclaw@mvc.edu.
ENGLISH AS A SECOND LANGUAGE

FALL 2011
ESL ONE-STOP DATES
(NEW ESL STUDENTS MUST TAKE PTESL TEST)

We offer “ESL One-Stop” sessions. You can take the ESL placement test and attend a college orientation on the same date. An ESL One-Stop session takes about 3 ½ hours. Complete testing schedules are available at www.rcc.edu/services/assessment/dates.cfm. Making an appointment will guarantee you a seat for the test. If you walk in without an appointment, you may not be able to test.

Moreno Valley College: Call 951-571-6492 for an appointment.

July 19  Tuesday  8:30AM  STU 301
July 27  Wednesday  1:30PM  STU 301
August 11  Thursday  8:30AM  STU 301
August 23  Tuesday  8:30AM  STU 301
August 31  Wednesday  1:30PM  STU 301
September 8  Thursday  8:30AM  STU 301

*Schedule subject to change.

ESL-51  BASIC WRITING AND GRAMMAR  4.00 UNITS
A beginning ESL course for non-native speakers focusing on basic academic writing and grammar skills.
• PREREQUISITE: None.

EVENING
28335  06:00PM 08:30PM  MW  PSC 9  T Ibrahim
Last day to add: 09/09/11

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET
THE PREREQUISITE!

ESL-52  LOW-INTERMED WRITING/GRAMMAR  4.00 UNITS
A low-intermediate ESL course for non-native speakers focusing on academic writing and grammar skills.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-51.

EVENING
28336  06:00PM 08:30PM  TTH  PSC 9  J Casillas
Last day to add: 09/09/11

ESL-53  INTERMED WRITING/GRAMMAR  4.00 UNITS
An intermediate English as a Second Language course for non-native speakers focusing on academic writing and grammar skills.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-52.

EVENING
28337  06:00PM 08:30PM  MW  LIB 130  J Casillas
Last day to add: 09/09/11

ESL-54  HIGH-INTERMED WRITING/GRAMMAR  5.00 UNITS
A high-intermediate English as a Second Language course for non-native speakers of English focusing on academic grammar and writing skills, especially paragraph development.
(Degree-credit course. Letter Grade, or Pass-No Pass option.)
• PREREQUISITE: Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-53.

EVENING
28338  06:00PM 08:30PM  TTH  HM 211  O Dumer
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

ESL-55  ADVANCED WRITING/GRAMMAR  5.00 UNITS
An advanced English as a Second Language course for non-native speakers of English focusing on college-level grammar and academic writing skills, especially essay development.
(Degree credit course. Letter Grade, or Pass-No Pass option.)
• PREREQUISITE: Qualifying placement level on a state-approved placement instrument, or successful completion of ESL-54.

28341  10:50AM 01:20PM  TTH  HM 207  T Rublaitus
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

FILM STUDIES

FST-1  INTRO TO FILM STUDIES  3.00 UNITS
An introduction to the general principles and techniques of film studies.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

EVENING
28381  06:00PM 09:10PM  W  PSC 7  V Zapata
Last day to add: 09/09/11

FIRE TECHNOLOGY

FIT-1  FIRE PROTECTION ORG  3.00 UNITS
Provides participants with an introduction and overview of public and private fire protection services.
• PREREQUISITE: None.

EVENING
28831  06:20PM 09:30PM  T  JFK 106  T Bruner
Last day to add: 09/09/11

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET
THE PREREQUISITE!

Get important textbook information, including ISBN numbers and pricing, and reserve for in-store pickup or delivery to your home!
www.morenovalleycollegebookstore.com
FIT-4  CONSTR FOR FIRE PROTECT  3.00 UNITS
Provides students with information regarding components of building
construction that relate to fire safety.
• PREREQUISITE: None.
28842  03:00PM 06:10PM  TH  JFK 106  M Gilman
Last day to add: 08/09/11

FIT-6  FIRE APPARATUS/EQUIPMENT  3.00 UNITS
Exposes the student to mechanized equipment operated by the fire
service and regulations pertaining to their use.
• PREREQUISITE: None.

EVENING
28843  06:20PM 09:30PM  TH  JFK 106  M Gilman
Last day to add: 08/09/11

FIT-7  FIREFIGHTER SAFETY & SURVIVAL  3.00 UNITS
Introduces students to the national firefighter life safety initiatives and
the need for cultural change regarding safety within emergency
services.
• PREREQUISITE: None.
28837  03:00PM 06:10PM  T  JFK 106  J Hirsch
Last day to add: 08/09/11

GEOGRAPHY
GEG-1  PHYSICAL GEOGRAPHY  3.00 UNITS
The interacting physical processes of air, water, land, and life which
impact Earth's surface.
• PREREQUISITE: None.
28566  09:35AM 11:00AM  TTH  HM 210  L Dudash
Last day to add: 09/09/11

EVENING
28565  06:00PM 09:10PM  T  HM 210  J Eckstein
Last day to add: 09/09/11

ONLINE
28569  ON LINE  A Marquis
Last day to add: 09/09/11

The above section is an online class. Computer with Internet access
required. See www.opencampus.com.

GEG-1L  PHYSICAL GEOGRAPHY LAB  1.00 UNITS
Practical application of physical geography principles through
geographically based in-class exercises.
• PREREQUISITE: None.
• COREQUISITE: Concurrent enrollment in or prior
completion of GEG-1.
28570  11:10AM 12:35PM  TTH  HM 210  L Dudash
Last day to add: 09/09/11

GUIDANCE
GUI-45  INTRODUCTION TO COLLEGE  1.00 UNITS
Introduction to programs, resources and personal factors that
contribute to college success.
• PREREQUISITE: None.
28572  10:00AM 10:55AM  TTH  STU 107  L Pena
08/30/11 10/20/11 Last day to add: 09/05/11
The above section is a short term class. Please note the start and end
dates.

28574  02:00PM 02:55PM  MW  STU 109  L Pena
08/29/11 10/19/11 Last day to add: 09/04/11
The above section is a short term class. Please note the start and end
dates.

GUI-47  CAREER EXPLOR/LIFE PLANNING  3.00 UNITS
Designed to assist those students considering the transition of a career
change or undecided about the selection of a college transfer major.
Required materials fee will be charged to the student and is not
covered by BOGW.
• PREREQUISITE: None.
28580  08:00AM 09:25AM  TTH  LIB 136  L Pena
08/29/11 10/19/11 Last day to add: 09/04/11
The above section is designed for students in the Puente Program.
Please see the counselor and instructor before enrolling.

28579  02:00PM 03:25PM  MW  STU 107  S Soto
Last day to add: 09/09/11

28581  ON LINE  M Pacheco
Last day to add: 09/09/11

GUI-48  COLLEGE SUCCESS STRAT  2.00 UNITS
Exploration of various learning strategies. Students will identify their
own learning styles and utilize that information to succeed in college.
• PREREQUISITE: None.
28583  10:15AM 12:20PM  F  STU 107  C Perches
10/24/11 12/14/11 Last day to add: 10/30/11
The above section is designed for students in the Student Services
Support Program. Please see a counselor and the instructor before
enrolling.

28582  10:15AM 12:20PM  M  STU 107  L Parker
Last day to add: 09/09/11

FIT-1, FIT-4, FIT-6 and FIT-7 are Moreno Valley classes that meet
at the JFK Middle College High School at Norco College.

The GUI-45 sections below are short term classes designed for
students in the Nuview Bridge Early College High School Program.
Please note the start and end dates.

28575  03:00PM 03:55PM  MW  LIB 136  L Pena
08/29/11 10/19/11 Last day to add: 09/04/11

28576  03:00PM 03:55PM  MW  LIB 136  L Pena
10/24/11 12/14/11 Last day to add: 10/30/11

All sections of GUI-47 below are online classes. Computer with
Internet access required. See www.opencampus.com.

28578  ON LINE  J Howard
Last day to add: 09/09/11

28581  ON LINE  M Pacheco
Last day to add: 09/09/11

28583  10:15AM 12:20PM  F  STU 107  C Perches
Last day to add: 09/09/11

The above section is designed for students in the Student Services
Support Program. Please see a counselor and the instructor before
enrolling.

28582  10:15AM 12:20PM  M  STU 107  L Parker
Last day to add: 09/09/11

Get important textbook information, including ISBN numbers and pricing, and
reserve for in-store pickup or delivery to your home!
www.morenovalleycollegebookstore.com
HEALTHCARE TECHNICIAN

In order to enroll in HET-80 and HET-82, you must attend one of the MANDATORY ORIENTATIONS on the following dates:

- **07/05/11** MOV HM 129 2:00PM – 3:30PM
- **07/13/11** MOV HM 129 1:00PM – 2:30PM
- **07/21/11** MOV HM 129 1:00PM – 2:30PM

**PROMPT ATTENDANCE IS REQUIRED. NO LATE ADMISSIONS WILL BE ALLOWED.**

Requirements for these classes are:
- Current Healthcare Provider CPR card, DMV printout (H-6; $5.00 at the DMV NO EARLIER than 30 days prior to class)
- Medical clearance with titer results
- Additional fingerprinting and DHS application are required for HET-80 (Certified Nurse Assistant) students only
- Lab assignments are scheduled based on the availability of clinical training sites

The deadline for submitting all documents is August 15, 2011. INCOMPLETE DOCUMENTS WILL NOT BE ACCEPTED

Contact the Student Resource Center, PSC14B at 951-571-6391 at Moreno Valley College if you have any questions.

HET-80 CNA THEORY/PRACTICES 6.00 UNITS

Lectures and clinical laboratory practice in preparation for state nurse assistant certification examination.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Requires fingerprinting and submission of application for state certification examination, current CPR certification and titer results, medical clearance from healthcare provider, uniform and MVC HET ID badge.

All sections of HET-80 below have a 108 hour laboratory requirement to be assigned by an HET instructor.

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>28863</td>
<td>TBA</td>
<td></td>
<td>HOSP</td>
<td>Staff</td>
<td>Last day to add: 09/09/11</td>
</tr>
<tr>
<td>28388</td>
<td>08:00AM 11:45AM</td>
<td>MW</td>
<td>PSC 16B</td>
<td>Staff</td>
<td>Last day to add: 09/09/11</td>
</tr>
<tr>
<td>28389</td>
<td>TBA</td>
<td></td>
<td>AIRF AIRF</td>
<td>Staff</td>
<td>Last day to add: 09/09/11</td>
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<tr>
<td>28390</td>
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<td></td>
<td>AIRF AIRF</td>
<td>Staff</td>
<td>Last day to add: 09/09/11</td>
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<tr>
<td>28391</td>
<td>TBA</td>
<td></td>
<td>AIRF AIRF</td>
<td>Staff</td>
<td>Last day to add: 09/09/11</td>
</tr>
</tbody>
</table>

LABS:

- **28392** 04:00PM 05:25PM TTH PSC 18 Staff Last day to add: 09/09/11
- **28393** 11:10AM 12:35PM MW HM 334 Staff Last day to add: 09/09/11
- **28394** 01:00PM 04:45PM M PSC 17 Staff Last day to add: 09/09/11
- **28395** 01:00PM 04:45PM W PSC 17 Staff Last day to add: 09/09/11
- **28396** 01:00PM 04:45PM W PSC 16B Staff Last day to add: 09/09/11
- **28397** 05:35PM 09:20PM T PSC 17 Staff Last day to add: 09/09/11

The above section requires concurrent enrollment in one of the following sections: 28392, 28393 or 28394.

HET-82 PHLEBOTOMY TECHNICIAN 5.00 UNITS

Preparation for entry level certification as a phlebotomy technician; includes lecture, college laboratory and supervised clinical laboratory experience.
- **PREREQUISITE:** None.
- **ADVISORY:** The California Department of Health Services requires that applicants for certification as a phlebotomist have a high school diploma or equivalent and the ability to obtain and process official documents in English.
- **LIMITATION ON ENROLLMENT:** Prior to beginning clinical laboratory component, requires evidence of current CPR certification and titer results, and medical clearance from healthcare provider to be on file in the department office; clinical laboratory experience requires wearing a green scrubs uniform and MVC HET ID badge.

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
<th>Status</th>
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<tr>
<td>28864</td>
<td>TBA</td>
<td></td>
<td>AIRF AIRF</td>
<td>Staff</td>
<td>Last day to add: 09/09/11</td>
</tr>
<tr>
<td>28865</td>
<td>TBA</td>
<td></td>
<td>CCRC CLAS</td>
<td>Staff</td>
<td>Last day to add: 09/09/11</td>
</tr>
<tr>
<td>28866</td>
<td>TBA</td>
<td></td>
<td>CCP CLAS</td>
<td>Staff</td>
<td>Last day to add: 09/09/11</td>
</tr>
</tbody>
</table>

The above section has a 108 hour laboratory requirement and requires concurrent enrollment in one of the following sections: 28392, 28393 or 28394.

LABS:

- **28394** 01:00PM 04:45PM M PSC 17 Staff Last day to add: 09/09/11
- **28395** 01:00PM 04:45PM W PSC 17 Staff Last day to add: 09/09/11
- **28396** 01:00PM 04:45PM W PSC 16B Staff Last day to add: 09/09/11
- **28397** 05:35PM 09:20PM T PSC 17 Staff Last day to add: 09/09/11

The above section requires concurrent enrollment in HET-82-28393 and has an additional 40 off-site clinical laboratory hours to be arranged.

- **28395** 01:00PM 04:45PM W PSC 17 Staff Last day to add: 09/09/11
- **28396** 01:00PM 04:45PM W PSC 16B Staff Last day to add: 09/09/11
- **28397** 05:35PM 09:20PM T PSC 17 Staff Last day to add: 09/09/11

The above section requires concurrent enrollment in HET-82-28393 and has an additional 40 off-site clinical laboratory hours to be arranged.

EVENING

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>28397</td>
<td>TBA</td>
<td></td>
<td>AIRF AIRF</td>
<td>Staff</td>
<td>Last day to add: 09/09/11</td>
</tr>
</tbody>
</table>

The above section requires concurrent enrollment in HET-82-28392 and has an additional 40 off-site clinical laboratory hours to be arranged.

