A photograph of a college campus. In the background, there is a large, modern building with a glass facade and a flat roof, surrounded by tall, green trees. A paved walkway leads from the foreground towards the building. Several people are walking along the path. In the foreground, two women are walking towards the camera; one is wearing a blue jacket and the other a pink jacket. The scene is bright and sunny, with shadows cast on the ground. A dark green diagonal shape is overlaid on the left side of the image, containing the text.

# Shoreline Community College

*College Catalog 2011-2012*

# *Shoreline Community College*

**C A T A L O G 2 0 1 1 - 2 0 1 2**

*Shoreline Community College provides equal opportunity in education and employment and does not discriminate on the basis of race, sex, age, color, religion, national origin, marital status, gender, sexual orientation or disability. The following person has been designated to handle inquiries regarding the non-discrimination policies:*

*Stephen Smith, Vice President for Human Resources and Legal Affairs  
Shoreline Community College  
16101 Greenwood Ave N  
Shoreline, WA 98133  
Telephone: 206-546-4694  
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*This publication is available in alternate formats by contacting the Office of Special Services at (206) 546-5832 or (206) 546-4520 (TDD).*

*Every effort has been made to assure the accuracy of the information contained in this catalog. Students are advised, however, that such information is subject to change without notice, and advisors should, therefore, be consulted on a regular basis for current information. The College and its divisions reserve the right at any time to make changes in any regulations or requirements governing instruction in and graduation from the College and its various divisions. Changes shall take effect whenever the proper authorities determine and shall apply not only to prospective students but also to those who are currently enrolled at the College. Except as other conditions permit, the College will make every reasonable effort to ensure that students currently enrolled in programs and making normal progress toward completion of any requirements will have the opportunity to complete any program which is to be discontinued.*

*LIMITATION OF LIABILITY: The College's total liability for claims arising from a contractual relationship with the student in any way related to classes or programs shall be limited to the tuition and expenses paid by the student to the College for those classes or programs. In no event shall the College be liable for any special, indirect, incidental, or consequential damages, including but not limited to, loss of earnings or profits.*

## A MESSAGE FROM THE PRESIDENT

*At Shoreline, every student counts...*

Dear Students:

A college education can open the door to a brighter future. For over 40 years, Shoreline Community College has helped students make decisions about their futures. We give them education to move into the workplace or on to a four-year university with the confidence and skills they need to succeed.



The college has worked hard to develop one of the most successful university transfer programs in the state. Each year, graduates of Shoreline Community College transfer smoothly to public and private four-year colleges and universities. What's more, our graduates generally perform as well as the students who begin their college careers in the four-year schools.

Our professional-technical students graduate with the skills most in demand in today's workplace. Their job placement rate is well over 90 percent. The average entry-level salary is \$16 per hour, with many graduates earning much more.

Shoreline provides students with a technology-rich environment with a completely renovated library and 100-seat computer lab. We use technology to provide students with web registration, an online bookstore, and many new distance learning options.

This past year, we saw the economy produce many dislocated workers who began new careers by enrolling at SCC. Many others are preparing to enter the workforce for the first time. To help students prepare for college-level work, the college provides a rich program in basic skills, developmental education and English as a Second Language.

In the friendly, active and diverse environment of Shoreline Community College, every student counts. We invite you to visit our beautifully landscaped campus and learn more about the many exciting opportunities that await you.

With best wishes for your success,

A handwritten signature in black ink, which appears to read "Lee Lambert". The signature is written in a cursive style and is positioned above the printed name.

Lee Lambert  
President

## 2011–2012 College Calendar

### FALL QUARTER 2011

Advising and Registration by Appointment for New Students	TBA
Instruction Begins	September 21
Veteran's Day – Holiday	November 11
Thanksgiving Day – Holiday	November 24–25
Instruction Ends	December 2
Prep Day (No Classes)	December 5
Winter Quarter Registration by Appointment for New Students	TBA
Exam Days	December 6, 7, 8

### WINTER QUARTER 2012

Instruction Begins	January 9
Martin Luther King Day – Holiday	January 16
Presidents Day – Holiday	February 20
Instruction Ends	March 19
Prep Day (No Classes)	March 20
Spring Quarter Registration by Appointment for New Students	TBA
Exam Days	March 21, 22, 23

### SPRING QUARTER 2012

Instruction Begins	April 2
Memorial Day – Holiday	May 28
Commencement	June 10
Instruction Ends	June 11
Prep Day (No Classes)	June 12
Exam Days	June 13, 14, 15

### SUMMER QUARTER 2012

Registration for New Students	TBA
Instruction Begins	June 25
Independence Day – Holiday	July 4
Fall Quarter Registration for New Students Begins	TBA
Instruction and Exams End	August 16

## 2012–2013 College Calendar

### FALL QUARTER 2012

Advising and Registration by Appointment for New Students	TBA
Instruction Begins	September 26
Veteran's Day – Holiday	November 12
Thanksgiving Day – Holiday	November 22–23
Instruction Ends	December 7
Prep Day (No Classes)	December 10
Winter Quarter Registration by Appointment for New Students	TBA
Exam Days	December 11, 12, 13

### WINTER QUARTER 2013

Instruction Begins	January 7
Martin Luther King Day – Holiday	January 21
Presidents Day – Holiday	February 18
Instruction Ends	March 18
Prep Day (No Classes)	March 19
Spring Quarter Registration by Appointment for New Students	TBA
Exam Days	March 20, 21, 22

### SPRING QUARTER 2013

Instruction Begins	April 1
Memorial Day – Holiday	May 27
Commencement	June 9
Instruction Ends	June 10
Prep Day (No Classes)	June 11
Exam Days	June 12, 13, 14

### SUMMER QUARTER 2013

Registration for New Students	TBA
Instruction Begins	June 24
Independence Day – Holiday	July 4
Fall Quarter Registration for New Students Begins	TBA
Instruction and Exams End	August 15



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# *Vision, Mission, Core Themes and Strategic Plan*

## **VISION**

We will be a world-class leader in student success and community engagement.

## **MISSION**

We are dedicated to serving the educational, workforce and cultural needs of our diverse community.

## **CORE THEMES**

### **1. Educational Attainment and Student Success**

Shoreline Community College will provide excellence in academics so that all students will complete their program and/or graduate with the academic preparation and skills necessary to continue their education, meet the demands of the workplace or improve their quality of life through leisure-time activity.

### **2. Program Excellence**

Shoreline Community College fosters excellence in its educational program.

### **3. Community Engagement**

Shoreline Community College initiates, cultivates and nurtures relationships with cities, including Shoreline and Lake Forest Park, local school systems, businesses, the Shoreline Community College Foundation, community-based and international organizations.

### **4. Access and Diversity**

Shoreline Community College maximizes student access to all its transfer, professional-technical and developmental programs. SCC promotes a diverse student body and employees who reflect the local, state, regional and international communities that the college serves.

### **5. College Stewardship**

Shoreline Community College serves as a model of effective stewardship to citizens of the state of Washington.

## **ENGAGEMENT, EQUITY AND EXCELLENCE**

Engagement, equity and excellence characterize all our efforts toward the goals outlined in the Plan.

**en-gage-ment** (noun): The act of sharing in the activities of a group. A mutual pact, contract, or agreement.

**eq-ui-ty** (noun): The state, quality, or ideal of being just, impartial, and fair.

**ex-cel-lence** (noun): Of the highest or finest quality; exceptionally good of its kind.

## **STRATEGIC PLAN**

SCC's strategic plan, the result of internal self-assessment and long discussion, reflects the College's core values for student success and academic excellence. These values are the foundation that sets the College's direction for the coming years.

The Strategic Plan is comprised of eight critical themes, all of which are important to the future of the institution. Our goal is to ensure that higher education is accessible, affordable, and relevant to our students as we attempt to increase the numbers of students who engage in learning at the College. We know that our programs transform lives and create opportunities that allow our students to go on to better their earnings potential and their individual lifestyles. These students contribute positively to the welfare of our global society and to the economic well-being of Washington state.

Shoreline Community College is ready to meet the challenges of our changing economy and is deeply committed to satisfying the educational needs of our students.

The strategic themes and directions of the College's strategic plan appear on the following page.

# Strategic Themes and Directions

## PROGRAM EXCELLENCE

*SCC fosters excellence in its educational programs.*

- Enhance the quality of our educational programs through innovation and continuous improvement.
- Create and apply standards for assessment of student learning and program effectiveness.
- Create and revise programs based on community needs, economic trends, and college strengths, particularly in science, mathematics, engineering and the liberal arts.

## STUDENT SUCCESS

*Students find enrichment in a safe environment for personal and professional growth. Students reach their goals through innovative programs of study, support services and a diverse campus life.*

- Increase opportunities for success through convenient, student-friendly enrollment services.
- Develop and implement an innovative, proactive advising model.
- Provide high quality pre-college programs and comprehensive learning assistance.
- Recruit, retain, and develop a diverse community of learning.

## DIVERSITY, EQUITY AND ACCESS

*SCC enables access to educational opportunities for all members of the community by promoting diversity and equity in our working and learning environment.*

- Develop a shared language and understanding of diversity and equity.
- Ensure that students from underrepresented groups experience the same levels of access and success in reaching their educational goals as other students.
- Provide high quality pre-college programs and comprehensive learning assistance.
- Recruit, hire, retain, and develop a diverse college workforce.

## INFRASTRUCTURE AND TECHNOLOGY

*SCC provides state-of-the-art buildings, classrooms and technology in a safe and attractive campus.*

- Fund and build an allied health and sciences center.
- Develop a coordinated, comprehensive technology plan.
- Implement a unified plan for the maintenance and improvement of classrooms, buildings and campus grounds.
- Enhance the utility and usability of the college website.

## ENVIRONMENTAL STEWARDSHIP AND SUSTAINABILITY

*SCC models sustainability in its curriculum and operations that are ecologically sound, socially just and economically viable.*

- Provide services centered around sustainability and community.
- Operate the college in an environmentally responsible way.
- Develop a curriculum that reflects our commitment to environmental stewardship.

## MULTICULTURAL AND GLOBAL COMPETENCE

*SCC supports and educates all members of the campus community in their development as multiculturally and globally competent citizens.*

- Offer innovative approaches to promoting global citizenship through service learning, international programs, and partnerships.
- Integrate our international students into the campus community.
- Develop multicultural competence among all members of the campus community through curriculum, professional development, and social interaction.

## COMMUNITY ENGAGEMENT

*SCC is the learning, entertainment and gathering hub of the community.*

- Engage the community in planning for capital projects and infrastructure.
- Create and market programs to attract and engage our community.
- Build community partnerships with business, government agencies and organizations.
- Expand and strengthen the relationship between the Foundation and the college.

## CAMPUS CULTURE

*We value and respect each others' diverse contributions to our collective goals.*

- Provide opportunities and encouragement for all campus employees to enhance their skills through professional development.
- Promote managerial and administrative excellence through accountability and succession planning.
- Develop a culture of assessment and collaborative planning.
- Encourage participation and investment in an equitable campus governance system.

# General Information

**COLLEGE WEB SITE: [www.shoreline.edu](http://www.shoreline.edu)**

## THE COLLEGE

Shoreline Community College offers excellent academic, professional-technical and work force training programs to meet the lifelong learning needs of its community. Dedicated faculty and staff are committed to the educational success of all students.

Located 10 miles north of downtown Seattle, Shoreline is one of the most strikingly beautiful college campuses in Washington. Nestled among native evergreens, the campus is a brilliant sea of colors during spring, summer and fall, when many flowering plants are in bloom. The scenic surrounding area is nationally known for its recreational and cultural opportunities, which richly complement academic life. Twenty-six buildings constitute the 83-acre campus. These include an award-winning automotive training center, a visual arts building, computer centers, laboratories, a student center, a theater, a well-equipped gymnasium that includes an exercise room and racquetball courts, a child care center, a sophisticated multimedia center and the Ray W. Howard Library/Technology Center.

Established in 1964, Shoreline operates under the regulations of the State Board for Community and Technical Colleges and is governed by the Board of Trustees of Shoreline Community College, District Number Seven.

The college is a member of the American Association of Community Colleges and the Association of Community College Trustees.

## RAY W. HOWARD LIBRARY

The Library/Technology Center plays an influential role in providing instruction and instructional support to students and faculty across all college programs. The building provides a variety of individual and group study areas including a state-of-the-art information and research classroom/lab and a 100+ seat open computer lab. The various service areas and reading rooms house a collection of more than 75,000 books, periodicals, videos, DVD/CDs and other non-print media. Equipment, furnishings and study areas provide students with a building well suited for research and learning in the 21st century.

Technology is featured on the first of the building's three floors. The student computer lab is open seven days a week during the fall, winter and spring quarters and contains current versions of standard and specialized

software installed on 100+ new computers and is equipped with a scanner, laser and color printers. A television/ITV studio is also available for video production and editing. The interactive television service provides a two-way, full motion video/audio capability that enables the college to be linked to other colleges, government agencies and businesses in the United States and around the world. A video editing lab for students is adjacent to the television/ITV studio.

The second and third floors of the Library/Technology Center house library and media collections and services. The Library features many full text periodical and reference databases, a home page ([www.shoreline.edu/library](http://www.shoreline.edu/library)) with reviewed web sites, online reference services, research tutorials and links to other libraries. In addition to quiet, comfortable reading/study areas, there is an information/research and media classroom, 24 public access computer terminals, copy machines, group study rooms equipped with media playback units and distributed data jacks for connection to the campus network. Additional Internet connectivity is available through the building's wireless network. High-end multimedia computers available for playback or video production, digital cameras and other media equipment are available for student use.

Friendly faculty and staff are available throughout the building to assist you with your research, information and technology questions. Our librarians and media coordinator provide both general and subject-specific information as well as research and media literacy instruction for students and faculty. Look for courses offered by this division under Informatics and Library in the course description section of this catalog. Information about the various services and collections of the Library/Technology Center may be obtained by calling (206) 546-4556.

## SCC WEBSITE - [WWW.SHORELINE.EDU](http://WWW.SHORELINE.EDU)

The official website address of the College is [www.shoreline.edu](http://www.shoreline.edu). The website contains information that is helpful to students and should be consulted often. The College uses the website to deliver online classes, post grades, register students, sell books, and more.

Announcements regarding changes to policies and programs, publicity for events on campus, and more are posted on a regular basis.

## ACCREDITATION

Shoreline Community College is accredited by:

Northwest Commission on Colleges and Universities  
8060 165th Avenue North East, Suite 100  
Redmond, WA 98052

Specific programs are accredited by the National League for Nursing Accrediting Commission, the American Dental Association, the American Dietetic Association, Commission on Accreditation of Health Informatics and Information Management Education and the National Accrediting Agency for Clinical Laboratory Sciences. The Automotive Program is accredited by the National Automobile Technicians Education Foundation.

## COLLEGE AND COMMUNITY

Shoreline Community College focuses on programs and partnerships that put people back to work, help advance careers and contribute to improving the Washington State economy. Shoreline Community College is dedicated to meeting the post-secondary educational needs of its community. The college serves more than 8,000 students per quarter. Individuals may take, on a credit or an audit basis, any class for which they meet the requirements. Suggestions for workshops and classes are welcome at (206) 533-4101.

## INSTRUCTIONAL DIVISIONS

Shoreline Community College is organized into the following instructional divisions: Health Occupations, Physical Education and Business; Humanities; Science, Mathematics, Automotive, Manufacturing, Engineering and Energy; Social Science, Library, Media, Technology Information and eLearning. Extended Learning constitutes another division, which offers non-credit courses and contract training. Courses offered by the college generally fall under one of these units. Each unit cooperates in the planning and administration of the instructional programs offered by the college.

## ACADEMIC CALENDAR

Shoreline Community College operates a year-round academic calendar comprised of three (3) 11-week quarters during fall, winter, and spring, and one (1) 8-week quarter during the summer. Courses are also offered in the evenings and weekends. Class schedules are published each quarter listing the date, times, and locations of classes. These schedules are available approximately four weeks prior to the start of registration.

## GENERAL PROGRAMS OF STUDY

Shoreline Community College is a comprehensive college that offers courses in a variety of areas to meet the demands of local and regional communities.

### University Transfer

College courses at the freshman and sophomore levels are offered. These courses have been designed to prepare students for upper-division work at a four-year college or university. The curriculum at Shoreline is rigorous and challenging. Instructors focus on preparing students for the high caliber of study at the four-year universities.

### The Honors Program

The Honors Program at Shoreline Community College is designed to offer a challenging curriculum for students planning to transfer to four-year institutions of higher learning or who simply wish to deepen their college experience. Students have the opportunity to work on in-depth projects in specific academic disciplines and to create a community of scholars with whom to share their ideas. The Honors Program encourages students to work closely with faculty in seminars and colloquia to develop a research agenda. Graduation from the Honors Program provides students with an accomplishment that could lead to greater scholarship possibilities and admission to more selective colleges and universities.

For detailed, up-to-date information about Shoreline's Honors Program, please visit [www.shoreline.edu/honors](http://www.shoreline.edu/honors).

### Career Training Professional-Technical and Workforce Training

These programs are designed to prepare students for gainful employment upon completing a course of study at the college. More than 50 career training programs are now available at Shoreline Community College. Details may be found in the Professional-Technical Degree Programs section of this catalog.

### Worker Retraining Program

The Worker Retraining Program is a partnership between community and technical colleges and the Employment Security Department. The program provides funding and other resources to enable unemployed individuals to acquire the skills needed to return to work. This could mean a short-term skills upgrade, or a new career path and enrollment in a professional-technical program.

### The WorkFirst Program

The WorkFirst Program provides free job training as well as free tuition and books for parents who are receiving cash assistance (TANF). Currently, the program offers a variety of options and services including a Customized Jobs Skills Training, which prepares participants for employment with an employer partner. The College,

through partnerships with local industry, develops short-term (22 weeks or less) training programs designed to give students specific job skills. In addition, WorkFirst provides funding for tuition assistance for working parents to continue their education in SCC's professional–technical programs. For more information, please call (206) 546-6927.

### Study Abroad

(206) 533-6656

Shoreline Community College is a regional leader in providing short and long-term study abroad programs for two-year college students. In addition to 10-week (one academic quarter) programs sponsored in association with the Washington State Community College Consortium for Study Abroad (WCCCSA), Shoreline offers unique two- to four-week International Summer Institute study abroad programs around the world. Recent opportunities have included programs in Argentina, England, France, Guatemala, Italy, Japan, South Africa, Namibia, Mexico, China, Greece, Turkey, Honduras and Thailand.

Shoreline partners with colleges around the globe to give students in professional-technical programs the opportunity to study abroad within their field. Partner schools are located in Denmark and Korea. Shoreline sponsored study-abroad programs cover a variety of instructional disciplines and feature credit-bearing courses that are transferable to four-year colleges and universities. Financial aid resources apply to Shoreline sponsored study-abroad programs.

To learn about current offerings, please go to [www.shoreline.edu/international/studyabroad/](http://www.shoreline.edu/international/studyabroad/).

### Parent Education Program

(206) 546-4593; (206) 546-4540

The Parent Education Program encourages parents to develop child guidance skills and a personal philosophy of family relations. Child development, parenting roles in home and society and family communications are studied in a supportive environment. Parents enroll in the following courses: Parent Education 114-116, 124-126, 134-139, 144-146, 154-159, 164-166, 174-179 and 184-186. All of these are college credit courses. Up to 6 credits of Parent Education courses may be used toward the AA-DTA. A maximum of 5 credits from Parent Education courses may be used toward the AS degree. See the list of restricted transfer courses for more information. Topics explored in these courses include:

#### Child Development

- Social, emotional, physical and cognitive development
- Language and literacy development
- Multicultural perspective

### Nutrition and Health

- Early intervention and preventive measures
- The impact of diet on children's health
- Dental health care
- Accident prevention for children
- Available resources

### Parenting Skills

- Child guidance strategies
- Effective communication
- Developing self esteem
- Values structuring
- Impact of mass media pressures

### Family Relationships

- Single parents/blended family issues
- Family communication
- Changing adult roles and lifestyles in the family
- Parenting in our diverse society
- Impact of culture

Cooperative preschools are located throughout the college district. These programs are affiliates of the college and have varying hours depending on the number of participants. Each preschool is a separate corporation, with responsibility for the financing and operation of their cooperative preschool. The college provides the instructors for the parent education courses. The seven affiliated Parent Education Cooperative Preschools serve parents of children from infants through age 5. For information on the schedules of these affiliated preschools, please call (206) 546-4593. To enroll, contact the cooperative preschool directly.

## HIGH SCHOOL PROGRAMS

### High School Completion Program

Shoreline's High School Completion Program helps individuals re-engage with their education and earn a high school diploma. By attending courses at the college and meeting state requirements, adult students (18 years and older) can earn a high school diploma that is recognized by the State of Washington. With approval from a high school counselor, full-time high school students may take a limited number of college courses and transfer those credits to their high school to assist them with earning a high school diploma from their high school. For more information call (206) 546-6906.

**GED Program**

Shoreline Community College offers tuition-free General Education Development (GED) preparation courses to help students preparing to take the GED test. Successful completion of the test results in the awarding of a General Educational Development Certificate. Areas of instruction include math, spelling, punctuation, grammar and vocabulary. In addition, the course concentrates on reading skills in social studies, natural sciences and literary interpretation. The GED test is given at various times during fall, winter and spring quarters. For additional information about GED classes, call (206) 546-4602. For information on GED testing, please call (206) 546-4608.

**Career Education Options/Learning Center North**

The Career Education Options Program and Learning Center North offer out-of-school youth a chance to go back to school for the education and training needed to succeed in the world of work. The program is available to 16- to 21-year-olds who left high school without earning a diploma.

Through CEO, students enhance life skills, receive job training and learn effective job search strategies. The program also provides assistance with placement into internships and employment. While in the program, students may pursue a college degree or certificate in a professional-technical field. Many students also simultaneously work toward a GED certificate or high school diploma.

The CEO Program provides continuous support services to help students achieve their educational and career goals. Funded in partnership with the Office of the Superintendent of Public Instruction, the program provides tuition, books, supplies, transportation assistance and tutoring to qualifying students. Additional support services may be available on an individual basis. For information on enrolling in CEO, please call (206) 546-7844 or drop by the CEO office, Rm. 5222 in the 5000 (FOSS) Building.

Learning Center North is operated in partnership with the King County Work Training Program on the Shoreline campus. The program serves youth who want to attain their GED and go on to college and/or employment. The site has a GED and basic skills classroom, a computer lab, employment services, case management, career and educational planning. Learning Center North enrolls students on an ongoing basis. Services include individualized instruction, internships and computer software and hardware skills. Schedule an orientation appointment by calling (206) 533-6733 or visiting the office in the Building 2900 Annex.

**Running Start**

High school juniors and seniors may qualify to participate in the Shoreline Community College Running Start Program and earn college credit while simultaneously completing their high school graduation requirements. To qualify for the program, high school students must take the COMPASS placement test and qualify for English & 101 in both reading and writing. If students would like to take any math courses or any science courses for which math is a prerequisite, students need to also take the math portion of the COMPASS test.

For additional information on the Running Start Program, call (206) 546-6906 or visit the Running Start office in Room 5229 of the 5000 (FOSS) Building.

**Tech Prep**

The Tech Prep Program offers high school students the opportunity to prepare for Professional-Technical degrees and to complete college equivalent classes while still in high school. An agreement is prepared between the high school and college faculty that ensures that credits taken in high school and college are transferable between programs. If you enter this program while attending high school, you will get a solid start on a community/technical college certificate or degree, earning college credit while completing your high school requirement.

Students who complete a Tech Prep class while attending high school with a grade of "B" or better and have submitted a Tech Prep application to the College Credit and Careers Network will receive a college transcript from either Shoreline Community College or another College Credit and Careers Network member college: Bellevue CC, Cascadia CC and Lake Washington Technical College. For additional information, call (206) 546-7852, or go to [www.CollegeCreditCareersNetwork.org](http://www.CollegeCreditCareersNetwork.org).

**COMMUNITY EDUCATION PROGRAMS****Adult Basic Education (ABE)**

Tuition-free courses in reading, writing, study skills and mathematics are designed to help students improve their skills for work-related or personal reasons, or to prepare to enter degree programs or professional-technical training. These courses, along with student support services, provide orientation and guidance to help students discover their interests and abilities and prepare for success in their college courses. Call (206) 546-4602 for more information.

### **The Plus 50 Career Builder**

The Plus 50 Career Builder program is designed to offer workforce-related, short courses for people who are in the 50+ demographic who find themselves in an occupational transition. In these times, many people are being challenged to reinvent themselves as they struggle with unexpected changes in the labor market and unforeseen shifts in their personal circumstances. This may mean examining and refocusing past experiences and skills, refreshing old skills sets and/or developing new ones. The Plus 50 Career Builder program offers a schedule of short courses and seminars on a quarterly basis in an attempt to address these needs of the 50+ demographic. Please see the college website for schedule information at [www.shoreline.edu/Plus50](http://www.shoreline.edu/Plus50).

### **Customized Training**

In addition to classes listed each quarter in the college class schedule, customized professional training is available to businesses and organizations through the Center for Business and Continuing Education. Call (206) 533-6700 for more information.

### **English as a Second Language (ESL)**

Tuition-free classes are offered to help students improve their English skills in speaking, listening, reading, writing and grammar. These classes are offered morning, afternoons and evenings. Call (206) 546-4602 for more information.

### **eLEARNING**

Shoreline Community College is committed to providing quality education at times and places most convenient to students. To accomplish this, the college has developed eLearning courses that offer several options to students who cannot attend traditional on-campus courses. These options include video courses, online courses (computer based/ Internet) and interactive television (ITV) courses. In addition, several degrees and certificates can be obtained at a distance. For more information, please call (206) 546-6966 or visit the eLearning website at [www.shoreline.edu/eLearning/](http://www.shoreline.edu/eLearning/). The Northwest Association of Schools and Colleges accredits Shoreline's eLearning program.

### **Video Courses**

Video courses make use of videocassettes, DVD's, textbooks and study guides to deliver content. Cassettes and DVD's may be rented as a set for the quarter or checked out individually from the Media Center. Contact the checkout desk at (206) 546-4529 or [media@shoreline.edu](mailto:media@shoreline.edu). Students may be required to attend one or more on-campus sessions. Video courses offer flexibility, convenience and rigor in a quality video-, print- or web-based course format.

### **Online (Internet) Courses**

Online courses have start and stop dates, regular assignments and project due dates, but because the classroom is online and most classes are fully asynchronous, work can be done at a time and place most convenient for the student. Online courses have been developed with the same learning outcomes as traditional on-campus courses. Because online courses are delivered at a distance, are reading-and writing-intensive. Even though attendance is not required at a specific time, for most online classes students will need to spend time in the online classroom five out of every seven days and plan on a minimum of 12 to 15 hours of class work each week for each course. Using a computer and the Internet, students receive lessons and assignments and return completed course work. Students communicate with their instructor and other class members through e-mail and threaded discussions from their home or work place. Some online courses require synchronous online interaction, which requires attendance in an online classroom at a specific date and time. Students may be required to arrange to have an exam remotely proctored several times during the quarter.

### **Hybrid Courses**

Hybrid courses offer students a mixture of on-campus and online learning experiences, with regular on-campus meetings per week. Why choose a Hybrid class? You get face-to-face, personal interaction with your instructor and other students. Plus, you have anytime/anywhere access to the course, on your own computer with Internet access or in Shoreline's computer labs. You spend more time learning and less time traveling to campus or looking for a parking space.

### **Courses That Include Some Internet Content**

Most face-to-face courses require some Internet content. These courses take place at one of the college's physical sites. Online resources are used to supplement the on-campus instruction but do not reduce the requirement for on-site classroom attendance. Please check with your instructor for more information.

### **Interactive Television (ITV)**

Shoreline Community College is part of Washington State's K-20 data/video network which serves all community colleges, universities and K-12 school districts in the state. Shoreline provides high quality interactive courses to students in designated ITV classrooms in remote colleges, universities and school districts around the state. Shoreline's latest ITV improvement also enables students with high speed Internet access to take ITV classes from their home or office, around the corner or around the world.

**WashingtonOnline**

WashingtonOnline courses are developed and shared by the Washington State Community and Technical Colleges system and offered as Shoreline courses. These asynchronous online courses are conducted completely on the Internet. WAOL courses have start and stop dates, regular assignments and project due dates, but students can work at the time and place most convenient to them. Students must be admitted and enrolled at Shoreline Community College in order to enroll in these courses. Grading and content for these courses are the responsibility of the instructor's home college. Collections and refunds of tuition and fees are Shoreline's responsibility.

**INTERDISCIPLINARY STUDIES**

Shoreline's Interdisciplinary Studies allow students to discover, explore, and connect. Interdisciplinary Studies courses allow you to fulfill graduation requirements in an alternative way. These courses integrate two or more subjects into one class that focuses on a common theme. Two or more instructors team-teach these Interdisciplinary Studies courses, so students get to explore issues or problems through multiple perspectives. Interdisciplinary Studies courses offer you a unique, challenging, engaging learning experience.

Interdisciplinary Studies courses come in many forms. Some courses may combine three or more disciplines, giving students a full-time load. Other courses may provide students with ten, eight, or five credits.

**SERVICE LEARNING**

Service-learning is a non-traditional model of teaching and learning that allows students to engage in meaningful community service opportunities that purposefully overlap with and enhance the academic learning that occurs in the classroom. Each service-learning course allows you to sharpen your leadership, critical thinking, and problem-solving skills while simultaneously taking action to meet real community-defined needs.

Service-learning courses typically bear 5-credits and require students to complete fifteen hours of service throughout the quarter, although variations on this model may be offered. Course loads in fully-integrated service-learning classes are intentionally adjusted to account for the extra time students must commit to in order to complete their service. A wide range of academically relevant service-learning opportunities are set up prior to the start of the quarter to ensure that the placements are both interesting and accessible to students.

**INDIVIDUAL PROJECTS****Guidelines for Individual Projects**

Individual project credits are for individualized study. They consist of advanced study in the student's primary academic or career area of interest under the guidance of

the division involved. Students initiate requests for individual projects with an appropriate faculty member. Students planning to participate in individual project credits must have completed a basic course in the relevant discipline.

Individual project credits may not be used to satisfy general or distribution degree requirements. Students should consult with their advisors and check with the elective degree requirements of their transfer institution to determine the applicability of individual project credits.

**Individual project credits**

Faculty offering individual project credits submit to the division dean a written contract, including details of the nature of the project, the resources to be used, the materials to be produced or activities to be completed by the student and the method of evaluation and grading that is to be used by the instructor.

**For 3 credits:** Students must complete 99 project hours and enroll before the end of the second week (10th day) of the quarter.

