**DEGREE PROGRAM**

**ADMINISTRATION OF JUSTICE**

**Associate in Arts Degree**

**Career or Transfer Program**

The Administration of Justice curriculum is offered by the Law Department to students who are interested in a career as a law enforcement officer or in a related field.

To complete Graduation Requirements "Plan B" for the Associate degree, 36 units of the courses listed below must be completed. Students must take the core units in Administration of Justice and may choose a specialization area such as: Correctional Institution Officer Training, Evidence Technician/Forensics or Private Investigation.

**PROGRAMS OFFERED**

**Associate of Arts:**
Administration of Justice

**Certificates:**
Administration of Justice
Administration of Justice - Specializing in Forensics

**Skill Certificates:**
Correctional Institution Officer Training
Evidence Technician/Forensics
Fingerprint Classification
Firearms Training Skills
Private Investigations

**COURSES**

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<td>Administration of Justice 1</td>
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Sub Total ................................................................................................ 15

**PLUS 15 units from ONE of the following specialty certificates below:**

**Correctional Institution Officer Training Skills Certificate**

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(Plus twelve (12) units of electives)

- OR -

**Evidence Technician/Forensics Skills Certificate**

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(Plus twelve (12) units of electives)

- OR -

**Private Investigations Skills Certificate**

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(Plus twelve (12) units of electives)

**List of Elective Units**

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Students may select "PLAN A" or "Plan B" general education requirements to graduate.

**PLAN A:** Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult...
with a counselor for the specific requirements of the university you plan to attend.

3-6 Units English Composition
5-9 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
9 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

(English 115 or higher or passing score on Los Angeles Community College District Math competency exam)

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

CERTIFICATE PROGRAMS

ADMINISTRATION OF JUSTICE
Certificate
The Certificate in Administration of Justice is designed to help prepare students to meet the employment requirements of law enforcement agencies or related fields including private investigations. To qualify for a certificate, a student must complete the 15 core units described above plus 21 units from the listed electives equaling 36 units with a satisfactory grade of “C” or better in each course. The certificate will be issued by the Law Department upon application of the student with the department.

COURSES UNITS
Administration of Justice 1 (CORE) ....................................................... 3
Administration of Justice 2 (CORE) ....................................................... 3
Administration of Justice 3 (CORE) ....................................................... 3
Administration of Justice 4 ................................................................. 3
Administration of Justice 5 (CORE) ....................................................... 3
Administration of Justice 6 ................................................................. 3
Administration of Justice 8 ................................................................. 3
Administration of Justice 14 ............................................................... 3
Administration of Justice 16 ............................................................... 3
Administration of Justice 18 ............................................................... 3
Administration of Justice 20 ............................................................... 3
Administration of Justice 37 ............................................................... 3
Administration of Justice 40 ............................................................... 3
Administration of Justice 180 ............................................................ 3
Administration of Justice 181 ............................................................ 3
Administration of Justice 183 ............................................................ 3
Administration of Justice 185 ............................................................ 3
Administration of Justice 187 ............................................................ 3
Administration of Justice 188 ............................................................ 3
Administration of Justice 189 ............................................................ 3
Administration of Justice 413 ............................................................ 3

EVIDENCE TECHNICIAN/FORENSIC
Skill Certificate
The Forensics curriculum provides training for students interested in a career as an Evidence Technician or related fields. Students completing the Skill Certificate program will be qualified to assume a variety of employment opportunities in crime scene investigations with Federal, State, and Local Law Enforcement Agencies.
ADMINISTRATION OF JUSTICE 1  
Introduction to Administration of Justice  
3 UNITS - (UC:CSU)  
Philosophy and history of law enforcement, overview of crime criminal justice problems, including community relations; Organization and jurisdiction of local, state, and federal law enforcement agencies, survey of professional career opportunities; and qualifications required for entry into a career in Administration of Justice.

ADMINISTRATION OF JUSTICE 2  
Concepts of Criminal Law  
3 UNITS - (UC:CSU)  
An introduction to the basic principles of the development of the law and legal systems. This includes the evolution of the English common law, with special emphasis on the most frequently used sections of the California Penal Code by police officers. Topics covered will include the substantive law; classifications of crimes; legal research; and legal controls on social conduct.

ADMINISTRATION OF JUSTICE 3  
Legal Aspects of Evidence  
3 UNITS - (CSU)  
Origin, development, philosophy and constitutional basis of evidence; Constitutional considerations of the rules governing the admissibility of evidence in court; and the kinds and degrees of evidence and the judicial decisions interpreting individual rights in a criminal trial.

ADMINISTRATION OF JUSTICE 4  
Principles and Procedures of the Justice System  
3 UNITS - (CSU)  
Legal processes from pre-arrest through trial, sentencing and correctional procedures; a review of criminal law and legal concepts governing police behavior; conceptual interpretations of constitutional principles of the 4th, 5th, 6th, 7th, 8th, and 14th Amendments to the Constitution and their application to law enforcement officers.  
UC limit: One course from Administration of Justice 1, 4.

ADMINISTRATION OF JUSTICE 5  
Criminal Investigation  
3 UNITS - (CSU)  
Fundamentals of investigation, crime scene search and recording, collection and preservation of physical evidence, scientific aids, modus operandi, sources of information, interviews and interrogation, follow-up, and case preparation.

ADMINISTRATION OF JUSTICE 6  
Patrol Procedures  
3 UNITS - (CSU)  
The history and development of patrol philosophy; planning for field activities to include functions of patrol traffic, and other preliminary investigative duties of the field officers and the handling of civil and domestic disturbances and other community crime incident.

ADMINISTRATION OF JUSTICE 7  
Juvenile Procedures  
3 UNITS - (CSU)  
An introduction to major types of criminal behavior, characteristics of offenders factors which contribute to crime and delinquency; the criminal process: The function of law enforcement: the youthful; the courts, probation, and other institutions; changes in juvenile crime control and treatment process, the role of society.

ADMINISTRATION OF JUSTICE 8  
Recruitment Selection Process  
3 UNITS - (CSU)  
This course provides an in-depth coverage of the selection process for employment in a law enforcement agency. Special emphasis is given to the written exam, oral interview, agility exam, background investigation and academy training. The civil service procedure is reviewed and explained.
ADMINISTRATION OF JUSTICE 60
Arrest, Search and Seizure
3 UNITS - (CSU)
A comprehensive study of the laws of search and seizure, with special emphasis on procedural law as applied by police officers. The U.S. and California Supreme Courts procedures and role will be reviewed with an emphasis on the legal, constitutional and political aspects for law enforcement officers.

ADMINISTRATION OF JUSTICE 67
Community Relations I
3 UNITS - (UC:CSU)
This course treats current aspects and problems of police community relations. Topics covered are the police image, crisis areas, organization for police-community relations activities, groups and law enforcement, the press, training in police-community relations programming, role of the individual officer, police-community relations of the future.

ADMINISTRATION OF JUSTICE 180
Criminalistics
3 UNITS - (CSU)
This course concentrates on the detection, inspection and interpretation of crime scene evidence. Forensic videos highlight the techniques used for accurate interpretation as well as give an insight into crime lab procedures. “Hands-on” application is a vital part of this class.

ADMINISTRATION OF JUSTICE 379
Advanced Criminalistics-Forensics I
3 UNITS - (A)
This course will concentrate on three areas of Forensics: Serology, Trace Evidence and Crime Scene Photography using a “hands-on” approach. Students will learn to identify and collect evidence, and learn the techniques used by crime lab criminalists to analyze evidence.

ADMINISTRATION OF JUSTICE 380
Advanced Criminalistics – Forensics II
3 UNITS - (A)
This course will concentrate on three areas of Forensics: Narcotics, Fingerprints, and Blood Spatter Analysis using a “Hands-on” approach. Students will learn to identify and collect evidence and learn the techniques used by crime lab criminalists.

ADMINISTRATION OF JUSTICE 381
Law Enforcement Internship
3 UNITS - (A)
This course will enable students to gain first hand knowledge of their chosen career within the criminal justice systems, obtain letters of reference and learn special employment/educational opportunities.

ADMINISTRATION OF JUSTICE 382
Introduction to the Firearms Training System
3 UNITS - (A)
This five week course uses a computer simulator to test student’s abilities and reaction in shooting scenarios. Students will be placed in “real life” type situations and must determine to “shoot or don’t shoot.”

ADMINISTRATION OF JUSTICE 390
Forensic Autopsy
3 UNITS - (A)
This course will discuss how forensic autopsy information is used in law enforcement investigations. It will include the Medical Examiner’s role and will engage the students in “real life” case studies.

ADMINISTRATION OF JUSTICE 391
Firearms Evidence Analysis
3 UNITS - (A)
A forensic course dealing with firearms and cartridge identification. This class offers a “Hands-on” approach through the use of experiments and microscopic comparisons.

ADMINISTRATION OF JUSTICE 396
Traffic Collision Investigation
3 UNITS - (A)
This class will concentrate on investigating traffic collisions by identifying and interpreting forensic evidence as well as diagramming and measuring scenes. Special emphasis will be placed on understanding vehicle and pedestrian dynamics (behavior) associated after a collision.

ADMINISTRATION OF JUSTICE 397
Forensic Case Files
3 UNITS - (A)
Students will be provided with a series of realistic forensic case studies. They will need to synthesize and apply all prior forensic course work in order to successfully solve the cases.

ADMINISTRATION OF JUSTICE 413
Financial Crimes Investigations
3 UNITS - (A)
This course will concentrate on the criminal and civil investigation techniques in dealing with the highly technical field of financial crimes. Topics include: forgery, credit card fraud, financial scams, fake identification fraud, computer fraud, Internet crimes and identification fraud (Social Security number). A must for students interested in law enforcement, private investigations and state investigation agencies.

ADMIN OF JUST 185 Directed Study — 1 UNIT (CSU)
ADMIN OF JUST 285 Directed Study — 2 UNITS (CSU)
ADMIN OF JUST 385 Directed Study — 3 UNITS (CSU)
Prerequisite: Concurrent enrollment or completion of Administration of Justice Conference 1 hour per unit.
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the “Directed Study” section of this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

CORRECTIONS 1
Introduction to Corrections
3 UNITS — (CSU)
Basic course dealing with the nature of correctional work; aims and objectives of correctional administration; probation and practices; skills, knowledge and attitudes required for employment in this field; types of institutions and services; career opportunities.

CORRECTIONS 2
Corrections Institutions
3 UNITS — (CSU)
A study of the organization and programming used in juvenile and correctional institutions including their history and development.

CORRECTIONS 5
Legal Aspects of Corrections
3 UNITS — (A)
This course concentrates on the legal aspects of corrections in regards to prisoners’ rights. It references Title 5 requirements involving the prisoners’ rights to legal services, medical care, confinement, disciplinary hearings, and visitation rights.
DEGREE PROGRAM

CHICANO STUDIES
Associate in Arts Degree
Transfer/Career Program
This Associate in Arts degree is designed to provide an opportunity for the student to complete an undergraduate major in Chicano Studies.

COURSES UNITS
First Semester
Chicano Studies 7 ................................................................. 3
Chicano Studies 44 ................................................................. 3
Psychology 1* ................................................................. 3
Spanish Language Course ................................................. 5

Second Semester
Chicano Studies 8 ................................................................. 3
Spanish Language Course ................................................. 5

Third Semester
Chicano Studies 52 ................................................................. 3
Spanish Language Course ................................................. 5

Fourth Semester
General Education requirements

Total Units ................................................................. 35
Suggested Electives: Economics 1; Political Science 1; Sociology 1

Students may select "PLAN A" or "Plan B" general education requirements to graduate.
AFRICAN-AMERICAN STUDIES 5
The African-American in the History of the United States II
3 UNITS - (UC:CSU)
Meets the Associate in Arts degree requirements in U.S. History, U.S. Constitution, and California State and Local Government.
A survey of U.S. History from the end of the Civil War to the present, with special emphasis on the African-American in the social, economic, and political development of American Civilization. Included is a survey of the United States Constitution.
Transfer Limit UC. Maximum credit one course from African Am Studies 5, Chicano Studies 8, and History 12 or 13.

AFRICAN-AMERICAN STUDIES 7
African-Americans and the Political System
3 UNITS - (UC:CSU)
This course surveys the relationship of minority groups to American politics with emphasis on the African-American in the political system. This course gives an in depth study of the distribution of political power.

AFRICAN-AMERICAN STUDIES 20
African-American Literature I
3 UNITS - (UC:CSU)
This is a survey of literature by African-American writers. It is designed to cover all types of literature (slave narratives, poetry, novels, etc.) to encourage students to develop a positive attitude towards reading and an understanding of the progression of culture in America as interpreted by African-American writers.

AFRICAN-AMERICAN STUDIES 21
African-American Literature II
3 UNITS - (UC:CSU)
This course will examine the short story, essay, drama and literary criticism, by African-American authors, as art forms through structure, use of language and dramatization.

AFRICAN-AMERICAN STUDIES 60
African-American Music
3 UNITS - (UC:CSU)
A study of African-American Music and their influences on folk spirituals, gospels, concert music, opera, ballet, blues and jazz underscoring styles, characteristics, origin and contributions by African-American Artists. Credit allowed Credit allowed for only one of African America 60 and Music 135. General survey of African-American music, from the slave song to present day jazz, including a comprehensive investigation of the minstrel, post minstrel, spiritual, gospel song, blues, and a comprehensive investigation of the protest and irony in the Black folk song.

ASIAN AMERICAN STUDIES 6
Introduction to Asian Music
3 UNITS – (UC:CSU)
(Same as Music 133)
Course consists of a survey of Music of Asian countries and cultures from the earliest period to the present and its influence on Western Culture. Audio and visual materials and demonstrations of musical instruments will be presented. Credit allowed for only one of Asian-American studies 6 and Music 133.

CHICANO STUDIES 7
The Mexican American in the History of the United States I
3 UNITS - (UC:CSU)
Meets the Associate in Arts degree requirements in U.S. History, U.S. Constitution, and California State and Local Government.
Credit allowed for only one of Mexican American Studies 7 or African-American Studies 4 or History 11.
A survey of U.S. History from the early Pre-Colonial Era through the Civil War with special emphasis on the contribution of the Mexican American. Included is a survey of the United States Constitution. UC limit: One course from Chicano Studies 7, African-American Studies 4, History 12 or 13.

CHICANO STUDIES 8
The Mexican American in the History of the United States II
3 UNITS - (UC:CSU)
Meets the Associate in Arts degree requirements in U.S. History, U.S. Constitution, and California State and Local Government.
Credit allowed for only one of Mexican American Studies 8 or African-American Studies 5 or History 12 or 13.
A survey of the U.S. History from the end of the Civil War to the present time, with special emphasis on the Mexican American in the social, economic and political development of American civilization.
UC limit: One course from Chicano Studies 8, African-American Studies 5, History 12, 13.

CHICANO STUDIES 52
Mexican Art - Modern
3 UNITS - (UC:CSU)
Advisory: English 21 or equivalent.
A survey of the pictorial arts of Mexico prior to and during the 20th Century. Studies the broad range of the arts including the evolution of a Mexican-American art and iconography.
ARCHITECTURE
Chair: Gayle Partlow
(323) 953-4000 ext. 2510 • DH220
www.lacitycollege.edu/academic/departments/technol/architecture/webmain.htm

PROGRAMS OFFERED
Courses Only - No Degree/Certificate
Architecture

COURSE DESCRIPTIONS
NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

ARCHITECTURE 110  (formerly Architecture 1)
Introduction to Architecture
1 UNIT - (UC:CSU)
An introductory course on architecture for all architectural and non-architectural students. The course will examine examples of great Architecture, study basic architectural theories, and explore the academic as well as the professional practice of Architecture. Emphasis will be placed on developing awareness, critical thinking and observation of the built environment.

ARCHITECTURE 111  (formerly Architecture 20)
Methods of Construction
2 UNITS - (CSU)
This course examines the process by which buildings are constructed. It covers the process of construction drawings, agency approval, building permits, as well as the actual construction and the complicated sequencing and coordination that are necessary to complete a building. Good for students who are interested in the field of architecture, interior design, or construction.

ARCHITECTURE 121  (formerly Architecture 10)
Freehand Drawing
2 UNITS - (RPT1) (UC:CSU)
Develop fundamental architectural drafting and drawing techniques. Perspective drawings will be introduced. Coloring and rendering conventions will be practiced. Special emphasis shall be placed on freehand drawing techniques.

ARCHITECTURE 130  (formerly Architecture 2)
History of Architecture I
2 UNITS - (UC:CSU)
This course covers the Renaissance to the present geological, climatic, religious, social, and historical forces that help shape each period.

ANTHROPOLOGY
Chair: Mattie Moon
(323) 953-4000 ext. 2955 • FH102C
www.lacitycollege.edu/academic/departments/earthsci/index.html

PROGRAMS OFFERED
Courses Only - No Degree/Certificate
Anthropology

COURSE DESCRIPTIONS
NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

ANTHROPOLOGY 101
Human Biological Evolution
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Current evolutionary theory is applied to human populations. Processes of race formation and the evolution of humans in the framework of population genetics, and in relation to evolution of ecosystems. Included are primate evolution, taxonomy, comparative morphology and biochemistry, human phylogesny, and the human fossil record.

ANTHROPOLOGY 102
Human Ways of Life: Cultural Anthropology
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
The nature, growth and history of culture: human social behavior as revealed by archaeological investigation and the study of contemporary peoples: the range of human cultural and social behavior: a brief outline of culture history.
ARCHITECTURE 131 (formerly Architecture 3)
History of Architecture II
2 UNITS - (UC:CSU)
The development of architecture from the Renaissance to the present and the geographical, geological, climatic, religious, social, and historical forces that helped shape each period.

ARCHITECTURE 151 (formerly Architecture 21)
Materials of Construction
3 UNITS - (CSU)
Lecture and laboratory 3 hours.
Examine the characteristics of building materials and its application in building construction within the overall framework of architectural design. The fundamental building materials of wood, concrete and steel shall be explored in depth. Their physical properties, historical context, and application within an architectural design shall be studied.

ARCHITECTURE 161 (formerly Architecture 36)
Introduction to Computer Aided Design and Drafting
2 UNITS - (A)
Lecture and laboratory 4 hours.
This course provides an overview of the use of computers in producing design and construction drawings for the design, engineering and construction fields.

ARCHITECTURE 162 (formerly Architecture 37)
Computer Aided Design and Drafting
3 UNITS - (A)
Lecture and laboratory 6 hours.
Introduction to the AutoCAD computer drafting program and its application in the fields of architecture, interior design and construction. Emphasis will be placed on 2-D drawing techniques, 3-D drawing techniques and modeling will be introduced.

ARCHITECTURE 172 (formerly Architecture 5)
Architectural Drawing I
3 UNITS - (CSU)
Lecture and laboratory 6 hours.
This course introduces basic construction drawing methodologies. It contrasts the difference between design drawings and construction drawings and the type of information shown on each. Students will design and prepare a set of construction drawings for a simple gazebo and a small residential remodel. Basic design issues will also be addressed.

ARCHITECTURE 173 (formerly Architecture 6)
Architectural Drawing II
3 UNITS - (UC:CSU)
Prerequisite: Architecture 172 with a satisfactory grade.
Lecture and laboratory 6 hours.
This course examines more advanced construction drawing methodologies, including introduction to detailing and building technologies. CAD may be used to prepare documents. Students shall design and prepare a set of construction drawings of a more complex and larger residence. Building details and materials within the context of the architectural design will be further examined. Students will become familiar with typical building terminologies. Specifications will be introduced. Basic design issues will be addressed.

ARCHITECTURE 201 (formerly Architecture 33)
Architectural Design I
3 UNITS - (UC:CSU)
Prerequisite: Environmental Design 102 with a satisfactory grade.
Lecture and laboratory 6 hours.
This course addresses broader architectural and urban issues. Students will develop highly complex projects with large-scale programmatic requirements. In addition to the continued exploration of advanced architectural theories, building technology within the context of design will be examined. Drawing and model making with a variety of materials will be refined. Computer 3-D modeling and rendering will be incorporated into the design process. The final work will be assembled into a student portfolio.

ARCHITECTURE 202 (formerly Architecture 34)
Architectural Design II
3 UNITS - (UC:CSU)
Prerequisite: Environmental Design 201 with a satisfactory grade.
Lecture and laboratory 6 hours.
This course continues to address broader architectural and urban issues as well as sustainability design. Students will develop highly complex projects with large-scale programmatic requirements. Building technology will be explored in depth. Students will utilize and become proficient with a variety of computer drawing, sketching, modeling and rendering programs to develop their designs. Both verbal and graphic presentations will be refined. The final work will be assembled into a student portfolio.

ARCHITECTURE 221 (formerly Architecture 12)
Architectural Rendering
2 UNITS - (CSU)
Lecture and laboratory 4 hours.
An introduction to architectural rendering as a communication tool to convey design concepts and ideas. Both two and three-dimensional drawing conventions shall be used. Various media and techniques will be explored.

ARCHITECTURE 222 (formerly Architecture 4)
Architectural Graphics
3 UNITS - (UC:CSU)
Lecture and laboratory 6 hours.
Architectural drafting and drawing conventions, cover standard techniques to draw plans, elevations, sections axonometrics, and perspectives as well as non-traditional techniques. A variety of media shall be explored. The course also covers some basic conceptual training and visualization.

ARCHITECTURE 223
Portfolio Development
1 UNIT - (CSU)
Lecture and laboratory 2 hours.
To examine the principles of portfolio design. To research and analyze professionally designed brochures and portfolios to determine their characteristics and effectiveness. To assist students in planning out and assembling their work into quality portfolios.

ARCHITECTURE 271 (formerly Architecture 7)
Architectural Drawing III
3 UNITS - (CSU)
Prerequisite: Architecture 173 a satisfactory grade.
Lecture and laboratory 6 hours.
The design and construction of masonry-type buildings are studied together with a further development of wood framing. Analysis is made of long span techniques and construction. Environmental control, sustainability and specification writing are introduced.
ARCHITECTURE 272  (formerly Architecture 8)
Architectural Drawing IV
3 UNITS - (CSU)
Prerequisite: Architecture 173 with a satisfactory grade.
Lecture and laboratory 6 hours.
This course examines more advanced masonry, concrete and steel building types and advanced computer drawing techniques. Building technologies and sustainability will be investigated in depth. Students will design and prepare a set of construction drawings for a large masonry, concrete and steel building type. Building details will be examined. More advanced design issues will be investigated and applied to student projects. Students will prepare more complex specifications and general conditions. Professional practice issues and contracts will be explored in more depth.

ENVIRONMENTAL DESIGN 101
Foundations of Design I
3 UNITS - (CSU)
Lecture and laboratory 6 hours.
This course introduces fundamental design principles and design methodologies that are essential for students planning to enter a design field such as architecture, interior design, and industrial design. It is also recommended for all students wishing to expand their mental and creative horizon. The focus will be on the perception, analysis and expression of form, space and composition, as well as aesthetics of design. Through a series of design exercises, students will learn to create ideas, analyze these ideas, and then develop them into an object or structure through sketching, drawing, and model making. The final work will be assembled into a student portfolio.

ENVIRONMENTAL DESIGN 102
Foundations of Design II
3 UNITS - (CSU)
Prerequisite: Environmental Design 101 with a satisfactory grade.
Lecture and laboratory 6 hours.
This course explores more advanced architectural theories and investigates noted and important Architects and their work and design philosophies. Students will engage in more complex design problems and issues. Design methodology and critical thinking will be studied and practiced. Drawing and model making skills will be further developed in preparation for a career in the architecture and design fields. The final work will be assembled into a student portfolio.
To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

"Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

ART/GENERAL

Associate of Arts Degree

Career Program

The following is a suggested plan for completing the courses for Plan B Associate in Arts Degree in two years. Please note that the requirements for Plan A are not necessarily required for Plan B. As career opportunities are limited for art students with only an Associate in Arts degree, the Art Department strongly advises continuing training at a four-year college, university, or art school. Students are expected to develop a portfolio with instructor guidance.

COURSES UNITS
First Semester
Art 201 .......................................................... 3
Art 501 .......................................................... 3
Art 101 or 102 ................................................. 3

Second Semester
Art 202 or 204 ............................................. 3
Art 300, 304 or 307 .................................... 3
Art 101 or 102 ................................................. 3

Third Semester
Art 111 .......................................................... 3
Art 502 .......................................................... 3
Art 700 or 706 ............................................. 3

Fourth Semester
Art 604 .......................................................... 3
Art 639 .......................................................... 3

Total Units ............................................. 36

Suggested Electives: Art 105, 107, 109, 209, 400, 620, 634, Photography 10

ART/GRAPHIC

Associate of Arts Degree

Career Program

This program provides the foundation for careers in computer graphics, advertising design, commercial illustration and desktop publishing. The creative and practical aspects of visual communication are equally stressed, with an emphasis on contemporary trends. Digital work is grounded in fundamental art skills and methods. Students enrolled in the program will utilize the Art Department's Macintosh computer labs. Students can expect to develop a sound, entry-level portfolio.

COURSES UNITS
First Semester
Art 101, 102 or 111 ........................................ 3
Art 201 ...................................................... 3
Art 501 ...................................................... 3

Second Semester
Art 604 ...................................................... 3
Art 620 ...................................................... 3
Art 639 ...................................................... 3

Third Semester
Art 204 or 209 ........................................ 3
Art 605 ...................................................... 3
Art 639 ...................................................... 3

Fourth Semester
Art 204 or 209 ........................................ 3
Art 606 ...................................................... 3
Art 634 ...................................................... 3

Total Units ............................................. 36

Suggested Electives: Art 101, 102, 111, 202, 304, 400, 502, 503; Photography 10; Cinema 1; Marketing 1
COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

Transfer limits: UC maximum limit: refer to www.assist.org
Prerequisites. Each course prerequisite in the Art department requires a satisfactory grade or better.

ART 101
Survey of Art History I
3 UNITS - (UC:CSU)
Advisory: English 21 or equivalent.
The development of art from the pre-historic period to the time of the Renaissance emphasizing the cultural context of the West, and its major points of contact with the non European world.

ART 102
Survey of Art History II
3 UNITS - (UC:CSU)
Advisory: English 21 or equivalent.
The development of art from the Prehistoric Period to the time of the Renaissance to the early 20th century, emphasizing the cultural context of the West and its major points of artistic contact with the non-European world.

ART 103
Art Appreciation
3 UNITS - (UC:CSU)
Advisory: English 21 or equivalent.
An introductory lecture course open to all students. This course is a broad exploration of art forms and media in traditional and contemporary art styles. Topics include art terminology and problems of definition, meaning, and evaluation in the visual arts.

ART 105
History of Asian Art
3 UNITS - (UC:CSU)
Advisory: English 21 or equivalent.
A survey of the chronological development of the arts of India, China, Japan, and adjacent areas with emphasis upon cultural factors which contributed to their evolution.

ART 107
Mexican Art — Modern
3 UNITS - (UC:CSU)
Advisory: English 21 or equivalent.
Credit allowed for only one of Art 107 or Chicano Studies 52.
A survey of the pictorial arts of Mexico prior to and during the 20th Century. Studies the broad range of the arts including the evolution of a Mexican-American art and iconography.

ART 109
The Arts of Africa, Oceania and Ancient America
3 UNITS - (UC:CSU)
Advisory: English 21 or equivalent.
A survey of The Arts of Africa, Oceania and Ancient America in the context of history, religion and general culture.

ART 111
History of Contemporary Art
3 UNITS - (UC:CSU)
Advisory: English 21 or equivalent.
Covers major trends in Art from 1900 to the present day. Studies the artists, critics, and historical contexts leading to the development of Modernism and Post Modernism.

ART 201
Drawing I
3 UNITS - (UC:CSU)
Various drawing approaches are explored in several black and white media with emphasis upon the development of observation and skill in graphic representation.

ART 202
Drawing II
3 UNITS - (UC:CSU)
Prerequisite: Art 201 and 501 with satisfactory grades.
A continuation of Drawing I with continued emphasis on technical, observational and analytical aspects of drawing with the addition of color media as well as mixed drawing media. Projects are designed to test conceptual skills.

ART 204
Life Drawing I
3 UNITS - (UC:CSU)
Prerequisite: Art 201 with a satisfactory grade.
Co-requisite: Art 501.
Drawing from the live model in various media, solving problems related to structure, anatomy, composition and expressive design.

ART 205
Life Drawing II
3 UNITS - (UC:CSU)
Prerequisite: Art 204 with a satisfactory grade.
This course is a continuation of drawing and painting from the live model in various media, solving more complex problems related to structure, anatomy, composition and design.

ART 206
Life Drawing III
3 UNITS - (UC:CSU)
Prerequisite: Art 205 with a satisfactory grade.
A continuation of drawing and painting from the live model in various media, solving complex problems related to structure, anatomy, composition and expressive design; observing.

ART 207
Life Drawing IV
3 UNITS - (UC:CSU)
Prerequisite: Art 206 with a satisfactory grade.
This course is a continuation of drawing from the live model in various media,
ART 209
Perspective Drawing I
3 UNITS - (UC:CSU)
Learning to draw three-dimensional objects in space using measured vanishing point systems along with direct observation and freehand drawing. Explores methods of drawing cast shadows and mirror reflections in perspective.

ART 300
Introduction to Painting (Watercolor)
3 UNITS - (UC:CSU)
Prerequisite: Art 201 with a satisfactory grade.
Co-requisite: Art 501.
Introduction to the technique of watercolor painting applied to still life, landscape and the human figure. Transparent watercolors the medium.

ART 301
Watercolor Painting I
3 UNITS - (UC:CSU)
Prerequisite: Art 300 with a satisfactory grade.
Continuation with watercolor techniques and concepts. A variety of techniques and surfaces are explored.

ART 302
Watercolor Painting II
3 UNITS - (UC:CSU)
Prerequisite: Art 301 with a satisfactory grade.
Continuation of techniques and concepts. Exploration of various principles. See UC credit limits at the beginning of this section.

ART 303
Watercolor Painting III
3 UNITS - (UC:CSU)
Prerequisite: Art 302 with a satisfactory grade.
Greater emphasis on individual interpretation and conceptual use of the watercolor medium.

ART 304
Acrylic Painting I
3 UNITS - (UC:CSU)
Prerequisite: Art 201 and 501 with a satisfactory grade.
An introduction to a variety of techniques employing acrylic paints and related grounds and tools. A variety of subject matter is used to introduce a series of stylistic approaches.

ART 305
Acrylic Painting II
3 UNITS - (UC:CSU)
Prerequisite: Art 304 with a satisfactory grade.
Continuation of technical and media explorations with the development and creative use of painting and drawing aesthetic concepts.

ART 306
Acrylic Painting III
3 UNITS - (UC:CSU)
Prerequisite: Art 305 with a satisfactory grade.
The expanded exploration of aesthetic concepts and subject matter with emphasis on personal and independent interpretation. See UC credit limits at the beginning of this section.

ART 307
Oil Painting I
3 UNITS - (UC:CSU)
Prerequisite: Art 201 and Art 501 with satisfactory grades or better.
Developing skill in handling the oil painting medium. Includes the study of still life, landscape, figure painting, and abstraction. See UC credit limits at the beginning of this section.

ART 308
Oil Painting II
3 UNITS - (UC:CSU)
Prerequisite: Art 307 with a satisfactory grade.
The exploration of oil painting techniques is continued in a variety of perceptual problems.

ART 309
Oil Painting III
3 UNITS - (UC:CSU)
Prerequisite: Art 308 with a satisfactory grade.
Continued exploration of oil painting medium stressing growth and development of the individual's concepts.

ART 400
Introduction to Printmaking
3 UNITS - (UC:CSU)
Prerequisite: Art 201 and 501 with satisfactory grades or better.
A laboratory course introducing students to various forms of plate-making and printing. Emphasis is placed on visual ideas.

ART 401
Etching I
3 UNITS - (UC:CSU)
Prerequisite: Art 400 with a satisfactory grade.
An intermediate course which concentrates on etching as a form of intaglio printing. Contemporary techniques including photo etching will be introduced.

ART 402
Etching II
3 UNITS - (UC:CSU)
Prerequisite: Art 401 with a satisfactory grade.
Further development of skills and the proficient application of printmaking techniques.

ART 407
Relief Printmaking I
3 UNITS - (UC:CSU)
Prerequisite: Art 402 with a satisfactory grade.
Explores relief and planographic processes. Work in relief etching, multiple plates, and monotypes with emphasis on color.
ART 408
Relief Printmaking II
3 UNITS - (UC:CSU)
Prerequisite: Art 407 with a satisfactory grade.
Advanced printmaking stressing contemporary techniques. Printmaking as creative expression in today’s art field.

ART 500
Introduction to Design
3 UNITS - (UC:CSU)
An introduction to art based on individual and group investigation of the students total environment. The student develops awareness of fundamental design concepts through a creative spirit of inquiry and the utilization of varied media.

ART 501
Beginning Two-Dimensional Design
3 UNITS - (UC:CSU)
A foundation studio course focused on creative visual thinking and expression. Establishes working methods and concepts of composition used in all other art classes. Basic art elements like line, shape, value and color are emphasized. Studies the role of graphic communication in society.

ART 502
Beginning Three-Dimensional Design
3 UNITS - (UC:CSU)
Prerequisite: Art 501 with a satisfactory grade.
Co-requisite: Art 201.
Three dimensional form with experimental problems in a variety of materials using various spatial constructions.

ART 503
Intermediate Design
3 UNITS - (UC:CSU)
Prerequisite: Art 201 and Art 501 with satisfactory grades or better.
Form, texture, and especially color applied to creative projects aimed at concept development. Design factors applied to new art media, including video.

ART 604
Graphic Design I
3 UNITS - (CSU)
Co-requisite: Art 501.
Introductory graphic design - the field, its terminology, tools and working methods. Emphasis is placed on basic layout skills and their application to creative visual communication, with a strong emphasis on typography.

ART 605
Graphic Design II
3 UNITS - (CSU)
Prerequisite: Art 604 with a satisfactory grade.
Co-requisite: Art 639.
Applied graphic design utilizing computer graphics and traditional rendering. Emphasis is placed on comprehensive layouts for advertising design and graphics.

ART 606
Graphic Design III
3 UNITS - (CSU)
Prerequisite: Art 605 with a satisfactory grade.
Graphic design workshop including computer graphics. Emphasis on corporate identity (logos, letterheads, promotional communications). Production to printing processes. Portfolio preparation and evaluation.

ART 620
Illustration I
3 UNITS - (CSU)
Prerequisite: Art 201 with a satisfactory grade.
Co-requisite: Art 501.
Drawing rendering and composition skills are extended to problems in commercial illustration, pictorial art for publications and advertising. Variety of techniques and media.

ART 626
Art Production Methods I
3 UNITS - (CSU)
Advisory: Experience recommended.
Preparing artwork for printing. Fundamentals of camera-ready assembly including inking, paste-up, color separation, photomechanical process, and type and print specification.

ART 633
Introduction to Computer Graphics
3 UNITS - (CSU)
Prerequisite: Art 501 with a satisfactory grade.
Introductory course in computer graphics using primary Adobe Illustrator. The Macintosh operating system, color modes, file formats, basic scanning and printing techniques as well as web research will also be surveyed.

ART 634
Computer Graphics I: 3D Computer Graphics
3 UNITS - (CSU)
Prerequisite: Art 633 with a satisfactory grade.
Exploration of three-dimensional digital design techniques, concepts, and applications employed as tools in graphic design. The course focuses on three-dimensional modeling and rendering techniques in the creation of objects and environments for graphics and multimedia.

ART 638
Computer Aided Art Laboratory
1 UNIT - (RPT 3) (CSU)
Co-requisite: Concurrent Enrollment in Art 634.
This course provides essential computer time for students in Art 634 – Computer Graphics I: 3D Computer Graphics.

ART 639
Digital Imaging
3 UNITS - (CSU)
Prerequisite: Art 633 with a satisfactory grade
Introductory course in computer still image manipulation using Adobe Photoshop.

ART 700
Introduction to Sculpture
3 UNITS - (UC:CSU)
Prerequisite: Art 501 with a satisfactory grade.
Advisory: Art 201.
A beginning course which involves various media, including clay, plaster, and wood. Techniques of fabrication, carving, and molding applied to both figure studies and abstract construction.
ART 701
Sculpture I
3 UNITS - (UC:CSU)
Prerequisite: Art 700 with a satisfactory grade.
The development of technical skills is continued with special emphasis on additive and subtractive processes. Various materials will be considered and traditional techniques re-examined. Contemporary process such as assemblage and fabrication will be introduced.

ART 702
Sculpture II
3 UNITS - (UC:CSU)
Prerequisite: Art 701 with a satisfactory grade.
Advanced problems in the various sculptural media with emphasis upon individual growth and direction. Contemporary processes such as mixed media and installation or environmental sculpture will be considered.

ART 703
Sculpture III
3 UNITS - (UC:CSU)
Prerequisite: Art 702 with a satisfactory grade.
Advanced problems in an area of specialization: additive, subtractive, or mold making/casting processes. Emphasis will be placed on individual growth and the development of concepts through the medium of sculpture.

ART 708
Introduction to Ceramics
3 UNITS - (UC:CSU)
Prerequisite: Art 501 with a satisfactory grade.
A beginning course, which involves learning basic methods of making pottery. Effective use of design factors unique to clay is stressed. Demonstration lectures augment this laboratory course.

ART 703
Ceramics II
3 UNITS - (UC:CSU)
Prerequisite: Art 708 with a satisfactory grade.
Development of technical and design skills on the potter’s wheel and in the making of more complex ceramic molds for slip casting.

ART 710
Ceramics II
3 UNITS - (UC:CSU)
Prerequisite: Art 709 with a satisfactory grade.
Continued development of the mechanical skills including kiln loading and firing. Added studies in the preparation of clay and glazes, utilizing glaze calculation computer software.

ART 711
Ceramics III
3 UNITS - (UC:CSU)
Prerequisite: Art 710 with a satisfactory grade.
The design and development of projects of special interests to the advanced student focused on either ceramic industrial design or clay as a fine art medium.
Presents a survey of biological principles, of activities, and of relationships of living organisms to each other and the world they live in, with emphasis on their correlations to the human organism. Includes a study of nutritional, medical, genetic and eugenic aspects in a modern world.

**BIOLOGY 3H**
*Introduction to Biology*
*4 UNITS - (UC:CSU)*
Prerequisite: Eligibility to enroll in English 101 and Honors Program standing. Credit not allowed for Biology 3H, to students who have previous credit for Biology 1, 6, 23, 25.
Lecture 3 hours. Laboratory 3 hours.
Course description same as Biology 3.

**BIOLOGY 6**
*General Biology I*
*5 UNITS - (UC[under review]:CSU)*
Prerequisite: Mathematics 125 and Chemistry 60 or Chemistry 68 with a satisfactory grade or equivalent.
Advisory: English 28/31 or equivalent.
Lecture 3 hours. Laboratory 6 hours.
Presents the principles of molecular biology, cell structure and function, genetics, evolution and organization at the tissue level in plants and animals.
UC limit: No credit allowed for Biology 1, 3, 23 or 25 if taken after Biology 6.

**BIOLOGY 7**
*General Biology II*
*5 UNITS - (UC[under review]:CSU)*
Prerequisite: Mathematics 125 and Chemistry 60 or Chemistry 68, and Biology 6 with a satisfactory grade or equivalent.
Advisory: Eligibility for English 28/31 or equivalent.
Lecture 3 hours. Laboratory 6 hours.
Presents the principles of organization at the organ and organ system levels, embryology, ecology, and behavior.

**BIOLOGY 23**
*Biological Principles 1*
*3 UNITS - (UC:CSU)*
Lecture 3 hours.
Selected topics in the biological sciences are applied to the understanding of basic and unifying principles.

**BIOLOGY 25**
*Human Biology*
*3 UNITS - (UC:CSU)*
Advisory: Eligibility for English 28/31 or equivalent.
Credit not allowed for Biology 25 to students who have previous credit for Biology 1, 3, 6, 23.
Lecture 3 hours.
This is a survey course for the non-science major. The principle human body systems are studied according to structure and function. Problems of pollution, population control, and preservation of the natural environment will be discussed.

**BIOLOGY 185 Directed Study - 1 UNIT (CSU)**
**BIOLOGY 285 Directed Study - 2 UNITS (CSU)**
**BIOLOGY 385 Directed Study - 3 UNITS (CSU)**
Conference 1 hour per unit.
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the "Directed Study" section of this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

**MICROBIOLOGY**
UC Limit: Microbiology 1 and 20 combined: maximum credit allowed, one course.

**MICROBIOLOGY 1**
*Introductory Microbiology*
*5 UNITS – (UC:CSU)*
Prerequisite: Chemistry 60, Biology 3, with a satisfactory grade of better or equivalent.
Advisory: Eligibility for English 28/31 or equivalent.
Lecture 3 hours. Laboratory 6 hours.
In the course are bacterial physiology, cytology, genetics, growth and reproduction, and the effects of physical and chemical agents on the bacterial cell. Applied fields covered are food, water, milk, air, soil and industrial microbiology. The immune response, diseases and bacteriologic techniques are stressed.

**MICROBIOLOGY 20**
*General Microbiology*
*4 UNITS – (UC:CSU)*
Advisory: English 21 or equivalent.
Lecture 3 hours. Laboratory 6 hours.
This is a general microbiology course stressing diseases produced by microorganisms and including an introduction to bacterial classification, cytology, physiology, growth, reproduction, sterilization, disinfection and the applied fields of bacteriology. Bacteriological techniques are emphasized in the laboratory.

**MICROBIOLOGY 40**
*Microbiology Laboratory Preparations*
*1 UNIT – (RPT 2) (CSU)*
Laboratory 3 hours.
This course emphasizes the preparation of media and reagents normally used in a bacteriological laboratory. Use and care of laboratory equipment and supplies are included.

**PHYSIOLOGY 1**
*Introduction to Human Physiology*
*4 UNITS – (UC:CSU)*
Prerequisite: Anatomy 1 with a satisfactory grade or equivalent.
Advisory: English 21 or equivalent.
Lecture 3 hours. Laboratory 3 hours.
Presents general principles of physiology with special emphasis upon the human body.
Chair: Thelma Day
(323) 953-4000 ext. 2900 • DH212
www.lacitycollege.edu/academic/departments/busad/business.htm

PROGRAMS OFFERED
Associate of Arts:
Accounting
Advertising
Bookkeeping
Business Administration
Business Law (See “Law”)
Finance & Banking
Management
Management, Business Offices
Management, Small Businesses
Marketing
Real Estate

Certificates:
Accounting Technician
Automated Accounting
Business Administration
Business Micro-Computer Application
Finance & Banking
Management
Management, Small Business
Management, Retail
Marketing
Real Estate - Finance Specialization
Real Estate - Investment Specialization
Real Estate - Marketing Specialization

DEGREE PROGRAMS
ACCOUNTING
Associate of Arts Degree
Career Program
Designed for students who are interested in a career in accounting, in private industry, or in public service, or who may choose to become accounting technicians with a public accounting firm. Students who already possess a Bachelor’s degree and contemplate preparing for the Certified Public Accountant certificate should contact the State Board of Accountancy (213) 620-4300 for eligibility requirements.

The curriculum outlined below is for students who do not intend to transfer to a four year college or university. Transfer students should consult the transfer requirements in the Transfer Requirements section, elsewhere in this catalog.

COURSES

First Semester
Accounting 1 .......................................................... 5
Accounting 55 ....................................................... 1
Business 1 ............................................................. 3
Accounting 31 or Business 38 ............................... 3/3

Second Semester
Accounting 2 .......................................................... 5
Accounting 17 or 18 ................................................. 2/3
Supervision 1 .......................................................... 3
Accounting 23 .......................................................... 3

Following Semester
Accounting 25 or Accounting 27 .......................... 3
Management 31 ..................................................... 3
CSIT 101 or 103 ...................................................... 4/4
CSIT 130 .............................................................. 3
Business 17 ............................................................ 3
Accounting 15 ........................................................ 3
Business 15 ............................................................ 3

Total Units ........................................................................... 45

Suggested General Education Electives: Supervision 1; Management 2;
Finance 8, 15; Law 1.

To complete general education requirements in this area of study, Plan B for the AA/AS
Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog
“Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

<table>
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<tr>
<th>COURSES</th>
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<tr>
<td>English Composition</td>
<td>3 Units</td>
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<tr>
<td>Communication/Analytical Thinking</td>
<td>3 Units</td>
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<td>Natural Sciences</td>
<td>3 Units</td>
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<tr>
<td>Humanities</td>
<td>3 Units</td>
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<tr>
<td>Social/Behavioral Sciences (including American History &amp; Governments)</td>
<td>3-4 Units</td>
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<td>Health/Physical Education</td>
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<tr>
<td>Math Competency</td>
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</table>

ADVERTISING
Associate of Arts Degree
Career Program
Designed by the Business Administration Department, this program is for students who wish to enter the advertising field. It offers training leading to employment as an advertising salesperson, copywriter, layout technician, or research production employee.

COURSES

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Business 1 ...................................................... 3</td>
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<td>Management 33 .................................................. 3</td>
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</tbody>
</table>
**BOOKKEEPING**

**Associate of Arts Degree**

**Career Program**

The Business Administration department has designed the Bookkeeping curriculum for students who wish to become bookkeepers in private industry or government service. It is so arranged that students forced to terminate their schooling after completing one, two, or three semesters will have acquired skills necessary for employment. Students expecting to serve in the Armed Forces will find this a suitable preparation for many military classifications. Students who wish to become public accountants should take the Accounting curriculum.

<table>
<thead>
<tr>
<th>COURSES</th>
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<tr>
<td>First Semester</td>
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<td>Second Semester</td>
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<td>Accounting 25 or 27</td>
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<td>Finance 8</td>
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<td>Management 31</td>
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<td>Accounting 15</td>
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</table>

Suggested General Education Electives: Accounting 27 or 55, Business 10, CSIT 130, CSIT 133, Finance 2, 15, CAOT 1, Management 2.

**To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.**

**PLAN B:** Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

<table>
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<tbody>
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<td>Business 1</td>
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<td>Business 38 or Accounting 31</td>
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<tr>
<td>Management 31</td>
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<td>Management 33</td>
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<td>Second Semester</td>
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<td>Finance 8</td>
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<td>Marketing 11</td>
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<td>Management 2</td>
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<td>Third Semester</td>
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<td>Business 17</td>
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<tr>
<td>Marketing 21</td>
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<td>Fourth Semester</td>
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<td>Accounting 21/41</td>
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<tr>
<td>Management 13</td>
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<tr>
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<tr>
<td>Total Units</td>
<td>40</td>
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</tbody>
</table>

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

**PLAN B:** Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>Communication/Analytical Thinking</td>
<td>3</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td>3</td>
</tr>
<tr>
<td>Humanities</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Sciences (including American History &amp; Governments)</td>
<td>3</td>
</tr>
<tr>
<td>Health/Physical Education</td>
<td>3-5</td>
</tr>
</tbody>
</table>

**BUSINESS ADMINISTRATION**

**Associate of Arts Degree**

**Career Program**

The Business Administration curriculum is designed for students who are interested in an encompassing, formal business education. Upon successful completion of this program, the student will have an extensive background in the principles and practices of the business world.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td></td>
</tr>
<tr>
<td>Business 1</td>
<td>3</td>
</tr>
<tr>
<td>Second Semester</td>
<td></td>
</tr>
<tr>
<td>Finance 8</td>
<td>3</td>
</tr>
<tr>
<td>Marketing 11</td>
<td>3</td>
</tr>
<tr>
<td>Management 2</td>
<td>3</td>
</tr>
<tr>
<td>Third Semester</td>
<td></td>
</tr>
<tr>
<td>Business 15</td>
<td>3</td>
</tr>
<tr>
<td>Business 17</td>
<td>3</td>
</tr>
<tr>
<td>Marketing 21</td>
<td>3</td>
</tr>
<tr>
<td>Fourth Semester</td>
<td></td>
</tr>
<tr>
<td>Accounting 21/41</td>
<td>4</td>
</tr>
<tr>
<td>Management 13</td>
<td>3</td>
</tr>
<tr>
<td>Supervision 1</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td>40</td>
</tr>
</tbody>
</table>

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

**PLAN B:** Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>Communication/Analytical Thinking</td>
<td>3</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td>3</td>
</tr>
<tr>
<td>Humanities</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Sciences (including American History &amp; Governments)</td>
<td>3</td>
</tr>
<tr>
<td>Health/Physical Education</td>
<td>3-5</td>
</tr>
</tbody>
</table>

3-5 Units Math Competency
FINANCE & BANKING
Associate of Arts Degree
Career Program

The Finance and Banking curriculum has been planned by the Business Administration department to provide training for employment in such fields as banking, corporate finance, stocks and bonds, credits and collections, and savings and loan businesses.

COURSES  UNITS
First Semester
Business 1 .......................................................... 3
Business 38 or Accounting 31 ......................... 3
Management 31 ................................................ 3

Second Semester
Accounting 21 and 41 ...................................... 4
Finance 8 .......................................................... 3
Business 17 ...................................................... 3
Supervision 1 .................................................... 3

Following Semesters
Accounting 22 and 42 ...................................... 4
Finance 2 .......................................................... 3
Finance 15 ........................................................ 3
Real Estate 1 ...................................................... 3
Management 2 .................................................. 3

Total Units ........................................................................ 38

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.
PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

MANAGEMENT
Associate of Arts Degree
Career Program

The Management curriculum has been planned by the Business Administration Department for students going into business for themselves or for those who are ambitious to advance to positions of leadership in any organization.

COURSES  UNITS
First Semester
Business 1 .......................................................... 3
Business 38 ........................................................ 3
Management 2 .................................................. 3

Second Semester
Accounting 21/41 .............................................. 4
Supervision 1 ...................................................... 3
International Business 1 .................................. 3

Third Semester
Accounting 22/42 (for those who have already completed Accounting 21/41) ....................... 4
CSIT 101 or Business 17 ................................. 4/4
Finance 8 .......................................................... 3

Fourth Semester
Management 13 .............................................. 3
Management 33 ............................................. 3

Total Units ........................................................................ 40

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.
PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency
To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

MANAGEMENT - SMALL BUSINESS

Associate of Arts Degree
Career Program

The Business Administration department has planned the Small Business Management curriculum for those students preparing to be an employee in a small business or planning to own a business.

COURSES  UNITS

First Semester
Accounting 21/41 ................................................................. 4
Business 1 ............................................................................. 3
Finance 8 .............................................................................. 3
Management 13 ................................................................. 3
Management 33 ................................................................. 3

Second Semester
International Business 1 ....................................................... 3
Marketing 11 ....................................................................... 3

Following Semesters
CSIT 101 or 103 ................................................................. 4/4
Finance 2 .............................................................................. 3
Management 2 ................................................................... 3
Marketing 1 ........................................................................ 1
Management 31 ................................................................. 3
Supervision 1 ..................................................................... 3

Total Units ........................................................................... 41

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

REAL ESTATE

Associate of Arts Degree
Career Program

The Real Estate curriculum has been designed by the Business Administration department for students who plan to enter the real estate field in such areas as sales, brokerage, management, and escrows. Individuals who complete the 30 unit program with a satisfactory grade or better in each course specified in the Real Estate Certificate program may apply for a California Real Estate Certificate. Applications are distributed in the Real Estate classes at approximately the middle of each semester. Applications should be filed with the Graduation Clerks in the Admissions Office during the semester in which the

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

MARKETING

Associate of Arts Degree
Career Program

The Marketing degree program provides the student with a wide range of knowledge in marketing, selling, advertising and retailing, as well as decision-making skills in product planning, pricing, and selection of channels of distribution. The capstone course, Marketing 24, provides student with a vehicle for making contacts in the field of marketing with a view toward employment.

The Marketing curriculum shown below serves as a guide to students majoring in the subject area. Students have flexibility in scheduling these classes but are advised to begin their studies with Principles of Marketing (Marketing 21) during their third or fourth semester.

COURSES  UNITS

First Semester
Marketing 1 ................................................................. 3
Marketing 21 ............................................................... 3
Business 1 ................................................................. 3
Management 31 ......................................................... 3

Second Semester
Marketing 11 ............................................................ 3
Marketing 13 ............................................................ 1
Business 38 ............................................................... 3
Management 33 ......................................................... 3
Business 17 ............................................................... 3

Following Semesters
Management 13 ........................................................... 3
Management 2 ............................................................ 3
Supervision 1 ............................................................. 3
Marketing 31 ............................................................. 3

Total Units ........................................................................... 37
30 unit program is expected to be completed. Education and experience requirements for the broker license are set by the California Department of Real Estate, 107 S. Broadway, Los Angeles, CA, 90012.

### COURSES

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Real Estate 1</td>
<td>3</td>
</tr>
<tr>
<td>Real Estate 3</td>
<td>3</td>
</tr>
<tr>
<td>CSIT 101 or Business 17</td>
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<tr>
<td>Communication Course</td>
<td>3</td>
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<tr>
<td>Real Estate 5</td>
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<td>Real Estate 7</td>
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<tr>
<td>Accounting 1</td>
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<td>Real Estate 6</td>
<td>3</td>
</tr>
<tr>
<td>Real Estate 9</td>
<td>3</td>
</tr>
<tr>
<td>Real Estate 11</td>
<td>3</td>
</tr>
<tr>
<td>Real Estate 14</td>
<td>3</td>
</tr>
<tr>
<td>Real Estate 18</td>
<td>3</td>
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<td>Real Estate 21</td>
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</tr>
<tr>
<td>Law 1</td>
<td>3</td>
</tr>
<tr>
<td>Accounting 17 or 18</td>
<td>2/3</td>
</tr>
<tr>
<td>Accounting 21 &amp; 41</td>
<td>4</td>
</tr>
<tr>
<td>Accounting 21 &amp; 41</td>
<td>4</td>
</tr>
<tr>
<td>Accounting 22 &amp; 42</td>
<td>4</td>
</tr>
<tr>
<td>Accounting 17 or 18</td>
<td>2/3</td>
</tr>
<tr>
<td>Accounting 23</td>
<td>3</td>
</tr>
<tr>
<td>Accounting 25</td>
<td>3</td>
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<tr>
<td>Accounting 27</td>
<td>3</td>
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<tr>
<td>Accounting 31 or Business 38</td>
<td>3/3</td>
</tr>
<tr>
<td>Accounting 55</td>
<td>1</td>
</tr>
<tr>
<td>Business 1</td>
<td>3</td>
</tr>
<tr>
<td>Business 15</td>
<td>3</td>
</tr>
<tr>
<td>Business 38</td>
<td>3</td>
</tr>
<tr>
<td>CSIT 101 or CSIT 103</td>
<td>4/4</td>
</tr>
<tr>
<td>Finance 2</td>
<td>3</td>
</tr>
<tr>
<td>Finance 2</td>
<td>3</td>
</tr>
<tr>
<td>Management 2</td>
<td>3</td>
</tr>
<tr>
<td>Management 13</td>
<td>3</td>
</tr>
<tr>
<td>Management 31</td>
<td>3</td>
</tr>
<tr>
<td>International Business 1</td>
<td>3</td>
</tr>
<tr>
<td>Management 20</td>
<td>3</td>
</tr>
<tr>
<td>Management 33</td>
<td>3</td>
</tr>
<tr>
<td>Finance 15</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td>39-40</td>
</tr>
</tbody>
</table>

### AUTOMATED ACCOUNTING Certificate

A certificate in Automated Accounting will be issued by the Department of Business Administration upon application of the student and successful completion of requirements for Accounting-Technician certificate and completion of the following course work with a satisfactory grade.

<table>
<thead>
<tr>
<th>REQUIRED COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting 21 &amp; 41</td>
<td>4</td>
</tr>
<tr>
<td>Accounting 22 &amp; 42</td>
<td>4</td>
</tr>
<tr>
<td>Accounting 17 or 18</td>
<td>2/3</td>
</tr>
<tr>
<td>Accounting 23</td>
<td>3</td>
</tr>
<tr>
<td>Accounting 31 or Business 38</td>
<td>3/3</td>
</tr>
<tr>
<td>Accounting 15</td>
<td>3</td>
</tr>
<tr>
<td>Accounting 55</td>
<td>1</td>
</tr>
<tr>
<td>CSIT 101 or Business 17</td>
<td>4/4</td>
</tr>
</tbody>
</table>

### BUSINESS ADMINISTRATION Certificate

A certificate in Business Administration will be issued by the Business Administration department after application to the department by the student upon successful completion of the following course work with a satisfactory grade.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business 1</td>
<td>3</td>
</tr>
<tr>
<td>Business 15</td>
<td>3</td>
</tr>
<tr>
<td>Business 38</td>
<td>3</td>
</tr>
<tr>
<td>CSIT 101 or CSIT 103</td>
<td>4/4</td>
</tr>
<tr>
<td>Finance 2</td>
<td>3</td>
</tr>
<tr>
<td>Finance 8</td>
<td>3</td>
</tr>
<tr>
<td>Management 2</td>
<td>3</td>
</tr>
<tr>
<td>Management 13</td>
<td>3</td>
</tr>
<tr>
<td>Management 31</td>
<td>3</td>
</tr>
<tr>
<td>International Business 1</td>
<td>3</td>
</tr>
<tr>
<td>Marketing 21</td>
<td>3</td>
</tr>
<tr>
<td>Management 33</td>
<td>3</td>
</tr>
<tr>
<td>Finance 15</td>
<td>3</td>
</tr>
</tbody>
</table>

All courses must be completed with a satisfactory grade or better.
**BUSINESS-MICRO COMPUTER APPLICATION Certificate**
A certificate in Business Micro-Computer Application will be issued by the Business Administration department upon application of the student with the department with successful completion of the following course work with a satisfactory grade.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business 1</td>
<td>3</td>
</tr>
<tr>
<td>Business 17 or CSIT 133</td>
<td>3/3</td>
</tr>
<tr>
<td>CSIT 104 or Business 38</td>
<td>3/3</td>
</tr>
<tr>
<td>CSIT 130</td>
<td>3</td>
</tr>
<tr>
<td>CSIT 148 or CSIT 133</td>
<td>3/3</td>
</tr>
<tr>
<td>CSIT 157 or CSIT 160</td>
<td>4/3</td>
</tr>
<tr>
<td>CSIT 167</td>
<td>3</td>
</tr>
<tr>
<td>Marketing 13 or Marketing 21</td>
<td>1/3</td>
</tr>
<tr>
<td>Management 2 or Management 31, 33</td>
<td>3/3/3</td>
</tr>
<tr>
<td>COAT 84</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units .................................................................  30

Include with the above: 6 units from the following: Business 15; Accounting 21 and 41; International Business 1; Real Estate 1; Finance 2, 8, 15; Philosophy 8; Supervision 1, 12; Economics 1. A total of 36-39 units must be completed with a grade of Business 1, 10; Finance 11; Management 13; Political Science 1; Psychology 1, 4; Sociology 1, with a satisfactory grade or better.

**FINANCE & BANKING Certificate**
A certification in Finance and Banking will be issued by the Business Administration department upon application of the student to the department and successful completion of the following course work with a satisfactory grade.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting 21/41</td>
<td>4</td>
</tr>
<tr>
<td>Accounting 22/42</td>
<td>4</td>
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<td>Accounting 55</td>
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</tr>
<tr>
<td>Finance 15</td>
<td>3</td>
</tr>
<tr>
<td>Business 1</td>
<td>3</td>
</tr>
<tr>
<td>Business 38 or Accounting 31</td>
<td>3/3</td>
</tr>
<tr>
<td>CSIT 101 or CSIT 103</td>
<td>4/4</td>
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<tr>
<td>Finance 2</td>
<td>3</td>
</tr>
<tr>
<td>Finance 8</td>
<td>3</td>
</tr>
<tr>
<td>Finance 1</td>
<td>3</td>
</tr>
<tr>
<td>Management 2</td>
<td>3</td>
</tr>
<tr>
<td>Supervision 1 or Management 13 or Management 33</td>
<td>3/3/3</td>
</tr>
<tr>
<td>Business 15</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>6</td>
</tr>
</tbody>
</table>

Total Units .................................................................  43

Electives: Economics 1; Law 1; Real Estate 1.
All courses must be completed with a satisfactory grade or better.