Get important textbook information, including ISBN numbers and pricing, and reserve for in-store pickup or delivery to your home! [www.morenovalleycollegebookstore.com](http://www.morenovalleycollegebookstore.com)
HEALTH SCIENCE

HES-1 HEALTH SCIENCE 3.00 UNITS
• PREREQUISITE: None.

28383 08:00AM 09:25AM MW STU 101 S Marshall
Last day to add: 09/09/11

28386 09:35AM 11:00AM TTH HM 221 J Werner-Fraczek
Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.

28385 02:20PM 03:45PM MW HM 129 J Werner-Fraczek
Last day to add: 09/09/11

The above section is web-enhanced class. Internet access may be required.

EVENING

28387 06:00PM 09:10PM T STU 101 M Botkin
Last day to add: 09/09/11

HISTORY

HIS-4 HIST WEST CIVILIZATIONS 3.00 UNITS
Historical development of Western society from the time of man's origins to the 17th century.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

28590 08:00AM 11:10AM F HM 105 C Leigh
Last day to add: 09/09/11

28728 11:10AM 12:35PM MW HM 106 G Elder
Last day to add: 09/09/11

HIS-6 POL SOC HIST OF US 3.00 UNITS
A history of the United States from Colonial time to 1877.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

EVENING

28593 06:00PM 09:10PM M HM 106 A Pfeife
Last day to add: 09/09/11

HIS-6H HONORS POL SOC HIST OF US 3.00 UNITS
Offers students in the Honors Program an enriched introduction to the history of the United States from colonial time to 1877.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

28594 11:10AM 12:35PM TTH HM 337 A Pfeife
Last day to add: 09/09/11

HIS-7 POL SOC HISTORY OF US 3.00 UNITS
A history of the United States from 1877 to the present.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

28596 03:55PM 05:20PM TTH HM 337 A Pfeife
Last day to add: 09/09/11

EVENING

28595 06:00PM 09:10PM W HM 106 A Pfeife
Last day to add: 09/09/11

HIS-12 MILITARY HIST SINCE 1900 3.00 UNITS
A survey of American military history from 1900 to the present.
(Same as MIL-2)
• PREREQUISITE: None.

28585 06:00PM 09:10PM W HM 104 G Costello
Last day to add: 09/09/11

HIS-14 AFRICAN AMERICAN HISTORY I 3.00 UNITS
Survey of African American history beginning with Classical African and West African civilizations through the trans-Atlantic slave trade, American chattel slavery and abolition to the Civil War and emancipation.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

28588 11:10AM 12:35PM TTH HM 106 G Elder
Last day to add: 09/09/11

HIS-21 HISTORY OF ANCIENT GREECE 3.00 UNITS
A survey of Greek history from Minoan and Mycenaean civilizations through the Hellenistic period.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

28587 09:35AM 11:00AM TTH HM 106 G Elder
Last day to add: 09/09/11

HIS-22 HISTORY OF ANCIENT ROME 3.00 UNITS
Overview of Roman history and civilization from 753 B.C. to 476 A.D.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

28588 11:10AM 12:35PM TTH HM 106 G Elder
Last day to add: 09/09/11

HIS-26 CALIFORNIA HISTORY 3.00 UNITS
The political, economic and social history of California from the pre-Columbian period to the present.
• PREREQUISITE: None.

28589 03:55PM 05:20PM MW HM 106 S Meier
Last day to add: 09/09/11
This is a specialized program. For more information regarding entry into the program, go to www.academic.rcc.edu/honors or call 951-222-8991.

CHE-1AH HONORS GENERAL CHEMISTRY I 5.00 UNITS
This class offers students in the Honors Program an enriched experience in the exploration of simple chemical systems-gas laws, weight relations, thermodynamics, atomic structure and bonding.
• PREREQUISITE: CHE-2A or 3, and MAT-35.
• LIMITATION ON ENROLLMENT: Enrollment in the Honors Program.

ENG-1AH HONORS ENGLISH COMP 4.00 UNITS
Offers students in the Honors Program an enriched experience in the development of college-level critical reading, academic writing, and research skills.
• PREREQUISITE: ENG-50 or qualifying placement level.
• LIMITATION ON ENROLLMENT: Enrollment in the Honors Program.

HMS-4 INTRO HUMAN SERVICES 3.00 UNITS
An overview of the types and functions of Human Services agencies and careers in Human Services. Emphasizes the knowledge, skills, abilities and understanding of human needs necessary to prepare for a career in Human Services.
• PREREQUISITE: None.

HUM-4 ARTS & IDEAS: ANCIENT-MEDIEVAL 3.00 UNITS
An interdisciplinary study of the origins of movements in art, literature, music, philosophy and religion in Western civilization from ancient times to the medieval period.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

HUM-10 WORLD RELIGIONS 3.00 UNITS
Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

HUM-23 THE BIBLE AS LITERATURE 3.00 UNITS
Survey of Biblical literature in terms of its development, themes, genres, symbols, motifs and impact on Western literature. (Same as ENG-23)
• PREREQUISITE: None.
• ADVISORY: ENG-1B or 1BH.

HUMAN SERVICES

ENG-1BH HON CRITICAL THINK/WRIT 4.00 UNITS
An Honors course that focuses on literature and argument, while developing critical thinking, reading, and writing skills beyond the level achieved in ENG-1A or 1AH.
• PREREQUISITE: ENG-1A or 1BH.
• LIMITATION ON ENROLLMENT: Enrollment in the Honors Program.

HUM-10H HONORS INTRO PHILOSOPHY 3.00 UNITS
Offers students in the Honors Program an enriched introduction to the major questions of Western philosophy and their answers.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Enrollment in the Honors Program.

HUM-23 THE BIBLE AS LITERATURE 3.00 UNITS
Survey of Biblical literature in terms of its development, themes, genres, symbols, motifs and impact on Western literature. (Same as ENG-23)
• PREREQUISITE: None.
• ADVISORY: ENG-1B or 1BH.

HUM-4 ARTS & IDEAS: ANCIENT-MEDIEVAL 3.00 UNITS
An interdisciplinary study of the origins of movements in art, literature, music, philosophy and religion in Western civilization from ancient times to the medieval period.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

HUM-10 WORLD RELIGIONS 3.00 UNITS
Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

HUMAN SERVICES

ENG-1BH HON CRITICAL THINK/WRIT 4.00 UNITS
An Honors course that focuses on literature and argument, while developing critical thinking, reading, and writing skills beyond the level achieved in ENG-1A or 1AH.
• PREREQUISITE: ENG-1A or 1BH.
• LIMITATION ON ENROLLMENT: Enrollment in the Honors Program.

HUM-10 WORLD RELIGIONS 3.00 UNITS
Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.
MORENO VALLEY COLLEGE

HMS-5 INTRO EVAL & COUNSEL 3.00 UNITS
An introduction to the skills and techniques of evaluation and counseling. Focuses on effective listening, responding, questioning, assessment, referral, values and ethics.
- PREREQUISITE: None.
  28406 02:20PM 03:45PM TTH HM 104 J Banks
Last day to add: 09/09/11

HMS-6 CASE MANAGEMENT 3.00 UNITS
Introduction to the basic concepts and skills of case management that can be applied in a variety of Human Service settings.
- PREREQUISITE: None.

EVENING
28407 06:00PM 09:10PM M HM 106 J Banks
Last day to add: 09/09/11

HMS-7 INTRO PSYCHOSOCIAL REHAB 3.00 UNITS
An overview of the principles and practices of providing support services for persons with psychiatric disabilities with a focus on the values and philosophy of psychosocial rehabilitation.
- PREREQUISITE: None.

EVENING
28408 06:00PM 09:10PM F PSC 18 M Tennies
Last day to add: 09/09/11

HMS-8 INTRO GROUP PROCESS 3.00 UNITS
An introduction to the theory and dynamics of group interaction.
- PREREQUISITE: None.

EVENING
28409 06:00PM 09:10PM W HM 207 J Banks
Last day to add: 09/09/11

HMS-13 EMPLOYMENT SUPPORT STRAT 3.00 UNITS
An overview of the principles, skills and practices used by Human Service professionals to assist individuals in securing and maintaining employment. (Same as SOC-13)
- PREREQUISITE: None.

WEEKEND
28402 01:00PM 04:10PM S PSC 18 D McCrary
Last day to add: 09/09/11

HMS-19 GENERALIST PRACTICES SOC WORK 3.00 UNITS
Emphasizes generalist engagement, assessment, planning, intervention, evaluation, termination and follow-up across the micro-macro continuum.
- PREREQUISITE: None.
- ADVISORY: ENG-1A or 1AH.

EVENING
28403 06:00PM 09:10PM T LIB 130 T Tran
Last day to add: 09/09/11

JOURNALISM

JOU-1 INTRO TO JOURNALISM 3.00 UNITS
The role of print media emphasizing theory and practice.
- PREREQUISITE: None.
- ADVISORY: ENG-1A or 1AH.
  28410 08:00AM 09:25AM TTH LIB 124 J Vargo
Last day to add: 09/09/11

JOU-20 NEWSPAPER 3.00 UNITS
Emphasis on both theory and practice in producing the college newspaper.
- PREREQUISITE: None.
- ADVISORY: JOU-1 or PHO-8 or ENG-1A or 1AH.
  28411 09:35AM 10:00AM TTH LIB 124 J Vargo
Last day to add: 10/01/11

The above section has a 90 hour laboratory requirement by arrangement. For more information email: joe.vargo@mvc.edu.

KINESIOLOGY

KIN-4 NUTRITION 3.00 UNITS
Principles of basic nutrition and their application to health and diseases.
- PREREQUISITE: None.
  28710 03:55PM 05:20PM MW HM 221 T Brown-Lowry
Last day to add: 09/09/11

KIN-30 FIRST AID AND CPR 3.00 UNITS
Earn "American Red Cross Responding to Emergencies" and "American Heart Association Healthcare Professional" certificates. First Aid and CPR fees totaling $16.75 are also required and are not covered by BOGW. Drop deadlines for non-payment apply.
- PREREQUISITE: None.

EVENING
28708 06:00PM 09:10PM T LIB 136 C Hansen
Last day to add: 09/09/11
28709 06:00PM 09:10PM W LIB 136 C Hansen
Last day to add: 09/09/11

KIN-A40 KARATE, BEGINNING 1.00 UNITS
Develops basic skills needed for unarmed self-defense by using shifting, blocking, punching and kicking.
- PREREQUISITE: None.
  28711 02:20PM 03:45PM TTH PSC MPB D Namekata
Last day to add: 09/09/11

EVENING
28713 07:35PM 09:00PM TTH PSC MPB D Namekata
Last day to add: 09/09/11

KIN-A41 KARATE, INTERMEDIATE 1.00 UNITS
Reviews basic skills and develops intermediate level skills in karate and self-defense.
- PREREQUISITE: None.
- ADVISORY: Course is designed for students with proficient skills in blocking, shifting, punching, striking and kicking and the knowledge of basic katas or for those who have completed KIN-A40.
  28712 02:20PM 03:45PM TTH PSC MPB D Namekata
Last day to add: 09/09/11

EVENING
28714 07:35PM 09:00PM TTH PSC MPB D Namekata
Last day to add: 09/09/11
KIN-A46  HATHA YOGA, BEGINNING  1.00 UNITS
Develops physical and mental wellness by exercises for breathing,
concentration, flexibility, strength and relaxation.
• PREREQUISITE: None.

28715  02:20PM 03:45PM  MW  PSC MPB  C Hall
Last day to add: 09/09/11

KIN-A64  SOCCER  1.00 UNITS
Introduces rules, basic skills, offensive and defensive strategies, and
competition in soccer.
• PREREQUISITE: None.

28716  03:35PM 05:00PM  MW  PARK FLD2  R Ruiz
Last day to add: 09/09/11

KIN-A75  WALKING FOR FITNESS  1.00 UNITS
Provides instruction in walking technique and fitness, nutrition, and
weight control as it relates to a walking program.
• PREREQUISITE: None.

28717  08:00AM 09:25AM  TTH  LIB 136  I Wicken
Last day to add: 09/09/11

28721  12:45PM 02:10PM  MW  FT19 CLAS  I Wicken
Last day to add: 09/09/11

28725  02:00PM 03:25PM  TTH  FT19 CLAS  I Wicken
Last day to add: 09/09/11

KIN-A81  PHYSICAL FITNESS  1.00 UNITS
Provides concepts for total fitness and develops personalized exercise
programs for cardiovascular endurance, strength and flexibility.
• PREREQUISITE: None.

28723  11:10AM 12:35PM  TTH  FT19 CLAS  I Wicken
Last day to add: 09/09/11

28724  02:20PM 03:45PM  MW  FT19 CLAS  I Wicken
Last day to add: 09/09/11

KIN-A86  STEP AEROBICS  1.00 UNITS
Develops muscular strength, flexibility and endurance with step aerobic
activity and body conditioning exercises.
• PREREQUISITE: None.

28726  11:10AM 12:35PM  MW  PSC MPB  R Russo
Last day to add: 09/09/11

KIN-A89  BODY SCULPTING  1.00 UNITS
Total body is developed, toned, and strengthened using hand weights,
body bars, elastic bands, and exercise balls.
• PREREQUISITE: None.

28727  09:35AM 11:00AM  MW  PSC MPB  R Russo
Last day to add: 09/09/11

LIBRARY
LIB-1  INFORMATION COMPETENCY  1.00 UNITS
Presents the fundamentals of the effective use of libraries, electronic
databases and information.
• PREREQUISITE: None.

28412  10:00AM 12:15PM  TH  LIB 241  D Renfrow
10/27/11 12/15/11 Last day to add: 11/03/11
The above section is a short term class. Please note the start and end
dates.

MANAGEMENT
MAG-51  ELEMENTS OF SUPERVISION  3.00 UNITS
Covers responsibilities of a supervisor in industry, including
organization, employee relations and evaluations.
• PREREQUISITE: None.
ONLINE
28896  ON LINE  D Webster
Last day to add: 09/09/11
The above section is an online class. Computer with Internet access
required. See www.opencampus.com.

MARKETING
MKT-20  PRINC OF MARKETING  3.00 UNITS
Examines the role of marketing along with an analysis of both profit
and non-profit organizations’ product, price, distribution and
promotion.
• PREREQUISITE: None.
• ADVISORY: BUS-10.
ONLINE
28489  ON LINE  J Duran
Last day to add: 09/09/11
The above section is an online class. Computer with Internet access
required. See www.opencampus.com.