**For 2 credits:** Students must complete 66 project hours and enroll before the end of the third week of the quarter.

**For 1 credit:** Students must complete 33 project hours and enroll before the end of the fifth week of the quarter.

# Policies for Students

Shoreline Community College is in compliance with Title IX of the Educational Amendments of 1972. This regulation prohibits discrimination on the basis of sex in employment, educational opportunities and program participation. The college also recognizes that sex discrimination in the form of sexual harassment — defined as the use of one's authority and power to coerce another individual into sexual relations, or to punish the other for his/her refusal — is also a violation of Title IX, as well as Title VII of the Civil Rights Act of 1964.

Shoreline Community College is also in compliance with Title VI of the Civil Rights Act of 1964. All educational programs and services will be administered without regard to race, creed, disability, religion, color, national origin (including minorities with limited English language skills), age, marital status, gender, sexual orientation or status as a Vietnam-era or disabled veteran.

Inquiries regarding compliance with any of these regulations or relevant grievance procedures should be directed to the Dean of Students, (206) 546-4641, 5000 (FOSS) Building, or any administrative unit head.

In accordance with the Rehabilitation Act of 1973, Section 504, all educational programs will be provided without regard to physical status. No otherwise qualified individual with disabling conditions shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program, activity or service administered by the college. Students who would be deemed qualified are those individuals who can perform at an acceptable level of productivity in a vocational education and/or academic setting. Reasonable accommodations will be made unless such accommodations will cause undue hardship on the college. Campus facilities and programs are accessible to individuals with disabling conditions.

Inquiries regarding this policy should be directed to the Dean of Students, (206) 546-4641, 5000 (FOSS) Building.

Shoreline Community College complies with the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment) concerning the information that becomes a part of a student's permanent educational record and governing the conditions of its disclosure. Procedural guidelines governing compliance with this statute have been developed and are available through

the office of the Dean of Students. Any student wishing to have information withheld when inquiries are received must notify the Vice President for Student Success in writing.

## DISCLAIMER

The college reserves the option to amend, modify or revise any provision of this catalog for the following reasons, including but not limited to:

1. a lack of funds to operate a program or course;
2. unavailability of instructors;
3. a change in administrative or Board of Trustees' policy; or
4. a change in the laws, rules or regulations of the state of Washington that govern the operation of community colleges.

## SUMMARY OF STUDENT RIGHTS

Student Rights and Responsibilities are protected through policies and procedures adopted by the College's Board of Trustees. Following are some of the key policies pertaining to students. A full description of the policies and accompanying procedural guidelines can be found in the offices of the VP of Academic and Student Affairs and Dean of Students or via the college website.

### Fair Grades

Students are protected by College policy through orderly procedures against arbitrary or capricious actions or decisions relating to academic evaluations by their instructors. (College Policy 5035 – Student Grievance Procedures)

### Confidential Records

The confidentiality of student records is protected by College policy requiring guidelines which are in accordance with the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment) concerning the information that becomes a part of a student's permanent educational records and governing conditions of its disclosure. (College Policy 5040 – Student Records)

### Freedom from Discrimination

Shoreline Community College policy prohibits illegal discrimination in any form including, but not limited to, sexual harassment of or by any student, faculty, administrator, or staff. See College Policy 4111 (Affirmative Action/Equal Opportunity) and 4113 (Sexual Harassment). If you believe you have been harassed or discriminated against because of your race, ethnicity, gender, age, or marital status, please contact the SCCSBA Student Advocate, Dean of Students, or the Vice President for Human Resources and Legal Affairs.

**Advanced Placement**

Students may be placed in an advanced course of a sequence on the basis of their high school achievement or test results. Credit may be granted for the course omitted. (College Policy 5160 – Advanced Placement)

**Prior Experiential Learning Assessment**

Shoreline Community College awards credit for learning achieved through prior experiences to currently enrolled students. The College offers a variety of methods of assessing your prior learning, Prior Learning Assessment (Portfolio) or Testing. Each process allows you to demonstrate and document the extent of your knowledge and experience to earn college credit. All assessment processes used to evaluate prior learning will be consistent with effective contemporary assessment methodologies in the respective fields using a range of strategies consistent with institutional standards for a given course.

Awarded credit shall not exceed 25% of the credits required for the program, certificate or degree. Credits granted for prior experiential learning will transfer as restricted elective credits. These credits will be included in the 15-credit limit for all restricted elective credits. Some colleges and universities may not accept CPEL credits in a transfer situation. Students in transfer programs are encouraged to use the Credit-by-Examination process for challenging courses.

Students have earned Prior Learning Assessment credit by matching their college level experience to a wide variety of college courses. Please check with the program or division for a listing of the courses available for Credit for Prior Experiential Learning (CPEL). (College Policy 5162 – Assessment & Awarding of Credit for Prior Experiential Learning)

**Credit by Examination**

Students currently enrolled at Shoreline may obtain credit for certain courses by satisfactorily passing comprehensive examinations, provided the student has never audited, received college credit for, or failed the challenge course. In addition, a student can not take a challenge exam for a course if s/he has audited or failed either a required or prerequisite course or another course which assumes knowledge of the course being challenged. (College Policy 5161 – Credit by Examination)

**Freedom of Speech**

Any recognized student organization, with the knowledge and approval of its advisor, may invite to the campus any speaker the group would like to hear. Although it is the advisor's responsibility through the inviting group to insure the educational relevance of such programs, all such speakers have complete discretion in the content and manner of their presentation, subject to restraints imposed by federal and/or state constitutions and statutes. Moreover, the appearance of an invited speaker on campus does not involve an endorsement, either implicit or explicit, or his/her views by Shoreline Community College, its faculty, its administration or its Board of Trustees. (College Policy 5255 – Off Campus Student Invited Speakers)

**Use of Human Subjects**

It is the policy of the Board of Trustees regarding the use of human subjects to protect the rights, well-being, and personal privacy of individuals, to assure a favorable climate for the acquisition of technical skills and the conduct of academic inquiry, and to protect the interest of Shoreline Community College. (College Policy 5329 – Use of Human Subjects)

**Appearance and Dress**

Educational opportunities at the College may not be granted or denied on the basis of standards of personal appearance unless a student's appearance disrupts the educational process or constitutes a threat to safety. (College Policy 5215 – Appearance and Dress)

**Reasonable Accommodation, Disabilities**

Students with disabilities have the right to request and receive reasonable accommodations to ensure access to programs and facilities at Shoreline Community College. To receive such accommodations, students are responsible for directing requests in a timely manner to the Office of Special Services along with documentation of the nature and extent of their disability. Reasonable accommodations include, but are not limited to: modification and flexibility in test-taking arrangements; adjustments in nonacademic services and other rules; and auxiliary aids and services. (College Policy 5114 – Reasonable Accommodation of Students with Disabilities)

**SUMMARY OF STUDENT RESPONSIBILITIES****Student Conduct**

Admission to the College carries with it the expectation that the students will conduct themselves as responsible members of the academic community. This includes the expectation that students will obey the law; comply with the rules and regulations of the College; maintain high standards of integrity and honesty; respect the rights, privileges and property of other members of the College community, and will not interfere with legitimate College operations.

Student activity or behavior which violates any provision of the College conduct code is not acceptable; yet, an individual who enrolls at the College can rightfully expect that the instructors and administrators will exercise with restraint the power of the College to regulate student behavior, and that rules and regulations will be adopted only when the education process clearly and directly requires such legislation. However, restrictive rules and regulations will not be made without showing relevance to those conditions toward which they apply. The enforcement of these rules and regulations shall be fair and shall be pursued in accordance with regulations governing student conduct. Sanctions, up to and including expulsion from the College, may be imposed for failure to satisfy the expectations stated above. These sanctions will determine whether, and under what conditions, the violator may continue at the College.

Violations of the Student Conduct Code will lead to disciplinary action; however, nothing herein will be construed to deny students their legally and/or constitutionally protected right(s) to due process. (College Policy 5030 – Student Conduct and Discipline)

### Student Grievance

Students shall have recourse against arbitrary and capricious actions or decisions relating to academic evaluations by their instructors through an orderly procedure. (College Policy 5035 – Student Grievance Procedures)

- a. When a student believes that he/she has a grievance regarding an academic evaluation, he/she should seek out the involved faculty member(s), state the nature of the grievance, and make a serious attempt to mutually resolve the issue. This step shall be initiated no later than the last day of the next regular academic quarter, excluding summer quarter.
- b. If step a. does not produce a satisfactory result for the student, he/she may request a meeting with the division chair (or the immediate supervisor) of the involved faculty member(s) to discuss the grievance within ten (10) instructional days of the conclusion of the discussion conducted under step 4(a). The student shall present a written, signed statement of the nature of the grievance to the division chair, who shall then attempt to achieve a mutually satisfactory resolution of the grievance. If the student chooses, he/she may be accompanied by a representative of the student body association or personal counsel.

### Dishonest in Academics

Each student is expected to exhibit academic integrity. Shoreline Community College does not permit any form of academic dishonesty, such as cheating or plagiarism.

- a. Academic dishonesty occurs when a student provides unauthorized academic benefits to another student or receives academic benefits he/she did not earn through his/her own efforts, by cheating or plagiarizing.
- b. Cheating includes, but is not limited to, conferring an unearned benefit to another student, copying another's work on an exam, preparing for an exam by using test questions from a stolen exam, accessing unauthorized materials, or turning in another person's work as one's own.
- c. Plagiarism is quoting, paraphrasing or summarizing portions of another's work from a published, unpublished or electronic source without acknowledging that source.

Consequences of any breach of academic integrity shall be clearly defined in a course syllabus and may include withholding or credit lowering of grade, and/or failure (0.0) for the assignment and/or course, or lesser sanction. Matters involving academic dishonesty may be referred to the Dean of Students for additional disciplinary action(s).

### STUDENT RECORDS AND RIGHTS TO PRIVACY

All Students at Shoreline Community College are protected by the Family Educational Rights and Privacy Act (FERPA) of 1974. Your privacy is protected with certain restrictions on the disclosure of your student educational records and information. You have the following rights, protection and privacy of your educational records at Shoreline Community College.

- 1) **The right to inspect and review your student education records within 45 days of the day the college receives a request for access.** The Student should submit a written request to the Registrar's Office identifying the records(s) they wish to inspect.
- 2) **The right to request the amendment of the student's education records the student believes are inaccurate.**
- 3) **The right to authorize disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.** The College will disclose the following information authorized by FERPA on all students:
  - Student's name(s)
  - Telephone number
  - Major or field of study
  - Dates of attendance
  - Degrees and awards received

Directory Information can be released by the College unless the Office of the Dean of Students or the Registrar's Office has received a written notice signed by the student requesting non-disclosure of all student information.

FERPA authorizes disclosure without consent to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement); a person or company with whom the College has contracted (such as an attorney, auditor, collection agent, or verification agency); a person serving on the Board of Trustees; or a student assisting another school official in performing his or her tasks. Upon request, the College may disclose education records without consent to officials of another school in which a student seeks or intends to enroll, and to military recruitment services pursuant to the Solomon Amendment. The College is also required to provide information to the Federal Government regarding students who may be eligible for the American opportunity tax credit programs. The College does not disclose education records to family members without student written consent.

- 4) **Students have the right to file a complaint with the U.S. Department of Education concerning alleged failure by the college to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA:

**Family Policy Compliance Office**  
**US Department of Education**  
**400 Maryland Avenue, SW**  
**Washington, DC 20202-4605**

Contact the Registrar's Office (206) 546-4613, if you wish to inspect, review or restrict disclosure your student educational records or if you have any questions regarding your rights under the Family Educational Rights and Privacy Act.

# Student Services

## ADMISSION

### Admission Information:

Shoreline Community College  
16101 Greenwood Avenue North  
Shoreline, WA 98133-5696

Phone: (206) 546-4621  
Fax: (206) 546-5835  
E-mail: [sccadmis@shoreline.edu](mailto:sccadmis@shoreline.edu)  
Web: [www.shoreline.edu](http://www.shoreline.edu)

Students may begin their college education at Shoreline Community College in fall, winter, spring or summer quarter. To apply for admission, students should submit an application to the Admissions Office. Applications should be submitted as early as possible before the quarter begins. Applicants will receive notification of acceptance and registration information by mail.

### Web Admissions

To apply to Shoreline Community College via the Web, access the online admissions application at our college Web site: [www.shoreline.edu](http://www.shoreline.edu). Fill out the online admissions application on your computer, then follow instructions to submit it.

## ADMISSION ELIGIBILITY

A candidate for admission to Shoreline Community College must be a graduate of an accredited high school, have a General Education Development (GED) certificate or be at least 18 years of age. Upon admission, students may be required to submit any of the following records to the Enrollment Services Office.

### 1. Assessment Results

Evidence of placement level is required before registration in English composition, reading, math, or “W” courses. Assessment test results are used to assist students with placement in appropriate levels of these classes. They are not used to determine whether a student will be admitted to Shoreline Community College.

Students may submit COMPASS or ASSET test scores for English placement. Students may submit COMPASS or ASSET test scores within three years for mathematics placement. COMPASS test is available at Shoreline by appointment.

Before the student’s registration date, the college will send instructions on how to make a test appointment. Test results will be uploaded automatically to the Student Management System.



### 2. College Transcripts

Students who have attended other colleges are required to submit official transcripts from all colleges from which they wish to transfer credit toward their Shoreline Community College degree. Shoreline Community College accepts credits earned at colleges or universities that are recognized by the Northwest Association of Schools and Colleges as regionally accredited. Transcripts of course work from other colleges may also be required to provide evidence of placement level before registration in English composition, reading, math or “W”\* courses.

Students receiving federal financial aid or those receiving educational benefits from the Department of Veterans Affairs are required to submit official transcripts from all prior colleges including, in the case of veterans, those attended before, during, and after active duty.

### 3. High School Transcripts

Students are encouraged to submit final, official high school transcripts to Shoreline’s Admissions Office. High school transcripts assist advisors of students seeking to transfer to four-year institutions to meet those institutions’ admissions and graduation requirements.

*\*For a description of “W” courses, see page 97.*

## STUDENTS WHO HAVE NOT GRADUATED FROM HIGH SCHOOL

Applicants who have not graduated from high school must take placement tests before registration. The College recommends that applicants consider the High School Completion Program or the General Education Development Test as an aid to planning the student's program.

High school students attending a day high school full-time or part-time may also take high school completion classes or college credit classes to meet their own high school requirements. The student must have an authorization letter from his or her counselor or vice principal stating that the high school will allow the student to attend the college classes and will accept the credits earned.

The Running Start program allows high school juniors and seniors to take college classes tuition-free. See the Running Start section of this catalog for more information.

Students under the age of 16 must meet special requirements in order to enroll at Shoreline. Contact the Enrollment Services Office at (206) 546-4613 for more information.

## AUDIT STUDENTS

An audit student must be registered and have paid required tuition and fees. Class participation will be at the instructor's discretion. No credit is earned. A student cannot change to or from audit status after the first day of the seventh week of the quarter. The audit grade appears as an "N" and will be permanently posted on the official transcript.

## INTERNATIONAL STUDENTS

SCC does NOT require international students to take the TOEFL examination. Instead, each Shoreline student is asked to take an ESL proficiency test upon arrival in the U.S. in order to be placed in the appropriate classes.

In order to apply for admission as an international student, the following items are required:

1. A completed application form.
2. Complete and official high school records (all years), as well as any college or university transcripts.
3. Evidence of financial responsibility.
4. Application fee.

Please contact International Programs for an application packet.

## PROGRAMS WITH SPECIAL SELECTION PROCEDURES

Admission to the college does not guarantee acceptance into certain programs that have special requirements. Dental Hygiene, Health Informatics and Information Management, Medical Laboratory Technology and Nursing fall into this category. Other programs such as Automotive Service Technology have waiting lists due to high demand for such majors. Refer to the Professional–Technical Degree Programs section of this catalog for further information.

## TRANSFER CREDITS

Credits earned at colleges or universities that are recognized by the Northwest Commission Colleges and Universities or other regional accrediting agencies are accepted by Shoreline Community College.

## REGISTRATION

(206) 546-4611

The registration procedure allows continuing students with the largest number of accumulated credits to register first. This permits students to move up in the priority order each quarter they are in attendance. In-person registration may be by written proxy if a student is unable to report at the scheduled time.

Students are required to obtain their advisor's signature for courses to be taken each quarter if they have completed fewer than 15 credits at Shoreline Community College. An advisor's signature is not required, however, for a student who has completed 15 Shoreline credits and:

1. is not enrolled in an English as a Second Language program;
2. is not an international student; or
3. is not enrolled in a selected professional–technical program.
4. has previous college experience or already earned a degree

### Web Registration

Students who have completed at least 15 credits at Shoreline Community College can register via the Web on or after their scheduled appointment date. Access online registration at the college web address: [www.shoreline.edu](http://www.shoreline.edu). See the quarterly Class Schedule for exceptions and deadlines for tuition payments. Credit card and debit payment is available online.

### Automatic Waitlist

Students can put themselves on a waitlist for a full class, or check their position on a waitlist via the web at [www.shoreline.edu](http://www.shoreline.edu). Registration into a waitlisted class is automatic when space becomes available until the waitlist cutoff date. See the quarterly Class Schedule for

specific dates. The signature of the instructor is required to register after that date.

### CHANGE OF REGISTRATION

Web registration is available through the first week of the quarter. It is the student's responsibility to confirm any schedule changes by adding or dropping classes with the Enrollment Services Office. The advisor's signature is required if the student wishes to take more than 23 credits in one quarter.

Students desiring to change their class schedules during the **first five days\*** of a quarter must fill out a class schedule change form and take it to the Enrollment Services Office. No signatures are required except in the case of special-permission classes as indicated in the class schedule. During this period, online registration is also available.

Changes during the **sixth through the 10th day\*** are made on the same form and require the signature of the instructor.

From the **11th day through the end of the fourth week\***, the class schedule change form must be used and requires the signature of the instructor(s) and, for adds only, the division Dean. During this time a grade of "W" will automatically be given for dropped classes. Although advisors' signatures are not required for these changes, students are encouraged to see advisors for assistance.

It is not possible to add classes **after the end of the fourth week\*** of the quarter. The schedule change form is used for drops only from the **first day of the third week to the first day of the seventh week\*** and requires the signature of the instructor(s). From the second day of the seventh week, the instructor will assign the proper grade on the grade roster (see Grading System section of this catalog). No "W" grades will be issued after the **first day of the seventh week\***. Although advisors' signatures are not required for these changes, students are encouraged to see advisors for assistance.

### EARLY WITHDRAWAL PROCEDURES (FROM CLASS OR COLLEGE)

From the eleventh day of the quarter through the **first day of the seventh week\*** of the quarter, the procedure for withdrawing from a class is as follows:

Students should fill out an official class schedule change form, obtain the instructor's signature on the form for each class to be dropped and take the completed form to the Enrollment Services Office. During this period, the grade given will be an automatic "W."

Starting the **second class day of the seventh week\*** through the last day of instruction, the grade will be a I, NC, P, V or Z (if emergency situation is applicable) as the instructor's judgment dictates. No "W" grade will be issued after the end of the **first day of the seventh week.\***

### DROP FOR NONPAYMENT

Students who fail to pay their tuition in full by the tuition payment deadline may be administratively withdrawn from all classes. Re-registration will not be possible after the fourth week (or summer equivalent.)

### SPECIAL BENEFITS REQUIREMENT

Students expecting to receive compensation for full-time programs under the G.I. Bill, Social Security, Railroad Retirement Board or any other outside agency will be required to carry at least 12 credit hours.

### RECORDS

(206) 546-4623

### CONFIDENTIALITY

Shoreline Community College protects student privacy as required by federal law in the Family Education Rights and Privacy Act (FERPA) of 1974. A student at Shoreline may have all personal information held confidential. The office of the Dean of Students can provide this special service. For more information, call (206) 546-4641.

### NAME CHANGES

Continuing or returning students are required to submit legal documentation for a change of name as shown on Shoreline records. Acceptable proof would be a marriage certificate or court order or notarized copy thereof. Picture identification is also required.

### STUDENT IDENTIFICATION NUMBER (SID)

Students are issued a randomly assigned student identification number at the time of admission. Disclosure of social security numbers is not mandatory, except for the purposes of financial aid, Federal American opportunity tax credit, employment in any position at Shoreline including work study, and workforce or unemployment reporting. Voluntary disclosure is authorized for the purposes of academic transcripts and assessment/accountability research. Your social security number is confidential and will be protected under the Family Educational Rights and Privacy Act.

*\*Summer quarter deadlines differ. Please refer to the Summer class schedule.*

**STUDENT IDENTIFICATION CARDS**

A new I.D. requires valid photo identification (like a Washington State driver's license or passport) and a copy of a class schedule indicating that at least 50% of tuition due has been paid or documentation of a funding resource for tuition payment. The first student I.D. card issued is free. If the I.D. card is lost, stolen or mutilated, replacement cards are \$15. New I.D. cards issued due to a name change cost \$5 and the name change must be completed in the Records Department in Enrollment Services before the new card is issued in the library.

**TRANSCRIPT REQUESTS**

Requests may be made in person, by mail or online. The Transcript Request form is available on the second floor of the 5000 building, or on Shoreline's web site: [www.shoreline.edu/transcripts.aspx](http://www.shoreline.edu/transcripts.aspx). Online requests must be paid for by credit or debit card. For more information, phone (206) 546-4614.

**OBTAINING INFORMATION**

Information kiosks are located in Enrollment Services (5000 Building), Shoreline Bookstore, and the library, where students may view and print an unofficial copy of their records free of charge. This information can also be accessed via the Web at [www.shoreline.edu](http://www.shoreline.edu).

**HOLDS ON STUDENT RECORDS**

Students who have been placed on academic suspension or who are under age 16 must meet with the Registrar before being allowed to register. Students who have outstanding debts to the college (such as traffic and parking fines or library fines) will not be allowed to register or make program changes until these have been cleared. Likewise, official transcripts will not be released until debts are cleared. The Registrar's Office requires up to 24 hours to process the release of a hold on student records.

**SCHEDULE OF TUITION AND FEES**

As a Washington state public institution, Shoreline Community College is required to comply with all applicable state laws regarding residency classification.

In general, a student is considered a "resident" for tuition and fee purposes under the following conditions:

1. The student is a US citizen, has permanent resident status, or is otherwise permanently residing in the United States under color of law; and
2. The student is financially independent\* for the current calendar year and the calendar year prior in which the application is made; and
3. The student is in Washington primarily for reasons other than educational and has officially established Washington as his or her true, fixed and permanent home and place of habitation for a period of at least one year prior to the start of the quarter of enrollment.

*\* If a student is not financially independent, then his/her residency is based on whether one or both parents/legal guardians have met all residency requirements.*

Washington state laws require that new residents of Washington change out-of-state driver's licenses and out-of-state vehicle registrations within 30 days of arrival in this state (references: RCW 46.16.028 and RCW 46.20.021). New residents should also change out-of-state voter registrations.

Students will be initially classified as "resident" or "non-resident" based on the information derived from the Admissions Application. Students who are requesting reclassification from non-resident to resident status will be required to provide proof of meeting the one-year residency requirement by submitting a Residence Questionnaire and supporting documentation.

Other conditions which might qualify a student for resident status are:

1. Members/dependents of the US military or Washington National Guard; or
2. Students who are not US citizens and do not have permanent resident immigration status, but attended a Washington state high school for at least 3 years and have graduated (ref. HB 1079); or
3. Members of certain American Indian Tribes (reference RCW 28B.15.0131).

Students should contact the Registrar's Office for complete details regarding residency classification.

## TUITION AND FEE INFORMATION (A)

		Resident	Non-Resident U.S. Citizen	Non-Resident Non-U.S. Citizen	Eligible Veteran
PART	1 credit	\$86.05	\$173.78	\$258.05	\$43.03
TIME	2 credits	172.10	347.56	516.10	86.06
	3 credits	258.15	521.34	774.15	129.09
	4 credits	344.20	695.12	1,032.20	172.12
	5 credits	430.25	868.90	1,290.25	215.15
	6 credits	516.30	1,042.68	1,548.30	258.18
	7 credits	602.35	1,216.46	1,806.35	301.21
	8 credits	688.40	1,390.24	2,064.40	344.24
	9 credits	774.45	1,564.02	2,322.45	387.27
	FULL (b)	10 credits	860.50	1,737.80	2,580.50
TIME (c)	11 credits	893.27	1,773.25	2,618.27	446.70
	12 credits	926.04	1,808.78	2,656.04	463.10
	13 credits	958.81	1,844.27	2,693.81	479.50
	14 credits	991.58	1,879.76	2,731.58	495.90
	15 credits	1,024.35	1,915.25	2,769.35	512.30
	16 credits	1,057.12	1,950.74	2,807.12	528.70
	17 credits	1,089.89	1,986.23	2,844.89	545.10
	18 credits	1,122.66	2,021.72	2,882.66	561.50

## NOTES:

- (a) Tuition is subject to change and approval by legislative or board of trustees' action. Some courses may have additional fees for supplies or other charges.
- (b) For purposes of being considered "full time" for funding from federal and state financial aid programs, Department of Veterans Affairs, Social Security, and most other outside agencies, a student is required to carry at least 12 credits.
- (c) An additional operating fee of \$78.40, \$159.24, \$250.40 and \$39.20 per credit hour over eighteen (18) is charged for resident, non-resident citizen, non-resident non-citizen, and eligible veteran students, respectively, and may be subject to waiver for required vocational courses.

**Notice:** All fees are subject to change pending proposed fee increases by the Student Body Association and subsequent approval by the Board of Trustees, or further clarification of actions by the Legislature.

A student wishing to change his or her residency classification must petition the college by completing the residency questionnaire form (obtainable online or in Enrollment Services) and by providing necessary documentation. This should be completed before registration, or no later than 30 days from the start of the quarter.

## STUDENT FEES

**Audit Fee**

Same as for credit fee.

**Credit by Examination (Challenge)**

Per credit hour: \$10. Contact the appropriate instructional division office for more information.

**Methods of Payment**

MasterCard, VISA, cash, debit cards and personal checks are accepted.

**Senior Citizens (60 or Over)**

Tuition is waived for up to two regular college credit classes on a space-available basis for credit or audit. There is a \$5 fee for this service. Senior citizens must pay all applicable college and class fees.

**Special Fees**

Many classes require special fees for equipment, laboratory use, materials or personal instruction. Such fees will be listed in the quarterly class schedule. A special selection process fee will be required when applying to certain programs.

**Student Union Renovation Fee**

\$4.40 per credit up to a maximum of \$52.80 per quarter.

**Sustainable Commuter Options Fee**

Approved by student election, this \$34.00 fee funds multiple service improvements to the campus such as increased bicycle rack access, parking improvements and reduced bus pass costs.

**Technology Fee**

\$2.00 per credit up to a maximum of \$20.00 per quarter.

**Transcript Fee**

\$5.00 per transcript, \$30.00 to mail outside of the USA. There is a 5-7 business day processing period.

**Refunding of Fees**

A refund of fees is made either when a student officially withdraws from the college or when there is a partial withdrawal (reduction in credit hours).

Financial aid recipients may be required to repay some or all financial aid upon withdrawal, depending on the type of aid received, the documented last day of attendance and applicable rules and regulations governing financial aid. For refunds for financial aid recipients, see the Financial Aid section of this catalog.

**REFUND POLICIES**

Refunds are made according to the following schedule:

**Before first week of the quarter:** full refund except for fees listed in the schedule of fees as non-refundable.

**During the first week of classes:** 100 percent of refundable fees. (Summer Quarter: see class schedule.) Withdrawal is not reflected on student transcript.

**Second week of classes:** 50 percent of refundable fees. (Summer Quarter: see class schedule.) Withdrawal is not reflected on student transcript.

**Third week of classes:** 50 percent of refundable fees. (Summer Quarter: see class schedule.) Withdrawal appears as a "W" on student transcript.

**After the third week of classes:** No refund will be issued. (Summer Quarter: see class schedule.) Students who withdraw from the college without complying with official withdrawal procedures, and students who are asked to withdraw by the college, do not receive a refund of fees.

**Example 1:** Student A officially withdraws during the first week of the quarter. Whether or not the student attended class, he or she is eligible for a 100-percent refund.

**Example 2:** Student B withdraws halfway through the third week of the quarter. The student is eligible for a 50-percent refund of tuition; the college retains 50 percent. (See Summer Quarter class schedule for equivalent.)

*Note: Financial Aid recipients should refer to the examples in the Financial Aid section, since different regulations and percentages may apply.*

*Note: Student fees for Continuing Education classes are refundable up to two business days before the class begins. Refunds will be made if a class is cancelled by the college.*

## ADDITIONAL SERVICES FOR STUDENTS

### ADVISING

(206) 546-4559

Advising provides students with the necessary information to make sound academic decisions and educational plans. Advisors assist students with information about admission and graduation requirements, course placement and selection, transcript evaluation and registration. Through advising, students make the connection between academic interests, degree requirements and career opportunities.

All full-time SCC faculty and some staff assume responsibility for advising students. Counselors are available to work with students who are undecided and in need of career or personal counseling. Students may request a change of advisor at any time at the Reception Desk in the Advising and Counseling Center, Room 5229 (FOSS) Building.

Planning guides, course equivalency guides, transfer manuals and other college/university information are available for reference in the Advising and Counseling Center, Room 5229 (FOSS) Building. Advising materials are also located in the divisions. The Advising and Counseling Center is open from 8 a.m. to 5 p.m. on Monday, Tuesday, Wednesday, and Thursday; and from 8 a.m. to 4:30 p.m. on Friday. Students can meet with divisional faculty advisors during office hours or by scheduling an appointment.

### COUNSELING

(206) 546-4559

Counseling Services are located in the Counseling Center, Room 5229 (FOSS) Building. Grounded in human development theories, counselors offer a range of services to help students identify and achieve their personal, academic and career goals. Through personal, educational or career counseling, counselors work closely with students in an effort to promote a positive learning environment and educational experience.

Career counseling is available to help students identify their personal interests and abilities in relation to academic planning and the world of work. Counselors provide both group and individualized career counseling with a variety of assessment and evaluation services offered at a minimal fee.

Shoreline offers short-term personal counseling to help students overcome difficulties that present barriers to success. Issues that may impede academic progress can be addressed through counseling services. Counselors are experienced in handling complex situations that may result in a need for crisis intervention. They also serve as a campus and community referral resource for students,

faculty and staff. Counselors are professionally educated, trained and experienced in counseling, psychology and social work. Information shared during the course of personal counseling is confidential.

Faculty teach an array of human development courses such as Career Exploration and Life Planning, Stress Management, Improving Relationships, College Orientation and Student Success. Counselors provide advising assistance, help students in their transition to other institutions and meet new and prospective students to assist with access to college programs and services.

## RESOURCES FOR STUDENTS

### JOB CONNECTIONS CENTER

(206) 546-4610

The Job Connections Center, located on the first floor of the 5000 (FOSS) building, provides students and the community with resources to find all types of employment - be it a part-time job during school or a professional career after completion of a training program.