**MANAGEMENT Certificate**
A certificate in Management will be issued by the Business Administration department upon application of the student with the department upon successful completion of the courses listed below. This curriculum is designed for students who are planning on going into business for themselves or to advance into leadership positions within an organization.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business 38</td>
<td>3</td>
</tr>
<tr>
<td>Business 1</td>
<td>3</td>
</tr>
<tr>
<td>CSIT 101 or CSIT 103</td>
<td>4/4</td>
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<tr>
<td>Finance 2</td>
<td>3</td>
</tr>
<tr>
<td>Finance 8</td>
<td>3</td>
</tr>
<tr>
<td>Management 2</td>
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<tr>
<td>Management 13</td>
<td>3</td>
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<tr>
<td>Management 31</td>
<td>3</td>
</tr>
<tr>
<td>Management 33</td>
<td>3</td>
</tr>
<tr>
<td>Marketing 21</td>
<td>3</td>
</tr>
<tr>
<td>Supervision 1</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units ................................................................. 34

**SMALL BUSINESS MANAGEMENT Certificate**
A certificate in Small Business Management will be issued by the Business Administration department upon application of the student with the department upon successful completion of the following course work with a satisfactory grade.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting 21/41 or 23</td>
<td>4/3</td>
</tr>
<tr>
<td>Business 1</td>
<td>3</td>
</tr>
<tr>
<td>Business 38 or Accounting 31</td>
<td>3/3</td>
</tr>
<tr>
<td>CSIT 101 or CSIT 103</td>
<td>4/4</td>
</tr>
<tr>
<td>Real Estate 1</td>
<td>3</td>
</tr>
<tr>
<td>Management 13</td>
<td>3</td>
</tr>
<tr>
<td>Management 31</td>
<td>3</td>
</tr>
<tr>
<td>Management 33</td>
<td>3</td>
</tr>
<tr>
<td>Marketing 21</td>
<td>3</td>
</tr>
<tr>
<td>Marketing 11</td>
<td>3</td>
</tr>
<tr>
<td>Finance 8</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units ................................................................. 34/35
**MARKETING Certificate**

The Marketing certificate has been designed to provide the student with a vehicle for acquiring valuable knowledge, expertise, and marketable skills with which to obtain employment — or to attain promotions — in sales, marketing, retailing, advertising, or new product planning. The student will also learn the means of succeeding in businesses of their own, without having to complete the related and elective units of study required for the Associate of Arts degree.

**COURSES**

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing 21</td>
<td>3</td>
</tr>
<tr>
<td>Marketing 31</td>
<td>3</td>
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<tr>
<td>Management 2</td>
<td>3</td>
</tr>
<tr>
<td>Management 31</td>
<td>3</td>
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<tr>
<td>Management 33</td>
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<tr>
<td>Business 38</td>
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</tr>
<tr>
<td>Speech 101</td>
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</tr>
<tr>
<td>CAOT 32*</td>
<td>3</td>
</tr>
<tr>
<td>CAOT 84 or CAOT 85</td>
<td>3/3</td>
</tr>
<tr>
<td>Accounting 21</td>
<td>4</td>
</tr>
<tr>
<td>Accounting 41</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Units** ................................................................. 35

*May need to meet a prerequisite before enrolling in this class.

---

**REAL ESTATE Certificate with Specialization**

**CORE COURSES**

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Real Estate 1</td>
<td>3</td>
</tr>
<tr>
<td>Real Estate 3</td>
<td>3</td>
</tr>
<tr>
<td>Real Estate 5</td>
<td>3</td>
</tr>
<tr>
<td>Real Estate 7</td>
<td>3</td>
</tr>
<tr>
<td>Real Estate 9</td>
<td>3</td>
</tr>
<tr>
<td>CSIT 101 or CSIT 103</td>
<td>4</td>
</tr>
<tr>
<td>Business 1</td>
<td>1</td>
</tr>
</tbody>
</table>

**Core Courses Sub-Total** ................................................. 22

**Additional required courses for the specializations are:**

**Real Estate: Finance Specialization**

**ADDITIONAL REQUIRED COURSES**

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
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**Sub-Total** ........................................................................ 15

**Total (Core + Specialization)............................................. 37**

**Real Estate: Investment Specialization**

**ADDITIONAL REQUIRED COURSES**

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**Sub-Total** ........................................................................ 18

**Total (Core + Specialization)............................................. 40**

**Real Estate: Marketing Specialization**

**ADDITIONAL REQUIRED COURSES**

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**Sub-Total** ........................................................................ 18

**Total (Core + Specialization)............................................. 40**

All courses must be completed with a satisfactory grade or better. This certificate satisfies the statutory college course requirement necessary for the California Real Estate Broker license. A college degree and/or additional experience is also required.

Please consult with the California Department of Real Estate.
COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

Also see Computer Applications/Office Technology (CAOT). Computer Science/Information Technology (CSIT), Law and Speech Communications

UC Credit Limit: maximum credit allowed, one course from Business 15 or Mathematics 225.

ACCOUNTING

ACCOUNTING 1
Introductory Accounting I
5 UNITS - (UC:CSU)
Prerequisite: Completion of Business 38 or Accounting 31 with a satisfactory grade or better.
Credit allowed for only Accounting 1 or Accounting 21 with Accounting 41 and Accounting 22 with Accounting 42. Accounting 1 is intended for transfer students. All others should consider taking Accounting 21 with Accounting 41.
Introduction to fundamental accounting principles and concepts. Includes analysis and recording of various business transactions in the journals and ledgers; preparation of basic financial statements of service and merchandising firms; detailed study of cash receivables, inventory, plant assets including depreciation; intangible assets and amortization; payables; payroll and related payroll taxes.

ACCOUNTING 2
Introductory Accounting II
5 UNITS - (UC:CSU)
Prerequisite: Accounting 1 or 22 with a satisfactory grade or better.
Continues the introduction to fundamental accounting principles and concepts including the recording of transactions unique to partnerships and corporations. Preparation of cash flow statements, financial analysis and interpretation and introduction to basic cost accounting concepts and procedures.

ACCOUNTING 3
Intermediate Accounting
3 UNITS - (CSU)
Prerequisite: Accounting 2 with a satisfactory grade or better.
Theory of recording valuation, and presentation of current, fixed and intangible assets; current and long term obligations; paid-in capital and retained earnings; financial statement analysis; applications of funds and cash flow reporting.

ACCOUNTING 4
Advanced Accounting
3 UNITS - (CSU)
Prerequisite: Accounting 3 with a satisfactory grade or better. Financial concepts and analysis of problems that arise in partnerships, branches, affiliated companies, governmental units, nonprofit organizations, and estates and trusts.

ACCOUNTING 11
Accounting
3 UNITS - (CSU)
Prerequisite: Accounting 2 with a satisfactory grade or better.
Theory of cost accounting with emphasis on job – lot and process cost accounting. Accounting methods for material, labor, and factory overhead, and preparation of financial statements from cost data.

ACCOUNTING 12
Auditing
3 UNITS - (CSU)
Co-requisite: Concurrent enrollment in or credit for Accounting 4 with a satisfactory grade or better.
The principles of auditing and the steps to be followed in conducting an audit, preparation of audit working papers and audit reports, and solution of an audit case.

ACCOUNTING 15
Tax Accounting I
3 UNITS - (CSU)
Prerequisite: Accounting 1 with a satisfactory grade or better.
Tax laws, accounting procedures required in the preparation of Federal and California State income tax returns for individuals. Can be utilized to meet the basic qualifications for registering as a tax preparer and the continuing education requirements of the California Tax Preparer Act.

ACCOUNTING 16
Tax Accounting II
3 UNITS - (CSU)
Prerequisite: Accounting 15 with a satisfactory grade or better.
This course includes tax laws, accounting procedures, and preparation of income tax returns for corporations, partnerships, estates, and trusts. Estate and gift tax laws, and preparation of related returns are also discussed.

ACCOUNTING 17
Payroll Accounting
2 UNITS - (A)
Advisory: English 28/31 or equivalent.
Concerned with procedures and practices involved in a firm’s payroll system. Includes familiarizing students with current State and Federal laws with respect to computation of regular and overtime pay, withholding of payroll taxes, computation of employer’s payroll taxes, and the preparation of payroll tax returns for a firm.

ACCOUNTING 18
Computerized Payroll Accounting
3 UNITS - (A)
Prerequisite: Accounting 21/41 or Accounting 1 with a satisfactory grade or better.
Concerned with procedures and practices involved in a manual or automated payroll system. Includes familiarizing students with current state and federal laws affecting payroll, computation of payroll taxes and preparation of payroll tax returns.

ACCOUNTING 21
Bookkeeping and Accounting I
3 UNITS - (UC:CSU)
Co-requisite: Accounting 41.
Credit allowed for only Accounting 1 or the combination of Accounting 21 with 41 and 22 with 42.
Fundamentals of double-entry accounting; the accounting cycle; preparation of the trial balance, adjusting entries and three basic financial statements; use of controlling accounts; accounting for merchandise and cash transactions; special journals and periodic reporting.
UC limit: Accounting 21 and 22 equal five units allowable.
ACCOUNTING 22
Bookkeeping and Accounting II
3 UNITS - (UC:CSU)
Prerequisite: Prior successful completion of Accounting 21 with 41, and concurrent enrollment in Accounting 42 at the same hour and with the same instructor as Accounting 22.
Credit allowed for only Accounting 1 or the combination of Accounting 21 with 41 and 22 with 42.
Accounting for receivables, payables and bad debts; deferrals and accruals; merchandise inventories; plant and intangible assets; accounting systems and controls including bank reconciliations; and payroll systems. UC limit: Accounting 21 with 22 equal five units allowable.

ACCOUNTING 23
Record Keeping for Small Business
3 UNITS - (A)
Prerequisite: Accounting 21/41 and CSIT 101 with satisfactory grades or better.
Builds on knowledge and background gained from Accounting 21/41. Introduces cash basis concept of accounting, single-entry accounting systems and a small business computerized accounting software. Student will complete simulated accounting projects designed for different types of small business firms using both manual and microcomputer systems.

ACCOUNTING 25
Accounting: Automated Accounting Methods and Procedures
3 UNITS - (A)
Prerequisite: Accounting 21 and CSIT 101 with satisfactory grades or better.
Designed for hands-on experience with the micro computer in the accounting environment. Basic emphasis will be computerized accounting with special emphasis to maintenance of general ledger, accounts receivable, accounts payable, and payroll records. Also, the preparation of worksheets, financial statements, payroll records and other accounting records.

ACCOUNTING 27
Accounting: Automated Accounting Methods and Procedures II
3 UNITS - (A)
Prerequisite: Accounting 1 with a satisfactory grade or better.
Computer applications in the preparation of special journals, payroll register, bank reconciliation, aging account receivable inventory costing and depreciation. Analysis reconciliation, aging accounts receivable, inventory costing and depreciation. Analysis of financial statements and preparation of a computerized practice set.

ACCOUNTING 31
Accounting: Mathematics of Accounting
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
Credit allowed for only one Accounting 31 and Business 38. Review of mathematical fundamentals, followed by bank reconciliation, payroll computations, depreciation and allocation of overhead, trade and cash discounts, simple interest and compound interest computations, multiple payment plans, present value, sinking fund and amortization.

ACCOUNTING 37
Accounting Machine Practice
1 UNIT - (A)
Continuation of CAOT 6. Enrollment will be by add card only. Additional 2-hour Lab TBA.
This course develops proficiency in performing printing calculations and the mastery of touch keyboarding.

ACCOUNTING 41
Accounting: Laboratory for Accounting 21
1 UNIT - (A)
Prerequisite: Accounting 21 with a satisfactory grade or better.
Note: Accounting 41 students must also enroll in Accounting 21 at the same hour and with the same instructor as Accounting 41. Fundamentals of double-entry accounting; the accounting cycle; preparation of the trial balance; adjusting entries and three basic financial statements; use of controlling accounts; accounting for merchandising and cash transactions; special journals and periodic reporting.

ACCOUNTING 42
Laboratory For Accounting 22
1 UNIT - (A)
Prerequisite: Accounting 41 with a satisfactory grade or better.
Co-requisite: Accounting 22 which meets at the same hour.
This laboratory course is designed to reinforce the lecture in Accounting 22.

ACCOUNTING 55
Accounting: Accounting Computer Laboratory
1 UNIT - (A)
Advisory: CSIT 101 and English 28/31 with satisfactory grades or better.
This is a computer laboratory which provides the student with an opportunity to apply the accounting computer concepts being studied in an other accounting class section.

ACCOUNTING 285 Directed Study — 2 UNITS (CSU)
ACCOUNTING 385 Directed Study — 3 UNITS (CSU)
Conference 1 hour per unit.
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the “Directed Study” section of this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

BUSINESS
BUSINESS 1
Introduction to Business
3 UNITS - (UC:CSU)
A survey of business including forms of business organization, finance, personnel problems, marketing, managerial aids, business-government relations; and business terms and concepts.

BUSINESS 10
Fundamentals of Tax Return Preparation
3 UNITS — (A)
Advisory: English 28/31 or equivalent.
Credit allowed for only one of Business 10 and Accounting 15.
The provisions and requirements of the Federal and California State income tax laws as they apply to individuals. Requires students to prepare a number of specimen income tax forms. Credit allowed for only one of Business 10 and Accounting 15.
BUSINESS 15  
**Business Statistics**  
**3 UNITS - (UC:CSU)**  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
Collection, tabulation and presentation of data; averages and index numbers, economic trends and cycles, correlation, and the application of these methods to the solution of practical business problems.  
UC limit: Maximum one course from Mathematics 225 and Business 15.

BUSINESS 17  
**Computer Graphics for Business**  
**3 UNITS – (A)**  
Prerequisite: Business 1 with a satisfactory grade or better.  
A comprehensive course in business graphics covering types of business graphics, their uses and techniques for generating graphics emphasizing computer usage, computer techniques and current computer graphics software.

BUSINESS 38  
**Business Computations**  
**3 UNITS – (CSU)**  
Advisory: English 28/31 or equivalent.  
Credit allowed for only one of Business 38 or Accounting 31. Problems in ordinary business situations and on civil service examinations. Arithmetic fundamentals, including addition, subtraction, multiplication and division of whole numbers and fractions are reviewed. Practical problems include interest, cash and trade discount, mark-up and mark-- down, payrolls, and percentage.

FINANCE 2  
**Investments**  
**3 UNITS - (CSU)**  
Advisory: Finance 8 with a satisfactory grade or better.  
The principles of investment, the various types of investments, the operations of investment markets, and sources of information.

FINANCE 8  
**Personal Finance and Investments**  
**3 UNITS - (CSU)**  
Applying the principles of accounting, banking, finance, office methods, management, and production, to one's personal affairs. Family budgeting, consumer credit, home ownership, life and property insurance, investments and savings plans, social security and retirement plans.

FINANCE 11  
**Credits and Collections**  
**3 UNITS - (CSU)**  
Advisory: English 28/31 or equivalent.  
Covers the duties of a credit manager in various business establishments.

FINANCE 15  
**Principles of Banking**  
**3 UNITS - (CSU)**  
Advisory: English 28/31 or equivalent.  
This course is designed to provide an understanding of the basic functions of banking and a working knowledge of the operation of a bank.

FINANCE 16  
**Installment Credit**  
**3 UNITS - (CSU)**  
Prerequisite: Finance 15 and Business 1 with satisfactory grades or better.  
This course presents the techniques of installment lending. Emphasis is placed on establishing the credit, obtaining and checking information, servicing the loan, and collecting the amounts due. Other topics discussed are inventory financing, special loan programs, business development and advertising.

FINANCE 17  
**Analysis of Financial Statements**  
**3 UNITS - (CSU)**  
Prerequisite: Accounting 1 and Finance 15 with satisfactory grades or better.  
This course presents the techniques of analyzing financial statements. Meaningful aspects are explored with regard to contents of financial statements.

INTERNATIONAL BUSINESS 1  
**International Trade**  
**3 UNITS - (CSU)**  
Prerequisite: Business 1 with a satisfactory grade or better.  
A study of the principles of international trade, including the basics of operating an import and/or export business. Topics covered include: marketing, terminology, documentation, financial procedures, credits, collections, and communication.

INTERNATIONAL BUSINESS 2  
**Exporting Procedures**  
**3 UNITS - (A)**  
Identifies, defines, and explains that which is required by the United States regulatory agencies to export from the United States. Emphasis will be placed on how to determine if a commodity is acceptable for export and how to prepare the proper documentation required by the country of destination.

INTERNATIONAL BUSINESS 3  
**Importing Procedures I**  
**3 UNITS - (A)**  
Prerequisite: International Business 1 with a satisfactory grade or better.  
Identifies, defines, and explains the United States regulatory agency requirements to import to the United States. Emphasis will be placed on how to determine what duties commodities might be subject to and how to prepare and present to the Bureau of Customs the shipment and its documents.

INTERNATIONAL BUSINESS 4  
**Payment Instruments and Procedures**  
**3 UNITS - (A)**  
Prerequisite: Business 1 and/or International Business 1 with satisfactory grades or better.  
This course explains how to arrange and receive payment for merchandise shipped from one country to another. Topics covered include how to prepare and fill out documents. Also included is information regarding credit and political risk insurance.
INTERNATIONAL BUSINESS 6
International Marketing I
3 UNITS - (A)
Open to all students.
Emphasizes how to get foreign customers for American made products, how to identify prospective customers, how to make contact and how to sell the product. Variables include: culture, trade customs, politics, climate, wealth, business and government structures and international law.

MARKETING

MARKETING 1
Principles of Selling
3 UNITS - (CSU)
The student will learn about selling careers, role of personality in selling, how to use product knowledge, prospecting, how to start the sale, demonstrate the product, handle sales resistance, and close the sale.

MARKETING 2
Advanced Selling
3 UNITS - (CSU)
Prerequisite: Marketing 1 with a satisfactory grade or better.
Designed to develop skill in the presentation of sales talks. Each student gains experience by developing and offering complete sales presentations in the various fields of selling.

MARKETING 11
Fundamentals of Advertising
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
Open to all students.
Provides the student with an opportunity to explore the strategies and techniques used by small business, corporations and advertising agencies to stimulate sales.
Business approach to practices of advertising, includes selection of media, campaign management, copy writing and layout.

MARKETING 13
Marketing
1 UNIT – (A)
Advisory: Marketing 11 or Marketing 21.
This course teaches student to apply marketing principles in a real-life project.

MARKETING 21
Principles of Marketing
3 UNITS - (CSU)
Open to all students.
The student will explore types of markets and their characteristics, planning the products, selection of dealers and distributors, promotion of the products, international marketing.

MARKETING 31
Retail Merchandising
3 UNITS - (CSU)
This course provides the student with a working knowledge of the principles and procedures in retailing, including a study of store location, store layout, store organization, buying, pricing, stock planning, and retail sales promotion.

MARKETING 32
Fashion Merchandising
3 UNITS - (CSU)
Designed to provide detailed information about ready-to-wear merchandise. Technical functions of apparel merchandising, such as seasonal buying procedures, specific selling points, consumer buying habits, and knowledge concerning fashion trends.
MARKETING 33
Retail Buying
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
A study of the principles and techniques of buying for retail organizations, including inventory and stock control procedures, merchandise selection, merchandise planning, use and interpretation of buyers' reports and retail mathematics for buyers.

REAL ESTATE

REAL ESTATE 1
Real Estate Principles
3 UNITS - (CSU)
Open to all students.
Advisory: English 28/31 or equivalent.
This course is required for the California Real Estate examination. A beginning course in real estate fundamentals and principles, including real estate economics, terminology and definitions, real estate law, building and construction, real estate investment, and vocational opportunities in real estate.

REAL ESTATE 3
Real Estate Practices
3 UNITS - (CSU)
Open to all students.
Advisory: English 28/31 or equivalent.
Problems of establishing and conducting a real estate business, including establishing the office, securing listings and prospects, showing properties and closing sales, ethics and professional relationship, rentals and leases, appraising, and the California Real Estate Act. Preparation of documents used in real estate transactions, property transfers, and exchanges is included.

REAL ESTATE 5
Legal Aspects of Real Estate I
3 UNITS - (CSU)
Open to all students.
Advisory: English 28/31 or equivalent.
Legal background necessary for those who plan to take the state examination which is required in order to obtain a license to be a real estate salesperson or broker, including principles of propery ownership and management in their business aspects, with special reference to the law of California. Legal aspects as it applies to community property, deeds, trust deeds, mortgages, leases, brokerage, mechanic's liens, homesteads, wills, and estates.

REAL ESTATE 6
Legal Aspects of Real Estate II
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
Covers legal aspects of real estate problems. An advanced and in depth study of agency law including dual agency, single agency seller, single agency buyer and sub agency. Also included is the study of living trusts and how to have one prepared.

REAL ESTATE 7
Real Estate Finance
3 UNITS - (CSU)
Open to all students.
Advisory: English 28/31 or equivalent.
A study of the forms and sources of financing property, including purchase, construction, and permanent financing also, included is an evaluation of the procedures for obtaining government sponsored financing through FHA, DVA, and Cal-Vet. The various loan sources currently being used in the marketplace today will be evaluated including, banks, savings and loans, insurance companies, mortgage companies, pensions, credit union and private parties.

REAL ESTATE 9
Real Estate Appraisal I
3 UNITS - (CSU)
Open to all students.
Advisory: English 28/31 or equivalent.
The purposes of appraisals, the appraisal process, and the different approaches of valuation. The methods and techniques used to determine the value of various types of properties; The market comparison and cost approaches are emphasized, plus an introduction to investment property valuation by the income approach.

REAL ESTATE 11
Escrow Principles
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
The principles used in handling escrows involving land titles, including the various forms and procedures used by escrow departments of banks, title companies, and escrow firms. Sample forms are completed by the students.

REAL ESTATE 14
Property Management
3 UNITS - (CSU)
Open to all students.
Advisory: English 28/31 or equivalent.
Intended for individuals planning to become real estate operators or owners of income-producing properties. Topics covered include nature and types of property management, organization for management, leases and contracts, rent scheduling, selling of space and techniques of renting, tenant selection and supervision, relations with owners and budgets, purchasing and accounts, reporting, ethics, and legal and professional relationships.

REAL ESTATE 18
Real Estate Investments I
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
An advanced course. A thorough analysis is made of the investment factors that determine the evaluation of commercial, industrial, and residential projects, including location, feasibility studies, zoning and other record restrictions, financing, sale and leaseback, and condominiums.

REAL ESTATE 21
Real Estate Economics
3 UNITS - (CSU)
Open to all students.
Advisory: English 28/31 or equivalent.
This course covers the fundamentals of economic trends and factors which affect the real estate market. Topics covered include: urban structural
real estate market analysis, problems of sub-division, and
governmental relationship to real estate development.

REAL ESTATE 60
Real Estate Mathematics
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
This course consists of a series of typical real estate mathematics problems
which are most common in actual practice, as well as those necessary for
other real estate courses and those found in the California Real Estate
Licensing examinations.

SUPERVISION

SUPERVISION 1
Elements of Supervision
3 UNITS - (CSU)
Open to all students.
Advisory: English 28/31 or equivalent.
This course is designed to develop leadership ability for those in supervisory
positions in business and industry. Topics discussed include method of training
employees, employee rating, improving quality of production, improving
personal leadership, interpreting organization policies, and improving
communications skills.

SUPERVISION 12
Written Communications for Supervisors
3 UNITS - (A)
Advisory: English 28/31 or equivalent.
This course teaches the fundamentals of written communications, aimed at
managers and supervisors. Includes principles of business letter writing,
audience analysis, preparation of memos, reports and technical documenta-
tion.

CHEMISTRY

Chairs: Elaine Carter
(323) 953-4000 ext. 2600 •
Chem105A
www.lacitycollege.edu/academic/departments/chemistry/
chem.htm

PROGRAMS OFFERED
Associate of Science
Chemistry - General

DEGREE PROGRAM

CHEMISTRY - GENERAL
Associate of Science Degree
Transfer Program
This Associate of Science degree provides the student with preparatory course
work, allowing transfer to a four-year university as a junior in chemistry or
related physical sciences. Individuals who earn the degree with a major in
chemistry will find many desirable entry-level jobs in chemistry and
manufacturing.

COURSES UNITS

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Total Units: 52-53
Course Descriptions

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

TRANSFER LIMITS: UC gives no credit for Chemistry 51, 60, 68 if taken after Chemistry 101.

CHEMISTRY ENROLLMENT INFORMATION

Enrollment in all chemistry classes is based on completion of the required prerequisites with satisfactory grades or better.

The Chemistry Placement assessment for Chemistry 101 covers algebra and basic Chemistry, is given at the first meeting of class and may be used as a basis for reclassification. The placement assessment for Chemistry 60 covers arithmetic (word problems, percent, decimals, and fractions) and basic algebra; and is given at the first meeting of class.

The assessment will be used to advise students about enrollment in the proper Mathematics course. All Chemistry classes require eligibility for English 28 or its equivalent or concurrent enrollment in Learning Skills 7, Basic Composition, and Speech Communication 113. To confirm enrollment in Chemistry or Allied Health Science departments, bring your College assessment score card, and proof of the prerequisites completed to the first class meeting.

CHEMISTRY 51
Fundamentals of Chemistry I
5 UNITS - (UC:CSU)
Advisory: Mathematics 115 or one year of high school algebra. Lecture 3 hours. Laboratory 4 hours.

Chemical phenomena, methodology, and theory are studied in the context of social, political, and economic issues. Fundamental chemical principles are developed and applied within the study of selected instructional modules, such as atmospheric gases, acid rain, nuclear fission, solar energy, drugs, and nutrition. The laboratory component gives students experience in the general procedures used by chemists and the uncertainty involved in operations.

CHEMISTRY 60
Introduction to General Chemistry
5 UNITS - (UC:CSU)
Prerequisite: One year of high school algebra or Mathematics 115. Advisory: Eligibility for English 28/31 or equivalent. See "Chemistry Enrollment Information". Lecture 3 hours. Laboratory 4 hours.

A general basic chemistry course with laboratory, emphasizing fundamental principles of inorganic and physical chemistry, nomenclature of inorganic compounds, ionic and covalent bonding, problem solving, gas laws, and solutions. This course meets the Pre-Nursing and Allied Health Science requirements for a one-semester inorganic chemistry class with laboratory, and serves as preparation for Chemistry 101 (for students who have completed Mathematics 125 but whose chemistry background is inadequate).

CHEMISTRY 68
Preparation for General Chemistry
5 UNITS - (UC:CSU)
Prerequisite: Math 115 or appropriate score on the placement assessment. Advisory: Eligibility for English 28/31 or equivalent.

A general basic chemistry course with laboratory and conference sections, emphasizing fundamental principles of inorganic and physical chemistry, nomenclature of inorganic compounds, ionic and covalent bonding, problem solving, gas laws and solutions.

CHEMISTRY 101
General Chemistry I
5 UNITS - (UC:CSU)
Prerequisite: High school Chemistry, or Chemistry 60 or 68 and Mathematics 125 with a satisfactory grade. Advisory: English 28/31 or equivalent. Concurrent enrollment in Mathematics 260 or 261 is desirable. Students whose Chemistry background is inadequate or dates back many years should take appropriate mathematics courses and Chemistry 60 in preparation for Chemistry 101. See "Chemistry Enrollment Information." Lecture 3 hours. Laboratory 4 hours. Conference 2 hours.

Lecture topics include atomic structure, theories of bonding and molecular geometry, chemical equations and stoichiometry, thermochemistry, solid, liquid, and gaseous states, gas laws, solutions and colligative properties, periodic relationships and acid-base theories. Laboratory exercises are mainly quantitative in nature and are related to the lecture topics.

CHEMISTRY 102
General Chemistry I
5 UNITS - (UC:CSU)
Prerequisites: Chemistry 101 and Mathematics 125 with a satisfactory grade. Advisory: English 28/31 or equivalent. See "Chemistry Enrollment Information". Lecture 3 hours. Laboratory 4 hours. Conference 2 hours.

Lecture topics include chemical kinetics, general and ionic equilibrium, thermodynamics, electrochemistry and redox systems, structure and bonding in transition metal complexes and carbon compounds. Laboratory work includes qualitative and quantitative analysis; techniques applied to the analysis of salts and ions and chromatography of metal ions. Equilibrium constant and heats of reaction are determined by potentiometric titration and spectrophotometry.

CHEMISTRY 211
Organic Chemistry for Science Majors I
5 UNITS - (UC:CSU)
Prerequisites: Chemistry 101 and 102 with satisfactory grades or better. Advisory: English 28/31 or equivalent. See "Chemistry Enrollment Information." Introduces the structure, nomenclature and reactions and properties of organic compounds. Introduces spectroscopy as applied to organic compounds.
Preparation and isolation of organic compounds and determination of their physical properties are studied in the laboratory.

CHEMISTRY 212
Organic Chemistry for Science Majors II
5 UNITS - (UC:CSU)
Prerequisite: Chemistry 211 with satisfactory grade or better.
Advisory: English 28/31 or equivalent.
Introduces the structure, reactions, nomenclature and properties of organic compounds, and spectroscopic techniques. Laboratory work includes the synthesis of compounds, the use of spectroscopy and the determination of reaction kinetics.

CHEMISTRY 221
Biochemistry for Science Majors I
5 UNITS - (UC:CSU)
Prerequisite: Chemistry 211 with satisfactory grade or better.
This course is intended as a preparation for careers in the physical and biological sciences, medical and dental professions, veterinary and agricultural science, nutrition and food chemistry, and related fields. Topics relate to the chemistry and metabolism of biological compounds and include discussion of proteins, lipids, carbohydrates and nucleic acids. Laboratory work includes electrophoresis, chromatography, spectroscopy, and enzyme purification and kinetics.

CHEMISTRY 185  Directed Study - 1 UNIT (CSU) (RPT2)
CHEMISTRY 285  Directed Study - 2 UNIT (CSU)
CHEMISTRY 385  Directed Study - 3 UNIT (CSU)
Students pursue Directed Study in Chemistry on a contract basis under the direction of a supervising instructor.

DEGREE PROGRAMS
Students wishing to prepare for employment in early childhood programs, and those currently employed may select several alternative patterns of study in the Child Development Program. The curriculum prepares students to teach or administer programs for young children, which include: Private Early Childhood Programs, Head Start, other publicly supported programs, Infant and School Age Programs, inclusion programs and children with special needs.

Courses allow the student to prepare for increasingly higher levels of employment and certification. It is possible to prepare for the educational requirements of the State Department of Social Services, the California Child Development Permit, the Associate in Arts Degree in Child Development or the Transfer Program.

PLANNING AHEAD:
• Mantoux test: Some Child Development courses may require you to obtain a Mantoux test for Tuberculosis. The college Health Center provides this service. Please call ahead for days and times the Health Center provides this service.
• Criminal Clearance: In order to fulfill State licensing requirements for employment in private and public programs you must receive a Criminal Clearance to work with young children. Consult with faculty for additional information.
• CPR Class: Your employer may require you to take a 15 hour Cardiopulmonary Resuscitation class. This class covers training on basic first aid for infants and children, CPR techniques as well as information on basic health and sanitation procedures.

NOTE: A total of 12 units of course work in Child Development may be accepted from an accredited college in the United States toward an Associate in Arts degree under the following conditions:
• Course work from the outside college is based on a semester system.
• Course work is equivalent to an LACC Child Development course.
• A maximum of 6 semester units of equivalent Child Development courses may be used toward the “core” Child Development courses (CD 1, 2, 3 or 4 and 11).
• A total of 12 units may be used toward equivalent electives (Plan B only).
• Course work was completed within the last 10 years. Students submit a petition to the Admissions office with attached documentation.
CHILD DEVELOPMENT - "PLAN A"
Associate of Arts Degree
Transfer Program
60 units minimum with at least 18 units in Child Development.
Note: Co-requisites or Advisories of English 21 or 73 and 28 or 31, or equivalent, are required for many Child Development courses.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Child Development 1</td>
<td>3</td>
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<tr>
<td>Child Development 2</td>
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<tr>
<td>Child Development 3</td>
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<td>Child Development 4</td>
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<tr>
<td>Child Development 10</td>
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<td>Child Development 11</td>
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<tr>
<td>Child Development 34</td>
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<td>Total Units</td>
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</tr>
</tbody>
</table>

Note that some courses may be offered every other semester, or less frequently, or alternating day and evening.

All students must receive a satisfactory grade and have completed Child Development courses within 10 years, to meet requirements.

To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required.

PLAN A: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

3-6 Units  | English Composition
6-9 Units  | Communication/Analytical Thinking
3 Units    | Natural Sciences
3 Units    | Humanities
9 Units    | Social/Behavioral Sciences (including American History & Governments)
3-4 Units  | Health/Physical Education
3-5 Units  | Math Competency
(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

CHILD DEVELOPMENT - "PLAN B"
Associate of Arts Degree
Career Program
60 units with at least 36 units in Child Development.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Child Development 30</td>
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<tr>
<td>Child Development 31</td>
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<td>Child Development 34</td>
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<td>Child Development 35</td>
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<td>Child Development 38</td>
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<td>Child Development 42</td>
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<td>Child Development 44</td>
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<td>Child Development 48</td>
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<td>Child Development 85</td>
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<td>Family &amp; Consumer Studies 21</td>
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<td>Family &amp; Consumer Studies 31</td>
<td>3</td>
</tr>
<tr>
<td>Music 130 Music for Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>Music 146 Music for Elementary School Teachers</td>
<td>3</td>
</tr>
<tr>
<td>Music 147 Multicultural Music Materials for Early Childhood Education</td>
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</tr>
</tbody>
</table>

Consult with the department regarding specialization options to satisfy AA degree Plan B and Certificate 3 requirements.

• Note that some courses may be offered every other semester, or less frequently, or alternating day and evening.
• All students must receive a satisfactory grade or better and have completed Child Development courses within 10 years to meet requirements.

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

3 Units  | English Composition
3 Units  | Communication/Analytical Thinking
3 Units  | Natural Sciences
3 Units  | Humanities
3 Units  | Social/Behavioral Sciences (including American History & Governments)
3-4 Units | Health/Physical Education
3-5 Units | Math Competency

CHILD DEVELOPMENT - "PLAN B" (2-YEAR PLAN)
Associate of Arts Degree
Career Program
Students with the objective of completing the Certificate Program in 2 years must be eligible for English 28/31, or have appropriate placement on the College Assessment, their first semester in order to meet course prerequisites or advisories. To receive a certificate students must have completed English 28 or 31 or equivalent with a satisfactory grade or have appropriate placement on the College Assessment.
FIRST YEAR COURSES

Fall Semester
Child Development 1
Child Development 2
Eng. 28 or 31 (Co-requisite for CD 2)
Child Development 11

Spring Semester
Child Development 3
Child Development 10
Child Development elective (select from electives listed above or from Specialization Options listed in Certificate 3-Master Teacher)
Child Development 84 (an optional lab that provides support for CD 3, 4, 22 & 23 other courses)

SECOND YEAR COURSES

Fall Semester
Child Development 4
Child Development 22
Take 3 units from electives listed above or in Certificate 3-Master Teacher OR Take CD 38 if working toward Site Supervisor Certificate

Spring Semester
Child Development 23
Child Development 65
Take 3 units from electives listed above or in Certificate 3 - Master Teacher OR Take CD 39 if working toward the Site Supervisor Certificate (offered spring only)

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

CERTIFICATE PROGRAMS

The Certificate in Child Development will be issued by the Family & Consumer Studies/Child Development Department after completing requirements with at least a “C” grade in courses taken within 10 years. Students must also complete English 28 or 31 or higher or may satisfy this requirement through appropriate placement on the College Assessment, in order to qualify for most certificates. The student may obtain the application for a certificate from the Family & Consumer Studies/Child Development Department. Applications must be returned to the Admissions Office by the 9th week of the Fall and Spring semesters. Students with courses in progress must pick up an “In Progress” form from AD 200 or 317, obtain instructor signatures and return it to the office by the 9th week. Students applying for Certificates with course work in progress will receive their official certificate upon verification of a satisfactory grade.

NOTE: Students with the objective of completing the Certificate Program in 2 years must be eligible for English 28 or 31, their first semester in order to meet course prerequisites or advisories. Students may also satisfy this English requirement through the appropriate placement on the College Assessment.

NOTE: All Child Development “core” courses for Skill Certificate 1 - Associate Teacher must be taken at LACC or another college in the Los Angeles Community College District.
CHILD DEVELOPMENT - ASSOCIATE TEACHER

Skill Certificate 1
This skill certificate is the first step on the early childhood career ladder. Recipients of this certificate meet the minimum State requirements to teach in a private preschool, or school-age program, and with the addition of CD 30, infant program. With work experience, students may qualify for the California Child Development Permit: Associate Teacher level.

12 Child Development units plus 3 units in English

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<thead>
<tr>
<th>REQUIRED COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Child Development 1</td>
<td>3</td>
</tr>
<tr>
<td>Child Development 2</td>
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</tr>
<tr>
<td>English 28/31</td>
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<td>Child Development 11</td>
<td>3</td>
</tr>
<tr>
<td>Child Development 3 OR 4</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units .............................................................................................. 15

• Note: co-requisite or advisory requirements for Eng. 21 or 73 & 28 or 31 for above classes. You may also satisfy this requirement through appropriate placement on the College Assessment.

• To qualify for Title 22, Director, take above core units and CD 38 Administration & Supervision of Early Childhood Programs I.

CHILD DEVELOPMENT TEACHER Certificate 2
This certificate, along with 16 general education units and work experience make the recipient eligible for the California Child Development Permit: Teacher level. Recipients of this certificate may teach in private or public preschool, school-age programs, and with the addition of CD 30, infant programs.

12 Child Development units from Certificate I, plus 3 units English PLUS

<table>
<thead>
<tr>
<th>REQUIRED COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Child Development 3</td>
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<td>Child Development 10</td>
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<tr>
<td>Child Development 22</td>
<td>4</td>
</tr>
<tr>
<td>Child Development 23</td>
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</tbody>
</table>

Total Units .............................................................................................. 29

Note: To complete requirements for a California Child Development Permit at Teacher level, add 16 general education units including Humanities, Social Science, Math/Science and English. Consult with a Counselor regarding general education requirements.

CHILD DEVELOPMENT MASTER TEACHER Certificate 3
This certificate enables the recipient to not only teach, but also to supervise other child development teachers and staff. Some responsibilities of the Master Teacher might include: developing and implementing age-appropriate curriculum within a safe, healthy and stimulating environment, supervision of classroom staff, creating positive communication links with parents, school and community. Additionally, the Master Teacher Certificate is designed to meet the requirements for the major and for the Associate of Arts degree in Child Development, Plan B. Students interested in transferring to a four year institution should follow Plan A transfer requirements. With work experience and 16 general education units, students may also qualify for the California Child Development Permit: Master Teacher level.

36-38 Child Development units
Meets requirements for Plan B Associate of Arts Major in Child Development. (To complete the General Education requirements for AA degree, consult with a Counselor.)

Note: To meet the requirements for Master Teacher Certificate, students will have completed units from Certificate 2 and need to complete additional specialization elective units to total 37 Child Development units. (See specialization elective units. Specialization units are required for if students wishes to obtain the CA Child Development Permit: Master Teacher level.)

29 units from Certificate 2 (includes English 28), PLUS

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<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Child Development 65</td>
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<tr>
<td>Specialization units</td>
<td></td>
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<tr>
<td>(refer to specialization options below 6)</td>
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</tbody>
</table>

Total Units .............................................................................................. 37

(Consult with Child Development faculty for other specialization options.)

 CHILD DEVELOPMENT SITE SUPERVISOR Certificate 4
This certificate is the highest certificate offered by the Child Development program. Recipients of this certificate are qualified to supervise an entire program at one site. Some responsibilities of site supervisors include the following: use of positive leadership skills to implement the sites’ philosophy, adherence to state and federal licensing requirements, budget implementation, enforcement of enrollment/registration policies and procedures, hire, inspire and supervise all staff, foster positive communication links between home, school and community, maintain appropriate health, safety and nutrition standards, supervision of curriculum and schedule development. Students wishing to obtain the California Child Development Permit: Site Supervisor level, must meet experience requirements, obtain an Associate of Arts degree, and meet the requirements listed below.

26 units from Certificate 2, plus 3 Units of English, PLUS

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<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Child Development 38</td>
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</tr>
<tr>
<td>Child Development 39</td>
<td>3</td>
</tr>
<tr>
<td>Child Development 65</td>
<td>2</td>
</tr>
</tbody>
</table>

Total .............................................................................................. 37
The following certificates are designed for students interested in specializing in Infant/Toddler or School Age Programs.
Note: English 21 or 73 or 28 or 31 or co-requisites are required for most courses, or you may satisfy this requirement through appropriate placement on the College Assessment.

INFANT & TODDLER STUDIES
Skill Certificate
The Infant & Toddler Studies skill certificate qualifies the student for the most entry-level teacher position within private infant/toddler programs. Infant/Toddler teachers are responsible for supervising the care and development of children birth through 2 1/2 years old. Some responsibilities may include: developing and sustaining caring, loving, respectful relationships, designing developmentally age-appropriate curriculum, organizing parent conferences and establishing clear daily communications with parents and other caregivers.

COURSES                                                                 UNITS
Child Development 30 ............................................................................. 3
Child Development 31 ............................................................................. 3
Child Development 1 .............................................................................. 3
Child Development 10 ............................................................................. 3
Child Development 34 ............................................................................. 3

Note: English 28 is a prerequisite for CD 34

Total Units .......................................................................................... 15

SCHOOL AGE PROGRAMS
Skill Certificate
This skill certificate qualifies students for the entry level teacher position within school-age programs. School-age program teachers work with children from kindergarten through middle school, in before and/or after school programs. Some responsibilities might be to design and implement developmentally age-appropriate activities that are fun exciting and challenging to a variety of age groups. Note: English 28 is required for all certificates.

COURSES                                                                 UNITS
Child Development 46 ............................................................................. 3
Child Development 47 ............................................................................. 3
Child Development 1 .............................................................................. 3
Child Development 11 ............................................................................. 3

ADD one elective: 3 units-chosen from the following courses:

Child Development 10 ............................................................................. 3
Child Development 42 ............................................................................. 3
Child Development 44 ............................................................................. 3
Child Development 45 ............................................................................. 3
English 218 .......................................................................................... 3
Music 146 .............................................................................................. 3

Total Units .......................................................................................... 15

CHILDREN WITH SPECIAL NEEDS
Skill Certificate

COURSES                                                                 UNITS
Child Development 1 .............................................................................. 3
Child Development 10 ............................................................................. 3
Child Development 11 ............................................................................. 3
Child Development 44 ............................................................................. 3
Child Development 45 ............................................................................. 3

Total Units .......................................................................................... 15

COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent to receive a certificate.

CHILD DEVELOPMENT 1
Child Growth and Development
3 UNITS - (UC:CSU)
Co-requisite: English 21 or equivalent.
Advisory: Lab Learning Skills 3 E Child Development Vocabulary (1 unit).
An introductory Child Development course covering the theoretical concepts of human development, focusing on growth and development from conception through adolescence. The physical, cognitive and psychosocial domains of development and the ways in which nature and environment influence growth, will be studied within a cultural and family context. Students identify strategies that facilitate development and promote healthy child development.

CHILD DEVELOPMENT 2
Early Childhood Principles and Practices
3 UNITS - (CSU)
Co-requisite: English 28/31 or equivalent, and Child Development 1.
Verification of annual Mantoux test (or chest x-ray) is required.
Current practices in Early Childhood Education programs are compared and contrasted. The criteria for appropriate learning environments, materials, and teacher qualifications are related to the total development of the program.

CHILD DEVELOPMENT 3
CREATIVE EXPERIENCES FOR CHILDREN I
3 UNITS - (CSU)
Prerequisite: Child Development 2 or equivalent.
Students develop and implement creative curriculum for young children. Activities include: sensorimotor, manipulative, art, music, movement, and dramatic play experiences. Emphasis is on environments that promote creativity and the role of the teacher. Enrollment recommended in CD 84; Child Development Lab one hour TBA a week to develop activities and lessons.

CHILD DEVELOPMENT 4
Creative Experiences for Children II
3 UNITS - (CSU)
Prerequisite: Child Development 2 or equivalent.
Implementation and evaluation of curriculum in the areas of language arts, natural and physical sciences, mathematics, and the social sciences. Emphasis of discussion is on creating an environment to support a balance of
child initiated and teacher initiated experiences. Enrollment recommended in CD 84: Child Development Lab, one hour TBA a week to develop activities and lessons.

CHILD DEVELOPMENT 10
Child Health
3 UNITS - (CSU)
Co-requisite: English 21 or equivalent.
Current information on young children’s nutritional needs, physical and emotional well-being. Emphasis is on common childhood diseases, special health problems, environmental safety and first aid.

CHILD DEVELOPMENT 11
Home, School and Community Relations
3 UNITS - (CSU)
Co-requisites: English 21 or equivalent.
This course is designed to study the interaction of the family, school and community and its affects on the child. Some topics covered are: social influences on parenting styles, communication, child-rearing and the relationships between the child, family and the school is studied.

CHILD DEVELOPMENT 22
Practicum in Child Development I
4 UNITS - (CSU)
Prerequisite: Child Development 3 and 4 or equivalent. Verification of current Mantoux test (or chest x-ray) is required.
Lecture 2 hours. Laboratory 6 ½ hours per week.
Note: To be eligible for field placement, students must be available two days a week, either from 8:00 am – 12:30 pm, or 12:00 pm – 4:00 pm, on a Monday/ Wednesday, or Tuesday/Thursday, or a Wednesday/Friday.
Students are assigned to a child development center under supervision of a college instructor to reinforce theory and to develop teaching techniques by working with children and staff.

CHILD DEVELOPMENT 23
Practicum in Child Development II
4 UNITS - (CSU)
Prerequisite: Child Development 22 or equivalent. Verification of current Mantoux test (or chest x-ray) is required.
Lecture 2 hours. Laboratory 6 ½ hours per week.
Note: To be eligible for field placement, students must be available two days a week, either from 8:00 am – 12:30 pm, or 12:00 pm – 4:00 pm, on a Monday/ Wednesday, or Tuesday/Thursday, or a Wednesday/Friday.
An advanced practicum experience. Students assigned to directed practicum teaching in a child development center, supplemented by the college instructor.

CHILD DEVELOPMENT 30
Infant and Toddler Studies I
3 UNITS - (CSU)
Co-requisite: English 21 or equivalent.
May be offered in alternate semesters. A study of infant/toddler development from birth through toddlerhood. The birth process, attachment, temperament and development: physically, cognitively, and socially/emotionally will be included. Responsive parenting/care-giving and culturally sensitive environments that support development will be covered.

CHILD DEVELOPMENT 31
Infant and Toddler Studies II
3 UNITS - (CSU)
Advisory: English 21 or equivalent.
May be offered in alternate semesters. Principles of inclusive, respectful care-giving for infants and toddlers within a variety of program designs. Topics cover typical and atypical development; age-appropriate environments; health, safety and licensing issues, as well as observation assessments, family communications, home visiting, resources, and current research.

CHILD DEVELOPMENT 34
Observing and Recording Children’s Behavior
3 UNITS - (CSU)
Prerequisite: Child Development 1 or equivalent and English 28/31 or higher.
Verification of annual Mantoux test (or chest x-ray) is required.
Students observe, record and interpret children’s behavior in a variety of settings. Students will apply this information to adapt the environment and curriculum to meet the individual needs of children within an early Childhood Program.

CHILD DEVELOPMENT 35
Fostering Literacy Development in Young Children
3 UNITS - (CSU)
Advisory: English 21 or equivalent.
May be offered in alternate semesters. Students interested or currently working in the field of early childhood education will build skills in promoting literacy in children birth through age five. Students will develop a strong foundation in early reading and writing within a developmentally appropriate approach.

CHILD DEVELOPMENT 38
Administration and Supervision of Early Childhood Programs I
3 UNITS - (CSU)
Prerequisite: Child Development 3 or 4 and 11 or equivalent.
May be offered in alternate semesters. Prepares the student to establish and administer an early childhood program. Financial aspects of administration and legal rules and regulations pertaining to administration are emphasized.
The course partially fulfills the State licensing requirements for the director.

CHILD DEVELOPMENT 39
Administration and Supervision of Early Childhood Programs II
3 UNITS - (CSU)
Prerequisite: Child Development 3 or 4 and 11 or equivalent.
May be offered in alternate semesters. This course contains an in-depth study of administration in early childhood programs. It includes proposal writing, discussion of licensing requirements, budget analysis, small business management, staff development, advocacy issues and development of a comprehensive parent education program.

CHILD DEVELOPMENT 42
The Child in a Diverse Society
3 UNITS - (CSU)
Advisory: English 21 or equivalent.
May be offered in alternate semesters. This course presents the philosophy and methods related to working with young children and their families within a diverse society including ethnicity, language, culture, gender age, social class and exceptionality. Curriculum development, problem solving techniques and environmental designs will be studied from an inclusive perspective.
CHILD DEVELOPMENT 44
Programs for Children with Special Needs II
3 UNITS - (CSU)
Advisory: English 21 or equivalent.
May be offered in alternate semesters. This course is designed for students interested in specializing in or working with children with special needs. Instruction focuses on accommodating and adapting the physical environment, instructional strategies and curriculum to meet the needs of differently abled children and their families.

CHILD DEVELOPMENT 45
Programs for Children with Special Needs I
3 UNITS - (CSU)
Advisory: English 21 or equivalent.
Verification of Mantoux test (or chest x-ray) is required.
May be offered in alternate semesters. An introduction to the study of programs for exceptional children and the inclusion of these children into educational settings as close to their typically developing peers as possible. A survey of disabilities from a child development perspective includes definition, characteristics and educational implications.

CHILD DEVELOPMENT 46
School Age Programs I
3 UNITS - (CSU)
Co-requisite: English 21 or higher or appropriate placement score.
May be offered in alternate semesters. The student will be introduced to the care of school age children. This course is designed for those currently working, or planning to work in before and after school child care. Students will develop age-appropriate curriculum, learn how to support the family and make use of community resources.
Note: Students must complete 1 hour TBA each week observing and/or participating in school-age program.

CHILD DEVELOPMENT 47
School Age Programs II
3 UNITS - (CSU)
Advisory: English 21 or equivalent.
May be offered in alternate semesters. Students will be introduced to school age childcare programs. Designed for those planning to work or are working before and after school child care programs. Topics to be covered will be guidance of children's behavior, the child in context of family and community, and administration of programs.
Note: Students must complete 1 hour TBA each week observing and/or participating in school-age program.

CHILD DEVELOPMENT 48
Positive Guidance in Early Childhood Settings
3 UNITS - (CSU)
Prerequisite: Child Development 2 or equivalent.
May be offered in alternate semesters. Exploration of developmentally appropriate management techniques for children in early childhood settings. Emphasis is on developing culturally sensitive individualized plans for behavior management of traditional and special needs children.

CHILD DEVELOPMENT 53
Parenting
3 UNITS - (CSU)
Advisory: Child Development 1, Child Development 2, and English 21.
May be offered in alternate semesters. Designed to assist parents and others interested in parent training, in developing a philosophy & guidelines for effective parenting. Parent-child relationships, alternatives in parenting style, and the impact of family dynamics is explored.

CHILD DEVELOPMENT 65
Adult Supervision and Early Childhood Mentoring
2 UNITS - (A)
Prerequisite: Child Development 23 or 38 and 39 or equivalent.
This course satisfies the Child Development Permit Master Teacher adult supervision requirement and is designed for students who currently, or will supervise adults in an early childhood program. Students compare methods and principles of supervision and mentoring as well as how to develop positive team relationships and utilize conflict resolution techniques. Additional emphasis is placed on advocacy and professional development as well as special issues affecting ECE supervision.

CHILD DEVELOPMENT 70
Parent-Child Interaction
2 UNITS - NDC
May be offered in alternate semesters. A parenting class involving practical application of Child Development principles and knowledge of developmental stages to the parent child relationship. It will include discussion and lecture covering strategies for day-to-day success in parent child interaction.

CHILD DEVELOPMENT 84
Child Development Lab
0.5 UNITS - (RPT 3)
Co-requisite: One of the following Child Development 2, 3, 4, 10, 22, 23, 30, 31, 35, 42, 44, 45, 46, 47.
Students interested, or currently working in the field of Child Development may obtain technical support while using lab material, equipment and the Child Development Lab Library resources to design lesson plans, games, and other curricular activities. A $25.00 lab fee is required.

CHILD DEVELOPMENT 85
Child Development Lab II
0.5 UNITS - (RPT 3)
Prerequisite: Child Development 84 or equivalent.
Students interested in continuing The Child Development Lab experience will focus on quality literacy experiences such as exposure to age-appropriate literacy materials, and (modeling or practicing) library habits under the supervision of a literacy expert. Students will evaluate and analyze literacy materials, be able to write activity plans, and create instructional materials that support emerging literacy. A $25.00 lab fee is required.

CHILD DEV 185 Directed Study — 1 UNIT (CSU) (RPT 3)
CHILD DEV 285 Directed Study — 2 UNITS (CSU)
CHILD DEV 385 Directed Study — 3 UNITS (CSU)
Allows the student to pursue directed study in Child Development on a contract basis under the direction of a supervising instructor. Refer to the "Directed Study" section of this catalogue for additional information. A maximum of 3 units in Directed Study may be taken for credit.

EDUCATION 203
Education in American Society
3 UNITS — (CSU)
The course is designed to provide future teachers with the fundamental knowledge essential for understanding the American educational enterprise. Concepts and methods from the fields of sociology, philosophy, and the politics of education are used to analyze the current conditions of urban schools and to evaluate selected proposals/models for reform. A minimum of 20 hours of observation and participation in a multicultural setting is required.
PROGRAMS OFFERED

Associate of Arts:
- Cinema Production
- Television Production

Certificates:
- Cinema Production
- Cinema/Video Production
- Television Production

Skill Certificates:
- Beginning Cinema & Television Production
- Cinema Post-Production
- Cinematography
- TV Studio Production - Level I

DEGREE PROGRAMS

CINEMA PRODUCTION
The Cinema-Television Department offers two Associate of Arts Degrees in Cinema. “Plan A” is for students planning to transfer to a four-year college or university. “Plan B” is a training program in motion picture production.

CINEMA PRODUCTION – “PLAN A”
Associate of Arts Degree
Transfer Program
For most four-year schools, the classes here are for preparatory purposes only and the classes are accepted only as electives. You must complete a total of 18 units in Cinema. See the counseling office for more details.

REQUIRED CORE COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cinema 1</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 2</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 3</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 4</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Core Units: 12

Plus two Cinema Electives for a total of 6 units from any of the courses listed below: Cinema 5, 6, 7, 9, 10, 18, 20, 22, 25, 32, 33, 34, 35. Courses may be substituted under special circumstances and with departmental approval.

To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required.

PLAN A: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

3-6 Units English Composition
6-9 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
9 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency
(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

CINEMA PRODUCTION - “PLAN B”
Associate of Arts Degree
Career Program
This curriculum in the Cinema-Television Department is designed for the student who wishes training in motion picture production. The course of study leads to an Associate of Arts degree in Cinema and/or a Cinema Production Certificate. An Associate of Arts degree with an emphasis in Cinema will be awarded to students who have completed a minimum of 36 units in Cinema and/or Television with a minimum of 31 units in Cinema. Supplies and books for production classes can vary from $50-$500 or more, depending upon the class and the scope of the student project.

All Cinema and Television courses must be completed with a satisfactory grade.

REQUIRED CORE COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cinema 1</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 2</td>
<td>3</td>
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<tr>
<td>Cinema 3</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 4</td>
<td>3</td>
</tr>
</tbody>
</table>

Subtotal - Core Units: 12

Electives: Select additional courses from below to complete 24 additional units in the major.

COURSES

(Prerequisites may apply and must be followed.)

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cinema 5, 6, 7, 9, 10, 18, 20, 22, 25, 32, 33, 34, 35, 38</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 15, 16, 17</td>
<td>4</td>
</tr>
<tr>
<td>Cinema 911, 921 or 931</td>
<td>3</td>
</tr>
<tr>
<td>Law 33</td>
<td>3</td>
</tr>
</tbody>
</table>

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency
TELEVISION PRODUCTION
The Cinema-Television Department offers two Associate of Arts Degrees in Cinema. “Plan A” is for students planning to transfer to a four-year college or university. “Plan B” is a training program in television production.

The Television major in the Cinema-Television Department has been designed to provide the student with a solid background in studio television production and post-production. Television 1, 4, and 9 must be completed first.

TELEVISION PRODUCTION – “PLAN A”
Associate of Arts Degree
Transfer Program
For most four-year schools, the classes here are for preparatory purposes only and the classes are accepted only as electives. You must complete a total of 18 units in Television or Cinema. See the counseling office for more details.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Television 1</td>
<td>3</td>
</tr>
<tr>
<td>Television 4</td>
<td>3</td>
</tr>
<tr>
<td>Television 9</td>
<td>3</td>
</tr>
<tr>
<td>Television 46</td>
<td>4</td>
</tr>
</tbody>
</table>

Total Core Units: 13

Plus two Television electives for a total of 9 units from any of the courses listed below:
- Television 6, 7, 25, 48, 49, 55, 60
- Cinema 5, 6, 7, 9, 10, 18, 20, 22, 25, 32, 34. Courses may be substituted under special circumstances and with departmental approval.

To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required.

PLAN A: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

- 3-6 Units English Composition
- 6-9 Units Communication/Analytical Thinking
- 3 Units Natural Sciences
- 3 Units Humanities
- 9 Units Social/Behavioral Sciences (including American History & Governments)
- 3-4 Units Health/Physical Education
- 3-5 Units Math Competency

(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

Television production – “PLAN B”
Associate of Arts Degree
Career Program
An Associate of Arts degree with an emphasis in Television will be awarded to students who have completed a minimum of 36 units in Cinema and/or Television with a minimum of 21 units in Television. All courses must be taken at LACC and completed with a satisfactory grade.

REQUIRED CORE COURSES

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Television 1</td>
<td>3</td>
</tr>
<tr>
<td>Television 4</td>
<td>3</td>
</tr>
<tr>
<td>Television 9</td>
<td>3</td>
</tr>
<tr>
<td>Television 46</td>
<td>4</td>
</tr>
</tbody>
</table>

Subtotal - Core Units: 13

Electives: Select additional courses from below to complete 24 additional units in the major.

COURSES

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Television 6, 7, 25, 48, 49, 55, 60</td>
<td>3</td>
</tr>
<tr>
<td>Television 46</td>
<td>4</td>
</tr>
<tr>
<td>Suggested Electives</td>
<td></td>
</tr>
</tbody>
</table>
| Cinema 1, 2, 3, 4, 5, 6, 7, 9, 10, 15, 16, 17, 20, 22, 25, 32, 33, 34, 35, 38, Television 911, 921, 931 | 3 (units maximum)

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

- 3 Units English Composition
- 3 Units Communication/Analytical Thinking
- 3 Units Natural Sciences
- 3 Units Humanities
- 3 Units Social/Behavioral Sciences (including American History & Governments)
- 3-4 Units Health/Physical Education
- 3-5 Units Math Competency

CERTIFICATE PROGRAMS
CINEMA PRODUCTION Certificate
A certificate in Cinema Production will be issued by the Cinema-Television Department upon application of the student with the Department Chair upon successful completion of the courses listed below. All courses must be taken at LACC and completed with a satisfactory grade.

COURSES

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cinema 1</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 2</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 3</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 4</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 5</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 6</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 9</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 10</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 20</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 32</td>
<td>3</td>
</tr>
<tr>
<td>Law 33 or Cinema 33</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units: 33
**CINEMA/VIDEO PRODUCTION Certificate**
A certificate in Cinema Production will be issued by the Cinema-Television Department upon application of the student with the department upon successful completion of the courses listed below. All courses must be taken at LACC and completed with a satisfactory grade.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cinema 1</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 2</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 3</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 4</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 6</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 9</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 32</td>
<td>4</td>
</tr>
<tr>
<td>Television 4 or 9</td>
<td>3</td>
</tr>
<tr>
<td>Television 6 or 48</td>
<td>3</td>
</tr>
<tr>
<td>Television 46</td>
<td>4</td>
</tr>
<tr>
<td>Television 55 or TV 60</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td><strong>34</strong></td>
</tr>
</tbody>
</table>

**BEGINNING FILM & TELEVISION PRODUCTION Skill Certificate**
A skills certificate in Beginning Film and Television Production will be issued by the Cinema-Television Department upon successful completion of the courses listed. All courses must be taken at LACC and completed with a satisfactory grade. All courses must be taken at LACC and completed with a satisfactory grade.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cinema 1</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 2</td>
<td>3</td>
</tr>
<tr>
<td>Television 4</td>
<td>3</td>
</tr>
<tr>
<td>Television 9</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

**CINEMA POST-PRODUCTION Skill Certificate**
A skill certificate in Post-production will be issued by the Cinema-Television Department upon successful completion of the courses listed. All courses must be taken at LACC and completed with a satisfactory grade.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cinema 9</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 22</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 32</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 35</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

**TELEVISION PRODUCTION Certificate**
A certificate in Television Production will be issued by the Cinema-Television Department upon successful completion of the courses listed below and application to the Chairman. All courses must be taken at LACC and completed with a satisfactory grade.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cinema 1</td>
<td>3</td>
</tr>
<tr>
<td>Cinema 2</td>
<td>3</td>
</tr>
<tr>
<td>Television 1</td>
<td>3</td>
</tr>
<tr>
<td>Television 4</td>
<td>3</td>
</tr>
<tr>
<td>Television 6 or 7 or other 3-unit Cinema/Television course</td>
<td>3</td>
</tr>
<tr>
<td>Television 9</td>
<td>3</td>
</tr>
<tr>
<td>Television 46</td>
<td>4</td>
</tr>
<tr>
<td>Television 48 or 49</td>
<td>3</td>
</tr>
<tr>
<td>Television 55</td>
<td>3</td>
</tr>
<tr>
<td>Television 60</td>
<td>3</td>
</tr>
<tr>
<td>Additional Cinema/TV class or Co-Op Education class</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td><strong>34</strong></td>
</tr>
</tbody>
</table>

**TELEVISION STUDIO PRODUCTION Skills Certificate (Level I)**
A skills certificate in Television Studio Production (Level I) will be issued by the Cinema-Television Department upon successful completion of the courses listed. All courses must be taken at LACC and completed with a satisfactory grade.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Television 1</td>
<td>3</td>
</tr>
<tr>
<td>Television 4</td>
<td>3</td>
</tr>
<tr>
<td>Television 9</td>
<td>3</td>
</tr>
<tr>
<td>Television 46</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td><strong>13</strong></td>
</tr>
</tbody>
</table>
COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

CINEMA


CINEMA 1
Introduction to Motion Picture Production  
3 UNITS - (UC:CSU)  
Required of all Cinema majors; open to all students.
Lecture 2 hours. Laboratory 2 hours.
A comprehensive introduction to film video production techniques and equipment. Proper procedures are explained for the use of cameras, lenses, filters, film stocks, lights, microphones, audio recorders, and other motion editing picture equipment. Attention is also given to production planning and post-production as well.