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET
THE PREREQUISITE!
MATHEMATICS

MAT-1A  CALCULUS I  4.00 UNITS
Plane analytic geometry, functions, differentiation with applications and basic integration.
• PREREQUISITE: MAT-10 or qualifying placement level.
28425  10:15AM 12:50PM  MW  PSC 10  K Richards-Dinger
Last day to add: 09/09/11

MAT-1B  CALCULUS II  4.00 UNITS
Integration, applications of integration, series, parametric equations, and polar coordinates.
• PREREQUISITE: MAT-1A.
28426  10:15AM 12:50PM  MW  HM 205  N Baciuna
Last day to add: 09/09/11

MAT-1C  CALCULUS III  4.00 UNITS
Vectors, partial differentiation and multiple integrals with applications.
• PREREQUISITE: MAT-1B.
28427  10:15AM 12:20PM  MW  PSC 3  F Johnson
Last day to add: 09/09/11

MAT-10  PRECALCULUS  4.00 UNITS
College-level algebra and trigonometry preparation for calculus.
• PREREQUISITE: MAT-36 or qualifying placement level.
28415  10:15AM 12:20PM  MW  HM 206  C Yao
Last day to add: 09/09/11

EVENING
28416  05:00PM 07:05PM  TTH  HM 105  C Yao
Last day to add: 09/09/11

MAT-11  COLLEGE ALGEBRA  4.00 UNITS
College-level algebra.
• PREREQUISITE: MAT-35 or qualifying placement level.
28417  08:00AM 10:05AM  MW  HM 206  N Baciuna
Last day to add: 09/09/11
28418  10:15AM 12:20PM  TTH  HM 104  N Baciuna
Last day to add: 09/09/11
28419  02:45PM 04:50PM  MW  HM 105  I Radu
Last day to add: 09/09/11
28421  02:45PM 04:50PM  M  HM 104  K Saxon
Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

EVENING
28420  06:00PM 08:05PM  TTH  HM 206  J Aguilar
Last day to add: 09/09/11
The above section is a web-enhanced class. Internet access may be required.

MAT-12  STATISTICS  3.00 UNITS
A study of statistical methods and their application to hypothesis testing and estimation of population parameters.
• PREREQUISITE: MAT-35 or qualifying placement level.
28422  09:35AM 11:00AM  MW  HM 337  D Guthrey
Last day to add: 09/09/11

EVENING
28424  06:30PM 07:55PM  MW  SCI 157  L Chu
Last day to add: 09/09/11

MAT-35  INTERMEDIATE ALGEBRA  5.00 UNITS
Algebra preparation for college-level mathematics.
• PREREQUISITE: MAT-52 or qualifying placement level.
28430  08:00AM 09:35AM  MWF  LIB 124  K Richards-Dinger
Last day to add: 09/09/11
28428  08:00AM 09:15AM  MW  HM 336  F Johnson
Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.
28429  08:00AM 10:30AM  TTH  STU 109  M Montano
Last day to add: 09/09/11
28435  08:00AM 10:30AM  T  HM 206  S Drake
Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.
MAT-52 ELEMENTARY ALGEBRA 4.00 UNITS
An introduction to the concepts of algebra.
(Non-degree credit course.)
• PREREQUISITE: MAT-64 (formerly 50), 65, 90F or qualifying placement level.

28697 08:00AM 10:05AM MW HM 104 D Lam Last day to add: 09/09/11
28700 08:00AM 10:05AM TTH HM 104 D Lam Last day to add: 09/09/11
28701 10:15AM 11:15AM TTH LIB 124 J Namekata Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

28702 12:30PM 02:35PM MW HM 206 D Sandoval Last day to add: 09/09/11
28698 02:00PM 03:00PM TH HM 209 J Namekata Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

EVENING

28703 05:00PM 07:05PM MW HM 209 K Saxon Last day to add: 09/09/11
28704 05:00PM 07:05PM TTH HM 209 J Namekata Last day to add: 09/09/11
28699 06:00PM 08:05PM T HM 338 R Leon Last day to add: 09/09/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

28706 06:00PM 08:05PM F BCTC 27 L Chu 12:30PM 04:35PM S BCTC 27 Last day to add: 09/07/11
The above section is a short term class that meets at Ben Clark Training Center, 16791 Davis Ave., Riverside. Please note start and end dates.

28705 07:15PM 09:20PM TTH LIB 124 J Qumsiya Last day to add: 09/09/11

ONLINE

28707 07:15PM 09:20PM TTH ON LINE K Richards-Dinger Last day to add: 09/09/11
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

MAT-53 COLLEGE GEOMETRY 3.00 UNITS
A course in the study of Euclidian geometry.
• PREREQUISITE: MAT-52 or qualifying placement level.

28459 09:35AM 11:00AM TTH HM 105 I Bean Last day to add: 09/09/11

EVENING

28460 06:00PM 07:25PM MW HM 336 L Crist Last day to add: 09/09/11

MAT-36 TRIGONOMETRY 4.00 UNITS
An introduction to the trigonometric functions, their identities and relationships, graphs and applications, accompanied by essential topics of geometry.
• PREREQUISITE: MAT-35 and MAT-53 or qualifying placement level.

28444 10:15AM 12:20PM MW LIB 124 S Drake Last day to add: 09/09/11

EVENING

28445 07:15PM 09:20PM TTH HM 105 R Yamada Last day to add: 09/09/11
MAT-63  ARITHMETIC  3.00 UNITS
Study of the four basic operations applied to whole numbers, fractions, mixed numbers and decimals, with application to real-world problems. (Non-degree credit course.)

- **PREREQUISITE:** None.

28461  08:00AM 09:25AM  MW  STU 109  C Dang
        Last day to add: 09/09/11

28462  09:35AM 11:00AM  TTH  LIB 120  M Kim
        Last day to add: 09/09/11

EVENING
28463  06:00PM 07:25PM  MW  HM 105  M Rahman
        Last day to add: 09/09/11

MAT-64  PRE-ALGEBRA  3.00 UNITS
Designed as a transition from arithmetic to elementary algebra. (Non-degree credit course.)

- **PREREQUISITE:** MAT-63 or 90C.

28464  08:00AM 09:25AM  MW  HM 207  J Namekata
        Last day to add: 09/09/11

28465  11:10AM 12:35PM  TTH  HM 105  I Radu
        Last day to add: 09/09/11

28467  03:55PM 05:20PM  TTH  HM 104  J Aguilar
        Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.

EVENING
28466  06:00PM 07:25PM  MW  STU 109  R Yamada
        Last day to add: 09/09/11

**READY, SET, MATH!**
Complete MAT-63 at your own pace, one unit at a time. Enroll in MAT 90-A-B-C. Or complete MAT-64 by enrolling in MAT 90-D-E-F. Classes specialize in the use of technology and individualized instruction. These are open-entry/open-exit classes that students may add at any time up until the last day to add.

MAT-90A  WHOLE NUMBERS, INTRO FRACTIONS  1.00 UNITS
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving whole numbers and fractions. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.

28468  PSC 10  R Leon
        Last day to add: 11/19/11

MAT-90B  FRACTIONS, INTRO DECIMALS  1.00 UNITS
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving fractions and decimals. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** MAT-90A.

28469  PSC 10  R Leon
        Last day to add: 11/19/11

MAT-90C  DECIMALS  1.00 UNITS
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving decimals. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** MAT-90B.

28470  PSC 10  R Leon
        Last day to add: 11/19/11

MAT-90D  INTEGERS, INTRO VARIABLES  1.00 UNITS
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving integers. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** MAT-63, MAT-90C, or qualifying placement level.

28471  PSC 10  R Leon
        Last day to add: 11/19/11

MAT-90E  REAL NUMBERS, INTRO ALGEBRA  1.00 UNITS
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving real numbers, proportions and percents. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** MAT-90D.

28472  PSC 10  R Leon
        Last day to add: 11/19/11

**MORENO VALLEY MATH LAB HOURS**
HM 220
Monday–Thursday: 8:00AM – 9:00PM
Friday: 9:00AM – 3:00PM
Saturday–Sunday: CLOSED

**WARNING!**
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!

Get important textbook information, including ISBN numbers and pricing, and reserve for in-store pickup or delivery to your home!
www.morenovalleycollegebookstore.com
### MAT 90F  ALGEBRAIC EXPRESSIONS  1.00 UNITS
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving algebraic expressions.
(Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** MAT-90E.

28473  PSC  10  R Leon
Last day to add: 11/19/11

MAT 90D-E-F are web-enhanced open-entry/open-exit classes that meet T/TH in PSC-10. Students may complete their hours any time between 11:10AM-12:35PM. Internet access may be required. For more information call 951-571-6125.

### MEDICAL ASSISTING

<table>
<thead>
<tr>
<th>MDA-1A</th>
<th>MEDICAL TERMINOLOGY 1A</th>
<th>3.00 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Introduction to medical terminology.</td>
<td></td>
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<tr>
<td></td>
<td><strong>PREREQUISITE:</strong> None.</td>
<td></td>
</tr>
</tbody>
</table>

| 28475   | 08:00AM 09:25AM  | MW  | HM 334  L Hausladen  | Last day to add: 09/09/11 |
| 28474   | 09:35AM 11:00AM  | TTH | HM 334  L Hausladen  | Last day to add: 09/09/11 |
| 28476   | 11:10AM 12:35PM  | TTH | HM 334  L Hausladen  | Last day to add: 09/09/11 |
| 28478   | 03:55PM 05:20PM  | MW  | HM 334  J Searcy    | Last day to add: 09/09/11 |

| WEEKEND | 09:00AM 12:10PM  | S   | PSC 18     | J Searcy | Last day to add: 09/09/11 |

<table>
<thead>
<tr>
<th>MDA-1B</th>
<th>MEDICAL TERMINOLOGY 1B</th>
<th>3.00 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Advanced medical terminology. Includes specialty fields of radiology, pharmacology and psychiatry.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>PREREQUISITE:</strong> MDA-1A.</td>
<td></td>
</tr>
</tbody>
</table>

| 28480   | 08:00AM 09:25AM  | TTH | HM 334  L Hausladen  | Last day to add: 09/09/11 |

| EVENING | 06:00PM 09:10PM  | M   | HM 227  A Barton    | Last day to add: 09/09/11 |

<table>
<thead>
<tr>
<th>MDA-54</th>
<th>CLINIC MEDICAL ASST</th>
<th>5.00 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Preparation for examination and treatment of patients in the medical office.</td>
<td></td>
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<tr>
<td></td>
<td><strong>PREREQUISITE:</strong> MDA-1A.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>COREQUISITE:</strong> MDA-1B.</td>
<td></td>
</tr>
</tbody>
</table>

| 28482   | 10:15AM 12:20PM  | TTH | HM 324  A Carter    | Last day to add: 09/09/11 |
| 28482   | 12:45PM 04:07PM  | TTH | PSC 17            | Last day to add: 09/09/11 |

<table>
<thead>
<tr>
<th>MDA-59</th>
<th>MEDICL OFFICE PROCEDURES</th>
<th>5.00 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Patient related office skills, financial records and insurance processing.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>PREREQUISITE:</strong> CIS-1A, CIS/CAT-3, CAT-50 or CIS/CAT-84.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>COREQUISITE:</strong> MDA-1A.</td>
<td></td>
</tr>
</tbody>
</table>

| 28483   | 10:15AM 12:20PM  | MW  | HM 334  L Hausladen  | Last day to add: 09/09/11 |

The above section has 54 hours of laboratory to be arranged.

<table>
<thead>
<tr>
<th>MDA-60</th>
<th>SURVEY HUMAN DISEASE</th>
<th>2.00 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Study of human diseases and their effect on the body.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>PREREQUISITE:</strong> MDA-1A.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>ADVISORY:</strong> MDA-1B and AMY-10.</td>
<td></td>
</tr>
</tbody>
</table>

| 28484   | 12:30PM 02:35PM  | MW  | HM 211  L Hausladen  | 08/29/11 10/19/11 Last day to add: 09/09/11 |

The above section is a short term class. Please note the start and end dates.

<table>
<thead>
<tr>
<th>MDA-61</th>
<th>PHARMACOLOGY FOR MED PERSONNEL</th>
<th>2.00 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Study of drugs, their source, classification and effects on the human body.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>PREREQUISITE:</strong> MDA-1A.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>ADVISORY:</strong> MDA-1B and AMY-10.</td>
<td></td>
</tr>
</tbody>
</table>

| 28489   | 12:30PM 02:35PM  | MW  | HM 211  L Hausladen  | 10/24/11 12/13/11 Last day to add: 10/28/11 |

The above section is a short term class. Please note the start and end dates.

### MICROBIOLOGY

<table>
<thead>
<tr>
<th>MIC-1</th>
<th>MICROBIOLOGY</th>
<th>4.00 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General characteristics of microbes with emphasis on their control and role in disease.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>PREREQUISITE:</strong> CHE-2A and one of the following: AMY-2A, 2B, 10, BIO-1, 2A, 2B, 5, 8, 11, 12 or 34.</td>
<td></td>
</tr>
</tbody>
</table>

| 28484   | 09:35AM 11:00AM  | TTH | HM 129  E Lipkin  | 12:15PM 03:25PM  | M  | SCI 256 | Last day to add: 09/09/11 |
| 28485   | 09:35AM 11:00AM  | TTH | HM 129  E Lipkin  | 12:15PM 03:25PM  | T  | SCI 256 | Last day to add: 09/09/11 |
| 28486   | 09:35AM 11:00AM  | TTH | HM 129  E Lipkin  | 12:15PM 03:25PM  | W  | SCI 256 | Last day to add: 09/09/11 |
| 28487   | 09:35AM 11:00AM  | TTH | HM 129  E Lipkin  | 12:15PM 03:25PM  | TH | SCI 256 | Last day to add: 09/09/11 |

| EVENING | 06:00PM 09:10PM  | MW  | SCI 256  S Calhoun  | Last day to add: 09/09/11 |
MUSIC

MUS-3  MUSIC FUNDAMENTALS  4.00 UNITS
Basic course in music including notation, rhythm, pitch, keys, scales, intervals, and chords and music terminology.
- **PREREQUISITE:** None.
- **ADVISORY:** Concurrent enrollment in MUS-32 and another music performance class.