The Center posts announcements about current job openings, upcoming job fairs, and companies that are hiring.

Students who are uncertain about their future choice of career or program of study can access WOIS software - a career assessment tool that includes interest inventories, as well as information about various careers and training programs.

Staff is available to help students use the Center's computers to access job banks, career information, and labor market information. Staff is also available to critique resumes and provide workshops on job search strategies. Students can learn more about the job search, resume writing, and interviewing by viewing videos or reading books in the Center's library.

The Job Connections Center also houses the Co-operative Education Program, the Worker Retraining Program, the Opportunity Grant Program, the Basic Food Employment and Training program, Workfirst, an Employment Security representative as well as other funding partners.

For information on services call:

Front Desk/Information . . . . .(206) 546-5882  
 Job Posting and Information . . . . .(206) 546-6930  
 Worker Retraining Program . . . . .(206) 546-6961  
 Cooperative Education Internship Program . .(206) 546-6961  
 Employment Security co-location . . . . .(206) 546-7842  
 Opportunity Grant Program . . . . .(206) 546-4695  
 Basic Food Employment & Training Program (206) 546-6967  
 Workfirst Program . . . . .(206) 546-6957  
 Plus 50 Career Builder . . . . .(206) 546-6706

or email [shorecareers@shoreline.edu](mailto:shorecareers@shoreline.edu).

**EMPLOYMENT SECURITY CO-LOCATION**

(206) 546-7842

The Washington State Employment Security Department has a representative on campus at Shoreline Community College to save you the time of traveling to your local office for service. The co-location representative is located in the Job Connections Center and is available Monday-Friday 8:30 a.m.-4:30 p.m. and offers a full range of support services including, but not limited to:

**Unemployment Insurance Benefits Information and Assistance**

- Help in understanding and completing Unemployment Insurance paperwork
- Assistance in completing Commissioner Approval for Training (CAT) applications for the Worker Retraining and other training/retraining programs
- Assistance in completing Training Benefits applications for the Worker Retraining and other training/retraining programs
- Liaison between claimant and the Employment Security Telecenter in resolving issues and problems regarding Unemployment Insurance Benefits
- Unemployment Insurance information and forms available

**Employment Information and Job Referral**

- Access to Employment Security web site for job listings and job referral: [go2worksource.com](http://go2worksource.com)
- Individual résumé assistance, labor market information, and job referrals

**MULTICULTURAL CENTER**

(206) 533-6618

The Multicultural Center is a place for people to meet, explore their cultural origins and work toward understanding, respect and appreciation of the diversity within our campus community and society.

The Center provides information and services that support students' academic, personal and professional success. Students may explore learning strategies for reaching their educational goals and receive information about college and community resources. Students are encouraged to share life experiences and learn from one another during social and cultural gatherings. The Center, located in Room 9302 in the PUB, is open from 8am to 5pm Monday through Thursday and 8am to 4:30pm on Fridays. Summer hours may vary. Evening appointments are welcomed.

The Multicultural Center offers opportunities for skill development through workshops and conferences. The Center also sponsors presentations and performances that highlight aspects of diversity. Resources are available for college employees interested in integrating multicultural theory and perspectives into the curriculum or work settings.

**OFFICE OF SPECIAL SERVICES**

The Office of Special Services (OSS) is located in room 5226. Programs for students in OSS include Veteran's Services, Services for Students with Disabilities, the Community Integration Program, support for students working with outside funding sources such as the Department of Vocational Rehabilitation or Labor & Industries and assessment and testing.

OSS program staff are committed to providing students with exceptional individualized service. This commitment to student service and satisfaction is demonstrated by service standards which include: attending to students promptly and courteously, maintaining strict confidentiality, making sure that students are referred to appropriate resources as necessary and ensuring that students are treated with dignity, respect and kindness.

**Service for Students with Disabilities**

(206) 546-4545

All students who qualify as having a disabling condition under section 504 of the Rehabilitation Act of 1973, the Washington Core Services bill or the Americans with Disabilities Act, may request accommodation or assistance from the Office of Special Services. Students with questions about qualification should contact the program office. It is the mission of the SSD program to insure that these mandates are followed and that all students have access to educational programs, campus services and activities.

Examples of possible accommodations include; testing accommodation, note-taking assistance and referral for tutoring. Other services include referral for personal counseling, academic advising, career assessment, or other assistance as appropriate. Students requesting accommodation should call the OSS office at (206) 546-4545 or (TTY) (206) 546-4520 for information on specific accommodations or to make an appointment for assistance.

Students who are working with outside funding sources such as the Department of Vocational Resources or Labor & Industries may also call (206) 546-4545.

**Veterans Services**

(206) 546-4645 or (206) 546-4545

Veterans or other students who are planning to attend Shoreline Community College under Educational Benefits offered by the Veterans Administration and who have any questions about applications, credit load requirements, courses acceptable in specific programs, changes of educational goals, etc., can check with the Veteran's Program Coordinator in the Veteran's office (FOSS Bldg., Room 5226).

V.A. application deadlines are extremely important, and it is recommended that contact with the college Veterans Office be made as soon as possible. Those who

have difficulties or questions about the V.A. or college programs should contact the Veterans Coordinator.

Shoreline Community College is giving eligible Veterans and National Guard Members a 50% discount on their tuition. To be eligible, the Veteran needs to be a state resident. They need to bring in a copy of their Form DD214, to the Veteran Affairs Office in the 5000 building, room 5246, showing they have served their country on foreign soil, or served in support of those who were serving on foreign soil, or in international waters. The Form DD214 must also show the Veteran had an Honorable Discharge.

Other Veterans and National Guard Members who meet the same criteria, but have not served their country on foreign soil, qualify for a 25% discount on their tuition.

Shoreline Community College will waive 100% for children of a parent who has died or become totally disabled in the line of duty. An income tax form showing the disabled Veteran has not been employed, since declared by VA as 100% disabled, is required.

Shoreline Community College will waive 100% for spouses of a veteran who has died or become totally disabled in the line of duty. An income tax form showing the disabled Veteran has not been employed, since declared by VA as 100% disabled, is required.

#### **Community Integration Program**

(206) 546-5823 or (206) 546-4545

The Community Integration Program (CIP) at Shoreline Community College is a grant funded program serving students with developmental disabilities. CIP demonstrates dedication to students with significant disabilities by providing comprehensive individualized services that promote access and success. Students must be registered with and eligible for services through the State of Washington's Division of Developmental Disabilities (DDD) and/or meet other specific criteria to participate in this program. For information please call (206) 546-5823.

#### **PARENT-CHILD CENTER**

(206) 546-4690

The SCC Parent-Child Center provides high quality child care and early learning for the children of students, state employees and community members. Students are eligible for discounted rates. The center is licensed by the State of Washington for ages 6 weeks to 5 years. The PCC is accredited by the National Association for the Education of Young Children (NAEYC). We are also endorsed as an EcoHealthy child care center.

The center collaborates with the Parent Education and Education Departments as well as the Center for Service Learning. In addition, it functions as an instructional laboratory/demonstration site; serving as an observational

and practicum site for students enrolled in vocational and academic programs.

The center is open from 7:00 am until 6:00 pm Monday through Friday. Both part-time and full-time options are available. The center is closed state holidays and five days per year for staff training and professional development. The center has a child nutrition program that provides breakfast, lunch and pm snacks. The Parent-Child Center is located in the 1900 Bldg. For more information visit our website: [www.shoreline.edu/parentchildcenter/](http://www.shoreline.edu/parentchildcenter/).

#### **SCC FOUNDATION**

(206) 546-4755 or (206) 533-6783

The Shoreline Community College Foundation is dedicated to increasing student access and success at Shoreline Community College through raising funds, building partnerships and advocating for students and the college. The SCC Foundation offers scholarships and also provides emergency financial assistance to students with pressing needs. The SCC Foundation currently manages a variety of accounts and endowments on behalf of generous donors and SCC departments for the benefit of students. A volunteer board of directors composed of representatives of community leaders, business and industry, alumni and educators governs the SCC Foundation. Please call the SCC Foundation office or check the website for further information at [www.shoreline.edu/foundation/](http://www.shoreline.edu/foundation/).

#### **WOMEN'S CENTER**

(206) 546-4715

The Women's Center reflects the college's commitment to student success and educational excellence. It supports women and men who are exploring or pursuing educational opportunities by providing an array of services and initiatives that are grounded in principles of equity and inclusiveness.

The Women's Center is a comfortable place for sharing information and learning about college and community resources. The Center, located in Room 9302 in the PUB, is open from 8 a.m. to 5 p.m., Monday through Thursday, and from 8 a.m. to 4:30 p.m. on Fridays. Summer hours may vary. Students and community members have access to these services:

#### **Information and Resources**

Personalized referrals are provided to individuals with questions about housing, legal assistance, child and health care, financial matters, and other concerns. Information about financial resources for college students is available.

#### **Learning Opportunities**

Lectures, performances and workshops are held each quarter to increase awareness of different issues and perspectives.

## LEARNING ASSISTANCE CENTERS

### **The Writing & Learning Studio**

(206) 546-4101 ext. 4308

The Writing & Learning Studio (TWLS) provides opportunities for students to develop writing, reading and study skills in a friendly lab environment. Resources include student success workshops, English lab credit courses, instructional handouts and free tutorial assistance for reading and writing across the curriculum (e.g. essays, reports, research papers, etc.). Walk-ins are always welcome. TWLS is located in Room 1501.

### **Math Learning Center**

(206) 546-5825

The Math Learning Center (MLC), located in the 2200 Building, serves students in math courses from arithmetic through calculus. The MLC provides individual assistance and the opportunity for students to work in groups. Equipped with computers, graphing calculators, videos and printed materials, the MLC provides a supportive environment for students studying math.

### **English as a Second Language (ESL/GED Computer Lab)**

(206) 546-6624

The ESL/GED Computer lab is located in Room 1721 and provides students with additional assistance towards learning English as a second language. The lab is equipped with computers and training modules to enhance the study of the language. Students may drop-in during open lab hours.

## INTERNATIONAL PROGRAMS

(206) 546-4697

(206) 546-7854 - Fax

Website: [www.international.shoreline.edu](http://www.international.shoreline.edu)

Shoreline Community College currently serves more than 600 international students from over 30 different countries. Our International Programs Office provides comprehensive services to each of our students. International students are a valued part of our campus community and significantly contribute to Shoreline's multicultural environment.

International students choose Shoreline Community College for many reasons. Its close proximity to downtown Seattle, ease of transfer to a university to obtain a bachelor's degree, and the quality of the education at an affordable cost.

Shoreline offers a comprehensive ESL program that allows international students to take college classes while completing the higher levels of their ESL training.

## TUTORING

(206) 546-7852

The Carl Perkins Support Services program manager and staff located in room 5216 are available to assist and advocate for students with special needs who are enrolled in a professional-technical program and are also members of a special population such as single parents, re-entry students, limited-English-speaking students, students receiving financial aid and students with disabilities. Services may include, but are not limited to, providing access and referral to tutoring, counseling, guidance and other educational services on campus. The staff also advocates on behalf of students who receive supplemental assistance from community and governmental agencies such as Division of Vocational Rehabilitation, Department of Social and Health Services and Employment Security.

Tutoring services are also available in the Transfer Student Tutoring office in Room 5201 for students intending to transfer to a four-year college or university. Students may also find jobs as tutors through either office. Additionally, a number of drop-in centers are also available on campus for academic assistance.

## NEW STUDENT ORIENTATION

Shoreline offers a comprehensive orientation and registration program for new students, which includes a packet of orientation materials, small-group discussions and individual advising assistance.

At orientation students are provided with information about Shoreline's programs, resources, services and degrees. Students are given assistance reading class schedules, placement testing and connecting to advisors, counselors and student campus activities. Students should bring a copy of their ASSET/COMPASS scores and transcripts. SCC also offers an online orientation option. For more information call the Advising and Counseling office at (206) 546-4559.

Upon completion of the application, students make an appointment for new student orientation and registration. New students who have already earned a bachelor's degree and do not need advising may go ahead and register at their scheduled time.

Continuing students have first priority in completing their registration based on the total number of completed credits identified on all official college transcripts that are submitted to the Admissions Office. Advising and an advisor's signature is not required for a continuing student who has completed 15 Shoreline credits and:

1. is not enrolled in an English as a Second Language program;
2. is not an international student; or
3. is not enrolled in a selected professional-technical program.
4. is not enrolled in Running Start or High School Completion.

It is strongly recommended, however, that students seek advising services before each registration to ensure progress toward degree and certificate requirements.

## ASSESSMENT & TESTING SERVICES

(206) 546-4608

Shoreline's Testing Center provides a variety of testing services for potential, current, and returning Shoreline students, students from other colleges needing a proctored exam, and those needing to take the GED. Appointments are needed for most tests and students are required to bring a photo ID when checking in. The Center provides the COMPASS, a computerized placement test for new or returning students. This untimed test assesses writing, reading, and mathematics skills to ensure accurate placement in English and math courses. The COMPASS test can be taken twice per quarter and scores are valid for 3 years. Test results are immediately available. Materials are provided for all tests. A

paper placement test (ASSET) is available for persons who are unable to use a computer. The COMPASS test meets the 'ability to benefit' criteria for financial aid. Placement based on COMPASS, ACT or SAT is required for the following students who:

1. declare an intent to pursue a college degree or certificate; or
2. plan to enroll in a math, English or "W" designated course, or courses with a math or English prerequisite. ("W" courses include extra writing requirements and are identified in the quarterly class schedule).

Students who have a BA or BS degree are encouraged to consult with an advisor because it may not be necessary for you to take the COMPASS test. The COMPASS may also be waived for transfer students who submit official college transcripts showing successful completion of both college-level math English composition with a grade of 2.0 or better.

All potential and enrolled students who are non-native English speakers and who have been in the United States less than 4 years will have their English skills assessed, according to the policies and procedures of the English as a Second Language (ESL) program described elsewhere in this catalog.

Detailed information about the COMPASS and other tests, including the testing schedule can be found on the Assessment and Testing website:  
<http://www.shoreline.edu/testingcenter/>

## FINANCIAL AID

(206) 546-4762

Shoreline offers financial assistance to eligible students enrolled in an eligible degree or certificate program at the college. Eligibility is determined by federal and state regulations based on information students and parents report on the application forms. Students might receive aid in the form of grants, employment or student loans. Students are encouraged to complete the federal FAFSA form as soon as possible after January 1 for the following academic year which starts at Shoreline in summer quarter. Financial aid files complete by March 31, with all the required documents, will be given priority consideration for available funds.

To apply for aid, students must:

1. Complete the FAFSA (Free Application for Federal Student Aid) and submit it to the federal processor. Students apply using the Internet. Information is available in Enrollment and Financial Aid Services, 5000 Building, and at high schools and public libraries. The web application can be located at [www.fafsa.gov](http://www.fafsa.gov); students and parents can request a financial aid PIN at [www.pin.ed.gov](http://www.pin.ed.gov) to use to

electronically “sign” the FAFSA and for other electronic federal financial aid processes.

2. Complete the Financial Aid Data Sheet for Shoreline
3. Students in transfer degrees must have academic transcripts from prior colleges attended in the last 10 years submitted to the Admissions Office and evaluated for credits that can transfer to Shoreline; and
4. Submit all additional documents as required by the Financial Aid Office.
5. After a file is complete, eligibility for aid will be determined, and students will be notified by mail. Student loans require an additional application. The Data Sheet and other forms are available on Shoreline’s Financial Aid office web site: [www.shoreline.edu/financial-aid/](http://www.shoreline.edu/financial-aid/)

### General Eligibility Requirements

To receive financial aid, federal regulations require that students must:

- be eligible according to federal calculations based on the FAFSA;
- have a high school diploma or GED; or submit a copy of passing scores on the ASSET or COMPASS placement tests for math (numerical), reading, and writing; or have satisfactorily completed six credits of college work applicable to a degree or certificate at Shoreline Community College;
- be enrolled in an eligible degree or certificate program;
- be a U.S. citizen or eligible non-citizen;
- have a valid Social Security Number;
- make satisfactory academic progress;
- sign the FAFSA statement certifying that they will use financial aid only for educational purposes;
- not be disqualified based on a conviction for a drug-related offense;
- certify that they are not in default on a federal student loan and do not owe a repayment of a federal grant; and
- be registered with the Selective Service, if required;
- not be currently enrolled in high school.

Additional eligibility notes:

- Students generally must be enrolled for at least half time (6 credits) in eligible credits to receive aid; students enrolled for less than half time might be eligible for a limited amount of federal Pell grant and Washington State Need grant assistance.
- A student must be an undergraduate to receive grants. Students who have received a bachelor’s degree or its equivalent or a first professional degree are not eligible for grants, but they are eligible for student loans. As required by federal regulations, this includes unaccredited or foreign schools and schools not accepted or recognized by Shoreline.

- Students cannot receive financial aid from two schools at the same time.
- Shoreline participates in study-abroad programs approved for academic credit. Eligible students may receive financial aid through available grant and loan programs offered at Shoreline.

## Types of Aid Available

### GRANTS AND WAIVERS

#### Federal Pell Grants

This federal grant is available to eligible students enrolled at least part-time. In some cases, limited amounts of Pell Grants may be available to students enrolled for less than six credit hours. Grants will be awarded in amounts up to \$5,550\* for the 2011–12 academic year. Determination of the amount is based on the FAFSA application information submitted by the applicant to the federal processor.

\*subject to change

#### Supplemental Educational Opportunity Grants (SEOG)

These federal grants are available to students with exceptional financial need and range from \$100 to \$1,000 for the year. Priority is given to students with the greatest need who meet the priority deadlines.

#### Washington State Need Grants

These are available for state residents. Students must meet other criteria established by the state.

#### Shoreline Grant, Tuition and Fee Waivers

These are available for state residents enrolled for at least 6 credits. The state permits colleges to award this grant and/or to waive a portion of resident tuition and fees for a limited number of eligible students.

#### The Basic Food and Employment Training Program

Students who are receiving DSHS Basic Food Assistance may be eligible for the Basic Food and Employment Training Program. This program provides tuition, fees and books for Basic Food recipients who are interested in professional technical training.

#### The Opportunity Grant

The Opportunity Grant is for Washington state residents who are income eligible and have less than 45 college level credits. This program is for students going into Automotive, Business Technology, Education, Manufacturing, Phlebotomy, Visual Communications Technology and Zero Energy Technology. Students receive tuition, books and supplies.

## EMPLOYMENT

**Federal and State Work-Study**

Work Study is a program in which students are employed and earn money to help pay for their educational expenses. Paychecks are received twice each month for the hours worked. The earnings are partially subsidized by federal and state funding. Jobs are available on and off campus.

## STUDENT LOANS

Shoreline Community College participates in federal loan programs including the federal Direct Loan (subsidized and unsubsidized), parent PLUS loan and Nursing Loans. Students are encouraged to borrow as little as possible, as cumulative debt by the end of college can be financially difficult.

More information about the federal Direct Loan program is available in the Financial Aid Office and on the Internet at [www.dlsonline.com](http://www.dlsonline.com).

**Subsidized Direct Loans**

The maximum loan is \$3,500 per academic year for first-year students and \$4,500 for second-year students (must have completed half of the required credits in their program of study). Eligibility for the subsidized Direct Loan is based on financial need as determined using the federal FAFSA application and the credits completed in their degree program.

**Unsubsidized Direct Loans**

Unsubsidized Direct Loans are not based on financial need. First-year dependent students may borrow up to a combined maximum of \$5,500 in subsidized and unsubsidized Direct Loans. Second-year dependent students with at least half of the required credits completed in their degree program may borrow up to a combined maximum of \$6,500. Independent students may borrow up to \$6,000 in unsubsidized Direct Loans in addition to the maximum subsidized amounts for first or second year, depending on need and the cost of attendance (see Estimated Costs of Attendance).

The interest rates on the Subsidized loan is 3.4% and Unsubsidized loan is at 6.8%\*\* . Interest is paid by taxpayer funds on the Subsidized loan while students are enrolled at least six credits and during the six-month grace period. Loan Entrance counseling is required for first-time borrowers, and Exit Counseling is required for all students when they leave school. The counseling is completed at [www.dl.ed.gov](http://www.dl.ed.gov). To borrow a student loan, students must complete the Master Promissory Note at [www.dlenote.ed.gov](http://www.dlenote.ed.gov) and submit the Direct Loan Request form to the Financial Aid office which is avail-

able in the office or at [www.shoreline.edu/financial-aid/forms.aspx](http://www.shoreline.edu/financial-aid/forms.aspx), "Forms."

If a Direct Loan recipient's enrollment drops below 6 credits during a quarter, the college is required by the U.S. Department of Education to cancel the student's loan. The student is no longer eligible to receive any further funds from the original loan application. The student must be re-approved for the receipt of further loan aid, and must submit a new student loan request form.

Student loan checks are available for each quarter of enrollment in the academic year.

**Parent PLUS Loans**

Parent PLUS Loans are available for parents of students who have first completed the FAFSA and financial aid application process. Parents must complete the Master Promissory Note at [www.dlenote.ed.gov](http://www.dlenote.ed.gov) and submit the Direct Loan Request form to the Financial Aid office. The PLUS Loan form is available in the office or at [www.shoreline.edu/financialaid](http://www.shoreline.edu/financialaid), "Forms."

**Nursing Loans**

Students admitted to the Nursing Program may borrow up to \$2,500 a year. These funds are available to those who demonstrate need. These loans must be repaid during a 10-year period after completing the degree program. Interest is paid during the repayment period at 5 percent.

**Short-Term/Emergency Loans**

**Who may borrow?** Continuing students with a 2.0 GPA. A cosigner may be required.

**Conditions of the loan:** Loans are granted for resident tuition, books, and emergencies. The maximum amount a student may borrow is the amount needed for the quarter's books, or the amount needed to pay resident tuition, or \$150 for emergencies.

**Service charge and repayment:** A service charge of \$5 is placed on each loan. To assist as many students as possible with these limited funds, a short-term loan must be repaid within 60 days of the date of the promissory note, and no later than the end of the quarter in which the loan is made.

**How to apply:** Students must apply in person through the Women's and Multicultural Center. The application may require additional documentation.

**SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID RECIPIENTS**

Satisfactory academic progress toward a degree or certificate must be maintained to be eligible for financial aid. Students must meet the academic standards of the college and the requirements of the financial aid policy for progress. A complete copy of the policy is available in the Financial Aid Office and is mailed with each initial notification of financial aid. The policy is also available at [www.shoreline.edu/financial-aid/forms.aspx](http://www.shoreline.edu/financial-aid/forms.aspx), under "Forms".

\*\*Interest rates and other conditions are subject to change, and the federal government pays interest charges for students only on subsidized Direct Loans for students enrolled at least half time.

Academic performance is evaluated each quarter and on an annual basis, according to the Registrar's grade reports and/or an instructor's report. Each quarter, full-time students are expected to register for and complete a minimum of 12 credits with at least a 2.0 grade point average (GPA). Students must achieve and maintain at least a 2.0 cumulative GPA. Students are also expected to complete at least 75 percent of all credits they attempt.

Grades of 0.0, H, I, N, NC, V, W, Z and audited classes do not count toward completed credits. At the end of each quarter, full-time students who complete less than 12 credits and at least 6 credits are on financial aid probation. Students on probation must complete all credits for which they enroll (at least 6) with a GPA of 2.0 or higher. If they fail to make progress during a probationary quarter, financial aid is canceled until they have reinstated their eligibility. Students may reinstate eligibility by completing at least 6 credits in a quarter without financial aid, earning at least a 2.0 g.p.a. for the quarter; and they must also achieve or maintain a cumulative g.p.a. of at least 2.0 and a 75% completion rate. Aid is normally available for 125 percent of the number of credits required for the program of study. All credits attempted, including withdrawals, are counted toward the 125 percent limit.

If unusual circumstances prevent a student from making progress, students may submit a written petition to request that their eligibility for aid be reinstated. Students must attach supporting documentation to their petition.

#### ESTIMATED AVERAGE COSTS OF ATTENDANCE FOR FINANCIAL AID

The following estimated average costs will be used to determine financial aid eligibility for a state resident attending full-time for three quarters (nine months) in the 2011–2012 academic year. The tuition and fee amounts are determined primarily by the State Legislature; the other expenses are estimated averages.

	Living with parents/relatives	Living away from parents/relatives
Tuition and Fees*	\$3,291	\$ 3,291
Books and Supplies	972	972
Rent, Food, Utilities	3,006	9,000
Transportation	1,272	1,224
Miscellaneous	<u>1,530</u>	<u>1,704</u>
<b>Total</b>	<b>\$ 10,071</b>	<b>\$ 16,191</b>

Expenses will vary depending on special program costs, non-resident tuition, daycare and other factors. The student budget is revised annually to reflect current costs.

\*Estimated, expected to increase for 2010–11.

#### QUALIFYING SKILL-BUILDING COURSES

The following courses are designed to increase the ability of a student to pursue a course of study leading to a certificate or degree offered by Shoreline Community College. Classes acceptable for financial aid will be funded to a maximum of three (3) quarters or 45 credits. (Tutorial and audit classes are not acceptable.) All other provisions of the Satisfactory Academic Progress Policy must be met by financial aid recipients.

Biol 090	Engl 090	ESL 099
Chem 090	Engl 091	ESL 100
Engl 080	Engl 092	Math 060
Engl 081	Engl 095	Math 070
Engl 082	Engl 096	Math 080
Engl 087	ESL 090	Math 090
Engl 089	ESL 095	Stysk 099

Adult Basic Education/English as a Second Language courses (050-091) are not eligible for financial aid.

#### RIGHTS AND RESPONSIBILITIES

##### Rights

All financial aid recipients have the right to review their financial aid file for the accuracy of the information contained therein and submit corrections. Confidential information covered under the Privacy Act may not be reviewed without prior approval of the individual concerned.

##### Responsibilities

Students and their families have the primary responsibility for paying for their educational expenses. In addition to expected contributions from parents, students are expected to contribute from their savings and earnings. Federal and state financial aid programs are intended to supplement, not replace, the resources of a student's family.

Students are responsible for:

- knowing when their tuition, fees and other charges are due;
- understanding when and how financial aid funds will be available to help pay expenses;
- ensuring that they have other funds to pay their remaining expenses, if financial aid does not cover all expenses;
- completing all applications clearly and completely, and submitting all additional documentation required by the Financial Aid Office;
- reading and understanding all information mailed to them related to financial aid;
- knowing the financial aid requirements for Satisfactory Academic Progress;
- completing all credits each quarter for which they receive financial aid with at least a 2.0 G.P.A.;
- informing the Financial Aid Office if they will receive agency funding or a scholarship to help pay their expenses at Shoreline;

- notifying the Financial Aid Office immediately when they officially withdraw from classes (or when they withdraw unofficially by stopping attendance in their classes); and
- starting each quarter with their own money to pay for their initial expenses, as financial aid checks are not available until after the first day of the quarter.

**Withdrawal From Classes:** Should it become necessary for a student to withdraw from classes, he or she should obtain a Schedule Change Form from Registration. The form should be completed and returned to Registration so that the Financial Aid Office is notified. Students should indicate their last day of attendance on the Schedule Change Form (add/drop form). If required, students might have to repay a portion of the aid they received (see following).

**Withdrawal or Not Completing Credits After Receiving Financial Aid: Requirements for Repayment and Return of Aid**

When students receive financial aid, either by check or by having tuition or other charges paid electronically, they are expected to complete the credits for which they received the aid.

When students officially or unofficially withdraw from Shoreline after they receive financial aid, or if students complete zero credits in any quarter they received financial aid, they might have to repay a portion of the aid they received or, if dropping a class before the 10th day, their aid might be reduced in their next quarter. Shoreline might also have to return some financial aid funds to federal or state programs.

Shoreline uses the federal "Return of Title IV Funds" requirements to calculate the amount of federal financial aid that must be repaid by students and the amount that must be returned to the federal aid programs by Shoreline. This calculation is based on the withdrawal date.

The federal calculations generally use a student's date of official withdrawal or the last documented date of attendance in class to determine the amount of federal financial aid (Title IV SFA program funds) that the student did not "earn" by remaining enrolled. The amount of Title IV aid funds that the student received in excess of the standard costs of attendance for the time in class must be repaid or returned to the student aid programs.

For the State Need Grant and for the Shoreline Grant, Shoreline's Institutional Refund policy is used to determine the amounts that must be returned to these state aid programs, and to determine the amount of non-institutional expenses for the calculation of state aid that must be repaid by students.

State funds used for institutional charges will be returned after federal Title IV aid funds. The federal and

state aid funds will be returned in the following allocation order: Unsubsidized Federal Direct Loan, Subsidized Federal Direct Loan, FFEL PLUS loan, Federal Pell Grant, FSEOG, State Need Grant, and Shoreline Grant (state 3½% funds).

Students are expected to notify the Financial Aid Office immediately when they withdraw officially (or when they withdraw unofficially by stopping attendance in their classes). If students owe a repayment of financial aid, they will not be eligible to receive aid in the future until they have repaid the full amount owed.

This policy is subject to change, and a complete copy of the current policy for repayment and return of all aid types is available in the financial aid office.

**Concurrent Enrollment**

Students are allowed to receive financial aid only from one college for the same enrollment period — they are not allowed to receive aid from two colleges at the same time. Students attending two colleges simultaneously (concurrent enrollment) are eligible to receive aid only from the college at which they are seeking a degree or certificate.

**WORK BASED ASSISTANCE**

**Worker Retraining Program**

The Worker Retraining Program, located in the Job Connections Center, provides excellent opportunities for skills upgrades or career retraining for dislocated workers and displaced homemakers as well as other populations.

Students can select any one of over 50 professional-technical programs - from a one-quarter skills upgrade to a two-year degree program. Students can receive one quarter of free tuition from the college, plus referrals to other funding sources that may provide up to two years of additional funding. Depending on the availability of funds and the student's eligibility, financial assistance for books and funds for placement testing may also be available.

The program targets people who are currently receiving unemployment insurance or who have been on unemployment insurance in the past 24 months. Displaced homemakers, as well as other populations, may also qualify for the program.

At the Job Connections Center, students have access to on-site representatives from Employment Security and various other funding sources. The Worker Retraining Program also coordinates closely with the Financial Aid office at SCC. Worker Retraining students receive priority registration, educational planning, enrollment assistance, and job search assistance.

Orientations with program information are held on the first and third Wednesdays of the month. To find out about the next orientation session, call (206) 546-5882, email [shorecareers@shoreline.edu](mailto:shorecareers@shoreline.edu) or visit the Job Connections Center,.

**WorkFirst**

The WorkFirst Program provides job-related training and free tuition and books for clients who are TANF eligible. For eligibility requirements, call (206) 546-6927.

**Available Services Include:**

- financial aid and assessment for tuition and books;
- career interest tests;
- career placement assistance;
- work study opportunities;
- employment preparation — the resume, the interview, job search strategies;
- employer interviews on campus; and
- Internet career assistance.