CINEMA 2
Beginning Motion Picture Workshop  
3 UNITS - (UC:CSU)  
Required of all Cinema majors.
Lecture 1 hour. Laboratory 4 hours.
Introductory workshop in practical filmmaking. Each student will be responsible for making several short films in digital video. Cinema 1 should be taken concurrently.

CINEMA 3
History of Motion Pictures  
3 UNITS - (UC:CSU)  
Required of all first semester Cinema majors; open to all others.
Lecture 2 hours. Laboratory 2 hours.
History of the development of motion pictures, with examples, from their beginnings to the present day. Emphasis is placed on the American feature film.

CINEMA 4
History of the Documentary Film  
3 UNITS - (UC:CSU)  
Required of all first semester Cinema majors; enrollment open to all others.
Lecture 2 hours. Laboratory 2 hours.
The development of films dealing with the truth. Films types seen and discussed include: historical, animated, propaganda, educational, commercial, cinema verite and direct cinema. Students will develop critical standards for judging documentary films.

CINEMA 5
Introduction to Screenwriting  
3 UNITS - (RPT 1) (CSU)  
Prerequisite: Cinema 1, 2, 3, and 4 with satisfactory grades or better.
Required of all Cinema majors.
Lecture 2 hours. Laboratory 2 hours.
Cinema majors will develop and write two short screenplays that they will produce in the advanced motion picture workshop (Cinema 15, 16, 17). UC limit: 5 combined with Theatre Arts courses: maximum, 12 units (see Theatre Arts).

CINEMA 6
Motion Picture Photography  
3 UNITS - (CSU)  
Prerequisite: Cinema 1, 2, 3, 4, with satisfactory grades or better.
Required of all Cinema majors.
Lecture 1 hour. Laboratory 3 hours.
Introduction to cinematography, including optics, photo emulsions, camera operation, laboratory procedures, terminology and aesthetics. Students will do individual and group projects using 16mm or digital video camera equipment.

CINEMA 7
Advanced Cinematography and Creative Techniques  
3 UNITS - (CSU)  
Prerequisite: Cinema 6 with a satisfactory grade or better.
Lecture 2 hours. Laboratory 2 hours.
An advanced course in creative cinematography covering sophisticated professional equipment and techniques used in the motion picture industry. Emphasis is placed on lighting and current industry standards.

CINEMA 15
Motion Picture Workshop I  
3 UNITS - (RPT 1) (CSU)  
Prerequisite: Cinema 5, 6, 9, 10, 11, and 20 with satisfactory grades or better.
For advanced LACC Cinema students.
Discussion 1 hour. Laboratory 9 hours.
Practical work in 16mm and Digital Video production. Lecture and laboratory workshop emphasizing the creative use of the camera, editing, sound, and production activities in relation to the fiction film format. Each student will be responsible for making a short film.

CINEMA 16
Motion Picture Workshop II  
3 UNITS - (A)  
Prerequisite: Cinema 5, 6, 9, 10, 11 and 20 with satisfactory grades or better.
For advanced LACC Cinema students.
Discussion 1 hour. Laboratory 9 hours.
The production of a short film or video project from script development and production packaging to the actual shooting, editing and mixing of the film or video.
CINEMA 17
Advanced Motion Picture Post-Production
3 UNITS - (A)
Prerequisite: Cinema 16 with a satisfactory grade.
Discussion 1 hour. Laboratory 9 hours.
Advanced film post-production methods are applied as students learn to prepare for release of a short film that has been produced in Cinema 15 and 16. Included techniques are flatbed or digital editing, foley effects, automatic dialog replacement, and re-recording.

CINEMA 18
Main Currents in Motion Pictures
3 UNITS - (UC:CSU)
(Same as Theater 507)
Prerequisite: Cinema 3 with a satisfactory grade.
Recent films are viewed and analyzed from many points of view.

CINEMA 20
Business Aspects of Motion Picture Production
3 UNITS - (A)
Prerequisite: Cinema 1, 2, 3, 4, with satisfactory grades or better.
Survey of business practices including financing, production and distribution.

CINEMA 25
Producing Digital Video Features
3 UNITS - (A)
Digital Video (DV) has transformed feature film production and distribution. Explore this new frontier and its new and proposed uses on the Internet.

CINEMA 32
Editing Fundamentals
3 UNITS - (A)
Prerequisite: Cinema 1, 2, 3 and 4 with satisfactory grades or better.
Lecture 1 hours. Laboratory 4 hours.
Intermediate students will learn the basics of editing with both traditional 16mm post-production equipment and basic non-linear digital.

CINEMA 33
Digital Video Production Workshop I
3 UNITS - (A)
Prerequisite: Cinema 1, 2, 3, and 4 with satisfactory grades or better.
Lecture 1 hours. Laboratory 4 hours.
Intermediate students will produce short video projects using basic digital video cameras and editing systems.

CINEMA 34
Motion Picture Soundstage Production Practicum
3 UNITS - (A)
Prerequisite: One of the following - Cinema 5, 6, 7, 9, 10 or 35 with satisfactory grades or better.
Lecture 1 hour. Laboratory 4 hours.
Designed for students to gain practical experience in a specific area of motion picture soundstage production in order to develop the necessary skills needed in that field of the industry. Included skills are screenwriting, directing, production management, lighting, cinematography, sound recording and editing.

CINEMA 35
Non-linear Editing with Final Cut Pro
3 UNITS - (A)
Prerequisite: Cinema 11 or Cinema 32 with satisfactory grades or better.
Lecture 2 hours. Laboratory 2 hours.
Advanced film students are introduced to Macintosh Final Cut Pro non-linear software and are given lectures of film-to video and other post-production techniques.

CINEMA 38
Modern Picture Stage Grip
3 UNITS - (A)
Open to all students.
Lecture 2 hours. Laboratory 2 hours.
In this hands-on course, students will learn basic grip skills and operate equipment and tools used on location and the motion picture stage.

CINEMA 911 Cooperative Education— 1 UNIT - (RPT3)
CINEMA 921 Cooperative Education— 2 UNITS
CINEMA 931 Cooperative Education— 3 UNITS
Prerequisite: Cinema 2 with a satisfactory grade or better.
Students receive credit for approved internships with an employer in the field of Motion Picture Production, under the direction of the Cooperative Education director. The worksite must be approved by the Department Chair.

TELEVISION 1
Introduction to Television
3 UNITS - (CSU)
A required basic course for all first semester Television majors.
Open to all students.
Lecture 3 hours.
A study of what’s on Television and why, including the history of Radio and Television Broadcasting. Also covers costs, ratings, profits, the FCC rules, cable and pay Television. Recommended elective for Journalism, Theatre and Public Relations.
TELEVISION 4
Television Camera Lighting and Sound
3 UNITS – (A)
A required basic course for all first semester Television majors.
Open to all students
Lecture 2 hours. Discussion 1 hour.
Emphasizes technical jobs in a TV studio: use of microphones and mixer, lights and dimmer, camera set up and control, etc.

TELEVISION 6
Studio and Remote Production
3 UNITS - (RPT 1) (A)
Prerequisite: Television 46 with a satisfactory grade or better.
Lecture 2 hours. Laboratory 5 hours.
Various camera set ups; lighting, editing procedures, mike placement and overall operation of such equipment operation. Television news studio and field production.

TELEVISION 7
Television Announcing I
3 UNITS - (RPT 1) (CSU)
Advisory: Eligibility for English 28/31 or equivalent.
Lecture 2 hours. Laboratory 2 hours.
Training in television announcing for newscasts, ad libbing, commercials, sports, weather and various other assignments

TELEVISION 9
Introduction to TV Equipment Procedures
3 UNITS - (CSU)
A required basic course for all first semester TV majors.
Open to all students.
Lecture 2 hours. Laboratory 1 hour.
The principles and operational techniques of basic television control room and studio equipment leading to first production of spots. Fundamental physical properties of sound, light and electricity, TV control room procedure, directing, script writing, story boarding and other producing tools.

TELEVISION 25
Television and Film Dramatic Writing
3 UNITS - (RPT 1) (CSU)
Open to all students.
Lecture 1 hour. Discussion 2 hours.
Professional methods and techniques of television writing for drama or comedy on film and tape. Also deals with obtaining an agent and selling a script.

TELEVISION 46
Television Production
4 UNITS - (CSU)
Prerequisite: Television 9 with a satisfactory grade.
Required of all Television majors.
Lecture 2 hours. Laboratory 4 hours. Discussion 2 hours.
Directing, writing, performing; use of cameras, videotape recorders, switcher, character generator, lighting and audio equipment.

TELEVISION 48
Television Programming and Video Tape Production Workshop
3 UNITS - (CSU)
Prerequisite: Television 46 with a satisfactory grade.
Required of all Television majors.
Lecture 1 hour. Laboratory 3 hours plus 1 lab hour by arrangement.
Advanced work in pre-producing, directing, producing, writing, operating remote equipment, and special effects.

TELEVISION 49
TV Production Workshop
3 UNITS - (RPT 1) (A)
Prerequisites: Television 46 with a satisfactory grade.
Lecture 1 hour. Laboratory 3 hours.
Training in the technical aspects of television production, including lighting, camera, videotape and character generator. No script writing or producing, this class is for technical crew only.

TELEVISION 55
Digital Video Production Workshop I
3 UNITS - (A)
Prerequisite: Cinema 1, 2, and Television 4, 9.
Lecture 1 hour. Laboratory 4 hours.
Intermediate television students will produce short video projects using basic digital video cameras and editing systems.

TELEVISION 60
Non-linear Editing With Final Cut Pro
3 UNITS - (A)
Prerequisite: Television 55 with a satisfactory grade.
Lecture 2 hours. Laboratory 2 hours.
Advanced film students are introduced to Macintosh Final Cut Pro non-linear software and are given lectures on film-to video and other post-production procedures.

TELEVISION 185 Directed Study — 1 UNIT - (CSU)
TELEVISION 285 Directed Study — 2 UNITS - (CSU)
TELEVISION 385 Directed Study — 3 UNITS - (CSU)
Prerequisite: Television 9, 46 and 6 or 48 with satisfactory grades or better.
Courses limited to advanced LACC Television Students. Courses offered on a Credit/No Credit basis.
Conference 1 hour per unit.
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the “Directed Study” section of this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

TELEVISION 911 Cooperative Education— 1 UNIT - (RPT1)
TELEVISION 921 Cooperative Education— 2 UNITS
TELEVISION 931 Cooperative Education— 3 UNITS
Prerequisite: Television 46 with a satisfactory grade or better.
Students receive credit for approved internships with an employer in the field of Motion Picture Production, under the direction of the Cooperative Education director. The worksite must be approved by the Department Chair.
The English Literacy & Citizenship Program provides an integrated program of services incorporating English literacy and civics education to prospective United States citizens, students, and members of the community. The classes provide English language instruction and knowledge on the rights and responsibilities of citizens through instruction and civics participation. The program provides assistance with the Naturalization process, pictures, applications, interview preparation, and follow-up with U.S. CIS. The services are at no cost and do not appear on the student’s transcripts.

COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings. All courses are open entry/open exit (no grade)

ENGLISH LITERACY AND CIVICS 0
983-030 CE
0 UNITS
This open-entry Literacy and Civics class will encompass all the content necessary in order to have a functioning understanding of the English language. Students will be exposed to a variety of contexts which will prepare them for encounters in the real world. The exposure in turn will provide them with basic survival skills and assist them in the immersion into a predominately English speaking society.

ENGLISH LITERACY AND CIVICS 1
983-031 CE
0 UNITS
This open-entry Literacy and Civics class will encompass all the content necessary in order to have a functioning understanding of the English language. Students will be exposed to a variety of contexts which will prepare them for encounters in the real world. The exposure in turn will provide them with basic survival skills and assist them in the immersion into a predominately English speaking society.

ENGLISH LITERACY AND CIVICS 2
983-032 CE
0 UNITS
This open-entry course will review the content taught in English Literacy and Civics 0-1, build upon the grammatical and vocabulary structures taught in the previous two classes, and serve as a continuation into ESL level 2. The four components of Literacy will be covered: listening, speaking, reading and writing. The emphasis on these four skills will be contextualized in order for the students to grasp everyday conversations, and situations they may encounter while completing forms such as job applications and US CIS (INS) forms.

CITIZENSHIP
984-001 CE
0 UNITS
This competency-based, open-entry citizenship course introduces U.S. history and government with the appropriate English vocabulary and grammar structure for beginning English as Second Language (ESL) students who are preparing to take the U.S. citizenship examination.

CITIZENSHIP THROUGH ENGLISH 1
984-010 CE
0 UNITS
This competency-based, open-entry citizenship course introduces U.S. history and government with the appropriate English vocabulary and grammar structure for beginning English as a Second Language (ESL) student who are preparing to take the U.S. citizenship examination.
Primary level

CITIZENSHIP THROUGH ENGLISH 2
984-011CE
0 UNITS
This competency-based, open-entry citizenship course introduces U.S. history and government with the appropriate English vocabulary and grammar structure for beginning English as a Second Language (ESL) student who are preparing to take the U.S. citizenship examination.
Intermediate level

CITIZENSHIP THROUGH ENGLISH 3
984-012CE
0 UNITS
This competency-based, open-entry citizenship course introduces U.S. history and government with the appropriate English vocabulary and grammar structure for beginning English as a Second Language (ESL) student who are preparing to take the U.S. citizenship examination.
Advanced intermediate level

CITIZENSHIP THROUGH ENGLISH 4
984-013CE
0 UNITS
This competency-based, open-entry citizenship course introduces U.S. history and government with the appropriate English vocabulary and grammar structure for beginning English as a Second Language (ESL) student who are preparing to take the U.S. citizenship examination.
Advanced intermediate level

CITIZENSHIP THROUGH ENGLISH 5
984-014CE
0 UNITS
This competency-based, open-entry citizenship course introduces U.S. history and government with the appropriate English vocabulary and grammar structure for beginning English as a Second Language (ESL) student who are preparing to take the U.S. citizenship examination.
Advanced level
CITIZENSHIP THROUGH ENGLISH 6  
984-015CE  
0 UNITS  
This competency-based, open-entry citizenship course introduces U.S. history and government with the appropriate English vocabulary and grammar structure for beginning English as a Second Language (ESL) student who are preparing to take the U.S. citizenship examination.

SURVIVAL AND PRE-ACADEMIC ESL 0  
402-006 CE  
0 UNITS  
Survival and Pre-academic ESL for students who speak little or no English. Listening, speaking, reading and writing; emphasis on practical vocabulary and basic grammatical structures in context.

SURVIVAL AND PRE-ACADEMIC ESL 1  
402-007CE  
0 UNITS  
Survival and Pre-academic ESL for students who speak little or no English. Listening, speaking, reading and writing; emphasis on practical vocabulary and basic grammatical structures in context.

SURVIVAL AND PRE-ACADEMIC ESL 2  
402-008CE  
0 UNITS  
Survival and Pre-academic ESL for students who speak some basic English. Listening, speaking, reading and writing; emphasis on practical vocabulary and basic grammatical structures in context.

SURVIVAL AND PRE-ACADEMIC ESL 3  
402-009CE  
0 UNITS  
Survival and Pre-academic ESL for students who speak some basic English with a level of fluency above that expected in ESL2. Listening, speaking, reading, and writing; emphasis on practical vocabulary basic grammatical structures in context, and preparation for the credit program.

ENGLISH AS A SECOND LANGUAGE BEGINNING - 1  
402-001 CE  
0 UNITS  
This course provides instruction in simple reading and writing, basic sentence structure, spelling and phonemic correspondences, and verbal communication skills. Students read and listen to dialogues, compose and practice original dialogues, and perform other activities. Emphasis is placed upon general understanding of simple spoken English, clear pronunciation, and correct grammar.

ENGLISH AS A SECOND LANGUAGE BEGINNING - 2  
402-002 CE  
0 UNITS  
ESL Beginning-2 is designed for students at the middle-beginning level of English acquisition. This course provides instruction in reading and writing, sentence structure, spelling and phonemic correspondences, and verbal communication skills. Students read and listen to dialogues, compose and practice original dialogues, and perform other activities. Emphasis is placed upon general understanding of simple spoken and written English, clear pronunciation, and correct grammar.

DEGREE PROGRAMS  
This curriculum offers the student a wide variety of options, which may end with a certificate and/or an Associate of Arts degree. The Certificate program will prepare the student to work closely with management and various types of business, professional, educational, or industrial offices. The student may receive the Associate of Arts degree to ensure upward mobility in the chosen field of employment. Students interested in obtaining an Associate of Arts degree, Plan B, must complete 36 units in the major for the Administrative Office Assistant, Computer Applications Specialist, Legal Office Assistant, or Medical Office Assistant. Students must also complete 18 general education units and 6 elective units to complete graduation requirements for the Plan B. Please consult a counselor early in your program for appropriate general education courses.
The Specialty Certificates are designed for students who do not wish to receive an Associate of Arts degree. The Computer Applications And Office Technologies certificate program prepares the student for positions such as: Administrative Office Assistant, Computer Applications Specialist, Legal Office Assistant, Medical Office Assistant and Word Processing Specialist.

### COMPUTER APPLICATION/OFFICE TECHNOLOGY

#### Associate of Arts Degree

#### Career Program

All students wishing to obtain an Associate of Arts degree must complete the core courses plus additional courses indicated below.

Core courses (required for all Associate of Arts degrees)

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAOT 1, 2, or 3</td>
<td>3</td>
</tr>
<tr>
<td>CAOT 31</td>
<td>3</td>
</tr>
<tr>
<td>CAOT 32</td>
<td>3</td>
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<tr>
<td>CAOT 84</td>
<td>3</td>
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</table>

Total Core Units: 12

### ADMINISTRATIVE OFFICE ASSISTANT

#### Associate of Arts Degree

#### Career Program

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>12 units from Core Courses above PLUS</td>
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</tr>
<tr>
<td>CAOT 3</td>
<td>3/1</td>
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<tr>
<td>CAOT 43</td>
<td>3</td>
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<tr>
<td>CAOT 79 or 112</td>
<td>3</td>
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<tr>
<td>CAOT 85</td>
<td>3</td>
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<tr>
<td>CAOT 88</td>
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<tr>
<td>CAOT 97</td>
<td>3</td>
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<tr>
<td>CAOT 98</td>
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</table>

Suggested Electives: CAOT 9, 34, or 64 3

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

#### 3 Units English Composition

#### 3 Units Communication/Analytical Thinking

#### 3 Units Natural Sciences

#### 3 Units Humanities

#### 3 Units Social/Behavioral Sciences (including American History & Governments)

#### 3-4 Units Health/Physical Education

#### 3-5 Units Math Competency

### LEGAL OFFICE ASSISTANT

#### Associate of Arts Degree

#### Career Program

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>12 units from Core Courses above PLUS</td>
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<tr>
<td>CAOT 79</td>
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</tr>
<tr>
<td>CAOT 82</td>
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<td>CAOT 85</td>
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<td>CAOT 88</td>
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</tr>
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<td>CAOT 112</td>
<td>3</td>
</tr>
<tr>
<td>CAOT 93</td>
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</tbody>
</table>

Suggested Electives: CAOT 9, 34, or 64 3

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

#### 3 Units English Composition

#### 3 Units Communication/Analytical Thinking

#### 3 Units Natural Sciences

#### 3 Units Humanities

#### 3 Units Social/Behavioral Sciences (including American History & Governments)

#### 3-4 Units Health/Physical Education

#### 3-5 Units Math Competency
MEDICAL OFFICE ASSISTANT
Associate of Arts Degree
Career Program

COURSES UNITS
12 units from Core Courses above PLUS
CAOT 3 or 9 ................................................................. 3/1
CAOT 20 ........................................................................ 5
CAOT 43 ......................................................................... 3
CAOT 44 ......................................................................... 3
CAOT 46 ......................................................................... 3
Health 11 ...................................................................... 3
Suggested Electives: CAOT 9, 34, or 64 4/1

Total Units ........................................................................ 36

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.
PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

CERTIFICATE PROGRAMS

The Computer Applications And Office Technologies Programs offers a variety of certificates to students interested in working closely with management and various types of businesses, professional, educational, or industrial offices. Specialty Certificates will prepare the student for positions such as: Administrative Office Assistant, Computer Applications Specialist, Legal Office Assistant, Medical Office Assistant and Word Processing Specialist.

ADMINISTRATIVE SECRETARY
Specialty Certificate

COURSES UNITS
CAOT 3 ................................................................. 3
CAOT 79 or 112 ............................................................ 3
CAOT 84 ......................................................................... 3
CAOT 85 ......................................................................... 3
CAOT 97 ......................................................................... 3
CAOT 98 ......................................................................... 3
CAOT 43 ......................................................................... 3
Total Units ........................................................................ 24

COMPUTER APPLICATIONS SPECIALIST
Specialty Certificate

COURSES UNITS
CAOT 3 ................................................................. 3
CAOT 79 ......................................................................... 3
CAOT 82 ......................................................................... 3
CAOT 84 ......................................................................... 3
CAOT 85 ......................................................................... 3
CAOT 88 ......................................................................... 3
CAOT 97 ......................................................................... 3
CAOT 98 ......................................................................... 3
CAOT 112 ....................................................................... 3
Total Units ........................................................................ 27

LEGAL OFFICE ASSISTANT
Specialty Certificate

COURSES UNITS
CAOT 3 ................................................................. 3
CAOT 23 ......................................................................... 5
CAOT 43 or Law 14 .......................................................... 3
COAT 49 ......................................................................... 3
CAOT 82 or 85 ............................................................... 3
CAOT 84 ......................................................................... 3
Law 1 ............................................................................ 3
CAOT 93 ......................................................................... 2
Total Units ........................................................................ 25

MEDICAL OFFICE ASSISTANT
Specialty Certificate

COURSES UNITS
CAOT 3 ................................................................. 3
CAOT 20 ......................................................................... 5
CAOT 43 ......................................................................... 3
CAOT 44 ......................................................................... 3
CAOT 46 ......................................................................... 3
CAOT 84 ......................................................................... 3
CAOT 97 ......................................................................... 3
Health 11 ..................................................................... 3
Total Units ........................................................................ 26
### BASIC ADMINISTRATIVE OFFICE ASSISTANT
Certificate of Completion

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Total Units ................................................................. 6

### BASIC COMPUTER APPLICATIONS
Certificate of Completion

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Total Units ................................................................. 6

### BASIC LEGAL OFFICE
Certificate of Completion

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Total Units ................................................................. 7

### BASIC MEDICAL ADMINISTRATIVE
Certificate of Completion

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Total Units ................................................................. 11

### BASIC MEDICAL BILLING
Certificate of Completion

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Total Units ................................................................. 6

### BASIC MEDICAL TRANSCRIPTION
Certificate of Completion

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<td>CAOT 44</td>
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Total Units ................................................................. 9

### BASIC OFFICE COMMUNICATIONS
Certificate of Completion

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Total Units ................................................................. 8

### BASIC WEB PAGE DESIGN
Certificate of Completion

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<tbody>
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<tr>
<td>CAOT 84</td>
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Total Units ................................................................. 6

### WEB PAGE DESIGN
Certificate of Completion

<table>
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<tbody>
<tr>
<td>CAOT 112</td>
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<tr>
<td>CAOT 151</td>
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Total Units ................................................................. 6

### BASIC WORD PROCESSING
Certificate of Completion

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</tr>
<tr>
<td>CAOT 79</td>
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</table>

Total Units ................................................................. 6

### COURSE DESCRIPTIONS

**NOTE:** Not every class is offered each semester. Refer to the current class schedule for current class offerings.

**PREREQUISITES:** Specified prerequisites must be completed with a satisfactory grade or equivalent.

**COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 1**

**Computer Keyboarding I**

3 UNITS - (A)

Advisory: Eligibility for ESL Level 6B and 6C.

Notes: Students with ability to type 30 wpm accurately by touch should enroll in CAOT 2. Students who have completed a beginning typewriting/keyboarding course and have a skill below 20 wpm should enroll in CAOT 9.

Mastery of the keyboard (letters, numbers, and symbols) by touch. Minimum speed at end of course of 30 wpm accurately; formatting of mailable letters, tables, reports, and memos using Microsoft Word.
Computer Keyboarding II
3 UNITS - (CSU)
Prerequisite: Computer Keyboarding I or equivalent.
Students should enroll in CAOT 9 or CAOT 1 if they do not meet the requirements for CAOT 2.
Mastery of the keyboard (letters, numbers, and symbols) by touch. Minimum speed at end of course of 40 wpm accurately; formatting of mailable advanced letters, tables, reports, memos, and desktop published documents using Microsoft Word.

Computer Keyboarding III
3 UNITS - (CSU)
Prerequisite: Completion of CAOT 2 and CAOT 84 or a training course in Microsoft Word. (Students who do not meet these prerequisites should enroll in either CAOT 2 or CAOT 9 and CAOT 84, Microsoft Word.)
Develops production skills in using advanced features of Microsoft Word to create properly formatted business documents. Includes composition at keyboard, decision making, and timed production of letters, tables, and reports. Develops minimum speed at end of course of 50 wpm.

Machine Transcription
3 UNITS - (A)
Prerequisite: CAOT 1 with a satisfactory grade or equivalent.
Advisory: English 21 or equivalent.
Develops proficiency in operating transcribing machines, listening skills, transcription of mailable letters, memoranda, and manuscripts from machine dictation techniques and English usage.

Keyboarding Improvement
1 UNIT - (RPT 2) (A)
Prerequisite: Ability to type 20 wpm.
Improves keyboarding procedures through continued emphasis on correct keyboarding techniques. Uses a computer to develop speed and accuracy through timed writings and corrective drills. May be taken concurrently with CAOT 1, 2 or 3. May be repeated twice.

Medical Office Procedures
5 UNITS - (A)
Prerequisites: CAOT 2 or 31 with a satisfactory grade or equivalent.
Advisory: CAOT 44.
This course develops proficiency in typing medical documents, case histories, history and physicals, medical reports. Additionally, students learn about medical ethics and sensitivity training for the medical office, privacy laws, telephone etiquette, medical filing and handling of confidential documents, scheduling appointments in a variety of medical facilities and medical insurance.

Legal Procedures I
5 UNITS - (A)
Prerequisite: CAOT 1 and CAOT 31 with satisfactory grades or equivalent.
Preparation of court pleadings and legal documents; knowledge of general law office procedures and specific procedures involved in litigation, family law, corporate law, and other specialties; development of attitudes and behaviors appropriate for the legal field.

Business English
3 UNITS - (A)
Prerequisite: English 28/31 with a satisfactory grade or equivalent.
Required of all CAOT majors.
Knowledge of English grammar and punctuation rules; practice in writing sentences and paragraphs.

Business Communications
3 UNITS - (CSU)
Prerequisite: CAOT 1 and 31 with a satisfactory grade or equivalent.
Credit is allowed for only one of the following courses: CAOT 32 or Supervision 12.
Applications of business communications, principles in writing a variety of business letters, interoffice memorandums, and a business report; improvement of general and business vocabularies.

Records Management And Filing
2 UNITS - (A)
Proficiency in applying basic filing principles to a variety of records using alphabetic, geographic, numeric and subject methods. Creation, storage, disposition, and preservation of all types of documents. An understanding of concepts of automated storage and retrieval. Includes database management personal computers.

Business Terminology
2 UNITS - (A)
Correct definition, spelling, pronunciation, and effective usage of the general and specialized vocabulary used in modern business communications.

Office Procedures
3 UNITS - (A)
Prerequisite: CAOT 2 and CAOT 31 with satisfactory grades or better.
Comprehensive knowledge and application of office skills and procedures for the automated office; development of attitudes for success on the job.

Medical Terminology
3 UNITS - (A)
This course develops an understanding of medical terminology through a study of word roots, prefixes, and suffixes. Emphasis is given to spelling, pronunciation, and definitions. Medical terminology for basic anatomy, physiology, and pathology of the body systems is also stressed. Current medical innovations are discussed.

Machine Transcription for Medical Secretaries
3 UNITS - (A)
Prerequisite: CAOT 2 or CAOT 31 with satisfactory grades or equivalent.
Advisory: CAOT 44 or equivalent.
This course develops proficiency in operating transcribing machines to accurately transcribe medical documents, including medical letters, charts, notes, history and physicals, reports from cassette tapes. Emphasis is given to spelling, proofreading, correct terminology, and abbreviations. Students simultaneously review anatomy and major body systems.
COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 47
Applied Office Practice
2 UNITS - (RPT 3) (A)
Advisory: CAOT 1 with a satisfactory grade or equivalent and second semester standing.
Practical experience in working in an office on campus and one hour lecture relating to office behavior, productivity, motivation, and interpersonal skills.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 49
Machine Transcription for Legal Office Assistants
3 UNITS - (A)
Prerequisite: CAOT 2 and 31 with satisfactory grades or equivalent.
This course develops proficiency in operating transcribing machines to transcribe legal correspondence and documents, including court documents, from cassette tape. Emphasis is placed on spelling, proofreading, formatting, and the meaning of legal terms.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 64
Office Administration Laboratory
1 UNIT - (RPT 3)(A)
Co-requisite: CAOT 1.
Laboratory class which provides opportunity for students enrolled in CAOT classes to have additional time on the computers to work with all of the software that is offered in the Department. Students must attend a minimum of 32 class hours per semester Credit/No Credit.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 79
Word Processing Applications
3 UNITS - (A)
Prerequisite: CAOT 84 and CAOT 31 with satisfactory grades or equivalent.
Further develops skill in preparing a variety of business documents on a personal computer. Covers formats for letters, memos, reports, tables, outlines, form documents, graphics, desktop publishing, and merged documents.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 82
Microcomputer Software Survey in the Office
3 UNITS – (CSU)
Prerequisite: CAOT 1 and CAOT 98 with satisfactory grades or equivalent.
Introduces students to the use of the microcomputer and commercially available software used in business office. Course provides hands-on introduction to word processing, database, spreadsheet, graphics, desktop publishing and presentation design software.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 82A
Microcomputer Software Survey in the Office (Word-Processing and Spreadsheet)
1.5 UNITS – (CSU)
Prerequisite: CAOT 1 and CAOT 98 with satisfactory grades or equivalent.
Introduces students to the use of the microcomputer and commercially available software used in business offices. Course provides hands-on introduction to word processing and spread sheets software.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 82B
Microcomputer Software Survey in the Office (Database and Presentation Design)
1.5 UNITS – (CSU)
Prerequisite: CAOT 1 and CAOT 98 with satisfactory grades or equivalent.
Introduces students to the use of the microcomputer and commercially available software used in business offices. Course provides hands-on introduction to database and presentation design software.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 84
Microcomputer Office Applications: Word Processing
3 UNITS - (RPT 2) (CSU)
Prerequisites: Eligibility for ESL Level 6 and the ability to type 30 wpm accurately by touch.
Use basic and advanced commands in Microsoft Word or other word processing software, to create, format, edit, save, and print documents including letters, tables, reports, and merge documents. Use desktop publishing features to create newsletters, brochures, fliers, and resumes.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 85
Microcomputer Office Applications: Spreadsheet
3 UNITS – (CSU)
Provides information and hands on training using a personal computer, laser printers and various desktop publishing software including Microsoft Publisher. Includes producing camera ready, near typeset quality reports, newsletters, business forms, and presentations.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 93
Legal Document Production
2 UNITS – (A)
Prerequisite: CAOT 1 and CAOT 84 with satisfactory grades or equivalent.
This course is designed to link the academic knowledge of law and skills of word processing to result in the production of legal documents.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 97
Introduction to the Internet
3 UNITS - (A)
Advisory: Knowledge of Windows and word processing is required. Students who enroll in the course must attend 3 lab hours per week.
The course provides hands-on access to Internet, the worldwide Computer Network. The course emphasizes electronic mail, file transfer protocol, newsgroups, web page design and other services and utilities.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 98
Microcomputer Office Applications: Introduction to Windows for CAOT
3 UNITS - (A)
This course is designed to prepare students to work in the Windows environment. The course emphasis the features of Windows, including changing and creating icons, opening and closing Windows and other applications, responding to dialog boxes, and working with directories.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 105
School-to-Work-Portfolio
2 UNITS - (A)
Prerequisite: CAOT 31 with a satisfactory grade or equivalent.
Advisory: Eligibility for ESL 6B and 6C or completion of CAOT 1.
Course includes preparation of a comprehensive professional portfolio that contains a résumé, cover letter, application for employment, reference letters, and personal achievement. The course will also include career planning, networking with business and industry, and job search using the Internet and other resources.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 106
Computer Calculations for the Ten-Key Pad
3 UNITS - (A)
Prerequisite: Math 105 or Business 38 with satisfactory grades or equivalent. This course uses application software to develop proficiency in the operation of the computer’s ten-key pad by touch. It develops the skill to input and calculate numeric data for the preparation of various business documents including record keeping and accounting documents.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 112
Microcomputer Office Applications: Web Page Design
3 UNITS - (RPT 2) (CSU)
Advisory: CAOT 98 or equivalent. This course is designed to help students learn the most important topics of Web Page Design. The course emphasizes creating a new website, integrating a database using Microsoft Office components, styles and working with HTML codes.

COMPUTER APPLICATIONS - OFFICE TECHNOLOGIES 122
Seven Habits of Highly Effective People
3 UNITS - (A)
This course will prepare individuals to work more productively by practicing personal and team building habits and by utilizing time effectively. It will familiarize students with the 7 Habits of Highly Effective People to achieve greater personal and professional effectiveness.

COMPUTER APPLICATIONS – OFFICE TECHNOLOGIES 126
Introduction to Medical Coding/Billing
3 UNITS
Introduction to the medical codes used for diagnostic and procedural data in medical billing. Students will learn to use the CPT-4 and ICD-9 reference books. Medicare, MediCal, and private insurance forms will be used for real world applications. Introduction to medical billing forms and procedures required by Medicare and private medical insurance companies will also be covered.

NOTE: The official abbreviation for Computer Science/Information Technology (CSIT) is “CO SCI”.

The computer Science Information Technology discipline under the mathematics department at Los Angeles City College offers two Associate degrees that students can choose from, depending on their career and educational goals. The two degrees -- the Associate of Arts in Computer Science and the Associate of Arts in Computer Information Systems -- are designed, respectively, for students with transfer goals to Computer Science programs and Computer Information Systems programs at four-year universities. The following tables list the requirements for each degrees. For information on general education courses, students are encouraged to see a counselor for advisement.
DEGREE PROGRAMS

COMPUTER SCIENCE

Associate of Arts Degree

Transfer Program

COURSES UNITS

First Semester
CSIT 103 ................................................................. 4
Mathematics 225 ................................................... 3

Second Semester
CSIT 140 or 141 .................................................. 3
Mathematics 261 ................................................... 5
Physics 1 ............................................................ 4

Third Semester
CSIT 136 ............................................................ 4
Mathematics 262 ................................................... 5
Physics 2 ............................................................ 4

Fourth Semester
CSIT 117 or Math 270 or Math 271 ...................... 4
Mathematics 263 ................................................... 5
Physics 3 ............................................................ 4

Total Units ................................................................ 45

To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required.

PLAN A: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

6-9 Units English Composition
3-9 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
9 Units Social/Behavioral Sciences (including American History & Governments)
3 Units Health/Physical Education
3-5 Units Math Competency
(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

COMPUTER INFORMATION SYSTEMS

Associate of Arts Degree

Transfer Program

COURSES UNITS

First Semester
CSIT 103 ................................................................. 4
Mathematics 225 ................................................... 3

Second Semester
CSIT 141 ............................................................. 3
Accounting 1 ....................................................... 5

Third Semester
Accounting 2 ....................................................... 5
Economics 1 ......................................................... 3

Fourth Semester
CSIT 160 ............................................................. 3
Economics 2 ......................................................... 3
Mathematics 235 or 230 ......................................... 3-5

Total Units ................................................................ 32-34

APPLICATIONS SOFTWARE

Certificate

This sequence of courses prepares students for careers in applications software development and usage in fields related to databases, networking, multimedia, web technologies, business analysis, and/or programming. Students successfully completing this program will find opportunities for employment in various industries depending on the track chosen for the electives.

COURSES UNITS

CSIT 103 or 101 and 108 ...................................... 4-7
CSIT 104 ............................................................. 3
CSIT 107 ............................................................. 3
CSIT 133 or 186 .................................................. 3
CSIT 160 ............................................................ 3
CSIT 134 or 167 .................................................. 3
Electives ............................................................. 9

Total Units ................................................................ 25-28

Acceptable Electives:
Database Track: 3 courses from CSIT 187, 188, 189
Networking Track: 3 courses from CSIT 181, 182, 183, 184
Operating Systems Track: 3 courses from CSIT 134, 167, 168, 169
Multimedia Track: 3 courses from CSIT 150, 151, 152, 153, 154
Web Technologies Track: 3 courses from CSIT 155, 156, 158
Business Analysis Track: 3 courses from Accounting 1, CAOT 85,
CSIT 148, 160
Programming Track: 3 courses from CSIT 138, 140, 141
PROGRAMMING LANGUAGES
Skill Certificate
This course sequence provides students with comprehensive training in high-demand programming languages and tools such as Visual Basic, C++, Java, Perl, XML, ASP, and others. Students can choose electives from five exciting tracks: Databases, Web Development, Multimedia, Operating Systems, and Advanced Programming. Successful completion of the program will prepare students for an exciting career in software analysis, design, and development.

COURSES  UNITS
CSIT 103 or 101 and 108 ................................................................. 4-7
CSIT 104 ......................................................................................... 3
CSIT 140 ......................................................................................... 3
CSIT 107 ......................................................................................... 3
CSIT 141 ......................................................................................... 3
CSIT 142 ......................................................................................... 3
CSIT 133 or 186 .............................................................................. 3
CSIT 136 ......................................................................................... 3
CSIT 138 ......................................................................................... 3
Electives ......................................................................................... 9

Total .............................................................................................. 25-28
Acceptable Electives:
Databases Track: 3 courses from CSIT 187, 188, 189, 190
Web Development Track: 3 courses from CSIT 144, 156, 158
Multimedia Technologies Track: 3 courses from CSIT 150, 151, 152, 153, 154
Advanced Programming Track: 3 courses from CSIT 117, 144, 146
Operating Systems Track: 3 courses from CSIT 134, 167, 168, 169

MACROMEDIA SOFTWARE
Skill Certificate
This course sequence provides technical training on the latest multimedia technologies and prepares students for the Macromedia certification exams. The program also provides instruction in programming macromedia software to create interactive and media-rich Web sites and presentations.

COURSES  UNITS
CSIT 151 ......................................................................................... 3
CSIT 153 ......................................................................................... 3
CSIT 152 ......................................................................................... 3
CSIT 154 ......................................................................................... 3
CSIT 158 ......................................................................................... 3

Total Units ........................................................................................ 15

OPERATING SYSTEMS
Skill Certificate
This program provides hands-on training in the use of UNIX and WINDOWS operating systems and prepares students for Microsoft Certificate Professional (MCP) examination.

COURSES  UNITS
CSIT 134 ......................................................................................... 3
CSIT 167 ......................................................................................... 3
CSIT 168 ......................................................................................... 3
CSIT 169 ......................................................................................... 3

Total Units ........................................................................................ 12

UNIX OPERATING SYSTEMS
Skill Certificate
This course sequence offers state-of-the-art hands-on training on the UNIX operating system -- how to work with the system, how to program for it and administration of a UNIX system for a business, school and industry.

COURSES  UNITS
CSIT 144 ......................................................................................... 3
CSIT 168 ......................................................................................... 3
CSIT 169 ......................................................................................... 3
CSIT 170 ......................................................................................... 3
CSIT 171 ......................................................................................... 3

Total Units ........................................................................................ 15

WEB CLIENT TECHNOLOGIES
Skill Certificate
Program provides training in the use of client-side web technologies for design and development of interactive web sites. Skills include use of HTML, DHTML, XML, Java, Java Script, Dreamweaver and Flash in web site development.

COURSES  UNITS
CSIT 141 ......................................................................................... 3
CSIT 151 ......................................................................................... 3
CSIT 152 ......................................................................................... 3

Total Units ........................................................................................ 9

COMPUTER NETWORKING
Skill Certificate
This course sequence offers state of the art hands-on training in designing, configuring, and maintaining basic networks using Cisco routers and switches. The program also prepares students for the Cisco Certified Networking Associate (CCNA) exam.

COURSES  UNITS
CSIT 181 ......................................................................................... 3
CSIT 182 ......................................................................................... 3
CSIT 183 ......................................................................................... 3
CSIT 184 ......................................................................................... 3

Total Units ........................................................................................ 12

DATABASE ADMINISTRATION
Skill Certificate
This course sequence offers state of the art hands-on training in setting up and administering Oracle relational databases and prepares students for the Oracle professional certification in database administration.

COURSES  UNITS
CSIT 186 ......................................................................................... 3
CSIT 187 ......................................................................................... 3
CSIT 188 ......................................................................................... 3
CSIT 189 ......................................................................................... 3

Total Units ........................................................................................ 12
WEB SERVER TECHNOLOGIES
Skill Certificate
Program provides hands-on training in the use of UNIX and WINDOWS operating systems and prepares students for Microsoft Certified Professional (MCP) examination.

COURSES UNITS
CSIT 134 ................................................................................................... 3
CSIT 156 ................................................................................................... 3
CSIT 159 ................................................................................................... 3
CSIT 167 ................................................................................................... 3
CSIT 186 ................................................................................................... 3

Total Units .............................................................................................. 15

COURSE DESCRIPTIONS
NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

The official abbreviation for Computer Science/Information Technology (CSIT) is “CO SCI”.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 104
Mathematics for Programmers
3 UNITS - (CSU)
Advisory: CSIT 103 or equivalent.
Development of the specialized mathematical concepts necessary for writing computer programs, including the internal representation of numeric data, logical operators, set theory, vector and matrix operations, and linear equations.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 107
Programming Logic
3 UNITS - (UC:CSU)
Prerequisite: CSIT 103 with a satisfactory grade or equivalent.
Introduces the discipline of computer science using a high level language; provides an overview of computer organization and an introduction to software engineering. Includes program design, development, style, testing, documentation, algorithms, control structures, sub-programs, and elementary data structures.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 108
Beginning Basic Programming
3 UNITS - (UC:CSU)
Prerequisite: CSIT 101 with a satisfactory grade or equivalent.
A beginning programming course in the Visual Basic Programming Language.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 117
Beginning Micro Assembly Language
4 Units – (UC:CSU)
This course introduces the student to symbolic programming languages and their application as diagnostic tools. The skills of writing and using programs will be stressed. Emphasis is placed on the use of diagnostic programs which can be used to troubleshoot and isolate computer problems.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 133
Microcomputer Data Base Programming
3 UNITS - (CSU)
Prerequisite: CSIT 103 with a satisfactory grade or equivalent.
This course focuses on the essential principles and concepts of a microcomputer database environment. A comprehensive examination of the functions of a data base command language is included.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 134
Operating Systems
3 UNITS - (CSU)
Prerequisite: CSIT 101 or 103 with a satisfactory grade or equivalent.
Fundamental principles functions, application and use of operating systems such as DOS, UNIX, Windows 98/INT/2000, and Netinase and related applications software. Analysis of capabilities and limitations of the different operating systems and environments. Applicable to A+ certification software preparation.
COMPUTER SCIENCE/INFORMATION TECHNOLOGY 136
Introduction to Data Structures
3 UNITS - (UC:CSU)
Prerequisite: CSIT 140 with a satisfactory grade or equivalent. Principles and applications of data structures. Design implementation, and analysis of algorithms to manipulate arrays, lists, stacks, queues, trees, graphs, and other objects. Examination of sorting and searching methods. Recursive and object-oriented programming techniques.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 138
Advanced Basic Programming
3 UNITS - (UC:CSU)
Prerequisite: CSIT 108 with a satisfactory grade or equivalent. An advanced programming course in the Visual Basic programming language with objects, classes, active X topics, and the Windows API.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 139
Programming in C
3 UNITS - (UC:CSU)
Prerequisite: CSIT 104 and CSIT 107 with satisfactory grades or equivalent. The course provides students the ability to write computer programs in a language used by professional programmers and software developers.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 140
Programming in C++
3 UNITS - (UC:CSU)
Prerequisite: CSIT 139 with a satisfactory grade or equivalent. This course addresses class construct, an extension of C Structure. The course emphasizes superiority of C++ to C as a general purpose programming language because of its new features and C++ as an object oriented programming language.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 141
Programming in JAVA
3 UNITS - (UC:CSU)
Prerequisite: CSIT 101 or CSIT 103 with a satisfactory grade or equivalent. Advisory: CSIT 107 and CSIT 104. An introductory university-level course of a leading-edge programming paradigm object-oriented programming that is truly portable and therefore appropriate for implementing internet-based and World-Wide Web based applications.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 144
Practical Extraction and Report Language (PERL)
3 UNITS - (UC:CSU)
Prerequisite: CSIT 158 with a satisfactory grade or equivalent. An introductory university-level course in Practical Extraction and Report Language (PERL), a standard tool for UNIX server administration and server side support of interactive World Wide Web based applications.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 148
Advanced Spreadsheet Applications
3 UNITS - (CSU)
Prerequisite: CSIT 101 or 103 with a satisfactory grade or equivalent. A course in advanced spreadsheet operations, including macro development, macrologic, printing enhancements and spreadsheet systems development.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 151
Macromedia Dreamweaver
4 UNITS - (A)
Prerequisite: CSIT 101 and CSIT 103 with a satisfactory grade or equivalent. This course provides an extensive practical and theoretical framework for using Macromedia’s Dreamweaver to develop web sites. It includes enhancements for web page layout, coding, and webmaster-user interactivity.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 152
Macromedia Flash
4 UNITS - (A)
Prerequisite: CSIT 151 with a satisfactory grade or equivalent. This course covers Macromedia’s Flash; a state-of-the-art Web animation software for creating highly compact, vector-based content for transmission over the Internet.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 153
Macromedia Director
4 UNITS - (A)
Prerequisite: CSIT 151 with a satisfactory grade or equivalent. This course is designed for multimedia webmasters interested in learning Macromedia Director to develop web-based Shockwave projects, create interactive learning modules, design interactive kiosks and catalogs, program with Lingo, and create animated presentations and projects.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 154
Macromedia Authorware
4 UNITS - (A)
Prerequisite: CSIT 151 with a satisfactory grade or equivalent. This course is designed for individuals interested in creating educational and professional modules using Authorware 5 Attain, Macromedia’s leading application for creating visually-rich media for the web and online learning.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 155
E-Commerce Technologies
3 UNITS - (A)
Prerequisite: CSIT 158 with a satisfactory grade or equivalent. Presents the practical aspects of programming a functional e-commerce web site, including item selection, purchase recap, on-line payments, and follow-up data collection. Makes use of the PHP programming language and a live S2L database manager for implementation and record-keeping. The student constructs a live e-commerce web site with all aspects of the technique implemented.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 156
XML Programming
3 UNITS - (CSU)
Prerequisite: CSIT 158 with a satisfactory grade or equivalent. This course offers hands-on experience in designing and programming XML documents that enable the structured delivery of data and information over a corporate intranet, the internet, or for simple XML messaging between HTTP servers. The course also provide skills to build business-to-business E-commerce applications.

COMPUTER SCIENCE/INFORMATION TECHNOLOGY 158
Hyper-Text Markup Language (HTML)
3 UNITS - (CSU)
Prerequisite: CSIT 101 with a satisfactory grade or equivalent. Covers Hyper-Text Makeup Language, including formatting concepts of...
Computer Science/Information Technology 159
Web Projects
3 UNITS - (CSU) (RPT 2)
Prerequisite: CSIT 158 with a satisfactory grade or equivalent.
Covers more complex topics in rapidly changing technology of web pages construction including multimedia developments, plug-ins, helper applications, CSS, DHTML and new developments. Students will complete web projects with emphasis placed upon recent developments in students and software.

Computer Science/Information Technology 160
Business Systems Design
3 UNITS - (CSU)
This course covers the fundamentals of business systems analysis and design. It defines the core of the systems analyst, and describes experience in screen and form design, implementation and project management.

Computer Science/Information Technology 167
Microcomputer Operating Environments - Windows
3 UNITS - (CSU)
Prerequisite: CSIT 101 or 103 and CSIT 134 with satisfactory grades or equivalent.
Advanced course focusing on graphical user interface theory and operating system environment maintenance, contrasting DOS interface with graphical user interface, reviewing DOS fundamentals, introducing Windows applications use and installation and covering communications, macro generation, object embedding, memory management and network configurations.

Computer Science/Information Technology 168
The UNIX Operating System
3 UNITS - (CSU)
Prerequisite: CSIT 101 with a satisfactory grade or equivalent.
Covers basic features of the UNIX operating system including commands and concepts for running, application handling files, directories, permissions, networking, and scripting.

Computer Science/Information Technology 169
Apache Web Server
3 UNITS - (CSU)
Prerequisite: CSIT 168 with a satisfactory grade or equivalent.
A course covering the tasks involved in administering an Internet web server running Apache web server software under UNIX.

Computer Science/Information Technology 170
Unix System Administration
3 UNITS - (CSU)
Prerequisite: CSIT 168 with a satisfactory grade or equivalent.
Covers advanced topics in UNIX system administration including user addition and management, system disk drive installation and preparation, application installation, network installation and configuration, printer attachment, boot procedures and scripting, and management of event logging. The student builds a UNIX server from scratch and configures it to required specifications.

Computer Science/Information Technology 171
UNIX System Security
3 UNITS - (CSU)
Prerequisite: CSIT 168 with a satisfactory grade or equivalent.
Covers both theoretical and practical aspects of UNIX system security, including UNIX password systems, file system hardening, cryptography basics, physical security for hardware, protocol security, network authentication methods, secure programming and account defense.

Computer Science/Information Technology 181
Computer Networking I - CISCO
3 UNITS - (CSU)
Advisory: Eligibility for English 28/31 or equivalent.
This course covers fundamentals of computer networking. Topics include evolution of networking, seven layers of the OSI reference model, and networking devices such as bridges, hubs, switches, and routers. Internet protocol, IP addressing, subnetting, network topology, and cabling will also be covered.

Computer Science/Information Technology 182
Computer Networking II - CISCO
3 UNITS - (CSU)
Prerequisite: CSIT 181 with a satisfactory grade or equivalent.
This course covers a wide area of internetworking fundamentals. Topics include router fundamentals, router setup and configuration, network management, routing and routed protocols, and network troubleshooting.

Computer Science/Information Technology 183
Computer Networking III - CISCO
1.5 UNITS - (A)
Prerequisite: CSIT 182 with a satisfactory grade or equivalent.
This course covers routers configuration for various industry standard protocols. Topics include segmentation of LAN’s using bridge, routers and switches. Virtual LAN’s (Local Area Network), Fast Ethernet, cut-through and store-and-forward LAC switching are also discussed.

Computer Science/Information Technology 184
Computer Networking IV - CISCO
1.5 UNITS - (A)
Prerequisite: CSIT 183 with a satisfactory grade or equivalent.
This course covers Wide Area Network design and configuration. Various techniques and terms used to configure Wide Area Network include Frame Relay, ISDN (type of A network connection), and Point-to-Point protocol are discussed.

Computer Science/Information Technology 186
Introduction to Oracle: SQL and PL/SQL
3 UNITS - (CSU)
An extensive introduction to data server technology. The class covers the concepts of both relational and object relational database and the powerful SQL and PL/SQL programming languages. Students are taught to create and maintain database objects and to store, retrieve, and manipulate data.

Computer Science/Information Technology 187
Oracle DBA (Database Administration) Part 1A:
Architecture and Administration
4 UNITS - (A)
Prerequisite: CSIT 186 with a satisfactory grade or equivalent.
This course is designed to give the students a firm foundation in basic administrative tasks and the necessary knowledge and skills to set up, maintain, and troubleshoot an oracle database. The students learn to use an administration tool to startup and shutdown a database, manage file and database storage, and manage users and their privileges.

**COMPUTER SCIENCE/INFORMATION TECHNOLOGY 188**
Oracle DBA (Database Administration) Part 1B: Backup and Recovery
3 UNITS - (A)
Prerequisite: CSIT 187 with a satisfactory grade or equivalent.
This course focuses on planning and implementing database backup and recovery strategies. The class addresses backup and recovery techniques and examines various database backup, failure, restore and recovery scenarios. In hands-on exercises, students examine backup methodologies based on mission critical requirements of business enterprises.

**COMPUTER SCIENCE/INFORMATION TECHNOLOGY 189**
Oracle DBA (Database Administration) Part 2: Performance and Tuning
3 UNITS - (A)
Prerequisite: CSIT 187 with a satisfactory grade or equivalent.
This course will introduce students to a series of tuning steps, which can be used to improve the performance of the Oracle Server. The focus is on database rather than specific operating system performance issues. Using a variety of tools, students also learn how to recognize, troubleshoot and resolve common performance related problems in administering an Oracle database.

**COMPUTER SCIENCE/INFORMATION TECHNOLOGY 191**
Programming Laboratory
1 UNIT - (RPT 3) (CSU)
Co-requisite: Concurrent enrollment in any CSIT course other than CSIT 100, 191, 192.
This is a programming laboratory is designed to provide the student an opportunity to apply the computer concepts being studied in a concurrent CSIT lecture/discussion class section. This is a programming laboratory is designed to provide the student an opportunity to apply the computer concepts being studied in a concurrent CSIT lecture/discussion class section.

**COMPUTER SCIENCE/INFORMATION TECHNOLOGY 192**
Programming Laboratory
1 UNIT - (RPT 3) (CSU)
Prerequisite: Open to students who have repeated CSIT 191 three times.
Co-requisite: Concurrent enrollment in any CSIT course other than CSIT 100, 191, 192.
This is a programming laboratory is designed to provide the student an opportunity to apply the computer concepts being studied in a concurrent CSIT lecture/discussion class section. This is a programming laboratory is designed to provide the student an opportunity to apply the computer concepts being studied in a concurrent CSIT lecture/discussion class section.

**CO SCI 195**
Computer Networking V: CCNP Cisco Networking Academy Program, Advanced Routing
Corrections Institutions
3 UNITS - (A)
Prerequisite: CO SCI 184 with a satisfactory grade or equivalent.
This course covers configuration of various routing protocols that include Open Shortest Pass First (OSPF), Enhanced Interior Gateway Routing Protocol (EIGRP), and Border Gateway Protocol (BGP). Route optimization and security are also discussed. This course also provides students with the knowledge and skills to pass the CCNP Routing Exam and further the students’ career opportunities in computer networking.

**CO SCI 196**
Computer Networking VI: CCNP Cisco Networking Academy Program, Remote Access
3 UNITS - (A)
Prerequisite: CO SCI 195 with a satisfactory grade or equivalent.
This course will provide students with an overview of remote access technologies and their relationship to the Cisco Internet network Operating System.

**CO SCI 197**
Computer Networking VII: CCNP Cisco networking Academy Program, Switching
3 UNITS - (A)
Prerequisite: CO SCI 195 with a satisfactory grade or equivalent.
This course covers all the major topics on the Cisco Switching exam, including switched Ethernet, trunking, multicasting, multilayer switching, Virtual Local Area Networks (VLANs), inter VLAN routing, Hot Standby Routing Protocol, network traffic control, monitoring, and troubleshooting techniques.
DEGREE PROGRAM

COMPUTER TECHNOLOGY
Associate of Science Degree
Career Program

COURSES UNITS
First Semester
Computer Technology 1 ......................................................... 4
Computer Technology 12 ...................................................... 4
Electronics 4 ........................................................................ 4
Electronics 10 ....................................................................... 3
Electronics 87 ........................................................................ 0.5
Second Semester
Computer Technology 20 ..................................................... 4
Electronics 6 ......................................................................... 4
Electronics 8 ......................................................................... 4
Electronics 12 ........................................................................ 3
Third Semester
Computer Technology 30 ..................................................... 4
Computer Technology 36 ...................................................... 4
Fourth Semester
Computer Technology 46 ..................................................... 4
Computer Technology 48 ...................................................... 4
Total Units .............................................................................. 46.5

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.
PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

CERTIFICATE PROGRAMS

COMPUTER TECHNOLOGY Certificate
A Computer Technology certificate will be issued by the Mathematics Department upon application by the student to the department with the successful completion of the following courses. All students must receive a satisfactory grade or better to meet certificate requirements.

COURSES UNITS
Computer Technology 1 ......................................................... 4
Computer Technology 12 ...................................................... 4
Computer Technology 20 ..................................................... 4
Computer Technology 30 ..................................................... 4
Computer Technology 36 ..................................................... 4
Electronics 4 ........................................................................ 4
Electronics 6 ........................................................................ 4
Electronics 8 ........................................................................ 4
Electronics 10 ...................................................................... 3
Electronics 12 ...................................................................... 3
Electronics 87 ...................................................................... 0.5
Total Units .............................................................................. 46.5

PROGRAM IN A+ CERTIFICATION
Skills Certificate
Los Angeles City College offers a program for preparation for the A+ Computer Systems certificate, and industry standard certification for those who work with computer hardware and systems software. Upon completing this short program, the student is fully prepared to sit for the A+ Certification Examination. The A+ Examination itself is administered outside of Los Angeles City College. The Mathematics Department will issue a completion certificate upon application by the student with the successful completion of the following courses. Students must receive a satisfactory grade or better to meet certificate requirements.

COURSES UNITS
Computer Technology 1 ......................................................... 4
Computer Technology 12 ...................................................... 4
Computer Technology 14 ..................................................... 4
Electronics 2 or 4 & 6 ............................................................. 3
Total Units .............................................................................. 15

COURSE DESCRIPTIONS

COMPUTER TECHNOLOGY 1 Introduction to Computer for Technicians
4 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
No UC credit if taken after Spring 1994.
Provides an introduction to computer hardware, physical design of computers, dataflow, coding systems, input/output devices, and data storage techniques. Discusses machine-program interaction, operating systems, and interfacing. The laboratory presents low level systems communication and operation.

COMPUTER TECHNOLOGY 4 Introduction to Computer Networks
4 UNITS - (A)
Advisory: Computer Technology 1 or equivalent.
Introduces the concepts of networking, the OSI Model; methods of signaling and encoding; interfaces, modems, and transmission media; and examines the most important protocols involved in moving data over a communication network.

COMPUTER TECHNOLOGY 12 Introduction to Computer Hardware
4 UNITS - (CSU)
A beginner's course on the basics of computer hardware and operation. Includes essential of hardware components and how these form a working system, operating system software, user operation, maintenance, and simple troubleshooting.

COMPUTER TECHNOLOGY 14 A-Plus Certification Preparation I
4 UNITS - (A)
Prerequisite: Computer Technology 12 with a satisfactory grade.
Advisory: Computer Technology 1 or equivalent.
Provides an in-depth examination of the technology and skills necessary to repair and work with modern computers as a technician or operator. Prepares the student for the A-Plus Certification examination.

COMPUTER TECHNOLOGY 20 Computer Logic and Arithmetic
4 UNITS - (CSU)
Prerequisite: Electronics 4 and 8 with a satisfactory grade.
A study of the principles and applications of the logic devices used in digital systems, including the number systems, Boolean algebra, logic and truth tables, logic gates and bistable devices.

**COMPUTER TECHNOLOGY 30**
**Introduction to Microprocessors**
4 UNITS - (A)
Prerequisite: Computer Technology 20 with a satisfactory grade.
A survey of various microprocessor units with in-depth analysis and operation of a selected microprocessor. Emphasis is placed on the architecture, instruction set, I/O interfacing, and typical applications of the selected devices.

**COMPUTER TECHNOLOGY 36**
**Digital Devices and Circuits**
4 UNITS - (A)
Prerequisite: Computer Technology 20 with a satisfactory grade.
Covers digital integrated circuit devices such as registers, counters, encoder/decoder, multiplexer/demultiplexer, Memory devices, and programmable logic arrays. Laboratory emphasizes use of dual-trace oscilloscope.