28612  09:35AM 12:25PM  MW  PSC 4  D Foster
Last day to add: 09/09/11

MUS-4  MUSIC THEORY I  4.00 UNITS
Principles of voice leading in diatonic harmony of the common practice period.
- **PREREQUISITE:** MUS-3 and 32 or 53.
- **ADVISORY:** Concurrent enrollment in a music performance class.

28841  09:35AM 11:00AM  TTH  PSC 3  C Quin
11:00AM 12:25PM  TTH  PSC 4  C Quin
Last day to add: 09/09/11

MUS-19  MUSIC APPRECIATION  3.00 UNITS
Study of musical style, form and materials, organized to acquaint the student with representative musical literature through listening, reading and writing.
- **PREREQUISITE:** None.

28603  08:00AM 09:25AM  MW  PSC 3  D Foster
Last day to add: 09/09/11

28605  09:00AM 12:10PM  F  PSC 3  C Quin
Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.

**EVENING**
28606  06:00PM 09:10PM  TH  PSC 3  W Hinton
Last day to add: 09/09/11

All sections of MUS-19 below are online classes. Computer with Internet access required. See www.opencampus.com.

28604  08/29/11 10/21/11  ON  LINE  D Foster
Last day to add: 09/06/11
The above section is a short term online class. Please note the start and end dates.

28607  10/24/11 12/16/11  ON  LINE  D Foster
Last day to add: 11/01/11
The above section is a short term online class. Please note the start and end dates.

28608  ON  LINE  C Quin
Last day to add: 09/09/11
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

MUS-21  GREAT COMPOSERS AFTER 1820  3.00 UNITS
Biography, history and music masterpieces of classical music after 1820, primarily in Europe and the United States.
- **PREREQUISITE:** None.
- **ADVISORY:** ENG-1A or 1AH.

ONLINE
28609  ON  LINE  C Quin
Last day to add: 09/09/11
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

MUS-25  JAZZ APPRECIATION  3.00 UNITS
A comprehensive study of jazz from its origins to the present day.
- **PREREQUISITE:** None.

28610  03:55PM 05:20PM  TTH  HM 129  B McNaughton
Last day to add: 09/09/11

MUS-26  FILM MUSIC APPRECIATION  3.00 UNITS
A study of film music in the United States from 1927 to the present day.
- **PREREQUISITE:** None.

**EVENING**
28611  06:00PM 09:10PM  M  PSC 3  D Foster
Last day to add: 09/09/11

MUS-30  CLASS VOICE  1.00 UNITS
Group study of vocal production, voice technique, diction and interpretation.
- **PREREQUISITE:** None.

28840  03:55PM 05:20PM  MW  STU 101  Staff
Last day to add: 09/09/11

MUS-32  CLASS PIANO  1.00 UNITS
Group work in developing basic keyboard facility and reading music notation.
- **PREREQUISITE:** None.

28614  02:00PM 03:25PM  TTH  PSC 4  C Quin
Last day to add: 09/29/11
The above section is a web-enhanced class. Internet access may be required.

MUS-37  CLASS GUITAR  1.00 UNITS
Fundamentals of guitar performance and basic musicianship.
- **PREREQUISITE:** None.

28615  11:00AM 01:35PM  F  LIB 136  J Fisher
Last day to add: 09/09/11

**EVENING**
28616  06:00PM 08:35PM  T  HM 233  B McNaughton
Last day to add: 09/09/11

MUS-57  GOSPEL SINGERS  1.00 UNITS
A college chorus of mixed voices, performing anthems, spirituals and gospel (traditional/contemporary) music.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Open to all students interested in a college choral singing experience.

28617  03:55PM 05:20PM  TTH  STU 101  Staff
Last day to add: 09/09/11

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PHILOSOPHY

PHI-10 INTRO TO PHILOSOPHY  3.00 UNITS
Introduction to the major questions of Western philosophy and their answers.
• PREREQUISITE: None.
  28620  09:00AM 12:10PM  F HM 336 C Rocco
  Last day to add: 09/09/11
  28619  02:20PM 03:45PM  TTH HM 221 N Sinigaglia
  Last day to add: 09/09/11

PHI-10H HONORS INTRO PHILOSOPHY  3.00 UNITS
Offers students in the Honors Program an enriched introduction to the major questions of Western philosophy and their answers.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Enrollment in the Honors Program.
  28621  09:35AM 11:00AM  TTH HM 205 N Sinigaglia
  Last day to add: 09/09/11

PHI-11 CRITICAL THINKING  3.00 UNITS
Introduction to critical thinking as it relates to everyday experience and general knowledge.
• PREREQUISITE: None.
  28623  11:10AM 12:35PM  TTH HM 336 N Sinigaglia
  Last day to add: 09/09/11
  28622  12:45PM 02:10PM  MW HM 221 J Sentmanat
  Last day to add: 09/09/11

PHI-12 ETHICS: CONTEMP MORAL ISSUES  3.00 UNITS
An examination of contemporary moral problems in light of ethical theory.
• PREREQUISITE: None.
  28624  08:00AM 09:25AM  MW HM 337 B Romero
  Last day to add: 09/09/11

PHYSICIAN ASSISTANT

PHT-1 APPLIED CLINICL SKILLS I  2.00 UNITS
Clinical laboratory tests, physiologic basis, analysis, interpretation of biochemical hematologic, urinalysis tests among others.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Acceptance into Physician Assistant Program.
  28492  01:00PM 02:40PM  MW HM 227 Staff
  Last day to add: 09/09/11

PHT-2 MEDICINE SCIENCE I  6.50 UNITS
Principles and practice of clinical medicine include modules in dermatology, otolaryngology, ophthalmology, cardiology, pulmonology, hematology and gastroenterology.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Acceptance into the Physician Assistant Program.
  28502  09:20AM 11:50AM  MWF HM 227 Staff
  Last day to add: 09/09/11

PHT-3 HIST/PHYS ASSESSMENT I  4.00 UNITS
Clinical data gathering including the problem oriented medical record, interviewing skills, medical history, complete physical examination. Lecture and practical skills components.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Acceptance into the Physician Assistant Program and concurrent enrollment in PHT-2.
  28503  09:00AM 12:25PM  TH HM 227 Staff
  01:00PM 04:25PM  T HM 227
  Last day to add: 09/09/11

PHT-11 INTERNAL MEDICINE I  6.00 UNITS
Under supervision, assigned to patients for medical history review, physical examination, diagnostic testing and, within limitation imposed by education and experience, patient management.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Advanced standing in the Physician Assistant Program, including completion of all first-year courses.
  28493  TBA HOSP Staff
  Last day to add: 10/01/11

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHT-12</td>
<td>INTERNAL MEDICINE II</td>
<td>6.00</td>
<td>Under supervision, students participate in a wide variety of patient care</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>activities in internal medicine and the Intensive and Coronary Care Units.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Students are assigned to medical history review, physical examination,</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>diagnostic testing, technical procedures and patient management.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• PREREQUISITE: None.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• LIMITATION ON ENROLLMENT: Advanced standing in the Physician Assistant</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Program, including completion of all first-year courses.</td>
</tr>
<tr>
<td>28494</td>
<td>TBA</td>
<td>HOSP</td>
<td>Staff</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td>Last day to add: 10/01/11</td>
</tr>
</tbody>
</table>

| PHT-13      | GENERAL SURGERY                    | 4.00  | Under supervision, assigned to patients to elicit medical history,         |
|             |                                    |       | perform physical examination diagnostic testing, surgical and technical     |
|             |                                    |       | procedures and management of the surgical patient.                         |
|             |                                    |       | • PREREQUISITE: None.                                                      |
|             |                                    |       | • LIMITATION ON ENROLLMENT: Advanced standing in the Physician Assistant    |
|             |                                    |       | Program, as well as successful completion of all first-year courses.        |
| 28495       | TBA                                | HOSP  | Staff                                                                       |
|             |                                    |       | Last day to add: 10/01/11                                                  |

| PHT-14      | SURGERY II                         | 6.00  | Continuation of Surgery Internship and the surgical subspecialties in      |
|             |                                    |       | orthopedics.                                                                 |
|             |                                    |       | • PREREQUISITE: None.                                                      |
|             |                                    |       | • LIMITATION ON ENROLLMENT: Advanced standing in the Physician Assistant    |
|             |                                    |       | Program, including completion of all first-year courses.                   |
| 28496       | TBA                                | HOSP  | Staff                                                                       |
|             |                                    |       | Last day to add: 10/01/11                                                  |

| PHT-15      | PEDIATRICS                         | 6.00  | Under supervision, students participate in a wide variety of patient care  |
|             |                                    |       | activities in the outpatient and inpatient clinical settings. Students are |
|             |                                    |       | assigned to patients for medical history review, physical examination,      |
|             |                                    |       | diagnostic testing, and patient management.                               |
|             |                                    |       | • PREREQUISITE: None.                                                      |
|             |                                    |       | • LIMITATION ON ENROLLMENT: Advanced standing in the Physician Assistant    |
|             |                                    |       | Program including completion of all first-year courses.                    |
| 28497       | TBA                                | HOSP  | Staff                                                                       |
|             |                                    |       | Last day to add: 10/01/11                                                  |

| PHT-16      | OBSTETRICS/GYNECOLOGY              | 6.00  | Under supervision, participate in a variety of patient care activities     |
|             |                                    |       | emphasizing patients with reproductive tract abnormalities and normal      |
|             |                                    |       | or complicated pregnancies. Assigned to patients for medical history       |
|             |                                    |       | review, physical examination and diagnostic testing in preparation for     |
|             |                                    |       | supportive role during labor and delivery or gynecologic surgery.         |
|             |                                    |       | • PREREQUISITE: None.                                                      |
|             |                                    |       | • LIMITATION ON ENROLLMENT: Advanced standing in the Physician Assistant    |
|             |                                    |       | Program, including completion of all first-year courses.                   |
| 28498       | TBA                                | HOSP  | Staff                                                                       |
|             |                                    |       | Last day to add: 10/01/11                                                  |

| PHT-17      | FAMILY PRACTICE                    | 6.00  | Under supervision, assigned to patients for medical history review,        |
|             |                                    |       | physical examination, diagnostic testing and, within limitation imposed by  |
|             |                                    |       | education and experience, patient management.                             |
|             |                                    |       | • PREREQUISITE: None.                                                      |
|             |                                    |       | • LIMITATION ON ENROLLMENT: Advanced standing in the Physician Assistant    |
|             |                                    |       | Program, including completion of all first-year courses.                   |
| 28499       | TBA                                | HOSP  | Staff                                                                       |
|             |                                    |       | Last day to add: 10/01/11                                                  |

| PHT-18      | PSYCHIATRY/MENTAL HEALTH           | 4.00  | Under supervision, perform psychiatric history and mental status           |
|             |                                    |       | examinations and participate in discussions and formulations of basic      |
|             |                                    |       | therapeutic plans.                                                        |
|             |                                    |       | • PREREQUISITE: None.                                                      |
|             |                                    |       | • LIMITATION ON ENROLLMENT: Advanced standing in the Physician Assistant    |
|             |                                    |       | Program, including completion of all first-year courses.                   |
| 28500       | TBA                                | HOSP  | Staff                                                                       |
|             |                                    |       | Last day to add: 10/01/11                                                  |

| PHT-19      | EMERGENCY MEDICINE                | 4.00  | Under supervision, assigned to patients in the Emergency Department for    |
|             |                                    |       | medical history review, physical examination, diagnostic testing, minor    |
|             |                                    |       | surgical procedures, ACLS, BCLS, and patient management in emergency        |
|             |                                    |       | situations.                                                                |
|             |                                    |       | • PREREQUISITE: None.                                                      |
|             |                                    |       | • LIMITATION ON ENROLLMENT: Advanced standing in the Physician Assistant    |
|             |                                    |       | Program, including completion of all first-year courses.                   |
| 28501       | TBA                                | HOSP  | Staff                                                                       |
|             |                                    |       | Last day to add: 10/01/11                                                  |

| PHT-21A     | NEUROSURGERY CLERKSHIP             | 5.00  | Under supervision, students elicit medical history, perform physical      |
|             |                                    |       | examination, order diagnostic studies, assist in surgical and technical    |
|             |                                    |       | procedures, and manage the neurosurgical patient.                         |
|             |                                    |       | • PREREQUISITE: None.                                                      |
|             |                                    |       | • LIMITATION ON ENROLLMENT: Acceptance into the Physician Assistant Program,|
|             |                                    |       | as well as successful completion of all first-year courses.                |
| 28852       | TBA                                | HOSP  | Staff                                                                       |
|             |                                    |       | Last day to add: 10/01/11                                                  |

| PHT-21B     | ADV MENTAL HEALTH CLERKSHIP        | 5.00  | Under supervision, elicit a comprehensive psychiatric history, perform    |
|             |                                    |       | a mental status examination, determine the appropriate mental health       |
|             |                                    |       | diagnosis and formulate a management using principles of the Mental Health |
|             |                                    |       | Service Act.                                                               |
|             |                                    |       | • PREREQUISITE: None.                                                      |
|             |                                    |       | • LIMITATION ON ENROLLMENT: Acceptance into the Physician Assistant Program,|
|             |                                    |       | as well as successful completion of all first-year courses.                |
| 28853       | TBA                                | HOSP  | Staff                                                                       |
|             |                                    |       | Last day to add: 10/01/11                                                  |

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**PHYSICS**

**PHY-21C  ADV GериATRICS CLERKSHIP  5.00 UNITS**

Under supervision, elicit a comprehensive health history, perform physical examination, order diagnostic studies, assist in technical procedures, employ health promotion and counseling, determine differential diagnosis, and formulate a management plan on the geriatric patient in various medical and/or nursing care environments.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Acceptance into the Physician Assistant Program, as well as successful completion of all first-year courses.

28854 TBA HOSP Staff
Last day to add: 10/01/11

**PHT-21D  HOSPITALIST MEDICINE CLERKSHIP  5.00 UNITS**

Physician Assistant students recognize, diagnose and treat standard inpatient conditions, perform standard medical procedures as indicated, coordinate care among specialty providers and formulate a management and discharge plan.

- **PREREQUISITE:** None.