**INTERNSHIP PROGRAMS**

For internship opportunities see our Job Connections Center on the first floor of the FOSS Building. Call 206-546-6930.

**OTHER STUDENT SERVICES****BOOKSTORE**

(206) 546-4732

The College Bookstore, on the lower level of the 9000 (PUB) Building, stocks textbooks, class required supplies and materials. The bookstore stocks scrubs and required supplies for the Nursing Program. In addition, the bookstore stocks art, photography and office supplies, software, snacks, gifts, and Shoreline logo clothing. The bookstore is an authorized Apple Store and maintains an online site for Apple computers, which can be purchased by enrolled students at an educational discount.

The bookstore accepts cash, MasterCard and Visa and personal checks with student picture ID.

Fall, winter and spring quarter normal hours are 8:00 am to 5:00 pm, Monday through Thursday, and 8:00 am to 4:00 pm Friday.

The bookstore is open extended hours the first week of the quarter. Hours vary for summer quarter and the time period between the end of summer quarter and Labor Day. Open hours are posted, and are available on the information phone line: (206)546-4731 and on the website [www.shorelineccbookstore.com](http://www.shorelineccbookstore.com).

**Online Bookstore**

Students are encouraged to take advantage of the bookstore website which can be accessed directly at <http://www.shorelineccbookstore.com> or via links from the Shoreline Community College web page. This site is operational 24 hours a day, 7 days a week. Students may purchase textbooks at this site and have the books shipped to their home address. Purchases made online must be paid with a MasterCard or Visa. The site provides up-to-date information about textbook availability

and pricing, buyback and store hours.

**Textbook Rental Program**

Each quarter selected textbooks, both new and used, are available to rent. To rent a textbook a student must have a current Shoreline ID and a credit card. At the end of the quarter the rented textbooks are returned to the bookstore by a designated due date. Students that fail to return rental books are charged the replacement cost plus a handling fee. The rental price of a textbook is approximately 30-50% less than purchasing the book. With a few exceptions most financial aid sources allow students to decide between purchasing and renting textbooks.

**Textbook Buyback**

At the end of each quarter during exam week, the bookstore invites a used book wholesaler to conduct a textbook buyback. There are two levels of pricing for books; 50% of the new retail price will be paid for books that the bookstore needs for the upcoming quarter. Need is based on the information the bookstore receives from the instructors and the level of bookstore stock. Books that the bookstore does not need are bought back based on current national demand. These books are shipped to the wholesalers warehouse for resale. Wholesale prices are approximately 10-30% of the new retail price. Out-of-print books and old editions are not in national demand and therefore may have no buyback value.

**CAMPUS SECURITY**

The Shoreline Community College Safety and Security Department provides security seven days a week, 24 hours a day. The Safety and Security office manages traffic safety, parking, emergency preparedness and response and crime prevention. This office works closely with Shoreline Fire and Police Departments.

The Safety and Security Office is located in the FOSS Building (Building 5000) in room 5102. The business line for the office is (206) 546-4633. For emergencies and/or after hours and weekends, a security officer can be reached by dialing 4499 from any campus or blue light phone, or (206) 235-5860 from a cell phone. To contact Shoreline Police and Fire Departments directly from campus phones dial 9911 or 911 from pay phones or cellular phones.

Contact the Safety and Security Office for: Emergencies (any fire, medical, or disasters); Crimes on campus, including damage to campus facilities or property, or traffic collisions, disputes, parking or other violations.

**DENTAL HYGIENE CLINIC**

(206) 546-4711

Shoreline Community College Dental Hygiene Clinic provides a number of dental services to adults and children who would like affordable dental care. The clinic dentists provide dental exams. Dental hygiene students, with supervision of instructing licensed dental hygienists, provide teeth cleaning, x-rays, fluoride treatments, sealants and selected fillings. This is an educational setting so appointment times are restricted to open clinic times.

**FOOD SERVICE**

(206) 546-6918

Chartwells, a division of the Compass Group, provides all food service on campus. Services include cafeteria dining, deli/espresso, catering services and vending. The majority of these services are provided from the PUB location. Chartwells strives to provide a variety of healthy dining options tailored to the diverse college community.

Food service needs for persons with disabilities should be addressed to the college Americans with Disabilities Act compliance office, located in the Human Resources Office in Building 1000. Additional information is available at [www.dineoncampus.com/shoreline/](http://www.dineoncampus.com/shoreline/).

**HOUSING**

Shoreline Community College is designed to serve students who commute to the campus and maintains no dormitories or other housing.

**INSURANCE**

Student accident/health insurance (and/or other types of insurance) may be required in some programs. International students and study abroad students are required to have accident/health insurance coverage. Students must obtain their own health insurance coverage(s). A Injury and Sickness Insurance Plan brochure as well as Student and Family Dental Plan information request card are located at the Cashier's Office in the 5000 (FOSS) building.

**PARKING AND TRANSPORTATION**

Campus Security is charged with the responsibility of establishing rules and regulations for pedestrian, vehicular, and non-vehicular traffic on property owned, operated, and/or maintained by the college. Parking and traffic

laws are granted to the college by RCW 28B.50.140(10) to provide a fair and uniform method of regulating such rules and regulations. Failure to abide by these laws may result in a fine, as well as being considered a violation of the code of student conduct.

Due to the high demand for daytime parking, a shuttle bus and van service is available free to students at the rear of the Sears parking lot on N. 160th St and Aurora Ave. (Enter the parking lot off N. 160th St.) The shuttles operate between 8:00 am to 4:00 pm, Monday–Thursday and 8:00 am to 2:00 pm on Fridays. The shuttle does not operate Summer Quarter. You do not need an SCC parking permit to park at the Sears lot. For further information, please go to: [www.shoreline.edu/safetyandsecurity/searsparkingshuttle.aspx](http://www.shoreline.edu/safetyandsecurity/searsparkingshuttle.aspx)

Quarterly parking permits are required for all students that wish to park on campus. One pre-purchased student permit allows you to park on campus in all student lots for both day and evening classes. The fee is \$15 per quarter. Permits can be purchased at the Cashier's Office (2nd floor of the 5000 building), and the Bookstore (1st floor of the 9000 "PUB" building.) Purchase of a parking permit does not guarantee you a parking space. Student parking permits must hang from your vehicle's rear view mirror in order to be valid.

For vehicles transporting two or more students at the same time, carpool permits are available at the Safety & Security Department, room 5102. Carpool permits are free of charge and allow parking in the Greenwood Parking Lot.

Motorcycles and bicycles must park in designated areas only. Please obtain a parking lot map at: [www.shoreline.edu/safetyandsecurity/bikesandmotorcycles.aspx](http://www.shoreline.edu/safetyandsecurity/bikesandmotorcycles.aspx) to locate the appropriate parking area for your cycle. Motorcycles do not need a parking permit.

Disabled parking is available on campus. A current SCC Student Parking Permit and a valid Washington State disabled parking placard is required to park in disabled parking spaces.

There is no student parking allowed at any time in the visitor lot. Students parking in the visitor lot will be cited. Multiple violations will result in your vehicle being impounded (towed).

Illegal parking will result in fines and/or having your vehicle impounded (towed). It is illegal at all times to park in roadways, fire lanes, bus zones, loading zones, on walkways or pedestrian paths, landscaped areas, curbs zoned with red, areas with "No Parking" signs, or in service driveways. Other violations that may result in your vehicle being impounded include: blocking a fire hydrant, blocking another legally parked car, double parking, park-

ing in a marked tow away zone, or having outstanding unpaid citations at SCC.

Fines are payable at the Cashier's Office. If you believe a ticket was unjustified, you may fill out a citation appeal form at the campus Safety and Security Office (5102). Appeals must be filed within 5 working days of the date on the ticket; after that time you are required to pay the fine and may not appeal.

For further assistance with parking, citations, appeals, and questions, please contact the Safety and Security Department at (206) 546-4633 or stop-in Room 5102, Mon-Fri, 8:00 am to 4:30 pm. For additional transportation options, please contact Metro at (206) 553-3000 or visit: <http://transit.metrokc.gov/bus/bus.htm>

### **Suggestions for Easier Parking**

- The Greenwood Avenue North lower lot usually has parking available throughout the day.
- Consider taking classes in the afternoon and at night, when parking is readily available in most student lots.
- Parking permits may be purchased at the Cashier's Office in the 5000 (FOSS) Building.

Please be considerate of our surrounding community by adhering to the speed limits, not parking in residential neighborhoods, and keeping all of our streets free of litter.

# Student Life

Shoreline Community College encourages students to take advantage of our services and facilities, and welcomes student involvement in campus activities and special events. Students are offered many opportunities to become involved in the campus community through attendance at special educational programs offered outside of the classroom, through participation with clubs and organizations that plan these programs, through participation in recreational or intercollegiate sports, and especially through working with the outstanding students, professional staff, and faculty who support these programs. Students can learn valuable skills and develop lifelong friendships by taking leadership roles in campus organizations. Your participation in the extracurricular programs that help define campus life is always valued and will broaden your educational experience at the college.

## STUDENT LEADERSHIP CENTER

**PUB, Room 9301**

(206) 546-4654

Shoreline Community College offers students unique educational opportunities for student leadership, co-curricular learning, service learning, social interaction, cultural expression, and recreational experiences. Students are encouraged to explore student clubs and organizations, performing arts, publications, intramural and intercollegiate sports, and college governance opportunities. Many of these programs are organized to supplement classroom learning, while many others are developed in response to student interest. Through participation in campus organizations, students can build lasting friendships, experience unique educational opportunities, and establish support systems of peers, faculty and staff advisors. A list of active clubs and organizations is available in the Student Leadership Center.

Many leadership opportunities are available for students to learn how to conduct meetings, how to recruit members and develop organizations, coordinate events, develop learning and outreach activities, communicate with diverse groups, manage budgets and promote programs. The Student Leadership Center also offers ongoing leadership training.



## STUDENT GOVERNMENT

**PUB, Room 9301**

(206) 546-4541

The Student Body Association (SBA) serves as the recognized representative of Shoreline Community College students on campus. Student leaders provide a student perspective to the college on campus life and the quality of educational programs and services on campus. Student leaders have the opportunity to address the Board of Trustees, staff members and governance committees on issues that are important. They serve on faculty appointment review committees and on faculty and administrative hiring committees, and participate in developing the strategic plans, policies and priorities of the college.

Student Government also allocates funds to student clubs and organizations and provides support and advocacy for these groups. Student Government is an active participant in fostering the mission of Shoreline Community College, and it has provided leadership for many innovations on campus, including the creation of the Multicultural Center, the creation of the Student Technology Fee and the renovation of the Pagoda Union Building (PUB).

The SBA manages the Student Services and Activities Fee, the Student Technology Fee, the PUB Renovation Fee and the Sustainable Commuter Option Fee. The SBA also provides recognition of new student clubs and organizations, and serves as a forum for student issues and concerns. Responsibilities of the SBA, including the structure of standing committees on Budget and Finance, Constitution and Bylaws, and Communications, are outlined in the Student Body Association Constitution, available in the Student Leadership Center.

The Student Body Association President appoints student representatives to campus governance committees and to faculty Appointment Review Committees. The Student Advocate receives any student complaints and serves as a referral source for resolving these issues. The Minister of the Treasury maintains accurate records for the PUB Reserve funds and provides accessible supplemental funding packets for clubs and organizations. Students are encouraged to visit the Student Leadership Center to inquire about leadership opportunities available through Student Government.

## INTERCOLLEGIATE ATHLETICS

(206) 546-4746

The College offers a program of nine intercollegiate sports for student-athletes to participate in varsity competition. Shoreline Community College is a member of the Northwest Athletic Association of Community Colleges (NWAACC) which includes 35 colleges in Washington, Oregon and British Columbia, Canada.

Athletic Department sport offerings are: Men's and Women's Basketball, Men's and Women's Tennis, Men's and Women's Soccer, Women's Volleyball, Men's Baseball and Women's Softball. Shoreline's teams are aligned with the Northern Region of the NWAACC Conference which includes community colleges in the Seattle area and West and North of the city into British Columbia. Teams routinely travel to Eastern Washington, Oregon and other national and regional areas for non-regional play. The Shoreline Volleyball team has taken tours of Peru in the past.

Academics is very important to Shoreline Athletics and the department has 50-65 students-athletes each quarter that are members of the department's academic clubs for 3.0 GPAs or better. The department strives for student-athletes to complete their specific degrees or certificates and be eligible to compete athletically at four year colleges.

The Shoreline sport programs also offer partial scholarships for talented athletes in all intercollegiate sports. NWAACC rules allow up to 65% of tuition per quarter

to be paid by the athletic department for some student-athletes and athletes may work athletic funded jobs for up to \$1500 per academic year. The NWAACC limits the number of scholarships offered and Shoreline's financial resources only allow a certain number of scholarships to be funded so not all scholarships are funded to the maximum limit.

You can find out more information about the Shoreline Athletic Department on the athletic website at [www.shoreline.edu/athletics](http://www.shoreline.edu/athletics).

## INTRAMURAL AND EXTRAMURAL PROGRAMS

(206) 546-6994

The Shoreline Community College Intramural Department encourages all students to participate in a wide variety of recreational activities. The program features leagues, tournaments, clubs and specialty programs. League and tournament activities are geared towards men and women of all ages and skill levels. Beginners are welcome! Basketball, soccer, racquetball, ping-pong, and badminton are some of the more popular activities. Club activities are less competitive or non-competitive in nature. The purpose of these clubs is to allow people with similar interests to get together and participate in their chosen activity. Ski Club, Fencing Club, and Archery Club are a few examples. Specialty programs include both individual events and year long activities. The annual river rafting trip and the annual spring break ski trip are examples of individual events, while the swimming, yoga, and aerobics programs are examples of year-long activities.

Students are encouraged to become involved and make suggestions for new programs. The Intramural Department works towards providing any activity or program that is of interest to the students of Shoreline Community College. For more information, please call 206-546-6994.

# Academic Regulations

Shoreline's academic regulations are an ongoing concern of the Faculty Senate and the college governance structure. As such, any of the following requirements are subject to periodic review and possible change.

## GRADING

### PROCEDURAL GUIDELINES

#### 1. Time Frame for Assignment of Possible Grades – Fall, Winter, Spring

WEEK(S)	POSSIBLE GRADES
1 – 2	None
3 – first day of seventh week	N or W—if early exit procedure is followed.
7 – last day of instruction	I, NC, P, V, Z—if early withdrawal procedure is followed.
Final Exam Week	4.0 - 0.0, H, I, NC, P, V, Z

#### 2. Time Frame for Assignment of Summer Quarter Grades

The Registrar's Office will publish the time frame for summer quarter. (See also Academic Calendar.)

#### 3. Grading System

Instructors may report grades from 4.0 to 0.7 in 0.1 increments, and the grade of 0.0. Grades in the range of 0.6 to 0.1 may not be assigned. Numerical grades may be considered equivalent to letter grades as follows:

4.0 - 3.9	A
3.8 - 3.5	A-
3.4 - 3.2	B+
3.1 - 2.9	B
2.8 - 2.5	B-
2.4 - 2.2	C+
2.1 - 1.9	C
1.8 - 1.5	C-
1.4 - 1.2	D+
1.1 - 0.9	D
0.8 - 0.7	D-
0.0	F



**H: Hold** Grades – Course still in progress after grading deadline has passed - With the approval of the Vice President for Academic Affairs, instructors teaching courses that extend beyond the end of a quarter will award an H grade to all students at the time when grades are normally due. Upon the completion of the course, the instructor will award the final grades that will replace the H grade on each student's transcript.

**I: Incomplete** – At a student's request, a grade of Incomplete may be given when the instructor agrees that the student is unable to complete the requirements of the course during the eleven-week quarter but can successfully complete the course work with no additional instruction.

The instructor must specify on a standard Incomplete Contract form what requirements the student must fulfill in order to convert the Incomplete grade to an appropriate grade.

To obtain credit for the course, the student must convert an Incomplete into an appropriate grade by completing the requirements specified in the standard contract within the time limits specified therein, not to exceed one calendar year from the date of the contract.

**N: Audit** – To audit a course, a student must register for the course and pay the required tuition and fees. Class participation will be at the instructor's discretion. Students may change their registration status to or from audit by completing the appropriate form in the registration office no later than the first class day of the seventh week of the quarter. Ns will appear on the transcript but are not counted in the GPA computation.

**P/NC & P/0.0: Pass/No Credit & Pass/0.0** – This grade is given when a student successfully completes a course offering a Pass/No Credit (P/NC) option. By assigning a P, the instructor certifies a performance level of at least 2.0. P allows credit for the course, but the grade will not be considered in GPA calculations. In college-level courses (numbered 100 and higher) designated as having the P/0.0 or P/NC option, students who wish to be graded on the Pass/0.0 or Pass/NC option, must submit a Student Option Grading Form signed by their instructor to the registration desk no later than the end of the day which constitutes the midpoint of the course. In pre-college level courses (numbered less than 100), students may request a P/NC or P/0.0 grade option without a Student Option Grading Form at any time during the quarter. Unless a 2.0 performance level is achieved, the student selecting the P/0.0 option will receive no credit and the grade of 0.0, and the student selecting the P/NC option will receive an NC grade. The NC grade will not be considered in the GPA calculation. While some degrees and programs may allow no P credits, no degree or program at Shoreline may include more than thirty P credits.

**V: Unofficial Withdrawal** – To be awarded when a student attends briefly, rarely or not at all and does not withdraw with a W grade. This grade will be considered to be a zero in GPA calculations.

**W: Official Withdrawal** – A W grade will be granted only from the first day of the third week through the first class day of the seventh week of the quarter (or the equivalent date for the summer quarter) provided the student follows the early exit procedure. **No Ws will be given after the cut off date.** Ws remain on the transcript but are not counted in the GPA computation.

A student may not withdraw to avoid consequences of cheating, plagiarism or other intellectual dishonesty.

**Z: Hardship Withdrawal** – This grade may be given at the student's written request and the instructor's agreement that a crisis and/or unusual, extreme circumstance which has interfered or interrupted the student's ability to attend class and perform course work for the current quarter has occurred. This grade will not be considered in GPA calculations.

#### 4. Early Withdrawal Procedure

Early withdrawal from a course is possible from the sixth day (or the equivalent date for summer quarter) through the last instructional day of any quarter.

##### a. Student's Early Withdrawal Procedure

- (1) The Student will initiate the early withdrawal request by securing an official Schedule Change form and filling it out.
- (2) The student must obtain the instructor's signature and date on the form. A grade must be assigned starting with the eleventh day (or equivalent date for summer quarter) through the last instructional day.
- (3) The student will turn in the form to the registration office immediately.

##### b. Assignment of EarlyWithdrawal Grades

- (1) If a properly completed Schedule Change form is turned in to the registration office during the first ten instructional days of a regular quarter (or the summer quarter equivalent), no grade will be assigned and no record of registration will appear on the transcript.
- (2) Starting with the eleventh instructional day and continuing through the first class day of the seventh week of a regular quarter (or the summer quarter equivalent), the grade given on the Change of Program form must be a W. Registration is recorded on the transcript, as is the W or Z.
- (3) Starting with the second class day of the seventh week of a regular quarter (or the summer quarter equivalent) through the last day of instruction, the grade given will be a I, NC, P V or Z (if emergency situation is applicable) as the instructor's judgment dictates.
- (4) A student may not withdraw to avoid consequences of cheating, plagiarism or other intellectual dishonesty.

c. Early Withdrawal Procedure if Extreme or Unusual Circumstances Apply

This may be invoked when Early Withdrawal Procedures in 4.a. cannot be followed. If the situation is judged to warrant special consideration, the Vice President for Student Success will be responsible to inform the student's instructor(s) of the circumstances in order that each instructor may award the appropriate grade.

- (1) From the beginning of the **second week** through the **first day** of the **seventh week** of each quarter (or the summer quarter equivalent), the instructor, appropriate division dean, or the Dean of Students, if necessary may sign a Schedule Change form to withdraw the student if circumstances do not permit completion of the normal withdrawal procedure. In such cases, if the person signing the withdrawal form is not the instructor, the person signing the form shall notify the instructor(s) of the reason(s) for withdrawal. The W or Z grade will appear on the transcript.
- (2) From the **second day** of the **seventh week** through the **last day** of instruction (or the summer quarter equivalent), the instructor, appropriate division dean, or the Dean of Students, if necessary, may sign a Schedule Change form to withdraw the student if circumstances do not permit completion of the normal withdrawal procedure. The grade of I, NC, V or Z will appear on the transcript.

### 5. Repeating a Course

Courses may be repeated to improve the grade, but credit is applied only once. In no circumstance will any course be repeated more than twice in order to improve a grade; (this is defined as two repeats in addition to the original enrollment). This limit may not apply to all pre-college level courses (numbered less than 100). To repeat a course for the purpose of improving a grade, the student must register for the course, submit a Course Repeat form to the registration office, and pay all necessary fees. Only the highest grade for the course will be used in computing grade point average. The lower grade remains on the transcript and is designated with an "R" to indicate the course has been repeated. No additional credits will be calculated on the transcripts for courses designated with an "R", and only the highest grade awarded in a repeated course will be used in calculating GPA at

Shoreline. Other colleges and universities may not accept a grade earned in a repeated course. If accepted, the grade may be treated differently in the calculation of grade point average.

### 6. Computation of Grade Point Average (GPA)

The number of credits for each course is multiplied by the numerical grade awarded resulting in the grade points for that course. The GPA is computed by dividing the sum of the grade points earned in courses awarding numerical grades by the total number of credits attempted in those courses. H, I, N, NC, P, W, and Z grades are not assigned weights and are not used in computing GPA. When a student transfers credits from Shoreline Community College to another institution, the grading policy of the receiving institution will be applied to the transcript and the computation of the GPA.

### 7. Grading Systems

- a. Mandatory Numerical Grade: Students will be awarded grades from 4.0 to 0.7 in 0.1 increments, 0.0, H, I, V, W, or Z.
- b. Mandatory and Optional Pass/No Credit Systems: Divisional faculty, acting in appropriate disciplinary sub-units, may designate certain courses as Mandatory or Optional Pass/No Credit. Faculty will report any change in designation to the division chair two weeks prior to the submission of the next quarter's class schedule to the registrar's office.
  - (1) Grading in Mandatory Pass/No Credit Courses. The instructor will give only a 0.0, H, I, N, NC, P, V, W, or Z grade as defined in section 3.
  - (2) Grading in Optional Pass/No Credit Courses. Students wishing to be graded on the Pass/0.0 or Pass/NC system must submit a pass option card signed by their instructor to the registration desk no later than the end of the day which constitutes the midpoint of the course. Students selecting this option will receive a 0.0, H, I, N, NC, P, V, W or Z grade as defined in section 3. Students not qualifying for this optional grading system will receive a numerical grade. Courses assigned by faculty to mandatory or optional pass/no credit will be marked on each quarter's class schedule. All unmarked courses will use only the numerical grading system.

## GRADE REPORTS

Grade reports are not be mailed to students. Students may view or print an unofficial transcript of their final grades from Shoreline's web site: [www.shoreline.edu](http://www.shoreline.edu).

## GRADE CHANGES

Instructors must submit a signed grade change form to the Records Desk in Enrollment Services to change a grade. Grade changes are allowed only within one year of the date the original grade was issued.

## SCHOLASTIC REQUIREMENTS

### SCHOLASTIC WARNING, PROBATION AND SUSPENSION

A student who earns a quarterly grade-point average of less than 1.75 is placed on **academic warning**. A student whose quarterly grade-point average is less than 1.75 for a second consecutive quarter receives an **academic probation** notice. A student who earns a quarterly grade-point average of less than 1.75 for the third consecutive quarter receives **academic suspension**. Students who have been academically suspended by the college may petition for reinstatement. Contact the Registrar's Office at (206) 546-4613 for more information.

Transfer students entering the college after having been on probation at or having been dropped from another institution must maintain a minimum cumulative grade-point average of 1.75 after attempting 24 credit hours at Shoreline Community College.

*Note: Different criteria and regulations apply to financial aid recipients. See the Financial Aid section earlier in this catalog, or contact the Financial Aid Office.*

## FRESH START

Students who have not been in attendance at Shoreline Community College or any institution of higher learning for a period of 18 months may request the elimination of their previous Shoreline credits and GPA. The student's academic record and transcript will continue to show the previous courses taken and grades received, but the grades for previous courses will not be used in the calculation of the student's Shoreline GPA, and credits earned may not be used to satisfy graduation requirements. If a student transfers to another college or university, the receiving institution may accept credits and recalculate the GPA according to its own policies. Contact the Registrar's Office at (206) 546-4581 for more information.

## HIGH SCHOLARSHIP

### PRESIDENT'S LIST

Full-time students (enrolled for at least 12 credits) who have earned at least 30 hours of credit, all of which are used in the computation of the grade-point average\*, and who earn a cumulative grade-point average of 3.9 or higher are named to the President's List.

In addition, students who attain a cumulative grade-point average of 3.9 to 4.0 shall be designated President's Scholars at graduation.

*\* Mandatory P/NC/O.0 courses are excluded from this requirement.*

### VICE PRESIDENT'S LIST

Full-time students (enrolled for at least 12 credits) who have earned at least 30 hours of credit, all of which are used in the computation of the grade-point average\*, and who achieve a quarterly grade-point average of 3.9 or higher have their name placed on the Vice President's List and shall be designated V.P. Scholar.

*\* Mandatory P/NC/O.0 courses are excluded from this requirement.*

### HONORS LIST

Full-time students (enrolled for at least 12 credits) who have earned at least 30 hours of credit, all of which are used in the computation of the grade-point average\*, and who earn a quarterly grade-point average of 3.6 to 3.89 are named to the Honors List.

Students who attain a grade-point average of 3.6 to 3.89 shall be designated Honors Graduates at graduation.

Eligibility for these lists is determined by the Faculty Senate and the college governance structure. As such, the standards governing eligibility are subject to periodic review and possible change.

*\* Mandatory P/NC/O.0 are excluded from this requirement.*

### PHI THETA KAPPA

Phi Theta Kappa is the national honors scholastic fraternity for American community and junior colleges. Its primary goal is to recognize outstanding community college scholars. To be eligible, a student (either full- or part-time) must have a cumulative grade-point average of at least 3.5 and a minimum of 12 transferable credit hours at Shoreline Community College. Once accepted, the student must maintain a cumulative 3.3 GPA while at the college.

**CREDIT INFORMATION****CREDIT AND CREDIT LOADS**

The academic year at Shoreline Community College is divided into three quarters of 11 weeks each and a summer session of eight weeks. In general, a class that meets one hour a week yields 1 hour of credit per quarter; one that meets five hours a week yields 5 credit hours.

Laboratory and some other classes may vary from this pattern.

**ASSESSMENT AND AWARDING OF CREDIT FOR PRIOR EXPERIENTIAL LEARNING (CPEL)**

The College recognizes that as adults you may learn college-level knowledge and acquire skills in a variety of situations: employment, military experiences and course work, internships, independent research, volunteer or civic work and prior course work. To minimize the loss of credit and to prevent the repetition of educational achievements, a process for awarding credit for prior experiential learning (CPEL) has been established.

Credit for prior experiential learning is awarded only for college-level learning which took place after high school and must be related to the current theories, practices and content of the relevant academic field, as assessed by college faculty with current content expertise. The documentation of learning shall be comprehensive, independently verifiable, authentic and up-to-date. High academic standards for awarding CPEL credit will be applied and the evaluation of prior learning will be consistent with effective contemporary assessment methodologies in respective fields. Evaluation of prior learning may include portfolio reviews, standardized testing, demonstrations, product creation, interviews and/or other processes as determined by academic departments.

Students considering CPEL will meet with faculty advisors to discuss the feasibility of such credit, the available CPEL options, application process and required documentation.

**COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)**

Credit is generally not allowed for the College Level Examination Program (CLEP) general exams or subject exams. Exceptions can be made by the appropriate division dean.

**CREDIT BY EXAMINATION (CHALLENGE)**

As a currently enrolled student at Shoreline Community College, you may obtain credit for certain courses by satisfactorily passing comprehensive examinations, provided that you have never received college credit for the challenged course or for another course which assumes knowledge of the course being challenged.

If you are considering the Credit-by-Examination

process, you must meet with an academic advisor who will apprise you of the options available, the steps in the application process, and required documentation to be submitted. The advisor will refer you to the appropriate division dean. The faculty member of the appropriate instructional unit will determine if the course (s) are available for challenge exam considerations. You may not take a challenge exam for a course that you have audited or failed. The faculty member will also apprise you of other restrictions. The grade that you received in the challenged course will appear on your transcript. Please be advised that credit received in courses through Credit-by-Examination with a grade of P/NC may not be accepted by the transfer institution in courses required for a major. You are advised to check with the transfer institution on this and other restrictions on transferring credit earned through challenge exams. The costs for Credit-by-Examination include a processing fee and the faculty assessment fee.

*IMPORTANT: See description of "P" grade on page 31, especially for students intending to transfer to another college or university.*

**ADVANCED PLACEMENT**

Students who do college-level work in high school can receive appropriate credit or placement or both on the basis of performance in the Advanced Placement Program (A.P.) of the College Board. Credit earned through Advanced Placement will be recorded with a "P" grade. To receive transfer consideration for A.P. exam scores, students must either have the A.P. Testing Service send an official score report to the Shoreline Records Office, or if the high school identifies A.P. exam scores on the high school transcript, alert the Records Office to make note of this.

Advanced Placement scores range from a high of 5 to a low of 1. The various academic areas that offer A.P. credit or placement or both have adopted the same qualifying scores as the corresponding departments at the University of Washington. Where appropriate, A.P. credit may apply toward the general or distribution requirements for the Associate in Arts degree (AA-DTA).

Washington community and technical colleges will accept in transfer from other community and technical colleges unrestricted elective credit for an A.P. score of 3 or higher. Credit will be awarded on the basis of official A.P. results, not transcript notation. For students who transfer, credits granted for general education or major requirements will be specified by the receiving institution's AP credit policies; otherwise, elective credit will be granted.