**COMPUTER TECHNOLOGY 46**
**Microprocessor Input/Output Devices**
4 UNITS - (A)
Prerequisite: Computer Technology 20 with a satisfactory grade.
Co-requisite: Computer Technology 48;
Presents the theory and operation of input/output devices commonly used with microprocessor based systems. Includes the technologies used in disk drives, video displays, analog digital conversions, printers, and similar devices. Procedures for interfacing I/O systems are included.

**COMPUTER TECHNOLOGY 47**
**Data Communications and Networking I**
4 UNITS - (A)
An introductory course in data communications and networking for the technician. The student will install and test modems and networks on PC computer systems.

**COMPUTER TECHNOLOGY 48**
**Microprocessor Systems**
4 UNITS - (A)
Prerequisite: Computer Technology 20 with a satisfactory grade.
Co-requisite: Computer Technology 48;
Examines selected topics in advanced microprocessor based systems, including advanced architectures, industrial control and robotics, networks, and multi user and multi processor systems. Laboratory is design oriented, and includes a project or term paper, field trips, seminars, and guest speakers.

**COMPUTER TECHNOLOGY 120**
**Printed Circuit Board Design and Layout**
5 UNITS - (CSU)
Prerequisite: Computer Technology 20 with a satisfactory grade.
Advisory: Computer Technology 30.
Presents the skills and techniques involved in the design and layout of printed circuit boards (PCB’s) for electronic devices and systems. Topics include component operation and characteristics, schematic capture, drawing generation, porting netlists to PCB layout software, and layout and routing of boards and generation of artwork.

**COMPUTER TECHNOLOGY 121**
**Printed Circuit Board Design Analysis**
5 UNITS - (CSU)
Continues the work of the Computer Technology 120 by introducing component modeling, operating parameters, and circuit function simulation using SPCE and other simulation software. Topics include use of simulation software, virtual test equipment, analysis of circuit operation, modification of circuits to meet specifications and test criteria.

**COMPUTER TECH 185** Directed Study — 1 UNIT (CSU)
**COMPUTER TECH 285** Directed Study — 2 UNITS (CSU)
**COMPUTER TECH 385** Directed Study — 3 UNITS (CSU)
Conference 1 hour per unit.
These courses allow students in Computer Technology to pursue Directed Study on a contract basis under the direction of a supervising instructor. Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.
*Prerequisites: Computer Technology 1 or 12 and concurrent enrollment or completion of Computer Technology 20.*

**LACC COOPERATIVE EDUCATION (CO-OP ED) COURSES**
**Vocational Disciplines Offering Co-op Ed Experience**
Note: Students in the following declared majors may enroll under the following disciplines: Cinema; CAOT; Music; Television

**Non-Vocational Disciplines Listed for Cooperative Education**
Note: In accordance with the State Chancellors' guidelines, students may enroll in general Co-op Ed courses under the state approved top code.
# Program Offered

**Associate of Science:**
Dental Technology

**Certificate:**
Dental Technology

## Degree Program

### Dental Technology

#### Associate of Science Degree

**Career Program**

This curriculum is planned to provide students with specific skills and background needed in the commercial dental laboratory or dental office laboratory. Good digital dexterity and eye/hand coordination are requisites for enrollment in Dental Technology. All students admitted to the LACC Dental Technology program are selected on the basis of their dexterity. This exam for this selection will be given as the final examination in Dental Technology 100. All candidates for the Dental Technology curriculum must have a high school diploma or G.E.D.

Courses are planned in sequence in the Dental Technology curriculum. Satisfactory completion of Dental Technology courses in a particular sequence with at least a "C" grade is required before the student may progress into the next course in the sequence. All courses listed are required for the Associate of Science degree with a major in Dental Technology. Students who successfully complete all the Dental Technology courses will be eligible for the Recognized Graduate Certified Dental Technician Exam given by the National Board for Certification of Dental Technicians.

Note: Math 112 Pre-Algebra or higher must be taken before completion of the Dental Technology Program.

### Courses

<table>
<thead>
<tr>
<th>Beginning Course</th>
<th>Unit</th>
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<tr>
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<th>Courses</th>
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<td>Dental Technology 108</td>
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<td>Dental Technology 113</td>
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<table>
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<th>Intersession</th>
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<td></td>
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</table>

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

**PLAN B:** Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

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<tr>
<th>Units</th>
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<tr>
<td>3</td>
<td>English Composition</td>
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<td>3</td>
<td>Communication/Analytical Thinking</td>
</tr>
<tr>
<td>3</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>3</td>
<td>Humanities</td>
</tr>
<tr>
<td>3</td>
<td>Social/Behavioral Sciences (including American History &amp; Governments)</td>
</tr>
<tr>
<td>3-4</td>
<td>Health/Physical Education</td>
</tr>
<tr>
<td>3-5</td>
<td>Math Competency</td>
</tr>
</tbody>
</table>

## Certificate Program

### Dental Technology

**Certificate**

A certificate in Dental Technology will be issued by the Dental Technology Department upon successful completion of all Dental Technology courses.
Courses in the Dental Technology Certificate program are the following:
Note: Math 112 Pre-Algebra or higher must be taken before completion of the Dental Technology Program.

<table>
<thead>
<tr>
<th>COURSE DESCRIPTIONS</th>
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</table>

BEGINNING COURSE  UNITS
Dental Technology 100 ................................................................. 2

COURSES  UNITS
First Semester
Dental Technology 101 ................................................................. 2
Dental Technology 102 ................................................................. 2
Dental Technology 103 ................................................................. 2
Dental Technology 104 ................................................................. 3
Dental Technology 107 ................................................................. 2
Dental Technology 109 ................................................................. 2
Intersession
Dental Technology 106 ................................................................. 3

Second Semester
Dental Technology 105 ................................................................. 2
Dental Technology 108 ................................................................. 3
Dental Technology 110 ................................................................. 4
Dental Technology 112 ................................................................. 2

Third Semester
Dental Technology 111 ................................................................. 5
Dental Technology 113 ................................................................. 5
Dental Technology 204 ................................................................. 3
Intersession
Dental Technology 203 ................................................................. 2

Fourth Semester
Dental Technology 201 ................................................................. 6
Dental Technology 202 ................................................................. 2

Total Units ....................................................................................... 55

DENTAL TECHNOLOGY 101
Elements of Dental Technology
2 UNITS - (A)
Open to all college students.
Advisory: English 21 or equivalent.
Lecture 2 hours.
Orientation to the field of dental laboratory technology, including ethics, jurisprudence, history, and categories of training and employment.

DENTAL TECHNOLOGY 102
Dental Anatomy and Terminology
3 UNITS - (A)
Open to all college students.
Advisory: English 21 or equivalent.
Lecture 3 hours.
Study of the oral cavity, including anatomy, histology, osteology, myology, form and function.

DENTAL TECHNOLOGY 103
Complete Denture Prosthetics I
2 UNITS - (A)
Prerequisite: Dental Technology 100 (formerly 99C) with a satisfactory grade.
Advisory: English 21 or equivalent.
Lecture 1 hour. Lab 3 hours.
Beginning techniques and skills of complete denture construction and laboratory procedures.

DENTAL TECHNOLOGY 104
Complete Denture Prosthetics II
3 UNITS - (A)
Prerequisite: Dental Technology 103 with a satisfactory grade.
Advisory: English 21 or equivalent.
Lecture 2 hours. Lab 2 hours.
The setting of teeth, processing, finishing and repairing techniques of complete dentures.

DENTAL TECHNOLOGY 105
Complete Denture Prosthetics III
2 UNITS - (A)
Prerequisite: Dental Technology 104 with a satisfactory grade.
Lecture 1 hour. Lab 3 hours.
Beginning techniques and skills of complete denture in balanced occlusion.

DENTAL TECHNOLOGY 106
Dental Materials
3 UNITS - (A)
Prerequisite: Dental Technology 100 (formerly 99C) with a satisfactory grade.
Advisory: English 21 or equivalent.
Lecture 2 hours. Lab 2 hours.
Study of the physical properties, composition, and uses of dental materials by lecture and demonstration. Covers basic physics, math, and chemistry as related to the dental lab profession.

DENTAL TECHNOLOGY 108
Gnathological Concepts
3 UNITS - (A)
Lecture 2 hours. Lab 2 hours.
A study of advanced occlusion concepts. Organic waxing of occlusal surfaces will be accomplished on fully adjustable articulators; mandibular tooth carvings will also be completed.
DENTAL TECHNOLOGY 109
Fixed Prosthetics I
4 UNITS - (A)
Prerequisite: Dental Technology 100 (formerly 99C) with a satisfactory grade.
Advisory: English 21 or equivalent.
Lecture 2 hour. Lab 6 hours.
Introduction to the technique of making precision dental castings from waxing techniques patterns.

DENTAL TECHNOLOGY 111
Fixed Prosthetics III
5 UNITS - (A)
Prerequisite: Dental Technology 109 with a satisfactory grade.
Lecture 2 hours. Lab 5 hours.
The techniques of fabricating fixed bridges of various designs and metal ceramic sub-structures.

DENTAL TECHNOLOGY 112
Removable Partial Denture Prosthetics I
2 UNITS - (A)
Prerequisite: Dental Technology 103 with a satisfactory grade.
Lecture 1 hour. Lab 3 hours.
An introduction to the study of removable partial denture construction, use of the dental surveyor, design of the partial, waxing and casting techniques.

DENTAL TECHNOLOGY 113
Removable Partial Denture Prosthetics II
5 UNITS - (A)
Prerequisite: Dental Technology 112 with a satisfactory grade.
Lecture 2 hours. Lab 5 hours.
Advanced removable partial denture design and fabrication. Laboratory experience in waxing, casting, finishing, polishing and repairing modern removable partial denture alloys.

DENTAL TECHNOLOGY 201
Specialization Laboratory I
6 UNITS - (RPT 1) (A)
Prerequisite: Dental Technology 111 with a satisfactory grade.
Lecture 3 hours. Lab 9 hours.
Techniques for fabrication of various dental prosthesis, in the student's chosen dental laboratory specialty, with a total concept of the skills and techniques necessary for the disciplines in Dental Laboratory Technology.

DENTAL TECHNOLOGY 202
Laboratory Internship
2 UNITS - (A)
Co-requisite: Dental Technology 201 with a satisfactory grade.
Lab 6 hours.
Opportunity to observe and work with a skilled technician in a dental office, clinic or laboratory a minimum of 6 hours per week.

DENTAL TECHNOLOGY 203
Metal Ceramic Restorations
2 UNITS - (A)
Prerequisite: Dental Technology 111 with a satisfactory grade.
Co-requisite: Dental Technology 201.
Lecture 1 hour. Lab 3 hours.
A course in metal ceramic restorations, including properties, design, manipulation, firing, staining, glazing, polishing and esthetics. Single, soldered and multiple unit bridgework are covered.

DENTAL TECHNOLOGY 204
Orthodontics
3 UNITS - (A)
Prerequisite: Dental Technology 113 with a satisfactory grade.
Lecture 2 hours. Lab 2 hours.
This course goes into the construction and repair of orthodontic and pedodontic appliances. Emphasis will be placed on pouring and trimming orthognathic study casts, wire bending techniques, soldering and welding techniques, and fabrication of various types of orthodontic appliances.

DENTAL TECHNOLOGY
UCLA COURSES
MASTER CERAMIST PROGRAM
DENTAL TECHNOLOGY 300
Introduction to Esthetic Dentistry
0.5 UNITS - (A)
An introduction to using the right side of the brain in order to analyze and execute the waxing of both anterior and posterior teeth. Successful completion of this course allows entry into the Esthetic Dental Design Program.

DENTAL TECHNOLOGY 301
Macro and Micro Esthetics
3.5 UNITS - (A)
This course will cover the inter-tooth components of an esthetic smile and the intra-tooth component of an individual tooth.

DENTAL TECHNOLOGY 302
Esthetic Dental Photography
1 UNITS - (A)
A student will learn to master the art and science of dental photography for analysis and communication.

DENTAL TECHNOLOGY 303
Skeleton build-up for Porcelain Fused to Metal
4 UNITS - (A)
This course will focus on the design and fabrication of Composite Metal single and multiple unit substructures and the skeleton build-up technique in porcelain to complete these dental esthetic restorations.

DENTAL TECHNOLOGY 304
Skeleton build-up for All Ceramic Restorations
4 UNITS - (A)
This course will focus on the design and fabrication of All-Ceramic single and multiple unit restorative substructures and the skeleton build-up porcelain technique to complete dental esthetic restorations.

DENTAL TECHNOLOGY 305
Skeleton build-up for Pressable Ceramic Restorations
4 UNITS - (A)
This course will focus on the design and fabrication of Pressable-Ceramic single and multiple unit restorative substructures and the skeleton build-up porcelain technique to complete dental esthetic restorations.

DENTAL TECHNOLOGY 306
Prototypes and Indirect Composite Restorations
3 UNITS - (A)
This course explores multiple techniques in making esthetic temporary and permanent restorations.
DENTAL TECHNOLOGY 307
Shade Analysis
2 UNITS - (A)
The different zones of individual teeth are analyzed and mapped using both visual and computer generated techniques to create a guide for fabricating a dental restoration.

DENTAL TECHNOLOGY 308
Skeleton Build-up for Laminate Veneers
4 UNITS - (A)
This course will focus on the design and fabrication of Laminate Veneer single and multiple unit substructures and the skeleton build-up technique in porcelain to complete these dental esthetic restorations.

DENTAL TECHNOLOGY 309
Live-Patient Course
14 UNITS - (A)
Students learn to interact with patients for shade analysis and establishing tooth contour for actual dental restorations. Students then fabricate and custom-contour a dental restorations for placement in the patients' mouth.

DENTAL TECHNOLOGY 310
Dental Laboratory Management Internship
11 UNITS – (A)
This course covers basic principles needed to maintain budget, marketing, work-flow, dentist/technician and technician/patient relations.

ADVANCED PROSTHODONTICS, IMPLANTS AND MAXILLOFACIAL PROGRAM

DENTAL TECHNOLOGY 401 (pending state approval)
Introduction to Advanced Prosthodontics
5 UNITS
This course will cover the dental terminology, materials and morphology necessary to the advance dental technician. Use of the computer in the dental laboratory will also be covered.

DENTAL TECHNOLOGY 402 (pending state approval)
Advanced Prosthodontics 1
14 UNITS
This course includes lecture and laboratory in planning and fabrication of advanced implant, fixed and removable prosthodontics and dental ceramics.

DENTAL TECHNOLOGY 403 (pending state approval)
Advanced Prosthodontics 2
5 UNITS
This course includes lecture and laboratory in planning and fabrication of advanced multi-unit full month reconstruction dental ceramics.

DENTAL TECHNOLOGY 404 (pending state approval)
Advanced Prosthodontics 3
14 Units
This course includes lecture and laboratory in planning and fabrication of advanced implant, fixed, removable prosthodontics and maxillofacial appliances using hybrid materials and precision attachments.

DENTAL TECHNOLOGY 301
Dental Emergency Preparation
2 UNITS - (A)
The purpose of this course is to provide the student with the knowledge needed to be familiar with the handling of a dental emergency. The student will become familiar with the use of medications, first aid and CPR techniques in the dental setting.

DENTAL TECHNOLOGY 405 (pending state approval)
Computer Science for Dental Technicians
4 UNITS – (A)
This course will cover computer science concepts and their application to the dental laboratory environment.

DENTAL TECHNOLOGY 406 (pending state approval)
Computer-Assisted Design and Manufacturing
4 UNITS – (A)
This course will provide the student with the knowledge and skills needed to design and fabricate dental restorations using computer-aided design and manufacturing (CAD/CAM) technology.

DENTAL TECHNOLOGY 407 (pending state approval)
Dental Laboratory Equipment and Their Utilization
4 UNITS – (A)
This course will cover the selection and utilization of dental laboratory equipment and materials.
EARTH SCIENCE 1
Earth Science
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course is a general introduction to the study of the earth's rocks, landforms, atmosphere, and oceans. The course content is most closely related to that of Physical Geography, but is somewhat broader and less detailed, and includes a description of earth history.

GEOGRAPHY 1
Physical Geography
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course is an introductory examination of the basic physical scientific principles of geography as they relate to Earth-Sun relationships: weather; climate; land forms; soil; and natural vegetation. Emphasis is on the integration of these factors and world distribution.

GEOGRAPHY 2
Cultural Elements of Geography
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course is an introductory examination of the Earth's human environment. Emphasis is on the description, analysis, and explanation of human population distributions; human cultural trait distribution; patterns of rural land-use and settlement; patterns of agriculture and industry; and world urban development.

GEOGRAPHY 3
Introduction To Weather and Climate
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course examines the physical laws, which relate to the causes of weather phenomena and distribution of climate types. The role of solar energy is emphasized.

GEOGRAPHY 15
Physical Geography Laboratory
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course will involve the student in the description, analysis, explanation, and representation of natural phenomena such as Earth-Sun relationships; Earth representation on maps, aerial photos, and satellite images; measurement of atmospheric temperature, moisture, and pressure; soil types; natural vegetation; land form evolution by tectonic, erosional and depositional forces.

GEOLOGY 1
Physical Geology
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
An elementary course dealing with the earth's surface features and the geological laws governing their origin and development.

GEOLOGY 6
Physical Geology Laboratory
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This lecture/laboratory course emphasizes the identification of minerals, and their role in rock identification. Utilization of topographic maps in the identification of Geologic features and Geologic structures is emphasized.

METEOROLOGY 3
Introduction To Weather And Climate
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course examines the physical laws, which relate to the causes of the weather phenomena and the distribution of climate types. The role of solar energy is emphasized.

OCEANOGRAPHY 1
Introduction To Oceanography
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
An introduction to the general field of oceanography including study of the nature and movement of seawater, tides, currents, and wave action. The ocean deeps, continental shelves and shoreline features will be covered with special reference to Southern California and the changes people have made. Field trip or study aboard a marine research vessel will be an integral part of the course.

PROGRAMS OFFERED
Associate of Science:
Electronic Systems
Certificate:
Basic Electronics
Electronic Systems

DEGREE PROGRAM
ELECTRONIC SYSTEMS TECHNOLOGY
Associate in Science Degree
Career Program
This curriculum provides for the study of the technical aspects of applied electronics and is designed for persons seeking employment as an electronic technician, electronic service technician, communications technician, customer engineer, radiologic electronics specialist, electronic test technician, electronic research and development technician, or electronics equipment representative.

Successful completion of this curriculum will equip the graduate with sufficient mathematics and theory to enter employment and achieve advancement in a variety of job titles. Laboratory and practical courses develop skills that are
immediately useful to prospective employers and, as well, provide a foundation for more advanced skills which can be developed with a minimum of on-the-job training.

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<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td><strong>First Semester</strong></td>
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<tr>
<td>Computer Technology 1</td>
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<td>Computer Technology 12</td>
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<td>Electronics 10*</td>
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<td><strong>Second Semester</strong></td>
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<td>Electronics 8</td>
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<td>Electronics 12*</td>
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<td>Computer Technology 20</td>
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<td><strong>Third Semester</strong></td>
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<td>Electronics 22</td>
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<td>Computer Technology 30</td>
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<td><strong>Fourth Semester</strong></td>
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<td>Electronics 24</td>
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<td>Electronics 48</td>
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<td><strong>Total Units</strong></td>
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* All majors are expected to take Electronics 4 and 10 during one semester. Students are urged to obtain assistance from department faculty in planning their programs.

Suggested Electives: Computer Technology 36, Physics 11

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

**PLAN B:** Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

- 95 -
ELECTRONICS 6
Fundamentals of Electronics II
4 UNITS - (CSU)
Prerequisite: Electronics 4 with satisfactory grade or better or equivalent.
Co-requisite: Electronics 12.
Lecture 3 hours. Laboratory 3 hours.
This course gives a detailed study of alternating current theory and applications. The topics include reactance, impedance, resonance, transformers, coupling, filters, bandpass and time constants. The laboratory emphasizes skills in the use of test equipment in AC circuits.

ELECTRONICS 8
Electron Devices
4 UNITS - (CSU)
Prerequisite: Electronics 4 with satisfactory grade or better or equivalent.
Lecture 3 hours. Laboratory 3 hours.
Presents the nature and operation of solid-state devices including diodes, transistors, and field effect devices. Includes simple circuit applications.

ELECTRONICS 10
Mathematics of Electronics I
3 UNITS - (CSU)
Lecture 3 hours.
Introduces methods and techniques for the solution of basic DC circuit problems. Includes the study of algebraic operations, simple linear equations, algebraic fractions, ratio and percent, graphing, and use of the electronic calculator.

ELECTRONICS 12
Mathematics of Electronics II
3 UNITS - (CSU)
Perquisite: Electronics 10 with satisfactory grade or better or equivalent.
Lecture 3 hours.
This course develops a proficiency in the use of algebra, trigonometry, complex numbers, logarithms and determinants, as needed in electronics calculations. The techniques of network solutions are emphasized including Kirchhoff's and Ohm's laws, Thevenin's and Norton's theorems.

ELECTRONICS 20
Electronics Circuits I
4 UNITS - (CSU)
Prerequisite: Electronics 6 and 8 with satisfactory grades or better or equivalent
Lecture 3 hours. Laboratory 3 hours.
Applications of electronic devices such as diodes, junction and field effect transistors, and silicon controlled rectifiers to signal and power amplifiers, multistage amplifiers, differential amplifiers, and special functions. Circuit analysis problems are solved in the laboratory and using computer simulations.

ELECTRONICS 22
Electronics Circuits II
4 UNITS - (CSU)
Prerequisite: Electronics 6 and 8 with satisfactory grades or equivalent
Lecture 3 hours. Laboratory 3 hours.
Introduces the concepts of electronics systems by examining details of AM and FM radio communications, circuits, and theory. Includes radio frequency propagation, transmission line theory, antenna theory, and generation and detection of radio waves. The techniques of scientific trouble shooting are included.

ELECTRONICS 24
Electronics Circuits III
4 UNITS - (CSU)
Prerequisite: Electronics 20 and 22 with satisfactory grades or better or equivalent.
Lecture 3 hours. Laboratory 3 hours.
Extends the study of the systems concept into more sophisticated electronics, including video and television systems. Includes transmission and broadcast of television signals, and digital-analog hybrid systems for audio and video processing and display. The laboratory emphasizes analysis and trouble shooting with the oscilloscope.

ELECTRONICS 48
Integrated Circuits
4 UNITS - (CSU)
Prerequisite: Electronics 20 with a satisfactory grade or equivalent
Lecture 3 hours. Laboratory 3 hours.
Applications of the integrated circuit operational amplifier such as amplifiers, active filters, and oscillators. Includes analog-digital and digital-analog conversion, digital-analog systems integration, and use of operational amplifiers in robotics and environmental sensing.

ELECTRONICS 81
Projects Laboratory
1 UNIT – (RPT 3) (A)
Course designed to give electronics and computer technology students experience in the following techniques: Identification of devices and components, soldering and desoldering, printed circuit assembling, electronics drafting, and chassis fabrication.

ELECTRONICS 82
Advanced Projects Laboratory
1 UNIT - (CSU) (RPT 2)
Prerequisite: Electronics 81 with a satisfactory grade or equivalent.
Advisory: Electronics 4.
This course amplifies the skills learned in Electronics 81 by applying those skills to more advanced projects. These include enclosure design and development, electronic device integration, industrial applications and computer technology driven systems. Includes basic techniques of circuit board prototyping and production.

ELECTRONICS 87
Technical Documentation
1 UNIT - (CSU) (RPT3)
Open to all students. This course addresses the critical topics of technical documentation related to electronics and computer technology. Topics will include report writing, experiment documentation, technical memoranda, proposals, and oral technical presentations. Offered as open entry open exit.

ELECTRONICS 95
Technical Drawing
2 UNITS - (CSU) (RPT1)
Open to all students. This course covers ANSI-Y/4. 1990 Standards for technical drawing. Provides exercises in orthographic drawing, isometric pictorial representation, developments, dimensions, geometric dimensioning and tolerancing (GDT) using a variety of current Computer Aided Design and Drafting applications.

ELECTRONICS 151
Electronics I
5 UNITS - (CSU)
Co-requisite: Electronics 152.
This course provides the theory and practical hands-on skills required to work with and design fundamental electronic circuits. Topics include Ohm's Law and power formulas, series, parallel, and series-parallel circuits, direct and
alternating current circuit analysis, magnetism, and inductance and capacitance. The laboratory provides hands-on training in the design and operation of basic circuits and the use of test equipment.

ELECTRONICS 152
Electronics II
4 UNITS – (CSU)
Co-requisite: Electronics 151 with a satisfactory grade or better.
This course provides the essential mathematics necessary to support the theory and laboratory practices of Electronics 151. Extensive use of the calculator is emphasized as a tool for quick and accurate computations involved in circuit analysis. Topics include Ohm’s Law, circuit formulas, and powers, roots, trigonometric functions, and logarithms as they are applied to electronic circuit problems.

ELECTRONICS 153
Electronics III
6 UNITS – (CSU)
Prerequisite: Electronics 151 with a satisfactory grade or better.
This course provides theory related to and practical applications of semiconductor electronic devices. Topics include atomic theory as it applies to semiconductors, diodes, and transistors; transistor circuit configurations, operational amplifier theory, and the use of the operational amplifier device in typical electronic and computer circuitry. The laboratory provides hands-on skills in the design and construction of typical circuits and the use of test equipment.

ELECTRONICS 154
Electronics IV
6 UNITS – (CSU)
Prerequisite: Electronics 151 with a satisfactory grade or better.
This course provides instruction in computer logic circuits and microprocessor technology. Topics include Boolean Algebra and computer logic, gates, flip-flops and other circuit elements, the microprocessor as a device, microprocessor system design, and the electronics and programming required to incorporate a microprocessor into a digital or analog system.

DEGREE PROGRAM
ENGINEERING
Associate of Science Degree
Transfer Program
The following classes are required to earn an Associate of Science degree in Engineering from Los Angeles City College. In addition to earning an A.S. degree, taking these courses will prepare the student for transfer to a four year college or university to pursue further studies in the engineering field.

For Electrical Engineering Majors or Computer Engineering Majors:
COURSES UNITS
General Engineering 101 ................................................................. 2
Math 261 (First semester Calculus) .................................................. 5
Physics 101 .................................................................................. 5
Chemistry 101 ............................................................................ 5
General Engineering 131 ................................................................. 3
Math 262 .................................................................................. 5
Physics 102 .................................................................................. 5
Math 263 .................................................................................. 5
Physics 103 .................................................................................. 5
Electrical Engineering 220 ............................................................ 4
Math 275 .................................................................................. 3

Total Units .......................................................................................... 47

For Mechanical Engineering Majors or Civil Engineering Majors:
COURSES UNITS
General Engineering 101 ................................................................. 2
Math 261 .................................................................................. 5
Physics 101 .................................................................................. 5
Chemistry 101 ............................................................................ 5
General Engineering 131 ................................................................. 3
Math 262 .................................................................................. 5
Physics 102 .................................................................................. 5
CSIT 139 or 140 ............................................................................ 3
General Engineering 151 ................................................................. 3
Math 263 .................................................................................. 5
Physics 103 .................................................................................. 5
General Engineering 241 ................................................................. 3
Math 275 .................................................................................. 3
Electrical Engineering 220 ............................................................ 4

Total Units .......................................................................................... 56

To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required.
PLAN A: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

3-6 Units English Composition
6-9 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
9 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency
(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)
COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

Also see Math, Science - Physical (Physics & Chemistry)

ELECTRICAL ENGINEERING

ENGINEERING 220
Electrical Circuits I
4 UNITS – (UC:CSU)
Prerequisites: Physics 3 with a satisfactory grade or equivalent.
Co-requisite: Mathematics 275.
Includes theory and analysis of electrical circuits, including the operational amplifier, circuit theorems, DC circuits, forced and natural responses of simple circuits, sinusoidal steady state analysis and the use of standard computer-aided circuit analysis program. Reviews power, energy, impedance, phasors, and frequency response.

ENGINEERING 101
Introduction to Science, Engineering and Technology
2 UNITS – (UC:CSU)
Required of all engineering first semester students. Open to all.
This course is an introduction to science, engineering and technology. Topics include history, careers, engineering calculations, engineering design process, professional ethics and responsibility. Emphasis is placed on student development and academic success.

ENGINEERING 131
Statics
3 UNITS – (UC:CSU)
Prerequisite: Physics 1 with a satisfactory grade or equivalent.
Co-requisite: Mathematics 262 or equivalent.
Two and three dimensional vector forces, resultants, components, and moments are applied to determine equilibrium conditions in trusses, frames, and machines. Center of mass, centroids, friction, and moments of inertia of area and mass are included. Both analytical and graphical solutions are considered.

ENGINEERING 151
Materials of Engineering
3 UNITS – (UC:CSU)
Prerequisite: Physics 1 and Chemistry 101 with satisfactory grades or better or equivalent.
Covers properties of materials related to atomic and crystal structures; Topics: atomic structure and bonding; crystalline structures; phases and phase diagrams; metals; polymers; ceramics; composites; mechanical deformation and fracture; and electrical and magnetic properties. Also: optical properties, corrosion and process methods.

ENGINEERING 211
Computer Augmented Design Techniques I
3 UNITS – (UC:CSU)
Advisory: Architecture 36.
An introductory course in computer aided drafting and two-dimensional CAD solutions are also included. Three-dimensional CAD examples. Basic three-dimensional CAD solutions are also included. A wide variety of design projects are assigned, emphasizing engineering problems.
UC limit: 211 and 212 combined, one course maximum credit

ENGINEERING 212
CADD for Engineers II
3 UNITS – (UC:CSU)
Advisory: Engineering, General 211.
Emphasis is on parametric solid modeling using computer design automation software such as SolidWorks. Fully associative 3-D solid models with and without constraints are created utilizing automatic or user defined relations to capture design intent. Focus is on engineering problems and solutions.
UC limit: 211 and 212 combined, one course maximum credit

ENGINEERING 241
Strength of Materials
3 UNITS – (UC:CSU)
Prerequisite: Engineering, General 131 with a satisfactory grade or equivalent.
Topics covered are stress and strain, axial loading, torsion, flexural stresses, transverse shear stresses, horizontal shear stresses and stress transformations. Mohr's Circle, pressure vessels, shear and bending moment diagrams, stresses in beam, methods of superposition, elastic strain energy are also studied.

ENGLISH & ESL

Chair: Alexandra Maeck
(323) 953-4000 ext. 2700 • JH300A

PROGRAMS OFFERED

Associate of Arts:
English

Other Courses:
Linguistics

DEGREE PROGRAM

ENGLISH
Associate of Arts Degree
Transfer Program
The English/ESL department is dedicated to help students at all levels to develop the skills essential for the truly educated: to read perceptively, to write and speak clearly, and to think analytically.
The department offers programs of English for both ESL and transfer students.
ESL classes are offered at every level:
The "A" series (ESL 1 – 6) emphasizes writing skills.
The "B" series (ESL 1 – 3) emphasizes reading skills.
The "C" series (ESL 1 – 3) emphasizes listening/speaking skills.

An Associate of Arts Degree in English requires a minimum of 18 units in the major in addition to the Plan A General Education requirements. The English curriculum encourages students who plan to transfer to begin their program of coursework early so that they will have completed all the required lower-division courses by the time they are ready to apply to four-year colleges or universities. Nine to 12 of the required 18 units must be satisfied by taking English 102 (if not used to fulfill general education requirements), 203, 205, and 206.

Students who transfer as English majors must realize that the requirements vary from institution to institution.

The requirements for additional English and foreign language classes vary from school to school. Students should consult with a counselor to make sure they have the most complete and up-to-date information. Please refer to www.assist.org for most recent major preparation requirements of CSU and UC systems.

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 102 (if not used to fulfill general education requirements)</td>
<td>3</td>
</tr>
<tr>
<td>English 203</td>
<td>3</td>
</tr>
<tr>
<td>English 205</td>
<td>3</td>
</tr>
<tr>
<td>English 206</td>
<td>3</td>
</tr>
<tr>
<td>Total Required Units</td>
<td>9-12</td>
</tr>
</tbody>
</table>

In addition to the courses listed above, the student will fulfill the balance (6-9 units) of their required 18 units for their Associate of Arts Degree in English from the following courses:

### ADDITIONAL COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 127</td>
<td>3</td>
</tr>
<tr>
<td>English 204</td>
<td>3</td>
</tr>
<tr>
<td>English 208</td>
<td>3</td>
</tr>
<tr>
<td>English 211</td>
<td>3</td>
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<td>English 212</td>
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<td>English 214</td>
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<td>English 215</td>
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<td>English 216</td>
<td>3</td>
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<tr>
<td>English 218</td>
<td>3</td>
</tr>
<tr>
<td>English 240</td>
<td>3</td>
</tr>
<tr>
<td>Foreign Language Level III</td>
<td>5</td>
</tr>
<tr>
<td>Total Additional Units</td>
<td>6-9</td>
</tr>
</tbody>
</table>

Total Units Required for the Associate of Arts Degree in English ................................. 18
(if Foreign Language Level III is chosen ......................................................... 20)

Note: English majors are also advised to take English 103 to fulfill a general education requirement, but this course would not apply toward major requirements.

Students who transfer as English majors must realize that requirements for additional English and foreign language classes vary from school to school.

To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required.

**PLAN A:** Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

<table>
<thead>
<tr>
<th>UNITS</th>
<th>COURSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-6</td>
<td>English Composition</td>
</tr>
<tr>
<td>6-9</td>
<td>Communication/Analytical Thinking</td>
</tr>
<tr>
<td>3</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>3</td>
<td>Humanities</td>
</tr>
<tr>
<td>9</td>
<td>Social/Behavioral Sciences (including American History &amp; Governments)</td>
</tr>
<tr>
<td>3-4</td>
<td>Health/Physical Education</td>
</tr>
<tr>
<td>3-5</td>
<td>Math Competency</td>
</tr>
</tbody>
</table>

(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

### COURSE DESCRIPTIONS

**NOTE:** Not every class is offered each semester. Refer to the current class schedule for current class offerings.

**PREREQUISITES:** Specified prerequisites must be completed with a satisfactory grade or equivalent.

#### ENGLISH - BASIC SKILLS

**ENGLISH 20**

**College Reading Skills**

6 UNITS - NDC

Prerequisite: Appropriate placement score.

Advisory: English 67 and English 68.

Instruction in techniques of writing of clear, coherent compositions and improvement in reading skills which reinforce writing skills necessary for academic success. Reading assignments reinforce writing skills.

**ENGLISH 21**

**English Fundamentals**

3 UNITS - NDC

Prerequisite: English 20, ESL 6A, or appropriate placement score.

Co-requisite: English 67.

Advisory: English 68.

Introduction to English fundamentals, focusing on basic grammar, reading, and writing skills.

**ENGLISH 28**

**Intermediate Reading and Composition**

3 UNITS – (A)

Prerequisite: ESL 6A or English 21 or equivalent or appropriate placement score.

Advisory: English 67 and English 68.

Instruction in techniques of essay writing, grammar, and reading assignments at the college level, which reinforce writing skills.
ENGLISH 31
Composition and Critical Reading
5 UNITS – (A)
Prerequisite: ESL 6A or English 21 or appropriate placement score.
Advisory: English 68.
Intensive practice in reading, critical thinking, and writing skills needed in
college transfer courses and on the job.

ENGLISH 33
Basic Vocabulary
3 UNITS – NDC
Prerequisite: English 20, or eligibility for English 21.
Designed to help students learn, retain, and use words more effectively.
Emphasis on prefixes, roots, and suffixes, as well as dictionary use.

ENGLISH 46
Reading and Study Improvement
3 UNITS – NDC
Develops reading versatility and efficiency: rapid reading skills, skimming
skills, critical reading skills and study skills. Prepares students to read
materials used in college level courses.

ENGLISH 47
Reading Clinic
3 UNITS – (RPT 1) NDC
Develops the skills necessary to comprehend college level reading material:
analysis of sentences, paragraphs, articles, and textbook format; techniques of
outlining, underlining and critical reading; college level vocabularies.

ENGLISH 67
Writing Laboratory
0.5 UNITS – (RPT 3) NDC
Individual help in improving college writing; organization, clarity, and
mechanics.
Note: English 21 students are required to take English 67.

ENGLISH 68
Reading Laboratory
0.5 UNITS – (RPT 3) NDC
Individual help in improving college reading. Emphasis on vocabulary,
sentence and paragraph meaning, and finding main ideas.

ENGLISH 69
Writing and Revising on the Computer
1 UNIT – (RPT 3) NDC
Individual help in using computers to improve their writing skills including
organizing, spelling, punctuation, and mechanics.

ENGLISH 71
Writing and Research for the Internet
1 UNIT – (RPT 1) NDC
Advisory: English 69.
Learn academic and professional research and writing using Internet
resources. Write research projects for the World Wide Web on such topics as
education, employment, recreation, and politics.

TRANSFER LITERATURE COURSES

ENGLISH 127**
Creative Writing
ENGLISH 216
Shakespeare II

ENGLISH 203
World Lit I
ENGLISH 218
Children’s Literature

ENGLISH 204
World Lit II
ENGLISH 239
Women in Literature

ENGLISH 205*
English Lit I
ENGLISH 252
The English Bible as
Literature

ENGLISH 206*
English Lit II
ENGLISH 270**
Science Fiction

ENGLISH 211
Fiction
LINGUISTICS 1
Intro to Linguistics

ENGLISH 214
Contemporary Fiction
LINGUISTICS 2
Intro to SocioLinguistics

ENGLISH 215**
Shakespeare I

* Required for UCLA English Majors
** Offered online in Fall ’05
ENGLISH 94
Intensive Grammar Review
3 UNITS – NDC
Advisory: Eligibility for English 21.
An intensive review of grammar and sentence structure for students who want
extra help before taking English 28 or 101.

UNIVERSITY TRANSFER COURSES

ENGLISH 101
College Reading and Composition I
3 UNITS - (UC:CSU)
Prerequisite: English 28/31 or appropriate placement score.
Advisory: English 67 or 68.
English 101 is a transferable course that develops proficiency in college-level
reading and writing through the practice of critical thinking and well-developed
logical expository writing.

ENGLISH 102
College Reading and Composition II
3 UNITS - (UC:CSU)
Prerequisite: of English 101 or equivalent.
Development of critical thinking, reading, and writing skills beyond the level
achieved in English 101 and emphasizes logical reasoning, analysis, and
strategies of argumentation using literature and literary criticism as subject
matter.

ENGLISH 103
Critical Thinking, Reading, and Writing
3 UNITS - (UC:CSU)
Prerequisite: English 101 or equivalent.
Development of logical, argumentative, and analytical thinking through
examination of written and other types of cultural texts.

ENGLISH 127
Creative Writing
3 UNITS – (RPT 2) (UC:CSU)
Prerequisite: English 101 or equivalent.
This course offers blocks of intensive training in writing poetry, prose fiction,
and/or playwriting. Discussion of each participant’s writing is the central mode
of instruction, supplemented by examples of published writers and theoretical
essays on the creative process.

ENGLISH 137
Library Research and Bibliography
1 UNITS - (UC:CSU)
Prerequisite: English 28 or equivalent.
Students learn how to use Internet resources to evaluate online information to
publish original multimedia research projects.

ENGLISH 203
World Literature I (beginnings to 1600)
3 UNITS - (UC:CSU)
Prerequisite: English 101 or equivalent.
Reading key literary works and ideas of the Western world, the Middle
East, Africa, and Asia, from antiquity to the seventeenth century, in order to
appreciate these literary works and express that appreciation in reasoned
analyses.

ENGLISH 204
World Literature II (1600 to the present)
3 UNITS - (UC:CSU)
Prerequisite: English 101 or equivalent.
A reading of key literary works and ideas of the Western world, the Middle
East, Africa, Asia, India, and the Americas, from the seventeenth century to
the present, in order to increase understanding of the modern world.

ENGLISH 205
English Literature I (Beginnings to 1800)
3 UNITS - (UC:CSU)
Prerequisite: English 102 or equivalent.
Reading, discussion and analysis of major works of English literature from the
beginnings of the nineteenth century, to develop student’s understanding and
appreciation of the poetry, fiction, and drama of these literary periods, and to
express that appreciation in reasoned analyses.

ENGLISH 206
English Literature II: Eighteenth Century to the
Present
3 UNITS - (UC:CSU)
Prerequisite: English 102 or equivalent.
Reading, discussion, and analysis of major works of English literature from the
nineteenth century to the present. Designed to develop the student’s ability to
understand and appreciate the poetry, fiction, and drama of these literary
periods and to express that appreciation in reasoned analyses.

ENGLISH 208
American Literature II: Nineteenth Century to the
Present
3 UNITS - (UC:CSU)
Prerequisite: English 101 or equivalent.
The course covers American writers from the Civil War period to the present.
Writers include Mark Twain, Kate Chopin, Robert Frost, Wallace Stevens,
Langston Hughes, William Faulkner, Zora Neal Hurston, Leslie Marmon Silko,
Tomas Rivera, Bharati, Mukerjee, and Allen Ginsberg and others.

ENGLISH 211
Fiction
3 UNITS - (UC:CSU)
Prerequisite: English 101 or equivalent.
Reading, discussion, and analysis of selected short stories and novels written
in, or translated into, English from a diversity of cultures and countries to
increase students’ understanding and appreciation of the art and craft of fiction
writing.

ENGLISH 212
Poetry
3 UNITS - (UC:CSU)
Prerequisite: English 101 or equivalent.
Reading, discussion, and analysis of selected poetry written in, or translated
into, English from all countries and cultures to increase the student’s
understanding and appreciation of poetry.

ENGLISH 214
Contemporary Literature
3 UNITS - (UC: CSU)
Prerequisite: English 101 or equivalent.
A reading of key literary works and ideas of the recent mainstream and
ethnically diverse literature to develop understanding and appreciation of
contemporary culture, through reasoned analyses of its literature.
ENGLISH 215  
Shakespeare I  
3 UNITS - (UC: CSU)  
Prerequisite: English 101 or equivalent.  
A reading of Shakespeare to develop an understanding of and appreciation for his sonnets and representative comedies, histories, and tragedies.

ENGLISH 216  
Shakespeare II  
3 UNITS - (UC:CSU)  
Prerequisite: English 101 or equivalent.  
A continuation of the study of Shakespeare's poetry, theater and drama with a selection of different works of Shakespeare than those used in English 215.

ENGLISH 218  
Children’s Literature  
3 UNITS – (CSU)  
Prerequisite: English 101 or equivalent.  
Reading, discussion, and analysis of children’s literature: fairy tales, myths, fiction, and poetry.

ENGLISH 219  
The Literature of American Ethnic Groups  
3 UNITS - (UC:CSU)  
Prerequisite: English 101 or equivalent.  
A reading of the fiction, non-fiction, poetry, and plays from the 17th to the 21st centuries from the various cultures and ethnicities that have contributed to American cultures.

ENGLISH 239  
Women in Literature  
3 UNITS - (UC:CSU)  
Prerequisite: English 101 or equivalent.  
This course offers a survey of literature in English by women, with an emphasis on writers of 20th century. The course includes prose fiction, poetry, autobiography, and essays.

ENGLISH 240  
Literature and the Motion Picture I  
3 UNITS - (UC:CSU)  
Prerequisite: English 101 or equivalent.  
This course gives students opportunities to analyze and evaluate films of artistic and cultural significance. The language, structure, and narrative techniques of film and literary classics will be compared by reading literature and watching films based on these literary sources.

ENGLISH 252  
The English Bible as Literature  
3 UNITS – (UC:CSU)  
Prerequisite: English 101 or equivalent.  
A study of the Bible with the Oxford Annotated Text as the basic text, in order to study the principal achievements of the Hebrew and Greek Testaments, and to note literary and cultural influence.

ENGLISH 270  
Science Fiction – Fantasy  
3 UNITS (UC:CSU)  
Prerequisite: English 101 or equivalent.  
This course presents science fiction literature, with emphasis on use of mythology, science fiction by scientists and non-scientists philosophically oriented science fictions and science fiction as fantasy and escape literature.

ENGLISH 185 Directed Study — 1 UNIT  
(CSU) (RPT 2)  
ENGLISH 285 Directed Study — 2 UNITS (CSU)  
ENGLISH 385 Directed Study — 3 UNITS (CSU)  
Prerequisite: Approval of proposed project. See Department Chair.  
This course allows students to pursue directed study in literary analysis, a particular genre or period, or independent research on a contract basis under the direction of a supervising instructor. A maximum of 3 units in Directed Study may be taken for credit.

COLLEGE ENGLISH AS A SECOND LANGUAGE

ESL 1A  
Integrated Skills: Reading and Writing  
6 UNITS - NDC  
Prerequisite: Appropriate score on the ESL placement assessment test.  
Advisory: ESL 1B.  
(Credit/No Credit)  
For low-beginning ESL students. Emphasis on development of basic grammar, reading and writing for college work.

ESL 1B  
Integrated Skills: Listening and Speaking  
6 UNITS - NDC  
Prerequisite: Appropriate score on the ESL placement assessment.  
Advisory: ESL 1A.  
(Credit/No Credit)  
For low beginning ESL students. Emphasis on development of basic listening and speaking.

ESL 2A  
Integrated Skills: Reading and Writing  
6 UNITS - NDC  
Prerequisite: ESL1A or appropriate score on the ESL placement assessment.  
Advisory: ESL 2B.  
(Credit/No Credit)  
For beginning ESL students. Emphasis on development of basic reading and writing for college work.

ESL 2B  
Integrated Skills: Listening and Speaking  
6 UNITS - NDC  
Prerequisite: ESL1B or appropriate score on the ESL placement assessment.  
Advisory: ESL 2A.  
(Credit/No Credit)  
For beginning ESL students. Emphasis on development of basic speaking and listening for college work.

ESL 3A  
Writing and Grammar  
6 UNITS - NDC  
Prerequisite: ESL 2A or appropriate score on ESL placement.  
Advisory: ESL 3B and ESL 3C.  
(Credit/No Credit)  
For low intermediate ESL students. Improves writing to help prepare students for college work.
ESL 3B  
Reading and Vocabulary  
3 UNITS - NDC  
Prerequisite: ESL 2B or appropriate score on the ESL placement assessment.  
Advisory: ESL 3A and ESL 3C.  
(Credit/No Credit)  
For low intermediate ESL students. Improves reading and vocabulary to help prepare students for college work.

ESL 3C  
Listening and Speaking  
3 UNITS - NDC  
Prerequisite: ESL 2B or appropriate score on the ESL placement assessment.  
Advisory: ESL 3A and ESL 3B.  
(Credit/No Credit)  
For low intermediate ESL students. Improves listening and speaking skills to help prepare students for college work.

ESL 4A  
Writing and Grammar  
6 UNITS - NDC  
Prerequisite: Satisfactory completion of ESL 3A or appropriate score on the ESL placement assessment.  
Advisory: ESL 4B.  
(Credit/No Credit)  
For intermediate ESL students. Improves writing to help prepare students for college work.

ESL 4B  
Reading and Vocabulary  
3 UNITS - NDC  
Prerequisite: Satisfactory completion of ESL 3B or appropriate score on the ESL placement assessment.  
Advisory: ESL 4A.  
(Credit/No Credit)  
For intermediate ESL students. Improves reading to help prepare students for college work.

ESL 5A  
Writing and Grammar  
6 UNITS - NDC  
Prerequisite: ESL 4A or appropriate score on the ESL placement assessment.  
Advisory: ESL 5B.  
For low advanced ESL students. Improves writing to help students prepare for college work.

ESL 5B  
Reading and Vocabulary  
3 UNITS - NDC  
Prerequisite: ESL 4B or appropriate score on the ESL placement assessment.  
Advisory: ESL 5A.  
For low advanced students improves reading to help prepare students for college work.

ESL 6A  
Writing and Grammar  
6 UNITS - NDC  
Prerequisite: ESL 5A or appropriate score on the ESL placement assessment.  
Advisory: ESL 6B.  
For advanced students. Improves writing to help prepare students for college work.
ESL 6B
Reading and Vocabulary
3 UNITS - NDC
Prerequisite: ESL 5B or appropriate score on the ESL placement assessment.
Advisory: ESL 6A.
For advanced ESL students. Improves reading to help prepare students for college work.

ESL 12
Writing and Revising on the Computer for ESL Students
1 UNIT - (RPT3) NDC
Introduction to computer resources for ESL students at any level of English.

LINGUISTICS 1
Introduction to Language and Linguistics
3 UNITS – (UC:CSU)
Prerequisite: English 21 or equivalent.
Examination of the nature of language: its sociological, psychological, and universal aspects.

LINGUISTICS 2
Introduction to Sociolinguistics
3 UNITS – (UC:CSU)
Prerequisite: English 28/31 with a satisfactory grade or equivalent.
Learn how societies create, maintain, and change language. Study experiments with language in performance context. Useful for all students of language and society.

LINGUISTICS 3
Introduction to Psycholinguistics
3 UNITS – (CSU)
Prerequisite: English 28/31 with a satisfactory grade or equivalent.
Learn how the brain creates, stores, and uses language. Study experiments with language and mind. Useful for all students of language and cognitive science.

PROGRAMS OFFERED
Associate of Science:
Dietetic Technician
(2 & 3 year plans)

Certificates:
Dietetic Service Supervisor

DIETETICS
The Family & Consumer Studies Department offers two career paths for students interested in a career in institutional food service and nutritional care of clients. Students may obtain a Dietetic Technician Associate of Science degree and/or a Dietetic Service Supervisor certificate.

DEGREE PROGRAMS
DIETETIC TECHNICIAN
Associate of Science Degree
Career Program
(Students desiring to transfer should officially major in Liberal Studies)

SPECIAL NOTE:
During the July 23-24, 2001 meeting, the Dietetic Technician Program at Los Angeles City College was granted initial accreditation by the Commission on Accreditation for Dietetics Education of The American Dietetic Association. The address and phone number of CADE is 120 South Riverside Plaza, Suite 2000, Chicago, IL, 60606-6995, (312) 899-0040, extension 5500.

Dietetic technicians, registered (DTRs) are trained in food and nutrition and are an integral part of health care and food service management teams.

Dietetic technicians, registered work independently or in teams with registered dietitians in a variety of employment settings, including health care, business and industry, public health, food service, and research.

DTRs work in:
• Hospitals, HMOs, clinics, nursing homes, retirement centers, hospices, home health care programs, and research facilities, helping to treat and prevent disease and administering medical nutrition therapy as an important part of health care teams.

• Schools, day care centers, correctional facilities, restaurants, health care facilities, corporations, and hospitals, managing employees, purchasing, and food preparation and preparing budgets within food service operations.

• WIC programs, public health agencies, Meals on Wheels, and community health programs, developing and teaching nutrition classes for the public.

• Health Clubs, weight management clinics, and community wellness centers, helping to educate clients about the connection between food, fitness, and health.

• Food companies, contract food management companies, or food vending and distributing operations, developing menus, overseeing food service sanitation and food safety, and preparing food labeling information and nutrient analysis.
Courses are planned in sequence. Completion of all courses with at least a "C" grade is required for progress in the program. The Associate of Science degree curriculum meets the requirements of CADE of the American Dietetic Association.

Refer to Graduation Requirements "Plan B" for additional information. Students wanting to transfer to a four-year college or university with a major in Dietetics or Nutrition should complete eighteen units in preparation for the major along with the General Education courses needed for transfer to the institution of their choice. The Associate of Arts degree should be in Liberal Studies.

A verification statement that allows the candidate to sit for the Dietetic Technician Registration exam is issued upon successful completion of the program and a score of at least 75% on a preparation for the DTR exam administered by the Family and Consumer Studies Department. Students are eligible for membership in the American Dietetic Association. Passing the DTR exam authorizes use of the initials "DTR" after the name. Graduates may also be eligible for membership in the American Dietetic Association. Passing the DTR exam authorizes use of the initials "DTR" after the name. Graduates may also be eligible for membership in the American Dietetic Association.

Class scheduling restricts the completion of this program to the day. However, working students who are able to have one day off during the week may complete the program. Students must provide their own transportation to assigned supervised practice sites within the greater Los Angeles area. A Mantoux test, MMR, health exam and student malpractice insurance are required for supervised practice courses.

SUGGESTED 2-YEAR COURSE PLAN

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
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<tr>
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<tr>
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<td>3</td>
</tr>
<tr>
<td>Math 115</td>
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</tr>
<tr>
<td>English 101</td>
<td>3</td>
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<tr>
<td><strong>Second Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Family &amp; Consumer Studies 24</td>
<td>3</td>
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<tr>
<td>Family &amp; Consumer Studies 56</td>
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</tr>
<tr>
<td>Family &amp; Consumer Studies 156</td>
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<tr>
<td>Speech Communication 101</td>
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<tr>
<td>Biology 25</td>
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<tr>
<td>Physical Education</td>
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<tr>
<td><strong>Third Semester</strong></td>
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</tr>
<tr>
<td>Family &amp; Consumer Studies 27</td>
<td>3</td>
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<tr>
<td>Family &amp; Consumer Studies 51</td>
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<td>Family &amp; Consumer Studies 151</td>
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<tr>
<td>Health 11</td>
<td>3</td>
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<td>Humanities Requirement</td>
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<tr>
<td><strong>Fourth Semester</strong></td>
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<tr>
<td>Family &amp; Consumer Studies 28</td>
<td>3</td>
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<td><strong>Total Units</strong></td>
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</tr>
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</table>

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

Please consult with a counselor about specific courses needed or see the college catalog.

SUGGESTED 3-YEAR COURSE PLAN (For the Part-Time Student)

<table>
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<tr>
<td>Family &amp; Consumer Studies 50</td>
<td>3</td>
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<tr>
<td>Family &amp; Consumer Studies 55</td>
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<td>Mathematics 115</td>
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<tr>
<td>English 101</td>
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<tr>
<td><strong>Second Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Family &amp; Consumer Studies 21/Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>Family &amp; Consumer Studies 56</td>
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<tr>
<td>Family &amp; Consumer Studies 156</td>
<td>2</td>
</tr>
<tr>
<td>Biology 25</td>
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<tr>
<td><strong>Third Semester</strong></td>
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</tr>
<tr>
<td>Family &amp; Consumer Studies 27</td>
<td>3</td>
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<tr>
<td>Family &amp; Consumer Studies 28</td>
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<td>2</td>
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<tr>
<td>Health 11</td>
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<tr>
<td><strong>Fourth Semester</strong></td>
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<tr>
<td>Family &amp; Consumer Studies 24</td>
<td>3</td>
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<tr>
<td>Family &amp; Consumer Studies 51</td>
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<tr>
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<tr>
<td><strong>Sixth Semester</strong></td>
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<td>Family &amp; Consumer Studies 29</td>
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<td>Family &amp; Consumer Studies 52</td>
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<td>American Institutions Requirement</td>
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<tr>
<td><strong>Total Units</strong></td>
<td>62</td>
</tr>
</tbody>
</table>

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

Please consult with a counselor about specific courses needed or see the college catalog.
CERTIFICATE PROGRAMS

DIETETIC SERVICE SUPERVISOR
Certificate
Completion of Dietetic Service Supervisor Certificate program meets the standards of training for Dietetic Service Supervisors specified in Federal and State regulations. The California Department of Health Services approves this certificate. Upon completion this certificate qualifies students to work as the food service director in a skilled nursing facility. Some responsibilities of the Dietetic Service Supervisor are to supervise employees, assure menu acceptance by clients, and manage food production. Completion of the program qualifies a person to take the Dietary Manager’s exam.

Successful completion of English 28 is strongly advised for the DSS Certificate. Concurrent enrollment, or completion of Math 105, or Learning Skills 10ABC is advised to ensure successful completion of many courses in this certificate. A grade of “C” or better is required in all courses. Students must provide own transportation to assigned field placement sites. A Mantoux test, health exam and student malpractice insurance are required for supervised practice courses.

COURSES

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td></td>
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<tr>
<td>Family &amp; Consumer Studies 21/Nutrition 21</td>
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<td>Family &amp; Consumer Studies 50</td>
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<td>Family &amp; Consumer Studies 51</td>
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<td>Family &amp; Consumer Studies 55</td>
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</tr>
<tr>
<td>Family &amp; Consumer Studies 151</td>
<td>2</td>
</tr>
<tr>
<td>English 28 (strongly advised)</td>
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</tr>
<tr>
<td>Second Semester</td>
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<tr>
<td>Family &amp; Consumer Studies 24</td>
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<tr>
<td>Family &amp; Consumer Studies 156</td>
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</tr>
<tr>
<td>Mathematics 105 or Learning Skills 10ABC</td>
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</table>

Total Units .......................................................... 25

COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

FAMILY AND CONSUMER STUDIES 21/NUTRITION 21
Nutrition
3 UNITS - (UC: CSU)
Co-requisite: English 21 or equivalent.
The current concepts in nutrition are presented in a lecture/discussion format. Nutrition is the science that deals with the role of nutrients in the human body. Nutrition in human development from conception through the life cycle is emphasized.

FAMILY AND CONSUMER STUDIES 24
Food Preparation
3 UNITS - (CSU)
Advisory: English 21 or equivalent.
Lecture 2 hours. Laboratory 3 hours.
This course is offered only in the spring semesters. The scientific fundamentals of food preparation are emphasized using current technology. The role of food in cultures, nutrition and the economy are integrated into meal planning and preparation.

FAMILY AND CONSUMER STUDIES 27
Nutrition Care
3 UNITS - (CSU)
Prerequisite: Family and Consumer Studies 21, 55, 56 or equivalent.
Co-requisite: Concurrent enrollment in Family and Consumer Studies 127 required.
Advisory: English 101, Biology 25 or Anatomy 1.
This course is offered only fall semesters, day session. Nutrition problems of patients with cancer, AIDS, heart diseases, renal diseases, and liver diseases are studied for appropriate menu modifications. The development and implementation of nutrition care plans are emphasized.

FAMILY AND CONSUMER STUDIES 28
Advanced Nutrition Care
3 UNITS - (CSU)
Prerequisite: Family and Consumer Studies 27 or equivalent.
Co-requisite: Concurrent enrollment in Family and Consumer Studies 128 required.
This course is offered only spring semesters, day session. Nutritional needs at each stage of the life cycle are studied in depth. Cultural food preferences are studied and incorporated into nutrition education and counseling of clients.

FAMILY AND CONSUMER STUDIES 29
Dietetic Seminar
1 UNIT - (CSU)
Prerequisite: Family and Consumer Studies 28 with a satisfactory grade or equivalent.
This course is offered only spring semesters, day session. Introduction to institutional menu analysis for food requisitioning, food production planning and implementation. Basic principles of quantity cooking are emphasized.

FAMILY AND CONSUMER STUDIES 31
Marriage and Family Life
3 UNITS - (UC: CSU)
Prerequisite: English 21 or equivalent.
Interpersonal growth and rewarding relationship are explored over the course of the family life cycle. Examines the impact of social, psychological and economic forces that affect the family.
FAMILY AND CONSUMER STUDIES 50
Sanitation and Safety
3 UNITS - (CSU)
Co-requisite: Concurrent enrollment in English 21 or equivalent.
An introduction to the basic principles of food borne illnesses, sanitation
principles and systems, quality assurance, safety, work simplification and
government regulation of food service.

FAMILY AND CONSUMER STUDIES 51
Food Production Management
3 UNITS - (CSU)
Co-requisite: Concurrent enrollment Family and Consumer Studies 151 is
required.
Advisory: English 21 or equivalent, Mathematics 105 or Learning Skills
10ABC or higher.
Students can satisfy English and Mathematics requirements by appropriate
placement on the College Assessment.
This course is offered only fall semesters, day session. Introduction to
institutional menu analysis for food requisitioning, food production planning and
implementation. Basic principles of quantity cooking are emphasized.

FAMILY AND CONSUMER STUDIES 52
Food Service Management
3 UNITS - (CSU)
Prerequisite: Family and Consumer Studies 51 and 55 or equivalent.
Principles of management of resources in quantity food service including;
selection, evaluation, supervision, financial statements, cash control,
budgeting, computer applications.

FAMILY AND CONSUMER STUDIES 55
Dietetic Education
3 UNITS - (CSU)
Advisory: English 21 or equivalent.
This course is offered only fall semesters. An introduction to careers in dietetics
and school food service. The application of communication skills to training,
counseling, and education is studied.

FAMILY AND CONSUMER STUDIES 56
Nutrition Delivery Systems
3 UNITS - (CSU)
Co-requisite: Family and Consumer Studies 156 required.
Advisories: English 21 or equivalent, and Mathematics 105 or higher, Learning Skills
10ABC or higher.
This course is offered only spring semesters, day session. Introduction to
nutrition delivery systems and institutional menu diet modifications. State and
Federal regulatory guidelines for food service are studied.

FAMILY AND CONSUMER STUDIES 127
Nutrition Care Laboratory
2 UNITS - (A)
Prerequisite: Physical examination, negative TB test with the past 6 months,
MMR, student malpractice insurance.
Co-requisite: Concurrent enrollment with Family and Consumer Studies 27
required.
This course is offered only fall semesters, day session. This clinical laboratory
provides supervised practice in development and implementation of nutrition
care plans in acute care facilities.