28855 TBA HOSP Staff
Last day to add: 10/01/11

**PHYSICS**

**PHY-4A  MECHANICS  4.00 UNITS**

The study of the mathematical laws describing the effects of forces on bodies.

- **PREREQUISITE:** None.
- **COREQUISITE:** MAT-1A.

28898 12:00PM 03:10PM TH SCI 255 D Bhattacharya
01:00PM 02:25PM MW HM 221 Last day to add: 09/09/11

28898 12:00PM 03:10PM TH SCI 255 D Bhattacharya
01:00PM 02:25PM MW HM 221 Last day to add: 09/09/11

28898 12:00PM 03:10PM TH SCI 255 D Bhattacharya
01:00PM 02:25PM MW HM 221 Last day to add: 09/09/11

**PHY-4C  HEAT, LIGHT AND WAVES  4.00 UNITS**

The study of classical thermodynamics, geometrical and physical optics, and fluid dynamics.

- **PREREQUISITE:** PHY-4A.
- **COREQUISITE:** MAT-1B.

28506 01:00PM 02:25PM MW HM 221 D Bhattacharya
02:00PM 05:10PM T SCI 261 Last day to add: 09/09/11

**PHY-10  INTRO GEN PHYSICS  3.00 UNITS**

Introduces study of mechanics, matter, heat, sound light, electricity, magnetism and nuclear physics.

- **PREREQUISITE:** MAT-52.

28504 11:10AM 12:35PM MW LIB 131 D Bhattacharya
Last day to add: 09/09/11

**PSYCHOLOGY**

**PSY-1  GENERAL PSYCH  3.00 UNITS**

Survey of scientific study of behavior, including learning, emotion, motivation, emotional problems and therapy.

- **PREREQUISITE:** None.

28636 08:00AM 09:25AM MW HM 221 M Warden
Last day to add: 09/09/11

**POLITICAL SCIENCE**

**POL-1  AMERICAN POLITICS  3.00 UNITS**

The principles, institutions, policies and critical issues in American politics.

- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for ENG-1A.

28626 09:35AM 11:00AM T HM 337 F Biancardi
Last day to add: 09/09/11

The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

28629 09:35AM 11:00AM TH HM 337 F Biancardi
Last day to add: 09/09/11

The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

28631 11:10AM 12:35PM W HM 337 F Biancardi
Last day to add: 09/09/11

The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

**EVENING**

28628 06:00PM 09:10PM W LIB 131 M Lafferty
Last day to add: 09/09/11

**WEEKEND**

28630 08:00AM 03:40PM S BCTC 28 C Mahon
09/03/11 10/15/11 Last day to add: 09/07/11

The above section is a short term class that meets at Ben Clark Training Center, 16791 Davis Ave., Riverside. Please note the start and end dates.

**ONLINE**

28627 ON LINE F Biancardi
Last day to add: 09/09/11

The above section is an online class. Computer with Internet access required. See www.opencampus.com.
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PSY-2 PHYSIOLOGICAL PSYCH
A scientific study of the physiological determinants of behavior.
• PREREQUISITE: None.

PSY-8 INTRO TO SOCIAL PSYCHOLOGY
The study of individual human behavior in relation to the social environment.
• PREREQUISITE: None.

PSY-9 DEVELOPMENTAL PSYCH
A survey of biological, cognitive and psychosocial development throughout the human life cycle from conception to death.
• PREREQUISITE: None.

PSY-33 THEORIES OF PERSONALITY
A survey of the basic concepts and principles of the prevailing theories of personality and an assessment of how well they meet the standards of the scientific process.
• PREREQUISITE: None.
Get important textbook information, including ISBN numbers and pricing, and reserve for in-store pickup or delivery to your home!  
www.morenovalleycollegebookstore.com

**SOCIOLOGY**

**SOC-1**  
**INTRO TO SOCIOLOGY**  
3.00 UNITS

An introduction to the basic concepts of societal organization.

- **PREREQUISITE:** None.

**EVENING**

- **28650**  
  08:00AM 09:25AM  
  MW  
  HM 106  
  E Thompson  
  Last day to add: 09/09/11

- **28654**  
  09:35AM 11:00AM  
  T  
  HM 336  
  E Thompson  
  Last day to add: 09/09/11

The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

**SOC-2**  
**AMER SOCIAL PROB**  
3.00 UNITS

Identification and analysis of major contemporary social problems.

- **PREREQUISITE:** None.

**EVENING**

- **28874**  
  09:00AM 12:10PM  
  F  
  HM 129  
  M Carpenter  
  Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.

**SOC-12**  
**MARRIAGE FAMILY REL**  
3.00 UNITS

Contemporary patterns in marriage and family relations.

- **PREREQUISITE:** None.

**EVENING**

- **28658**  
  11:10AM 12:35PM  
  MW  
  HM 207  
  E Thompson  
  Last day to add: 09/09/11

**REAL ESTATE**

**RLE-80**  
**REAL ESTATE PRINCIPLES**  
3.00 UNITS

A fundamental course covering the basic laws, principles and terminology of California real estate practice.

- **PREREQUISITE:** None.

**EVENING**

- **28520**  
  06:00PM 09:10PM  
  M  
  HM 323  
  M Leivas  
  Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.

**RLE-83**  
**REAL ESTATE FINANCE**  
3.00 UNITS

Analysis of real estate finance in residential, apartment, commercial and special purpose properties.

- **PREREQUISITE:** None.

**EVENING**

- **28897**  
  06:00PM 09:10PM  
  TH  
  HM 323  
  M Leivas  
  Last day to add: 09/09/11

The above section is a web-enhanced class. Internet access may be required.

**WARNING!**

REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
SPANISH

Do you need information on how to validate your prerequisite? Call the Prerequisite Hotline at 222-8808 (Chemistry and Foreign Languages only).

ENROLLMENT GUIDELINES: SPANISH COURSES

1. If you have taken Spanish in high school or at another college or university, you must have official transcripts on file and request evaluation of the coursework. Additionally, we highly recommend that you take the Spanish competency test so that an accurate determination of your skills can be made prior to registration.
2. If you have acquired knowledge of Spanish outside of a formal educational institution, you must file a matriculation appeal petition and take the Spanish competency test.

SPA-1 SPANISH 1 5.00 UNITS
Develops basic skills in understanding, reading, communicating and writing in Spanish.
• PREREQUISITE: None.

SPA-2 SPANISH 2 5.00 UNITS
Further development of basic skills in understanding, reading, communicating and writing in Spanish.
• PREREQUISITE: SPA-1, 1H or 1B.

Spanish Placement Testing
The Spanish placement test measures competency levels for non-native speakers of Spanish who wish to enroll in Spanish courses but need to determine the appropriate starting level. The results show a recommendation of the appropriate Spanish class. Students can enroll in a level lower than their placement, but not higher.

Moreno Valley College: Call 951-571-6492 for an appointment.

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<td>September 6</td>
<td>Tuesday</td>
<td>3:00PM</td>
<td>STU 301</td>
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</tbody>
</table>

*Schedule subject to change.

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
SPEECH LANGUAGE PATHOLOGY

SLP-1  FOUN OF SPEECH LANG PATHOLOGY  4.00 UNITS
Introduction to the role of Speech-Language Pathology Assistants and overview of hearing, speech, and language disorders with clinical observations of speech therapy sessions.
• PREREQUISITE: None.

28525  08:00AM 10:05AM  MW  PSC 18  J Kim
Last day to add: 09/09/11

28850  10:15AM 12:20PM  MW  PSC 18  J Kim
Last day to add: 09/09/11

SLP-2  HEARING AND SPEECH DISORDERS  4.00 UNITS
Screening and intervention techniques associated with hearing and speech disorders.
• PREREQUISITE: None.

28521  08:00AM 10:05AM  TH  PSC 18  J Kim
Last day to add: 09/09/11

28526  10:15AM 12:20PM  TH  PSC 18  J Kim
Last day to add: 09/09/11

SLP-3  LANG, LITERACY & COMMUNICATION  4.00 UNITS
Screening and intervention techniques utilized in the areas of language, literacy and communication.
• PREREQUISITE: None.

28527  12:30PM 02:35PM  MW  PSC 18  J Kim
Last day to add: 09/09/11

SUPERVISED TUTORING

ILA-800  SUPERVISED TUTORING  0.00 UNITS
Supervised tutoring, study skills development, and assistance in understanding college course assignments.
• PREREQUISITE: None.
• COREQUISITE: Must be enrolled in one other non-tutoring course.
• LIMITATION ON ENROLLMENT: Student must have a referral from an instructor or counselor.

ILA-800 courses are self-paced open-entry/open-exit classes that provide supervised tutoring, study skills development and assistance in understanding college course assignments. Students receive individualized tutoring and small group instruction outside of class-time to improve learning and study skills in specific subject matter. Students must have a referral from an instructor or counselor in order to enroll.

28680  ACC  SCI 151  M Barboza
Last day to add: 12/16/11

28679  BUS  SCI 151  M Barboza
Last day to add: 12/16/11

28677  CAT  SCI 151  M Barboza
Last day to add: 12/16/11

28678  CIS  SCI 151  M Barboza
Last day to add: 12/16/11

28673  ENG  HM 232  J Rhyne
Last day to add: 12/16/11

28674  ESL  HM 232  O Dumer
Last day to add: 12/16/11

28676  MAT  HM 220  F Johnson
Last day to add: 12/16/11

28675  REA  HM 232  L Ogata
Last day to add: 12/16/11

THEATER ARTS

THE-3  INTRO TO THE THEATER  3.00 UNITS
A survey of theatrical styles and forms intended for the general college student.
• PREREQUISITE: None.

28671  03:35PM 05:00PM  MW  STU 109  J Buuck
Last day to add: 09/09/11

THE-32  THEATER GAMES AND EXERCISES  3.00 UNITS
A beginning class for actors emphasizing the basic principles and techniques of acting through use of theater games and improvisational exercises.
• PREREQUISITE: None.

28672  12:45PM 03:15PM  MW  STU 101  J Buuck
Last day to add: 09/09/11
WORK EXPERIENCE

WKX-200   GENERAL WORK EXPERIENCE  1.00 UNITS
Coordinates the student’s occupational experience with related instruction in skills for career planning and occupational success.
- PREREQUISITE: None.
- ADVISORY: Students should have paid or voluntary employment.

SHORT-TERM CLASSES

COMMUNICATION STUDIES

COM-9    INTERPERSONAL COMMUNICATION  3.00 UNITS
Analyzes the dynamics, components and ethics of the two-person communication process in relationships.
- PREREQUISITE: None.
- ADVISORY: COM-51 and/or qualification for ENG-1A.

COMPUTER INFORMATION SYSTEMS

CIS-72A   INTRO WEB PAGE CREATION  1.50 UNITS
Introduction to webpage creation using XHTML to create pages with formatted text, hyperlinks, lists, images, tables, frames and forms.
- PREREQUISITE: None.
- ADVISORY: Competency in the use of a computer and familiarity with the Internet; CIS-95A.

CIS-72B   INTERMED WEB PAGE CREATION  1.50 UNITS
Intermediate webpage creation using cascading style sheets (CSS). Learn to format and layout webpage content in style using CSS techniques.
- PREREQUISITE: None.
- ADVISORY: Knowledge of HTML and the Internet; CIS-72A and 95A.

EARLY CHILDHOOD EDUCATION

EAR-20   CHILD DEVELOPMENT  3.00 UNITS
A comprehensive overview of concepts, issues and theories of human development from conception through adolescence.
- PREREQUISITE: None.

EAR-42   CHILD, FAMILY AND COMM DYNAMICS  3.00 UNITS
Perspectives of inter-and intra-relationships of home, school, and community, and their impact on both teachers and the developing child in the learning environment.
- PREREQUISITE: None.

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ENGLISH

ENG-4  WRITING TUTOR TRAINING  2.00 UNITS
Designed for students interested in receiving training and experience in tutoring writing in a lab/classroom setting.
• PREREQUISITE: ENG-1A or 1AH.

28290  09:00AM 10:30AM  MW  PSC 8  J Rhyne
08/29/11 10/19/11 Last day to add: 09/04/11
The above section has a 27 hour laboratory requirement to be arranged and is a web-enhanced class. Internet access may be required.

ENG-60A  ENGL FUND: SENT TO PARAGRAPH  4.00 UNITS
This course instills basic writing, reading, and grammar skills via sentence and paragraph.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.

All sections of ENG-60A below have an 18 hour laboratory requirement to be arranged.

28318  10:15AM 12:20PM  MTWTH  HM  211  E Williams
08/29/11 10/21/11 Last day to add: 09/05/11

28321  02:45PM 04:50PM  MTWTH  LIB  120  M Yang
08/29/11 10/21/11 Last day to add: 09/05/11

ENG-60A1  ENGL FUND: SENTENCE STRUCTURE  1.00 UNITS
This course instills basic sentence structure skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.

28759  08:20PM 09:55PM  MW  BCTC 11  P Flory-Sanchez
08/29/11 10/09/11 Last day to add: 09/28/11

ENG-60A4  ENGL FUND: PARAGRAPH CONSTRUCT  1.00 UNITS
This course instills basic paragraph writing skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.

28760  08:20PM 09:55PM  MW  BCTC 11  P Flory-Sanchez
10/10/11 11/16/11 Last day to add: 11/07/11

ENG-60B  ENGL FUND: PARAGRAPH TO ESSAY  4.00 UNITS
This course advances basic reading, writing, and grammar skills via the production of paragraph and short essays.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: ENG-60A or qualifying placement level.

All sections of ENG-60B below have an 18 hour laboratory requirement to be arranged.

28328  10:15AM 12:20PM  MTWTH  HM  211  E Williams
10/24/11 12/16/11 Last day to add: 10/30/11

28327  02:45PM 04:50PM  MTWTH  LIB  120  M Yang
10/24/11 12/16/11 Last day to add: 10/30/11

GUIDANCE

GUI-45  INTRODUCTION TO COLLEGE  1.00 UNITS
Introduction to programs, resources and personal factors that contribute to college success.
• PREREQUISITE: None.