The following outlines the current Advanced Placement practices of the college:

**Art History**

AP-5 Art History (10 credits)  
 AP-4 Art History (5 credits)

**Biology**

AP-4, 5 Up to 10 credits of math, science distribution for non-science majors

**Computer Science**

COMPUTER SCIENCE A:  
 AP-4, 5 CS& 141

COMPUTER SCIENCE AB:  
 AP-5 CS& 141 and CS 143 (10 credits)  
 AP-3, 4 CS& 141 (5 credits)

**Economics**

ECONOMICS: MICRO:  
 AP-4, 5 Econ& 201  
 ECONOMICS: MACRO:  
 AP-4, 5 Econ& 202

**English**

LANGUAGE AND COMPOSITION:  
 AP-4, 5 Hum X (5 credits); may be counted toward Humanities distribution  
 LITERATURE AND COMPOSITION:  
 AP-4, 5 Hum X (5 credits); may be counted toward Humanities distribution

**Environmental Science**

AP3, 4, 5 Envsc& 101

**French**

AP-5 Frch& 221, Frch& 222, Frch& 223 (15 credits)  
 AP-4 Frch& 221, Frch& 222 (10 credits)  
 AP-3 Frch& 221 (5 credits)

**Geography**

HUMAN:  
 AP3, 4, 5 Geog& 100

**Government and Politics**

AMERICAN:  
 AP-4, 5 Polsc& 202

**History**

AMERICAN:  
 AP-4, 5 Hist& 136 or Hist& 137 (5 credits max.)  
 EUROPEAN HISTORY:  
 AP-4, 5 Hist& 236 or Hist& 237 (5 credits max.)

**Japanese Language**

AP-4, 5 Credit for first or second sequence—see advisor  
 AP-3 Japn& 121 (5 credits)

**Mathematics**

AB Exam:  
 AP-5 Math& 151, 152 (10 credits)  
 AP-3, 4 Math& 151 (5 credits)  
 BC Exam:  
 AP-4, 5 Math& 151, 152 (10 credits)  
 AP-3 Math& 151 (5 credits)  
 Statistics:  
 AP-4, 5 Math& 146 or Math 211 (5 credits max.)  
 AP-3 Math& 146 or Math 211 (5 credits max.)

**Psychology**

AP-4, 5 Psych 100 (5 credits)

**Spanish**

AP-5 Span& 221, Span& 222, Span& 223 (15 credits)  
 AP-4 Span& 221, Span& 222 (10 credits)  
 AP-3 Span& 221 (5 credits)

**ATTENDANCE**

Students are expected to attend all sessions of classes in which they are enrolled, in accordance with instructor requirements.

**STUDENT CLASSIFICATION**

Students are considered freshmen until they have completed 45 credit hours, at which time they become sophomores.

**FINAL EXAMINATIONS**

Final examinations are held at the end of each quarter. Students are required to take the final examination at the time and date specified in the Quarterly Class Schedule in order to receive credit for a course. Students who have three or more finals in one day or a scheduling conflict may petition a division dean whose courses are involved for a change of examination time. Such a petition must be received in writing at least two weeks before the beginning of the first day of examinations. Division deans will consult with the affected faculty members before approving or disapproving the petition.

Finals for Summer Quarter are given during the last scheduled meeting of the class.

**OFFICIAL TRANSCRIPTS**

An official transcript is a record of the student's academic grades. It shows courses taken, credits earned, grades received, transfer credits accepted and degrees or certificates received at Shoreline. An official transcript carries the registrar's signature and the college seal. Please use the online request at [www.shoreline.edu/transcripts.aspx](http://www.shoreline.edu/transcripts.aspx). As transcript fees are subject to change, please visit the transcript page of the college website at [www.shoreline.edu/transcripts.aspx](http://www.shoreline.edu/transcripts.aspx) for the latest fee information. Please allow five-seven days for processing of online transcript requests.

**GRADUATION REGULATIONS**

Students may elect to graduate under the official catalog published at the time they first began their degree or certificate at Shoreline, provided they remain continuously enrolled and the time lapsed does not exceed five years. Continuous enrollment is defined as attending a minimum of two quarters during each academic year. If students are not continuously enrolled, they must follow the graduation requirements in the catalog in effect when they re-enter Shoreline. Any student may choose to graduate under the degree or certificate requirements in the current catalog at the time of graduation. (*For exceptions*

*in programs such as nursing, see below.*) Some programs require a separate application to enter the program. For such programs, students must meet the graduation requirements in place at the time they entered the program or at the time they graduate. For more information, consult an advisor.

After consultation with the faculty advisor, it is ultimately the student's responsibility to choose and implement his or her program to see that all specific requirements for that program and all general requirements for graduation from the college have been met in an acceptable manner. To receive a degree or certificate from Shoreline Community College, a student must:

1. Achieve at least a 2.0 grade-point-average for all course work used to satisfy degree requirements, including Shoreline Community College course work and courses accepted in transfer from other colleges. Individual courses with grades below 2.0 that are accepted in transfer by the College may not fulfill prerequisite requirements for some Shoreline Community College courses, degrees and certificates. NOTE: Certain Shoreline Community College programs may have different grade and graduation requirements. Please consult with a representative of the particular program for details. Institutions to which students transfer after completing their Shoreline degree may calculate G.P.A. differently and may have higher G.P.A. requirements.
2. Earn from Shoreline at least 25 of the credits being applied toward the degree or certificate.
3. Submit an official transcript to the Shoreline Enrollment Services Office for each college from which transfer credit is to be applied to the Shoreline degree.
4. Earn at least 60 credits (63 for the AA–DTA) with numerical grades rather than “P” (Pass) grades.
5. Be in attendance at Shoreline at the time final credits toward graduation are earned. However, students who are short no more than 10 credits toward a degree or certificate after leaving Shoreline Community College may be able to arrange, on a case-by-case basis, to transfer those credits back to Shoreline from another accredited institution. Contact the credentials evaluator at (206) 546-5841 for more information.
6. Satisfy all general and specific requirements of the college, including fulfillment of financial obligations and removal of any financial holds on the student's records.
7. Pay the appropriate fee and file an application for a degree or certificate with Enrollment and Financial Aid Services.

Students who are eligible for a degree must submit a graduation application the quarter before they plan to graduate. Degrees will be awarded on a quarterly basis.

### GRADUATION CEREMONY (COMMENCEMENT)

Students who have graduated during the previous fall and winter quarters will be invited to participate in the annual spring commencement ceremony, along with all applicants for spring and summer quarter graduation. Participation in the ceremony is not an indication of graduation. In order to be included in the ceremony, graduation applications for spring and summer must be received by the second week of April. For more information on how to apply for graduation and to participate in the annual spring graduation ceremony, call (206) 546-5841.

# General Education Outcomes

Shoreline's General Education curriculum is built on a unique set of outcomes designed to provide our students with the skills, knowledge and awareness they will need to make informed decisions, lead healthy and productive lives, and contribute to the global community as lifelong learners. Through various experiences in many different courses, students learn to place their personal knowledge in a wider framework, to expand their understanding of themselves and others, and to integrate their learning across traditional subject boundaries. The curriculum emphasizes strong skills in communication and analytic thought, as well as broad knowledge in the major areas of human learning: math and science, social science, arts and humanities.

- **Quantitative Reasoning.** Students will demonstrate college-level skills and knowledge in applying the principles of mathematics and logic.
- **Communication.** Students will read, write, speak in, and listen to college-level English. Effective communication incorporates awareness of the social nature of communication and the effects of ethnicity, age, culture, gender, sexual orientation and ability on sending and receiving oral, non-verbal, and written messages.
- **Multicultural Understanding.** Students will demonstrate understanding of issues related to race, social class, gender, sexual orientation, disabilities and culture and the role these issues play in the distribution of power and privilege in the United States.
- **Information Literacy.** Students will access, use and evaluate information in a variety of formats, keeping in mind social, legal and ethical issues surrounding information access in today's society.
- **General Intellectual Abilities.** Students will think critically within a discipline, identify connections and relationships among disciplines, and use an integrated approach to analyze new situations.
- **Global Awareness.** Students will demonstrate understanding and awareness of issues related to, and consequences of, the growing global interdependence of diverse societies by integrating knowledge from multiple disciplines. Students will describe how social, cultural, political, and economic values and norms interact.



These General Education outcomes are broad statements of what students should ideally be able to do after completing Shoreline's Associate in Arts or Associate in Science degrees. The College is committed to providing each student with the opportunity to attain these outcomes; however, individual attainment within and among the outcome areas will vary according to each student's ability, readiness and level of commitment. The outcomes are also integrated as appropriate within the degrees and certificates offered through each of the college's professional-technical programs.

# Degrees and Certificates

## ASSOCIATE ACADEMIC TRANSFER DEGREES

Shoreline Community College offers Associate degrees that transfer to baccalaureate institutions—both in state and out of state. To earn an Associate transfer degree, students need to complete a minimum 90 college-level credits that fulfill stated course requirements with a minimum 2.0 cumulative grade point average (GPA). The GPA required for admission into baccalaureate colleges and universities varies; therefore, students need to check admission requirements of the school where they plan to transfer. While the degree does not guarantee admissions, many Washington State baccalaureate institutions give priority admissions to students with an Associate transfer degree. Associate transfer degrees offered at Shoreline are listed below:

- Associate in Arts—Direct Transfer Agreement (AA—DTA)
- Associate in Science—Transfer (AS—T)-Track 1
- Associate in Science—Transfer (AS—T)-Track 2
- Associate in Arts—Individualized Plan (AA—IP)
- Associate in Fine Arts (AFA—DTA)
- Associate in Music (AM) *(used for transfer to Music Conservatories)*
- Associate in Applied Science—Transfer (AAS—T)  
*(transfers if an articulation agreement exists between a community college and university)*

To improve a transfer application, students are advised to take courses to prepare for a baccalaureate major or professional program within the Associate degree guidelines. Several Major Related Programs (MRPs) have been developed to help students select specific courses in preparation for entrance into baccalaureate degree programs and majors in Washington State. MRPs are associate degrees including:

- Business AA—DTA/MRP
- Bioengineering and Chemical  
Engineering AS—T Track 2/MRP
- Computer and Electrical  
Engineering AS—T Track 2/MRP
- Mechanical/Civil/Aeronautical/Industrial/  
Materials Science Engineering AS—T Track 2/MRP
- Chemistry Education—AS—T Track 1/MRP
- Biology Education—AS—T Track 1/MRP
- Physics Education—AS—T Track 2/MRP
- General Science Education—AS—T Track 1/MRP



## PROFESSIONAL-TECHNICAL DEGREES AND CERTIFICATES

Shoreline offers more than 50 specialized programs leading to an Associate in Applied Arts and Science (AAAS) degree, Certificates of Proficiency (CP) or Certificates of Completion (CC). AAAS degrees require a minimum of 90 credits and typically two years of full-time study. A Certificate of Proficiency requires a minimum of 45-89 credits, while a Certificate of Completion is typically 20-44 credits. Shoreline also offers short term Certificates of Completion that are 19 credits or fewer.

Professional-Technical programs provide students with specialized knowledge and skills that prepare students to enter the workforce after completing their degree or certificate. Shoreline regularly updates and revises its curriculum in these applied areas, working closely with local program advisory committees comprised of industry professionals to ensure students are receiving the knowledge and skills currently in demand by employers in the field. Applied degrees and certificates offered at Shoreline Community College are listed below:

- Associate in Applied Arts and Sciences (AAAS)
- Certificate of Proficiency (CP)
- Certificate of Completion (CC)

## TRANSFER OF CREDIT

### Transfer Rights and Responsibilities

The College and students have transfer rights and responsibilities that help facilitate students reaching their academic goals and in transferring college course work to another higher education institution. See Students Transfer Rights and Responsibilities at: [www.sbctc.ctc.edu/college/s\\_resources.aspx](http://www.sbctc.ctc.edu/college/s_resources.aspx).

### Inter-College Transfer Policy

Shoreline Community College endorses the Inter-College Transfer Policy between Washington State community and technical colleges and baccalaureate institutions approved by the Higher Education Coordinating Board. Copies of this policy are available through the Registrar's Office.

College-level courses offered by regionally accredited colleges and universities in the State of Washington shall normally be accepted in transfer by the receiving institution. In general, only college-level courses numbered 100 or above are eligible for transfer.

Professional-technical courses and programs are generally not transferable to baccalaureate institutions unless an articulation agreement exists between a community college and a university program. These are known as Associate in Applied Science—Transfer (AAS—T) programs. Students can transfer up to 15 credits of professional-technical courses as restricted transfer electives as part of the Direct Transfer Agreement if they complete the AA-DTA degree. A complete list of restricted electives starts on page 42. Some professional-technical courses are generally transferable if an articulation agreement exists between a community college and a university program. Also, receiving institutions may limit the number of credits earned with a P-Pass grade in the P/NC or P/0.0 grading system.

To transfer successfully to another institution, students are encouraged to:

1. Consult with an advisor to determine the best program or degree options for their academic and career goals.
2. Obtain a current catalog or visit the website of the receiving transfer institution to determine both admission and graduation requirements for the college or university, as well as admission and graduation requirements for the major or professional program.
3. Confer with an admissions officer or academic advisor at the transfer institution for information regarding admissions requirements, graduation requirements and transfer policies.
4. Check a quarter or two before graduation to ensure all requirements have been met before transferring.

### Reciprocity Agreement—Washington State Community and Technical Colleges

Reciprocity is a policy among Washington State Community and Technical Colleges (CTCs) designed to assist students transferring among Washington community colleges to continue working toward an Associate in Arts or Associate in Science degree or Major Related Program (MRP). Students who have completed a specific course or entire areas of their degree requirements at one college will be considered to have met those same requirements at another Washington State community and technical college. These degree requirements include: Communication Skills, Quantitative/Symbolic Reasoning and distribution requirements in Humanities, Science and Social Sciences.

### Transfer Evaluation Process

Students need to initiate a transcript evaluation process and be prepared to provide all necessary documentation to complete the credit evaluation.

To be eligible for reciprocity, students need to have:

1. Applied for admission to Shoreline Community College.
2. Completed a course or courses at another college that meet the Communications, Quantitative/Symbolic Reasoning or Humanities, Science and Social Science distribution requirements in the AA—DTA or AS—T degree.
3. Maintained a cumulative college-level GPA of 2.0 or better at the previous college.
4. Met the previous college's residency requirement (minimum number of credits earned).
5. Continue to pursue the same academic transfer degree at Shoreline.
6. Provide all necessary documentation required on the Reciprocity Agreement Request Form available in the Registrar's Office.

# Degrees and Certificate Programs

## ASSOCIATE IN ARTS—DIRECT TRANSFER AGREEMENT (AA—DTA)

The Associate in Arts (AA) degree, known as the Direct Transfer Agreement (DTA), is an agreement between Washington State Community and Technical Colleges and participating baccalaureate institutions. Washington State colleges and universities that subscribe to the Direct Transfer Agreement include:

Bastyr University  
 Central Washington University  
 City University  
 Cornish College of the Arts  
 Eastern Washington University  
 Gonzaga University  
 Heritage College  
 Northwest University  
 Pacific Lutheran University  
 Saint Martin's University  
 Seattle Pacific University  
 Seattle University  
 The Evergreen State College  
 Trinity Lutheran College  
 University of Washington  
 University of Washington Bothell  
 University of Washington Tacoma  
 Washington State University  
 Washington State University Tri-Cities  
 Washington State University Vancouver  
 Western Washington University  
 Whitworth College

The AA—DTA transfers as a package to the colleges and universities indicated, satisfying most, if not all, of the lower division general education requirements and granting students junior standing. Nevertheless, some baccalaureate colleges and universities may still have unique general education requirements that students will need to complete after transfer. For students who transfer without the AA—DTA, courses will be evaluated on a course-by-course basis by the receiving institution.

The Associate in Arts degree is most often the degree of choice for students who plan to transfer into majors in the humanities and social sciences, as well as education and some health programs. It is also the option of choice for students who are undecided about their academic major.



## GENERAL EDUCATION CORE REQUIREMENTS

**Communication Skills – 10 credits:** English& 101, 102.

**Quantitative Reasoning – 5 credits:** Chemistry& 121, Chemistry 171/181, 172/182, 173/183, Economics& 201, Mathematics& 107, 141, 142, 146, 148, 151, 152, 163, 264, Mathematics 111, 171, 207, 208, 211, Philosophy& 106, Physics& 121/131, 122/132, 123/133, 221/231, 223/233, 222/232 or Physics 110.

**Multicultural Understanding – 5 credits:** Communication Studies 203, History 245, Multicultural Studies 105 or Gender and Women's Studies 284.

**Intermediate Algebra Proficiency:** The Direct Transfer Agreement requires that all students meet Intermediate Algebra proficiency standards. This requirement is met by completion of second year high school algebra or Math 099 or higher level math course or placement test. All students are required to meet Intermediate Algebra proficiency standards to graduate with the AA-DTA degree, regardless of how a student satisfies the Quantitative/Symbolic Reasoning requirement.

## DISTRIBUTION REQUIREMENTS

Humanities	15 credits
Natural Sciences	15 credits
Social Sciences	<u>15 credits</u>
	45 total credits

A total of 45 credit hours from Humanities, Natural Sciences and Social Sciences is required. Courses listed as meeting Humanities and Social Science distribution areas can only be used to satisfy one distribution area, not both.

**GENERAL ELECTIVES**

A minimum of 25 additional college-level credits numbered 100 or above are required for electives. Electives may include any course listed in the distribution areas or on the non-restricted Elective courses list. A maximum of 15 college-level credits are allowed from the Restricted Electives course list see page 42.

**“W” — Writing-intensive Courses**

Several of the courses listed in the following distribution areas are offered as “W” or writing-intensive courses. Check the individual course descriptions in the back of the catalog for “W” course offerings. While “W” courses are not a requirement to graduate from Shoreline Community College, the University of Washington requires 10 credits of “W” courses which can be taken at Shoreline.

**Common Course Numbering**

An ampersand (“&”) following a course department name, (e.g. ACCT& 201) indicates that the course is a common course number that is consistent across Washington State community colleges. For more information, visit [www.shoreline.edu/CommonCourse](http://www.shoreline.edu/CommonCourse).

**HUMANITIES: 15 CREDITS**

1. Select 5 credits from each of two disciplines.
2. No more than 5 credits may be included from those courses designated as performance/skills, applied theory or lecture/studio courses.
3. No more than 5 credits in foreign language at the 100 level may be included.
4. See the list that follows for courses eligible for Humanities distribution courses.

**HUMANITIES – GENERAL**

**American Sign Language** &121, &122, &123, &221, &222, &223  
**Art** &100

**Art History** 204, 210, 224, 225, 226

**Chinese** &121, &122, &123

**Cinema** 201

**Communication Studies** &101, &102, 203, &210, 215, &220, 235, 285

**Drama** &101

**English** &111, &112, &113, 154, 190, 200, 207, &220, &226- &228, 229, 236, &244, &245, &246, 247, 248, 257, 265, 271, 272, 281, 282, 287, 288, 289

**French** &121, &122, &123

**Humanities** 111, 112, 113, 140, 275

**Japanese** &121, &122, &123, &221, &222, &223

**Music** 100, &105, 106, 108, 109, &141, &142, &143, 150, 200, 206, 224, &241, &242, &243

**Philosophy** &101, 102, 115, 210, 230, 240, 248, 267

**Spanish&** &121, &122, &123, &221, &222, &223

**PERFORMANCE SKILLS/ APPLIED THEORY**

A maximum of five credits from the following list can be used as Humanities distribution requirements.

**Art** 109, 110, 121–123, 131–133, 144–146, 247, 250–256, 260, 265, 271–273

**Communication Studies** 140, &230, 244, 247, 249

**Drama** 144–146, 207–209, 222, 234–235, 255

**Music** 114, 115, 117–120, 135, 136, 140, 144, 146, 147, 151–156, 161–167, 170, 175, 180, 184, 196, 204, 205, 207, 210, 211, 212, 225, 226, 251–253, 264, 268, 270, 280, 284, 296

**MATHEMATICS/SCIENCES: 15 CREDITS**

1. Select from at least two different disciplines.
2. Five credits must be in a laboratory science course.
3. Ten credits required in physical, earth and/or biological sciences.
4. See list below for courses eligible for Mathematics/Science distribution credit.

**PHYSICAL, EARTH, BIOLOGY - 10 credits minimum**

Courses listed below in Laboratory and Non-Laboratory Science:

**LABORATORY SCIENCE - 5 credits minimum**

**Astronomy** &101

**Biology** &100, 102, 107, 124, 126, 144, &211, &212, &213, &231, &232, 244, 249, &260, 274, 275, 277

**Chemistry** &110, &121, &131, 171/181, 172/182, 173/183, &241/271, &242/272, &243/273

**Environmental Science** &101, 202

**Geography** 203, 204

**Geology** &101, &103, &110, &115, 201, &208

**Oceanography** &101

**Physics** 110, &121/&131, &122/&132, &123/&133, &221, &222, &223

**NON-LABORATORY SCIENCE**

**Anthropology** &205

**Biology** 110, 150, &170, 270

**Chemistry** &139

**Environmental Science** &100

**Geology** 107

**Psychology** 202

**OTHER MATHEMATICS/SCIENCE COURSES**

If chosen, a maximum of 5 credits from the list below.

**Math&** &107, 111, &141, &142, 145, &146, &148, &151, &152, &163, &171, &172, 207, 208, 209, 211, &264

**Nutrition** &101

**Philosophy** &106

**SOCIAL SCIENCES: 15 CREDIT HOURS**

1. Select from at least two different disciplines.
2. See list below for courses eligible for Social Sciences distribution credit:

**American Ethnic Studies** 119, 215, 229  
**Anthropology** &100, &204, &206, &207  
**Business** &101  
**Communication Studies** &102  
**Criminal Justice** &112  
**East Asia** 215–218  
**Economics** 100, &201, &202, 260, 272, 273  
**Gender and Women's Studies** 205, 215, 284–286  
**Geography** &100, &200, 250, 277  
**History** &116, &117, &118, &136, &137, &146, &147, &148, 207, &214, &215, 218, &219, 234, 235, 236, 237–238, 245–247, 256, 275  
**International Studies** 101, 200, 201, 205  
**Multicultural Studies** 105, 205, 210, 238, 250  
**Philosophy** &101, 102, 115, 210, 230, 240, 248, 267  
**Political Science** &101, &202, &203, 221, 276  
**Psychology** &100, &200, 206–209, 210, &220, 236, 245  
**Social Science** 100  
**Sociology** &101, 112, &201, 250, 288

**ELECTIVE COURSES (NON-RESTRICTED)**

A minimum of 25 college-level credits numbered 100 or above are required for electives. They may be chosen from the list of Distribution Requirements or from the following elective courses. A maximum of 15 credits from Restricted Elective courses may be included.

**Accounting** &201, &202, &203  
**Anthropology** 297–299  
**American Sign Language** 297–299  
**Art** 201  
**Art History** 292, 293, 295  
**Astronomy** 297–299  
**Biology** 297–299  
**Business** &101, &201  
**Chemistry** 297–299  
**Chinese** 297–299  
**Cinema** 202, 295, 297–299  
**Communication Studies** 291–295, 297–299  
**Computer Science** 121, 141, 143, 201  
**Criminal Justice** 101, 106, 110, 120, 238, 240  
**Drama** 293, 295, 297–299  
**Economics** 272, 273, 291–295, 297–299  
**Education** &115, &202, 265, 297–299  
**Engineering** 103, &114, 115, 170, 202, 203, &204, 205, 206, &214, &215, &224, &225, 297–299  
**English** &230, 276, 279, 292–295, 297–299  
**Environmental Science** 297–299  
**French** 293, 295, 297–299

**Gender and Women's Studies** 291–295, 297–299  
**Geography** 295, 297, 298, 299  
**Geology** 297, 298, 299  
**History** 295, 297, 298, 299  
**History/East Asia** 297, 298, 299  
**Humanities** 291, 292, 293, 294, 295, 297, 298, 299  
**International Studies** 295, 297, 298, 299  
**Japanese** 295, 297, 298, 299  
**Mathematics** 292, 293, 295, 297, 298, 299  
**Music** 297, 298, 299  
**Nutrition** 188, 293, 297, 298, 299  
**Oceanography** 297, 298, 299  
**Philosophy** 297, 298, 299  
**Physics** 297, 298, 299  
**Physical Education** (3 credits maximum) 100, 104, 105, 109, 110, 116–118, 125, 126, 134, 136, 138–140, 154–158, 166, 174, 188, 200, 201, 204, 205, 209, 210, 215–218, 226, 234, 236, 238–240, 254–258, 260, 270, 272–280, 284, 290–295, 297–299  
**Political Science** 297–299  
**Psychology** 272, 273, 291–295, 297–299  
**Sociology** 295, 297–299  
**Social Sciences** 297–299  
**Spanish** 297–299

**RESTRICTED ELECTIVES**

A maximum of 15 college-level credits from these courses may be used toward the AA-DTA degree. A maximum of 5 credits from these courses may be used towards the AST degree.

**Accounting** 101–104, 170, 190, 206, 208, 271–273, 275, 279, 286, 289, 291–295, 29–299  
**Art** 202, 203, 245, 246  
**Automotive Technology** 101, 110–116, 121, 122, 151, 152, 160–168, 190, 291–294, 297, 298  
**Biology** 265, 266, 270, 274, 275, 277, 279, 280, 285, 286, 287, 288, 289, 290  
**Business** 102–106, 110, 120, 130, 135, 141–144, 181, 182, 203, 205, 208, 209, 215, 216, 220, 225, 230, 235, 240, 245, 250, 255, 260, 270, 274, 276, 290–295, 297–299  
**Business Technology** 100, 103, 104, 107, 112, 114, 115, 128, 129, 135, 149, 150, 160, 170, 185, 215, 210, 270, 291–295, 297–299  
**Career Education Options** 101  
**Cinema** 202  
**Communication Studies** 245  
**Computer Information Systems** 102, 105, 106, 110, 112, 114, 116, 120, 121, 140, 151–153, 163, 171–173, 180, 184, 211, 214, 216, 217–219, 221–223, 236, 240, 254, 264, 274–276, 287, 290, 291–295, 297, 298, 299  
**Computer Science** 122, 297, 298, 299  
**Criminal Justice** 130, 135, 137, 241, 242, 245, 249, 290, 291, 292, 293, 294, 295, 297, 298, 299  
**Dental Hygiene** 100–102, 110–112, 114, 115, 120–124, 130–134, 140–142, 151, 152, 161, 162, 171, 181, 182, 215, 221–223, 231–233, 241–243, 250–253, 260, 261, 270–272, 278, 281–284, 288, 291, 292, 297–299

**Drama** 155, 156, 157, 224

**Education** 116–118, 124–126, 140, 150, 160, 204, 210, 215, 250, 265, 290–299

**Education Learning Assistance** 199, 291, 292

**Engineering** 100, 294

**Engineering Technology** 159, 190, 295, 297–299

**English** 100

**ESL** 100

**Film** 255–257, 265, 266, 267, 269, 285, 288, 290–295, 297–299

**Health Informatics and Information Management** 120, 125, 134, 154, 171–175, 219, 220, 224–226, 228, 234, 235, 291–293, 297–299

**Honors** 100, 251, 295, 298, 299

**Human Development** 101, 105, 130, 140, 290–295, 297–299

**Informatics** 150, 292

**Library** 170, 297–299

**Mathematics** 100

**Manufacturing Technology** 101–103, 110, 113, 115, 120, 155–157, 166–169, 170, 195, 196, 215, 220, 225, 230, 234–236, 240, 244, 250, 254–257, 260, 264–267, 290, 296, 298, 299

**Medical Laboratory Technology** 121–123, 132, 181, 182, 200, 221–225, 231–235, 241, 242, 244, 245, 291–293, 297–299

**Music Technology** 100–102, 106, 121–123, 131–133, 143, 151–153, 161–163, 171–173, 206, 221–223, 231–233, 241–243, 274, 291–295, 297–299

**NRG** 110, 120, 121, 130, 180, 200, 290

**Nursing (6 quarter program)** 121, 131, 141–143, 151–153, 161–163, 221–223, 231–233, 241–243, 251–253

**Nursing (10 quarter program)** 121–125, 131, 132, 142, 221–225, 231–235, 242, 243

**Parent Education** 114–116, 124–129, 134–136, 144–149, 154–156, 164–166, 184–186, 291–293, 297–299

**Spanish** 100, 105

**Study Skills** 100

**Visual Communication Technology** 111, 124, 125, 128, 134–136, 144, 154, 155, 157, 170, 190, 199, 224, 228, 234, 236, 241, 257, 264, 266, 267, 270, 274–277, 291–293, 297–299

## ASSOCIATE IN SCIENCE— TRANSFER (AS—T)

The Associate in Science—Transfer (AS—T) is designed to help students develop a strong foundation in math and science courses for solid preparation into specific science related majors. The AS-T degree offers two tracks: Track 1 is for students majoring in biological sciences, chemistry, geology, earth science, environmental science, and oceanography or for health programs in dentistry, pharmacy and medical school; Track 2 is for students majoring in astronomy, atmospheric sciences, computer science, engineering or physics. Students completing the Associate of Science—Transfer degree will receive the

same priority consideration for admission to baccalaureate institutions as they would with the Direct Transfer Associate's degree and will be given junior status by the receiving institution. The AS-T degree does not stipulate that students will have met all of the general education requirements; students will be expected to complete further general education requirements after transfer. It is strongly recommended that students complete an entire sequence of science courses at one institution.

## TRACK 1

Biological Sciences, Chemistry, Geology and Earth Sciences, Environmental Sciences, and Oceanography.

## GENERAL EDUCATION CORE REQUIREMENTS

**Communication Skills – 8-10 credits:** English& 101 and 102 or 230 or Communication Studies& 101

**Quantitative/Symbolic Reasoning – 5 credits:** Mathematics& 151

**Multicultural Understanding – 5 credits:** Communication Studies 203; History 245, Multicultural Studies 105 or Gender and Women's Studies 284

## DISTRIBUTION REQUIREMENTS

**Humanities – 5 credits:** See list for Associate in Arts (AA-DTA.)

**Social Sciences – 5 credits:** See list for Associate in Arts (AA-DTA.)

**Humanities or Social Sciences – 5 credits:** See list for Associate in Arts (AA-DTA.)

## PRE-MAJOR PROGRAM

**Science – 19 credits:** Chemistry 171/181 and 172/182 and 173/183

**Additional Mathematics – 10 credits:** Mathematics& 152; and 163 or Mathematics 211

**One of the following sequences – 15-16.5 credits:** Biology& 211 and 212 and 213; or Physics& 121/131 and 122/132 and 123/133 (Algebra based); or Physics& 221/231 or 222/232 and 223/233 (Calculus based). Check with your transferring institution as to which Physics series is accepted.

**Major sequence and/or supporting science courses – 10-15 credits:** 10 to 15 credit hours of additional science courses to support major preparation

## ELECTIVES

Elective courses are taken as needed to reach the minimum of 90 credit hours required for the degree. The Associate in Science—Transfer allows a maximum of 5 credits for restricted elective/professional-technical course work on page 42.

**TRACK 2**

Astronomy/Atmospheric Sciences, Computer Sciences, Engineering, Physics.