FAMILY AND CONSUMER STUDIES 128
Advanced Nutrition Care Laboratory
2 UNITS - (A)
Prerequisite: Family and Consumer Studies 127 Physical examination,
negative TB test within the past 6 months, MMR, student malpractice
insurance.
This course is offered only spring semesters, day session. This clinical
laboratory provides supervised practice in group education and counseling of
clients from various stages of the life cycle.

FAMILY AND CONSUMER STUDIES 129
Dietetic Laboratory
2 UNITS - (A)
Prerequisite: Physical examination and negative TB test within the past 6
months, student malpractice insurance; Family and Consumer Studies 151.
This course is offered only spring semesters, day session. This clinical
laboratory provides supervised practice in management and marketing of food
service facilities.

FAMILY AND CONSUMER STUDIES 151
Food Production Management Laboratory
2 UNITS - (A)
Prerequisite: Physical examination and negative TB test within the past 6
months, student malpractice insurance.
Co-requisite: Concurrent enrollment in Family and Consumer Studies 51
required.
This course is offered only fall semesters, day session. This clinical laboratory
provides supervised practice in food requisitioning, food production planning and
quantity food production.

FAMILY AND CONSUMER STUDIES 156
Nutrition Delivery Systems Laboratory
2 UNITS - (A)
Prerequisite: Physical examination and negative TB test within the past 6
months, student malpractice insurance.
Co-requisite: Concurrent enrollment in Family and Consumer Studies 56
required.
This course is offered only spring semesters, day session. This clinical
laboratory provides supervised practice in nutritional services including
modified diets and the health care team. Nutrition delivery systems are
evaluated according to state and federal regulatory guidelines.

FAMILY AND CONSUMER STUDIES 185
Directed Study — 1 UNIT (CSU)
FAMILY AND CONSUMER STUDIES 2855
Directed Study — 2 UNITS (CSU)
FAMILY AND CONSUMER STUDIES 385
Directed Study — 3 UNITS (CSU)
Conference 1 hour per unit.
Allows students to pursue Directed Study on a contract basis under the
direction of a supervising instructor. Refer to the “Directed Study” section of
this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.
This course enables Family Consumer Studies students to pursue on their
own an in-depth study of a subject of special interest in the field of Family and
Consumer Studies. Consultation with the instructor on a weekly basis, plus
independent work is required.
FOREIGN LANGUAGES

Chair: Eiko Kitajima Chatel
(323) 953-4000 ext. 2737 • DH312B
www.lacitycollege.edu/academic/departments/forlang/index.html

PROGRAMS OFFERED
Associate of Arts:
Chinese
French
German
Italian
Japanese
Spanish

Other Courses:
Armenian
Filipino
Korean
Latin
Portuguese
Russian

DEGREE PROGRAMS
FOREIGN LANGUAGES
Associate of Arts Degree
Transfer Program

CHINESE
Eighteen or more units of classes chosen from below.
Must include Chinese 4 with a satisfactory grade or better.

<table>
<thead>
<tr>
<th>COURSES</th>
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<tbody>
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<td>Chinese 1</td>
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<td>Chinese 2</td>
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<td>Chinese 4</td>
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<td>Asian American Studies 6</td>
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FRENCH
Eighteen or more units of classes chosen from below.
Must include French 4 with a satisfactory grade or better.

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<td>English 203</td>
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<tr>
<td>Linguistics 1</td>
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GERMAN
Eighteen or more units of classes chosen from below.
Must include German 4 with a satisfactory grade or better.

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<tr>
<td>Linguistics 1</td>
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ITALIAN
Eighteen or more units of classes chosen from below.
Must include Italian 4 with a satisfactory grade or better.

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<tr>
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<td>English 204</td>
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<td>Latin 1</td>
<td>5</td>
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<td>Linguistics 1</td>
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JAPANESE
Eighteen or more units of classes chosen from below.
Must include Japanese 4 with a satisfactory grade or better.

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<tr>
<td>Asian American Studies 6 or Music 133</td>
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<tr>
<td>Asian American Studies 10</td>
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<tr>
<td>Linguistics 1</td>
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SPANISH
Eighteen or more units of classes chosen from below.
Must include Spanish 4, Spanish 9 and 10 with a satisfactory grade or better.

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<td>Spanish 35</td>
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<td>Spanish 36</td>
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</table>

To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required.

PLAN A: Please consult with a counselor about specific courses needed or see the college catalog.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

Transfer limit: UCLA allows no credit for duplication of a foreign language if the student completed in high school the equivalent levels with a satisfactory grade; A.A. Degree.

ARABIC 1
Elementary Arabic I
5 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Pronunciation, grammar, practical vocabulary, useful phrases; basic facts on the geography, customs and culture of the Arabic speaking world.

ARABIC 2
Elementary Arabic II
5 UNITS – (UC:CSU)
Prerequisite: Arabic 1 with a satisfactory grade or equivalent.
This course completes the elementary Arabic grammar begins the reading and writing of elementary texts, emphasizing the spoken language.

ARABIC 3
Intermediate Arabic I
5 UNITS - (UC:CSU)
Prerequisite: Arabic 2 with a satisfactory grade or equivalent.
An introduction to Arabic thought by means of short stories, essays, poetry, and folk songs emphasis on conversation, reading and oral comprehension.

ARMENIAN 1
Elementary Armenian I
5 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course stresses the fundamentals of pronunciation and elementary grammar, practical vocabulary and useful phrases to understand, ready and write simple Armenian.

ARMENIAN 2
Elementary Armenian II
5 UNITS – (UC:CSU)
Prerequisite: Armenian 1 with a satisfactory grade or equivalent.
This course completes the elementary grammar and includes reading and comprehension of simple texts, with emphasis on oral expression. It also includes an introductory study of Armenian culture to complement comprehension of language.

CHINESE 1
Elementary Chinese I
5 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
Mandarin Chinese corresponds to the first year of high school Chinese. Pronunciation, grammar, practical vocabulary, and basic facts on the geography, customs and culture of China.

CHINESE 2
Elementary Chinese II
5 UNITS – (UC:CSU)
Prerequisite: Chinese 1 with a satisfactory grade or equivalent.
Completes the elementary Mandarin Chinese grammar, introduces reading and writing of elementary texts.

CHINESE 3
Intermediate Chinese I
5 UNITS – (UC:CSU)
Advisory: Chinese 2 or equivalent.
A review of grammar with vocabulary building for conversational fluency, written composition and advanced reading.

CHINESE 4
Intermediate Chinese II
5 UNITS – (UC:CSU)
Advisory: Chinese 3 or equivalent.
Continues a review of grammar, advanced composition and reading of everyday and literary subjects to study idiomatic expressions.

CHINESE 10
Chinese Civilization
3 UNITS – (UC:CSU)
Geography, history, government, and institutions of China; the life and customs of the people; the literature and arts, and the contributions to civilization. Conducted in English.
CHINESE 21
Fundamentals of Chinese I
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
Chinese 21 is the first half of Chinese 1. Chinese 22 is the second half of Chinese 1. This course is designed to provide the basic knowledge of Chinese grammar for beginners with no preparation.
UC limit: 5 Units from Chinese 21, 22.

CHINESE 22
Fundamentals of Chinese II
3 UNITS – (UC:CSU)
Prerequisite: Chinese 21 with a satisfactory grade or equivalent.
This course continues the basic knowledge of Chinese Grammar at second level of the Chinese language for beginners.
UC limit: 5 units from Chinese 21, 22.

CHINESE 27
Language Lab
0 UNITS - (RPT2)
Co-requisite: Chinese 1, 2, 3, 4.
Heritage and non-heritage speakers of Chinese who possess limited skills would develop the opportunity to use the laboratory materials and programs to acquire/improve their Chinese.

FILIPINO 1
Elementary Filipino I
5 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course is an introduction to speaking, reading and writing the Filipino language. The fundamentals of pronunciation, grammar, practical vocabulary, useful phrases and basic facts on geography, customs, and culture of the people of the Philippines are covered.

FILIPINO 2
Elementary Filipino II
5 UNITS – (UC:CSU)
Prerequisite: Filipino 1 with a satisfactory grade or equivalent.
This course completes the elementary grammar. It includes reading and comprehension of simple texts, with emphasis on oral expression. It also includes introductory study of Armenian cultures to complete comprehension of language.

FRENCH
One year of high school study in French corresponds to one college semester of credit or one semester of French at LACC equals one full year of high school credit.

FRENCH 1
Elementary French I
5 UNITS - (UC:CSU)
This course stresses pronunciation and grammar, vocabulary, useful phrases; and basic facts on the geography, customs and cultures of the French-speaking world.

FRENCH 2
Elementary French II
5 UNITS - (UC:CSU)
Prerequisite: French 1 with a satisfactory grade or equivalent.
Advisory: English 28/31 or equivalent.
Completes elementary grammar; including the reading of elementary texts, and emphasizes the spoken French language.

FRENCH 3
Intermediate French I
5 UNITS - (UC:CSU)
Prerequisite: French 2 with a satisfactory grade or equivalent.
A review of grammar, with an emphasis on more advanced language use. Readings from classic and modern literature.

FRENCH 4
Intermediate French II
5 UNITS - (UC:CSU)
Prerequisite: French 3 with a satisfactory grade or equivalent.
Continues a review of grammar, with an emphasis on more advanced language use. Readings from classic and modern literature.

FRENCH 5
Advanced French I
5 UNITS - (UC:CSU)
Prerequisite: French 4 with a satisfactory grade or equivalent.
Provides opportunities for practical conversation on everyday topics, current events and cultural material.
UC Limit: maximum units: 2 courses.

FRENCH 6
Advanced French II
5 UNITS - (UC:CSU)
Prerequisite: French 5 with a satisfactory grade or equivalent.
Continuation of French 5 material. Survey of the early French literary movements. Emphasizes advanced composition, and study of practical idioms. Stresses oral and written reports on French literature.

FRENCH 8
Conversational French
2 UNITS - (RPT 3) (UC:CSU)
Prerequisite: French 2 with a satisfactory grade or equivalent.
Provides opportunities for practical conversation on everyday topics, current events and cultural material.

FRENCH 10
French Civilization
3 UNITS - (UC:CSU)
Prerequisite: English 28/31 with a satisfactory grade or equivalent.
Lectures and discussions in English on the geography, history, government and institutions of France; the life and customs of the people; the literature, arts, and sciences; and the contributions to civilization.

GERMAN
One year of high school study in German corresponds to one college semester of credit or one semester of German at LACC equals one full year of high school credit.

GERMAN 1
Elementary German I
5 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Pronunciation and grammar, practical vocabulary, useful phrases; basic facts on the geography, customs and cultures of the German-speaking world.
UC accepts only one of German 1 or 21 and 22.
GERMAN 2
Elementary German II
5 UNITS - (UC:CSU)
Prerequisite: German 1 with a satisfactory grade or equivalent.
Completes elementary grammar; includes the reading of elementary texts and emphasizes the spoken language.

GERMAN 3
Intermediate German I
5 UNITS - (UC:CSU)
Prerequisite: German 2 with a satisfactory grade or equivalent.
An introduction to German thought by means of short stories, essays, poetry, and folk songs. Emphasis is on conversation, reading, and oral comprehension.

GERMAN 8
Conversational German
2 UNITS - RPT 3 (UC:CSU)
Prerequisite: German 2 a satisfactory grade or better or equivalent.
Practical conversation on everyday topics, current events and cultural material.
UC Limit: Maximum credit allowed, 2 courses (4 units).

GERMAN 10
German Civilization
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Lectures and discussions in English on the geography, history, government, and institutions of Germany; the life and customs of the people; the literature, arts, and sciences; and the contributions to civilization.

ITALIAN
One year of high school study in Italian corresponds to one college semester or one semester of college Italian equals one full year of high school study.

ITALIAN 1
Elementary Italian I
5 UNITS - (UC:CSU)
Corresponds to the first year of high school Italian.
Advisory: English 28/31 or equivalent.
Fundamentals of pronunciation and grammar, practical vocabulary, useful phrases; basic facts on the geography, customs and culture of Italy.

ITALIAN 2
Elementary Italian II
5 UNITS - (UC:CSU)
Prerequisite: Italian 1 with a satisfactory grade or equivalent.
Complements elementary Italian grammar, with emphasis on written and spoken language.

ITALIAN 3
Intermediate Italian I
5 UNITS - (UC:CSU)
Prerequisite: Italian 2 with a satisfactory grade or equivalent.
A review of grammar and vocabulary building for conversational fluency through intensive reading.

ITALIAN 4
Intermediate Italian II
5 UNITS - (UC:CSU)
Prerequisite: Italian 3 with a satisfactory grade or equivalent.
A review of grammar and vocabulary building for conversational fluency through intensive reading. Additional review of grammar in advanced composition and the use of practical idioms. Begins the study of literary development and includes the reading of modern short stories by contemporary authors.

ITALIAN 5
Advanced Italian I
5 UNITS - (UC:CSU)
Prerequisite: Italian 4 with a satisfactory grade or equivalent.
A review of grammar and vocabulary building for conversational fluency through intensive reading. Additional review of grammar in advanced composition and the use of practical idioms. Begins the study of literary development and includes the reading of modern short stories by contemporary authors.

ITALIAN 8
Conversational Italian
2 UNITS – (RPT 3) (UC:CSU)
Prerequisite: Italian 3 with a satisfactory grade or equivalent.
Opportunities for practical conversation on everyday topics, current events, and cultural material.
UC maximum credit: 4 units.

ITALIAN 10
Italian Civilization
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Study of Civilization of Italy from the origins to the present times. Conducted in English.

ITALIAN 11
Great Books of Italian Literature
2 UNITS – (RPT 1) (UC:CSU)
Advisory: English 28/31 or equivalent.
Selections from the masterpieces of Italian literature in translation. Conducted in English.

ITALIAN 21
Fundamentals of Italian I
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Introduces the fundamentals of Italian pronunciation and grammar structure. Offers practical material for simple conversation based on everyday experiences. Italian 21 and 22 are together equivalent to Italian 1.

ITALIAN 22
Fundamental of Italian II
3 UNITS – (UC:CSU)
Prerequisite: Italian 21 with a satisfactory grade or equivalent.
This course continues to provide students with the basic knowledge of grammar and vocabulary at the second level of fundamentals of Italian. UC Limit: Italian 21 and 22 combined equals Italian 1; maximum credit, 5 units; both courses must be taken for credit to be granted.

JAPANESE
One year of high school study in Japanese corresponds to one college semester or one semester of college Japanese equals one full year of high school study.
Required courses: Japanese 1, 2, 34; Humanities 20.
JAPANESE 1
Elementary Japanese I
5 UNITS - (UC: CSU)
Corresponds to the first year of high school Japanese.
Advisory: English 28/31 or equivalent.
Fundamentals of pronunciation and grammar, basic vocabulary, useful phrases; reading and writing with Romanized alphabet and Japanese scripts, basic facts on the geography, customs and culture of Japan.

JAPANESE 2
Elementary Japanese II
5 UNITS - (UC: CSU)
Prerequisite: Japanese 1 with a satisfactory grade or equivalent.
Completes elementary Japanese I. Continues to teach fundamentals of pronunciation and grammar. 100 additional Chinese characters will be introduced. Continues to introduce Japanese geography, customs and culture of Japan.

JAPANESE 3
Intermediate Japanese I
5 UNITS - (UC: CSU)
Prerequisite: Japanese 2 with a satisfactory grade or equivalent.
Continues the study of grammar and vocabulary building for conversational fluency and written composition. Begins the study of short narrative writings.

JAPANESE 4
Intermediate Japanese II
5 UNITS - (UC: CSU)
Prerequisite: Japanese 3 with a satisfactory grade or equivalent.
Advisory: English 28/31 or equivalent.
Completes the study of fundamental grammar and provides additional training in grammar, written composition, and the use of idioms. Greater emphasis is placed on the knowledge and use of Kanji. Continues the reading of short narrative stories.

JAPANESE 8
Conversational Japanese
2 UNITS – (RPT) (UC: CSU)
Prerequisite: Japanese 3 with a satisfactory grade or equivalent.
Opportunities for practical conversation on everyday topics, current events, and cultural material.
UC Maximum credit: 2 courses (4 units).

JAPANESE 21
Fundamentals of Japanese I
3 UNITS - (UC: CSU)
Advisory: English 28/31 or equivalent.
This course is designed to provide the basic knowledge of Japanese for beginners with no preparation. Basic sentence structures and vocabulary are introduced. Basic writing system (Hiragana) will also be introduced.

JAPANESE 22
Fundamentals of Japanese II
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
This course continues the basic knowledge of Japanese grammar at the second level of the Japanese language for beginners. Second level of writing system and 50 Chinese characters will also be introduced.
UC Limit: Japanese 21 and 22 combined equals Japanese 1; maximum credit 5 units; both must be taken for credit to be granted.

KOREAN
One year of high school study in Korean corresponds to one college semester or one semester of college Korean equals one full year of high school study.

KOREAN 1
Elementary Korean I
5 UNITS – (UC:CU)
Advisory: English 28/31 or equivalent.
Fundamentals of pronunciation and grammar, basic vocabulary, useful phrases; develops the ability to understand, read, write and speak simple Korean. The course includes basic facts on the geography, customs and cultures of Korea.

KOREAN 2
Elementary Korean II
5 UNITS – (UC:CSU)
Advisory: Korean 1 or equivalent.
Completes the elementary Korean grammar; includes the reading of elementary texts, emphasizes written composition and the spoken language.

KOREAN 3
Intermediate Korean I
5 UNITS – (UC:CSU)
Advisory: Korean 2 or equivalent.
Corresponds to the second year of college level Korean. Fundamentals of pronunciation and grammar, basic vocabulary; useful phrases; develops the ability to understand, read, write and speak simple Korean. This course includes basic facts on the geography, customs and cultures or Korea.

KOREAN 4
Intermediate Korean II
3 UNITS – (UC:CSU)
Prerequisite: Korean 3 with a satisfactory grade or equivalent.
Advisory: English 28/31 or equivalent.
Corresponds to the second year of college level Korean. Continues the fundamentals of pronunciation and grammar, basic vocabulary; useful phrases; develops the ability to understand, read, write and speak simple Korean. This course includes basic facts on the geography, customs and cultures or Korea.

KOREAN 8
Conversational Korean
2 UNITS – (UC:CU)
Prerequisite: Korean 2 with a satisfactory grade or equivalent.
Co-requisite: Korean 99.
Opportunities for practical conversation on everyday topics, current events, and cultural material.

KOREAN 30
Language Lab
0 UNITS - (RPT2)
Co-requisite: Korean I and Korean II
Heritage and non-heritage speakers of Korean who possess limited skills would develop the opportunity to use the laboratory materials and programs to acquire/improve their Korean.

HUMANITIES 45
Korean Civilization
3 UNITS - (UC: CSU)
Advisory: English 28/31 or equivalent.
This course offers the students lectures and discussions in English on geography, history, government and institutions of Korea; the life and customs of the people; the literature, arts, and sciences; the contributions to civilization.
LATIN
One year of high school study in Latin corresponds to one college semester or one semester of college Latin equals one full year of high school study. UC: Latin 1 and 2 combined: maximum credit, one course.

LATIN 1
Elementary Latin I
5 UNITS - (UC: CSU)
Advisory: English 28/31 or equivalent.
Fundamentals of grammar, basic vocabulary, useful phrases; develops the ability to read and write simple texts. The course includes basic facts on the geography, customs and culture of classical Rome.

LATIN 2
Elementary Latin II
5 UNITS - (UC: CSU)
Prerequisite: Latin 1 with a satisfactory grade or equivalent.
Completes elementary Latin grammar, includes the reading of elementary texts, emphasizes reading and translation.

PORTUGUESE 1
Elementary Portuguese I
5 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
Fundamentals of pronunciation and grammar, practical vocabulary, useful phrases; basic facts on the geography, customs and culture of Portugal and Brazil.

PORTUGUESE 2
Elementary Portuguese II
5 UNITS – (UC: CSU)
Prerequisite: Portuguese 1 with a satisfactory grade or equivalent.
This course completes the elementary grammar. It provides additional training in oral and written composition with an emphasis on more advanced language use. Includes readings based on the geography, customs and the culture of the Portuguese-speaking world.

RUSSIAN 1
Elementary Russian I
5 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
The fundamentals of pronunciation and grammar, practical vocabulary, useful phrases; basic facts on the geography, customs and cultures of Russia.

RUSSIAN 2
Elementary Russian II
5 UNITS – (UC: CSU)
Prerequisite: Russian 1 with a satisfactory grade or equivalent.
Completes elementary Russian I. Emphasis on reading and spoken language.

RUSSIAN 3
Intermediate Russian I
5 UNITS – (UC:CSU)
Prerequisite: Russian 2 with a satisfactory grade or equivalent.
A review of grammar, additional training in oral and written composition, and reading of more advanced literature.

RUSSIAN 4
Intermediate Russian II
5 UNITS – (UC:CSU)
Prerequisite: Russian 3 with a satisfactory grade or equivalent.
This course continues the review of grammar and vocabulary build-up. It continues to introduce students to Russian life through the reading of selected Russian authors.

RUSSIAN 8
Conversational Russian
2 UNITS – (UC:CSU) (RPT 3)
Prerequisites: Russian 3 with a satisfactory grade or equivalent.
Practical conversation in Russian on everyday topics, and current events, dialogues and group discussion of news in politics, sports, and culture.

RUSSIAN 10
Russian Civilization
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
A survey of Russian civilization from the early stages to the present, highlighting important historical and cultural developments, social institutions, religion, literature, art, music and Russia’s contribution to the world.

RUSSIAN 12
Russian Civilization II
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
A survey of Russian history and culture of 20th century Russia; its literature, arts and science; and life of the people.

RUSSIAN 21
Fundamentals of Russian I
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
Russian 21 and 22 together are equivalent to Russian 1 at Los Angeles City College.
Russian 21 is the first half of Russian 1. Russian 22 is the second half of Russian 1. Russian 21 focuses on pronunciation, basic grammar, practical vocabulary and phrases. Discussions of Russia’s geography, customs, and culture are included.

RUSSIAN 22
Fundamentals of Russian II
3 UNITS – (UC: CSU)
Advisory: English 28/31 or equivalent.
Russian 21 and Russian 22 together are equivalent to Russian 1. Russian 22 continues to focus on pronunciation, basic grammar, practical vocabulary and phrases, begun in Russian 21. Students will also continue to discuss Russia’s history and culture.

SPANISH
One year of high school study in Spanish corresponds to one college semester or one college semester equals one full year of high school study. Required courses: Spanish 1*, 2*, 3, 4 and 8*. These courses are required only for students who plan to teach Spanish.
SPANISH 1  
Elementary Spanish I  
5 UNITS - (UC: CSU)  
Advisory: English 28/31 or equivalent.  
Pronunciation and grammar, practical vocabulary, useful phrases; basic facts on the geography, customs and culture of the Spanish-speaking world.  
UC accepts one of Spanish 1 or equivalent.

SPANISH 2  
Elementary Spanish II  
5 UNITS - (UC:CSU)  
Prerequisite: Spanish 1 with a satisfactory grade or equivalent.  
Completes elementary Spanish I with emphasis on reading of elementary texts and emphasizes the spoken language.

SPANISH 3  
Intermediate Spanish I  
5 UNITS - (UC:CSU)  
Prerequisite: Spanish 2 with a satisfactory grade or equivalent.  
A review of grammar and idiomatic construction. Intensive and extensive reading and discussion of Spanish and Latin American authors.

SPANISH 4  
Intermediate Spanish II  
5 UNITS - (UC:CSU)  
Prerequisite: Spanish 3 with a satisfactory grade or equivalent.  
Review of grammar, composition and vocabulary building. Introduction to Spanish and Latin American authors.

SPANISH 5  
Advanced Spanish I  
5 UNITS - (UC: CSU)  
Prerequisite: Spanish 4 with a satisfactory grade or equivalent.  
Advisory: English 28/31 or equivalent.  
This course continues the study of advanced grammar and composition through review and expansion upon targeted grammatical concepts and written essays. Thematically, essays are based on readings on the geography, history, literature, fine arts and culture of Spain. Oral presentations on topics covered augments ease in expression in the target language.

SPANISH 6  
Advanced Spanish II  
5 UNITS - (UC:CSU)  
Prerequisite: Spanish 5 with a satisfactory grade or equivalent.  
Continues the study of literary genres and advanced grammar and composition through oral and written reports in Spanish. A focus on the geographies, histories and cultures of Spanish America is an integral part of the course. Concentration on vocabulary building for reading comprehension in preparation for literature courses at the upper division level.

SPANISH 8  
Conversational Spanish  
2 UNITS - (RPT 3) (UC:CSU)  
Prerequisite: Spanish 2 with a satisfactory grade or equivalent.  
Practical conversation on everyday topics, current events and cultural material.  
UC limit: maximum credit allowed, 2 courses (4 units).

SPANISH 9  
Hispanic Civilization  
3 UNITS - (UC:CSU)  
Geography, history, government and institutions of Spain; the life and customs of the people; the literature, music and art; and the contributions to civilization. Conducted in English.

SPANISH 10  
Latin American Civilization  
3 UNITS - (UC:CSU)  
Advisory: English 28/31 or equivalent.  
Geography, history, customs, economic and political development, literature and arts of Spanish speaking and Portuguese speaking peoples of America. Conducted in English.

SPANISH 11  
Great Books of Spanish Literature  
3 UNITS - (RPT 1) (UC:CSU)  
Advisory: English 28/31 or equivalent.  
Lecture 3 hours.  
Selections from masterpieces of Spanish Literature. Conducted in Spanish.

SPANISH 14  
Spanish for Public Service Personnel  
3 UNITS - (CSU)  
This course is designed for public service employees such as police officers and fire fighters. It emphasizes practical usage of Spanish for personnel who serve the Spanish speaking community.

SPANISH 15  
Great Books of Latin American Literature  
3 UNITS - (UC: CSU)  
Advisory: English 28/31 or equivalent.  
Lecture 3 hours.  
Selections from the great masterpieces of Latin American Literature. Conducted in Spanish.

SPANISH 21  
Fundamentals of Spanish I  
3 UNITS - (UC: CSU)  
Advisory: English 28/31 or equivalent.  
Introduces the fundamentals of Spanish pronunciation and grammar structure. Offers practical material for simple conversation based on everyday experiences. Spanish 21 and Spanish 22 together are equivalent to Spanish 1.  
Spanish 21 and 22 acceptable for Spanish 100A.
SPANISH 35  
Spanish for Spanish Speakers I  
5 UNITS – (UC:CSU)  
(Equivalent to Spanish I)  
This course is designed to address the needs of the bilingual students. An introduction to written Spanish with an emphasis on the acquisition of a solid grammatical base, vocabulary enrichment and spelling. Includes reading on culture and customs of Spain and Latin America. Conducted in Spanish.

SPANISH 36  
Spanish for Spanish Speakers II  
5 UNITS – (UC:CSU)  
(Equivalent to Spanish 2)  
A continuation of Spanish 35. Completes the study of grammar and continues the development of reading and writing skills. Further study of Spanish and Latin American culture and civilization. Conducted in Spanish.

SPANISH 70  
Language Lab  
0 UNITS - (RPT2)  
Co-requisite: Spanish I and Spanish II  
Heritage and non-heritage speakers of Spanish who possess limited skills would develop the opportunity to use laboratory materials and programs to acquire/improve their Spanish.

SPANISH 123  
Fundamentals of Elementary Spanish I  
3 UNITS - (UC:CSU)  
Prerequisite: Spanish 21 and 22 or Spanish 1 with satisfactory grades or equivalent.  
This course provides the students with a continuation of the study of grammar and vocabulary at an elementary level as well as the art of composition writing and cultural analysis.

SPANISH 124  
Fundamentals of Elementary Spanish II  
3 UNITS - (UC:CSU)  
Prerequisite: Spanish 123 with a satisfactory grade or equivalent.  
This course provides the student with a continuation of study in grammar and vocabulary at an elementary level as well as the art of composition writing and cultural analysis.  
Spanish 123 and 124 are equal to Spanish 2.  
UC limit: Maximum units 5.

HEALTH 2  
Health and Fitness  
3 UNITS – (UC:CSU)  
Course explores physical fitness as related to cardiovascular capacity, nutrition, stress, and addictive substances. The course involves laboratory assessment of each student's fitness status, lecture, and selected fitness activities. Based on these experiences students develop individualized fitness programs.

HEALTH 8  
Women's Personal Health  
3 UNITS – (UC:CSU)  
Advisory: English 28/31 or equivalent.  
The course examines the personal and social dimensions of women’s health and the development of strategies for empowerment in decision making that impact changes and improvement in health welfare.

HEALTH 11  
Principles of Healthful Living  
3 UNITS – (UC:CSU)  
The course offers health related concepts for today and the future as guidelines for a self-directed, responsible, satisfying, and productive life-style. Emphasis is on cognitive concepts and strategies of wellness for the individuals personal community, vocational, and leadership roles.
DEGREE PROGRAM

HUMANITIES

Associate of Arts Degree

Transfer Program

The following curriculum may be used as undergraduate preparation for a major or minor in Humanities. A minimum of 18 units of Arts and Humanities is required for the Humanities major Associate Degree. Requirements for the major are to be chosen from the Plan A Graduation requirements under the Humanities section.

COURSES

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| **HUMANITIES - LITERATURE:** |       |
| African American Studies | 20, 21|
| English                 | 203, 204, 205, 206, 208, 211, 212, 214, 215, 216, 218, 219, 221, 239, 240 |
| Any Foreign Language    | course 11, Spanish 15 |

| **HUMANITIES** | 3-5 units from any of the following |
| FOREIGN LANGUAGE: | All courses in Arabic, Armenian, Chinese, Filipino, French, German, Italian, Japanese, Korean, Latin, Portuguese, Russian, Spanish |

| **HUMANITIES - HUMANITIES:** | 44 |
| Chicano Studies             | course 9 |

 Elective Units: Choose from any course listed under any section to bring total to a minimum of 18 units

Total Units: 18-20

To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required.

**PLAN A:** Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

3-4 Units English Composition
6-9 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
9 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

Also see Art, Music

**HUMANITIES 6**

Great People, Great Ages

3 UNITS - (RPT 1) (UC:CSU)

Advisory: English 28/31 or equivalent.

Study of the lives and contributions of selected individuals from ancient times to the present. The course develops an understanding and an appreciation of ideas and forces, which have shaped your civilization.

UC maximum: 1 course.

**HUMANITIES 8**

Great Women, Great Eras

3 UNITS - (RPT 1) (UC:CSU)

Advisory: English 28/31 or equivalent.

Selected studies in the lives and times great women from ancient times to the present. Understanding of women's place in history, their overall contributions to our cultural heritage while engendering an appreciation and respect for all of humanity.

UC maximum: 1 course.

**HUMANITIES 20**

Japanese Civilization

3 UNITS - (UC:CSU)

Advisory: English 28/31 or equivalent.

A survey of Japanese civilization from ancient times to the present; the historical and cultural backgrounds; significant aspects of Japanese culture; religion, philosophy, socio political institutions and art forms.
HUMANITIES 30
The Beginnings of Civilization
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
A survey of man's cultural development from prehistoric times to the Renaissance. General information on the arts, literature, and ideas of early civilizations, Egypt, Sumeria, Greece, and Rome concluding with the Middle Ages, Renaissance, and Reformation.

HUMANITIES 31
People in Contemporary Society
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Men and Women in contemporary society. A continuing study of world cultural and social development from the Renaissance to the present day.

HUMANITIES 45
Korean Civilization
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course offers the students lectures and discussions in English on geography, history, government and institutions of Korea; the life and customs of the people; the literature, arts, and sciences; the contribution to civilization.

HUMANITIES 61
People and Their World: The Creative Processes
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
A study of the individual and society, with emphasis on creative processes as expressed in myths and dreams, and an exploration of works of art and literature to discover the range of creative instinct.

HUMANITIES 63
Armenian Civilization
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
A survey of Armenian civilization in its development from ancient times to the present. Lectures and discussions on geography, history, and social structures of Armenia; religion, literature, and sciences; art, music and customs, and the contribution to the world.

HUMANITIES 70
Search: A Quest for Personal Meaning
3 UNITS - (CSU)
An introduction to the Humanities, through selected great works of art through the ages in all areas of the Humanities as they relate to the individual quest for identity and search for freedom.

HUMANITIES 76
Word Power: Vocabulary Building
2 UNITS - (UC:CSU)
This course is students develop English vocabulary through the study of Latin roots of the English language.

HUMANITIES 78
Greek Etymology: Greek Roots-Emphasizing Scientific/Medical Vocabulary
3 UNITS - (UC:CSU)
Advisory: Eligibility for English 101 or equivalent.
Greek prefixes, roots and suffixes, Greek culture, history, religion, science, medicine and arts will be examined.
Scholarships, from the Greater Los Angeles Press Club, are available for journalism majors.

**JOURNALISM**

**Associate of Arts Degree**

**Transfer Program**

**COURSES**  
**UNITS**

**First Semester**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Journalism 101**</td>
<td>3</td>
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<tr>
<td>Journalism 105</td>
<td>3</td>
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<tr>
<td>Photography 10</td>
<td>3</td>
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**Second Semester**

<table>
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<tbody>
<tr>
<td>Journalism 202</td>
<td>3</td>
</tr>
<tr>
<td>Journalism 217</td>
<td>2</td>
</tr>
<tr>
<td>Journalism 218</td>
<td>3</td>
</tr>
<tr>
<td>Journalism 219</td>
<td>1</td>
</tr>
<tr>
<td>Photography 20</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Units** .................................................................................................................. 22

**Required of first semester majors unless waived by Department Chair.**

Suggested Electives to meet additional 6 units in general education requirements:
- English 102; Journalism 217; Journalism 218 (repeated); Photography 7, 15, 34 or 46, Art 101, Political Science 2, Political Science 7, Humanities 76, Law 3, History 12 or History 13.
- Additional Electives: Cinema 3 or Cinema 4, Journalism 202, Journalism 185, Journalism 285.

To complete general education requirements in this area of study, Plan A for the AAAS Degree is required.

**PLAN A:** Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

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<tr>
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</table>

(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

**COURSE DESCRIPTIONS**

**NOTE:** Not every class is offered each semester. Refer to the current class schedule for current class offerings.

**PREREQUISITES:** Specified prerequisites must be completed with a satisfactory grade or equivalent.

**JOURNALISM 101**

**Collecting and Writing News**

**3 UNITS - (CSU)**

Advisory: English 28/31 or equivalent.

This introductory course stresses instruction and practice in news gathering and news writing. Extensive practical writing experience is geared to news publications and the news media. It also includes a study of newspaper, radio and television news. Adherence to professional writing style, and legal and ethical aspects of the profession are included.

**JOURNALISM 105**

**Mass Communications**

**3 UNITS - (UC:CSU)**

Advisory: English 28/31 or equivalent.

A survey of America's mass communications systems and how they affect human behavior in relation to social, political and economic institutions. Newspapers, magazines, television, advertising, public relations, books, records and films will be included. Students will gain an understanding of the ways media have been used and are used to influence, manipulate and reflect society and special interest groups within the society and thus will become more critical media observers.
JOURNALISM 202
Advanced News Writing
3 UNITS - (CSU)
Prerequisite: Journalism 101 with a satisfactory or equivalent.
Advisory: English 28/31 or equivalent.
This course provides the student with principles and practice in writing specialized types of newspaper stories and increases mastery of fundamental reporting techniques. Interpretative writing, editorial writing and feature writing skills are included.

JOURNALISM 217
Publication Laboratory
2 UNITS - (RPT 3) (CSU)
Co-requisite: Concurrent enrollment in Journalism 218.
Advisory: English 28/31 or equivalent.
Laboratory: 6 hours to be arranged.
Laboratory experience for writers, editors and photographers. Stresses hands on application of writing and photographic skills through production of the college newspaper, the Los Angeles Collegian. Desktop editing and publishing techniques (on Apple computers) will be covered.

JOURNALISM 218
Practical Editing
3 UNITS - (RPT 3) (CSU)
Prerequisite: Journalism 101 with a satisfactory grade or equivalent.
Co-requisite: Journalism 217.
Advisory: English 28/31 or equivalent.
Lecture: 3 hours.
This course provides practical instruction and practice in writing and editing the campus newspaper. Editions are evaluated during regularly scheduled class meetings. Writers and editors will be introduced to desktop publishing techniques by working on Apple computers.

JOURNALISM 219
Techniques for Staff Editors
1 UNIT - (RPT 2) (CSU)
Co-requisite: Concurrent enrollment in Journalism 218. (Los Angeles Collegian editorial board).
Advisory: English 28/31 or equivalent.
A course in editorial writing.
This course offers instruction for campus newspaper editors in editorial writing, column writing (viewpoints) and analysis of editorial problems. Emphasis is placed on formulating editorial policy.

JOURNALISM 185 Directed Study — 1 UNIT (CSU)
JOURNALISM 285 Directed Study — 2 UNITS (CSU)
Advisory: English 28/31 or equivalent.
Conference: 1 hour per unit. Students are urged to get the instructor’s permission prior to enrolling in any of the directed study classes.
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the “Directed Study” section of this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

PUBLIC RELATIONS 1
Principles of Public Relations
3 UNITS – (CSU)
Advisory: English 28/31 or equivalent.
This course offers the student an understanding of the broad aspects of relationships with the public, as they apply to business, education, public agencies, and other organizations. It includes methods of either promoting favorable relations with various segments of the public or coping with situations involving poor public relations.

LAW
Chair: Tim Sweetman
Paralegal Coordinator: Dr. Kenneth Lanzer
(323) 953-4000 ext. 2753 • HH12
www.lacitycollege.edu/academic/departments/law/index.html

PROGRAMS OFFERED
Associate of Arts:
Business Law
Legal Assistant/Paralegal

DEGREE PROGRAMS
BUSINESS LAW
Associate of Arts Degree
Career Program
The Business Law curriculum is offered by the Law Department to those who desire a background of training in the field of business law accompanied by courses in business and cultural subjects. Students going into public service, business, or other types of work where a general knowledge of law is valuable, may take this curriculum. Students preparing for admission to a law school should consult with the chair of the Law Department regarding a suitable curriculum. It is suggested that students take individual law courses as a valuable aid in preventing legal problems and litigation.

COURSES UNITS
First Semester
Administration of Justice 1 .......................................................... 3
Business 38 or Accounting 31 ......................................................... 3
Law 1 ......................................................................................... 3
Law 5 ......................................................................................... 3
Law 10 ...................................................................................... 3
Second Semester
Administration of Justice 2 .......................................................... 3
This profession; however, highly skilled, formally trained paralegals have
growth, competition for jobs should continue as many people seek to go into
arise as people leave the occupation. Despite projections of fast employment
be new jobs created by employment growth, but additional job openings will
of legal services. The majority of job openings for paralegals in the future will
hiring paralegals to lower the cost and increase the availability and efficiency
growth stems from law firms and other employers with legal staffs increasingly
some employment
outlook for the field of Paralegals and legal assistants are projected to grow
-120-
matters. It is also valuable to persons seeking employment in fields such as
in our society
real estate, insurance, banking, or brokerage. The great need for legal services
and necessary
(General Education) requirements, please discuss this with a Counselor in
requirements for completion of the major courses necessary for the Associate
Degree in Paralegal Studies. For assistance in completing the Plan "B" (General Education) requirements, please discuss this with a Counselor in
the Counseling Office, see the college catalog; go online at www.lacity.edu/
and click on the Class Schedule and Catalog link. This will give you more
information regarding class requirements, class descriptions, and necessary

LEGAL ASSISTANT/PARALEGAL
Associate of Arts Degree
Career Program
The Legal Assistant/Paralegal program is offered by the Law Department to
students who are interested in a career as an employee in a law office or
courthouse to assist in the performance of legal services in civil and criminal
matters. It is also valuable to persons seeking employment in fields such as
real estate, insurance, banking, or brokerage. The great need for legal services
in our society, plus the shortage of lawyers to fill this need, has created a
demand in the legal profession for qualified assistants, such as we find in the
medical and dental fields.

The A.A. Degree consists of 18 units in General Education and 42 units in the
Legal Assistant/Paralegal program major, for a total of 60 - 64 units. Students
considering transferring law / paralegal credits from another college should
meet with the chair of the law department.

All prerequisite courses must be taken in sequential order. In addition to Major
requirements, the student must complete English 101, and satisfy ALL the
requirements of Plan B for completion of an Associate Degree. All
courses must be completed with a satisfactory grade of "C" or better. Plan B
is not designed for transfer to a four-year college.

According to the latest statistics from the Bureau of Labor Statistics, the job
outlook for the field of Paralegals and legal assistants are projected to grow
faster than the average for all occupations through 2012. Some employment
growth stems from law firms and other employers with legal staffs increasingly
hiring paralegals to lower the cost and increase the availability and efficiency
of legal services. The majority of job openings for paralegals in the future will
be new jobs created by employment growth, but additional job openings will
arise as people leave the occupation. Despite projections of fast employment
growth, competition for jobs should continue as many people seek to go into
this profession; however, highly skilled, formally trained paralegals have excellent employment potential.

All students in the Law/Paralegal program are welcome to join the on-campus
Law Club. Los Angeles City College is a member of the American Associ-
ation for Paralegal Education (AAFPE). All paralegal students are encouraged to
be active in the local chapter of the AAFPE.

Students are encouraged to meet with the Paralegal Program Coordinator, or
Department Chair, to further discuss and answer any questions regarding the
requirements for completion of the major courses necessary for the Associate
Degree in Paralegal Studies. For assistance in completing the Plan "B"
(General Education) requirements, please discuss this with a Counselor in
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<td></td>
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<tr>
<td>CAOT 84</td>
<td>3</td>
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<tr>
<td>English 101</td>
<td>3</td>
</tr>
<tr>
<td>Law/Paralegal 10</td>
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<tr>
<td>Library Science 101</td>
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<tr>
<td>Second Semester</td>
<td></td>
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<tr>
<td>Law 1</td>
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<tr>
<td>Law/Paralegal 51</td>
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<tr>
<td>Law/Paralegal 11</td>
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<tr>
<td>Law/Paralegal 12</td>
<td>3</td>
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<td>Third Semester</td>
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<tr>
<td>Law 2</td>
<td>3</td>
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<tr>
<td>Law/Paralegal 17</td>
<td>3</td>
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<td>CAOT 93</td>
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<tr>
<td>Electives (see list below)</td>
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<tr>
<td>Fourth Semester</td>
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<tr>
<td>Law/Paralegal 4</td>
<td>3</td>
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<tr>
<td>Electives (see list below)</td>
<td>6</td>
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<tr>
<td>Total Units</td>
<td>42</td>
</tr>
</tbody>
</table>

Elective Courses: 3 of the following elective courses must be completed.
Law/Paralegal 3, 5, 13, 14, 16, 18, 19, 33, 35, 37, 38, 43

CAOT 23 is recommended not required.

To complete general education requirements in this area of study, Plan B for the AA/AS
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"Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

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Degree is required.
COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

Also see Administration of Justice & Corrections, CAOT, Business, English.

LAW 1
Business Law I
3 UNITS - (UC:CSU)
This course will cover the following legal topics: legal aspects of business; court procedures in business; torts and criminal laws as related to various business practices; elements of a valid contract; breach of contracts and its remedies; negotiable instruments under Uniform Commercial Code (UCC) and agency and employment contracts.

LAW 2
Business Law II
3 UNITS - (UC:CSU)
This course covers formation, operation, and dissolution of various types of business organizations. Subjects covered include: sole proprietorships, corporations, partnerships, corporations, partnerships, the law of agency and employment agreements.

LAW 3
Civil Rights and the Law
3 UNITS - (UC:CSU)
Comparative and analytical study of the law and related problems concerning Civil Rights. Due process of law, freedom of expression, freedom of religion, racial equality, and democratic processes are studied with emphasis on recent court decision and international trends.

LAW/PARALEGAL 4
Directed Field Work in Legal Assisting
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with a satisfactory grade or equivalent.
Under instructor's direction and guidelines, paralegal students will be assigned to law related institutions, such as Courts, District and City Attorney's offices, private law firms, or law libraries to demonstrate their vocational abilities and employability.

LAW/PARALEGAL 5
International Law of Commerce
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
This course covers the law on international trade. It allows the student to understand government foreign trade policies, the law concerning international business transactions, importing and exporting, and legal assurances for the delivery of and payment for goods.

LAW/PARALEGAL 10
Introduction to Legal Assistant I
3 UNITS - (CSU)
Advisory: English 101 or equivalent.
Orientation in a career in the Legal Assistant / Paralegal field. An introductory course into the role of the legal assistant. Includes an introduction to legal terminology and bibliography, including research problems and study of pleadings and documentation.

LAW/PARALEGAL 11
Introduction to Legal Assistant II
3 UNITS - (CSU)
Prerequisite: Completion of Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
A continuation of Law 10 with a study of the methods used in trial preparation; a detailed examination of civil cases; an introduction to legal drafting and writing.

LAW/PARALEGAL 12
Tort Law and Claims Investigation
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
A study of the fundamental principles of the law of torts, including insurance and practical application of tort theory related to the subject matter; an examination of the techniques of investigation involved in the lawyer's handling of tort and insurance claims.

LAW/PARALEGAL 13
Wills, Trusts, and Probate Administration
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
A study of the fundamental principles of the law of wills and trusts, including simple will and trust forms; an examination of the organization and jurisdiction of a California Probate Court, and the administration of estates in California Probate Courts.

LAW/PARALEGAL 14
Law Office Management
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
A study of the management of a law office; a study of various machines used in a law office; an examination of indexing and filing principles; a study of basic accounting principles; and a study of law office correspondence.

LAW/PARALEGAL 15
Civil and Criminal Evidence
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
A study of the rules of evidence and the admissibility of such evidence in court.

LAW/PARALEGAL 16
Legal Writing
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
Advanced legal drafting and writing, including special research projects.

LAW/PARALEGAL 17
Marriage and Family Law
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
This course presents fundamental common law and statutory concepts of family law with emphasis on California's Community Property Laws.
LAW/PARALEGAL 19
Real Property
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
This course is an introduction to Real Property Law Practice. Topics include property rights, types of land ownership, agreement for sale, financing, conveyance, settlement procedures, recording and post-closing matters in residential and commercial real estate, and real estate leasing agreements. Additionally, ethical issues will be discussed.

LAW/PARALEGAL 33
Law and the Media
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
Advisory: English 28 or equivalent.
A study of entertainment law and related issues such as contract, libel, slander, obscenity, unions, and requirements in the radio, TV, and film industry.

LAW/PARALEGAL 35
Immigration Law for Paralegals
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
This course is a study of concepts of immigration law including grounds of exclusion, defenses to deportation, petitions and visa applications. Research and writing will be emphasized in the areas of amnesty, naturalization, citizenship, international law and criminal aspects of immigration.

LAW/PARALEGAL 37
Bankruptcy Law
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
The main focus of this course will be on bankruptcy law and procedure. It will cover commencement of a case, preparing of schedules, operating and liquidating procedures, adversary matters and litigation in bankruptcy court, debtors' and creditors' rights and obligations, technical terminology, and practical hints for paralegals. Forms utilized in bankruptcy court will be stressed as well as proceedings under Chapter 7, Chapter 13, and to a lesser extent, Chapter 11. Also proceedings under Chapters 9 and 12 will be reviewed. Additionally, the rights of creditors will be explored. This includes secured transactions, consensual and non-consensual liens, UCC transactions, and the unique position of real estate.

LAW/PARALEGAL 43
Elder Law
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
Students will be introduced to topics in the law affecting older persons. Such topics as financial and estate planning, health care, personal planning and protection, and consumer protection will be covered in this course.

LAW/PARALEGAL 51
Legal Research for Paralegals
3 UNITS - (A)
Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.
Students will learn to use traditional and electronically-accessed legal research. Students will perform traditional law library legal research and computer-assisted research. Students are taught to locate and use both primary, secondary and CALR legal research sources to solve legal problems, including federal and state cases, digests, statutes, regulations, treatises, encyclopedias, law reviews, citators and practice works.

LEARNING SKILLS
Chair: Maryanne Des Vignes
(323) 953-4000 ext. 2770 • LIB103C
www.lacitycollege.edu/resource/learningskills/index.html

PROGRAMS OFFERED
Courses Only - No Degree/Certificate

COURSES OFFERED
Note: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
Prerequisites: Specified prerequisites must be completed with a satisfactory grade or equivalent.
Registration takes place in the Learning Skills Center during the first fourteen weeks of the semester. Students will be placed at the appropriate language arts and/or mathematics level based on a diagnostic assessment in the following course offerings. All Learning Skills courses are offered on a Credit/No Credit basis.

LEARNING SKILLS 1
Reading
3 UNITS - (RPT 3) NDC
Individualized reading instruction for English as a Native Language and English as a Second Language students from beginning to advanced college level. Depending upon the diagnostic assessment, students will be placed in
an appropriate program. Students will progress from reading sentences and paragraphs to short selections, excerpts, and novels. Strategies are employed to help students with comprehension skills and vocabulary development. A placement test will be given to prescribe an appropriate reading course. Credit/No-Credit enrollment through fourteenth week of the semester.

LEARNING SKILLS 2
English Fundamentals
3 UNITS - NDC
This is an individualized self-paced grammar course for the student who has limited knowledge of English structure. A placement test will be given to prescribe an appropriate grammar course. Students may enroll through the fourteenth week of the semester. (Credit/No Credit)

LEARNING SKILLS 3
Vocabulary Development
5 UNITS - NDC
Learning Skills 03A, 03B, and 03C are small group conversation classes designed to provide ESL students with class activities that will expand their comprehension and use of spoken English. Through the use of role-playing, practice dialogues, and impromptu speaking exercises, students are given the opportunity to improve their oral communication skills in a small group setting. Learning Skills 03D is an individualized, self-paced vocabulary program designed on various levels of difficulty. This course focuses on continued vocabulary growth and development, as well as provides students with helpful strategies for understanding complex vocabulary words. Learning Skills03E—Occupational Vocabulary—is a specially designed course for students enrolled in the Child Development or Nutrition curricula. A placement test will be given to all students. Students may enroll through the fourteenth week of the semester.

LEARNING SKILLS 4
The Mechanics of Spelling
1 UNIT - (RPT 3) NDC
Individualized instruction in basic rules and word-attack skills covering vowels, consonants, blend diagraphs, syllables, complicated patterns, and word families. A placement test will be given to all students. Students may enroll through the fourteenth week of the semester. (Credit/No Credit)

LEARNING SKILLS 6
Academic Study Skills
3 UNITS - NDC
Academic study skills provides students with an individualized, self-paced program that effectively prepares them for success in academic and vocational courses. This course is designed to help students obtain college survival skills through self-paced modules with teacher assistance and provides the student with the skills, the techniques, and the practice needed for academic survival. Students may enroll through the fourteenth week of the semester. (Credit/No Credit)

LEARNING SKILLS 7
Basic Composition
3 UNITS - NDC
Students receive individualized writing instruction based on a diagnostic assessment which will reveal specific weaknesses in writing skills. Learning Skills 7 focuses upon basic sentence structures, paragraph development, and essay organization. The course prepares students to enroll in more formal content courses and/or as support for concurrent enrollment in general education classes. The class is designed for students testing below English 28. Students may enroll through the fourteenth week of the semester. (Credit/No Credit)

LEARNING SKILLS 8
Résumé Preparation and Job Search Skills
3 UNITS - (RPT 3) NDC
This course provides students with effective résumé writing and job search skills useful to all students when seeking employment. A placement test and English writing sample test will be given to all students. Students may enroll through the fourteenth week of the semester. This course is open to all students. Grades are on a credit/no-credit basis.

LEARNING SKILLS 9
The Metric System
2 UNITS - NDC
This course introduces students to the concepts of the metric system with particular focus on length, perimeter, area, volume, capacity, and weight. A placement test will be given to prescribe an appropriate metric system course. Credit/No-Credit enrollment through fourteenth week of semester.

LEARNING SKILLS 10
Mathematics Fundamentals
3 UNITS - (RPT 3) NDC
Individualized review of basic Mathematics skills involving fractions, decimals, percentages and ratio and proportion. Student may enroll in either Learning Skills 10 or Mathematics 105. A placement test will be given to prescribe an appropriate math course. Credit/No-Credit enrollment through fourteenth week of semester.

LEARNING SKILLS 11
Elementary Algebra
5 UNITS - (RPT 3) NDC
Individualized instruction in the basics of Algebra, focusing upon linear equations, formulas, inequalities, trinomials, algebraic fractions, linear equations and quadratic equations. A placement test will be given to prescribe an appropriate algebra math course. Credit/No-Credit enrollment through fourteenth week of semester.

LEARNING SKILLS 15
Overcoming Math Anxiety
3 UNITS - (RPT 3) NDC
This course is designed to reduce math anxiety and build self-confidence so that math concepts will be comprehensible. This course is open to all students and offered in a small group setting. Placement test will be given to prescribe an appropriate algebra math course. Credit/No-Credit enrollment through fourteenth week of semester.

LEARNING SKILLS 24
Theory & Practice of Tutoring
3 UNITS - NDC
This course is designed to provide theory and practice in tutoring sessions. Also, tutor training will be provided in each tutors’ discipline (subject field).

LEARNING SKILLS 26
Basic Skills
0 UNITS - NDC
Designed for the beginning non-literate, low-literate student with no previous background in English. Students with employment-related goals and no reading and writing skills in any language, should initially be placed at this level.
LEARNING SKILLS 27
Beginning Vocational English as a Second Language (VESL): The World Of Work
0 UNITS - NDC
This course stresses the refinement of language skills in basic survival contexts related to the world of work. Emphasis is on the ability to understand and speak the language with sufficient fluency and accuracy to participate effectively at the workplace.

LEARNING SKILLS 28
Careerways Vocational English as a Second Language (VESL)
0 UNITS - NDC
Designed for the ESL student as a supplement to a regular ESL class, intended to explore career paths and options for students. Student values, skills, interests and abilities are indicators of career pathways which are explored in this curriculum.

LEARNING SKILLS 40
Introduction to Learning Disabilities
1 UNIT - NDC
This course will explore the nature of learning disabilities, and the laws, accommodations, campus resources, and services available for academic improvement. Through assessment, students will discover personal learning strengths and weaknesses to develop a plan for academic success. Eligibility for support services will be determined.

LEARNING SKILLS 41
Study Strategies for the Learning Disabled
3 UNITS - (RPT 2) NDC
This study skills course is designed for students with specific disabilities and teaches techniques to enable students with specific disabilities to compete and cope with the demands of the college’s academic curriculum. Enrollment is intended for students with current functional limitations that prevent the student from benefiting from classes without this support.

LEARNING SKILLS 43
Adaptive Word Processing Operations
1 UNIT - (RPT 3) NDC
Offered on a Credit/No-Credit basis only.
This course will offer students with verified disabilities instruction on a variety of computer programs and specialized equipment needed to participate equally in college academic courses. Note: Enrollment is intended for those with verified disabilities and with current functional limitations which relate to their need for specific technology or programs.

LEARNING SKILLS 52
Test Preparation for the General Education Development (GED) Literature and Arts
1 UNIT - (RPT 3) NDC
Advisory: English 20 or LS1A, 1B, & 1C - Reading.
This course is designed to prepare students to pass the GED: Literature and the Arts test. It will include critical thinking skills — reading comprehension skills, interpret graphs, analysis in literature and the arts, tone and style/prose fiction, interpret poetry, interpret dramas, interpret plays, interpret non-fiction and commentaries.

LEARNING SKILLS 53
Test Preparation for the General Education Development (GED): Writing Skills
1 UNIT – (RPT 3) NDC
Advisory: English 20, LS 1A, 1B, 1C-Basic Composition or LS 2A, 2B, 2C, English Fundamental.
This course is designed to prepare students to pass the GED: Writing Skills Test. Emphasis is placed upon basic grammar and usage skills, sentence structure, punctuation, and writing organization. It will include basics grammar and usage skills, sentence structure, capitalization, punctuation, spelling, and the essay.

LEARNING SKILLS 54
Test Preparation for the General Education Development (GED): Science Test
1 UNIT - (RPT 3) NDC
Advisory: English 20 or Learning Skills 1A, 1B, 1C - Reading.
This course is designed to prepare students to pass the GED: Science Test. The course focuses upon concepts discussed in biology, earth science, astronomy, geology, meteorology, chemistry, and physics.

LEARNING SKILLS 55
Test Preparation for the General Education Development (GED): Mathematics
1 UNIT - (RPT 3) NDC
Advisory: Math 105 or Learning Skills 10A, 10B, & 10C.
This course is designed to prepare students to pass the GED: Math Test. Concepts covered include basic arithmetic, metrics, algebra, geometry, statistics, and probability.

LEARNING SKILLS 56
Test Preparation for the General Education Development (GED): Social Studies
1 UNIT - (RPT 3) NDC
Advisory: English 20 or Learning Skills 1A, 1B, & 1C - Reading.
This course is designed to prepare students to pass the GED: Social Studies Test. It will include thirteen English Colonies, the Revolutionary War, inflation and its effects, various branches of government, time zones, anthropology, sociology, and psychology.

LEARNING SKILLS 900
Supervised Learning Assistance
0 UNITS - NDC
Prerequisite: Enrollment in any course at LACC.
Upon faculty/counselor referral, students will receive tutoring in designated subject areas in the Learning Skills Center. Cumulative progress and attendance records will be maintained for this non-credit, open-entry/open-exit course. No tuition will be charged nor will grades be received for enrollment in this course.

This course provides students with various note-taking methods and techniques for recording information for later recall and study purposes. Effective note taking skills will prepare students to take test. A placement test will be given to all students. Students may enroll through the fourteenth week of the semester. (Credit/No Credit)
LIBERAL ARTS
See a Counselor for Info.
Interdisciplinary Program

PROGRAMS OFFERED
Associate of Arts:
Liberal Arts

LIBERAL ARTS
ASSOCIATE IN ARTS DEGREE & TRANSFER MAJOR
TRANSFER PROGRAM
Students who plan to transfer to a four-year college or university may choose
the Associate in Arts degree with a major in Liberal Arts by completing the
requirements listed below. This program permits the student the greatest
amount of flexibility in meeting the specific transfer requirements of individual
four-year colleges or universities.
The Liberal Arts Associate Degree requires the completion of:
1) Plan A General Education requirements.
2) A separate 18 units of any CSU or UC transferable courses.
3) A total of 60 or more degree applicable units.

To complete general education requirements in this area of study, Plan A for the AA/AS
Degree is required.
PLAN A: Please consult with a counselor about specific courses needed or see the college catalog
"Graduation Requirements" section. Plan A is designed for transfer to a four-year college or
university. However, requirements vary depending upon the individual institution. Please consult
with a counselor for the specific requirements of the university you plan to attend.

3-6 Units English Composition
6-9 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
9 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency
(Math 115 or higher or passing score on Los Angeles Community College District Math competency
exam)

LIBRARY
Chair: Barbara Vasquez
(323) 953-4000 ext. 2407 • LIB216C
http://www.lacitycollege.edu/resource/library/index.html

PROGRAMS OFFERED
Courses Only - No Degree/Certificate

COURSE DESCRIPTIONS
NOTE: Not every class is offered each semester. Refer to the current class
schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a
satisfactory grade or equivalent.

LIBRARY SCIENCE 101
Library Research Methods
1 UNIT – (CSU)
Individualized instruction in the use of the library, its resources, and the
rudiments of research.

LIBRARY SCIENCE 102
Internet Research Methods
1 UNIT – (CSU)
Locate and evaluate information resources on the Internet using the World
Wide Web, Lists, Usenet, FTP, and more. Learn principles of information
access, development of search strategies, evaluation criteria and processes,
and specific Internet Search Tools. Issues regarding intellectual property,
censorship, and on line publishing will be covered.
PROGRAMS OFFERED

Associate of Science: Mathematics

NOTE: Every new incoming student will be required to take the math assessment unless he/she has satisfied the prerequisite by a college level course or a comparable assessment from another college. Those students placing above Math 125 please note: if the placement information given to you does not fit your circumstances, see Math Department chair for more detailed evaluation.

DEGREE PROGRAM

MATHEMATICS
Associate of Science Degree
Transfer Program

The curriculum shown below is designed to guide students in the Mathematics major and to encourage students to start courses in this major early in their college career. By completing this curriculum, students will be ready to compete in this major with other students at a four-year college or university. Whether or not students elect to receive the Associate of Science degree, the courses listed below are those that will prepare them to enter their transfer institutions fully prepared to pursue the Mathematics major.

COURSES UNITS

First Semester
Mathematics 135 ................................................................. 1
Mathematics 261 .................................................................. 5

Second Semester
Mathematics 262 ............................................................... 5
Mathematics 270 .................................................................. 3

Third Semester
Mathematics 263 .................................................................. 5

Fourth Semester
Mathematics 275 .................................................................. 3

Total Units ............................................................................ 22

Depending on your preparation, you may need additional prerequisite courses before entering this program.

COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

UC maximum limit: Refer to www.assist.org

MATHEMATICS 100 Mathematics Workshop
1 UNIT - NDC
This course is designed to supplement and enhance learning experience by providing tutorial and self-help assistance, using tutorial assistance, calculators, computers, programmed texts, and other learning aids.