28572  10:00AM 10:55AM  TTH  STU  107  L Pena
08/30/11 10/20/11 Last day to add: 09/05/11

28574  02:00PM 02:55PM  MW  STU  107  L Pena
08/29/11 10/19/11 Last day to add: 09/04/11

28575  03:00PM 03:55PM  MW  STU  107  L Pena
08/29/11 10/19/11 Last day to add: 09/04/11

28576  03:00PM 03:55PM  MW  STU  107  L Pena
10/24/11 12/14/11 Last day to add: 10/30/11

HUMANITIES

HUM-10  WORLD RELIGIONS  3.00 UNITS
Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

28600  08:00AM 09:40PM  SU  BCTC 25  A Smith
09/04/11 10/16/11 Last day to add: 09/08/11
The above section meets at Ben Clark Training Center, 16791 Davis Ave., Riverside.

LIBRARY

LIB-1  INFORMATION COMPETENCY  1.00 UNITS
Presents the fundamentals of the effective use of libraries, electronic databases and information.
• PREREQUISITE: None.

28412  10:00AM 12:15PM  TH  LIB  241  D Renfrow
10/27/11 12/15/11 Last day to add: 11/03/11
MUSIC

MUS-19  MUSIC APPRECIATION  3.00 UNITS
Study of musical style, form and materials, organized to acquaint the student with representative musical literature through listening, reading and writing.
• PREREQUISITE: None.

All sections of MUS-19 below are online classes. Computer with Internet access required. See www.opencampus.com.

28604  08/29/11 10/21/11  ON LINE  D Foster  Last day to add: 09/06/11
28607  10/24/11 12/16/11  ON LINE  D Foster  Last day to add: 11/01/11

PHILOSOPHY

PHI-12  ETHICS: CONTEMP MORAL ISSUES  3.00 UNITS
An examination of contemporary moral problems in light of ethical theory.
• PREREQUISITE: None.

28625  08:00AM 03:40PM  SU  BCTC 29  N Sinigaglia  09/04/11 10/16/11  Last day to add: 09/08/11
The above section meets at Ben Clark Training Center, 16791 Davis Ave., Riverside.

POLITICAL SCIENCE

POL-1  AMERICAN POLITICS  3.00 UNITS
The principles, institutions, policies and critical issues in American politics.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.

28630  08:00AM 03:40PM  S  BCTC 28  C Mahon  09/03/11 10/15/11  Last day to add: 09/07/11
The above section meets at Ben Clark Training Center, 16791 Davis Ave., Riverside.

READING

REA-82  READING, LEVEL II  3.50 UNITS
Intended for students who experience significant difficulty in reading college-level materials. (Non-degree credit course.)
• PREREQUISITE: REA-81 or qualifying placement level.

28513  10:15AM 12:45PM  TTH  PSC 8  S Nyrop  08/30/11 10/20/11  Last day to add: 09/05/11
The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

REA-86  READING STRATEGIES-TEXTBOOKS  1.00 UNITS
This course will offer instruction in using reading comprehension strategies. Students must be concurrently enrolled in a lecture class which requires a textbook.
• PREREQUISITE: None.

28758  05:30PM 06:15PM  MW  BCTC 11  S Tennies  08/29/11 11/16/11  Last day to add: 09/11/11
The above web-enhanced section is part of the Ben Clark Law Enforcement Pre-Academy and requires concurrent enrollment in ADJ-A33E-28780, ENG-60A1-28759 and ENG-60A4-28760. Internet access may be required. For more information or to enroll, contact the Law Enforcement Program Office at 951-571-6316 or email bctclaw@mvc.edu.

SOCIOLOGY

SOC-1  INTRO TO SOCIOLOGY  3.00 UNITS
An introduction to the basic concepts of societal organization.
• PREREQUISITE: None.

28653  08:00AM 03:40PM  SU  BCTC 25  E Kazsuk  10/23/11 12/11/11  Last day to add: 10/27/11
The above section meets at Ben Clark Training Center, 16791 Davis Ave., Riverside.

ONLINE

28903  10/24/11 12/16/11  ON LINE  E Thompson  Last day to add: 11/01/11

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
IGETC = Intersegmental General Education Transfer Curriculum
FALL 2011

IGETC is a guide to choosing your classes that can save you time and money – an even better guide is a Moreno Valley College counselor who will work with you to develop an education plan. Your personalized plan will include general education course choices and the courses you’ll need to prepare for your major at your chosen university. In some cases, you can use one course to count for two requirements, saving you time and money.

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<td>Physical and Biological Sciences</td>
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IGETC is a guide to choosing your classes that can save you time and money – an even better guide is a Moreno Valley College counselor who will work with you to develop an education plan. Your personalized plan will include general education course choices and the courses you'll need to prepare for your major at your chosen university. In some cases, you can use one course to count for two requirements, saving you time and money.

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What Are Online, Hybrid and Web-enhanced Classes?

- **Online** classes are taken exclusively over the Internet; there are no on-campus meetings required. However, some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor. See [www.opencampus.com](http://www.opencampus.com).

- **Hybrid** classes meet both on campus and online; think of them as traditional face-to-face classes where some of the on-campus class meetings are replaced with online assignments. In a hybrid class, you will attend meetings on campus during the dates and times listed in this schedule of classes. Since the on-campus portion of hybrid classes could take place at any of our three colleges (Riverside City, Norco or Moreno Valley), hybrid classes are listed according to the campus where the on-campus meetings take place. So, for example, if you’d like to take a hybrid class at Norco, you’d look under the Norco college section of this schedule.

- **Web-Enhanced** classes are traditional face-to-face classes that are augmented with course websites. Unlike hybrid classes, all web-enhanced class meetings take place on campus. The course website is an extra value!

Are You Ready for Online Learning?

To take an online, hybrid, or web-enhanced class, here are a few things to keep in mind:

- You should have regular access to a personal computer that is connected to the Internet. Not sure whether your computer measures up? At [www.opencampus.com](http://www.opencampus.com), click on "Help" then click "Requirements Help" (near the top left, under "Help Links").

- You should be familiar with basic computer operations: for example, using a word processing program, logging onto the Internet, using a browser, and sending e-mail.

- You should be self-disciplined and have strong study skills. It’s easier to fall behind in an online class.

- Lastly, you shouldn’t believe the myth that online or hybrid classes are “easier” than face-to-face classes. In fact, online classes cover the same material as face-to-face classes, and many students say that their online classes actually require more of their time than their face-to-face classes. Set aside a few minutes and take the Open Campus Distance Learning quiz to help you decide.

Please note: To enable online-based students to communicate more effectively with their instructors, students need to activate and use their RCCD e-mail account. Please go to [www.rcc.edu/students/email.cfm](http://www.rcc.edu/students/email.cfm) and follow the link to e-mail tutorial at [www.rcc.edu/students/emaitutorial.cfm](http://www.rcc.edu/students/emaitutorial.cfm). Personal e-mail addresses will not be used so the RCCD account is the only approved method of formal communication from RCCD to the student.

What’s An Online Class Like?

Sample an online class—go to [www.opencampus.com](http://www.opencampus.com) and click on "Online Course". Under "Quick Links" in the left column, click on "Sample Class". Use the information provided to log in.

Questions?

Visit [www.opencampus.com](http://www.opencampus.com).

This website provides:

- Computer settings and requirements
- Information about registration
- Log in information
- Student and faculty help files
- Course syllabi and textbook information
- A sample online class

If you’ve visited our website and still have questions, please call the Open Campus Help Line at (866) 259-7271.

Are Open Campus Distance Learning Classes for Me?

1. Holding weekly class meetings face-to-face is:
   a. Not particularly necessary for me;
   b. Somewhat important to me;
   c. Very important to me;

2. I would classify myself as someone who:
   a. Often gets things done ahead of time;
   b. Needs reminding to get things done on time;
   c. Puts things off until the last minute or doesn't complete them;

3. When an instructor hands out directions for assignments, I prefer:
   a. Figuring out the instructions myself;
   b. Trying to follow the directions on my own, then asking for help as needed;
   c. Having the instructions explained to me;

4. Considering my professional and personal schedule, the amount of time I have to work on a Distance Learning class is:
   a. More than enough time for an on-campus class;
   b. The same as for a class on campus;
   c. Less than for a class on campus;

5. As a reader, I would classify myself as:
   a. Good - I have no problem understanding textbook material;
   b. Average - I sometimes need help to understand the text;
   c. Slower than average;

6. Commuting to campus on a regular weekly schedule is:
   a. Extremely difficult for me - I have commitments;
   b. A little difficult, but I can rearrange my priorities for regular attendance on campus;
   c. Easy for me;

7. When I need help understanding the subject:
   a. I am comfortable approaching the instructor;
   b. I am uncomfortable approaching the instructor, but I do it anyway;
   c. I never approach an instructor to admit I don't understand something;

SCORING: Are Distance Learning classes for you? Score your responses: 3 points for each “a”, 2 points for each “b”, and 1 point for each “c”. **14 or over**—a Distance Learning class is a real possibility for you. Between **8 and 13**—Distance Learning classes may **work** for you, but you may need to make adjustments in your schedule and study habits to succeed. **7 or less**—Distance Learning classes may not currently be the best alternative; talk with your counselor.
Some online classes require proctored exams, either on an RCCD campus or an off-site proctor approved by the instructor. See http://www.opencampus.com/online/schedule.html
### APP DIGITAL MEDIA AND PRINTING

**ADM-30  CONTEMP TOPICS - DIGITAL MEDIA  1.00 UNITS**

A course in current methods and changes in graphics technology as it relates to needs of the graphic arts profession.

- **PREREQUISITE:** None.

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### ARCHITECTURE

**ARE-36  HIST ARCH RENAISSANCE-MODERN  3.00 UNITS**

Purposes and types of buildings from Renaissance to present day. Emphasis on processes and sources of design.

- **PREREQUISITE:** None.

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### ART

**ART-6  ART APPRECIATION  3.00 UNITS**

An introductory course for the non-art major. An overview of the creative process and various art forms.

- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for ENG-1A.

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### BIOLOGY

**BIO-14  SOIL SCIENCE MANAGEMENT  3.00 UNITS**

An introduction to physical properties and classification of soils, physical and chemical properties of soil that governs soil reactions and interactions, nutrient regeneration, and management principles in relation to air, water, nutrients and organic matter.

- **PREREQUISITE:** None.

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**BIO-15  SOIL SCIENCE MGMT LABORATORY  2.00 UNITS**

A laboratory course focusing on the basics of soil science, physical and biogeochemical properties, and interpretation for use and management. Perspectives range from agricultural, wild lands, watersheds, and environmental impact.

- **PREREQUISITE:** None.

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### BUSINESS ADMINISTRATION

**BUS-10  INTRO TO BUSINESS  3.00 UNITS**

Considers scope, function and organization of business, including principles and practices, with an integrated global perspective.

- **PREREQUISITE:** None.

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**BUS-18A  BUSINESS LAW I  3.00 UNITS**

Legal and ethical environment of business torts, contracts, sales and principles of employment.

- **PREREQUISITE:** None.

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**BUS-18B  BUSINESS LAW II  3.00 UNITS**

Commercial paper, business organizations, government regulations, protection of property rights and international law.

- **PREREQUISITE:** None.

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**BUS-20  BUSINESS MATH  3.00 UNITS**

Review of basic math and its application to business, percentages, pricing, depreciation and inventory.

- **PREREQUISITE:** None.

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**BUS-22  MGMT COMMUNICATIONS  3.00 UNITS**

Examines the dynamics of organizational communication including interpersonal, verbal, nonverbal and written.

- **PREREQUISITE:** None.
- **ADVISORY:** CAT-30.

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**BUS-30  ENTREPRENEURSHIP  3.00 UNITS**

Surveys the nature and extent of business. Includes organizations and opportunities in business.

- **PREREQUISITE:** None.

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**BUS-46  INTL. BUS. - IMPORT/EXPORTING  3.00 UNITS**

Examines methods of importing/exporting, international market research, global business practices, licenses, documentation and shipping.

- **PREREQUISITE:** None.

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**WARNING!**

Registration will be blocked if you have not met the PREREQUISITE!
BUS-47  APPLIED BUS, MGMT ETHICS  3.00 UNITS
An examination of ethical concerns including corporate, personal, global, environmental, public related issues ethics audits, and corporate social responsibility. (Same as MAG-47)
- **PREREQUISITE:** None.

38665  08/29/11  12/16/11  E Davalos

BUS-51  PRINCIPLES OF E-COMMERCE  3.00 UNITS
Provides theory and practice of conducting business transactions over the Internet and the World Wide Web.
- **PREREQUISITE:** None.
- **ADVISORY:** BUS-10 and CIS-1A.

28159  08/29/11  12/16/11  J Wilson

BUS-87  INTRO TO PURCHASING  3.00 UNITS
Study of basic purchasing functions.
- **PREREQUISITE:** None.

38086  08/29/11  10/21/11  R Beck

BUS-90  INTERNATIONAL LOGISTICS  3.00 UNITS
Introduction to the role of logistics in global business.
- **PREREQUISITE:** None.

38087  10/24/11  12/16/11  R Beck

COMPUTER APPLICATIONS/OFFICE

CAT-30  BUSINESS ENGLISH  3.00 UNITS
Reviews grammar, punctuation, spelling and vocabulary; includes business communication.
- **PREREQUISITE:** None.
- **ADVISORY:** Typing skills and familiarity with Microsoft Word.

48247  08/29/11  12/16/11  S Torre

CAT-31  BUSINESS COMMUNICATIONS  3.00 UNITS
Provides training and skill building in written communications.
- **PREREQUISITE:** None.
- **ADVISORY:** CAT-30.

38088  08/29/11  12/16/11  C Brotherton

CAT-36A  LEGAL OFFICE PROCED I  3.00 UNITS
Presents a basic understanding of California legal procedure for legal secretaries and their responsibilities in the legal environment.
- **PREREQUISITE:** None.
- **ADVISORY:** Typing skills and familiarity with Microsoft Word or Corel WordPerfect.

48251  08/29/11  10/21/11  S Cortez

CAT-37  LEGAL TERMINOLOGY/TRANScriP  3.00 UNITS
A comprehensive study of legal terminology and developing transcription skills at a computer utilizing digital dictation.
- **PREREQUISITE:** None.
- **ADVISORY:** Basic formatting skills in Microsoft Word or Corel WordPerfect, and keyboarding speed of 40 wpm.

48252  10/24/11  12/16/11  S Cortez

CAT-40  ADMIN OFC MGMNT  3.00 UNITS
A study of management philosophies and principles related to the office manager or administrative secretary.
- **PREREQUISITE:** None.
- **ADVISORY:** CAT-30 and 61.