**GENERAL EDUCATION CORE REQUIREMENTS**

**Communication Skills – 8-10 credits:** English& 101 and 102 or 230 or Communication Studies& 101

**Quantitative/Symbolic Reasoning – 5 credits:** Mathematics& 151

**Multicultural Understanding – 5 credits:** Communication Studies 203; History 245, Multicultural Studies 105 or Gender and Women's Studies 284

**DISTRIBUTION REQUIREMENTS**

**Humanities – 5 credits:** See list for Associate in Arts (AA-DTA.)

**Social Sciences – 5 credits:** See list for Associate in Arts (AA-DTA.)

**PRE-MAJOR PROGRAM**

**Science – 15-16.5 credits:** Physics& 221/231 and 222/232 and 223/233 (Calculus based) required for most Bachelor's Degrees); or Physics& 121/131 and 122/132 and 123/133 (Algebra based). Check with your transferring institution as to which Physics series is accepted.

**Additional Mathematics – 10 credits:** Mathematics& 152; and 163 or Mathematics 211 (Almost all students need 163 for their major.)

**Additional Science – 5 credits:** See Math/Science list for the Associate in Arts (AA-DTA), but this course must be outside of mathematics, physics and computer science departments. Engineering majors almost always require Chemistry 171/181.

**PROGRAM SPECIFIC COURSE AND ELECTIVES (27-32 CREDITS)**

Additional courses required for specific majors and elective courses are taken as needed to reach the minimum of 90 credit hours. The Associate in Science-Transfer degree allows a maximum of 5 credits for restricted elective/professional-technical course work.

The AS-T degree is designed for students to take additional requirements needed to enter their major's junior year. It may also include additional general education or elective courses. Required and recommended courses vary by major and by college/university; therefore, it is important for students to stay in close contact with their SCC advisor as well as the intended receiving institution as they plan their elective program.

**ASSOCIATE IN ARTS—  
INDIVIDUALIZED PLAN (AA—IP)**

The Associate in Arts—Individualized Plan is a self-designed degree that is primarily used for students who choose to complete general university requirements and/or major preparation courses for a specific college or university. The AA-IP is awarded to students who complete 75 or more transferable credits and 15 hours of Shoreline's general education core requirements. Students planning to transfer to a specific institution in fields such as Engineering or Health Sciences will typically follow the Associate in Science-Transfer degree, but may choose the AA-IP for more flexibility. Careful course planning is important when following the AA-IP; therefore students are recommended to consult with an advisor.

**GENERAL EDUCATION CORE REQUIREMENTS**

**Communication Skills – 5 credits:** English& 101.

**Quantitative Reasoning – 5 credits:** Chemistry& 121, Chemistry 171/181, 172/182, 173/183, Economics& 201, Mathematics &107, 111, &141, &142, &146, &148, &151, &152, &163, &171, 207, 208, 211, &264, Philosophy& 106, Physics& 121/131, 122/132, 123/133, 221/231, 223/233, 222/232, or Physics 110

**Multicultural Understanding – 5 credits:** Communication Studies 203, History 245, Multicultural Studies 105 or Gender and Women's Studies 284.

**Transferable College-level Courses – 75 credits:** The 75 transferable college-level credits should be selected by following the general university and major requirements of the institution where you are planning to transfer. Many colleges and universities in Washington State publish course equivalency guides on their websites to identify transferable courses.

**MAJOR RELATED PROGRAM (MRP)**

To better prepare students for transfer into specific academic majors, community colleges and baccalaureate institutions in Washington State developed Major Related Programs to provide consistency in prerequisites courses required for admission to common majors.

Major Related Programs (MRP) follow either the AA-DTA or AS-T guidelines. Currently, Shoreline Community College recognizes Major Related Programs in Business, Biology Education, Chemistry Education, General Science Education, Physics Education, Bioengineering and Chemical Engineering, Computer and Electrical Engineering, Mechanical, Civil Aeronautical, Industrial, and Material Science Engineering. Major Related Program planning guides are available on the college's transfer planning guide site: [www.shoreline.edu/shorelinepdfs/TransferPlanning/](http://www.shoreline.edu/shorelinepdfs/TransferPlanning/)

## ASSOCIATE IN FINE ARTS (AFA)

The Associate in Fine Arts is designed for students who want to complete an academic degree with a concentration of study in the Fine Arts. The AFA degree provides an excellent opportunity to develop a strong portfolio of artwork that is required for admission and placement into most Fine Arts major programs. The AFA follows the Associate in Arts-Direct Transfer Agreement (AA-DTA) guidelines providing students with the same transfer benefits as the AA-DTA degree. For students who are not currently considering a baccalaureate degree, the AFA provides students with a broad educational experience and strong involvement in the arts which, in itself, leads to excellent career and educational opportunities.

The AFA degree offers two tracks of study: one in Photography (107 credits) and another in Studio Art with a concentration in 2-D or 3-D Art (103-106 credits).

## PHOTOGRAPHY TRACK

### GENERAL EDUCATION CORE REQUIREMENTS

**Communication Skills – 10 credits:** English& 101, 102

**Quantitative Reasoning – 5 credits:** Chemistry& 121, Chemistry 171/181, 172/182, 173/183, Economics& 201, Mathematics &107, 111, &141, &142, &146, &148, &151, &152, &163, &171, 207, 208, 211, &264, Philosophy& 106, Physics& 121/131, 122/132, 123/133, 221/231, 223/233, 222/232, or Physics 110

**Multicultural Understanding – 5 credits:** Communication Studies 203, History 245, Multicultural Studies 105 or Gender and Women's Studies 284.

### DISTRIBUTION REQUIREMENTS

**Humanities – 15 credits:** (satisfied by Photography core requirements)

**Social Sciences – 15 credits:** See list for Associate in Arts (AA-DTA.)

**Mathematics/Sciences – 15 credits:** See list for Associate in Arts (AA-DTA.)

### PHOTOGRAPHY CORE REQUIREMENTS

**59 credits:**

**Foundation Drawing and Design:** Art 109, 131

**Photography:** Art 144, 145, 146, 244, 246

**Art History:** Art History 204, 224, 225, 226 (Choose three Art History courses)

**Computer Basics:** VCT 124, 125

**Digital Photography with Photoshop :** VCT 136, 236

## FOUNDATION STUDIO ART TRACK

### GENERAL EDUCATION CORE REQUIREMENTS

**Communication Skills – 10 credits:** English& 101, 102

**Quantitative Reasoning – 5 credits:** Chemistry& 121, Chemistry 171/181, 172/182, 173/183, Economics& 201, Mathematics &107, 111, &141, &142, &146, &148, &151, &152, &163, &171, 207, 208, 211, &264, Philosophy& 106, Physics& 121/131, 122/132, 123/133, 221/231, 223/233, 222/232, or Physics 110

**Multicultural Understanding – 5 credits:** Communication Studies 203, History 245, Multicultural Studies 105 or Gender and Women's Studies 284.

### DISTRIBUTION REQUIREMENTS

**Humanities – 15 credits:**

(satisfied by Foundation Studio Art core requirements)

**Social Sciences – 15 credits:** See list for Associate in Arts (AA-DTA.)

**Mathematics/Sciences – 15 credits:** See list for Associate in Arts (AA-DTA.)

### FOUNDATION STUDIO ART CORE REQUIREMENTS

**53–56 credits:**

**Foundation Drawing:** Art 131, 132, 133

**Foundation 2D & 3D Design:** Art 109, 110

**Art History:** Art History 204, 210, 224, 225, 226 (Choose three Art History courses)

**Portfolio:** Art 260

In addition to the Foundation Studio Art core requirements, select a concentration of 3 courses in either 2D or 3D Studio Art:

#### 2D Studio Art Concentration:

**Photography:** Art 144 145, 146

**Graphic Design:** Art 201, 202, 203

**Painting and Drawing:** Art 251, 252, 253, 265

**Printmaking:** Art 250

#### 3D Studio Art Concentration:

**Ceramics:** Art 121, 122, 123

**Design and Materials:** Art 254, 255, 256

**Sculpture:** Art 271, 272, 273

**ASSOCIATE IN MUSIC (AM)**

The Associate in Music is designed to prepare students for entrance into competitive music conservatory programs nationwide. Since admission into music conservatories is highly competitive, completion of the Associate in Music does not guarantee admission. Admission into such programs is based on proficiency in music theory, performance, sight singing and keyboard (piano) skills. The Associate in Music curriculum is excellent preparation for studio teaching and/or performing; therefore, it may be pursued and completed as a terminal degree. Shoreline offers Associate in Music degrees in Classical Piano, Classical Voice and Instrumental Music. For students planning to transfer to a baccalaureate college or university in Washington State, the AA-DTA Music transfer degree is the more appropriate degree option.

Students interested in pursuing the Associate in Music degree should contact a music advisor at the beginning of their program of study.

**CLASSICAL VOICE**

The Associate in Music degree in Classical Voice requires 99 quarter credits.

**GENERAL EDUCATION CORE REQUIREMENTS**

**Communication Skills – 5 credits:** English& 101

**Quantitative Reasoning – 5 credits:** Chemistry& 121, Chemistry 171/181, 172/182, 173/183, Economics& 201, Mathematics &107, 111, &141, &142, &146, &148, &151, &152, &163, &171, 207, 208, 211, &264, Philosophy& 106, Physics& 121/131, 122/132, 123/133, 221/231, 223/233, 222/232, or Physics 110

**Multicultural Understanding – 5 credits:** Communication Studies 203, History 245, Multicultural Studies 105 or Gender and Women's Studies 284.

**FOUNDATION MUSIC REQUIREMENTS**

**84 credits:**

**Music Theory:** Music& 141, 142, 143, 241, 242, 243

**Piano:** Music 151, 152, 153, 251, 252, 253

**Major Ensemble:** Music 175

**Private Lessons:** Music 170, 270

**Diction:** Music 211, 212

**Graduating Recital and Electives:** Music 298;  
Recommended: Music& 105, Music 135, 147, 155, 156, 165, 166.

**ELECTIVES**

**4 credits:**

**Physical Education:** Physical Education 149, 150

**CLASSICAL PIANO**

The Associate of Music degree in Classical Piano requires 99 quarter credits.

**GENERAL EDUCATION CORE REQUIREMENTS**

**Communication Skills – 5 credits:** English& 101

**Quantitative Reasoning – 5 credits:** Chemistry& 121, Chemistry 171/181, 172/182, 173/183, Economics& 201, Mathematics &107, 111, &141, &142, &146, &148, &151, &152, &163, &171, 207, 208, 211, &264, Philosophy& 106, Physics& 121/131, 122/132, 123/133, 221/231, 223/233, 222/232, or Physics 110

**Multicultural Understanding – 5 credits:** Communication Studies 203, History 245, Multicultural Studies 105 or Gender and Women's Studies 284.

**FOUNDATION MUSIC REQUIREMENTS**

**78 credits:**

**Music Theory:** Music& 141, 142, 143, 241, 242, 243

**Class Piano:** Music 151, 152, 153, 251, 252, 253

**Major and Small Ensembles:** Music 135, 136, 140, 144, 146, 147, 175

**Private Piano Lessons:** Music 180, 280

**Core Piano Courses:** Music 224, 225, 226

**Graduating Recital and Electives:** Music 298

**ELECTIVES**

**Non-Music Courses:** 10 credits

**INSTRUMENTAL MUSIC**

The Associate of Music degree in Instrumental Music requires 99 quarter credits.

**GENERAL EDUCATION CORE REQUIREMENTS**

**Communication Skills – 5 credits:** English& 101

**Quantitative Reasoning – 5 credits:** Chemistry& 121, Chemistry 171/181, 172/182, 173/183, Economics& 201, Mathematics &107, 111, &141, &142, &146, &148, &151, &152, &163, &171, 207, 208, 211, &264, Philosophy& 106, Physics& 121/131, 122/132, 123/133, 221/231, 223/233, 222/232, or Physics 110

**Multicultural Understanding – 5 credits:** Communication Studies 203, History 245, Multicultural Studies 105 or Gender and Women's Studies 284.

**FOUNDATION MUSIC REQUIREMENTS**

**74 credits:**

**Music Theory:** Music& 141, 142, 143, 241, 242, 243

**Piano:** Music 151, 152, 153, 251, 252, 253

**Major and Small Ensemble:** Music 136, 140, 144, 146, 147, 175

**Private Lessons:** Music 196, 296

**Graduating Recital:** Music 298

**ELECTIVES**

**Non-Music Courses:** 10 credits

## ASSOCIATE IN APPLIED SCIENCE— TRANSFER (AAS—T)

The Associate in Applied Science-Transfer (AAS-T) are Professional Technical degrees with articulation agreements between community colleges and some baccalaureate institutions. The AAS-T provides options for students who complete a professional-technical degree and later wish to complete a bachelor's degree related to their technical field of study. In addition to the technical program coursework, a minimum of 20 credits in general education courses are required for this degree. Students will need to complete the majority of general education courses after transfer. Programs currently offering this degree are Biotechnology Lab Specialist, Dental Hygiene, Digital Film Production, VCT: Graphic Design and Production Art, VCT: Animation and Video for Multimedia, VCT: Marketing, and Nursing.

## GENERAL EDUCATION CORE REQUIREMENTS

**Communication Skills – 5 credits:** English & 101

**Quantitative Reasoning – 5 credits:** Chemistry & 121, Chemistry 171/181, 172/182, 173/183, Economics & 201, Mathematics & 107, 111, & 141, & 142, & 146, & 148, & 151, & 152, & 163, & 171, 207, 208, 211, & 264, Philosophy & 106, Physics & 121/131, 122/132, 123/133, 221/231, 223/233, 222/232, or Physics 110

**Multicultural Understanding – 10 credits:** Associate in Arts (AA-DTA)

## DUAL ENROLLMENT PROGRAM: SHORELINE AND UW BOTHELL

Shoreline Community College and the University of Washington—Bothell have partnered together to create a dual enrollment program. The Dual Enrollment program offers students a focused, efficient, and cost-effective plan to earn both an Associate degree and a University of Washington Bachelor's degree. Those who qualify for dual enrollment will be fully recognized as students of both their community college and UW Bothell. Students can dual enroll in the following degree programs: Business, Computing & Software, and Interdisciplinary Arts & Studies. For more information, contact Norma Goldstein (206) 546-4741, Dean of Humanities or Yvonne Terrell-Powell, Director of Counseling Services (206) 546-4559. You may also contact a UW Bothell advisor at (425) 352-5000.

## UNIVERSITY TRANSFER DISCIPLINES

American Ethnic Studies .....	99
American Sign Language .....	100
Anthropology .....	100
Art .....	100
Ceramics	
Design and Materials	
Graphic Arts and Design	
Sculpture	
Painting	
Photography	
Art History .....	102
Astronomy .....	102
Biology .....	104
Biotechnology .....	see Biology
Business:	
Accounting .....	98
Business .....	107
Chemistry .....	110
Cinema .....	111
Communication Studies .....	112
Computer Science .....	116
Criminal Justice .....	116
Drama .....	120
East Asia Studies .....	136
Economics .....	121
Education .....	121
Engineering .....	122
English .....	124
Creative Writing	
Literature	
Writing	
Environmental Science .....	128
Film .....	130
Gender and Women's Studies .....	131
Geography .....	132
Geology .....	133
Health Informatics and Information Management .....	133
History .....	135
Honors .....	137
Humanities .....	137
Informatics .....	138
International Studies .....	138
Mathematics .....	142
Multicultural Studies .....	145
Music .....	145
Music Technology .....	148
Nutrition .....	153
Oceanography .....	153
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**UNIVERSITY TRANSFER DISCIPLINES  
(CONTINUED)**

Physical Education .....	156
Physics .....	159
Political Science .....	159
Psychology .....	160
Sociology .....	161
World Languages:	
Chinese .....	111
French .....	131
Japanese .....	138
Spanish .....	161

**PROFESSIONAL-TECHNICAL  
DEGREES AND CERTIFICATES**

**Associate in Applied Arts and Sciences (AAAS) –  
90 or more credits**

**Certificate of Proficiency (CP) – 45-89 credits**

**Certificate of Completion (CC) – 20-44 credits**

**Short Term Certificate of Completion (CC) –  
19 credits or less**

Professional-Technical programs lead to an Associate in Applied Arts and Sciences (AAAS) degree, Certificate of Proficiency (CP) or Certificate of Completion (CC). The programs are designed to prepare students to enter the workforce in specific occupational fields upon completion of the degree or certificate.

Details of the professional-technical programs offered at Shoreline Community College are in this section of the catalog. Some programs require a separate application for admissions, and several have prerequisite courses required before applications are considered; therefore, it is important that students work closely with program advisors when registering for courses in professional-technical programs.

Professional-Technical programs include specific vocational course work as well as general education courses and related instruction in the areas of communication, quantitative reasoning or computation, human relations and multicultural understanding. If a specific general education course is not required by a professional-technical program, students may choose classes from the list of general education core courses in the AA-DTA degree. In some cases, general education requirements are embedded within program-specific courses.

**ARTICULATION AGREEMENTS**

Upon completion of an AAAS degree, students may want to continue their education by pursuing a bachelor's degree. Opportunities to transfer Professional-Technical programs to a baccalaureate degree program are expanding. Currently, articulation agreements exist with the University of Washington - Bothell, Eastern Washington University, Western Washington University, Evergreen State College and Central Washington University for some approved professional-technical programs. Students should inquire about the availability of an Associate in Applied Science—Transfer (AAS—T) degree in their chosen fields. Check with your program advisor and with these institutions for further information.

Lists of advisory committee members for each of the professional-technical programs are available online and in the Office of the Dean of Workforce Education.

**PROFESSIONAL-TECHNICAL PROGRAMS**

Accounting Programs	50	Certificate in Basic Manufacturing (C.C.)	77
Accounting (AAAS), (C.P.)	50	Manufacturing/Machinist (C.P.)	78
Accounting Clerk (C.C.)	50	Manufacturing/Machinist Technology (AAAS)	78
Accounts Receivable/Payable Clerk (C.C.)	50	Medical Laboratory Technology (AAAS), (C.P.)	79-80
Payroll Clerk (C.C.)	50	Medical Lab. Technology – Phlebotomy (C.C.)	80
Tax Preparer (C.C.)	50	Music Technology Programs	81
Automotive Factory-Sponsored Training Programs	51	Digital Audio Engineering (AAAS)	81
Automotive General Svc. Technician–I-BEST (C.P.)	52	Digital Performer: Digital Audio (C.C.)	82
Chrysler (AAAS)	51	Electronic MIDI Music Production (AAAS)	81
General Motors (AAAS)	51	Merchandising (AAAS)	82
Honda (AAAS)	51	Performance (AAAS)	82
Toyota (AAAS)	51	Nursing (AAAS) (AAS-T)	83
Automotive Brakes Specialist (C.C.)	53	Nursing Assistant – Certified (C.C.)	86
Automotive Drive Train Specialist (C.C.)	53	Performance Arts/Digital Filmmaking Programs	87
Automotive Electrical Specialist (C.C.)	53	Acting for Stage and Camera (C.P.)	87
Automotive Engine Specialist (C.C.)	53	Digital Film Production (AAAS) (AAS-T)	87
Biotechnology Lab Specialist (AAAS) and (C.C.)	54	Writing and Directing for the Camera (C.P.)	88
Business Administration Programs	55	Purchasing & Supply Chain Management	
Entrepreneurship (AAAS), (C.P.), (C.C.)	55, 58, 60	(AAAS), (C.P.), (C.C.)	89
Fashion Merchandising (AAAS), (C.P.), (C.C.)	56, 58, 61	Visual Communication Technology Programs	90
General Business Administration		A Foundation Program with	
(AAAS), (C.P.), (C.C.)	56, 59, 60	Customized Specialization (C.P.)	92
International Trade (C.C.)	61	Digital Illustration/Animation Level II (C.C.)	93
Marketing (AAAS), (C.P.), (C.C.)	57, 59, 61	Digital Photography Level II (C.C.)	93
Marketing – VCT (AAAS)	89	Prepress and Print Production (C.C.)	93
Retail Management (AAAS), (C.P.), (C.C.)	57, 60, 61	Web Design (C.C.)	93
Sports & Event Marketing (AAAS), (C.P.), (C.C.)	58, 60, 62	Animation Video for Multimedia (AAAS) (AAS-T)	94
Sustainable Business (C.C.)	62	Art and Design Foundations (C.C.)	94
Business Technology Programs	63	Business Foundation (C.C.)	94
Business Technology (AAAS), (C.P.)	63	Computer Foundations (C.C.)	94
Technology for Professional Careers (C.C.)	64	Computer Graphics Foundations (C.C.)	94
Business Software Applications (C.C.)	64	Digital Video (C.C.)	95
Customer Service Specialist/Receptionist (C.C.)	64	Graphic Design and Production Art (AAAS) (AAS-T)	90
Microsoft Software Applications (C.C.)	64	Marketing (AAAS) (AAS-T)	91
Office Assistant/Receptionist (C.C.)	65	Visual Communications Foundation (C.P.)	92
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Clean Energy Technology	66		
Solar/Photovoltaic (PV) Designer (C.C.)	67		
Clean Energy Technology (C.P.), (C.C.)	66, 67		
Criminal Justice Program (AAAS)	68		
Dental Hygiene (AAAS), (AAS-T)	69, 70		
Education Programs	71		
Bilingual/Bicultural Education (AAAS)	71		
Child Care Professional (C.P.)	72		
Early Childhood Education/Paraeducator (AAAS)	71		
In-Home Care Provider (C.P.)	72		
Special Education (AAAS)	71		
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Information Management Programs	74		
Health Information Technology (AAAS)	75		
Medical Coding & Reimbursement Specialist (C.P.)	76		
Manufacturing/Industrial Technology	77		

**ACCOUNTING PROGRAM**

(206) 546-4665

**DESCRIPTION**

The Accounting Program prepares students for a variety of accounting occupations in the public and private sector. Typically, accounting clerks establish, develop and maintain the financial records of organizations and departments. Job duties may include recording debits and credits, preparing ledgers and balance sheets, verifying the accuracy of records, classifying payables and receivables, preparing bank deposits and posting transactions.

With the aid of improved and simplified software applications, many of these tasks are now performed and stored in computer files. Automation has expanded opportunities for managing financial information. In the accounting program, students use current software and develop skills in the creative process of organizing, analyzing and interpreting financial information.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Apply basic principles, theories and procedures for recording and reporting financial data.
2. Apply practical accounting practices in a variety of business structures including corporations, partnerships and small businesses.
3. Prepare financial reports, which summarize or analyze relevant financial data.
4. Provide management support in the budgeting, planning and decision-making processes.
5. Apply knowledge of payroll laws and related practices.
6. Integrate accounting functions within a computerized business environment, select appropriate software and convert a manual accounting system to a computerized one.
7. Apply knowledge of individual income tax laws.  
(AAAS degree only)

**AAAS DEGREE**

Total Credits Required . . . . .90-92

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Certificate of Proficiency***CERTIFICATE OF PROFICIENCY**

Total Credits Required . . . . . 55

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Certificates of Completion*

These programs are designed to prepare students for entry level accounting clerk positions.

**OUTCOMES**

Students who successfully complete this program will understand the basic account cycle for service and merchandising firms. Students will have basic business computer skills with specific knowledge of commercial accounting software.

**CERTIFICATES OF COMPLETION****Accounting Clerk**

Total Credits Required . . . . . 15

**Accounts Receivable/Payable Clerk**

Total Credits Required . . . . . 20

**Payroll Clerk**

Total Credits Required . . . . . 20

**Tax Preparer**

Total Credits Required . . . . . 15

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for complete planning guides for these options.

**AUTOMOTIVE FACTORY-SPONSORED TRAINING PROGRAM**

(206) 546-5851

**DESCRIPTION**

Each of these factory-sponsored programs is comprehensive in both the depth and breadth of knowledge required of graduates. Students should plan to complete an average of 20 credits per quarter, unless they take their General Education/Related Instruction courses prior to beginning the program.

**AUTOMOTIVE SERVICE EDUCATIONAL PROGRAM (ASEP) – General Motors**

The General Motors Automotive Service Educational Program (ASEP) is a two-year cooperative program. The student spends alternating quarters in class and working in a sponsoring General Motors dealership.

**CHRYSLER COLLEGE AUTOMOTIVE PROGRAM (CAP) – Chrysler**

The Chrysler College Automotive Program is a two-year cooperative program. The student spends alternating quarters in class and working in a sponsoring Chrysler dealership.

**PROFESSIONAL AUTOMOTIVE CAREER TRAINING (PACT) – Honda**

The American Honda Professional Automotive Career Training Program (PACT) is a two-year cooperative program. The student spends alternating quarters in class and working in a sponsoring Honda or Acura dealership.

**TOYOTA TECHNICAL EDUCATION NETWORK PROGRAM (T-TEN) – Toyota**

The Toyota Technical Education Network Program (T-TEN) is a two-year cooperative program. The student spends alternating quarters in class and working in a sponsoring Toyota or Lexus dealership.

Following is the recommended course of study for the four programs described above. In the quarterly schedule of classes Sec. 01 will be General Motors ASEP classes, Sec. 02 will be Honda PACT classes, Sec. 03 will be Toyota T-TEN classes, and Sec. 04 will be Chrysler CAP classes.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Apply fundamentals of automotive service training, including the basics of automotive diagnostics and repair, pre-delivery inspection and warranty repair procedures.
2. Identify, inspect, disassemble and assemble basic components of automotive power plants.
3. Apply knowledge of the function, construction, operation troubleshooting and servicing of disc, drum and ABS brake systems, steering, suspension and wheel alignment.
4. Use electronic engine analyzers and scanners to test and tune ignition, fuel injection and emission systems.
5. Apply understanding of electrical principles, semi-conductors, microprocessors and wiring diagrams to diagnose and repair malfunctions of automotive electrical systems.
6. Apply knowledge of the function, construction, operation, troubleshooting and service of front-and rear-wheel drive manual and automatic transmissions and transaxles.
7. Test, service and repair heating and air-conditioning systems.

**AAAS DEGREE****Chrysler College Automotive Program (CAP)**

Total Credits Required . . . . .167-172

**General Motors Automotive Service Educational Program (ASEP)**

Total Credits Required . . . . .167-172

**Honda PACT Program**

Total Credits Required . . . . .167-172

**Toyota T-TEN Program**

Total Credits Required . . . . .167-172

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for complete planning guides for these options.

**AUTOMOTIVE PROGRAMS (CONT.)**

(206) 546-5851

*Certificates of Proficiency*  
*Automotive General Service (GST)*  
*Technician – (I-BEST)*

**DESCRIPTION**

The General Service Technician (GST) program is a three-quarter job training program designed primarily for students interested in introductory automotive training. This program includes integrated basic education skills training (IBEST) and is team-taught by an automotive instructor and a basic education skills instructor. English as a Second Language students or students who desire further basic skills development are encouraged to apply. For the third quarter internship, students find jobs in dealerships, independent auto repair shops, or other automotive businesses. Students earn a certificate of proficiency upon graduation.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand and identify basic auto shop and personal safety parameters at auto repair facilities.
2. Perform basic automotive diagnosis and repair, and use the associated tools.
3. Identify and interpret suspension and steering concerns, and determine corrective action.
4. Inspect/diagnose and replace most brake components.
5. Diagnose fluid usage, level, leaks, and condition.
6. Identify, inspect, and test Heating and Air Conditioning systems.
7. Diagnose and evaluate electronic systems and electrical features.

**CERTIFICATE OF PROFICIENCY**

Total credits required . . . . . 45

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Certificates of Completion*  
*Automotive*

**DESCRIPTION**

Shoreline Community College offers four Automotive Specialist Certificates of Completion for students who are interested in entering the automotive service industry. The Automotive Program provides students with the fundamental skills to succeed in the workplace along with valuable hands-on experience. Students alternate quarters between classroom instruction and paid dealership training. As students progress through the curriculum, they learn about the major automobile components and systems, including brakes, suspension, emissions, transmissions, electrical systems, heating and air conditioning, power trains and engine management systems. Students develop skills in automotive diagnostics, tune-ups and repairs. Students will also develop an understanding of automotive service business principles as they apply to the service technician. In their internship placement, students work under the guidance of a master technician at a sponsoring dealership. These paid internships give students the opportunity to integrate their learning and further develop their skills in automotive service technology. Students will have to complete additional requirements in addition to completing all four automotive certificates in order to be awarded manufacturer-specific certification. These requirements are specific to the individual programs.

**AUTOMOTIVE PROGRAMS (CONT.)**

(206) 546-5851

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Apply fundamentals of automotive service training, including the basics of automotive diagnostics and repair, pre-delivery inspection and warranty repair procedures.
2. Identify, inspect, disassemble and assemble basic components of automotive power plants.
3. Apply knowledge of the function, construction, operation, troubleshooting and servicing of disc, drum and ABS brake systems, steering, suspension and wheel alignment.
4. Use electronic engine analyzers and scanners to test and tune ignition, fuel injection and emission systems.
5. Apply understanding of electrical principles, semi-conductors, microprocessors and wiring diagrams to diagnose and repair malfunctions of automotive electrical systems.
6. Apply knowledge of the function, construction, operation, troubleshooting and service of front- and rear-wheel drive, manual and automatic transmissions and transaxles.
7. Test, service and repair heating and air-conditioning systems.

**CERTIFICATES OF COMPLETION****Automotive – Brakes Specialist**

Total Credits Required . . . . . 38

**Automotive – Drivetrain Specialist**

Total Credits Required . . . . . 38

**Automotive – Electrical Specialist**

Total Credits Required . . . . . 38

**Automotive – Engine Specialist**

Total Credits Required . . . . . 38

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for complete planning guides for these options.

**BIOTECHNOLOGY LAB SPECIALIST PROGRAM**

(206) 546-4786 or (206) 546-4543

**DESCRIPTION**

Biotechnology is an exciting and rapidly expanding field. Biologists and other scientists working in research and development use biotechnology techniques for the production of genetically engineered drugs, gene therapy, microbiology, virology, forensic science, agriculture and environmental science. The Biotechnology Laboratory Specialist Program prepares students for work in laboratories involved in any aspect of these processes.

The curriculum provides a foundation in a variety of math and science disciplines including algebra, statistics, chemistry, biology, microbiology and computer science. Students gain a working knowledge of molecular biology, recombinant DNA, immunology, protein purification and tissue culture -- both through classroom lectures and "hands-on" laboratory learning experiences. Biotechnology laboratories are found in educational institutions, public health facilities and private corporations.

This program is Associate of Applied Science-Technology (AAS-T) degree eligible. The AAS-T degree indicator, which will appear on your transcript, will enable students to transfer this degree directly to some four-year institutions. Please check with your program advisor for more specific information.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Assist research scientists in the laboratory.
2. Perform technical procedures such as cell counting, solution and media preparation, DNA extraction and characterization, electrophoresis, cloning, polymerase chain reaction, ELISA and other immunology techniques, maintenance of cell lines transfection, fermentation, protein isolation and purification using various chromatographic techniques.
3. Conduct research experiments following operating and safety protocols and apply knowledge of theory and techniques to troubleshoot appropriately.
4. Analyze and display data using computer technology including the Internet and software designed for maintaining a database, preparing spreadsheets, conducting statistical analysis, bioinformatics and graphical display.
5. Manage laboratory activities including record keeping, ordering supplies and preparing reports.