MATHEMATICS 105 Arithmetic for College Students
3 UNITS - NDC
Open to all students.
Reviews the fundamentals of arithmetic that are essential to success in many college courses.

MATHEMATICS 112 Pre-Algebra
3 UNITS - NDC
Prerequisite: Mathematics 105 with a satisfactory grade or equivalent. Bridges the gap between Arithmetic and Algebra. In addition to a brief review of Arithmetic, topics include signed numbers, laws of exponents, polynomial operations, mathematical sentences, and an introduction to graphs in Cartesian coordinates.

MATHEMATICS 113 Elementary Algebra A
3 UNITS
Prerequisite: Mathematics 112 with a satisfactory grade or equivalent. Mathematics 113 and 114 together are equivalent to Mathematics 115 (see course description for Mathematics 115). Credit is allowed in only one Mathematics 115, or the Mathematics 113 and 114 combination. Simultaneous enrollment in Math 113 and 114 is not permitted.

MATHEMATICS 114 Elementary Algebra B
3 UNITS
Prerequisite: Mathematics 113 with a satisfactory grade or equivalent. Mathematics 113 and 114 together are equivalent to Mathematics 115 (see course description for Mathematics 115). Credit is allowed in only one
Mathematics 115, or the Mathematics 113 and 114 combination. Simultaneous enrollment in Math 113 and 114 is not permitted.

**MATHEMATICS 115**  
**Elementary Algebra**  
5 UNITS - (A)  
Prerequisite: Mathematics 112 with a satisfactory grade or equivalent.  
This course is for those who have had no algebra or whose preparation in algebra is deficient. Topics include variables, polynomials, equations, factoring, systems of linear equations, graphs, inequalities and quadratic equations.

**MATHEMATICS 121**  
**Essentials of Geometry**  
3 UNITS – (A)  
Prerequisite: Mathematics 115 with a satisfactory grade or equivalent.  
This course covers the definitions, axioms and theorems of geometry relating to angles, lines, circles and polygons. Basic constructions are introduced.  
The meaning and techniques of logical proofs are heavily emphasized.

**MATHEMATICS 124**  
**Intermediate Algebra**  
5 UNITS - (A)  
This course will only be offered in the two modules: Math 124A and Math 124B.  
Prerequisite: Mathematics 115 with a satisfactory grade or equivalent.  
Mathematics 124A and 124B together are equivalent to Mathematics 125 (see course description for Mathematics 125). Credit is allowed in only one Mathematics 125, or the Mathematics 124A and 124B combination. Simultaneous enrollment in Math 124A and 124B is not permitted.

**MATHEMATICS 125**  
**Intermediate Algebra**  
5 UNITS - (A)  
Prerequisite: Mathematics 115 with a satisfactory grade or equivalent. A maximum of 8 units may be earned by any combination of Mathematics 125, 240, and 245.  
Topics include laws of exponents, radicals, equations in one variable (linear, quadratic, and some of higher degree), systems of linear equations, graphical representations, logarithms, binomial theorem, and complex numbers.

**MATHEMATICS 135**  
**Using The Computer for Mathematics**  
1 UNIT - (CSU)  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
Advisory: Mathematics 245 or equivalent.  
The students are introduced to a computer algebra system, which is useful for problem solving in science and mathematics. Topics include the study of algebraic manipulations, functions, graphics, and the applications of mathematics in the real world using mathematical software. This course is essential for majors in Mathematics, Sciences, and Engineering.

**MATHEMATICS 202**  
**Mathematics Workshop**  
1 UNIT  
This course is designed to supplement and enhance learning in mathematics by providing tutorial and self-help assistance, calculators, computers, programmed text, and other learning aids for baccalaureate level mathematics courses.

**MATHEMATICS 215**  
**Principles of Mathematics I**  
3 UNITS - (UC:CSU)  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
Lecture 3 hours.

This course is the first of two in a sequence designed for prospective elementary school teachers. Topics include sets and relations, numbering systems, and elementary number theory. The main concern, however, will be understanding the structure of systems of whole numbers, integers, and rational numbers.

**MATHEMATICS 216**  
**Principles of Mathematics II**  
3 UNITS - (UC:CSU)  
Prerequisite: Mathematics 215 with a satisfactory grade or equivalent.  
This course is the second of two in a sequence for prospective elementary teachers. Topics include decimal and real numbers, rational numbers, abstract mathematical systems, geometry and the metric system.

**MATHEMATICS 225**  
**Elementary Statistics Problem Solving**  
1 UNIT - (CSU)  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
Co-requisite: Mathematics 225 to be taken simultaneously or completed previously.  
Problem solving techniques related to probability, sampling, measures of central tendency and dispersion, various distributions, hypotheses testing, correlation and regression are covered as time allows.

**MATHEMATICS 226**  
**Statistics**  
4 UNITS - (UC:CSU)  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
This course is an introduction to probability, descriptive and inferential statistics including measures of central tendency and dispersion, sampling, and estimation. Hypothesis testing, analysis of variance, test of independence, linear correlation and regression analysis also are covered.

**MATHEMATICS 230**  
**Mathematics for Liberal Arts**  
3 UNITS - (UC:CSU)  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
This course is intended for liberal arts majors. Topics include sets and counting, probability, linear systems, linear programming, statistics and mathematics of finance with applications for liberal arts majors, and logic.

**MATHEMATICS 236**  
**Calculus for Business and Social Sciences**  
5 UNITS - (UC:CSU)  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
(This course contains some topics of Precalculus: Analysis of polynomial, rational, exponential and logarithmic functions, including their graphs.)
MATHEMATICS 237
Advanced Calculus for Business and Social Sciences III
5 UNITS - (UC:CSU)
Prerequisite: Mathematics 236 with a satisfactory grade or equivalent.
Further topics in calculus, differential equations, matrix algebra, Gauss Jordan method for solving systems of linear equations, linear programming including the simplex method, probability, and financial mathematics.

MATHEMATICS 240
Trigonometry
3 UNITS - (CSU)
Prerequisite: Mathematics 125 and Mathematics 121 with satisfactory grades or better or equivalent.
A maximum of 8 units of credit may be earned by any combination of Mathematics 125, 240 and 245.
Analytical trigonometry and applications to right and oblique triangles are covered. Topics include inverse trigonometric functions and trigonometric equations.

MATHEMATICS 245
College Algebra
3 UNITS - (UC: CSU)
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.
Topics include theory of equations, polynomial and rational functions and their graphs, partial fractions, systems of equations, matrices, determinants, permutations, combinations, probability, sequences and series, binomial theorem, mathematical induction.

MATHEMATICS 260
Precalculus
5 UNITS - (UC:CSU)
Prerequisite: Mathematics 240 with a satisfactory grade or equivalent.
A pre-calculus course in college algebra and analytical geometry, covering inequalities, systems of equations, rational, algebraic, trigonometric, exponential and logarithmic functions, binomial theorem, conic sections, complex numbers, polar coordinates, vectors and their dot and cross products and vector valued functions.

MATHEMATICS 261
Calculus I
5 UNITS - (UC:CSU)
Prerequisite: Mathematics 260 with a satisfactory grade or equivalent.
Includes functions and their graphs, limits, continuity, derivatives of functions of one variable, Mean Value Theorem, integrals, the Fundamental Theorem of Calculus, differentiation and integration of logarithmic and exponential functions and their applications.

MATHEMATICS 262
Calculus II
5 UNITS - (UC:CSU)
Prerequisite: Mathematics 261 with a satisfactory grade or equivalent.
Includes the study of the differentiation and integration of transcendental functions, techniques of integration, sequences, infinite series, and curves in polar coordinates.

MATHEMATICS 263
Calculus III
5 UNITS - (UC:CSU)
Prerequisite: Mathematics 262 with a satisfactory grade or equivalent.
Includes vectors, calculus, and parametric equations, surfaces, partial differentiation, gradient, maxima and minima for functions of several variables, multiple integrals, surface integrals, line integrals, Green's Theorem, Divergence Theorem, and Stokes' Theorem.

MATHEMATICS 270
Linear Algebra
3 UNITS - (UC:CSU)
Prerequisite: Mathematics 261 with a satisfactory grade or equivalent.
Advisory: Simultaneous enrollment in Mathematics 262.

MATHEMATICS 272
Methods of Discrete Mathematics
5 UNITS – (UC [pending]:CSU)
Prerequisite: Mathematics 260 with a satisfactory grade or equivalent.
This course stresses mathematical reasoning and the different ways problems are solved. Interwoven in this course are: mathematical reasoning (logic and mathematical proofs), algorithm (use of pseudocode), combinatorial analysis (ability to count), and discrete structures and their basic applications.

MATHEMATICS 275
Ordinary Differential Equations
3 UNITS - (UC:CSU)
Prerequisite: Mathematics 262 with a satisfactory grade or equivalent.
Topics may include linear differential equations, applications, and systems of simultaneous differential equations, solutions by series, regular singular points, numerical solutions, method of successive approximations.

ARCHIVED COURSES
These courses are currently not offered.

MATHEMATICS 120
Plane Geometry
5 UNITS - (A)
Prerequisite: Mathematics 115 with a satisfactory grade or equivalent.
A study of points, lines, planes, angles, triangles, polygons, circles and areas of plane regions.

MATHEMATICS 235 (ARCHIVED)
Finite Mathematics
5 UNITS - (UC:CSU)
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.
Math 245 is recommended.
Advisory: Mathematics 236 may be taken simultaneously.
Topics include matrix algebra, the Gauss elimination technique for solving systems of linear equations, linear programming including the simplex method, probability and financial mathematics.
1. Select a track that more closely relates to your educational goals.

2. Place into that track by taking the placement test (find information at the math office) or by having taken the prerequisite course (see catalog or schedule of classes).

Math Tutoring Lab
π Shop
100
200

Using the Computer for Math
135
Chair: Dr. Dan Wanner  
(323) 953-4000 ext. 2880 • CH243  
www.lacitycollege.edu/academic/departments/music/index.html

PROGRAMS OFFERED  
Associate of Arts: Music

Certificates/Skill Certificates:  
Instrumental Performer:
- Brass (Level 1 - 4)  
- Guitar (Level 1 - 4)  
- Organ (Level 1 - 4)  
- Percussion (Level 1 - 4)  
- Piano (Level 1 - 4)  
- Strings (Level 1 - 4)  
- Woodwinds (Level 1 - 4)  
- Music Copyist (Level 1 - 4)  
- Music Technology (Level 1 - 4)  
- Orchestrator/Arranger (Level 1 - 4)  
- Vocal Performer (Level 1 - 4)

DEGREE PROGRAM
MUSIC  
Associate of Arts Degree  
Transfer/Career Program

The Music Department of Los Angeles City College prepares students for transfer to four year colleges and universities, for transfer to Music Education Certification programs, and for employment in the commercial music industry. The Music Major Core Curriculum is outlined below. Although the order and semester in which courses are taken may have to be modified to meet individual needs, all courses listed as requirements are needed for the Associate of Arts degree with a Major in Music. Students will select additional courses in Music needed for proficiency in particular performance areas, composition, and orchestration and arranging. All students should see a music counselor in the Music Department for assistance in arranging their academic programs.

PROGRAMS OFFERED  
Associate of Arts: Music

Certificates/Skill Certificates:  
Instrumental Performer:
- Brass (Level 1 - 4)  
- Guitar (Level 1 - 4)  
- Organ (Level 1 - 4)  
- Percussion (Level 1 - 4)  
- Piano (Level 1 - 4)  
- Strings (Level 1 - 4)  
- Woodwinds (Level 1 - 4)  
- Music Copyist (Level 1 - 4)  
- Music Technology (Level 1 - 4)  
- Orchestrator/Arranger (Level 1 - 4)  
- Vocal Performer (Level 1 - 4)

DEGREE PROGRAM
MUSIC  
Associate of Arts Degree  
Transfer/Career Program

The Music Department of Los Angeles City College prepares students for transfer to four year colleges and universities, for transfer to Music Education Certification programs, and for employment in the commercial music industry. The Music Major Core Curriculum is outlined below. Although the order and semester in which courses are taken may have to be modified to meet individual needs, all courses listed as requirements are needed for the Associate of Arts degree with a Major in Music. Students will select additional courses in Music needed for proficiency in particular performance areas, composition, and orchestration and arranging. All students should see a music counselor in the Music Department for assistance in arranging their academic programs.

COURSES UNITS  
First Semester  
Music 152* ................................................................................. 1  
Music 200* ................................................................................. 4  
Music 300* ................................................................................. 1  
Music 311* (or more advanced level) ............................................. 1  
Performance Ensemble (See Below)* ............................................. 0.5-1 
Second Semester  
Music 152* ................................................................................. 1  
Music 201* ................................................................................. 3  
Music 211* ................................................................................. 2  
Music 301* ................................................................................. 1  
Music 312* (or more advanced level) ............................................. 1  
Performance Ensemble (See Below)* ............................................. 0.5-1 
Third Semester  
Music 111 ................................................................................. 3  
Music 152 ................................................................................. 1  
Music 202 ................................................................................. 3  
Music 212 ................................................................................. 2  
Music 302 ................................................................................. 1  
Music 313 (or more advanced level) ............................................. 1  
Performance Ensemble (See Below)* ............................................. 0.5-1 
Fourth Semester  
Music 152 ................................................................................. 1  
Music 203 ................................................................................. 3  
Music 213 ................................................................................. 2  
Music 303 ................................................................................. 1  
Music 314 (or more advanced level) ............................................. 1  
Performance Ensemble (See Below)* ............................................. 0.5-1 

Total Units ................................................................................. 36

The Performance Ensemble requirement may be satisfied by enrollment in/ and satisfactory completion of any of the following courses: Music 251, 351, 501, 511, 521, 531, 561, 705, 711, 725, 731, 751, 765, 771, 775, 781.

*These starred (*) courses must be included in the minimum requirements under Graduation Requirements “Plan A.” All courses in the core curriculum must be completed under Graduation Requirements “Plan A.” It is also strongly recommended that students consider auditioning for Applied Music in their primary performance area while at LACC.

Students may select “PLAN A” or “Plan B” general education requirements to graduate.

PLAN A: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

3-6 Units English Composition  
6-9 Units Communication/Analytical Thinking  
3 Units Natural Sciences  
3 Units Humanities  
9 Units Social/Behavioral Sciences (including American History & Governments)  
3-4 Units Health/Physical Education  
3-5 Units Math Competency  
(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)
CERTIFICATE PROGRAMS

The Commercial Music Certificate curriculum has been designed to provide the student with means to acquire valuable knowledge, expertise, and marketable skills with which to obtain employment in the following areas:

Instruments:
- Commercial Music Performer: Brass, Guitar, Organ, Percussion, Piano, Strings, Woodwinds
- Music Copyist
- Music Technology
- Orchestrator/Arranger
- Vocal Performer

Each Certificate is made up of four skill levels. A Skill Certificate will be awarded by the Music Department upon application by the student to the Department showing satisfactory completion of the requirements for each level. A Commercial Music Certificate will be awarded by the Music Department to a student who has successfully completed the four levels required for a given specialty.

COMMERCIAL MUSIC: INSTRUMENTAL PERFORMER / BRASS

Certificate

LEVEL I: COURSES UNITS
Music 152 ................................................................. 1
Music 200 ............................................................... 4
Music 241 ............................................................... 1
Music 300 ............................................................... 1
Music 311* ............................................................ 1
Music 601** ........................................................... 2
Performance Ensemble ............................................. 0.5
(Select from Music 501, 711, 725, 731, 751, 775, 781).
Music Electives ....................................................... 2

LEVEL II: COURSES UNITS
Music 152 ................................................................. 1
Music 161 ............................................................... 3
Music 201 ............................................................... 3
Music 211 ............................................................... 2
Music 301 ............................................................... 1
Music 312* ............................................................ 1
Music 602** ........................................................... 2
Performance Ensemble ............................................. 0.5
(Select from Music 711, 725, 731, 751, 775, 781)

LEVEL III: COURSES UNITS
Music 152 ................................................................. 1
Music 230 ............................................................... 3
Music 251 ............................................................... 0.5
Music 604 ............................................................... 2
Performance Ensemble ............................................. 0.5
(Select from Music 725, 731, 751, 775, 781)
English 28*** ......................................................... 3
Music 137 or Law 33 ............................................... 3
Total Units ............................................................. 51.5

* Or more advanced piano level determined by fulfillment of prerequisite or by departmental audition.
** Or more advanced Brass level determined by fulfillment of prerequisite or by departmental audition.
*** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.

COMMERCIAL MUSIC: INSTRUMENTAL PERFORMER / GUITAR

Certificate

LEVEL I: COURSES UNITS
Music 152 ................................................................. 1
Music 200 ............................................................... 4
Music 241 ............................................................... 1
Music 300 ............................................................... 1
Music 311* ............................................................ 1
Music 650** ........................................................... 2
Performance Ensemble ............................................. 0.5
(Select from Music 501, 711, 725, 771, 775, 781)
Music Electives ....................................................... 2

LEVEL II: COURSES UNITS
Music 152 ................................................................. 1
Music 161 ............................................................... 3
Music 201 ............................................................... 3
Music 211 ............................................................... 2
Music 301 ............................................................... 1
Music 312* ............................................................ 1
Music 651** ........................................................... 2
Performance Ensemble ............................................. 0.5
(Select from Music 711, 725, 771, 775, 781)
### LEVEL IV: COURSES UNITS

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<td>Music 212</td>
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(Select from Music 711, 725, 771, 775, 781)

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</table>

** Or more advanced Guitar level determined by fulfillment of prerequisite or by departmental audition.

* Or more advanced piano level determined by fulfillment of prerequisite or by departmental audition.

*** If piano proficiency is 313 or above, student is strongly recommended to take Music 381 or higher.

**** Or more advanced organ level determined by fulfillment of prerequisite or by departmental audition.

***** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.

### COMMERCIAL MUSIC: INSTRUMENTAL PERFORMER / ORGAN Certificate

#### LEVEL I: COURSES UNITS

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<td>Music 311*</td>
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### LEVEL II: COURSES UNITS

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</table>

** Or more advanced piano level determined by fulfillment of prerequisite or by departmental audition.

* Select from Music 351, 501, 511, 521, 531, 561, 705, 711, 725, 731, 751, 765, 771, 775, 781.

*** If piano proficiency is 313 or above, student is strongly recommended to take Music 381 or higher.

**** Or more advanced organ level determined by fulfillment of prerequisite or by departmental audition.

***** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.

### COMMERCIAL MUSIC: INSTRUMENTAL PERFORMER / PERCUSSION Certificate

#### LEVEL I: COURSES UNITS

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(Select from Music 501, 711, 725, 731, 751, 765, 775, 781)

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(Select from Music 711, 725, 731, 751, 765, 775, 781)
### LEVEL III: COURSES

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<td>Music 302</td>
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<td>Music 313*</td>
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<td>Music 633**</td>
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<td>Performance Ensemble</td>
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<tr>
<td>** (Select from Music 711, 725, 731, 751, 765, 775, 781)</td>
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<tr>
<td>Music Electives</td>
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</tr>
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</table>

**Total Units: **51.5

* Or more advanced piano level determined by fulfillment of prerequisite or by departmental audition.

** Or more advanced percussion level determined by fulfillment of prerequisite or by departmental audition.

*** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.

### COMMERCIAL MUSIC:

#### INSTRUMENTAL PERFORMER / PIANO Certificate

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### LEVEL IV: COURSES

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<td>** (Select from Music 711, 725, 731, 751, 765, 775, 781)</td>
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<tr>
<td>English 28***</td>
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</tr>
<tr>
<td>Music 137 or Law 33</td>
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**Total Units: **50.5

* Or more advanced piano level determined by fulfillment of prerequisite or by departmental audition.

** Select from any of the following: 351, 501, 511, 521, 531, 561, 705, 711, 725, 731, 751, 765, 771, 775, 781.

*** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.

#### COMMERCIAL MUSIC:

#### INSTRUMENTAL PERFORMER / STRINGS Certificate

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<td>Music 301</td>
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<td>Performance Ensemble</td>
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### LEVEL I: COURSES

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<td>Performance Ensemble</td>
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<tr>
<td>Music Elective</td>
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### LEVEL II: COURSES

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<td>Music 301</td>
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<td>Music 312*</td>
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<td>Performance Ensemble</td>
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### LEVEL III: COURSES

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### LEVEL IV: COURSES

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<td>Music 631</td>
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<tr>
<td>** (Select from Music 501, 705, 711, 725, 775, 781)</td>
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<td>English 28***</td>
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<td>Music Electives</td>
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</table>

**Total Units: **50.5

* Or more advanced piano level determined by fulfillment of prerequisite or by departmental audition.

** Select from any of the following: 351, 501, 511, 521, 531, 561, 705, 711, 725, 731, 751, 765, 771, 775, 781.

*** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.
### LEVEL III: COURSES

| Music 152 | 1 |
| Music 202 | 3 |
| Music 212 | 2 |
| Music 302 | 1 |
| Music 313** | 1 |
| Music 613** | 2 |
| Performance Ensemble | 0.5 |

(Select from Music 705, 711, 725, 775, 781)

Music Electives | 2

### LEVEL IV: COURSES

| Music 152 | 1 |
| Music 230 | 3 |
| Music 251 | 0.5 |
| Music 614 | 2 |
| Performance Ensemble | 0.5 |

(Select from Music 705, 711, 725, 775, 781)

English 28*** | 3 |

Music 137 or Law 33 | 3

Total Units | 51.5

* Or more advanced piano level determined by fulfillment of prerequisite or by departmental audition.
** Or more advanced string level determined by fulfillment of prerequisite or by departmental audition.
*** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.

### COMMERCIAL MUSIC: INSTRUMENTAL PERFORMER / WOODWINDS

**Certificate**

#### LEVEL I: COURSES

| Music 152 | 1 |
| Music 200 | 4 |
| Music 241 | 1 |
| Music 300 | 1 |
| Music 311** | 1 |
| Music 621** | 2 |
| Performance Ensemble | 0.5 |

(Select from Music 501, 711, 725, 731, 751, 775, 781)

Music Electives | 2

#### LEVEL II: COURSES

| Music 152 | 1 |
| Music 161 | 3 |
| Music 201 | 3 |
| Music 211 | 2 |
| Music 301 | 1 |
| Music 312* | 1 |
| Music 622** | 2 |
| Performance Ensemble | 0.5 |

(Select from Music 711, 725, 731, 751, 775, 781)

### COMMERCIAL MUSIC: MUSIC COPYIST

**Certificate**

#### LEVEL I: COURSES

| Music 152 | 1 |
| Music 161 | 3 |
| Music 200 | 4 |
| Music 241 | 1 |
| Music 300 | 1 |
| Music 311* | 1 |
| Performance Ensemble** | 0.5 |

Music Elective | 1

#### LEVEL II: COURSES

| Music 152 | 1 |
| Music 201 | 3 |
| Music 211 | 2 |
| Music 242 | 1 |
| Music 261 | 3 |
| Music 301 | 1 |
| Music 312* | 1 |
| Performance Ensemble | 0.5 |
### LEVEL III: COURSES

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<td>Music 137 or Law 33</td>
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### LEVEL IV: COURSES

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<td>English 28***</td>
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Total Units: 51

* Or more advanced piano level determined by fulfillment of prerequisite or departmental audition.

** Select from 351, 501, 511, 521, 531, 561, 705, 711, 725, 731, 751, 765, 771, 765, 771, 775, 781.

*** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.

### COMMERCIAL MUSIC: MUSIC TECHNOLOGY

#### Skill Certificates

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### LEVEL I: COURSES

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### LEVEL III: COURSES

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### LEVEL IV: COURSES

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<tr>
<td>Music 137 or Law 33</td>
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Total Units: 50.5

* Or more advanced piano level determined by fulfillment of prerequisite or departmental audition.

** Select from 351, 501, 511, 521, 531, 561, 705, 711, 725, 731, 751, 765, 771, 765, 771, 775, 781.

*** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.

### COMMERCIAL MUSIC: ORCHESTRATOR/ARRANGER

#### Certificate

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<td>(Select from Music 601, 611, 621, 631)</td>
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### LEVEL I: COURSES

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LEVEL III: COURSES  

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LEVEL IV: COURSES  

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<td>English 28***</td>
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Total Units: 52.5

** Or more advanced piano level determined by fulfillment of prerequisite or by departmental audition.
*** If English 28/31 requirement is met by a higher placement determined by the College Assessment, the English requirement is fulfilled; therefore, in place of English, you must take 3 units of Music.

COMMERCIAL MUSIC:

VOCAL PERFORMER

Certificate

LEVEL I: COURSES  

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LEVEL II: COURSES  

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COURSE DESCRIPTIONS

AUDITIONS TO MEET THE PREREQUISITE

Students enrolling in music classes with a performance level prerequisite who have not taken the prerequisite may audition as directed by the instructor at the first meeting of the class to confirm a performance level equal to that of the prerequisite.

AUDITIONS FOR MUSIC ENSEMBLE

Students enrolling in Music Ensemble classes where the description indicated a need for an audition will audition as directed by the instructor at the first class meeting.

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

Students enrolling in music classes with a performance level prerequisite who have not taken the prerequisite may audition as directed by the instructor at the first meeting of the class to confirm a performance level equal to that of the prerequisite.
MUSIC 101
Fundamentals of Music
3 UNITS - (UC:CSU)
(For the non Music major.) A study of the fundamentals of music including notation, major and minor key signatures and scales, intervals, time signatures and rhythms, and triads. Some sight reading and ear training is included. Satisfies Humanities requirement.

MUSIC 111
Music Appreciation I
3 UNITS - (UC:CSU)
Required of all Music majors. Open to all students. Course offers a broad survey of musical masterpieces from the Middle Ages up to and including the 20th Century, with emphasis on perceptive listening.

MUSIC 111H
Music Appreciation I Honors
3 UNITS - (UC:CSU)
Prerequisite: Honors Transfer Program standing. Course offers a broad survey of musical masterpieces from the Middle Ages up to and including the Twentieth Century with emphasis on perceptive listening. Fulfills Humanities requirement for graduation.

MUSIC 120
Music Technology Practice Lab
0.5 UNITS - (RPT3)
This course allows students currently enrolled in any of the co-requisite music technology classes to use the lab equipment and materials to enhanced applicable skills necessary for success.

MUSIC 121
Music History and Literature I
3 UNITS - (UC:CSU)
A survey of music history and literature from earliest times to 1750, including music of the ancient Greeks, early Christians, Middle Ages, Renaissance and Baroque periods, through music of Bach and Handel.

MUSIC 122
Music History and Literature II
3 UNITS - (UC:CSU)
This course is a survey of music history and music literature from 1750 to the present time, including music of the Pre-Classical, Classical, and Romantic periods, as well as Contemporary 20th Century music.

MUSIC 130
Music for Early Childhood Education
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
This course is a survey of music, teaching techniques, and materials suitable for children ages two through five, including the development of music reading and performance skills for singing and playing classroom instruments and the principles for organizing an early childhood music curriculum.

MUSIC 133
Introduction to Asian Music
3 UNITS - (UC:CSU)
Course consists of a survey of music of Asian countries and cultures from the earliest period to the present and its influence on Western culture. Audio and visual materials and demonstrations of musical instruments will be presented. (Credit allowed for only one of Music 133 and Asian-American Studies 6.)

MUSIC 135
African-American Music
3 UNITS - (UC:CSU)
A study of African and African American music and their influences on folk, spirituals, gospels, concert music, opera, ballet, blues and jazz underscoring styles, characteristics, origin and contributions by African-American artists. (Credit allowed for only one of Music 135 and African-American Studies 60.)

MUSIC 137
Music as a Business
3 UNITS - (A)
A study of the music industry. Its business structure and requirements in terms of skills and knowledge in over 100 careers will be examined. Future industry changes and developments will also be discussed.

MUSIC 138
City of Angels - Music
3 UNITS - (UC:CSU)
Advisory: Eligibility to enroll in English 28/31 or equivalent.
This course explores different multicultural musical styles prominent in American culture as found in Los Angeles, concert music, jazz, musical Theatre and popular music are discussed. Critical listening skills and the understanding of music from historical and social perspectives will be emphasized. (Some required class activities will take place outside the scheduled class time.)

MUSIC 140
Advanced Practice Lab-Music Technology
0.5 UNITS
Prerequisite: Music 120 or equivalent.
This course allows more advanced students, who are enrolled in any of the co-requisite courses of Music 120: Music Technology Practice Lab, to use the lab equipment and materials to further enhance applicable skills necessary for success.

MUSIC 141
Jazz Appreciation
3 UNITS - (UC:CSU)
A study of jazz from its African-American origins to the present day. Emphasis is placed on the music and personalities of those artists who made original contributions and whose work influenced that of other important jazz figures and styles.

MUSIC 146
Music History for Elementary School Teachers
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
This course will introduce the basic principles of music and creative uses of music for teachers working in school-age programs. It will present various applications for the introduction of music into the elementary school classroom and after school programs.
MUSIC 147
Multicultural Music Materials for Early Childhood Education
3 UNITS – (CSU)
Prerequisite: Music 130 and Child Development 3 with satisfactory grades or better or equivalent.
This course provides an introduction to the basic concepts of multicultural education as applied to early childhood music education with a focus on varied musical arts of worldwide cultures reflected in the North American society and the development of age-appropriate teaching strategies, materials and resources.

MUSIC 150
Practice Lab - Early Childhood Music
0.5 UNITS - (RPT3)
Co-requisite: Music 130, 146 or 147.
This course allows students currently enrolled in any of the co-requisite early childhood music classes to use the lab equipment and materials to enhance skills necessary for success.

MUSIC 152
Current Musical Events
1 UNIT - (RPT 3) (CSU)
This course increases students' musical experiences by providing live performances of a wide variety, including guest artists, chamber groups, outstanding students, faculty, departmental organizations, and appropriate lectures and demonstrations.

MUSIC 161
Introduction to Electronic Music
3 UNITS – (CSU)
This course is a workshop in electro-acoustic, MIDI, and computer-assisted music techniques. Emphasis will be in the areas of analog synthesis, digital synthesis, FM synthesis, MIDI applications, computer-assisted sequencing, and digital multi-track recording techniques.

MUSIC 180
Applied Music Laboratory
0.5 UNITS – (RPT 3) (A)
Co-requisite: Either Music 181, 182, 183 or 184.
This course allows students enrolled in Applied Music to practice a minimum of five hours per week in departmental practice facilities.

MUSIC 181
Applied Music I
0.5 UNITS – (UC:CSU)
Co-requisite: Music 180.
Individual instruction in voice or a musical instrument for transfer-oriented music majors as determined by the Music Department. (Confirmation of enrollment subject to audition - See Auditions box.)

MUSIC 182
Applied Music II
0.5 UNITS – (UC:CSU)
Prerequisite: Music 181 with a satisfactory grade or equivalent.
Co-requisite: Music 180.
Individual instruction in voice or a musical instrument for transfer-oriented music majors as determined by the Music Department. (Confirmation of enrollment subject to audition - See Auditions box.)
MUSIC 212
Musicianship II
2 UNITS - (UC:CSU)
Prerequisite: Music 211 with a satisfactory grade or equivalent.
This course is correlated with Music 202: Harmony II, consisting of reading intermediate level tonal and modal melodies, melodic, harmonic, and rhythmic dictation. Sight singing and ear training are stressed.

MUSIC 213
Musicianship III
2 UNITS - (UC:CSU)
Prerequisite: Music 212 with a satisfactory grade or equivalent.
Co-requisite: Music 203.
This course, correlated with Music 203: Harmony III, includes advanced chromatic melody, harmony, and rhythm, using sight singing, ear training, and dictation.

MUSIC 220
Music Theory and Listening Lab
0.5 UNITS - (RPT 3)
This course allows students currently enrolled in any of the co-requisite music theory or listening classes to use the lab equipment and materials to enhance applicable skills necessary for success.

MUSIC 221
Counterpoint I
3 UNITS - (UC:CSU)
Prerequisite: Music 202 with a satisfactory grade or equivalent.
This course provides training in the writing of two- and three-voice contrapuntal compositions in the Baroque style. The Two- and Three-part Inventions, keyboard suites and fugues of J.S. Bach, in addition to works of some of his contemporaries, are analyzed.

MUSIC 223
Twentieth Century Compositional Techniques
3 UNITS - (UC:CSU)
Prerequisite: Music 202 with a satisfactory grade or equivalent.
This course provides training in the study of the melodic, harmonic, and rhythmic techniques of the Twentieth Century. The students will compose short pieces using the covered techniques.

MUSIC 230
Jazz and Commercial Harmony
3 UNITS – (CSU)
Prerequisite: Music 202 and 212 with a satisfactory grade or equivalent.
The subject matter of this course includes the study of the chords and chord progressions used in jazz and popular music styles.

MUSIC 231
Orchestration and Arranging I
3 UNITS - (UC:CSU)
Prerequisite: Music 202 with a satisfactory grade or equivalent.
Advisory: Music 241.
This course offers training in beginning orchestration and arranging. Writing for the various instrumental groups of the symphony orchestra and the jazz band is covered. One classical and one jazz band arrangement will be completed.

MUSIC 232
Orchestration and Arranging II
3 UNITS - (UC:CSU)
Prerequisite: Music 231 with a satisfactory grade or equivalent.
This course offers training in advanced orchestration and arranging. Covers advanced writing for various instrumental groups of the symphony orchestra and jazz band. One Romantic era or 20th Century orchestration and one advanced jazz band arrangement will be completed.

MUSIC 240
Advanced Practice Lab-Music Theory and Listening
0.5 UNITS - (RPT 3)
Prerequisite: Music 220 or equivalent.
This course allows more advanced students, who are enrolled in any of the co-requisite Music 220: Music Theory and Listening courses, to continue to use the lab equipment and materials to further enhance applicable skills necessary for success.

MUSIC 241
Music Notation and Copying I
1 UNIT – (CSU)
This course provides instruction and practical experience in the techniques and materials required for music preparation. This course does not deal with music composition, but only with how to copy existing music in a professional manner.

MUSIC 242
Music Notation and Copying II
1 UNIT – (CSU)
Prerequisite: Music 241 with a satisfactory grade or equivalent.
This course provides continued instruction in the development of basic techniques of music notation, drawing of notes, rests, symbols and characters used in music manuscript.

MUSIC 243
Music Notation and Copying III
1 UNIT – (CSU)
Prerequisite: Music 242 with a satisfactory grade or equivalent.
This course provides advanced instruction in the techniques of music notation as they apply to music manuscript including rhythm section notation and the construction of multiple layer chord parts.

MUSIC 244
Music Notation and Copying IV
1 UNIT – (CSU)
Prerequisite: Music 243 with a satisfactory grade or equivalent.
This course provides advanced instruction and practical experience in the techniques of music notation as they apply to music manuscript including transposition for all instruments.

MUSIC 245
Music Notation and Copying: Using Computer Software I
1 UNIT – (CSU)
Prerequisite: Music 101 or 200 and 241 with satisfactory grades or equivalent.
Advisory: Music 242.
The goal of this course is to familiarize the student with how to use computer software to notate and copy basic level music scores.
MUSIC 246
Music Notation and Copying:
Using Computer Software II
1 UNIT
Prerequisite: Music 245 with a satisfactory grade or equivalent
The goal of this course is to familiarize the student with how to use computer software to notate and copy intermediate level music scores. The student will create professional looking music scores and parts and learn to use MIDI for playback and recording.

MUSIC 247
Music Notation and Copying:
Using Computer Software III
1 UNIT
Prerequisite: Music 246 with a satisfactory grade or equivalent
The goal of this course is to familiarize the student with how to use computer software to notate and copy advanced level music scores. The student will create professional looking music scores and parts and learn to use MIDI for playback and recording.

MUSIC 250
Music Performance Workshop
0.5 UNITS - (RPT 3) (CSU)
This course includes the preparation, rehearsal and performance of selected musical works. Illustration and discussion of various concepts of musical performance are emphasized. (Confirmation of enrollment is subject to audition. See Auditions box.)

MUSIC 251
Jazz Improvisation Workshop
0.5 UNITS - (RPT 3) (UC:CSU)
Prerequisite: Music 202 with a satisfactory grade or equivalent.
This course provides training in improvisation and performance of the standard repertoire in combo setting. For intermediate and advanced players. (Confirmation of enrollment is subject to audition. See Auditions box.)

MUSIC 252
Jazz Structure
3 UNITS - (UC:CSU)
Prerequisite: Music 202 with a satisfactory grade or equivalent.
The subject matter of this course includes the study of chords and chord progressions as they relate to musical forms and structures employed in jazz performance. Improvisation, arranging for jazz combo, analysis, aural recognition and composition are included.

MUSIC 261
Electronic Music Workshop
3 UNITS - (RPT 2) (CSU)
Prerequisite: Music 161 and Music 101 with a satisfactory grade or equivalent.
This course is a workshop in advanced electro-acoustic, MIDI event and audio editing, as well as digital audio data management and synchronization.

MUSIC 281
Commercial Music Techniques I
3 UNITS - (CSU)
Prerequisite: Music 161 and Music 201 with a satisfactory grade or equivalent.
This is the first in a sequence of courses offering opportunity to develop the techniques of music for commercial applications. Skills in the preparation of music for compact disc production, multimedia applications, audio production techniques, songwriting and stage performance will be emphasized.

MUSIC 282
Commercial Music Techniques II
3 UNITS - (CSU)
Prerequisite: Music 281 with a satisfactory grade or equivalent.
This is the second in a sequence of courses offering opportunity to develop the techniques of music for commercial applications. More advanced skills in the preparation of music for compact disc production, multimedia applications, audio production techniques, songwriting and stage performance will be emphasized.

MUSIC 285 (see end of this section)

MUSIC 291
MIDI Instrument Instruction I
2 UNITS - (CSU)
Prerequisite: Music 161 with a satisfactory grade or equivalent.
Advisory: Music 261.
This is a first in a sequence of courses offering the opportunity to develop functional skills with synthesizers, digital keyboards, sequences, drum machines, reverb units, disk drives, and other MIDI (Musical Instrument Digital Interface) equipment.

MUSIC 292
MIDI Instrument Instruction II
2 UNITS - (CSU)
Prerequisite: Music 291 with a satisfactory grade or equivalent.
This course is a continuation of the material covered in Music 291 with emphasis on sound cards, controllers, MIDI systems, and system exclusive messages.

MUSIC 293
MIDI Instrument Instruction III
2 UNITS - (CSU)
Prerequisite: Music 292 with a satisfactory grade or equivalent.
This course is a continuation of the material covered in Music 292 with emphasis on advanced techniques in MIDI data, channel-voice messages, MIDI automation, and non-registered parameters.

MUSIC 294
MIDI Instrument Instruction IV
2 UNITS - (CSU)
Prerequisite: Music 293 with a satisfactory grade or equivalent.
This course is a continuing study of the material covered in Music 293 with emphasis on advanced techniques in MIDI synchronization, digital audio files and their use.

MUSIC 299
Music Honors
1 UNIT - (RPT 3) (CSU)
This course provides the serious music student an opportunity for concentrated study under the direct supervision of an instructor in selected areas through a series of projects designed to increase knowledge of musical aspects pertinent to the student's interests and talents.
MUSIC 300
Introduction to Keyboard Harmony
1 UNIT - (UC:CSU)
Co-requisite: Music 200.
This course consists of the study of music fundamentals, correlated with Music 200, applied to the piano.

MUSIC 301
Keyboard Harmony I
1 UNIT - (UC:CSU)
Prerequisite: Music 300 with a satisfactory grade or equivalent.
Co-requisite: Music 201.
The study of Diatonic harmony applied to the piano. Correlated with Music 201.

MUSIC 302
Keyboard Harmony II
1 UNIT - (UC:CSU)
Prerequisite: Music 301 with a satisfactory grade or equivalent.
The study of Diatonic and simple Chromatic harmony applied to the piano. Correlated with Music 202.

MUSIC 303
Keyboard Harmony III
1 UNIT - (UC:CSU)
Prerequisite: Music 302 with a satisfactory grade or equivalent.
Co-requisite: Music 203.
The study of advanced Chromatic harmony applied to the piano. Correlated with Music 203.

MUSIC 311
Piano I
1 UNIT - (UC:CSU)
Open to all students.
This course consists of instruction in basic piano skills with emphasis on learning to read music, play finger-patterns, scales, chords, and beginning pieces. Students are required to furnish their own headphones.

MUSIC 312
Piano II
1 UNIT - (UC:CSU)
Prerequisite: Music 311 with a satisfactory grade or equivalent.
Continuing instruction in basic piano skills emphasizing note reading, simple major and minor scales, triads, chord progressions, repertoire and memorization. Students are required to provide their own headphones. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 313
Piano III
1 UNIT - (UC:CSU)
Prerequisite: Music 312 with a satisfactory grade or equivalent.
Continued instruction in developing piano skills with increasing emphasis on note reading, major and minor scale techniques, cadences, triads, repertoire from major historical periods, memorization. Students are required to provide their own headphones. (If prerequisite is not met, enrollment subject to audition. See Auditions box.)

MUSIC 311
Piano I
1 UNIT - (UC:CSU)
Prerequisite: Music 313 with a satisfactory grade or equivalent.
Instruction in piano skills emphasizing major and minor scales, major and minor arpeggios, repertoire from the Baroque, Romantic, and 20th century, memorization and sight reading skills. Students are required to provide their own headphones. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 314
Piano IV
1 UNIT - (UC:CSU)
Prerequisite: Music 313 with a satisfactory grade or equivalent.
Instruction in piano skills emphasizing major and minor scales, major and minor arpeggios, repertoire from the Baroque, Romantic, and 20th century, memorization and sight reading skills. Students are required to provide their own headphones. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 320
Music Organ Practice Lab
0.5 UNITS - (RPT 3)
Co-requisite: Either Music 381, 382, 383, or 384.
This course allows students currently enrolled in any of the co-requisite organ classes to use the lab equipment and materials to enhance applicable skills necessary for success.

MUSIC 340
Advanced Practice Lab-Organ
0.5 UNITS (RPT 3)
Prerequisite: Music 320 or equivalent.
This course allows more advanced students, who are enrolled in any of the co-requisite courses of Music 320: Organ Practice Lab, to use the lab equipment and materials to further enhance applicable skills at an advanced level necessary for success.

MUSIC 341
Intermediate Piano
2 UNITS - (RPT 3) (UC:CSU)
Prerequisite: Music 314 with a satisfactory grade or equivalent.
The study and performance of concert piano literature from the Baroque, Classical, and Romantic periods and the 20th century. May include public performance. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 351
Piano Ensemble
1 UNIT - (RPT 3) (UC:CSU)
This course consists of the reading, study, and performance of standard piano ensemble repertoire with special emphasis on performance in recital of major ensemble works. (Confirmation of enrollment is subject to audition. See Auditions box.)

MUSIC 351
Piano Ensemble
1 UNIT - (RPT 3) (UC:CSU)
This course consists of the reading, study, and performance of standard piano ensemble repertoire with special emphasis on performance in recital of major ensemble works. (Confirmation of enrollment is subject to audition. See Auditions box.)

MUSIC 360
Commercial Piano Techniques Workshop
2 UNITS - (RPT 3) (CSU)
Prerequisite: Music 201 and 313 with a satisfactory grade or equivalent.
This course provides the student with basic jazz piano playing skills including voicings of 9th, 11th, and 13th chords applied to arranging lead sheets for piano. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 381
Elementary Organ I
1 UNIT - (UC:CSU)
Prerequisite: Music 312 with a satisfactory grade or equivalent.
This course includes instruction in keyboard and pedal technique, as well as in registration and interpretation of standard organ literature. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)
MUSIC 382
Elementary Organ II
1 UNIT - (UC:CSU)
Prerequisite: Music 381 with a satisfactory grade or equivalent.
This course continues the study of keyboard and pedal technique, as well as in registration and interpretation of standard organ literature. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 383
Elementary Organ III
1 UNIT - (UC:CSU)
Prerequisite: Music 382 with a satisfactory grade or equivalent.
This course pursues the study of the more advanced organ techniques as they apply to the keyboard, pedals and registration. Standard organ literature is studied. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 384
Elementary Organ IV
1 UNIT - (UC:CSU)
Prerequisite: Music 383 with a satisfactory grade or equivalent.
This course pursues the study of the more advanced techniques as they apply to the keyboard, pedals and registration. Standard organ literature is studied. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 385 (see end of this section)

MUSIC 391
Harpsichord I
1 UNIT - (UC:CSU)
Prerequisite: Music 312 with a satisfactory grade or equivalent.
This course continues the study of representative solo and ensemble literature for harpsichord with particular attention to harpsichord techniques of the 17th and 18th centuries. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 392
Harpsichord II
1 UNIT - (UC:CSU)
Prerequisite: Music 391 with a satisfactory grade or equivalent.
This course continues the study of representative solo and ensemble literature for harpsichord with particular attention to harpsichord techniques of the 17th and 18th centuries. (If prerequisite is not met, verification of enrollment is subject to audition. See Auditions box.)

MUSIC 400
Voice Fundamentals
1 UNIT - (UC:CSU)
This course concentrates on general, basic fundamentals of singing, using vocal exercises and simple songs. Emphasis is placed on developing an understanding of the singing voice, the body as a musical instrument, and the vocal potential of each student.

MUSIC 401
Classical Voice I
1 UNIT - (UC:CSU)
Prerequisite: Music 400 with a satisfactory grade or equivalent.
A continued concentration of general, basic fundamentals of singing using vocal exercises and simple arias and art songs in Italian. Italian pronunciation and vocal style will be studied. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 402
Classical Voice II
1 UNIT - (UC:CSU)
Prerequisite: Music 401 with a satisfactory grade or equivalent.
A continued concentration of general, basic fundamentals of singing using vocal exercises and simple arias and art songs in German. German pronunciation and vocal style will be studied. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 403
Classical Voice III
1 UNIT - (UC:CSU)
Prerequisite: Music 402 with a satisfactory grade or equivalent.
A continued concentration of general, basic fundamentals of singing using vocal exercises and simple arias and art songs in French. French pronunciation and vocal style will be studied. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 420
Music Voice Practice Lab
0 UNITS - (RPT 3)
Co-requisite: Either Music 400, 401, 402, 403, 431, 432, 433, or 453.
This course allows students currently enrolled in any of the co-requisite voice classes to use the lab equipment and materials to enhance applicable skills necessary for success.

MUSIC 431
Commercial Voice I
1 UNIT – (CSU)
Prerequisite: Music 400 with a satisfactory grade or equivalent.
A continued concentration of general basic fundamentals of singing using vocal exercises and songs selected from the commercial song literature. Course includes coaching sessions with class accompanist. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 432
Commercial Voice II
1 UNIT – (CSU)
Prerequisite: Music 431 with a satisfactory grade or equivalent.
A concentrated study of the singing voice using more difficult vocal exercises and songs from the many areas of commercial vocal music. Stylistic interpretation and performance practices will be emphasized. Course includes coaching sessions with class accompanist. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 433
Commercial Voice III
1 UNIT – (CSU)
Prerequisite: Music 432 with a satisfactory grade or equivalent.
For the more advanced singer. A concentrated study through performance of the stylistic interpretations and performance practices of the many areas of commercial vocal music. Course includes coaching sessions with class accompanist. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)
MUSIC 450
Advanced Practice Lab
0.5 UNITS - (RPT 3)
Prerequisite: Music 420 or equivalent.
This course allows more advanced students, who are enrolled in any of the co-requisite courses of Music 420: Voice Practice Lab, to use the lab equipment and materials to further enhance applicable skills necessary for success.

MUSIC 453
Musical Theater Repertoire For Singers
0.5 UNIT - (RPT3) (UC:CSU)
Prerequisite: Either Music 401 or 431 with a satisfactory grade or equivalent. A continued concentration of general basic fundamentals of singing concentrating on vocal techniques as utilized in Musical Theater. Additional instruction will include basic body movement, acting techniques and Musical Theater song literature interpretation. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 451
College Choir
0.5 UNIT - (RPT 3) (UC:CSU)
This course consists of the study and performance of selected choral literature for mixed voices. Emphasis is on increased skill in music reading, development of basic voice and ensemble techniques, and improving musicianship.

MUSIC 452
College Choir
0.5 UNIT - (RPT 3) (UC:CSU)
This course includes the learning, understanding, and performing a cappella and accompanied SATB choral music selected from the 16th through the 20th century traditional choral music in English and other languages, sacred and secular, commercial, and contemporary styles and periods. Public performance required. (Confirmation of enrollment subject to audition. See Auditions box.)

MUSIC 451
Concert Choir
0.5 UNIT - (RPT 3) (UC:CSU)
This course consists of analyzing, rehearsing, and performing choral literature for the large choir. Materials range from the Renaissance to Contemporary. Some emphasis is placed on training for professional choral work. (Confirmation of enrollment subject to audition. See Auditions box.)

MUSIC 452
Philharmonic Choir
0.5 UNIT - (RPT 3) (UC:CSU)
This course deals with learning, understanding and performing a cappella and accompanied SATB choral music from many styles and periods in English and other languages. Major choral works may be included. Public performance is required. (Confirmation of enrollment subject to audition. See Auditions box.)

MUSIC 450
Advanced Practice Lab – Piano
0.5 UNITS - (RPT 3)
Prerequisite: Music 520 with a satisfactory grade or equivalent. This course allows more advanced students, who are enrolled in any of the co-requisite courses of Music 520 to use the lab equipment and materials to further enhance applicable skills necessary for success.

MUSIC 451
Chamber Chorale
0.5 UNIT - (RPT 3) (UC:CSU)
This course deals with analyzing, rehearsing, and performing choral music suited to a small group of singers, with and without accompaniment. Emphasis is on increased skill in music reading and interpreting the musical score, and on professional attitudes toward public performance. (Confirmation of enrollment subject to audition. See Auditions box.)

MUSIC 452
College Choir
2 UNITS - (UC:CSU)
Open to all students. This course consists of basic instruction on the brass instruments: trumpet, French horn, trombone, and tuba. Some instruments are available.

MUSIC 451
Brass Instrument Instruction I
2 UNITS - (UC:CSU)
Prerequisite: Music 601 with a satisfactory grade or equivalent. This course is a continuation of Music 601 with emphasis on the development of embouchure, range, endurance, and music reading skills. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 452
Brass Instrument Instruction II
2 UNITS - (UC:CSU)
Prerequisite: Music 602 with a satisfactory grade or equivalent. Continuation of Music 602 with increased emphasis in all areas covered. Primary emphasis is on interpretation of more complex rhythmic notation and performance skills. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 451
Brass Instrument Instruction III
2 UNITS - (UC:CSU)
Prerequisite: Music 603 with a satisfactory grade or equivalent. Continuation of Music 603 with increased emphasis in all areas covered. Primary emphasis is on interpretation of solo and small ensemble literature. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 452
Brass Instrument Instruction IV
2 UNITS - (UC:CSU)
Prerequisite: Music 604 with a satisfactory grade or equivalent. Continuation of Music 604 with increased emphasis in all areas covered. Primary emphasis is on interpretation of solo and small ensemble literature. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 451
String Instrument Instruction I
2 UNITS - (UC:CSU)
Open to all students. This course consists of basic instruction on the string instruments: violin, viola, cello, and bass. Some instruments are available.
MUSIC 612  
String Instrument Instruction II  
2 UNITS - (UC:CSU)  
Prerequisite: Music 611 with a satisfactory grade or equivalent.  
This course is a continuation of Music 611, with increased emphasis in all areas covered. Primary emphasis is on development of bow and fingering techniques and music reading skills. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 613  
String Instrument Instruction III  
2 UNITS - (UC:CSU)  
Prerequisite: Music 612 with a satisfactory grade or equivalent.  
This course is a continuation of Music 612, with increased emphasis in all areas covered with primary emphasis on fingering technique in third position and music reading skills. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 614  
String Instrument Instruction IV  
2 UNITS - (UC:CSU)  
Prerequisite: Music 613 with a satisfactory grade or equivalent.  
Continuation of Music 613 with increased emphasis in all areas covered. Primary emphasis is on interpretation of advanced solo and small ensemble literature. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 620  
Instrumental Practice Lab  
0.5 UNITS - (RPT 3)  
This course allows students currently enrolled in any of the co-requisite instrumental classes to use the lab equipment and materials to enhance applicable skills necessary for success.

MUSIC 621  
Woodwind Instrument Instruction I  
2 UNITS - (UC:CSU)  
Open to all students. This course consists of basic instruction on the woodwind instruments: flute, clarinet, and saxophone. Some instruments are available.

MUSIC 622  
Woodwind Instrument Instruction II  
2 UNITS - (UC:CSU)  
Prerequisite: Music 621 with a satisfactory grade or equivalent.  
Continuation of Music 621, with increased emphasis in all areas covered. Primary emphasis is on embouchure development, range, endurance, and music reading skills. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 623  
Woodwind Instrument Instruction III  
2 UNITS - (UC:CSU)  
Prerequisite: Music 622 with a satisfactory grade or equivalent.  
Continuation of Music 622, with increased emphasis in all areas covered. Primary emphasis is on interpretation of more complex rhythmic notation and performance skills. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 624  
Woodwind Instrument Instruction IV  
2 UNITS - (UC:CSU)  
Prerequisite: Music 623 with a satisfactory grade or equivalent.  
This course is a continuation of Music 623, with increased emphasis in all areas covered. Primary emphasis is on interpretation of advanced solo and small ensemble literature. (If prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 631  
Percussion Instrument Instruction I  
2 UNITS - (UC:CSU)  
Reading of all basic rhythms, rudiments, beginning notation, and meter signatures as they apply to the snare drum.

MUSIC 632  
Percussion Instrument Instruction II  
2 UNITS - (UC:CSU)  
Prerequisite: Music 631 with a satisfactory grade or equivalent.  
This course is a continuation of Music 631. Reading of all basic rhythms, rudiments, beginning notation, and meter signatures in the playing of various percussion instruments. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 633  
Percussion Instrument Instruction III  
2 UNITS - (UC:CSU)  
Prerequisite: Music 632 with a satisfactory grade or equivalent.  
This course is a continuation of Music 632. Intermediate instruction on percussion instruments. Develops skill in the reading of percussion notation and in the playing of various percussion instruments. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 634  
Percussion Instrument Instruction IV  
2 UNITS - (UC:CSU)  
Prerequisite: Music 633 with a satisfactory grade or equivalent.  
This course is a continuation of Music 633. Intermediate instruction on percussion instruments. Develops skill in the reading of percussion notation and in the playing of various percussion instruments. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 640  
Advanced Practice Lab - Instrumental  
0.5 UNITS - (RPT 3)  
Prerequisite: Music 630 or equivalent.  
This course allows more advanced students, who are enrolled in any of the co-requisite courses of Music 620 to use the lab equipment and materials to further enhance applicable skills necessary for success.

MUSIC 650  
Beginning Guitar  
2 UNITS - (UC:CSU)  
(Student must provide own guitar.)  
Designed for students with no previous musical training. Topics covered include basic positioning of hands, music notation and reading, finger picking, and chord accompaniment.
MUSIC 651
Classical Guitar I
2 UNITS - (UC:CSU)
Prerequisite: Music 650 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
For students who wish to continue beyond the beginning level. Topics
covered include reinforcement of fundamental music reading, right and left hand
playing techniques, and performance of elementary solo guitar compositions.
(If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 652
Classical Guitar II
2 UNITS - (UC:CSU)
Prerequisite: Music 651 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
This course is for intermediate level students who want to progress further into
more complex and technically demanding compositions. Greater playing skill
is achieved through performance and evaluation of numerous exercises and
solos. (If the prerequisite is not met, enrollment is subject to audition. See Auditions box.)

MUSIC 653
Classical Guitar III
2 UNITS - (UC:CSU)
Prerequisite: Music 652 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
Intermediate to advanced students probe deeper into analysis and performance
practices of the classical guitarist. Compositions of greater harmonic and
technical complexity are evaluated and performed. (If the prerequisite is not
met, enrollment is subject to audition. See Auditions box.)

MUSIC 654
Classical Guitar IV
2 UNITS - (UC:CSU)
Prerequisite: Music 653 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
Advanced compositions incorporating the full range of classical guitar
techniques are analyzed, prepared, and performed at this level. Musicanship
and aesthetics of music are considered in depth. Ensembles of various sizes
prepare and perform music from all eras. (If the prerequisite is not met,
enrollment is subject to audition. See Auditions box.)

MUSIC 670
Fingerboard Harmony
2 UNITS - (CSU)
Prerequisite: Music 651 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
This course allows guitar students to further their understanding of fingerboard
harmony. Primary concern is with the harmonic phase of guitar playing and
guitar music. Emphasis is on chord construction, progressions, scales, and
sight reading. (If the prerequisite is not met, enrollment is subject to audition.
See Auditions box.)

MUSIC 711
Rehearsal Orchestra
0.5 UNIT - (RPT 3) (UC:CSU)
This course is designed for the player of intermediate ability and for those who
wish to become more proficient on a secondary instrument. Intermediate
orchestral literature is studied with emphasis on the development of the
player's competence and ensemble skill. (Confirmation of enrollment subject
to audition. See Auditions box.)

MUSIC 725
Community Orchestra
0.5 UNIT - (RPT 3) (UC:CSU)
This course consists of the reading, study and performance of standard
orchestral repertoire with special emphasis on the performance of major
orchestral works. Practical experience may also be offered to capable student
conductors, soloists, composers and arrangers. (Confirmation of enrollment
subject to audition. See Auditions box.)

MUSIC 731
Rehearsal Band
0.5 UNIT - (RPT 3) (UC:CSU)
This course is designed for the player of intermediate ability and for those who
wish to become more proficient on a secondary instrument. Intermediate
orchestral literature is studied with emphasis on the development of the player's
competence and ensemble skill. (Confirmation of enrollment subject to
audition. See Auditions box.)

MUSIC 740
Advanced Practice Lab - Music Ensemble
0.5 UNITS - (RPT 3)
Prerequisite: Music 720 or equivalent.
This course allows more advanced students, who are enrolled in any of the
course's prerequisites, to use the lab equipment and materials to further enhance applicable skills necessary for success.
MUSIC 771
Guitar Ensemble
0.5 UNIT - (RPT 3) (UC:CSU)
This course consists of the study and performance of standard guitar ensemble literature with emphasis on intonation, rhythmic togetherness, balance, style, and the requirements of effective ensemble playing. (Confirmation of enrollment subject to audition. See Auditions box.)

MUSIC 775
Jazz Ensemble
0.5 UNIT - (RPT 3) (UC:CSU)
Provides training and experience in the various aspects of technique and interpretation as applied to Jazz Ensemble and Dance Band performance. It is designed for qualified players of intermediate to advanced ability who contemplate a professional career in performance. (Confirmation of enrollment subject to audition. See Auditions box.)

MUSIC 781
Studio Jazz Band
0.5 UNIT - (RPT 3) (UC:CSU)
Provides training and experience in the various aspects of technique and interpretation as applied to jazz band performance. Includes public performance. For intermediate to advanced players. (Confirmation of enrollment subject to audition. See Auditions box.)

MUSIC 820
Percussion Practice Lab
0.5 UNITS - (RPT 3)
Co-requisite: Either Music 631, 632, 633, or 634.
This course allows students currently enrolled in any of the co-requisite percussion classes to use the lab equipment and materials to enhance applicable skills necessary for success.

MUSIC 840
Advanced Practice Lab – Percussion
0.5 UNITS - (RPT 3)
Prerequisite: Music 820 or equivalent.
This course allows more advanced students who are enrolled in any of the co-requisite courses of Music 820 Percussion Practice Lab to use the lab equipment and materials to further enhance applicable skills necessary for success.

MUSIC 185 Directed Study - 1 UNIT  (CSU) (RPT 2)
MUSIC 285 Directed Study - 2 UNITS (CSU)
MUSIC 385 Directed Study - 3 UNITS (CSU)
This course allows vocal and instrumental students to pursue directed study on a contract basis under the direction of a supervising instructor. A maximum of 3 units in Directed Study may be taken for credit.

NURSING
Dean: Ronda Mintz-Binder
(323) 953-4000 ext. 2065
Cub Center
http://www.lacitycollege.edu/academic/departments/nursing/index.html

PROGRAMS OFFERED
Associate of Science:
Nursing, Registered
Other:
Certified Nursing Assistant
Home Health Aide
RN Residency Program

DEGREE PROGRAM
Los Angeles City College reopened the Associate Degree Registered Nursing Program in Fall 2002. The college accepts 36 students for enrollment every Fall. Should the number of qualified applicants exceed the number of available openings, a simple lottery will be implemented.

The Associate Degree program is a 2-year full-time program that includes theory and clinical courses over 4 days a week. Clinical experiences will include the opportunity for students to participate in nursing care and treatments of clients in hospitals and other health care facilities. Once admitted, this program is designed to be completed in four semesters for non-licensed candidates.

NCLEX-RN Exam
Students will be eligible to apply for and take the NCLEX-RN examination upon graduation. The Board of Registered Nursing may deny licensure on such grounds as: being convicted of crime, acts of dishonesty, fraud or deceit, etc. Persons impaired by alcohol, drug abuse and emotional illness are expected to voluntarily seek diagnosis and treatment for any suspected illness.