48253  08/29/11  12/16/11  L Miller

CAT-61  PROFESSIONAL OFC PROCEDURES  3.00 UNITS
Students will master office procedures and exercise critical thinking skills as well as develop proficiency in business communication, word processing, database management and spreadsheets.
- **PREREQUISITE:** None.
- **ADVISORY:** CAT-3, 31 and 51.

48260  08/29/11  12/16/11  K Feller

CAT-65  INTRO TO MS POWERPOINT  1.50 UNITS
Introduction to PowerPoint presentation program to produce an effective presentation in the form of overheads, 35 mm slides or on-screen slides. (Same as CIS-65)
- **PREREQUISITE:** None.

48261  10/24/11  12/16/11  C Morris

CAT-84  WORDPERFECT FOR WINDOWS  3.00 UNITS
Provides students with beginning, intermediate and advanced levels of skill applied to a variety of professional/business documents. (Same as CIS-84)
- **PREREQUISITE:** None.
- **ADVISORY:** Typing knowledge/skills of at least 40 wpm.

48264  08/29/11  12/16/11  C Morris

CAT-98A  INTRO TO EXCEL  1.50 UNITS
An introduction to electronic spreadsheets using Excel. (Same as CIS-98A)
- **PREREQUISITE:** None.

48269  08/29/11  10/21/11  S Torre

CAT-98B  ADVANCED EXCEL  1.50 UNITS
Advanced spreadsheet concepts including working with large spreadsheets, database manipulation, templates and macro preparation and use. (Same as CIS-98B)
- **PREREQUISITE:** CAT-98A.

38660  10/24/11  12/16/11  B Fuller
48271  10/24/11  12/16/11  S Torre

COMPUTER INFORMATION SYSTEMS

CIS-1A  INTRO TO COMP INFO SYS  3.00 UNITS
Introduction to computer concepts, theory and computer applications. Functions and capabilities of word processors, spreadsheets, databases, presentation graphics and the Internet are covered through lecture, discussion and hands-on computer assignments.
- **PREREQUISITE:** None.

38109  08/29/11  12/16/11  C Brotherton
38111  08/29/11  12/16/11  C Brotherton
38107  08/29/11  10/21/11  J Coverdale
38112  10/24/11  12/16/11  J Coverdale
48324  08/29/11  12/16/11  J Gregg
48311  08/29/11  12/16/11  L Hall
48312  08/29/11  12/16/11  L Hall
28183  08/29/11  12/16/11  M McQuead
28184  08/29/11  12/16/11  M McQuead

Some online classes require proctored exams, either on an RCCD campus or an off-site proctor approved by the instructor. See [http://www.opencampus.com/online/schedule.html](http://www.opencampus.com/online/schedule.html)
### CIS-1B ADV CONCEPTS IN CIS 3.00 UNITS
Advanced computer concepts, theory and applications. Advanced word processing, spreadsheets, presentation graphics. The Internet and database skills are covered through lecture, discussion and hands-on computer assignments.
- **PREREQUISITE:** CIS-1A.

48325  08/29/11  12/16/11  L Hall

### CIS-28A MS ACCESS PROGRAMMING 3.00 UNITS
Learn advanced skills of Microsoft Access with Visual Basic for applications. (Same as CSC-28A)
- **PREREQUISITE:** None.
- **ADVISORY:** CIS/CSC-5.

48334  08/29/11  12/16/11  R McPherson

### CIS-61 INTRO TO DATABASE THEORY 3.00 UNITS
Covers database design and development using modern "Entity-Relationship" techniques, including data structures, performance, data validation, security and failure recovery techniques. (Same as CSC-61)
- **PREREQUISITE:** None.

48337  08/29/11  12/16/11  S Bhatia

### CIS-62 MS ACCESS DBMS: COMPREHENSIVE 3.00 UNITS
Use of Microsoft Access DBMS applications including database design, development of queries, forms, reports and macros. (Same as CSC-62)
- **PREREQUISITE:** None.

48338  08/29/11  12/16/11  S Bhatia

### CIS-72A INTRO WEB PAGE CREATION 1.50 UNITS
Introduction to webpage creation using XHTML to create pages with formatted text, hyperlinks, lists, images, tables, frames and forms.
- **PREREQUISITE:** None.
- **ADVISORY:** Competency in the use of a computer and familiarity with the Internet; CIS-95A.

48339  08/29/11  10/21/11  Staff

### CIS-98B ADVANCED EXCEL 1.50 UNITS
Advanced spreadsheet concepts including working with large spreadsheets, database manipulation, templates and macro preparation and use. (Same as CAT-98B)
- **PREREQUISITE:** CIS-98A.

38635  10/24/11  12/16/11  B Fuller

### ECN-2 FNDMTLS SYSTEM ANALYSIS 3.00 UNITS
Structured analysis of user requirements related to information systems, for eventual design/development of the system. (Same as CIS-2)
- **PREREQUISITE:** None.

48365  08/29/11  12/16/11  S Bhatia

### ECN-5 PROGRAM LOGIC USING C++ 3.00 UNITS
Introduction to computer programming for gaming, business, scientific and mathematical applications using C++. (Same as CIS-5)
- **PREREQUISITE:** None.
- **ADVISORY:** CIS-1A.

48366  08/29/11  12/16/11  L Hall

### EARLY CHILDHOOD EDUCATION

### EAR-53 PARENTING-GUIDING YNG CHILDREN 2.00 UNITS
Theoretical and practical guidance and discipline techniques that influence and shape behavior.
- **PREREQUISITE:** None.

48439  08/29/11  10/21/11  D Cazolari

### EAR-54 CONTEMPORARY PARENT 1.00 UNITS
This course examines factors affecting child-rearing in the changing social environment.
- **PREREQUISITE:** None.

48441  08/29/11  10/21/11  S Yates

### ECONOMICS

### ECO-7 MACROECONOMICS 3.00 UNITS
Economic theory and analysis as applied to the U.S. economy as a whole.
- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for ENG-1A and MAT-52.

48449  08/29/11  12/16/11  A Casolari
48450  08/29/11  12/16/11  A Casolari

### ECO-8 MICROECONOMICS 3.00 UNITS
Economic theory and analysis applied to consumer and producer behavior in markets.
- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for ENG-1A and MAT-52.

48456  08/29/11  12/16/11  A Casolari
48457  08/29/11  12/16/11  A Casolari

### ENGLISH

### ENG-1A ENGLISH COMPOSITION 4.00 UNITS
Teaches college-level critical reading, academic writing, and research skills.
- **PREREQUISITE:** ENG-50 or qualifying placement level.

28275  08/29/11  12/16/11  A Amezquita
38190  08/29/11  10/21/11  M Bader
38191  10/24/11  12/16/11  M Bader
48498  08/29/11  12/16/11  C Bendshadler
28276  08/29/11  12/16/11  R Gurley
48490  08/29/11  12/16/11  B Osgood-Treston
48491  08/29/11  12/16/11  J Spangler

### COMPUTER SCIENCE

### ENG-1B CRITICAL THINKING/WRITING 4.00 UNITS
Emphasizing argument, analysis and the study of literature, this course develops students' critical thinking, reading, and writing skills beyond the level achieved in ENG-1A.
- **PREREQUISITE:** ENG-1A or 1AH.

48517  08/29/11  12/16/11  T Dibenedetto
28285  08/29/11  12/16/11  K Smith

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**WARNING:**
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
### Film, Television and Video

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>FTV-41</td>
<td>Intro to Telecom</td>
<td>3.00</td>
<td>A survey of electronic media including the history and development of mass media from its beginning in early radio and television to the current period of dynamic change in the telecommunications industry.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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<td>S Gillins</td>
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<td>48648</td>
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<td>S Gillins</td>
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### Geography

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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>GEG-1</td>
<td>Physical Geography</td>
<td>3.00</td>
<td>The interacting physical processes of air, water, land, and life which impact Earth’s surface.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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<td>28569</td>
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### Guidance

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<tbody>
<tr>
<td>GUI-47</td>
<td>Career Explor/Life Planning</td>
<td>3.00</td>
<td>Designed to assist those students considering the transition of a career change or undecided about the selection of a college transfer major. Required materials fee will be charged to the student and is not covered by BOGW.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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<td>28578</td>
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<td>J Howard</td>
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<td>28581</td>
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### History

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<th>Course Code</th>
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<tbody>
<tr>
<td>HIS-2</td>
<td>World Civilizations 2</td>
<td>3.00</td>
<td>The development and interaction of world civilizations from the 16th century to the present.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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<tbody>
<tr>
<td>HIS-6</td>
<td>Pol Soc Hist of US</td>
<td>3.00</td>
<td>A history of the United States from Colonial time to 1877.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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<tbody>
<tr>
<td>HIS-7</td>
<td>Pol Soc History of US</td>
<td>3.00</td>
<td>A history of the United States from 1877 to the present.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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### Humanities

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<tbody>
<tr>
<td>HUM-4</td>
<td>Arts &amp; Ideas: Ancient-Medieval</td>
<td>3.00</td>
<td>An interdisciplinary study of the origins of movements in art, literature, music, philosophy and religion in Western civilization from ancient times to the medieval period.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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<td>38313</td>
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<td>B Pavlis</td>
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<tbody>
<tr>
<td>HUM-10</td>
<td>World Religions</td>
<td>3.00</td>
<td>Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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<tbody>
<tr>
<td>HUM-16</td>
<td>Arts &amp; Ideas: American Culture</td>
<td>3.00</td>
<td>An interdisciplinary survey of the cultural movements in art, literature, philosophy and music of American culture.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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<td>R Mahon</td>
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### Kinesiology

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<tr>
<td>KIN-4</td>
<td>Nutrition</td>
<td>3.00</td>
<td>Principles of basic nutrition and their application to health and diseases.</td>
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<td>D Almquist</td>
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<td>N Bonzoumet</td>
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<tr>
<td>KIN-36</td>
<td>Wellness: Lifestyle Choices</td>
<td>3.00</td>
<td>Studies the various dimensions of health as they relate to living a positive, healthy life.</td>
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### Library

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<tbody>
<tr>
<td>LIB-1</td>
<td>Information Competency</td>
<td>1.00</td>
<td>Presents the fundamentals of the effective use of libraries, electronic databases and information.</td>
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<td>- <strong>Prerequisite:</strong> None.</td>
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<td>49628</td>
<td>10/24/11 12/16/11</td>
<td>S Brewster</td>
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MANAGEMENT

MAG-44  PRINCIPLES OF MANAGEMENT  3.00 UNITS
An overview of the concepts, processes and techniques of organizational management.
- **PREREQUISITE:** None.

48784  10/24/11  12/16/11  C Wyckoff

MAG-47  APPLIED BUS, MGMT ETHICS  3.00 UNITS
An examination of ethical concerns including corporate, personal, social, environmental, public related issues ethics audits, and corporate social responsibility. (Same as BUS-47)
- **PREREQUISITE:** None.

38603  08/29/11  12/16/11  E Davalos
49384  08/29/11  12/16/11  R Pardee

MAG-51  ELEMENTS OF SUPERVISION  3.00 UNITS
Covers responsibilities of a supervisor in industry, including organization, employee relations and evaluations.
- **PREREQUISITE:** None.

28896  08/29/11  12/16/11  D Webster

MAG-53  HUMAN RELATIONS  3.00 UNITS
Practical application of basic psychology in building better employer-employee relationships.
- **PREREQUISITE:** None.

48786  08/29/11  12/16/11  C Ishihara
38322  08/29/11  10/21/11  G Zwart
38323  10/24/11  12/16/11  G Zwart

MAG-54  EMPLOYEE LABOR RELATIONS  3.00 UNITS
An introduction to employee labor relations within the field of human resources management.
- **PREREQUISITE:** None.

48787  08/29/11  12/16/11  D Wilcoxon

MARKETING

MKT-20  PRINC OF MARKETING  3.00 UNITS
Examines the role of marketing along with an analysis of both profit and non-profit organizations' product, price, distribution and promotion.
- **PREREQUISITE:** None.
- **ADVISORY:** BUS-10.

28489  08/29/11  12/16/11  J Duran

MATHMATICS

MAT-35  INTERMEDIATE ALGEBRA  5.00 UNITS
Algebra preparation for college-level mathematics.
- **PREREQUISITE:** MAT-52 or qualifying placement level.

28431  08/29/11  12/16/11  S Drake
38363  08/29/11  12/16/11  B Johnson
38365  08/29/11  12/16/11  B Johnson
48821  08/29/11  12/16/11  M Legner
The above section requires mandatory meetings in MLK 305 from 6:00PM-8:00PM on the following dates: 8/30, 9/18, 10/18, 11/15, 11/29 and 12/13.
48822  08/29/11  12/16/11  J Mulari

MAT-36  TRIGONOMETRY  4.00 UNITS
An introduction to the trigonometric functions, their identities and relationships, graphs and applications, accompanied by essential topics of geometry.
- **PREREQUISITE:** MAT-35 and MAT-53 or qualifying placement level.

38372  08/29/11  12/16/11  Staff

MAT-52  ELEMENTARY ALGEBRA  4.00 UNITS
An introduction to the concepts of algebra. (Non-degree credit course.)
- **PREREQUISITE:** MAT-64 (formerly 50), 65, 90F or qualifying placement level.

38560  08/29/11  12/16/11  E Chung
49371  08/29/11  12/16/11  A Curtis
The above section requires mandatory meetings in MLK 305 from 6:00PM-8:00PM on the following dates: 8/29, 9/22, 10/13, 11/03 and 12/01.
38551  08/29/11  12/16/11  J Frewing
38554  08/29/11  12/16/11  R Prior
38555  08/29/11  12/16/11  R Prior
28707  08/29/11  12/16/11  K Richards-Dinger
38557  08/29/11  12/16/11  D Smith
49372  08/29/11  12/16/11  P Whelchel

MAT-64  PRE-ALGEBRA  3.00 UNITS
Designed as a transition from arithmetic to elementary algebra. (Non-degree credit course.)
- **PREREQUISITE:** MAT-63 or 90C.