**AAAS DEGREE**

Total Credits Required . . . . . 94.5-95.5

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

### *Certificate of Completion* *Biotechnology Lab Specialist*

**DESCRIPTION**

This Certificate is for students who have a Bachelor's Degree or higher or substantial Science background. At a minimum, students will take the Biotechnology classes offered in the second year of the Associate's Degree Program. These are: Media and Solution Prep, Molecular Biology, Recombinant DNA Technology, Immunology, Biotechnology Techniques (protein chemistry, isolation and purification). If students need updating in Math, Chemistry or Biology before starting the Certificate Program, Program advisors will recommend specific classes. Advisors may also recommend Chemistry Technology, statistics or Excel.

**OUTCOMES**

Provides students who already have degrees or substantial science background broad-based hands-on laboratory experience with associated academics to allow them to work as laboratory technicians and research assistants.

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . . 36-37

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS ADMINISTRATION PROGRAM**

(206) 546-4665

**DESCRIPTION**

The Business Administration Program offers concentrations in:

- Entrepreneurship
- Fashion Merchandising
- General Business
- Marketing
- Retail Management
- Sports and Event Marketing

This vocational degree program provides the student with a balanced background in business plus the opportunity for career specialization. The student completes the core requirements and can choose either a specific area of concentration in one of the five areas listed or he/she can plan an individualized course of study to meet specific career needs by completing 25 credits of advisor-approved electives. (General Business area of concentration).

*AAAS Degree**Entrepreneurship Option*

This program is designed to prepare students for careers in business management or to upgrade the skills of professionals already working in management positions. The Management Program provides an overview of business management theory, standard operating procedures, financial planning and business development techniques along with strategies for effective supervision. Students refine skills in oral and written communication. Through the core curriculum, students demonstrate fundamental business skills in accounting, economics, communication, marketing, purchasing, computer technology, supervision, and legal issues. Graduates will be prepared for positions as middle managers.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the nature of operations, personnel, finances, regulations, marketing and decision-making.
2. Apply business mathematics in order to analyze data and solve business problems.
3. Apply theories of motivation, occupational behavior and management in order to create a healthy, productive organizational climate.
4. Effectively communicate verbally and in writing within the business environment.
5. Understand the principles of managing business products, information and finance.
6. Apply principles of business planning and development.
7. Demonstrate effective leadership and supervision skills.
8. Effectively manage and supervise their own work and career development.

**AAAS DEGREE**

Total Credits Required . . . . .93

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS ADMINISTRATION (CONT.)**

(206) 546-4665

*Fashion Merchandising Option*

Students will develop basic business skills, with a focus in Fashion Merchandising. The curriculum will focus on economics, accounting, computers, marketing, management, and general education outcomes. Students also take focused Fashion Merchandising classes to hone their skills in the area of display and effective visual merchandising, retail buying, retail management, and merchandising planning. This professional/technical degree is available to day students on a full or part-time basis. Graduates with general business administration skills and fashion merchandising skills may be able to obtain jobs in the retail sector of business. Graduates may also be able to apply their knowledge in a general business setting.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the nature of operations, accounting, regulations, marketing, human relations and decision-making.
2. Understand textiles and costume history.
3. Identify trends and the development process.
4. Demonstrate understanding of the fashion design and development process.
5. Effectively display merchandise.
6. Develop 6 month buying plans.
7. Understand the trend development process.

**AAAS DEGREE**

Total Credits Required . . . . .93

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*General Business Administration Option*

This Business Administration degree increases career alternatives in respect to employment and is designed to meet the needs of employed students who wish retraining and upgrading of skills and those students who prefer to plan their courses of study to meet specific employment objectives.

This degree program is available to day and evening students either full-time or part-time.

*NOTE: This degree does not transfer to four-year academic institutions. See "Degree Programs: Academic Transfer" section for information on business administration transfer degree.*

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the nature of operations, accounting, regulations, marketing and decision-making.
2. Apply business mathematics in order to analyze data and solve business problems.
3. Apply theories of motivation, occupational behavior and management in order to create a healthy, productive organizational climate.
4. Effectively communicate verbally and in writing in various business settings.
5. Understand management principles related to finance, personnel, products, services and information.
6. Apply general business skills to a variety of business environments.

**AAAS DEGREE**

Total Credits Required . . . . .93

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS ADMINISTRATION (CONT.)**

(206) 546-4665

*Marketing Option*

Marketing encompasses a broad spectrum of business activities which relate to consumer demand, product awareness and customer satisfaction. Marketing specialists study trends which influence consumer needs and buying habits. They help to determine the level of demand of particular products and services, identify and attract potential consumers, develop pricing strategies, oversee product development and promote products and services. They also enhance the public image of businesses through advertising, promotional events and public information.

The Marketing program provides an overview of basic marketing components including the principles of retailing, professional selling, advertising, public speaking, transportation and international marketing. Students completing this degree have the opportunity to transfer to Central Washington University to earn a bachelor's degree in Retail Management.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Demonstrate professional sales skills, effectively interview clients and accurately gauge consumer needs.
2. Apply principles of sales management including the development and analysis of sales programs, budgets and expense reports.
3. Apply advertising principles including strategies for planning, producing and selecting the appropriate media.
4. Understand principles of product development, pricing, distribution strategies, promotion strategies and market research.
5. Apply principles of retailing such as business location, merchandising, inventory control, store management and vendor relationships.
6. Communicate effectively with consumers, business managers and vendors.
7. Understand business management as it relates to daily operations, personnel issues, finance, profit-loss analysis and decision-making.

**AAAS DEGREE**

Total Credits Required . . . . .93

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Retail Management Option*

Retail marketing is any business activity that directs its efforts toward the selling of goods or services to consumers. The Retail Management program builds on the general business curriculum and prepares students for a leadership role in the dynamic retail industry. Depending upon the size of the retail company, retail managers are responsible for one or more parts of a retail operation including buying, marketing, merchandising, operations, inventory control, personnel or finance. Leadership training is provided through DEC. Delta Epsilon Chi members prepare for careers in marketing, merchandising or management. Students completing this degree may have the opportunity to transfer to Central Washington University to earn a Bachelor's Degree in Retail Management.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Apply principles of retail buying such as planning, merchandise selection and control, and building positive vendor relationships.
2. Apply principles of advertising including strategies for planning, producing and selecting appropriate media.
3. Communicate effectively with consumers, staff and vendors.
4. Demonstrate good salesmanship, effectively interview clients, accurately gauge consumer needs and build customer goodwill.
5. Apply principles of sales management including the development and analysis of sales programs, budget and expense reports.
6. Understand the nature of business operations, personnel, finances, regulations, marketing and decision-making.
7. Apply business mathematics to analyze data and solve business problems.

**AAAS DEGREE**

Total Credits Required . . . . .93

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS ADMINISTRATION (CONT.)**

(206) 546-4665

*Sports and Event Marketing Option*

Students will prepare to market sporting events and entertainment venues, as well as market local and regional entertainment events. Coursework will enable graduates to apply business and marketing techniques to sports and events. The program provides the opportunity to participate in an off-campus internship under the direction of an industry professional. This experience will further develop the student's marketing skills and prepares them to launch their careers. The internship develops the ability to identify, document and successfully communicate personal and professional vision and strategies for a successful career in sports and event marketing.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Demonstrate professional sales skills, effectively interview clients and accurately identify consumer needs.
2. Apply advertising techniques including strategies for planning, selecting and scheduling appropriate media.
3. Apply effective management and communication principles, such as internal communication techniques, coordinating event logistics, and fulfillment of administrative duties.
4. Implement effective public relations strategies.
5. Maximize event sales revenue through securing sponsorships and generating ticket sales.

**AAAS DEGREE**

Total Credits Required . . . . . 93

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Certificates of Proficiency**Entrepreneurship*

Students acquire an overview of basic marketing components including the principles of retailing, professional selling, advertising, public speaking, transportation, and international marketing.

**OUTCOMES**

Students acquire an overview of small business such as planning, merchandise selection and control, and building positive vendor relationships. They learn to apply principles of advertising strategies and how to develop and analyze sales programs.

**CERTIFICATE OF PROFICIENCY**

Total credits required . . . . . 45

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Fashion Merchandising*

Students will develop basic business skills, with a focus in Fashion Merchandising. The curriculum will focus on economics, accounting, computers, marketing, management, and general education outcomes. Students also take focused Fashion Merchandising classes to hone their skills in the area of display and effective visual merchandising, retail buying, retail management, and merchandising planning. This professional/technical certificate is available to day students on a full or part-time basis.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the nature of operations, accounting, regulations, marketing, human relations and decision-making.
2. Understand textiles and costume history.
3. Identify trends and the development process
4. Demonstrate understanding of the fashion design and development process.
5. Effectively display merchandise.
6. Develop 6 month buying plans.
7. Understand the trend development process.

**CERTIFICATE OF PROFICIENCY**

Total credits required . . . . . 45

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS ADMINISTRATION (CONT.)**

(206) 546-4665

*General Business*

The General Business Administration program provides a balanced background in business concepts, office technology and management skills. Students are prepared to be effective in the business environment through the study of business communication, human relations and managerial leadership. The curriculum gives students an overview of the principles of finance, salesmanship, marketing, advertising, business management and related legal issues. The program builds critical thinking and problem solving skills. Students also learn the fundamentals of purchasing, retailing, product development and sales analysis. Students can choose either a specific area of concentration in marketing, entrepreneurship, retail management, or international business. This professional/technical certificate is available to day and students on a full- or part-time basis.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the nature of operations, accounting, regulations, marketing and decision-making.
2. Apply business mathematics in order to analyze data and solve business problems.
3. Apply theories of motivation, occupational behavior and management in order to create a healthy, productive organizational climate.
4. Effectively communicate verbally and in writing in various business settings.
5. Understand management principles related to finance, personnel, products, services and information.
6. Apply general business skills to a variety of business environments.

**CERTIFICATE OF PROFICIENCY**

Total credits required . . . . . 45

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Marketing*

Marketing encompasses a broad spectrum of business activities which relate to consumer demand, product awareness and customer satisfaction. Marketing specialists study trends which influence consumer needs and buying habits. They help to determine the level of demand of particular products and services, identify and attract potential consumers, develop pricing strategies, oversee product development and promote products and services. They also enhance the public image of businesses through advertising, promotional events and public information. The Marketing program provides an overview of basic marketing components including the principles of retailing, professional selling, advertising, public speaking, transportation and international marketing. This professional/technical certificate is available to day students on a full or part-time basis.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Demonstrate professional sales skills, effectively interview clients and accurately gauge consumer needs.
2. Apply principles of sales management including the development and analysis of sales programs, budgets and expense reports.
3. Apply advertising principles including strategies for planning, producing and selecting the appropriate media.
4. Understand principles of product development, pricing, distribution strategies, promotion strategies and market research.
5. Apply principles of retailing such as business location, merchandising, inventory control, store management and vendor relationships.
6. Communicate effectively with consumers, business managers and vendors.
7. Understand business management as it relates to daily operations, personnel issues, finance, profit-loss analysis and decision-making.

**CERTIFICATE OF PROFICIENCY**

Total credits required . . . . . 45

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS ADMINISTRATION (CONT.)**

(206) 546-4665

*Retail Management*

Retail Marketing is any business activity that directs its efforts toward the selling of goods or services to consumers. The Retail Management program builds on the general business curriculum and prepares students for a leadership role in the dynamic retail industry. Depending upon the size of the retail company, retail managers are responsible for one or more parts of a retail operation including buying, marketing, merchandising, operations, inventory control, personnel or finance. This professional/technical certificate is available to students on a full or part-time basis.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Apply principles of retail buying such as planning, merchandise selection and control, and building positive vendor relationships.
2. Apply principles of advertising including strategies for planning, producing and selecting appropriate media.
3. Communicate effectively with consumers, staff and vendors.
4. Demonstrate good salesmanship, effectively interview clients, accurately gauge consumer needs and build customer goodwill.
5. Apply principles of sales management including the development and analysis of sales programs, budget and expense reports.
6. Understand the nature of business operations, personnel, finances, regulations, marketing and decision-making.
7. Apply business mathematics to analyze data and solve business problems.

**CERTIFICATE OF PROFICIENCY**

Total credits required . . . . . 45

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Certificate of Proficiency**Sports & Event Marketing*

Students will prepare to market sporting events and entertainment venues, as well as market local and regional entertainment events. Coursework will enable graduates to apply business and marketing techniques to sports and events. The program provides the opportunity to participate in an off-campus internship under the direction of an industry professional. This experience will further

develop the student's marketing skills and prepares them to launch their careers. The internship develops the ability to identify, document and successfully communicate personal and professional vision and strategies for a successful career in sports and event marketing.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Demonstrate professional sales skills, effectively interview clients and accurately identify consumer needs.
2. Apply advertising techniques including strategies for planning, selecting and scheduling appropriate media.
3. Apply effective management and communication principles, such as internal communication techniques, coordinating event logistics, and fulfillment of administrative duties.
4. Implement effective public relations strategies.
5. Maximize event sales revenue through securing sponsorships and generating ticket sales.

**CERTIFICATE OF PROFICIENCY**

Total credits required . . . . . 45

*Certificates of Completion**General Business Administration*

Students acquire an overview of business principles, marketing, supervision, law, professional communications and accounting.

**OUTCOMES**

This short-term certificate is offered to those who want to learn the basics of business administration: marketing, supervision, finance, business law, and professional communications. Students may apply all requirements toward completion of an Associate Degree in Business Administration.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 30

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Entrepreneurship*

Students are provided a broad technical and practical base to evaluate entrepreneurial strategies and options. Skills in managing information, costs, legal requirements, marketing, accounting, sales, and advertising of a small business

**BUSINESS ADMINISTRATION (CONT.)**

(206) 546-4665

are the core of this certificate program. They will learn how to write a business plan.

**OUTCOMES**

This short-term certificate is offered to those who are interested in applying their vision and creativity as entrepreneurs. They will acquire basic business skills in marketing, accounting, technology, and communications in addition to learning the fundamentals of writing a business plan and ways to identify new opportunities and take advantage of them.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 30

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Fashion Merchandising*

Students will develop basic Fashion Merchandising skills. Students take focused Fashion Merchandising classes to hone their skills in the area of retail buying, retail management, and merchandising planning. This short-term certificate is available to day students on a full- or part-time basis. Students should be able to complete the program in two consecutive quarters (2 courses per quarter) or one full year (taking one class per quarter).

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the nature of retail operations.
2. Understand textiles and fashion history.
3. Identify trends and the development process
4. Demonstrate understanding of the fashion design and development process.
5. Develop 6 month buying plans.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 30

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*International Trade*

Students acquire an overview of international trade theory, interrelationships among world cultures, legal systems, and natural and economic environments. Students learn basic principles of exporting and importing. The program prepares graduates for a variety of careers in international trade and business.

**OUTCOMES**

This short-term certificate is offered to those who would like to update their knowledge of international trade and business and understand the principles of business finance and management on a global scale.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 30

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Marketing*

Students acquire an overview of basic marketing components including the principles of retailing, professional selling, advertising, public speaking, transportation, and international marketing.

**OUTCOMES**

This short-term certificate is offered to those who want to update their knowledge of product development, pricing, promotion and distribution strategies, and market research. Students learn to apply advertising principles for planning, producing, and selecting the appropriate media.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 30

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Retail Management*

Students acquire an overview of retail buying and management. Customer service skills and the principles of marketing, advertising, and supervision are also emphasized in this program.

**OUTCOMES**

Students acquire an overview of retail buying such as planning, merchandise selection and control, and building positive vendor relationships. They learn to apply principles of advertising strategies and how to develop and analyze sales programs.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 30

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS ADMINISTRATION (CONT.)**

(206) 546-4665

*Certificate of Proficiency  
Sports & Event Marketing*

Students will prepare to market sporting events and entertainment venues, as well as market local and regional entertainment events. Coursework will enable graduates to apply business and marketing techniques to sports and events.

**OUTCOMES**

Students who successfully complete this short-term certificate program should be able to:

1. Demonstrate professional sales skills.
2. Apply advertising techniques including strategies for scheduling appropriate media.
3. Apply effective management techniques such as coordinating event logistics.
4. Implement effective public relations strategies.
5. Maximize event sales revenue through securing sponsorships and generating ticket sales.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 30

*Sustainable Business Leadership*

Students will develop skills to implement sustainable business practices within their own companies.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Explain the importance of sustainability in business.
2. Discuss types of sustainability initiatives.
3. Understand the role of business in society.
4. Describe various marketing practices surrounding sustainability.
5. Develop sustainability assessments.
6. Report sustainability progress.
7. Use diagrams to create sustainability systems.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 15

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS TECHNOLOGY PROGRAM**

(206) 546-4665

**DESCRIPTION**

The Business Technology program helps prepare individuals for jobs in today's computerized business environments. Students complete hands-on computer training in current word processing, spreadsheet, database, and presentation software. Students study human relations, mathematics, and communications, all essential for success in the workplace. Graduates of the program may find employment in a variety of office and administrative support positions. Students in the program develop skills essential in an office environment.

Students may complete both an AAAS Degree and Certificate of Proficiency. Those completing a degree program may choose electives from Accounting, Business Technology, Computer Information Systems, Visual Communications Technology, and/or other areas with Business Technology advisor approval.

**OUTCOMES**

Students who successfully complete this program should have:

1. A knowledge of current business practice and office technologies.
2. An ability to prioritize, organize, and plan office work.
3. An ability to use current computer software packages proficiently.
4. The communication and interpersonal skills necessary to work effectively with others.
5. An ability to manage information effectively.

**AAAS DEGREE**

Total Credits Required . . . . . 90

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Certificate of Proficiency***DESCRIPTION**

The Business Technology Certificate of Proficiency program helps prepare individuals for success in today's computerized business environments. Students complete hands-on computer training in current word processing, spreadsheet and presentation software. Students study human relations, mathematics, and communications - all in demand in today's business environments. Graduates of the program may find employment in a variety of office support positions.

The Business Technology Certificate of Proficiency credits may be applied to the Business Technology AAAS Degree. See an advisor in this program for details.

**OUTCOMES**

Students who successfully complete this program should have:

1. A knowledge of current business practice and office technologies.
2. An ability to prioritize, organize, and plan office work.
3. An ability to use current computer software packages proficiently.
4. The communication and interpersonal skills necessary to work effectively with others.
5. An ability to manage information effectively.

**CERTIFICATE OF PROFICIENCY**

Total credits required . . . . . 47-50

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS TECHNOLOGY PROGRAM (CONT.)**

(206) 546-4665

*Certificates of Completion**Technology for Professional Careers*

This program is designed to train students for entry-level jobs in a business environment. This career path leads to the Business Technology Certificate of Proficiency and A.A.A.S. Degree.

**OUTCOMES**

Students who successfully complete this program should have:

1. A working knowledge of word processing
2. A working knowledge of spreadsheets
3. An ability to communicate in a positive way to internal and external customers
4. An ability to organize office documents

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . . 19

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Business Software Applications*

This program is designed to train students for entry-level jobs in a business environment using the most common Microsoft business applications.

**OUTCOMES**

Students who successfully complete this program are ready to work in entry-level office settings.

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . . 19

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Customer Service Specialist/Receptionist*

People in this career pathway aid communication to both internal and external customers and facilitate the flow of business within and between organizations. They keep records, file, greet customers and support supervisors and/or managers. This career path leads to both the Business Technology Certificate of Proficiency and AAAS Degree.

**OUTCOMES**

Students who successfully complete this program should have:

1. A working knowledge of word processing
2. A working knowledge of spreadsheets
3. An ability to communicate in a positive way to internal and external customers
4. An ability to organize office documents

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . . 19

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Microsoft Software Applications*

This program is designed to train students for entry-level jobs in a business environment using the most common Microsoft business applications.

**OUTCOMES**

Students who successfully complete this program are ready to work in entry-level office settings.

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . . 19

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**BUSINESS TECHNOLOGY PROGRAM (CONT.)**

(206) 546-4665

*Office Assistant/Receptionist*

People in this career pathway aid communication to both internal and external customers and aid the flow of business within and between organizations. They keep records, file, greet customers and support supervisors and/or managers.

**OUTCOMES**

Students who successfully complete this program should have:

1. A working knowledge of word processing
2. A working knowledge of spreadsheets
3. An ability to communicate in a positive way to internal and external customers
4. An ability to organize office documents

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . . 17-18

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Office Clerk*

People in this career pathway keep records, file, provide data entry, and support supervisors and/or managers. This career pathway leads to both the Business Technology Certificate of Proficiency and to the Business Technology AAAS Degree.

**OUTCOMES**

Students who successfully complete this program should have:

1. A working knowledge of word processing
2. A working knowledge of spreadsheets
3. An ability to communicate in a positive way to internal and external customers

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . . 16

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Word Processing*

This program is designed to train students for entry-level jobs in a business environment using the most common Microsoft business applications.

**OUTCOMES**

Students who successfully complete this program are ready to work in entry-level office settings.

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . . 19

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**CLEAN ENERGY TECHNOLOGY**

(206) 546-4534

**DESCRIPTION**

The goal of the Clean Energy Building Practices Program is to provide students with the theoretical and practical knowledge and skills necessary for a career in sustainable building design, construction, maintenance and management.

Emphasis is on residential and commercial building design with specialties in passive solar and sustainable (green) building Design and photovoltaic (solar electric) system design.

*Certificate of Proficiency**Clean Energy Technology*

In this program, students obtain a background in alternative energy and an understanding of practices in high performance and clean energy building practices including alternative energy systems, green building techniques, and designing and installing residential and commercial electric, metering and control systems. The program will have a strong- hands-on component through the advantageous location of the Washington State University Zero Energy House which is permanently located on the main campus of Shoreline Community College. This training will enable students to prepare for the Silicon Energy Manufacturing Solar Installation Certification and the National PV Installer Certification through the North American Board of Certified Energy Practitioners NABCEP.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the basics of design for residential and commercial photovoltaic systems, thermal systems, hydro systems, wind systems, and solar domestic water systems.
2. Understand the applied code, associated electrical equipment and performance parameters and attributes required for the design and installation of photovoltaic energy systems.
3. Demonstrate understanding of and installation and troubleshooting skills, maintenance issues and design criteria for photovoltaic energy systems.
4. Understand plumbing code as it applies to solar thermal systems how to build, operate and install solar domestic water systems.
5. Design photovoltaic systems which produce electricity to tie into the utility's grid in compliance with codes and safety requirements.
6. Understand building materials, techniques and design considerations, structural insulated panels, advanced training techniques (including straw bale, adobe, pressed block, cob, natural plasters, etc).
7. Understand the theory, design considerations and installation techniques for solar and radiant heating systems.
8. Understand the history of electricity, energy supply structure, policy issues, global impacts of energy and the production and use of energy sources.
9. Understand types of renewable energy systems and appropriately size and make recommendations for particular situations.
10. Evaluate residential and small commercial building energy use patterns.
11. Perform site audits including energy efficiency, load analysis, definition of the solar window, system siting and sizing.
12. Understand and demonstrate high performance building design.

**CERTIFICATE OF PROFICIENCY**

**Total Credits Required. . . . . 59-63**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**CLEAN ENERGY TECHNOLOGY (CONT.)**

(206) 546-4534

*Certificates of Completion**Solar/Photovoltaic (PV)**Design and Marketing*

The Solar PV Design and Marketing program will train people to specify and recommend solar panel systems for residences and buildings. Participants will be able to assist and inform the electricians who install solar panels. The program will have a strong hands-on component.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the basics of design for residential and commercial photovoltaic systems.
2. Perform site analysis, including sun path assessment, roofing assessment, and alternative mounting options, including building integrated technologies.
3. Demonstrate understanding of installation and troubleshooting skills, maintenance issues and design criteria for photovoltaic energy systems.
4. Understand types of renewable energy systems and appropriately size and make recommendations for particular situations.
5. Evaluate residential and commercial building energy use patterns.
6. Obtain preparation for NABCEP entry-level test.

**CERTIFICATE OF COMPLETION**

Total Credits Required. . . . .5

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Clean Energy Technology*

The Clean Energy Building Practices Certificate will provide students with the beginning steps in theoretical and practical knowledge and skills necessary for a career in sustainable building design, constructions, maintenance and management. Emphasis in on residential and commercial building design with specialties in passive solar and sustainable (green) building design and photovoltaic (solar electric) system design. In this program, students will obtain an introductory background in alternative energy and an understanding of practices in high performance and zero energy building practices.

This training will enable students to prepare for the state Manufacturing Solar Installation certification through Silicon Energy and the National PV Installer Certification through the North American Board of Certified Energy Practitioners NABCEP. The program will have a strong hands-on component.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the basics of design for residential and commercial renewable energy systems- solar, thermal, wind.
2. Demonstrate understanding of installation and troubleshooting skills, maintenance issues and design criteria for photovoltaic and other renewable energy systems.
3. Understand types of renewable energy systems and appropriately size and make recommendations for particular situations.
4. Understand natural building materials, techniques and design considerations (including straw bale, adobe, pressed block, cob, natural plasters, etc).
5. Evaluate residential and commercial building energy use patterns.
6. Obtain preparation for state and national PV Installer Manufacturing Certification.

**CERTIFICATE OF COMPLETION**

Total Credits Required. . . . .15

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**CRIMINAL JUSTICE PROGRAM**

(206) 546-4549

**DESCRIPTION**

Offers students an overview of the forces that have shaped and influenced the field of criminal justice; explores ethical and social issues and promotes self-awareness; introduces strategies for understanding, preventing and investigating criminal activities; teaches practical criminal justice procedures and prepares students for careers in law enforcement, corrections, private security, and other areas. Students planning to pursue a bachelor's degree should follow the Criminal Justice Option A transfer degree.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Evaluate federal and state constitutions and their respective criminal codes.
2. Apply basic theories of police operations and management.
3. Communicate effectively within the criminal justice system.
4. Effectively communicate with the public and respond to various problems many of which may not be criminal in nature.
5. Fairly enforce the laws which regulate public conduct.
6. Properly identify, collect and preserve evidence.
7. Conduct preliminary traffic and criminal investigations, report findings and testify effectively in court.
8. Promote security through appropriate application of standard patrol practices and police interventions.
9. Understand and apply concepts of community-oriented policing.

**AAAS DEGREE**

**Total Credits Required . . . . . 90**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**DENTAL HYGIENE PROGRAM**

(206) 546-4711

**DESCRIPTION**

Dental Hygiene is a health profession with its primary responsibility being preventive in nature. Licensure qualifies the dental hygienist to provide oral health services to patients in a variety of settings including private dental offices (general or specialty practices), public health facilities, state institutions, hospitals, common schools, nursing homes, group homes for the elderly or the disabled, and the military. In addition, dental hygienists may be employed as dental clinic managers, dental health educators and supervisors for public health agencies.

The Dental Hygiene Program is a two-year, seven-quarter curriculum which focuses on the development of strong clinical skills and proficiency as a dental health educator. Students completing this program are eligible to write the National Board Examination given by the Joint Commission on National Dental Examinations. Students are also prepared to take the clinical examination required by each of the licensing jurisdictions in the United States in order to become registered dental hygienists (RDH). Upon completion of the program, the student will receive an Associate of Applied Arts and Sciences Degree. The program is accredited by the Commission on Dental Accreditation, a specialized accrediting body recognized by the U.S. Dept. of Education.

This program is Associate of Applied Science-Technology (AAS-T) degree eligible. The AAS-T degree indicator, which will appear on your transcript, will enable students to transfer this degree directly to some four-year institutions. Please check with your program advisor for more specific information.

**PREREQUISITE COURSE WORK**

Upon entry into the program, the student begins intense study of advanced sciences. Background in general education/related instruction and the basic sciences is essential to prepare the student to succeed in the dental hygiene curriculum.

Therefore, applicants are required to complete designated pre-dental hygiene course requirements no later than the end of Summer Quarter the year of application. Information on these courses is provided on our website [www.shoreline.edu/dental](http://www.shoreline.edu/dental) for the year they are applying.

**GENERAL EDUCATION REQUIREMENTS/  
RELATED INSTRUCTION**

<b>Quantitative Reasoning</b>	
See list of approved courses	5
<b>Multicultural Understanding</b>	
See list of approved courses	5
<b>Human Relations</b>	
BUS 105 Essentials of Human Relations (2) <del>or</del>	
BUS 104 Human Relations (5)	2-5

**PROGRAM PREREQUISITES**

ENG& 101	English Composition	5
BIOL& 211	Majors Cellular Biology	5
CHEM& 121	Intro to Chemistry	5
CHEM& 131	Intro to Organic/Biochemistry	5
BIOL& 231	Human Anatomy	5
BIOL& 232	Human Physiology	5
BIOL& 260	Microbiology	5
NUTR& 101	Nutrition	5
CMST& 101	Intro to Communication <del>or</del>	
CMST& 220	Public Speaking	5
PSYC& 100	General Psychology	5

**APPLICATION TO PROGRAM**

The Dental Hygiene Program receives more applications each year than there are available student spaces. It is therefore necessary to employ strict admissions requirements and selection procedures so that those applicants who are deemed best qualified to succeed in the Dental Hygiene Program and the dental hygiene profession may be selected.

It is important for every applicant (new or re-applying) to obtain updated information from our website during the Fall Quarter prior to beginning the application process. Since class selection procedures are subject to change, this will ensure that the applicant receives accurate information about required procedures, documents and deadlines. It is the applicant's responsibility to seek current admissions information and to see that his or her file is complete and up-to-date. Advanced planning and early submission of materials are strongly encouraged.

**DENTAL HYGIENE PROGRAM (CONT.)**

(206) 546-4711

**REQUIREMENTS AFTER ACCEPTANCE INTO THE PROGRAM**

1. Complete physical examination, including eye examination
2. Tuberculin skin test
3. Record of current immunizations (tetanus, diphtheria, rubella, polio, measles, hepatitis B and mumps)

Students selected for the program will be required to purchase approved personal protective equipment, a "student issue" of supplies and instruments, and mal-practice insurance. Students seeking further information about program costs should contact the Dental Hygiene Program at (206) 546-4711. Financial aid may be available through the college. Contact the Financial Aid Office at (206) 546-4762 for information. Dental Hygiene web advisor: dentalhygiene@shoreline.edu.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Examine patients using appropriate screening procedures.
2. Expose and develop radiographs.
3. Remove calculus and plaque (hard and soft deposits) from teeth.
4. Teach patients how to maintain healthy teeth and gums through proper oral hygiene.
5. Counsel patients concerning the role of good nutrition in oral health maintenance.
6. Apply cavity preventive agents such as fluoride and sealants.
7. Make impressions of patients' teeth for study models used in the evaluation of treatment options.
8. Place and finish dental restorations (fillings.)
9. Administer local anesthetic injections and nitrous oxide sedation.