Prerequisites
As of Fall 2006, the Registered Nursing Program Prerequisites include completion of the following prerequisites by Winter Intersession 2006 with a minimum grade point average of 2.5.
1. Human Anatomy (with lab)
2. Human Physiology (with lab)
3. Microbiology 1 or 20
4. Psychology 1 (General Psychology)
5. English 101 (College Reading and Comprehension)
Additional Requirements

- Completion of, or proof of math Assessment comparable to Math 115.
- Completion of 1 year of High School Chemistry with a lab or equivalent (Chemistry 60 or 68)
- Overall college grade point average of 2.0
- Completion of all the admission requirements of Los Angeles City College
- Graduation from an accredited U.S. High School or equivalent or graduation from an accredited U.S. College or university or equivalent. If students received their high school diploma from a foreign country and/or are requested equivalency of foreign college credits to fulfill prerequisites, the transcripts must be evaluated for equivalency by an LACC approved agency.
- Students must also meet health and other requirements mandated by the program and affiliating hospitals and/or clinical prior to entry. For additional requirements, please attend one of the Open Houses where details are discussed.
- It is highly recommended that the following co-requisites/graduation requirements be completed prior to entry into the Registered Nursing Program. Those courses that have not been satisfactorily completed will need to be completed during the 4 semesters of the Registered Nursing program. It is the student's responsibility that the following courses be completed prior to graduation and taking the NCLEX-RN examination.
  1. Sociology 1 or Anthropology 101
  2. Speech 101
  3. Psychology 41
  4. 3 units of American institutions
  5. 3 units of Humanities
  6. 1 unit of P.E.

Please refer to Plan B or consult with the nursing counselor for further guidance.

Also note: The information presented may be updated or modified subject to district, state and/or BRN requests. The LACC Registered Nursing Curriculum is in the process of being modified to align with the other LACCD nursing programs in the district. These modifications may be in place by Fall 2006 if district and BRN approved.

<table>
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<th>COURSES</th>
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<tr>
<td><strong>First Semester</strong></td>
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<tr>
<td>NRSGREG 103</td>
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<td>Electives (Highly Recommended):</td>
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<tr>
<td>NRSGREG 115</td>
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<td><strong>Second Semester</strong></td>
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<td><strong>Third Semester</strong></td>
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<td>NRSGREG 117</td>
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Fourth Semester
NRSGREG 110 ................................................................. 5
NRSGREG 111 ................................................................. 4
NRSGREG 120 ................................................................. 1

Total Required Units .......................................................... 39
(Total Units Including Electives ......................................... 40)

Note to Current LVN's:
Current practicing LVN's are invited to complete the Associate Degree Registered Nursing Program by applying and being accepted into the second year of the program based on space availability. LVNs must have taken a 2 unit Transition/Bridge course. LVN candidates must complete the above prerequisites excluding Anatomy 1. This will enable licensed vocational nurses with 6 months clinical experience to complete requirements for the Registered Nursing Associate Degree in 1 year.

LACC also offers a 30-unit option for LVN's. Candidates who choose this option will not be graduates of the LACC Nursing Program. Also several states in the USA will not recognize nurses who take this option. Additional information is available about this option in the Nursing Department.

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

NOTE: The Plan B requirements for this program include 16 units in Natural Sciences
NOT 12 units as listed in Plan B under other programs in this catalog.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

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<tr>
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<td>English Composition</td>
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<td>Natural Sciences</td>
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<td>3</td>
<td>Humanities</td>
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<tr>
<td>3-4</td>
<td>Social/Behavioral Sciences (including American History &amp; Governments)</td>
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<tr>
<td>3-5</td>
<td>Health/Physical Education</td>
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<tr>
<td>3-5</td>
<td>Math Competency</td>
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</table>

(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

RN RESIDENCY IN PEDIATRICS PROGRAM
Los Angeles City College’s Nursing Program in partnership with Children’s Hospital Los Angeles is offers a Registered Nurse Residency in Pediatrics Program. For information contact the Registered Nursing Department located in the Cub Center or contact Children’s Hospital directly at (323) 660-2450 extension 5871.

CERTIFIED NURSING ASSISTANT PROGRAM
LACC also offers a Certified Nursing Program, Nursing 100 every semester. This is an 6 unit course that prepares students for the certified nursing assistant examination given by the Red Cross. Upon completion of the certification exam, students may enroll in the Home Health Aid course. course descriptions
COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

NURSING, REGISTERED 103
Nursing Pharmacology
1 UNIT – (CSU)
Co-requisite: Nursing, Registered 104.
This is an introductory course for first semester nursing students that will focus on most frequently prescribed medications and their side effects and possibly interactions that are used in health care setting today.

NURSING, REGISTERED 104
Nursing Foundations
4 UNITS – (CSU)
Prerequisite: Math 115, English 101, Sociology 1, Speech 101, Psychology 1, Psychology 41, Physiology 1, and Microbiology 20 with a satisfactory grade or equivalent.
This introductory nursing course provides theoretical concepts and fundamental skills required for safe patient care. The Roy Adaptation Model nursing process is introduced as the conceptual, framework for practice. Critical thinking and psychomotor skills are enhanced during clinical component.

NURSING, REGISTERED 105
Beginning Medical-Surgical Nursing
5 UNITS – (CSU)
Prerequisite: Nursing, Registered 104 with a satisfactory grade.
This course further defines the Roy Adaptation Model Nursing process as the applied framework for nursing care. Students are introduced to common medical-surgical health problems. Theoretical concepts and nursing skills will be applied in the clinical setting.

NURSING, REGISTERED 106
Nursing Care of the Childbearing Family
4 UNITS – (CSU)
Prerequisite: Nursing, Registered 105 with a satisfactory grade.
Course provides opportunity for nursing students to learn about and manage nursing care of culturally diverse families experiencing reproductive health, childbearing, and breast and reproductive system cancers. The Roy Adaptation Model nursing process is utilized as the framework for nursing care.

NURSING, REGISTERED 107
Nursing Care of the Pediatric Client
4 UNITS – (CSU)
Prerequisite: Nursing, Registered 105 with a satisfactory grade.
Utilizing the Roy Adaptation Model and the nursing process, pediatric nursing focuses on the nursing care of children of various ages and their families. Concepts include disease process, medical treatments, nursing responsibilities, and interventions, cultural, ethical, and legal issues.

NURSING, REGISTERED 108
Nursing Care of the Client with Psychosocial Needs
4 UNITS – (CSU)
Prerequisite: Nursing, Registered 107 with a satisfactory grade and approved second year status in RN program.

This course is designed to provide correlated theoretical knowledge and clinical experience in the care of the psychiatric patient in the acute care facility. The student will provide client care in the psychiatric in-patient facility. Emphasis will be on the holistic care of clients with mental health problems, cognitive disorders and/or difficulties in coping with problems of daily living.

NURSING, REGISTERED 109
Intermediate Medical-Surgical Nursing
5 UNITS – (CSU)
Prerequisite: Nursing, Registered 106 and Nursing, Registered 107 with a satisfactory grade and approved second year status in RN program.
This course continues study of the needs of the adult and older adult client with increasingly complex medical-surgical health problems. Focus is on the bio-psycho-social impact of illness across the life span and nursing interventions to promote client adaptation. Clinical experience is provided concurrently.

NURSING, REGISTERED 110
Advanced Medical-Surgical Nursing
5 UNITS - (CSU)
This is an advanced medical-surgical nursing course. Theory content includes ECG monitoring, beginning ventilatory management, hemodynamic monitoring, care of the client with multisystem failure, and nursing care in emergency situations. Theoretical knowledge is applied across all specialty care settings.

NURSING, REGISTERED 111
Nursing Leadership and Management
4 UNITS - (CSU)
This course explores the legal, ethical and current trends affecting the Registered Nurse today within the context of the Roles of Practice. A 108 hour clinical preceptorship in an acute care setting is required.

NURSING, REGISTERED 115
Nursing Skills Competency I
1 UNIT – (CSU)
Co-requisite: Nursing, Registered 104.
This is an adjunct, self-paced laboratory course for nursing students that will provide weekly open entry skills-based laboratory opportunities to work on procedures and skills taught in concurrent clinical courses. 3 hours per student per week is allotted.

NURSING, REGISTERED 116
Nursing Skills Competency II
1 UNIT – (CSU)
Prerequisite: Nursing, Registered 105 with a satisfactory grade.
This is an advanced medical-surgical nursing course. Theory content includes ECG monitoring, beginning ventilatory management, hemodynamic monitoring, care of the client with multisystem failure, and nursing care in emergency situations. Theoretical knowledge is applied across all specialty care settings.

NURSING, REGISTERED 117
Nursing Skills Competency III
1 UNIT – (CSU)
Prerequisite: Nursing, Registered 107 with a satisfactory grade and approved second year status in RN program.
This is a self-paced laboratory course for nursing students that will provide weekly open entry skills-based laboratory opportunities to practice and enhance learned nursing skills.
NURSING, REGISTERED 120
Nursing Informatics Competencies
1 UNIT – (CSU)
Co-requisite: Nursing, Registered 104.
This elective course is designed to offer specialized instructor directed activity learning to enhance skills in nursing computer, software programs and applications. It is especially designed for students who need to build computer knowledge and skills.

RN RESIDENCY IN PEDIATRICS
NURSING, REGISTERED 150
Expanded Practice and Principles for Pediatric Nursing I
9 UNITS
Prerequisite: Nursing, Registered 111 with a satisfactory grade.
This course emphasizes competency assessment, and is designed to take the graduate nurse from novice becoming a trained Registered Nurse with a specialty in Pediatrics.

NURSING, REGISTERED 151
Role Development in Pediatric Nursing
8 UNITS
Prerequisite: Nursing, Registered 150 with a satisfactory grade.
This course emphasizes role development, under preceptor guidance the nurse moves from Novice toward increased clinical competency in the Pediatric Nurse Residency Program.

NURSING, REGISTERED 152
Expanded Practice and Principles for Pediatric Nursing II
7 UNITS
Prerequisite: Nursing, Registered 151 with a satisfactory grade.
This course emphasizes moving toward leadership and independent practice as a specialty Pediatric Nurse.

CNA NURSING
NURSING 100
Certified Nurse Assistant
6 UNITS – (A)
Prerequisite: Physical Exam, Health clearance, Negative Tuberculin Test or Chest X-Ray, fingerprint clearance.
Entry-level position into health care, caring for residents in acute care/skills nursing facilities with a variety of health disorders. The core concepts follow the guidelines of the Department of Health Services, with emphasis to principles of safety, infection control, physical, emotional and social support.

HOME HEALTH AID
NURSING 101
Home Health Aids
2 UNITS - NDC
Prerequisite: Nursing 100 with a satisfactory grade.
This course provides instruction in: 1) Introduction to aide and Agency Role; 2) Interpretation of medical and social needs of people being served; 3) Personal care services; 4) Nutrition; 5) Cleaning and care tasks in home.
Learning Strategies for College Success is a comprehensive student success course designed to help students master effective academic strategies; to develop the ability to monitor, evaluate, and adjust their approach to the learning process; and to promote an understanding of human diversity in order to enhance overall student success at LACC. The course creates opportunities for students to become self-managed, effective communicators and a successful part of the campus community. This course is designed to be taken with Education 101.

PHILOSOPHY 2
Society And Values
3 UNITS – (UC:CSU)
The class focuses upon various theories of human nature and the implications of such theories for social, political and moral issues. The views of thinkers such as Plato, Marx, Freud, and Sartre are studied.

PHILOSOPHY 6
Logic in Practice
3 UNITS – (UC:CSU)
This course in critical thinking is intended to develop understanding of logical principles and their application to everyday life in such areas as advertising, news reports, editorials, etc.

PHILOSOPHY 5
Critical Thinking and Composition
3 UNITS – (UC:CSU)
Prerequisite: Completion of English 101 with a satisfactory grade or better or equivalent.
This class develops critical thinking skills necessary for evaluating and formulating argumentative/persuasive essays. Instruction in writing is a central focus of this course.

PHILOSOPHY 7
Inductive Logic
3 UNITS – (UC:CSU)
Philosophy 7 introduces the student to the basic concepts and methods of inductive reasoning including: the scientific method, probability, and statistical methods. Particular emphasis will be placed on the practical applications of the above concepts to everyday life.

PHILOSOPHY 8
Deductive Logic
3 UNITS – (UC:CSU)
This introductory logic class, which is open to all students, is designed to develop the student’s ability to think critically and to reason correctly. Attention will be given to both formal and informal logic.

PHILOSOPHY 9
Symbolic Logic I
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
Logic is common to all our lives. How can we reason better, and discover when an argument is faulty? Philosophy 9 introduces the student to modern symbolic logic, examining the principles and methods employed in the analysis of arguments. The course is designed to improve your skills in this area.

PHILOSOPHY 12
History of Greek Thought
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
The history of Greek philosophic thought is examined in this class through the works of the Greek oral poets, the Pre Socratics, Socrates and the systems of Plato and Aristotle.

PHILOSOPHY 14
History of Modern European Philosophy
3 UNITS – (UC:CSU)
This class traces the development of the ideas which shape the modern mind. The individual’s relationship to the state, to his fellow human beings and to the universe will be explored in the works of modern philosophers.
PHOTOGRAPHY

Chair: Daniel Marlos
(323) 953-4000 ext. 2835 • FH28
www.lacitycollege.edu/academic/departments/medarts/photo/index.html

PROGRAMS OFFERED
Associate of Arts:
Applied Photography

Certificates:
Photography - Color
Photography - Commercial
Photography - Freelance

DEGREE PROGRAM
PHOTOGRAPHY
Associate of Arts Degree
Career Program
This curriculum will prepare you for a career in professional photography, as a photographer and/or photographic laboratory technician. Training includes lighting, design and professional techniques of color and black and white photography for various publication media, advertising, portraiture and display, as well as custom production of commercial color prints and transparencies using a wide variety of materials and techniques and state of the art equipment including digital cameras, inkjet printers and scanners. Students will be introduced to computer digital imaging technology, including instruction in Adobe Photoshop techniques, and Internet website design classes.

This program is nationally recognized as one of the most outstanding of its kind. Many LACC Photography majors become employed in the industry either during or after completion of the program.

To enroll in Photography 1, you must complete Photography 10 or 20, or approval of 10 or more samples of your black and white work, by the instructor. You will need a manual (or automatic with fully manual capability) 35mm single lens reflex camera with a full range of adjustable apertures, shutter speeds and focusing. If you are in Photo 1 or above, you will have access to the department 4 x 5 view cameras and 120 size roll film cameras. Estimated semester expenses for film, paper and other personal supplies are about $200 to $300, depending on the class.

Courses required for the Associate of Arts degree and Certificate of Completion are as follows. Photography 1 is the prerequisite for most photography classes. See Course Descriptions for specific information.
REQUIRED PHOTOGRAPHY
Students may complete course work toward an Associate of Arts degree and/or Certificates of Completion in photography.

PHOTOGRAPHY
Associate of Arts Degree
Career Program

<table>
<thead>
<tr>
<th>COURSES UNITS</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Photo 10</td>
<td>3 units</td>
</tr>
<tr>
<td>Photo 1</td>
<td>6 units</td>
</tr>
<tr>
<td>Photo 28</td>
<td>1 unit</td>
</tr>
<tr>
<td>PLUS</td>
<td></td>
</tr>
<tr>
<td>additional elective units to total 60 units in the major;</td>
<td></td>
</tr>
<tr>
<td>PLUS</td>
<td></td>
</tr>
<tr>
<td>18 units of general education requirements</td>
<td></td>
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<tr>
<td>(consult with a counselor for specific courses);</td>
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</tr>
<tr>
<td>PLUS</td>
<td></td>
</tr>
<tr>
<td>additional elective units to total 60 units for the Associate of Arts degree.</td>
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</tr>
</tbody>
</table>

Recommended courses including General Education for photography majors are Art 201, Art 204, Cinema 1, Cinema 2, CAOT 31, Journalism 101, Law 1, Photography 3, 6, 7, 15, 17, 20, 34, 42, 43, 44, 46, 49 and 50.

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.
PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

COURSE DESCRIPTIONS
NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

PHOTOGRAPHY 1
Elementary Photography
6 UNITS - (CSU)
Prerequisite: Photography 10 or 20 with a satisfactory grade, or approval of Black and White portfolio of 10 to 15 prints, by instructor, which must be presented to the instructor during semester previous to semester of enrollment. All work in the portfolio, including processing, must be by the student. Advisory: Photography 28 and English 28/31 or equivalent. The beginning course for Photography majors, with intensive training in all phases of professional techniques, emphasizing view camera operation, exposure and development control of film, printing for optimum technical and aesthetic values, basic lighting techniques, theory of photographic processes, and basic sensitometry. Estimated material cost is approximately $225. Owning a professional quality light meter is recommended. Owning medium format or 4x5 camera equipment is not essential.

HEALTH ADVISORY FOR PHOTOGRAPHY
Because students enrolled in the Photography program are required to precisely mix photographic chemicals, some of which are toxic, it is advisable that a student be able to clearly understand oral instructions and reading materials that are distributed in class and lab. Consequently, it is advisable for students to possess reading comprehension at the English 28 level (Intermediate Reading and Composition) or higher.

CERTIFICATE PROGRAMS
A certificate in Color, Commercial, or Freelance, Photography will be issued by the Media Arts Department upon application of the student with the department upon successful completion of the courses listed above with a satisfactory grade.

OPTION A: PHOTOGRAPHY
Color Certificate

<table>
<thead>
<tr>
<th>COURSES</th>
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<tbody>
<tr>
<td>Photography 42</td>
<td>6</td>
</tr>
<tr>
<td>Photography 43</td>
<td>6</td>
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<td>Photography 46</td>
<td>3</td>
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<td>Photography 49</td>
<td>3</td>
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<tr>
<td>Photography 50</td>
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<td>Total Units</td>
<td>24</td>
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OPTION B: PHOTOGRAPHY
Commercial Certificate

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Photography 1</td>
<td>6</td>
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<tr>
<td>Photography 3</td>
<td>6</td>
</tr>
<tr>
<td>Photography 6</td>
<td>3</td>
</tr>
<tr>
<td>Photography 42</td>
<td>3</td>
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<tr>
<td>Photography 46</td>
<td>6</td>
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<tr>
<td>Photography 50</td>
<td>3</td>
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<tr>
<td>Total Units</td>
<td>27</td>
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</table>

OPTION C: PHOTOGRAPHY
Freelance Certificate

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Photography 1</td>
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</tr>
<tr>
<td>Photography 3</td>
<td>6</td>
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<td>Photography 15</td>
<td>3</td>
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<tr>
<td>Photography 20</td>
<td>4</td>
</tr>
<tr>
<td>Photography 42</td>
<td>6</td>
</tr>
<tr>
<td>Photography 46</td>
<td>3</td>
</tr>
<tr>
<td>Total Units</td>
<td>28</td>
</tr>
</tbody>
</table>

Total Units: 27

Owning a professional quality light meter is recommended. Owning medium format or 4x5 camera equipment is not essential.
PHOTOGRAPHY 3
Basic Commercial Fields
6 UNITS - (A)
Prerequisite: Photography 1 with a satisfactory grade.
Advisory: Photography 1, Photography 28 and English 28/31 with a satisfactory grade.
Concept, design and specialization subject lighting for commercial advertising is emphasized. Studio electronic flash and accessories are utilized. Color 4 x 5 transparencies and prints and black and white enlarging is incorporated in assignments.
Estimated material cost is approximately $300-$400. Owning a camera equipment is recommended, but not essential.

PHOTOGRAPHY 6
ADVANCED COMMERCIAL PHOTOGRAPHY
3 UNITS – (RPT 1) (CSU)
Prerequisite: Photography 3 with a satisfactory grade.
Advisory: Art 201 Recommended concurrent enrollment in Photo 28 or 33.
Advisory: English 28 or equivalent.
Professional lighting techniques for commercial subjects is stressed in conjunction with specialized assignments related to current commercial requirements and practices including publication illustration.

PHOTOGRAPHY 7
EXPLORING DIGITAL PHOTOGRAPHY
3 UNITS
Advisory: English 28/31 or equivalent
A practical course in the uses and applications of professional digital cameras.
Camera controls and elements of composition will be stressed. Digital cameras may be provided by the department for student use. Students may use their own cameras to supplement assignments. Owning a digital camera is not a requirement.

PHOTOGRAPHY 10
Beginning Photography
3 UNITS - (UC: CSU)
Advisory: Concurrent enrollment in Photography 28 and English 28/31 or equivalent.
Basic principles of photography from the mechanical creation of the image with camera and film to enlarging the photograph for display, while applying the guidelines of composition, communication and self-expression. 35 mm single lens camera required. Automatic cameras are OK, but they must have manual shutter speed and lens opening capability. An approximate supply cost is $125. You must attend the first lecture meeting, or be replaced by students wishing to add. The first scheduled class is the first lecture meeting. Do not attend the first lab meeting. Labs will meet only after announced in lecture class.
UC limit with Art 502-503, 700-711 courses: maximum credit allowed, 12 units.

PHOTOGRAPHY 15
Fundamentals of Portraiture
3 UNITS - (CSU)
Prerequisite: Photography 1 with a satisfactory grade.
Advisory: Concurrent enrollment in Photography 28 and 42.
Lecture 2 hours. Laboratory 3 hours.
This course offers a study of modern photographic lightings in portraiture, using professional cameras and lighting equipment. Photographic films, exposure factors, developing techniques, and print display are presented. Lightings for groups, environmental portraiture and posing techniques are studied as well.

PHOTOGRAPHY 17
Introduction to Color Photography
3 UNITS - (CSU)
Prerequisite: Photography 10 or 20 or equivalent with a satisfactory grade.
Advisory: English 28/31 or equivalent.
Lecture 2 hours. Laboratory 3 hours.
Students enrolled in this class will learn about color photography from its beginning to the present with new materials on the present market. Light and its characteristics are studied in order to better understand perception and the individual’s interpretation of color. Estimated cost is $100.

PHOTOGRAPHY 20
Beginning Photojournalism
4 UNITS - (CSU)
Advisory: Concurrent enrollment in Photography 28 and English 28/31 with a satisfactory grade.
Lecture 2 hours. Laboratory 6 hours to be arranged.
Photography for those interested in becoming photographers for publications (magazines, wire services, newspapers, in-plant publications). Provides instruction, practice and application with cameras, shooting, procedures, and darkroom processing and photojournalism methods.

PHOTOGRAPHY 22
Creative Photo-Vision
3 UNITS – (RPT 2) (A)
Prerequisite: Photography 10 with a satisfactory grade.
Advisory: English 28/31 or equivalent.
Lecture 1 hour. Laboratory 5 hours.
This course is designed to increase the sensitivity of seeing, and constructing photographic images using non-traditional and standard creative approaches.

PHOTOGRAPHY 28
Laboratory Processes
1 UNIT – (RPT 3) (A)
Advisory: English 28/31 or equivalent.
Laboratory 3 hours.
This course is designed for the photography student who wishes to increase laboratory skills, relative to concurrent photography classes, through extended contact with equipment and faculty. Students will not be permitted to use any of the photo lab facilities if they drop or are excluded from the main photo lecture section.

PHOTOGRAPHY 33
Advanced Laboratory Processes
1 UNIT – (RPT 3) (A)
Prerequisite: Photography 28 with a satisfactory grade.
Advisory: English 28/31 or equivalent.
Laboratory 3 hours.
This course will concentrate on lab instruction designed to familiarize students with safety factors and the technology of film and paper processes. Students will not be permitted to use any of the photo lab facilities if they drop or are excluded from the main photo lecture section.

PHOTOGRAPHY 34
History of Photography
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
A survey of the historical development of the medium including major technological inventions and advancements, styles and movements, and
important photographers from 1826 through the 1960's. Special attention is paid to the impact of the photographic image and how it has shaped modern culture worldwide.

PHOTOGRAPHY 42
Color Printing
6 UNITS – (A)
Prerequisite: Photography 1 with a satisfactory grade.
Advisory: English 28/31 or equivalent.
Lecture 3 hours. Laboratory 9 hours.
An introductory color course, which develops a technical proficiency and an aesthetic awareness of the creative uses of color photography, including color design theory, composition, perceptual and psychological aspects of color. Emphasis is placed on negative to positive printing, developing the ability to choose material, light, expose and process 4x5 color negatives and produce up to 16x20 color prints. Assignments for the freelance photographer include scenic, portraiture, commercial and advertising. Cost of materials is approximately $200.

PHOTOGRAPHY 43
Advanced Color Technology
6 UNITS – (A)
Prerequisite: Photography 42 with a satisfactory grade.
Advisory: English 28/31 or equivalent.
Lecture 3 hours. Laboratory 9 hours.
An advanced course for Color Photography majors interested in a photographic career in advertising, commercial, illustration, fine arts, or working as a laboratory technician. This course develops the ability to expose, color correct and process Ekta-chrome films and concentrates on a critical evaluation of the color reproduction. Students ultimately will be expected to choose the proper process for solving specific technical problems. Assignments include exposure, color correction and processing of chrome films, duplicate transparencies, Fujitrans and Ilfochrome prints and cross-processing. Cost of materials is approximately $200--$300.

PHOTOGRAPHY 44
Photography Decor (Creative Photography)
6 UNITS – (A)
Prerequisite: Photography 43 with a satisfactory grade.
Advisory: English 28/31 or equivalent.
Lecture 2 hours. Laboratory 10 hours.
An advanced color course designed to expand students’ perceptions and views of contemporary photography as an expressive form of communication. It stresses creativity in concepts and current techniques used as a design tool for freelance photographers. Photographic images are created with unusual sizes, shapes and materials, using both normal and specialized processes. Cost of materials is approximately $200.

PHOTOGRAPHY 46
Photographic Digital Imaging (Adobe Photoshop)
3 UNITS - (A)
Advisory: English 28/31 or equivalent.
Lecture 3 hours. Laboratory 3 hours.
This digital imaging course incorporates the use of computers and photo digitizing software to alter, enhance, and create new images that can be output to film and print media.

PHOTOGRAPHY 49
Advanced Photographic Digital Imaging
6 UNITS - (CSU)
Prerequisite: Photography 46 with a satisfactory grade.
Advisory: English 28/31 or equivalent.
(see “Health Advisory” under Certificate Programs)
This digital imaging course will incorporate the use of photographic and graphic design digital software, scanners, printers, and cameras to create and output images.

PHOTOGRAPHY 50
Specialty Fields
3 UNITS – (RPT 3) (A)
Prerequisite: Photography 3 and 43 with a satisfactory grade or instructor's approval of advanced level portfolio.
Laboratory 9 hours.
An independent study course designed to create a photography portfolio. This class is designed for advanced students and gives special attention to their individual concepts and goals.

PHYSICAL EDUCATION
Chair: Hayward Nishioka
Chair: Jan McEveety
(323) 953-4000 ext. 2860 • MG104
(323) 953-4000 ext. 2868 • WG101
http://athletics.lacc.cc.ca.us/
http://wpe.lacc.cc.ca.us/

PROGRAMS OFFERED
Courses Only - No Degree/Certificate

COURSE DESCRIPTIONS
NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

With the exception of contact sports, all activity and theory classes are open to both men and women. Individual courses are open to both men and women. Individual courses, Physical Education 96 through 480, may be repeated for credit. UC limit: Physical Education 96 399, any or all of these courses combined: maximum credit allowed, 4 units; 401-480, any or all of these courses combined: maximum Credit allowed, 4 units; 503-516, any or all of these courses combined: maximum credit allowed 4 units; 710-711; 713-720, any or all of these courses combined: maximum credit allowed 8 units.
Physical Education 185, 285, 385: depending on course content apply appropriate Independent Study Limit.

Advisory: English 28/31 or its equivalent or concurrent enrollment in Learning Skills 1, 7, and Speech Communication 113 for all Transfer Theory courses.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Repeat Code</th>
<th>UC:CSU Code</th>
</tr>
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<tbody>
<tr>
<td>PHYSICAL EDUCATION 101-142</td>
<td>Water Activities - Swimming 1 UNIT - (RPT 3) (UC:CSU) Activity</td>
<td>2 hours.</td>
<td>Beginning, intermediate and advanced levels offered for all swim courses.</td>
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<tr>
<td>PHYSICAL EDUCATION 101</td>
<td>Water Activities - Non-Swimmer 1 UNIT - (RPT 3) (UC:CSU)</td>
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<td>PHYSICAL EDUCATION 102</td>
<td>Water Activities - Swimming Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<tr>
<td>PHYSICAL EDUCATION 122</td>
<td>Water Activities - Aqua Exercise 1 UNIT - (RPT 3) (UC:CSU)</td>
<td>Instruction includes progressive skills attainment.</td>
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<tr>
<td>PHYSICAL EDUCATION 185</td>
<td>see end of this section</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHYSICAL EDUCATION 203-299</td>
<td>Individual and Dual Activities 1 UNIT - (RPT 3) (UC:CSU) Activity</td>
<td>2 hours.</td>
<td>In each sport or activity special attention is paid to techniques, strategy, etiquette, terminology, history, and rules.</td>
<td></td>
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<tr>
<td>PHYSICAL EDUCATION 203</td>
<td>Badminton Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<tr>
<td>PHYSICAL EDUCATION 206</td>
<td>Tennis Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<td>PHYSICAL EDUCATION 206</td>
<td>Paddle Tennis Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<td>PHYSICAL EDUCATION 219</td>
<td>Table Tennis Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<tr>
<td>PHYSICAL EDUCATION 225</td>
<td>Individual &amp; Dual Activities - Yoga Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<tr>
<td>PHYSICAL EDUCATION 228</td>
<td>Individual and Dual Activities Body Conditioning 1 UNIT - (RPT 3) (UC:CSU)</td>
<td></td>
<td>In each sport or activity, special attention is paid to techniques, strategy, etiquette, terminology, history, and rules. Individual courses may be taken four times.</td>
<td></td>
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<tr>
<td>PHYSICAL EDUCATION 229</td>
<td>Individual and Dual Activities: Body Dynamics 1 UNIT - (RPT 3) (UC:CSU)</td>
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<td>In each sport or activity, special attention is paid to techniques, strategy, etiquette, terminology, history, and rules. Individual courses may be taken four times.</td>
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<tr>
<td>PHYSICAL EDUCATION 230</td>
<td>Weight Training 1 UNIT - (RPT 3) (UC:CSU)</td>
<td></td>
<td>In each sport or activity, special attention is paid to techniques, strategy, etiquette, terminology, history, and rules.</td>
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<tr>
<td>PHYSICAL EDUCATION 238</td>
<td>Self-Defense Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
<td></td>
<td>In each sport or activity, special attention is paid to techniques, strategy, etiquette, terminology, history, and rules. Individual courses may be taken four times.</td>
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<tr>
<td>PHYSICAL EDUCATION 241</td>
<td>Judo Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<td>PHYSICAL EDUCATION 247</td>
<td>Gymnastics Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<td>PHYSICAL EDUCATION 259</td>
<td>Golf Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<tr>
<td>PHYSICAL EDUCATION 262</td>
<td>Track and Field Skills 1 UNIT - (RPT 3) (UC:CSU)</td>
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<tr>
<td>PHYSICAL EDUCATION 299</td>
<td>Stress Management Techniques Through Movement and Dance 1 UNIT - (RPT 3) (UC:CSU)</td>
<td></td>
<td>This course helps us identify our stressors and introduces techniques such as breathing, yoga, relaxation exercises, movement, and dance as a means of coping with the stress in our lives.</td>
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<tr>
<td>PHYSICAL EDUCATION 300-399</td>
<td>Team Sports 1 UNIT - (RPT 3) (UC:CSU)</td>
<td>Activity</td>
<td>2 hours.</td>
<td>In each sport or activity, special attention is paid to techniques, strategy, etiquette, terminology, history, and rules.</td>
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</tbody>
</table>
PHYSICAL EDUCATION 301
Baseball Skills
1 UNIT - (RPT 3) (UC:CSU)

PHYSICAL EDUCATION 304
Basketball Skills
1 UNIT - (RPT 3) (UC:CSU)

PHYSICAL EDUCATION 313
TEAM SPORTS - SOCCER SKILLS
1 UNIT - (RPT 3) (UC:CSU)

PHYSICAL EDUCATION 322
Volleyball Skills
1 UNIT - (RPT 3) (UC:CSU)

PHYSICAL EDUCATION 328
Softball Skills
1 UNIT - (RPT 3) (UC:CSU)

PHYSICAL EDUCATION 401-468
Dance Activities
1 UNIT - (RPT 3) (UC [pending]:CSU)
Activity 2 hours.
In each dance form, special attention is paid to technique, terminology, history, style, and appreciation of related arts.

DANCE 185
Directed Study - Dance
1 UNIT - (RPT 3) (UC:CSU)
Allows the student to pursue directed study in dance on a contract basis under the direction of a supervising instructor.

DANCE 400
Stress Management Techniques Through Dance and Movement
1 UNIT - (RPT 3) (UC:CSU)
This course helps identify stressors and introduce techniques of dance and dance therapy. Movement meditations, authentic movement studies, breathing exercises, yoga, physical therapy and relaxation exercises are introduced. Multicultural rhythms and dance forms are used to enhance group experiences. May be taken 4 times.

DANCE 405
Yoga Conditioning for Dance
1 UNIT - (RPT 3) (UC:CSU)
This course introduces dance students to yoga skills that provide conditioning, flexibility and endurance to supplement dance technique. Course may be taken four times.

DANCE 406
Hatha Yoga Conditioning for Dancers
1 UNIT - (RPT 3) (UC:CSU)
Advisory: Dance 405.
This course provides dance students who have attained a basic level of yoga proficiency from Dance 405 (Yoga Conditioning for Dance) access to a more in-depth Hatha yoga practice that offer physical challenges beyond a beginning level and provides more advanced experiences in conditioning, flexibility and endurance to supplement dance technique. Course may be taken four times.

DANCE 408
Dance Movement for Instrumentalists and Vocalists
1 UNIT - (RPT 3) (UC:CSU)
This course will include different music and dance styles, tempo variations, and stage awareness to enhance a music student’s movement on stage.

DANCE 410
Dance Aerobics
1 UNIT - (RPT 3) (UC:CSU)
Using the forms of dance aerobically, students will increase flexibility, strength, and cardiovascular endurance. Course may be taken four times.

DANCE 431
Modern Dance
1 UNIT - (RPT 3) (UC:CSU)
This course introduces students to modern dance with an emphasis on basic steps and combinations, terminology, music, and appreciation of dance as a performing art form. Course may be taken four times.

DANCE 434
Ballet
1 UNIT - (RPT 3) (UC:CSU)
This course introduces students to ballet with an emphasis on basic steps and combinations, terminology, music, and appreciation of dance as a performing art form. Course may be taken four times.

DANCE 437
Jazz Dance
1 UNIT - (RPT 3) (UC:CSU)
This course introduces students to jazz dance with an emphasis on basic steps and combinations, terminology, music, and appreciation of dance as a performing art form. Course may be taken four times.

DANCE 440
Social Dance
1 UNIT - (RPT 3) (UC:CSU)
In each dance form, special attention is paid to technique, terminology, history, style, and appreciation of related arts. Course may be taken four times.

DANCE 446
Tap Dance
1 UNIT - (RPT 3) (UC:CSU)
This course introduces students to tap dance with an emphasis on basic steps and combination, terminology, music, and appreciation of dance as a performing art form. Course may be taken four times.

DANCE 452
Introduction to Choreography
1 UNIT - (RPT 3) (UC:CSU)
This course introduces students to choreography with an emphasis on basic steps and combinations, creating dances, terminology, music, and appreciation of dance as a performing art form. Course may be taken four times.
DANCE 466
Ballet Combinations
1 UNIT - (RPT 3) (UC:CSU)
This course introduces students to ballet combinations with an emphasis on basic steps and combinations, terminology, music, and appreciation of dance as a performing art form. Course may be taken four times.

DANCE 467
Modern Dance Combinations
1 UNIT - (RPT 3) (UC:CSU)
This course introduces students to modern dance combinations with an emphasis on basic steps and combinations, terminology, music, and appreciation of dance as a performing art form. Course may be taken four times.

DANCE 468
Jazz Dance Combinations
1 UNIT - (RPT 3) (UC:CSU)
This course introduces students to jazz dance combinations with an emphasis on basic steps and combinations, terminology, music, and appreciation of dance as a performing art form. Course may be taken four times.

DANCE 469
Conditioning for Dance
1 UNIT - (RPT 3) (UC:CSU)
Students will learn dance and aerobic exercises to increase flexibility, strength, and endurance. Course may be taken four times.

DANCE ACTIVITIES 440
Social Dance
1 UNIT - (RPT 3) (UC:CSU)

DANCE ACTIVITIES 459
Flamenco and Spanish Dancing
1 UNIT - (RPT 3) (UC:CSU)
In each dance form special attention is paid to technique, terminology, history, style, and appreciation of related arts. Course may be taken four times.

PHYSICAL EDUCATION 401
International Folk Dance Skills
1 UNIT - (RPT 3) (UC:CSU)

PHYSICAL EDUCATION 480
Dances of Armenia and Greece
1 UNIT - (RPT 3) (UC:CSU)
Above courses acceptable for Dance 70 credits, UCLA.

PHYSICAL EDUCATION 502
Badminton
2 UNITS - (RPT 1) (UC:CSU)

PHYSICAL EDUCATION 503
Baseball
2 UNITS - (RPT 1) (UC:CSU)

PHYSICAL EDUCATION 504
Basketball
2 UNITS - (RPT 1) (UC:CSU)
Prerequisite: Tryouts.

PHYSICAL EDUCATION 509
Intercollegiate Sports-Golf
2 UNITS - (RPT 1) (UC:CSU)
This course offers advanced instruction in the fundamental skills and techniques of golf and an opportunity for practical application in intercollegiate competition.

PHYSICAL EDUCATION 511
Soccer
2 UNITS - (RPT 1) (UC:CSU)
Prerequisite: Tryouts.

PHYSICAL EDUCATION 514
Intercollegiate Sports-Tennis
2 UNITS - (RPT 3) (UC:CSU)
Students with intermediate and advanced tennis skills need and opportunity to participate in higher levels of singles and doubles competition.

PHYSICAL EDUCATION 515
Track and Field
2 UNITS - (RPT 3) (UC:CSU)
This course offers men and women students with advanced track and field skills and opportunity to participate in intercollegiate track and field.

PHYSICAL EDUCATION 516
Volleyball
2 UNITS - (RPT 1) (UC:CSU)
Students with intermediate and advanced volleyball skills are given the opportunity to compete at the intercollegiate level.

PHYSICAL EDUCATION 552
Athletic Pre-season Conditioning
1 UNIT - (RPT 2) (UC:CSU)

PHYSICAL EDUCATION 630-810
FITNESS
0.5-2 UNITS - (RPT Varies) (UC:CSU)
Activity hours vary.

PHYSICAL EDUCATION 630
Aerobic Super Circuit Laboratory
1 UNIT - (RPT 3) (UC:CSU)
Using fundamentals of exercise physiology, each student will assess his/her level of physical fitness, develop a fitness profile, and design and implement a personalized exercise program.
PHYSICAL EDUCATION 635
Circuit Training
0.5 UNIT - (RPT 3) (UC:CSU)
An exercise program utilizing interval training to increase cardiovascular efficiency and muscular strength/endurance. Participants' transition, in timed intervals, from stationary bikes to strength training machines that condition all the major muscle groups in the body.

PHYSICAL EDUCATION 637
Spin Cycling Aerobic
0.5 UNIT - (RPT 3) (UC:CSU)
A vigorous cardiovascular workout using a stationary bicycle, energetic music and cycling drills. Drills include simulated hill climbs, sprints, and various cycling positions. Aerobic and anaerobic situations are created to condition the entire cardiovascular system.

PHYSICAL EDUCATION 639
Hatha Yoga
1 UNIT - (RPT 3) (UC:CSU)
Advisory: Physical Education Yoga Skills. This class provides a more in-depth exposure and experience with Hatha Yoga. Special attention is paid to Hatha Yoga styles, terminology, history, and developing personal skill level. Individual course may be taken four times.

PHYSICAL EDUCATION 640
Beginning Lifelong Fitness Laboratory
1 UNIT - (RPT 3) (UC:CSU)
Advisory: Physical Education Yoga Skills. In each sport activity, special attention is paid to techniques, strategy, etiquette, terminology, history and rules. Individuals' courses may be taken four times.

PHYSICAL EDUCATION 641
Introduction to Laboratory Techniques in Adapted Physical Education
2 UNITS – (RPT 3) (UC:CSU)
Advisory: Eligibility to enroll in English 28 or its equivalent. Class provides an orientation to specific disabilities, methods, and techniques of working with the disabled. The arranged laboratory experience requires assisting a specialist with disabled students enrolled in adapted physical education activity classes. Valuable for students pursuing health/rehabilitative careers.

PHYSICAL EDUCATION 642
Adapted Fitness
1 UNIT – (RPT 3) (UC:CSU)
Course is designed to meet the needs of students with disabilities who require restricted or modified activities. Individualized exercise programs will be performed by students with instruction covering the basic elements of physical fitness and training principles.

PHYSICAL EDUCATION 643
Adapted Strength Training
1 Unit – (UC:CSU)
Course is designed to meet the needs of students with disabilities who require restricted or modified activities. Individualized exercise programs will be performed by students with instructional emphasis placed on strength training principles and techniques.

PHYSICAL EDUCATION 644
Adapted Swimming and Hydroexercise
1 UNIT – (RPT 3)
Course is designed to meet the needs of students with disabilities who require restricted or modified activities. Individualized exercise programs will focus on basic swimming and water safety skills. Hydroexercise programs will emphasize physical fitness, buoyancy, and hydrodynamic resistance principles.

PHYSICAL EDUCATION 645
Adapted Aerobics
1 UNIT – (RPT 3)
This course is designed for students with disabilities who need and individualized exercise program and can function independently. Students will develop cardiovascular and muscular endurance, strength, and flexibility while exercising with musical accompaniment.

PHYSICAL EDUCATION 646
Adapted Cardiovascular Fitness
1 Unit – (RPT 3) (UC:CSU)
Course is designed to meet the needs of students with disabilities who can benefit from individualized cardiovascular endurance training. Development of cardiovascular endurance through the use of bicycle ergometers with hand cranks will be the major class focus.

PHYSICAL EDUCATION 647
Adapted Aqua Aerobics
1 Unit – (RPT 3) (UC:CSU)
Course is designed to meet the needs of students with disabilities who require restricted or modified activities, and who can benefit from individualized non-impact aerobic exercises in the pool.

PHYSICAL EDUCATION 648
Adapted Exercise for Back Disorders
1 Unit – (RPT 3) (UC:CSU)
Course is designed for students with disabilities who need and individualized exercise program. Instruction and practice will be given in individualized exercises, including stretching, resistive exercises and cardiovascular fitness.

PHYSICAL EDUCATION 649
Adapted Sports and Games
1 Unit – (RPT 3) (UC: CSU)
Course is designed to develop students' gross motor skills and to facilitate their participation in life-long activities, enhancing improved fitness, self-esteem, and social interaction.

PHYSICAL EDUCATION 712
Introduction to Physical Education
3 UNITS – (RPT 3) (UC:CSU)
A study of the physical, mental, emotional, and social effects or organized physical education programs. Special emphasis is placed on the history, philosophy, professional qualifications, career opportunities, and current trends and curriculum development.

PHYSICAL EDUCATION 713
Introduction to Coaching Athletics
3 UNITS – (RPT 3) (UC:CSU)
A study of the physical, mental, emotional, and social effects or organized physical education programs. Special emphasis is placed on the history, philosophy, professional qualifications, career opportunities, and current trends and curriculum development.
PHYSICAL EDUCATION 714  
Coaching Team Sports  
3 UNITS – (RPT 3) (UC:CSU)  
A comprehensive study of the physical, mental, emotional, and social aspect of coaching team sports. Special emphasis is placed on the history, philosophy, professional qualifications, career opportunities, and current trends and curriculum development in coaching. The theory and practice of team sports included in physical education and recreational programs. Basic skills, rules, regulations, and organization of activities are presented.

PHYSICAL EDUCATION 715  
Coaching Individual Sports  
3 UNITS – (UC:CSU)  
The theory and practice of individual sports included in physical education and recreation. The student’s skill in each sport is assessed; Basic skills, rules, regulations, and organization, of the activities are presented. Activities include Archery, Badminton, Handball, Golf, Tennis.

PHYSICAL EDUCATION 716  
Games & Rhythms/Elementary School I  
3 UNITS - (CSU)  
A study of the physical, mental, emotional, and social effects of games and rhythms. Special emphasis is placed on the history, philosophy, professional qualifications, and current trends and curriculum development.

PHYSICAL EDUCATION 720  
Theory and Practice of Olympic Sport Judo  
3 UNITS - (RPT 3) (UC:CSU)  
In each sport or activity, special attention is paid to techniques, strategy, etiquette, terminology, history, and rules. Individual courses may be taken four times.

PHYSICAL EDUCATION THEORY CLASSES  
Physical Education Major  
These classes do not meet credit for Physical Education activity. Required for Physical Education and Recreation majors and minors.

PHYSICAL EDUCATION 810  
PE Folk Dance  
2 UNITS - (UC:CSU)  
This course offers an in depth study of folk dance, its history, characteristics, and music for students interested in teaching.

PHYSICAL EDUCATION 185  
Directed Study — 1 UNIT (CSU)  
PHYSICAL EDUCATION 285  
Directed Study — 2 UNITS (CSU)  
PHYSICAL EDUCATION 385  
Directed Study — 3 UNITS (CSU)  
Conference 1 hour per unit.  
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the “Directed Study” section of this catalog for additional information.  
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

PHYSICAL SCIENCE 1  
Physical Science I  
3 UNITS – (UC:CSU)  
Advisory: English 28/31 or equivalent or concurrent enrollment in Learning Skills 1 and/or 7.  
Open to all students. An integrated course for non-science majors developing fundamental concepts and principles of Physics, Chemistry, Geology, and Astronomy. Topics fundamental to each discipline and their relationship to the whole fabric of Physical Science will be considered.

PHYSICAL SCIENCE 14  
Physical Science Laboratory  
1 UNIT – (UC:CSU)  
Co-requisite: Concurrent enrollment in Physical Science 1.  
Provides laboratory experience supplementing the instruction given in Physical Science 1.
Fourth Semester
Physics 103 ................................................................. 5
Chemistry 102 ............................................................. 5
General Education (Health Ed and PE)
(Select one course from either
Behavioral Science or Life Science) ......................... 6

Total Units
(includes general education requirements) .................. 61

Physics 101 and Mathematics 261 may be used to fulfill the General Education requirements (double count).

To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required.

PLAN A:
Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

3-6 Units English Composition
6-9 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
9 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency
(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

COURSE DESCRIPTIONS
NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

ASTRONOMY 1
Elementary Astronomy
3 UNITS – (UC:CSU)
Advisory: English 28/31 or concurrent enrollment in Learning Skills 1 or 7.
A cultural course in the general principles and the fundamental facts of astronomy. For the non-technical student.

ASTRONOMY 5
Fundamentals of Astronomy Laboratory
1 UNIT – (UC:CSU)
Co-requisite: Astronomy 1.
A presentation of the methods and techniques used by astronomers to determine the nature of the universe. This course involves working with and learning the operation of Astronomical instruments and equipments including the 12 inch telescope housed in the Los Angeles City College Observatory.

ASTRONOMY 10
The Solar System
3 UNITS - (UC:CSU)
Advisory: English 28/31 or concurrent enrollment in Learning Skills 1 or 7.
A non-mathematical introductory course covering the history of astronomy and the solar system. For the non-technical student.
Astronomy 11
Stars, Galaxies, and the Universe
3 Units - (UC/CSU)
Advisory: English 28/31 or concurrent enrollment in Learning Skills 1 or 7.
A non-mathematical introductory course covering the stars, galaxies, black holes, the origin of the universe, and cosmological topics. For the non-technical student.

Physics
Note that the Physics 101, 102 and 103 sequence that follows is equivalent to the old Physics 1, 2, and 3 below. 2004-2005 will be the last academic year that Physics 1, 2, and 3 will be taught.

Physics 1
Mechanics of Solids
4 Units - (UC/CSU)
Prerequisite: Physics 11 with a satisfactory grade or high school physics.
Co-requisite: Mathematics 261.
Advisory: English 28/31 or equivalent.
Lecture 3 hours. Laboratory and demonstration 3 hours.
This course is designed to cover the field of mechanics, including both static and dynamics, translational and rotational motion, work and energy, elasticity and simple harmonic motion, and gravitational theory.

Physics 2
Mechanics Of Fluids, Heat, and Sound
4 Units - (UC/CSU)
Prerequisite: Physics 1 with a satisfactory grade or equivalent.
Co-requisite: Concurrent enrollment in Mathematics 262, unless taken previously.
Lecture 3 hours. Laboratory and demonstration 3 hours.
This course includes: statics and dynamics of fluids; temperature, thermodynamics, and kinetic theory of gases; wave motion and sound; and geometrical optics. Wave optics is included in Physics 4. Optics is included in Physics 4.

Physics 3
Electricity and Magnetism
4 Units - (UC/CSU)
Prerequisite: Physics 2 with a satisfactory grade or equivalent.
Co-requisite: Concurrent enrollment in Mathematics 263, unless taken previously.
Lecture 3 hours. Laboratory and demonstration 3 hours.
This course presents a rigorous introduction to electrostatic and magnetic fields, capacitance and inductance, DC and AC circuits and transients, resonance, Maxwell's equations, oscillations and waves.

Physics 4
Optics and Modern Physics
4 Units - (UC/CSU)
Prerequisite: Physics 2 and Mathematics 262 with satisfactory grades or better or equivalent.
Lecture 3 hours. Laboratory and demonstration 3 hours.
This course includes topics in modern physics; special relativity, wave mechanics, atomic and nuclear physics. Also included is wave optics. Geometrical optics is included in Physics 2.

Physics 6
General Physics I
4 Units - (UC/CSU)
Prerequisite: Physics 11 with a satisfactory grade, or high school physics. Completion of three years of high school math, including trigonometry, or Mathematics 240.
Advisory: English 28/31 or equivalent.
Lecture 3 hours. Laboratory and discussion 3 hours.
This course is designed for majors in Health and Life Sciences, Architecture, and all those needing a one year course in college physics requiring trigonometry but not calculus (see also Physics 21). The principal topics are mechanics, heat and sound.

Physics 7
General Physics II
4 Units - (UC/CSU)
Prerequisite: Physics 6 with a satisfactory grade or equivalent.
Lecture 3 hours. Laboratory and discussion 3 hours.
This course examines the later developments of physics leading through electricity and magnetism to optics, relativity and quantum theory, atomic and nuclear physics.

Physics 11
Introductory Physics
4 Units - (UC/CSU)
Prerequisite: Mathematics 115 and 120 with a satisfactory grade or equivalent.
Advisory: English 28/31 or equivalent.
Credit allowed for only one of Physics 11 or 12.
Lecture 3 hours. Laboratory and demonstration 3 hours.
This general introductory course with laboratory serves as the prerequisite for Physics 101, 6, 21, and for the health career programs. It is aimed at developing physical intuition, problem solving techniques and laboratory procedures. It is not open to students who have had a college course in physics. Those needing only one semester of laboratory science should consider enrolling in Physics 12 and 14.

Physics 12
Physics Fundamentals
3 Units - (UC/CSU)
Open to all students. Advisory: English 28/31 or equivalent.
Credit allowed for only one of Physics 12 and 11.
A journey into the world of physics—its ideas, methods, personalities, and implications. A brief attempt to make some sense of the universe for all those who do not plan further work in physics. Credit for a laboratory science course may be earned through concurrent enrollment in Physics 14. Not open to students who have had a college course in physics.

Physics 14
Physics Fundamentals Laboratory
1 Unit - (UC/CSU)
Co-requisite: Physics 12.
Laboratory 3 hours.
This introductory laboratory course in general physics is provided to give liberal arts students a laboratory course in the physical sciences.

Physics 21
General Physics I with Calculus
4 Units - (UC/CSU)
Prerequisite: Physics 11 with a satisfactory grade or high school physics.
Co-requisite: Mathematics 261.
Advisory: English 28/31 or equivalent.
Lecture 3 hours. Laboratory 2 hours. Discussion 1 hour.
First course of a two semester sequence of calculus based general physics. Recommended for Life Science majors and premedical students. This course uses calculus to analyze and solve problems in mechanics, heat and geometrical optics. Physics 21, 22 are acceptable for all Life Science and premedical curricula while Physics 6, 7 are accepted only by some schools.
PHYSICS 22
General Physics II with Calculus
4 UNITS - (UC:CSU)
Prerequisites: Physics 21 with a satisfactory grade or equivalent.
Co-requisite: Mathematics 262.
Lecture 3 hours. Laboratory 2 hours. Discussion 1 hour.
Second course of a two semester sequence of calculus based general physics. Uses calculus to explain and solve problems involving the principles of electricity and magnetism, physical optics, and atomic and nuclear physics.

PHYSICS 101
Physics for Engineers and Scientists I
5 UNITS - (UC:CSU)
Prerequisite: Physics 11 with a satisfactory grade or high school physics.
Co-requisite: Mathematics 261.
Advisory: English 28/31 or equivalent.
Lecture 3 hours. Laboratory/tutorial and demonstration 6 hours.
This course is designed to cover the field of mechanics, including both static and dynamics, Newton’s laws, translational and rotational motion, work and energy, elasticity, fluid mechanics, simple harmonic motion, and gravitational theory.

PHYSICS 102
Physics for Engineers and Scientists II
5 UNITS - (UC:CSU)
Prerequisite: Physics 101 with a satisfactory grade or equivalent.
Co-requisite: Concurrent enrollment in Mathematics 262, unless taken previously.
Lecture 3 hours. Laboratory/tutorial and demonstration 6 hours.
This course includes: thermodynamics, including applications to heat engines, kinetic theory of gases; a rigorous introduction to electrostatic and magnetic fields, capacitance and inductance, DC and AC circuits and transients, resonance and Maxwell’s equations.

PHYSICS 103
Physics for Engineers and Scientists III
5 UNITS - (UC:CSU)
Prerequisite: Physics 102 with a satisfactory grade or equivalent.
Co-requisite: Concurrent enrollment in Mathematics 263, unless taken previously.
Lecture 3 hours. Laboratory/tutorial and demonstration 6 hours.
This course presents mechanical waves, sound waves, resonance, electromagnetic waves, geometric optics, wave optics and physical optics. It also includes topics in modern physics; special relativity, quantum mechanics, atomic and nuclear physics.

PHYSICS 185 Directed Study — 1 UNIT (CSU)
PHYSICS 285 Directed Study — 2 UNITS (CSU)
PHYSICS 385 Directed Study — 3 UNITS (CSU)
Prerequisite: Signature of Instructor and Science and Mathematics classes appropriate to the research to be undertaken.
Conference 1 hour per unit.
Allow students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the "Directed Study" section of this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

PHILOSOPHY

Chair: Mattie Moon
(323) 953-4000 ext. 2955 • FH102
www.lacitycollege.edu/academic/departments/socsci/index.html

PROGRAMS OFFERED
Associate of Arts:
Modern Political Studies

DEGREE PROGRAM
MODERN POLITICAL STUDIES
Associate in Arts Degree
Transfer/Career Program
The following curriculum designed by the Social Science Department may be used as undergraduate preparation for a major or minor in Modern Political Studies.

COURSES UNITS
History 11 ................................................................. 3
Political Science 1 ................................................. 3
Sociology 1 or 11 .................................................. 3
Political Science 2 .................................................. 3
Economics 1 or 2 ................................................. 3
Political Science 7 .................................................. 3

Students are advised to choose additional courses from those listed above in order to fulfill the Social and Behavioral Sciences section, (Area D) of the Plan A General Education described below.

NOTE: In addition to the major courses in "Social/Behavioral Sciences," you must complete 9 additional units in "Social/Behavioral Sciences" to satisfy Plan A requirements.

Students may select "PLAN A" or "Plan B" general education requirements to graduate.

PLAN A: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.
3-6 Units English Composition
6-9 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
9 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency
(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)
PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units  English Composition
3 Units  Communication/Analytical Thinking
3 Units  Natural Sciences
3 Units  Humanities
3 Units  Social/Behavioral Sciences (including American History & Governments)
3-4 Units  Health/Physical Education
3-5 Units  Math Competency

COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

POLITICAL SCIENCE 1
The Government of the United States
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Meets Associate in Arts degree requirements in U. S. History, U.S. Constitution, California State and local government.
A study of the U.S. Constitution and the major principles, institutions and policies of the American Federal system.

POLITICAL SCIENCE 1H
The Government of the United States
3 UNITS - (UC:CSU)
Prerequisite: Eligibility for English 101 and Honors Program standing.
UC Limit: 1 and 1H combined: maximum credit, 1 course.
(See description above)

POLITICAL SCIENCE 2
Modern World Governments
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
Modern World Governments is a comparative study of the constitutional institutions and political problems of selected governments abroad.

POLITICAL SCIENCE 7
Contemporary World Affairs
3 UNITS - (UC:CSU)
Advisory: Political Science 1 or equivalent.
A study of selected issues in contemporary world affairs from the perspective of the U.S. Class topics include a review of the formulation of American foreign policy; the Vietnam War and its' lessons; the nuclear; and the role of diplomacy and negotiations in resolving various international problems.

PROGRAMS OFFERED

Associate of Arts:
Human Services - Generalist
Human Services - Drug/Alcohol

Certificates:
Human Services - Generalist
Human Services - Drug/Alcohol

DEGREE PROGRAMS

HUMAN SERVICES
Associate of Arts Degree
Career Program
The Human Services curriculum, offered by the Department of Psychology, is a lower division two year course of study designed to train a student in one of two Options: Human Services Generalist or Drug/Alcohol Studies. The curriculum also serves as an introduction to the helping professions for students planning four year college degrees in Psychology, Human Services, Behavioral Science, Rehabilitation Counseling, Social Work, Health Science and Alcohol and Substance Abuse, and other majors. The Human Services Curriculum specifically trains paraprofessionals who are able to function in a wide variety of areas under professional supervision.

Students in the Human Services Generalist Option and the Drug/Alcohol Studies Option complete the same core courses. Academic preparation is offered in basic psychology courses such as Introductory Psychology, Personality and Social Development, and Abnormal Psychology. Another part of the core classes concentrates on important communication skills and self awareness through participating in Group Dynamics courses, which are conducted as laboratory workshops for the purpose of engaging in and learning about the group process. The third aspect of the core courses is a three semester rotation through Field Work courses, coordinated and taught by a faculty member, in cooperation with facilities in the community. These fieldwork courses are related to the student's special interests and the population with whom they expect to work in the future.

By completing the courses listed below, students will be eligible for the Associate of Arts degree with a major in Human Services. Satisfactory completion of all courses with at least a "C" grade is required. Students should note that, while this curriculum culminates in an Associate of Arts degree and Human Services Certificate, additional courses are required for transfer to a four-year college.
# HUMAN SERVICES
## GENERALISTS OPTION (2-Year Plan)
### Associate of Arts Degree
#### Career Program

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<td>*Physical Education</td>
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<td><strong>Second Semester</strong></td>
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<td>Psychology 82</td>
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<td>*Humanities Requirement</td>
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<td><strong>Third Semester</strong></td>
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<td><strong>Fourth Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Psychology 2</td>
<td>3</td>
</tr>
<tr>
<td>Psychology 45</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td>36</td>
</tr>
<tr>
<td>* American Institutions Requirement Elective</td>
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</tr>
</tbody>
</table>

Students must meet the mathematics competency requirements for the Associate of Arts degree.

Recommended electives: Psychology 64, Family & Consumer Studies 21, Philosophy 6 or 8, Law 3, Child Development 42.