38404  08/29/11  12/16/11  J Frewing
38403  08/29/11  12/16/11  J Rey

MUSIC

MUS-19  MUSIC APPRECIATION  3.00 UNITS
Study of musical style, form and materials, organized to acquaint the student with representative musical literature through listening, reading and writing.
- **PREREQUISITE:** None.

28604  08/29/11  10/21/11  D Foster
28607  10/24/11  12/16/11  D Foster
28608  08/29/11  12/16/11  C Quin
48936  10/24/11  12/16/11  D Sausser
38421  08/29/11  10/21/11  D Humble
48933  08/29/11  10/21/11  I Tsai
48934  08/29/11  10/21/11  I Tsai
48935  08/29/11  10/21/11  I Tsai
38422  10/24/11  12/16/11  D Humble

MUS-21  GREAT COMPOSERS AFTER 1820  3.00 UNITS
Biography, history and music masterpieces of classical music after 1820, primarily in Europe and the United States.
- **PREREQUISITE:** None.
- **ADVISORY:** ENG-1A or 1AH.

28609  08/29/11  12/16/11  C Quin

MUS-25  JAZZ APPRECIATION  3.00 UNITS
A comprehensive study of jazz from its origins to the present day.
- **PREREQUISITE:** None.

48938  08/29/11  10/21/11  C Richard
48939  10/24/11  12/16/11  C Richard

Some online classes require proctored exams, either on an RCCD campus or an off-site proctor approved by the instructor. See [http://www.opencampus.com/online/schedule.html](http://www.opencampus.com/online/schedule.html)
MUS-26  FILM MUSIC APPRECIATION  3.00 UNITS
A study of film music in the United States from 1927 to the present day.
  •  **PREREQUISITE:** None.
  
<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
<th>Dates</th>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS-26</td>
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<td>10/21/11</td>
<td>K Mayse</td>
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<td></td>
<td>48941</td>
<td>10/24/11</td>
<td>12/16/11</td>
<td>K Mayse</td>
</tr>
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</table>

MUS-89  MUSIC OF MULTICULTURAL AMERICA  3.00 UNITS
A comparative and integrative study of the multicultural musical styles of the United States.
  •  **PREREQUISITE:** None.
  
<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
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<th>Days</th>
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<td>P Curtis</td>
</tr>
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</table>

PARALEGAL STUDIES

PAL-70  LAW OFFICE POLICIES  1.50 UNITS
The policies and procedures in a law office as they relate to the role of the paralegal with an emphasis on ethics.
  •  **PREREQUISITE:** None.
  
<table>
<thead>
<tr>
<th>Course</th>
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<td>PAL-70</td>
<td>49072</td>
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<td>L Judon</td>
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</table>

PHILOSOPHY

PHI-10  INTRO TO PHILOSOPHY  3.00 UNITS
Introduction to the major questions of Western philosophy and their answers.
  •  **PREREQUISITE:** None.
  
<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
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<td>49077</td>
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<td>12/16/11</td>
<td>C Gobatie</td>
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PHI-11  CRITICAL THINKING  3.00 UNITS
Introduction to critical thinking as it relates to everyday experience and general knowledge.
  •  **PREREQUISITE:** None.
  
<table>
<thead>
<tr>
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</table>

PSYCHOLOGY

PSY-1  GENERAL PSYCH  3.00 UNITS
Survey of scientific study of behavior, including learning, emotion, motivation, emotional problems and therapy.
  •  **PREREQUISITE:** None.
  
<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
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<th>Days</th>
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<td>12/16/11</td>
<td>R Ruiz</td>
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</tbody>
</table>

PSY-9  DEVELOPMENTAL PSYCH  3.00 UNITS
A survey of biological, cognitive and psychosocial development throughout the human life cycle from conception to death.
  •  **PREREQUISITE:** None.
  
<table>
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<th>Time</th>
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<td>49180</td>
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<td>10/21/11</td>
<td>P Matsos</td>
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</tbody>
</table>

READING

REA-3  READING FOR ACAD SUCCESS  3.00 UNITS
Instruction is in college level reading skills using texts from various disciplines.
  •  **PREREQUISITE:** None.
  •  **ADVISORY:** Qualification for ENG-1A.
  
<table>
<thead>
<tr>
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<th>Section</th>
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<td>49184</td>
<td>08/29/11</td>
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<td>C Wylldestar</td>
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</table>

REA-83  READING, LEVEL III  3.00 UNITS
Intended for students who experience moderate difficulty in reading college-level materials. (Non-degree credit course.)
  •  **PREREQUISITE:** REA-82 or ESL-73 or qualifying placement level.
  
<table>
<thead>
<tr>
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<td>49209</td>
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<td>12/16/11</td>
<td>T Brown</td>
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</table>

POLITICAL SCIENCE

POL-1  AMERICAN POLITICS  3.00 UNITS
The principles, institutions, policies and critical issues in American politics.
  •  **PREREQUISITE:** None.
  •  **ADVISORY:** Qualification for ENG-1A.
  
<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
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</table>

Some online classes require proctored exams, either on an RCCD campus or an off-site proctor approved by the instructor. See [http://www.opencampus.com/online/schedule.html](http://www.opencampus.com/online/schedule.html)
REAL ESTATE

RLE-80  REAL ESTATE PRINCIPLES  3.00 UNITS
Fundamental course covering the basic laws, principles and terminology of California real estate practice.
- PREREQUISITE: None.

38490  08/29/11  10/21/11  Staff
38491  10/24/11  12/16/11  Staff

RLE-81  REAL ESTATE PRACTICE  3.00 UNITS
Daily operations in real estate brokerage. Applies toward educational requirements for broker's examination.
- PREREQUISITE: None.

38492  08/29/11  10/21/11  T Wagner
38493  10/24/11  12/16/11  T Wagner

RLE-82  LEGAL ASPECT RL ESTAT  3.00 UNITS
California real estate law as it applies to acquisition, ownership, trust deeds, transfers, foreclosure and probate.
- PREREQUISITE: None.

38494  08/29/11  10/21/11  T Wagner
38495  10/24/11  12/16/11  T Wagner

RLE-83  REAL ESTATE FINANCE  3.00 UNITS
Analysis of real estate finance in residential, apartment, commercial and special purpose properties.
- PREREQUISITE: None.

38496  08/29/11  10/21/11  T Wagner
38497  10/24/11  12/16/11  T Wagner

RLE-85  REAL ESTATE ECON  3.00 UNITS
Examples of trends and factors affecting real estate values, fluctuations, cycles and market trends.
- PREREQUISITE: None.

38498  10/24/11  12/16/11  C MacKenzie

RUSSIAN

RUS-11  CULTURE AND CIVILIZATION  3.00 UNITS
Introductory survey of Russian culture and civilization. Class conducted in English.
- PREREQUISITE: None.

49216  08/29/11  12/16/11  E Kobzeva-Herzog

SOCIOLOGY

SOC-1  INTRO TO SOCIOLOGY  3.00 UNITS
An introduction to the basic concepts of societal organization.
- PREREQUISITE: None.

49232  08/29/11  12/16/11  M Carpenter
49225  08/29/11  12/16/11  R Davin
49226  08/29/11  12/16/11  R Davin
49227  08/29/11  12/16/11  R Davin
49231  08/29/11  12/16/11  E Perez
49222  10/24/11  12/16/11  J Schall
49223  08/29/11  10/21/11  J Schall
49224  08/29/11  10/21/11  J Schall
28903  10/24/11  12/16/11  E Thompson

SOC-2  AMER SOCIAL PROB  3.00 UNITS
Identification and analysis of major contemporary social problems.
- PREREQUISITE: None.

49248  08/29/11  12/16/11  D Baker

SOC-3  SOCIAL INEQUALITY  3.00 UNITS
An introduction to the theory, extent and consequences of social inequality in American society.
- PREREQUISITE: None.

49253  08/29/11  12/16/11  D Baker

SOC-10  RACE/ETHNIC RELATIONS  3.00 UNITS
An introduction to the theories, dynamics, history and present status of inter-group conflict in the United States.
- PREREQUISITE: None.

49240  08/29/11  12/16/11  D Baker

SOC-12  MARRIAGE FAMILY REL  3.00 UNITS
Contemporary patterns in marriage and family relations.
- PREREQUISITE: None.

SOC-20  CRIMINOLOGY  3.00 UNITS
A sociological analysis of crime, criminal law and criminality.
- PREREQUISITE: None.

49250  08/29/11  12/16/11  D Baker

SOC-22  AMERICAN DEAF CULTURE  3.00 UNITS
Introduction to the cultural and linguistic aspects, development of awareness and appreciation of the special diversity of Deaf people. (Same as AML-22)
- PREREQUISITE: None.

49252  08/29/11  12/16/11  R Stone

SPANISH

SPA-11  CULTURE AND CIVILIZATION  3.00 UNITS
Introductory survey of Spanish culture and civilization. Class conducted in English.
- PREREQUISITE: None.

49268  08/29/11  12/16/11  D Gaylor

SPA-12  LAT AMER CULTURE, CIVILIZATION  3.00 UNITS
Introductory survey of Latin American culture and civilization. Class conducted in English.
- PREREQUISITE: None.

49269  08/29/11  12/16/11  D Gaylor

SPA-51  INTRO LISTENING COMP I  2.00 UNITS
Develops basic skills in listening to and understanding native spoken Spanish at the elementary level.
- PREREQUISITE: None.

49276  08/29/11  12/16/11  K Kelly
49277  08/29/11  12/16/11  K Kelly

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See http://www.opencampus.com/online/schedule.html
THEATER ARTS

THE-3 INTRO TO THE THEATER 3.00 UNITS
A survey of theatrical styles and forms intended for the general college student.
• PREREQUISITE: None.

<table>
<thead>
<tr>
<th>Course</th>
<th>Start Date</th>
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<th>Instructor</th>
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<td>W Stevens</td>
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</table>

WORK EXPERIENCE

WKX-200 GENERAL WORK EXPERIENCE 1.00 UNITS
Coordinates the student's occupational experience with related instruction in skills for career planning and occupational success.
• PREREQUISITE: None.
• ADVISORY: Students should have paid or voluntary employment.

<table>
<thead>
<tr>
<th>Course</th>
<th>Start Date</th>
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<td>49321</td>
<td>08/29/11</td>
<td>12/16/11</td>
<td>S Thomas</td>
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</table>

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
**Final Examination Schedule**

- Failure to report for scheduled final examinations may result in a failing grade for the course. In case of illness or other emergency, the student must report to the instructor's office or department prior to the beginning of the examination.

- Final examinations for evening (4:30PM and later) and Saturday and Sunday classes will be held at the time and place of the regular class meeting on the following dates:

  - Saturday, December 10
  - Sunday, December 11
  - Monday, December 12
  - Tuesday, December 13
  - Wednesday, December 14
  - Thursday, December 15
  - Friday, December 16

Classes meeting two nights per week shall meet both nights and use the second meeting for the final exam.

- Final examination for classes shorter than a full semester will be held on the last class meeting date.

- The chart below details the final examination of full semester weekday classes. Note the start time and arrive promptly.

For classes not on the grid or conflicts that cannot be resolved, instructors will consult the department chair and the Moreno Valley College Dean of Instruction for resolutions.

<table>
<thead>
<tr>
<th>Examination Dates</th>
<th>Start 08:00AM - End 10:30AM</th>
<th>Start 11:00AM – End 01:30PM</th>
<th>Start 02:00PM – End 04:30PM</th>
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<tbody>
<tr>
<td>Monday December 12</td>
<td>MTWTH 9:45 - 11:20</td>
<td>MW 11:10 - 12:35</td>
<td>MTWTH 3:35 - 5:00</td>
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<tr>
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<td>MW 9:35 - 11:00</td>
<td>MW 12:30 - 2:35</td>
<td>MWF 3:00 - 4:35</td>
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<td>MW 3:35 - 5:00</td>
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<tr>
<td>Tuesday December 13</td>
<td>MTWTH 9:20 - 10:30</td>
<td>MTWTH 10:40 - 11:50</td>
<td>MTWTH 2:00 - 3:30</td>
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<tr>
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<td>MTWTH 2:00 - 3:45</td>
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<td>TTH 10:15 - 12:20</td>
<td>MTWTH 2:20 - 4:50</td>
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<td>TTH 11:10 - 12:35</td>
<td>TTH 3:35 - 5:00</td>
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<td>Wednesday December 14</td>
<td>MTWTH 8:00 - 10:05</td>
<td>MTW 10:15 - 12:20</td>
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<td>MW 10:15 - 12:20</td>
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<td>W 10:00 - 10:50</td>
<td>MWF 2:45 - 4:50</td>
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<td>W 8:00 - 9:05</td>
<td>W 10:30 - 11:40</td>
<td>MWF 2:45 - 4:50</td>
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<td>Thursday December 15</td>
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** If you have two finals scheduled at the same time, see your instructors to schedule an alternate time for one of your finals.

*** For any conflicts, the afternoon block of Friday, 2:00pm - 4:30pm may be considered.
Health Care Orientations
Health Care Technician
Call 951/571-6391 for dates, times and locations
EMT (Ben Clark Training Center Auditorium, 16930 Bundy Avenue, Riverside 92518 – Phone: 951/571-6395)
Dental Hygiene & Dental Assistant
Call 951/571-6433 for dates, times and locations
Physician Assistant
August 30
September 27
October 25
November 29
Moreno Valley College
16130 Lasselle Street • Moreno Valley, CA 92551
951/571-6292        www.mvc.edu

Fall Semester in Florence, Italy
Walk the streets of Michelangelo and Dante as you study in the “Birthplace of the Renaissance,” exquisite Florence, Italy. General Education transferable courses offered in History, Economics, and Italian Language.

Spring Semester in Beijing, China
Study in the political and economic capital of China, and home of the Forbidden City and those famous Pandas. Visit the Great Wall, Temple of Heaven, and historical Tiananmen Square.

Summer 2011 in Italy
We have a few spaces remaining in our 15 day summer study tour to La bella Italia. Visit Rome, Florence, Venice, San Marino and the beautiful Amalfi Coast, June 22 - July 6.

For further information on study abroad programs, please telephone Jan Schall, Coordinator, International Education at (951) 222-8340. The Study Abroad Office is located in Quadrangle 100 at Riverside City College, 4800 Magnolia Avenue in Riverside.

E-mail jan.schall@rcc.edu. Look for us in the Clock Tower corner!