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

**PLAN B:** Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

<table>
<thead>
<tr>
<th>Units</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Units</td>
<td>English Composition</td>
</tr>
<tr>
<td>3 Units</td>
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</tr>
<tr>
<td>3 Units</td>
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</tr>
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<td>3 Units</td>
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</tr>
<tr>
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</tr>
<tr>
<td>3-4 Units</td>
<td>Health/Physical Education</td>
</tr>
<tr>
<td>3-5 Units</td>
<td>Math Competency</td>
</tr>
</tbody>
</table>

# HUMAN SERVICES
## GENERALISTS OPTION (3-Year Plan)
### Associate of Arts Degree
#### Career Program

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Psychology 1</td>
<td>3</td>
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<tr>
<td>Psychology 43</td>
<td>3</td>
</tr>
<tr>
<td>*Physical Education</td>
<td></td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Psychology 14</td>
<td>3</td>
</tr>
<tr>
<td>Psychology 41</td>
<td>3</td>
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<td>Psychology 81</td>
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<td>Psychology 82</td>
<td>3</td>
</tr>
<tr>
<td>*Humanities Requirement</td>
<td></td>
</tr>
<tr>
<td><strong>Third Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Psychology 13</td>
<td>3</td>
</tr>
<tr>
<td>*Science Requirement</td>
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<td><strong>Fourth Semester</strong></td>
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<tr>
<td>Psychology 3</td>
<td>3</td>
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<td>Psychology 82</td>
<td>3</td>
</tr>
<tr>
<td>*American Institutions Requirement</td>
<td></td>
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<tr>
<td><strong>Fifth Semester</strong></td>
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<tr>
<td>Psychology 44</td>
<td>3</td>
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<tr>
<td>Psychology 83</td>
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<tr>
<td><strong>Sixth Semester</strong></td>
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<td>36</td>
</tr>
<tr>
<td>* American Institutions Requirement Elective</td>
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</tr>
</tbody>
</table>

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<tbody>
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<td>3 Units</td>
<td>English Composition</td>
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<tr>
<td>3-5 Units</td>
<td>Math Competency</td>
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</table>
DRUG/ALCOHOL STUDIES OPTION)\textsuperscript{**}
(2-Year Plan)
Associate of Arts Degree
Career Program

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td></td>
</tr>
<tr>
<td>Psychology 1</td>
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<tr>
<td>Psychology 43</td>
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<td>Psychology 64</td>
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<tr>
<td>Psychology 84</td>
<td>3</td>
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<tr>
<td>Second Semester</td>
<td></td>
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<tr>
<td>Psychology 14</td>
<td>3</td>
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<td>Psychology 44</td>
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<td>*Humanities Requirement</td>
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<tr>
<td>Third Semester</td>
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<tr>
<td>Psychology 3</td>
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<tr>
<td>Psychology 67</td>
<td>3</td>
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<td>Psychology 86</td>
<td>3</td>
</tr>
<tr>
<td>*American Institutions Requirement</td>
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<tr>
<td>Fourth Semester</td>
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<td>Psychology 2</td>
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<td>Psychology 45</td>
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<tr>
<td>Psychology 63</td>
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<tr>
<td>*Physical Education</td>
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<td><strong>Total Units</strong></td>
<td>42</td>
</tr>
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</table>

*American Institutions Requirement Elective

Students must meet the mathematics competency requirements for the Associate of Arts degree.

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To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

DRUG/ALCOHOL STUDIES OPTION
(3-Year Plan)
Associate of Arts Degree
Career Program

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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</thead>
<tbody>
<tr>
<td>First Semester</td>
<td></td>
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<td>Second Semester</td>
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<td>Psychology 84</td>
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<td>Third Semester</td>
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<td>Psychology 85</td>
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<tr>
<td>*Humanities Requirement</td>
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<td>Psychology 2</td>
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<td>Psychology 3</td>
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<td><strong>Total Units</strong></td>
<td>45</td>
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*See notes under Two Year Course Plan above.

This curriculum is accredited by the California Association of Alcohol and Drug Educators and meets the educational requirements for certification by the California Association of Alcohol and Drug Addiction Counselors.

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

3 Units English Composition
3 Units Communication/Analytical Thinking
3 Units Natural Sciences
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency
CERTIFICATE PROGRAMS

HUMAN SERVICES
A certificate in Human Services will be issued by the Psychology Department upon successful completion of the following courses. A satisfactory grade of or better is required in all course work.

Please consult Associate of Arts Curriculum for sequencing of courses.

OPTION 1:
HUMAN SERVICES GENERALISTS
Certificate

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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</thead>
<tbody>
<tr>
<td>Psychology 1</td>
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<tr>
<td>Psychology 3</td>
<td>3</td>
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<td>Psychology 13</td>
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<td>Psychology 83</td>
<td>3</td>
</tr>
<tr>
<td>English 28 or 101</td>
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</tr>
<tr>
<td>Speech Communication 101, or</td>
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</tr>
<tr>
<td>Psychology 60, or Psychology 64</td>
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Total Units .............................................................................................. 40

OPTION 2:
HUMAN SERVICES DRUG/ALCOHOL STUDIES
Certificate

<table>
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<th>COURSES</th>
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<td>Psychology 1</td>
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<td>Psychology 88</td>
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<tr>
<td>English 28 or 101</td>
<td>3</td>
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</tbody>
</table>

Total Units .............................................................................................. 43

COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

PSYCHOLOGY 1
General Psychology I
3 UNITS - (UC:CSU) (CAN PSY 2)
Advisory: English 28/31 or equivalent.
This course is a general introduction to the scientific study of human behavior. An emphasis is placed upon learning, motivation, intelligence, feelings and emotions, personality, and methods of adjustment. Standardized psychological inventories may be given to the student to help to understand the important concepts in each of these areas. The student planning transfer of a year of Psychology should follow Psychology 1 with either Psychology 2 or Psychology 3, according to his upper division major requirements.

PSYCHOLOGY 2
General Psychology II
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Required of majors in Psychology.
This course explains psychological behavior on the basis of events taking place in the brain, nervous systems and endocrine glands. The biological events which underlie these systems are explained and identified with regard to their effect on moods, sexuality, motivation, sleep, perception, and learning.

PSYCHOLOGY 3
Personality and Social Development
3 UNITS - (CSU)
Prerequisite: Psychology 1 with a satisfactory grade or equivalent.
Advisory: English 28/31 or equivalent.
This course focuses on self awareness and personality development. Topics considered include love, work, loneliness, death and loss, intimate relationships, sex roles and sexuality, and values in life.

PSYCHOLOGY 13
Social Psychology
3 UNITS - (UC:CSU)
Prerequisite: Psychology 1 with a satisfactory grade or equivalent.
The study of social influences on our behavior, attitudes and feelings.

PSYCHOLOGY 14
Abnormal Psychology
3 UNITS - (UC:CSU)
Prerequisite: Psychology 1 with a satisfactory grade or equivalent.
An overview of abnormal behavior from the perspective of contemporary medical, psychosocial, and socio-cultural approaches. Abnormal disorders are described, and their major causes and treatment are reviewed.

PSYCHOLOGY 18
Psychology of Women’s and Men’s Changing Roles
3 UNITS - (UC:CSU)
Studies psychological and sociological implications of sex roles. Covers present information and research on biologically and culturally determined characteristics of women and men and how these affect personality, their relationship to work, education, family, law, and politics. Special adjustment problems of women and men in our society will be emphasized.
PSYCHOLOGY 24
Scholastic and Personal Development
3 UNITS - NDC
For students who wish to relearn and improve skills necessary for college success. Helps students formulate personal goals, increase motivation, and develop self-discipline with psychological techniques. Includes stress and time management, study skills, and memory techniques.

PSYCHOLOGY 27
Online and Software Resources for Human Services
1 UNIT
This course provides Human Services majors with a basic introduction to pertinent computer resources currently being utilized by human services professionals. Hands-on training will allow students to become familiar with software and online resources commonly being used.

PSYCHOLOGY 41
Life Span Psychology
3 UNITS - (UC:CSU)
Prerequisite: Psychology 1 with a satisfactory grade. This course familiarizes the student with physical, cognitive and social growth and change affecting individuals during their many life stages. Periods examined include prenatal, infancy, childhood, adolescence, and old age.

PSYCHOLOGY 43
Principles of Group Dynamics I
3 UNITS - (CSU)
Advisory: English 28/31 or concurrent enrollment in Learning Skills 1 and/or 7. This is an introduction to the dynamics of group interactions with an emphasis upon the individual's first hand experience as the group studies itself. Students are evaluated on a credit/no credit basis.

PSYCHOLOGY 44
Principles of Group Dynamics II
3 UNITS - (CSU)
Prerequisite: Psychology 43 with a satisfactory grade or equivalent. This course covers the role of group processes in changing behavior, as well as the principles of counseling and therapy. Also covered are the principles of verbal and nonverbal communication, modes of learning, key concepts that enhance learning and significant communication.

PSYCHOLOGY 45
Issues in Human Service Careers
3 UNITS - (CSU)
Prerequisite: Psychology 44 and Psychology 82 with satisfactory grades or equivalent. This is a course in how to survive in the real world of work in Human Services. It will integrate the psychological theory learned in previous classes with practice. The course covers specialized areas of psychology such as crisis intervention, psychopharmacology, counseling ethics, and interviewing. Included are techniques for agency survival such as job interviewing, report writing and resource referral.

PSYCHOLOGY 52
Psychological Aspects of Human Sexuality
3 UNITS - (UC:CSU)
This course explores psychological aspects of human sexuality. It emphasizes the effect of sexual development and functioning, self concept and sexual identity. Topics included are: history of sexuality; myths and fallacies; physiology of sexuality; sexually transmitted diseases; paraphilias and sexual orientation.

PSYCHOLOGY 60
Stress Management
3 UNITS - (CSU)
This course examines methods of identifying and managing environmental, organizational, social and internal stress in an effort to promote more effective coping on the part of the individual in occupational, interpersonal and everyday life situations.

PSYCHOLOGY 63
Alcohol/Drug Studies: Prevention and Education
3 UNITS - (CSU)
This course introduces students to prevention and education of alcohol, drug problems and HIV/AIDS among various populations. The techniques of prevention and education in the community, family, school, worksite, and healthcare facilities will be emphasized.

PSYCHOLOGY 64
Introduction to Alcohol and Drug Abuse and Physiological Effects
3 UNITS - (CSU)
This course is an introduction to the: physiology and psychopharmacology of drugs and alcohol, theories of addiction, historical overview of treatment, drug classification, social policy and drug abuse, and the issues of relapse, rehabilitation and recovery.

PSYCHOLOGY 65
Chemical Dependency, Intervention, Treatment and Recovery
3 UNITS - (CSU)
This course introduces the student to the processes of treatment and recovery of alcohol and drug abuse among various populations. An overview of the causes, treatment, models, and recovery, relapse, rehabilitation, and aftercare is emphasized.

PSYCHOLOGY 66
Introduction to Critical Thinking
3 UNITS - (CSU)
This course will apply the theories and research evidence in cognitive psychology to enhance the ability to effectively solve problems, make decisions, and think creatively. Practice with a variety of problems and simulations will take place to ensure the learning and retention of these critical thinking skills.

PSYCHOLOGY 67
Counseling Techniques for Chemically Addicted
3 UNITS - (CSU)
This course will focus on the environment of chemical dependency counseling and the issues of the paraprofessional in alcohol and drug abuse treatment facilities. Case management in a multi-discipline team will be emphasized. All aspects of modern treatment techniques will be covered in class.

PSYCHOLOGY 72
Introduction to Psychology Journal Research
3 UNITS - (CSU)
Prerequisite: Psychology 1 with a satisfactory grade or equivalent. This course teaches psychology majors how to prepare a professional paper for the American Psychological Association (APA). Activities of this course include: field trips to university reference libraries and interpretation of journals.

PSYCHOLOGY 81
Field Work I
3 UNITS – (RPT 1) (CSU)
Co-requisite: Psychology 1 or Psychology 43. Lecture 1 hour. Field Work 5 hours per week. This course is designed to orient the student to the field of Human Services.
The primary emphasis is on observations of the application of interpersonal relationship skills in community settings. This class is intended for students new to Human Services fieldwork. Basic counseling and communication skills will be taught.

**PSYCHOLOGY 82**  
**Field Work II**  
*3 UNITS - (CSU)*  
Prerequisite: Psychology 81 with a satisfactory grade or equivalent. Lecture 1 hour. Field Work 5 hours per week. This is a continuation of Field Work I in which there will be more student participation, under supervision, at various facilities in the community that offer Human Services.

**PSYCHOLOGY 83**  
**Field Work III**  
*3 UNITS - (CSU)*  
Prerequisite: Psychology 82 with a satisfactory grade or equivalent. Lecture 1 hour. Field Work 5 hours per week. This course is an advanced course in Field Work which is designed to give the student more specialized participation in Human Services. This class is intended for the advanced student of the generalist option of Human Services.

**PSYCHOLOGY 84**  
**Fieldwork I – Drug/Alcohol**  
*3 UNITS*  
Co-requisite: Psychology 1 and Psychology 43. This course is designed to orient the student to the field of Human Services, Drug/Alcohol Studies. The primary emphasis is on the observations of the application of interpersonal relationship skills in drug/alcohol treatment and community settings. This class is intended for students new to Human Services field work. Basic counseling and communication skills will be taught.

**PSYCHOLOGY 85**  
**Field Work II: Drug/Alcohol**  
*3 UNITS - (CSU)*  
Prerequisite: Psychology 84 with a satisfactory grade or equivalent. Lecture 1 hour. Field Work 6 hours per week. This class is designed to orient the student to the field of Human Services, Drug/Alcohol Studies. The primary emphasis is on the observations of the application of interpersonal relationship skills in drug/alcohol treatment and community settings. This class is intended for students new to Human Services field work. Basic counseling and communication skills will be taught.

**PSYCHOLOGY 86**  
**Field Work III: Drug/Alcohol**  
*3 UNITS - (CSU)*  
Prerequisite: Psychology 85 with a satisfactory grade or equivalent. Lecture 1 hour. Field Work 6 hours per week. This class is designed to orient the student to the field of Human Services, Drug/Alcohol Studies. The primary emphasis is on the observations of the application of interpersonal relationship skills in drug/alcohol treatment and community settings. This class is intended for students new to Human Services field work. Basic counseling and communication skills will be taught.

**PSYCHOLOGY 185 Directed Study — 1 UNIT (CSU)**  
**PSYCHOLOGY 285 Directed Study — 2 UNITS (CSU)**  
**PSYCHOLOGY 385 Directed Study — 3 UNITS (CSU)**  
Prerequisite: Psychology 1 with a satisfactory grade plus one additional course in Psychology and signature of instructor. Conference 1 hour per unit. Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the "Directed Study" section of this catalog for additional information. Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.
Admission to the Program

Admission to the Radiologic Technology program is based upon completion of the following:

- The completion of the prerequisites with a satisfactory grade.
- An application form, to be submitted to the program director.
- The college accepts a limited number of students into the program, which is based on availability of clinical sites. Should the number of qualified applicants exceed the number of available openings, a simple lottery will be implemented.
- Official transcripts of all college courses attempted must be submitted.

Applicants must meet certain physical health requirements. A physical examination must be performed by a licensed physician to determine physical and mental fitness of the student. The program director is authorized to require records of such examinations be released to the college. Such records may be used only to determine fitness for the program, and except for such use, the confidentiality of such records shall be maintained. Students must be free from communicable diseases, infection, psychological disorders, and other conditions that prevent the successful performance of the responsibilities and tasks required in the program. Any health condition described above which is a condition that prevents the successful performance of the responsibilities and tasks required in the program, and are applied toward requirements necessary for completion of the program, and are applied toward requirements needed to satisfactorily function in the Program and ultimately in the profession. The assessment of an applicant compliance to these Standards will be accomplished in the following manner:

1. Faculty counseling to determine applicant goals and expectations.
2. A physical examination performed by a licensed physician.

Applicants who may be deficient in one or more of the areas mentioned above should contact the Program Director. Serious consideration will be given to applicants who are deficient in any of these categories, providing the deficiency can be remedied with reasonable accommodation.

Desirable Abilities & Skills

The Joint Review Committee on Education in Radiologic Technology (JRCERT) our accrediting body requires student proficiency in the application of technical knowledge, operation of specialized equipment in a competent and safe manner, and the ability to provide physical care and emotional support to patients during radiographic procedures. Therefore, in order to be admitted to the program, or to be retained in the program after admission, all applicants should possess:

- Visual acuity, such as needed in the accurate preparation and administration of contrast media and for the observation necessary for patient assessment, care and management.
- Auditory perception to receive verbal communication from patients needing assistance and from members of the health care team.
- Communication skills (speech, reading, writing) to interact effectively and sensitively with patients in order to elicit information; describe changes in patient condition; assess non verbal communications; and be able to effectively and efficiently transmit information to patients, fellow students, faculty, staff and all members of the health care team.
- Gross and fine motor coordination to carry out diagnostic procedures including reaching, lifting, and moving radiographic equipment. Applicants should be able to execute motor movements reasonably required to provide general and emergency care to patients.
- Intellectual ability to be able to measure, calculate, reason, analyze and evaluate as required for direct patient care. The applicant must be able to comprehend three dimensional and spatial relationships.
- Emotional stability to enable use of intellectual abilities, exercise good judgment, promptly complete all responsibilities attendant to care of the patients.
- Social attributes to allow the development of mature, sensitive and effective relationships with patients, faculty, co workers, and administrators.

The "Technical Standards for Admission" have been established as a guidance tool for use in realistically informing the student of minimum standards

Required Courses

The total number of students accepted into the program is determined by the number of available clinical education positions. Courses outlined below are necessary for completion of the program, and are applied toward requirements for the Associate in Science degree with a major in Radiologic Technology. Students are advised by department faculty to determine the specific sequence in which the following courses must be taken.

Prerequisite courses for entrance into the Radiologic Technology Program are: Anatomy 1, English 101 or 28, Mathematics 115 or higher, and Physiology 1, Radiologic Technology 100, 101, and 102.

Note: Class scheduling restricts the completion of this program to the day courses.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Radiologic Technology 103</td>
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<tr>
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CLINICAL EXPERIENCE

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<tr>
<th>COURSES</th>
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<tbody>
<tr>
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<tr>
<td>Radiologic Technology 180</td>
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<td>(Summer Session)</td>
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<td>Radiologic Technology 180</td>
<td>24</td>
</tr>
<tr>
<td>(Fall and Spring)</td>
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</tbody>
</table>

Total Units .................................................. 62

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

<table>
<thead>
<tr>
<th>Units</th>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>3</td>
<td>English Composition</td>
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<tr>
<td>3</td>
<td>Communication/Analytical Thinking</td>
</tr>
<tr>
<td>3</td>
<td>Natural Sciences</td>
</tr>
<tr>
<td>3</td>
<td>Humanities</td>
</tr>
<tr>
<td>3</td>
<td>Social/Behavioral Sciences (including American History &amp; Governments)</td>
</tr>
<tr>
<td>3-4</td>
<td>Health/Physical Education</td>
</tr>
<tr>
<td>3-5</td>
<td>Math Competency</td>
</tr>
</tbody>
</table>
COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

RADIOLOGIC TECHNOLOGY 100
Introduction to Radiologic Technology
1 UNIT - (A)
(Open to all students) An introduction course for students interested in a career in Radiologic Technology. The role of the Radiographer and career advancement are emphasized. Students interested in taking advanced classes in Radiologic Technology must successfully complete RT 100 and RT 101. Clinical education centers will be visited.

RADIOLOGIC TECHNOLOGY 101
Medical Terminology for Radiologic Technology
1 UNIT - (A)
Advisory: English 28/31 or equivalent.
Open to all students.
This course is designed to introduce the student to the medical terminology used in the field of Radiologic Technology.

RADIOLOGIC TECHNOLOGY 102
Image Recording and Film Processing
3 UNITS - (A)
Prerequisite: Completion of English 28 or 101, Math 115 or higher.
Completion of, or enrollment in RT 100 and RT 101
Provides a student with the basic knowledge of the phenomenon of electromagnetic radiation and the production of x-radiation. The techniques of film processing are thoroughly explained. Basic Radiation protection is introduced. Laboratory experience is provided. Students interested in taking advanced classes in Radiologic Technology must successfully complete RT 102.

RADIOLOGIC TECHNOLOGY 103
Radiographic Anatomy and Positioning - Skeletal System
4 UNITS - (A)
Prerequisite: Radiologic Technology 101 with a satisfactory grade. Admission to the Radiologic Technology Program.
Advisory: English 28/31 or equivalent.
This course consists of radiographic anatomy, positioning and selected pathology of the musculoskeletal system. Laboratory experience is included.

RADIOLOGIC TECHNOLOGY 104
Radiographic Anatomy and Positioning - Cranium and Visceral Organs
4 UNITS - (A)
Prerequisite: Radiologic Technology 103 with a satisfactory grade.
Advisory: English 28/31 or equivalent.
This course consists of radiographic anatomy, positioning and selected pathology of the visceral organs and cranium. Laboratory experience is provided.

RADIOLOGIC TECHNOLOGY 105
Fundamentals of X-ray Physics
3 UNITS - (A)
Prerequisite: Radiologic Technology 102 with a satisfactory grade. Admission to the Radiologic Technology Program.
Advisory: English 28/31 or equivalent.
This course provides understanding of the basic physical principles of x-ray generation. Emphasis is placed on the electrical circuitry of radiographic equipment. Interactions between x-ray radiation and matter is explained, providing an understanding of the principles that govern radiographic technique and quality.

RADIOLOGIC TECHNOLOGY 106
Radiographic Exposure
3 UNITS - (A)
Prerequisite: Radiologic Technology 105 with satisfactory grade.
Advisory: English 28/31 or equivalent.
This course is an investigation of the factors that affect radiographic exposure. Laboratory experience is provided. Included in this course is an introduction to computers and their applications in diagnostic medical imaging.

RADIOLOGIC TECHNOLOGY 107
Patient Care and Management
3 UNITS - (A)
Prerequisite: Radiologic Technology 101 with satisfactory grade. Admission to the Radiologic Technology Program.
Advisory: English 28/31 or equivalent.
This course emphasizes the principles of patient care management for radiographers. Routine and emergency care procedures will be described. The role of the Radiographer in patient education will be explained. Laboratory experience is included.

RADIOLOGIC TECHNOLOGY 110
Radiographic Mathematics
2 UNITS - (A)
Prerequisite: Radiologic Technology 102 with satisfactory grade. Admission to the Radiologic Technology Program.
Advisory: English 28/31 or equivalent.
This course emphasizes the principles of mathematics encountered in Radiologic Technology. This course complements Radiologic Technology 105 and Radiologic Technology 106.

RADIOLOGIC TECHNOLOGY 140
Radiation Protection and Biology
3 UNITS - (A)
Prerequisite: Radiologic Technology 105 with satisfactory grade. Admission to the Radiologic Technology Program.
Advisory: English 28/31 or equivalent.
The course is designed for persons working with radiation and for those preparing to take the State and National Certification examinations. The potential hazards associated with the use of and the protective measures necessary to reduce radiation exposure to patients and personnel are stressed.

RADIOLOGIC TECHNOLOGY 160
Introduction to Clinical Education
4 UNITS - (A)
Prerequisite: Radiologic Technology 103 with a satisfactory grade or equivalent.
Advisory: English 28/31 or equivalent with satisfactory grade.
This is the beginning course in the clinical education phase of the program. The student is assigned 16 hours per week in a Clinical Education Center.

RADIOLOGIC TECHNOLOGY 180
Clinical Education in Radiologic Technology
12 UNITS - (RPT 2) (A)
Prerequisite: Radiologic Technology 160 with satisfactory grade.
Advisory: English 28/31 or equivalent.
Students are assigned to a Clinical Education Center for 40 hours per week. They perform all duties of a radiographer under the direction of a Clinical Education Instructor. Students are dismissed from the clinical site to return to the campus to attend regular classes in late afternoon and evening. Students are evaluated on a credit/no credit basis.
PROGRAMS OFFERED
Associate of Science:
Chemistry
Physics

Other Courses:
Anatomy
Astronomy
Biology
Earth Science
Geography
Geology
Meteorology
Microbiology
Oceanography
Physical Science
Physiology

COURSE DESCRIPTIONS

<table>
<thead>
<tr>
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<td>Chemistry</td>
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<td>Earth Science</td>
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<td>Meteorology</td>
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<td>Microbiology</td>
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<td>Oceanography</td>
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<td>Physics</td>
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<td>Physical Science</td>
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<tr>
<td>Physiology</td>
<td>BIOLOGY</td>
</tr>
</tbody>
</table>

LATIN-AMERICAN STUDIES
Associate of Arts Degree
Transfer/Career Program
The following curriculum, designed by the Social Science department, may be used as undergraduate preparation for a major or minor in Latin-American Studies. The program is listed in a four-semester sequence as a matter of convenience to the student.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>First Semester</td>
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<td>Spanish 1</td>
<td>5</td>
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<tr>
<td>History 11</td>
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<tr>
<td>English 101</td>
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Second Semester
Spanish 2 ............................................................... 5
History 12 ............................................................. 3
Political Science 1 ................................................. 3

Third Semester
Spanish 3 ............................................................... 5
Spanish 10 ............................................................. 3
Political Science 2 ................................................. 3
History 1 or 2 ........................................................ 3
History 5 ............................................................... 3

Fourth Semester
Spanish 4 ............................................................... 5
Political Science 7 ................................................. 3
History 6 ............................................................... 3

Total Units ........................................................... 50

Suggested Electives: Anthropology 101; Economics 1; Geography 2; History 11, 12; Music 111; Philosophy 1 or 2; Spanish 8.

Students may select "PLAN A" or "Plan B" general education requirements to graduate.

PLAN A: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

- 3-6 Units English Composition
- 6-9 Units Communication/Analytical Thinking
- 3 Units Natural Sciences
- 3 Units Humanities
- 9 Units Social/Behavioral Sciences (including American History & Governments)
- 3-4 Units Health/Physical Education
- 3-5 Units Math Competency

(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

- 3 Units English Composition
- 3 Units Communication/Analytical Thinking
- 3 Units Natural Sciences
- 3 Units Humanities
- 3 Units Social/Behavioral Sciences (including American History & Governments)
- 3-4 Units Health/Physical Education
- 3-5 Units Math Competency

COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

ECONOMICS 1
Principles of Economics I
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
A course in microeconomics introducing the principles and methods of economic analysis, economic institutions, and issues of economic policy. Emphasis is placed upon production and the allocation of economic resources, and distribution of income through the private enterprise price system.

ECONOMICS 2
Principles of Economics II
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
A course in macroeconomics emphasizing aggregate economic analysis, including money and banking, national income determination, business fluctuations, and other topics relevant to macroeconomic analysis.

HISTORY 1
Introduction to Western Civilization I
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
A study of the main cultural, economic and political trends and events from the rise of civilization in the Near East to the eve of the French Revolution.

HISTORY 2
Introduction to Western Civilization II
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
A continuation of History I focusing on the period from the French Revolution to the present.

HISTORY 3
History of the Americas I
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
Covers pre-Columbian civilizations, the discovery and eventual European conquest, exploration, and colonization of the New World and the pre-independence movements. It will detail the cultural characteristics of the people of the Caribbean, the Aztecs, Maya, Inca and Brazilian civilizations, the early, middle, and mature colonial periods, the enlightenment and U.S. and French independence movements. U.S. political institutions will also be covered.

HISTORY 4
History of the Americas II
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course will cover the Independence, national and modern periods of Latin American history (1800-present) in general, and specifically, the Enlightenment era of Europe, and the U.S. and French Revolutions. It will detail the socio-political and economic processes of the new nations. The 19th century conflicts with the U.S. and will focus on the national building era. It will culminate with the modern era, 20th century and Reform or Revolution of the area.

HISTORY 5
History of the American West
3 UNITS – (UC:CSU)
Advisory: English 28/31 or equivalent.
This course will trace the development of the American West from the 1600's (Spanish exploration) through the 20th century. Emphasis will be placed on the multi-cultural settlement of the region. Students will complete assignments via the internet including panel discussions, and web searches.
HISTORY 11
Political and Social History of the United States I
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Meets the Associate of Arts degree requirements in U.S. History, U.S.
Constitution, and California State and Local Government.
A survey of the political, social and constitutional history of the United States
from the colonial settlements through the Civil War.
UC limit: Credit allowed for only one of African-American Studies 4 or History
11 or Chicano Studies 7.

HISTORY 12
Political and Social History of the United States II
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Meets the Associate of Arts degree requirements in U.S. History, U.S.
Constitution, and California State and Local Government.
A survey of the political and social history of the United States from the
Reconstruction to the 20th Century, including the U.S. Constitution, California
State and Local Government.
UC limit: Credit allowed for only one of History 12, 13 or African-American
Studies 5, or Chicano Studies 8.

HISTORY 13
The United States in the Twentieth Century
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Meets the Associate of Arts degree requirements in U.S. History, U.S.
Constitution, and California State and Local Government.
A survey of the major foreign and domestic policies of the United States in the
twentieth century.

SOCIOLOGY 1
Introduction to Sociology
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
An introductory course acquaints students with the major principles of
sociology as they are applied to contemporary social problems.

SOCIOLOGY 2
American Social Problems
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
This course involves the identification and analysis of contemporary social
problems. It is concerned with problems in human relationships and social
institutions. Among the contemporary social problems studied in the course are
racism, sexism, crime, poverty, and family disorganization.

SOCIOLOGY 11
Ethnic and Racial Minorities in the United States
3 UNITS - (UC:CSU)
This course analyzes the nature, causes and consequences of prejudice and
discrimination. Strategies for reducing prejudice and discrimination will also be
examined.

SPEECH 61
Speech Clinic
1 UNIT - (RPT 3) NDC
Advisory: Speech Communication 113 with a satisfactory grade and English
28/31 or equivalent.
Helps students with speech disabilities such as stuttering, misarticulation
(including lisping), voice disorders, acquired brain injury, cleft palate, etc.
Helps advanced ESL students with pronunciation problems and English
speakers with regional dialects. Improvements made through group and
individual training and practice.

SPEECH 62
Speech Clinic Techniques
1 UNIT - (RPT 3) NDC
Advisory: Speech Communication 111 and completion of Learning Skills 24A
which may be taken concurrently with Speech 62.
Students learn techniques and strategies of assisting the instructor(s) in the
class Speech 61 – the Speech Clinic). Strategies include listening and
providing feedback on speech clarity, prosody and oral expression in
structured and conversational exercises.

SPEECH 65
Communication Skills
3 UNITS - NDC
Advisory: ESL students: Speech Communication 113 and English 28/31 or
an appropriate placement score.
Preparation for Speech Communication 101.
Instruction in the basics of vocal production, public speaking and listening.
Develops the skills needed in everyday spoken communication.
May not be taken concurrently with Speech Communication 101 or any other
transferable speech class.
SPEAKING ENGLISH AS A SECOND LANGUAGE

SPEECH 71 (ESL 4C)
Listening and Speaking
3 UNITS – NDC
Prerequisite: ESL 3C with a satisfactory grade or appropriate ESL placement score.
A level four course. For persons who use English as their second language. Stresses the most common words in English, their pronunciation and usage. Develops skill in basic spoken English communication. Concurrent enrollment in ESL 4A and 4B. May not be taken concurrently with any other speech class.

SPEECH 72 (ESL 5C)
Listening and Speaking
3 UNITS – NDC
Advisory: Completion of Speech 71, or appropriate ESL placement score and concurrent enrollment in ESL 5A and 5B.
A level five course for students with a foreign language background to improve speaking and listening skills in basic English. Intonation, inflection and rhythm of English will be stressed. May not be taken concurrently with any other speech class.

SPEECH 73 (ESL 6C)
Listening and Speaking
3 UNITS - NDC
Advisory: Speech Communication 72 or appropriate ESL placement score and concurrent enrollment in ESL 6A.
An intensive course for persons who use English as a second language who may have adequate reading and grammatical skills but need more help with articulation, pronunciation and oral composition. May not be taken concurrently with any other speech class.

TRANSFER COURSES

SPEECH 101
Oral Communication I
3 UNITS - (UC:CSU)
Prerequisite: English 28/31 or appropriate score on the College Placement Test with a satisfactory grade or equivalent.
Advisory: ESL students are strongly advised to complete Speech 113 and 111 with a satisfactory grade or better.
Instruction in the principles, practice, and delivery of effective original speech composition.

SPEECH 102
Oral Communication II
3 UNITS - (UC:CSU)
Prerequisite: Speech Communication 101 or equivalent and English 101.
Advanced training in the principles and practices of effective original speech composition and delivery, focusing on advanced forms and styles of public speaking.

SPEECH 104
Argumentation 1
3 UNITS - (UC:CSU)
Prerequisite: Speech Communication 101 or equivalent with a satisfactory grade.
Advisory: English 101.
A study of the theory and uses of argumentation and critical thinking, including research and use of evidence and reason. Application of critical thinking skills to construct and analyze oral and written arguments. Meets AA degree and transfer requirements in critical and analytic thinking.

SPEECH 106
Forensics
2 UNITS - (RPT 3) (CSU)
Preparation for and participation in intercollegiate competition in policy debate and various individual speaking events.

SPEECH 111
Voice and Articulation
3 UNITS - (CSU)
Advisory: ESL students: English 28/31 or equivalent, and Speech Communication 113 with a satisfactory grade or better.
A study of the best use of the speech anatomy as it relates to the sound system of American English, vocal expression and flexibility. Stresses oral performances in a variety of situations.

SPEECH 113
English Speech as a Second Language
3 UNITS - (RPT 1) (CSU)
Advisory: Speech 73 or equivalent or appropriate ESL placement score.
For students with non-English language backgrounds. Stresses speaking of standard American spoken English, pronunciation, diacritics and/or phonetics, dictionary use, idiomatic expressions, phraseology, rhythm, inflection, vocabulary building, and oral composition.

SPEECH 121
The Process of Interpersonal Communication
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent. ESL students should have taken Speech Communication 113 with a satisfactory grade.
Provides informal speaking situations which take place when two to five people talk. Covers self concept, feedback, perception, verbal and non-verbal communication, and listening. Communication barriers and breakdowns studied. Classroom experimentation and exercises provide understanding and awareness of the skills necessary for successful interpersonal communication.

SPEECH 130
Introduction to Oral Interpretation of Literature
3 UNITS - (UC:CSU)
Advisory: English 101 or equivalent and Speech Communication 101 with a satisfactory grade.
Oral interpretation of the printed word. Stresses techniques of discovering a published author's meanings and expressing those meanings to an audience through reading aloud. Of special value to those whose occupation will involve reading aloud to others: Broadcasting, Education, Recreation and Speech Communication majors.
UC accepts only one of Speech Communication 130 or Theatre 210. Meets both AA Degree and CSU Transfer requirements in Humanities.

SPEECH 185 Directed Study - 1 UNIT     (CSU)
SPEECH 285 Directed Study - 2 UNITS  (CSU)
SPEECH 385 Directed Study - 3 UNITS  (CSU)
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor.
Prerequisite: 2.5 grade point average and at least 6 units of transferable Speech Communication courses and approval of the project. Refer to the "Directed Study" section of this catalog for additional information. Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.
To complete general education requirements in this area of study, Plan A for the AA/AS Degree is required. **PLAN A:** Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan A is designed for transfer to a four-year college or university. However, requirements vary depending upon the individual institution. Please consult with a counselor for the specific requirements of the university you plan to attend.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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</thead>
<tbody>
<tr>
<td>English Composition</td>
<td>3</td>
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<tr>
<td>Communication/Analytical Thinking</td>
<td>6-9</td>
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<td>Natural Sciences</td>
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<tr>
<td>Social/Behavioral Sciences (including American History &amp; Governments)</td>
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</tr>
<tr>
<td>Health/Physical Education</td>
<td>3-4</td>
</tr>
<tr>
<td>Math Competency</td>
<td>3-5</td>
</tr>
</tbody>
</table>

(Math 115 or higher or passing score on Los Angeles Community College District Math competency exam)

**THEATRE ACADEMY**

**PROFESSIONAL THEATRE CONSERVATORY FOR ACTORS, SCENIC TECHNICIANS, AND COSTUMERS**

**Associate of Arts Degree (Plan B)**

**Career Programs**

Professional theater training is offered in four areas, or options, of concentration: Acting, Advanced Acting, Costuming, and Technical Theatre. By adding General Education classes to their studies, students may earn an Associate of Arts Degree “PLAN B”. Students may also earn a skill certificate in the option areas (refer to the Theatre Academy Skill Certificate section below for details).

The Theatre Academy at Los Angeles City College has firmly established itself as one of the best-known and most highly respected professional theater training institutions in the United States. Since its founding in 1929, the training program of the Academy has been dedicated to developing the skills, crafts, and attitudes of students to prepare them for careers in the professional theater.

The Theatre Academy is dedicated to the training of talented, serious students who wish to pursue a career in the professional theatre. All prospective Academy students are required to apply for admission to the Theatre Academy (Theatre Production Office, Theatre Building 208). All candidates are required to audition and/or interview before being invited to train at the Academy. Those interested in training at the Academy should call the Theatre Production Office (323) 953-4000 ext. 2990 to set up an audition/interview.

The training that Theatre Academy students receive is stimulating, broadening, exacting, and intense. A limited number of openings are available each Fall and Spring semester to those students who are highly motivated, aggressive, exceptionally talented, and responsible.

Information concerning audition/interview requirements is available in the Theatre Production Office of the Theatre Department. Any actor interested in pursuing training at the Theatre Academy must exhibit competence in spoken English, relatively free of dialects and regional accents, so that faulty understanding or articulation does not become a hindrance in the training.

All prospective Acting majors must consult with a member of the faculty before auditioning. Prospective Technical and Costume majors must consult with a faculty member in the appropriate area of interest within the Academy.

**BLOCK SCHEDULING:** The Theatre Academy is a full-time professional theatre conservatory that schedules classes in a “block” configuration; that is, students are given a specific and required full-time load of courses that are to be taken each semester. Students are not to vary the courses in each semester’s block schedule without approval of the department. When time permits, students are welcome to take other coursework outside the Academy class structure.

**THEATRE ACADEMY OPTION 1: ACTING**

**Associate of Arts Degree (Plan B)**

**Career Program**

This two-year program is a full-time exploration of the skills necessary to compete in theatre, television, film, and other aspects of the entertainment industry. Guided by a critically acclaimed faculty with a vast range of experience in the industry, the students are provided fundamental skill understanding in acting, movement, voice, speech, character analysis, dialects, and production. Upon satisfactory completion of the program, the students will have developed a respect and appreciation for all aspects of theatre, along with the ability to create a character on stage and to sustain a performance in front of an audience.

**COURSES**

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| Theater 302 .......................................................................................................................... 3 |

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One of the following two

| Theater 277 .......................................................................................................................... 3 |
| Theater 302 .......................................................................................................................... 3 |

<table>
<thead>
<tr>
<th>THIRD SEMESTER</th>
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<tbody>
<tr>
<td>Theater 105 ......................................................................................................................... 1</td>
</tr>
<tr>
<td>Theater 242 ......................................................................................................................... 3</td>
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<tr>
<td>Theater 243 ......................................................................................................................... 2</td>
</tr>
<tr>
<td>Theater 274 .......................................................................................................................... 3</td>
</tr>
<tr>
<td>Theater 294 .......................................................................................................................... 2</td>
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<td>Theater 296 .......................................................................................................................... 0</td>
</tr>
<tr>
<td>English 216 ........................................................................................................................ 3</td>
</tr>
</tbody>
</table>

One of the following two

| Theater 210 ........................................................................................................................ 3 |
| English 216 ........................................................................................................................ 3 |
Fifth Semester
Theater 295 ................................................................. 0
Theater 275 ................................................................. 3
Theater 225 ................................................................. 3
Theater 205 ................................................................. 2
Theater 262 ................................................................. 2
Theater 274 ................................................................. 3
Theater 294 ................................................................. 2
Theater 295 ................................................................. 0
One of the following two
Theater 110 ................................................................. 3
English 216 ................................................................. 3
Total Units ............................................................... 70

Some students may be advised to take additional prerequisites or co-requisite courses beyond those required to ensure success in the program. Others may be excused from specific courses above based on previous training and/or experience. Any other changes than those stated above are made with the advice and consent of the Theatre Academy faculty.

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required. PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

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THEATRE ACADEMY OPTION IV – TECHNICAL THEATRE
Associate of Arts Degree (Plan B)
Career Program
The Technical Theatre Training program graduates highly trained and specialized scenic technicians who have learned a sound working knowledge of their craft and a respect for the skills and technologies associated with their chosen profession. The Technical Theatre Training program at LACC is one of the most unique hands-on programs of its kind in the country, with faculty working alongside students who are specifically interested in the disciplines and craft related to the stage technician. The cutting edge technologies being taught on state-of-the-art equipment are some of the most advanced in the theater training industry. The curriculum combines classroom study with the intense hands-on experience associated with the Academy’s rigorous play production schedule.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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</thead>
<tbody>
<tr>
<td>First Semester</td>
<td></td>
</tr>
<tr>
<td>Theater 100</td>
<td>3</td>
</tr>
<tr>
<td>Theater 105</td>
<td>1</td>
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<tr>
<td>Theater 335</td>
<td>2</td>
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<tr>
<td>Theater 336</td>
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<td>Theater 314</td>
<td>3</td>
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<tr>
<td>Theater 315</td>
<td>3</td>
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<tr>
<td>One of the following two</td>
<td></td>
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<tr>
<td>Theater 311</td>
<td>3</td>
</tr>
<tr>
<td>Theater 313</td>
<td>3</td>
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<tr>
<td>Second Semester</td>
<td></td>
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<tr>
<td>Theater 105</td>
<td>1</td>
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<tr>
<td>Theater 325</td>
<td>3</td>
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<tr>
<td>Theater 335</td>
<td>2</td>
</tr>
<tr>
<td>Theater 336</td>
<td>0</td>
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<tr>
<td>CAOT 60</td>
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<tr>
<td>Theater 313</td>
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<td>Theater 314</td>
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<tr>
<td>Theater 315</td>
<td>3</td>
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<tr>
<td>One of the following two</td>
<td></td>
</tr>
<tr>
<td>Theater 336</td>
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</tr>
<tr>
<td>Theater 311</td>
<td>3</td>
</tr>
<tr>
<td>Third Semester</td>
<td></td>
</tr>
<tr>
<td>Theater 105</td>
<td>1</td>
</tr>
<tr>
<td>Theater 325</td>
<td>3</td>
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<tr>
<td>Theater 335</td>
<td>2</td>
</tr>
<tr>
<td>Theater 336</td>
<td>0</td>
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<tr>
<td>Theater 313</td>
<td>3</td>
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<tr>
<td>Theater 314</td>
<td>3</td>
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<tr>
<td>Theater 315</td>
<td>3</td>
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<tr>
<td>One of the following two</td>
<td></td>
</tr>
<tr>
<td>Theater 336</td>
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</tr>
<tr>
<td>Theater 311</td>
<td>3</td>
</tr>
<tr>
<td>Fourth Semester</td>
<td></td>
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<tr>
<td>Theater 105</td>
<td>1</td>
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<tr>
<td>Theater 110</td>
<td>3</td>
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<tr>
<td>Theater 165</td>
<td>1</td>
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<tr>
<td>Theater 335</td>
<td>2</td>
</tr>
<tr>
<td>Theater 336</td>
<td>0</td>
</tr>
</tbody>
</table>

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog “Graduation Requirements” section. Plan B is not designed for transfer to a four-year college.

3 Units  English Composition
3 Units  Communication/Analytical Thinking
3 Units  Natural Sciences
3 Units  Humanities
3 Units  Social/Behavioral Sciences (including American History & Governments)
3-4 Units Health/Physical Education
3-5 Units Math Competency

Students are required to take Computer Science Information Technology 101 or Computer Technology 1, or be able to demonstrate computer proficiency to the satisfaction of the Costuming faculty.

Suggested Electives: Students qualified to take more than the prescribed units should take CAOT 1, 2; Art 202.

One of the following two
Theater 400 ................................................................. 3
Theater 413 ................................................................. 3

Third Semester
Theater 105 ................................................................. 1
Theater 200 ................................................................. 3
Theater 425 ................................................................. 2
Theater 426 ................................................................. 0
Art 201 ................................................................. 3
Theater 415 ................................................................. 3
Theater 416 ................................................................. 3

One of the following two
Theater 400 ................................................................. 3
Theater 413 ................................................................. 3

Fourth Semester
Theater 105 ................................................................. 1
Theater 110 ................................................................. 3
Theater 300 ................................................................. 3
Theater 425 ................................................................. 2
Theater 426 ................................................................. 0
Theater 415 ................................................................. 3
Theater 416 ................................................................. 3

One of the following two
Theater 400 ................................................................. 3
Theater 413 ................................................................. 3

Total Units ................................................................. 52

Theater 415 ................................................................................................ 3
Theater 413 ................................................................................................ 3

Art 501 ....................................................................................................... 3
Theater 415 ................................................................................................ 3
Theater 426 ................................................................................................ 0
Art 201 ........................................................................................................ 3
Theater 415 ................................................................................................ 3
Theater 416 ................................................................................................ 3

One of the following two
Theater 400 .............................................................................................. 3
Theater 413 .............................................................................................. 3

One of the following two
Theater 400 .............................................................................................. 3
Theater 413 .............................................................................................. 3

Third Semester
Theater 105 .............................................................................................. 1
Theater 200 .............................................................................................. 3
Theater 425 .............................................................................................. 2
Theater 426 .............................................................................................. 0
Art 201 ...................................................................................................... 3
Theater 415 .............................................................................................. 3
Theater 416 .............................................................................................. 3

One of the following two
Theater 400 .............................................................................................. 3
Theater 413 .............................................................................................. 3

Total Units .............................................................................................. 52

3 Units Humanities
3 Units Natural Sciences
3 Units Communication/Analytical Thinking
3-5 Units Math Competency
3-4 Units Health/Physical Education
3 Units Social/Behavioral Sciences (including American History & Governments)
The training introduces the student to acting fundamentals through specific movement and vocal techniques, character analysis, observation exercises, and scene study. The ultimate goal is to develop a firm foundation in basic acting skills and a strong respect and appreciation for all aspects of the theater. All training is geared toward preparing students for careers in acting and related industries.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theater 100</td>
<td>3</td>
</tr>
<tr>
<td>Theater 242</td>
<td>3</td>
</tr>
<tr>
<td>Theater 270</td>
<td>3</td>
</tr>
<tr>
<td>Theater 345</td>
<td>2</td>
</tr>
<tr>
<td>Theater 346</td>
<td>0</td>
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</tbody>
</table>

PROFESSIONAL TECHNICAL THEATER – LEVEL 1
Skill Certificate
Basic level training in equipment, procedures, principles, and techniques used in play production, construction, painting, lighting, properties, manipulation of stage scenery, special effects, and organization of stage activity. All training is geared towards preparing students for careers in technical theater and related industries.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theater 100</td>
<td>3</td>
</tr>
<tr>
<td>Theater 200</td>
<td>3</td>
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<tr>
<td>Theater 300</td>
<td>3</td>
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<tr>
<td>Theater 335</td>
<td>2</td>
</tr>
<tr>
<td>Theater 336</td>
<td>0</td>
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<tr>
<td>One of the following four</td>
<td></td>
</tr>
<tr>
<td>Theater 311</td>
<td>3</td>
</tr>
<tr>
<td>Theater 313</td>
<td>3</td>
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<tr>
<td>Theater 314</td>
<td>3</td>
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<tr>
<td>Theater 315</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units ................................................................. 14

PROFESSIONAL COSTUMING DESIGN – LEVEL 1
Skill Certificate
Level 1 of the Professional Costuming program emphasizes, historic costume, costume design, wardrobe, drawing, costume shop discipline and organization, sewing and stagecraft. All training is geared towards preparing students for careers in costume and related industries.

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theater 105</td>
<td>1</td>
</tr>
<tr>
<td>Theater 425</td>
<td>2</td>
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<tr>
<td>Theater 426</td>
<td>2</td>
</tr>
<tr>
<td>Art 201</td>
<td>3</td>
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<tr>
<td>One of the following two</td>
<td></td>
</tr>
<tr>
<td>Theater 300</td>
<td>3</td>
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<tr>
<td>Theater 200</td>
<td>3</td>
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<tr>
<td>One of the following five</td>
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<tr>
<td>Theater 400</td>
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<tr>
<td>Theater 411</td>
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<td>Theater 413</td>
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<tr>
<td>Theater 415</td>
<td>3</td>
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<tr>
<td>Theater 416</td>
<td>3</td>
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</tbody>
</table>

Total Units ................................................................. 12

CERTIFICATE PROGRAM
THEATRE ACADEMY SKILL
Los Angeles City College has provided quality hands-on professional theatre training, technology, and production experience unrivaled by larger universities and performing arts academies. The Theatre Academy provides each student with the principles and techniques, discipline, organization, and dedication to training required for success in the entertainment industry. All areas of the Academy – acting, technical theatre, and costuming – are showcased each year in six to eight professional level productions. Intensive production experience is complemented by our location just minutes from Hollywood, "the entertainment capital of the world."

<table>
<thead>
<tr>
<th>COURSES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Theater 313</td>
<td>3</td>
</tr>
<tr>
<td>Theater 314</td>
<td>3</td>
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<tr>
<td>Theater 315</td>
<td>3</td>
</tr>
<tr>
<td>Theater 336</td>
<td>0</td>
</tr>
<tr>
<td>Theater 311</td>
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</tbody>
</table>

Total Units ................................................................. 40

Students are required to take Theater 200 and Computer Science 101 or Computer Technology 1, or be able to demonstrate computer proficiency to the satisfaction of the Scenic Technologies faculty. These courses must be taken between the Second and Fourth semesters.

Suggested Electives: Students qualified to take more than the prescribed units should take Theater 105; Art 101, 102, 209, 501.

To complete general education requirements in this area of study, Plan B for the AA/AS Degree is required.

PLAN B: Please consult with a counselor about specific courses needed or see the college catalog "Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

<table>
<thead>
<tr>
<th>COURSES</th>
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<tbody>
<tr>
<td>Theater 100</td>
<td>3</td>
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<tr>
<td>Theater 200</td>
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<tr>
<td>Theater 300</td>
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<td>Theater 335</td>
<td>2</td>
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<tr>
<td>Theater 336</td>
<td>0</td>
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<tr>
<td>One of the following four</td>
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<tr>
<td>Theater 311</td>
<td>3</td>
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<tr>
<td>Theater 313</td>
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<tr>
<td>Theater 314</td>
<td>3</td>
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<tr>
<td>Theater 315</td>
<td>3</td>
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</tbody>
</table>

Total Units ........................................................................ 14

"Graduation Requirements" section. Plan B is not designed for transfer to a four-year college.

3 Units Communication/Analytical Thinking
3 Units Art 201
3 Units Humanities
3 Units Social/Behavioral Sciences (including American History & Governments)
3-5 Units Health/Physical Education
3-4 Units Health/Physical Education
3-5 Units Math Competency
COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

THEATER 100
Introduction to the Theatre
3 UNITS - (UC:CSU)
Advisory: English 101 or equivalent.
A survey of the various facets that make up the composite institution that is called The Theatre. The subjects covered range from the origins of drama to the present. Credit is given for play attendance.

THEATER 105
Drama Digest
1 UNITS - (RPT 3) (CSU)
Enrollment required of Theater majors each semester of attendance. The student’s theatrical experience is enriched through the observation of regularly scheduled programs consisting of acting scenes and exercises from the various Theater classes. The basic program is augmented by the appearance of guest artists or theater groups.

THEATER 110
History of the World Theatre
3 UNITS - (UC:CSU)
Advisory: English 101 or equivalent.
History of western theatre and its traditions from its primitive beginnings up to the present.

THEATER 200
Introduction to Acting
3 UNITS - (UC:CSU)
Through lecture, discussion, demonstration, and limited participation exercises, the student is introduced to the art and craft of acting.

THEATER 205
Actor’s Orientation to Professional Theatre
2 UNITS - (RPT 1) (CSU)
Co-requisite: Theater 270.
A survival course with emphasis on the business of being a working professional actor. Covers auditions, cold readings, agents, casting directors, photos, resumes, and reviews. Includes a survey of employment opportunities in Los Angeles, New York, resident theatres, stock companies, and festivals.

THEATER 210
Introduction to Oral Interpretation of Dramatic Literature
3 UNITS - (RPT 1) (UC:CSU)
Prerequisite: Theater 270 with a satisfactory grade.
A study of the techniques of oral interpretation including phrasing, inflection, work relish, verse scansion, tempo and rhythm – designed to develop the actor’s interpretive skills.

THEATER 225
Beginning Direction
3 UNITS - (UC:CSU)
Prerequisite: Theater 270 with a satisfactory grade.
A study of script analysis, casting, rehearsal scheduling, rehearsal problems and procedures, and orchestration of all production phases is made through lectures, reading assignments, class projects and the preparation of a complete director’s production script.

THEATER 232
Play Production
2 UNITS – (RPT 3) (UC:CSU)

THEATER 235
Play Production
5 UNITS - (RPT 3) (UC:CSU)
This course is generally offered in the summer session only. The student is given an opportunity to work intensely in one or more production areas: acting, management, costuming, or technical theatre. Students must be prepared to work irregular hours.

THEATER 240
Voice and Articulation for the Theatre
3 UNITS - (UC:CSU)
Credit allowed for only one of Theater 240 or Speech Communication 111. Development of voice and speech skills, emphasizing clarity, precision, tone, dynamics and imaginative use of language. Individual goals will be set for performance and standards of improvement to help the student acquire the basics of good theatre speech.

THEATER 242
Voice Development Workshop
3 UNITS - (RPT 3) (CSU)
Co-requisite: Theater 270.
Vocal quality, strength, flexibility, control, and awareness are emphasized in group and individual exercises.

THEATER 243
Dialects
2 UNITS - (RPT 1) (CSU)
Specific training in the performance of regional American dialects and foreign accents most often used in the theatre.

THEATER 262
Special Projects
2 UNITS - (RPT 3) (CSU)
Prerequisite: Theater 270 with a satisfactory grade.
Advanced students are given the opportunity to plan, rehearse, stage and produce approved all student projects for presentation before student audiences. Students are required to furnish three glossy photographs—eight by ten inches in size.

THEATER 269
Period Movement
2 UNITS - (CSU)
Advisory: Theater 270 or equivalent.
A study is made of the acting styles and period movement from the Greek period to Modern. Class work includes individual coaching and culminates in presentations of scenes developed in the course.
THEATER 270
Beginning Acting
3 UNITS - (UC:CSU)
Co-requisite: Theater 100, 105, 242, 277, and 345.
This course introduces the student to acting fundamentals through specific movement techniques, pantomime and scene work. The ultimate goal is to develop a firm foundation in basic acting techniques and a strong respect and appreciation for all aspects of the theater. Enrollment subject to audition, see catalog.

THEATER 271
Intermediate Acting
2 UNITS - (UC:CSU)
Acting principles are expanded and applied in staged scenes. The emphasis is on comprehension, translation into meaningful dramatic action, and creation. The actor's self awareness is explored and developed before a classroom audience.

THEATER 272
Intermediate Applied Acting
3 UNITS - (UC:CSU)
Co-requisite: Theater 270.
The acting principles studied in Beginning Acting are expanded and applied in staged scenes. The emphasis is on comprehension, translation into meaningful dramatic action, and creation. The actor's self awareness is explored and developed before a classroom audience.

THEATER 273
Advanced Acting
2 UNITS - (RPT 1) (UC:CSU)
Prerequisite: Theater 270 with a satisfactory grade.
Scenes are studied and presented with concentration on characterization, intensity of action, freedom of emotional release, and clarity of expression.

THEATER 274
Advanced Applied Acting
3 UNITS - (RPT 1) (UC:CSU)
Prerequisite: Theater 270 with a satisfactory grade.
The student is engaged in greater in depth analysis of staged scenes. Emphasis is placed upon the rehearsal process and rehearsal techniques.

THEATER 275
Scene Study
2 UNITS - (RPT 3) (CSU)
Prerequisite: Theater 270 with a satisfactory grade.
The student is engaged in greater in-depth analysis of staged scenes. Emphasis is placed upon the rehearsal process and techniques.

THEATER 277
Character Analysis
3 UNITS - (RPT 1) (UC:CSU)
Co-requisite: Theater 270.
The course covers the analytical steps involved in the study of a play and the development of a character preparatory to rehearsals and performances.

THEATER 279
Rehearsals and Performances
2 UNITS - (RPT 3) (UC:CSU)
Prerequisite: Theater 270 with a satisfactory grade.
Experience is given in the acting, directing, and producing of plays for public presentation. Students are required to furnish three glossy photographs — eight by ten inches in size.

THEATER 295
Rehearsals and Performances Lab
0 UNITS – (RPT 3)
Prerequisite: Theater 294 with a satisfactory grade.

THEATER 300
Introduction to Stagecraft
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
Survey of the technical phases of play production; construction, painting, lighting, properties, manipulation of stage scenery, and organization of stage activity.

THEATER 302
Introduction To Stage Management
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
This course emphasizes the function of stage managers in professional theater productions. Attention is given to the understanding of the career of a stage manager's responsibilities, duties, obligations, and production coordination.

THEATER 311
Theatrical Lighting
3 UNITS - (UC:CSU)
Advisory: English 28/31 or equivalent.
An investigation into the equipment, procedures, principles and techniques used in lighting the professional stage and television production. Students will be trained in the proper selection, operation, upkeep and practical use of various lighting control systems used in the development of a lighting design.

THEATER 313
Scenic Painting for the Theatre
3 UNITS - (CSU)
This course will create an understanding of the basic methods, techniques, and work habits of the scenic artist. It will include training on equipment, utilization of materials, preparation of painting sequences, and application of processes.

THEATER 314
Theatrical Sound Design: Fundamentals, Procedures and Operation
3 UNITS – (CSU)
Advisory: English 28/31 or equivalent.
Technical study in the theory and practices is used to set up production sound equipment and related materials utilized in a professional sound design prepared for the theatre.

THEATER 315
Introduction to Theatrical Scenic Design
3 UNITS - (UC:CSU)
This course will create an understanding of the basic methods, techniques, and work habits of the scenic artist. It will include research, play analysis, sketching, drawing, drafting, rendering, model building, and designing.
THEATER 325
Stage Management and Advanced Stagecraft
3 UNITS - (RPT 3) (UC:CSU)
Advisory: English 28/31 or equivalent.
Intensive study of all technical phases of the theatre. Major topics: scenic design, painting, lighting, construction and manipulation of stage scenery; topography and equipment of stages and auditoriums; duties of stage manager, company manager, and technical director.

THEATER 335
Applied Stage Management and Production
2 UNITS - (RPT 3) (UC:CSU)
Advisory: English 28/31 or equivalent.
Practical assignments are made in technical and managerial phases of plays prepared for public presentation. Progress is graded in scene shop and stage assignments from assistant to stage manager, master carpenter, property master, master electrician, scenic artists, and set designer. Students must be available for rehearsals and performances.

THEATER 336
Applied Stage Management Lab
0 UNITS – (RPT 3)
Co-requisite: Theater 294 and either Theater 274 or 276.
Having been identified and developed through the pre-production phase of the producing process, the practical assignments in the various aspects of technical theatre are further explored and refined by the students during the technical rehearsals and performances of the plays being produced. Students must be admitted into the Academy Technical Theatre Program to participate in this class.

THEATER 345
Technical Stage Production
2 UNITS - (RPT 3) (UC:CSU)
This course offers practical technical experience related to the preparing and mounting of theatrical productions for a paying audience. Specific assignments will be made requiring additional hours.

THEATER 346
Technical Stage Production Lab
0 UNITS – (RPT 3)
Co-requisite: Theater 345 and either Theater 270 or 272.
This course allows students currently in Theatre Arts 270, 272, and 345 to use the materials, tools, equipment, production support, production venues, and productions to enhance applicable skills necessary for success in theatre.

THEATER 400
Costume Periods and Styles
3 UNITS - (CSU)
Advisory: English 28 or equivalent.
A study of the changes in dress from ancient times to the Renaissance. Social and political needs of costuming for stage, film, and television.

THEATER 411
Costuming For The Theatre
3 UNITS - (RPT 2) (CSU)
Advisory: English 28/31 or equivalent.
Intensive study of the technical phases of costuming for the theater, including utilization of research techniques, individual expression through rendering, pattern and detail/accessory choices, and practical compromises for budget and adjustments to camera media.

THEATER 413
Costume Dyeing and Painting
3 UNITS – (A)
Advisory: English 28/31 or equivalent.
Presents the practical application of fabric design Dyeing, tie dyeing, batiking, stenciling, and screening, aging, antiquing and distressing.

THEATER 415
Costume Design for the Theatre
3 UNITS – (A)
Advisory: English 28/31 or equivalent.
Beginning costume design course of theatre, TV, film and video. Plays are analyzed for costume needs and illustrated for character delineation.

THEATER 416
Materials and Methods for the Costumer
3 UNITS - (CSU)
Advisory: English 28/31 or equivalent.
Lecture and laboratory study of the properties of various non textile materials used by the costumer including latex, leather, plastics, dyes, glazes, hair and wigs, and celastic.

THEATER 425
Applied Costuming for the Theatre
2 UNITS - (RPT 3) (CSU)
Advisory: English 28/31 or equivalent.
Practical experience in construction and maintenance of costumes for public theatrical presentation. Emphasizing: professional wardrobe/dressing room practices, construction, alteration, maintenance, repair, cleaning and storage of costumes. Students must be available for rehearsals and performances.

THEATER 426
Applied Costuming for the Theater Lab
0 UNITS – (RPT 3)
Co-requisite: Theater 425.
Having been identified and developed through the pre-production phase of the costuming processes, the practical assignments in the various aspects of costuming are further explored and refined by the students during the dress rehearsals and performances of production.

THEATER 450
Beginning Stage Make Up
2 UNITS - (UC:CSU)
Principles of basic design and application of theatrical stage makeup, including: corrective, glamour, aging the face, use of facial hair pieces, designing clowns, stylized, animal characters and famous likenesses. Makeups are presented on the student's own face.

THEATER 185  Directed Study - 1 UNITS (CSU)
THEATER 285 Directed Study - 2 UNITS (CSU)
Prerequisite: Theater 270 with a satisfactory grade.
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the "Directed Study" section of this catalog for additional information.
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