**AAAS DEGREE & AAS-T**

Total Credits Required . . . . . 118

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**EDUCATION**

(206) 546-4787

**DESCRIPTION**

The Education Programs are designed to provide students with the knowledge and skills necessary for employment in a variety of social and educational agencies. Based on personal and career interests, students may select one of three AAAS degree options: Early Childhood Educator/Paraeducator, Special Education and Bilingual/Bicultural Education. These programs are designed to meet paraeducator requirements set by the State of Washington Office of the Superintendent of Public Instruction (OSPI) as well as the lead teacher requirements established by the State of Washington childcare licensing standards, the State of Washington ECEAP standards and the national Head Start performance standards.

Students learn about the social, emotional, language and intellectual development of children as well as specific strategies for encouraging healthy development. Students also learn how to develop group activities, plan a curriculum, guide individuals and groups of children, and effectively communicate with children, families and co-workers. Internships provide students with an opportunity to integrate classroom coursework, increase confidence and gain valuable experience. All courses are taught from a multicultural perspective.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Select and implement developmentally and culturally appropriate educational practices that positively impact young children's development, creativity and self-esteem.
2. Develop and implement creative, innovative and culturally sensitive instructional techniques.
3. Plan group activities and effectively manage a multicultural classroom.
4. Perform basic assessments and measurements of children in an educational setting.
5. Work appropriately with exceptional children and those with special needs.
6. Communicate effectively with children, parents, colleagues and educational administrators.

*Bilingual/Bicultural Education Option***AAAS DEGREE****Total Credits Required . . . . . 90**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Early Childhood Educator/Paraeducator Option***AAAS DEGREE****Total Credits Required . . . . . 90**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Special Education Option***AAAS DEGREE****Total Credits Required . . . . . 90**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**EDUCATION (CONT.)**

(206) 546-4787

*Certificates of Proficiency**In-Home Care Provider*

The Certificate of Proficiency for In-Home Care Providers prepares graduates for work as a nanny or in-home care provider. Students gain an understanding of human growth and development along with a working knowledge of developmentally appropriate practices and activities. In addition, students learn practical skills such as first aid, safety, healthy food preparation and effective communication. Internships and field placements provide students with an opportunity to integrate classroom learning and gain valuable "hands-on" experience. The program can usually be completed in three or four quarters.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Understand the basic and developmental needs of infants, toddlers and preschool children.
2. Plan and prepare developmentally appropriate and culturally sensitive activities for young children.
3. Communicate effectively with parents and children.
4. Understand the principles of healthy nutrition and safe food handling and preparation.
5. Apply knowledge of safety and prevention techniques as well as perform basic first aid.

**CERTIFICATE OF PROFICIENCY**

Total Credits Required . . . . . 48

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Child Care Professional*

The Certificate of Proficiency for Child Care Professionals prepares graduates for employment as lead teachers in licensed child care settings. Students learn about the social, emotional and intellectual development of young children as well as specific strategies for encouraging healthy development. Students also learn how to develop group activities, plan curriculum and manage a classroom. Internships provide students with an opportunity to integrate classroom learning and gain valuable "hands-on" experience. In addition, students learn effective strategies for communicating with children and parents as well as ways to integrate computer technology into the classroom. The program can usually be completed in three or four quarters.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Work positively with young children fostering their development, creativity and self-esteem.
2. Plan group activities and effectively manage a classroom.
3. Work with children developing normally as well as those with special needs in an age appropriate and culturally sensitive way.
4. Effectively communicate with children, parents, colleagues and educational administrators.

**CERTIFICATE OF PROFICIENCY**

Total Credits Required . . . . . 55

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**HEALTH INFORMATICS & INFORMATION MANAGEMENT**

(206) 546-4757

**ADMISSION PROCEDURE FOR ALL HEALTH INFORMATICS AND INFORMATION MANAGEMENT (HIIM) PROGRAMS**

Applicants should have a high school diploma or G.E.D. Application for admission to the College must be made through the Admissions Office. To be admitted to any of the Health Informatics and Information Management Programs (HIIM), the following procedures must be followed:

1. Complete the online Shoreline Community College Application Form.
2. Complete the Health Informatics and Information Management Programs Application Form and attach the \$15 application fee.
3. Send two official transcripts for each college attended prior to entrance into the HIIM Program: One is sent to Shoreline's Admission Office, and one is provided to the HIIM Program. For coursework taken at Shoreline Community College, provide a printout of the transcript as well as a printout for the current registration form if currently attending Shoreline.
4. Results of Compass tests showing placement recommendations for English, Reading and Mathematics (or college course work showing readiness for English& 101 and Math 099 or higher). ESL students with limited English proficiency need to attach the results of the ESL assessment showing readiness for English& 101.

Please contact the Health Informatics and Information Management Program for information on prerequisites. For information, call Ellen Cadwell, RHIA at (206) 546-4757, [ecadwell@shoreline.edu](mailto:ecadwell@shoreline.edu) if your last name begins with A–L.

Call Gloria Anderson, MAEd at (206) 546-4707, [ganderso@shoreline.edu](mailto:ganderso@shoreline.edu) if your last name begins with M–Z.

**PREREQUISITE CLASSES/SKILLS FOR ENTRANCE INTO ALL HIIM PROGRAMS**

**English:** Students must have completed English &101 with a grade of 2.0 or higher.

**Mathematics:** Students must have completed MATH 080 Elementary Algebra or higher level math with a grade of 2.0 or higher, or have placement results on the COMPASS test showing placement at MATH 099 Intermediate Algebra or higher.

**Human Biology:** Students must have completed BIOL&170 Human Biology or higher level Human Anatomy and Physiology course with a grade of 2.0 or higher.

**Computer Applications:** Students must be computer literate, at least at the basic level. They must have key-boarding skills at a minimum of 30 words per minute or take BusTc 100. Students must have completed CIS 105 with a grade of 2.0 or higher, or, as an alternate, they must provide evidence of their ability to work in a PC Windows environment, do word processing with MS Word, send and receive e-mails with attachments, and have basic internet skills.

**HEALTH INFORMATICS & INFORMATION MANAGEMENT**

(206) 546-4757

*AAAS Degree***HEALTH INFORMATION TECHNOLOGY***Note: This program is completely online.*

The Health Information Technician is in growing demand as a health information specialist. This professional manages the collection of paper and computer-based patient health records, monitors the accuracy and completeness of the information, analyzes records for quality of care and documentation, abstracts and codes patient information, prepares and interprets statistical clinical data and ensures appropriate access by others to clinical records while protecting the confidentiality of patient information.

Graduates have found jobs in hospitals, long term care facilities, ambulatory care clinics, hospices, home health care agencies, correctional centers, tumor registries, governmental agencies, clinics, and in research.

**ACADEMIC REQUIREMENTS**

Students in the Health Information Technology Program are required to maintain a final grade of 2.0 in all required courses. When one course is listed as a prerequisite to another course, this means that the student must have completed the prerequisite course with a grade of 2.0 or above before enrolling in the second course. Strong English communication skills are needed throughout the program since this is an essential component of the career. Students must choose a decimal grading system for all courses unless prior permission is received from the HIIM Program Director.

**GRADUATION**

All students completing the Health Information Technology program are expected to earn the Associate of Applied Arts and Science Degree. Upon completion, the students are eligible to write the certification examination offered by the American Health Information Management Association for the Registered Health Information Technician (RHIT).

**ACCREDITATION**

The Health Information Technology program at Shoreline Community College is accredited by the Commission on Accreditation of Health Informatics and Information Management Education.

**COURSE FORMAT**

Theory is presented in online lessons. Online laboratory projects reinforce lectures and provide hands-on experiences simulating on-the-job activities. Professional practice experiences are provided in which the student is assigned to one or more health facility sites.

**CLINICAL ASSIGNMENTS**

The second-year professional practice is a total of 975 hours, normally completed winter term. Students are eligible for placement in HIIM 234, Professional Practice Experience, only if HIIM 219, 225 and 228 have been completed and only if the student has received formal permission from the HIIM Program Director. If there are not enough clinical sites available, priority assignment for Professional Practice will be according to written program policy. In this case, placements may need to be made in another quarter.

Attendance is required for all assigned hours. Absences must be made up according to written program policy. Prior to placement in practicum sites, students are required to write a résumé, sign the Professional Standards Agreement and at their own expense, obtain physical examination, a TB test, immunization and a program approved background check. Students will be assigned, when possible, to sites at their preferred geographic areas. However, due to the volume of students and limited number of sites, it is very probable that students will be required to travel to areas outside their preferred locations. Students are expected to provide their own transportation to and from clinical sites. Additional expenses related to parking or bus travel, additional immunizations and background checks should be anticipated.

**FINANCIAL AID**

Please see the section on Financial Aid for information pertaining to general loans, grants and waivers. In addition, three sources are available specifically for the health information technology student. Scholarships and loans from the Foundation for Research and Education (F.O.R.E.) are available through the American Health Information Management Association for qualified students. The Sister Peter Oliviant Scholarship Award is given yearly to health information technician students by the Washington State Health Information Management Association. The scholarship is available only to students entering their final year of the program. The Lucy Hay Scholarship is also available from the Seattle Area Health Information Management Association. Further information may be obtained from the program director.

**OUTCOMES**

Students who successfully complete this program should have a working knowledge of:

1. Medical terminology, anatomy and physiology, human diseases, and pharmacology.

**HEALTH INFORMATICS & INFORMATION MANAGEMENT**

(206) 546-4757

2. Patient clinical record content and health information systems for hospitals, long term care facilities, home health agencies, medical and dental offices, and other outpatient clinics.
3. Health care delivery systems, regulations and political reform.
4. Legal and ethical issues related to health care and release of confidential data. Health Insurance Portability and Accounting Act (HIPAA) and American Recovery and Reinvestment Act (ARRA) requirements for privacy and security of health/billing data.
5. Intensive instruction and medical record practice in coding and classification systems used in all health care facilities including hospitals, physician offices and other outpatient clinics: International Classification of Diseases (ICD-9-CM and ICD-10-CM/PCS), Current Procedural Terminology (CPT/HCPCS), and other clinical terminologies.
6. Prospective Payment Systems (PPS), for various inpatient and outpatient settings, Resource Based Relative Value Scale (RBRVS); Minimum Data Set (MDS); Intermediate Care Facility and Inpatient Rehabilitation Facility; Patient Assessment Instruments; Home Health Outcome and Assessment Information Set (OAHIS), components of fee setting, optimizing reimbursement based on insurance specifications, common coding errors and their impact on claims processing.
7. Medicare, Medicaid and private insurance requirements for health care facilities. Billing procedures for facilities using the CMS 1500 and UB-04 forms.
8. Personal computer software programs: MS Word, Excel, Access, PowerPoint, Visio flowcharting, Prospective Payment Systems Software, Internet use in health care, introduction to computer applications in health care and electronic health records.
9. Collection and analysis of health care statistics, cancer and other disease-based registries, quality improvement processes in health care.
10. Management principles for the health information supervisor.

**CERTIFICATIONS**

Graduates are eligible to write the certification examination offered by the American Health Information Management Association (AHIMA) to become Registered Health Information Technicians (RHIT). In addition, they are eligible to write the AHIMA Certified Coding Specialist-Physician's Office (CCS-P), entry-level Certified Coding Associate (CCA) and the American Academy of Professional Coders Certified Professional Coding (CPC, CPC-H) exams. Graduates are also eligible to write the Certified Coding Specialist (CCS) hospital inpatient examination. The CCS exam tests advanced-level inpatient coding practice.

*Health Information Technology***AAAS DEGREE****Total Credits Required . . . . . 91-93**

See [www.shoreline.edu/hiim](http://www.shoreline.edu/hiim) for a complete planning guide for this option.

*Certificate of Proficiency**Medical Coding  
and Reimbursement Specialist***Note: This program is completely online.**

The medical coding and reimbursement specialist reads and interprets the medical records of patients in all types of health care facilities to obtain detailed information regarding their diseases, injuries, surgical operations and other procedures. This specialist then assigns codes using ICD-9-CM, ICD-10-CM/PCS and CPT (Current Procedural Terminology). They handle all components of claims processing including management of disputed, rejected and delayed claims.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Read and interpret medical records of patients.
2. Accurately assign diagnostic and procedural codes according to ICD-9-CM, ICD-10-CM/PCS and CPT, using federal coding compliance guidelines.
3. Complete insurance, CMS 1500 and UB 04 Medicare/Medicaid claim forms.
4. Apply privacy and security regulations for the release of confidential health/billing data, following HIPAA privacy requirements.
5. Use manual and computerized encoders and groupers systems to determine Diagnostics Related Groups (DRGs), Resource Based Relative Value Scale (RBRVS), and Ambulatory Payment Classification (APCs).
6. Use personal computer software programs, as well as manual and automated accounting systems and electronic health record software.

**CERTIFICATIONS**

Graduates are eligible to write the American Health Information Management Association's (AHIMA) Certified Coding Specialist – Physician's Office (CCS-P) examination or the entry level Certified Coding Associate (CCA) for hospital inpatient coding. They are also eligible to write the American Academy of Professional Coders Certified Professional Coding (CPC and CPC-H) examinations. The AHIMA mastery-level Certified Coding Specialist (CCS) examination for inpatient coding is also available.

**CERTIFICATE OF PROFICIENCY**

Total Credits Required . . . . . 59-62

See [www.shoreline.edu/him](http://www.shoreline.edu/him) for a complete planning guide for this option.

**MANUFACTURING/INDUSTRIAL TECHNOLOGY PROGRAM**

(206) 546-5851

**DESCRIPTION**

The CNC Manufacturing offerings at Shoreline Community College were designed by a Skill Panel representing manufacturing firms from the Puget Sound region. Each program has been customized to accommodate individual training needs depending on student goals and previous experience. The CNC Manufacturing programs were created for entry level students with little or no experience, also for incumbent workers with several years of experience looking to upgrade their skills. Students can also choose from a degree program for students looking to transfer to 4 year schools.

*Certificate of Completion**Certificate in Basic Manufacturing*

The CBM has two specific objectives for students that desire to enter the manufacturing work environment. The CBM can serve as a stand alone training tool preparing students for immediate entry into the workforce at the entry level. The CBM also serves as the prerequisite for entering into any of the manufacturing programs at Shoreline Community College. Students have the ability to challenge part or all of the courses within the CBM through a process of testing or by documenting evidence of prior experience.

The Certificate in Basic Manufacturing is a 21 credit, one-quarter course of study that provides students with entry-level manufacturing skills and a foundation to pursue other certificates and two-year degrees in other manufacturing specialty areas. The Certificate in Basic Manufacturing builds on the nine Learning Outcomes. Each Learning Outcome also represents an important component of the manufacturing industry, as identified by Washington State employers.

**OUTCOMES**

Students who successfully complete this program should have acquired the foundational skills, knowledge and abilities necessary to:

1. Work effectively in a manufacturing environment.
2. Use systems to support the manufacturing business to meet the needs of internal and external customers.
3. Participate and contribute to the effectiveness of teams.
4. Introduction to Statistical Process Control (SPC).
5. Use fundamental skills in (writing, reading, math, speaking, listening and computing) to meet the needs of the workplace.
6. Gather, interpret and use data consistently and accurately to make decisions and take action.
7. Contribute to the maintenance of a safe and healthy work environment.
8. Blueprint reading
9. Demonstrate basic and precision measurement methods.

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . .21

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**MANUFACTURING/INDUSTRIAL TECHNOLOGY PROGRAM (CONT.)**

(206) 546-5851

*Certificate of Proficiency**Manufacturing/Machinist*

This is an intensive program designed to prepare qualified individuals for entry into the job market as a Machinist. Instruction covers programming and basic set up and operation of machines, blueprint reading, shop mathematics, machine tool theory, inspection, surface plate techniques, and Statistical Process Control (SPC). Students will be involved in the production and machining of industry parts. Instruction will also include the use and care of a wide variety of measuring devices used in the machining profession.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Perform entry-level tasks as a machinist.
2. Use mathematics skills to solve basic manufacturing problems.
3. Program basic machine tools to perform routine machining functions.
4. Safely set-up Mills and Turning tools making tool length and work piece offsets.
5. Applying teamwork, inspection and SPC to manufacturing problems.
6. Utilizing properties of materials, establishing correct speeds and feeds.
7. Interpreting mechanical blueprints .
8. Use current software for computer assisted machining (CAM).

**CERTIFICATE OF PROFICIENCY**

Total Credits Required . . . . .61

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*AAAS Degree**Manufacturing/Machinist Technology*

This is an intensive program designed to prepare qualified individuals for entry into the job market as a Manufacturing Technician. Instruction covers basic set up and operation of machines, blueprint reading, shop mathematics, machine tool theory, inspection, surface plate techniques, and Statistical Process Control (SPC). Specialist courses include Computer Aided Manufacturing (CAM), Computer Numerical Control Programming (CNC), and Rapid Prototyping. Students will be involved in the production and machining of industry parts. Instruction will also include the use and care of a wide variety of measuring devices used in the machining profession.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Perform entry-level tasks as a machinist.
2. Use mathematics skills to solve basic manufacturing problems.
3. Program basic machine tools to perform routine machining functions.
4. Safely set-up Mills and Turning tools making tool length and work piece offsets.
5. Apply teamwork, inspection and SPC to manufacturing problems.
6. Utilize properties of materials, establishing correct speeds and feeds.
7. Interpret mechanical blueprints.
8. Use current software for computer assisted machining.

**AAAS DEGREE**

## PROGRAM PREREQUISITES

Certificate of Basic Manufacturing (see page 78 for information regarding the CBM)

Total Credits Required . . . . .110-112

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**MEDICAL LABORATORY TECHNOLOGY PROGRAM**

(206) 546-4743

**DESCRIPTION**

This course of studies is designed to prepare the graduate to work as a member of a clinical laboratory staff. As part of a clinical lab team, graduates will perform scientific laboratory testing to aid in the detection, diagnosis and treatment of disease. The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences.

Often graduates will seek career opportunities in clinical, research reference laboratory or veterinary labs.

Students obtain a background in the basic sciences and an understanding of medical laboratory procedures. The first year of the program is spent in classrooms and in college campus laboratories. The second year is spent on campus in lectures and student laboratories and in participating clinical laboratories under the combined direction of hospital and college personnel. This year covers four quarters.

Upon completion of the second year of the program with a GPA of 2.0 or better, the student is awarded an Associate in Applied Arts and Sciences Degree in Medical Laboratory Technology and is eligible to write national examinations for Medical Laboratory Technicians and Clinical Laboratory technicians. The Medical Laboratory Technician (MLT) student may go through graduation exercises in June and will receive a degree upon completion of the year of clinical training at the end of Summer Quarter.

**ACADEMIC REQUIREMENTS**

Students planning to pursue a MLT career should meet the following academic requirements:

1. All entering freshmen must comply with established college entrance testing.
2. It is expected that college level credit earned in areas of the physical sciences will have been completed within the past ten years. Exceptions may be made on an individual basis.
3. Certificate of Proficiency pathway is open to students with an associate degree or higher. Science prerequisites must be met. General Education requirements can be waived; core requirements must be met.

**SELECTION INTO THE SECOND YEAR OF THE MLT PROGRAM**

Selection to the second year of the program is based on successful completion of the academic requirements of the first year and an evaluation of certain personal attributes. Positions may be limited by the number of clinical spaces.

In order to be considered for the second year of the program, students must have completed the first year academic requirements with a grade point average of at least 2.5. These academic requirements include:

1. BIOL& 170, 211, 260
2. CHEM& 121, 131
3. MLT 180
4. Quantitative Reasoning (CIS 105 or approved alternate)
5. ENGL& 101
6. PE 284 or three credits of Physical Education and possession of current Red Cross First Aid & Adult CPR cards
7. IASu 102/SpCmu 102 Multicultural Issues
8. BUS 104 or BUS 105

Students entering the MLT program will be expected to enroll in and satisfactorily complete MLT 180 in Spring Quarter before beginning the second year of study. In the event that more students finish first year academic requirements than there are available clinical spaces, a selection committee will meet with candidates to consider the following factors:

1. Courses taken and grades received.
2. Ability to communicate.
3. Motivation.
4. Sound physical and mental health.\*

*\*Following acceptance into the program, each individual will be required to submit a health assessment report completed at the student's expense. Should this report reveal health problems which would interfere with successful completion of the program, admission may be reviewed or revoked by an ad hoc MLT committee. Situations that might disqualify a student could include such things as history of serious emotional problems, incapacitating disease or condition, and/or visual impairment.*

*All students accepted into the 2nd year Medical Laboratory Technology program will be required to purchase malpractice insurance from the College any quarter they are in a clinical practicum rotation.*

**MEDICAL LABORATORY TECHNOLOGY (CONT.)**

(206) 546-4743

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Seek employment in a clinical laboratory setting performing routine laboratory procedures in each department with accuracy and precision.
2. Recognize normal and abnormal test results and take necessary action with critical values.
3. Perform and interpret basic quality control procedures.
4. Operate and maintain basic laboratory equipment.
5. Recognize and adhere to safety policies.
6. Demonstrate sound work ethics in interactions with patients, co-workers, and other personnel.

**ACCREDITATION**

National Accrediting Agency for Clinical Laboratory Science (NAACLS)  
8410 W. Bryn Mawr Ave., Suite 670  
Chicago, IL 60631-3415 • (773) 714-8880

Medical Director: Richard Patton, M.D.  
Northwest Hospital, Seattle

**AAAS DEGREE**

**Total Credits Required . . . . . 114**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Certificate of Proficiency**Medical Laboratory Technology*

Medical Laboratory personnel examine, analyze and test clinical specimens such as cells, blood and other body fluids to aid in the detection, diagnosis and treatment of disease. Graduates of this program will be prepared to perform laboratory tasks assigned by the medical technologist, the pathologist or the physician. These tasks typically include the preparation of specimens, operation of automatic analyzers and performance of routine laboratory tests. The curriculum provides students with a foundation in the general sciences including biology, microbiology, general chemistry, organic and biochemistry, human anatomy and physiology. Students must complete these basic program and general education requirements prior to entering the second year of the program. During the second year students focus on all aspects of the medical laboratory technology curriculum. Students attend classroom lectures and gain "hands-on" experience in on-campus student laboratories. Laboratory practicums are completed in professional medical and

hospital laboratories. After successful completion of the program, graduates are eligible to take national certification examinations for Medical Laboratory Technician (MLT) or Clinical Laboratory Technician (CLT).

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Seek employment in a clinical laboratory setting performing routine laboratory procedures in each department with accuracy and precision.
2. Recognize normal and abnormal test results and take necessary action with critical values.
3. Perform and interpret basic quality control procedures.
4. Operate and maintain basic laboratory equipment.
5. Recognize and adhere to safety policies.
6. Demonstrate sound work ethics in interactions with patients, co-workers, and other personnel.

**CERTIFICATE OF PROFICIENCY**

PROGRAM PREREQUISITES:

1. Students must have an Associate degree, Bachelors or higher degree.
2. Students must meet current Shoreline Community College MLT core science requirements.
3. Proof of current Healthcare Provider CPR (PE 191).

**Total Credits Required . . . . . 67**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Certificate of Completion  
Phlebotomy*

Students learn the essentials of drawing blood, the role of the phlebotomist, safety and infection control, blood collection equipment, specimen processing, simple "waived testing," and practice with equipment on classmates. Upon successful completion of didactic and student lab practice, students can register for a practicum work experience.

**OUTCOMES**

Students will be prepared to work in this field after one to two quarters.

**CERTIFICATE OF COMPLETION**

**Total Credits Required . . . . . 11**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**MUSIC TECHNOLOGY**

(206) 546-4662

**DESCRIPTION**

The Music Technology program at Shoreline Community College is designed to familiarize the student who is interested in music merchandising, audio engineering, Musical Instrument Digital Interface (MIDI) composition/production, and performance practice with the current trends of the profession.

*Digital Audio Engineering Option*

The Music Technology: Digital Audio Engineering program option prepares students for careers in linear and non-linear digital applications. Audio engineers use hardware and software to record, store, and edit musical and non-musical sounds. The development of multimedia and the Internet have created a variety of occupations built around the development and use of platform-specific tools for linear and non-linear digital audio production. The program provides students with an overview of music theory, performance, audio recording, digital and analog audio technology, Internet and multimedia applications. Graduates are prepared for entry-level positions in CD and DVD audio production, radio and television broadcast production, and audio for video post-production and sound design.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Create audio recordings and provide mastering of material for distribution.
2. Create radio commercials as well as educational and instructional industrial products.
3. Create enhanced and new audio for existing video and film transfers.
4. Explain and apply Musical Instrument Digital Interface (MIDI) technology and digital audio technology.
5. Identify current production values, trends and industry standards affecting production today.
6. Relate to others and communicate effectively in the workplace.
7. Demonstrate basic music theory including ear training, sight reading, and keyboard proficiency.
8. Use basic business computer software applications.

**AAAS DEGREE**

Total Credits Required .....105

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Electronic MIDI/Music Production Option*

The Music Technology Electronic MIDI/Music Production program option is designed to prepare students for a career in music studio production and related occupations. This program provides students with a broad base of knowledge in Electronic Music Technology including Musical Instrument Digital Interface Technology (MIDI) including MIDI music production, sequencing, synthesis and sampling. Students develop "hands-on" skills in modern MIDI technology. They learn how to use MIDI as a tool to manipulate sound and create music. The program also includes an overview of the principles of music theory, audio recording and music arranging. Graduates are prepared for entry-level positions in radio, television, advertising and audio recording studios as well as churches, synagogues and other environments where MIDI technology is used.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Use and program MIDI equipment to sample, sequence, synthesize and produce audio recordings.
2. Explain and apply fundamentals of music theory in the creation, evaluation and interpretation of musical compositions.
3. Apply basic principles of audio production, amplification and recording, and MIDI implementation.
4. Safely and appropriately use and maintain electronic audio equipment.
5. Relate to others and communicate effectively in the workplace.
6. Use basic business computer software applications.

**AAAS DEGREE**

Total Credits Required .....109

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**MUSIC TECHNOLOGY (CONT.)**

(206) 546-4662

*Music Merchandising Option*

The Music Technology Merchandising program option is designed to prepare students for a career in music merchandising and related occupations. Students learn the fundamentals of music theory, along with the basic elements of merchandising including marketing, salesmanship, legal issues, business math and practical accounting. In addition, students develop related skills in professional communications and human relations. Depending upon personal interests and career interests, students also choose from a wide variety of electives in music performance, business management, contract administration, commercial law, electronic music, radio and television production, and audio recording.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Apply principles of marketing and salesmanship in the merchandising of musical products or productions.
2. Create radio commercials as well as educational and instructional industrial productions.
3. Communicate effectively in the workplace both verbally and in writing.
4. Apply basic business math skills and accounting principles to plan and evaluate merchandising strategies.
5. Explain the basic principles of music theory.
6. Apply principles of applied music and performance in a selected area of interest -- vocal or instrumental.
7. Use basic business computer software applications.

**AAAS DEGREE**

Total Credits Required . . . . .95

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Performance Option*

The Music Technology Performance program option is designed to prepare students for a career in music performance and related occupations. The program provides students with a foundation in music theory and applied music including options for participation in concert bands, jazz, choral and bluegrass ensembles, orchestra, opera, musical theater and voice-dance theater.

Depending upon their personal and career interests, students may choose from a variety of electives in television production, digital audio recording, electronic (MIDI) music production and pop and commercial theory.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Demonstrate an understanding of the principles of music performance.
2. Explain and apply the fundamental principles of music theory.
3. Demonstrate a proficiency in some area of musical performance either vocal or instrumental.
4. Create and adapt music for performance.
5. Identify current trends and industry standards affecting the field of music performance today.
6. Relate to others and communicate effectively in the workplace.
7. Use basic business computer software applications.

**AAAS DEGREE**

Total Credits Required . . . . .90

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Certificate of Completion**Digital Performer: Digital Audio*

Students study and learn the digital audio capabilities of Mark of the Unicorn's Digital Performer software application and associated hardware. Students successfully completing this Certification Series are qualified to compose, arrange, sequence, record, edit, mix and master recordings of all types using Digital Performer. Examples include music, sound design for books on tape, computer applications and games, as well as radio and television commercials and feature length (and smaller) films and videos

**OUTCOMES**

Students who successfully complete this program should be able to work in a project studio or a professional recording facility to create digital audio media for CDs, DVDs, broadcast (radio and television) and films.

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . .15

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**NURSING PROGRAM**

(206) 546-4743

**DESCRIPTION**

The Nursing Program prepares individuals to become Registered Nurses. The curriculum provides a strong foundation in natural and social sciences and an understanding of patient care in a variety of settings. Throughout the program, students integrate experience caring for patients in acute care hospitals, long-term care facilities and community agencies. Graduates receive an Associate Degree in Applied Arts and Sciences in Nursing. After graduation, individuals must take and pass the N-CLEX RN examination to be licensed by the state as a Registered Nurse. Licensed graduates are qualified for employment as entry-level staff nurses in hospitals, long-term care facilities, clinics, doctors' offices and home care agencies and to coordinate patient care provided by a nursing team.

This program is approved by the Washington State Nursing Commission and is nationally accredited by the National League for Nursing Accrediting Commission, Inc. at 3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326. Telephone: (404) 975-5000 Fax: (404) 975-5020 or [www.nlnac.org](http://www.nlnac.org)

**OUTCOMES**

Students who complete this program should:

1. Value nursing as a profession and support the health and well-being of individuals and society.
2. Value and maintain ethical, legal and professional standards of nursing practice.
3. Value caring as an approach to the nursing profession and serve as a role model of caring for others.
4. Value self awareness that leads to continued learning, self development in nursing and development of the nursing profession.
5. Value critical thinking and judgment as fundamental attributes for the registered nurse.
6. Assess the client as a total person.
7. Analyze data in order to accurately identify nursing diagnoses requiring independent action, medical problems needing referral and potential problems requiring nursing preventive action.
8. Plan appropriate and culturally sensitive nursing care.
9. Provide safe, effective nursing care through technical skills, communication and health teaching.
10. Evaluate nursing care, re-analyze and re-plan based on this evaluation.
11. Lead a group of nursing personnel in the care of a group of clients.
12. Communicate and collaborate effectively with other members of the health care team.
13. Use technology and both human and material resources in a cost-effective and appropriate manner.

**NURSING PROGRAM (CONT.)**

(206) 546-4743

**PREREQUISITES FOR ADMISSION**

To apply, every applicant (basic, LPN, and transfer) MUST meet the following minimum prerequisites.

1. Grade point average: 2.0 on college level work;
2. English& 101 (meets Gen. ed. requirement);
3. Mathematics Competence: Must place above the level of Intermediate Algebra on COMPASS test taken within one year of the application.
4. English Competence: Must place into ENGL& 101 on COMPASS test in both reading and writing;
5. Chemistry: Must have completed (2.0 or higher) a five-credit college level inorganic chemistry course with lab (Chem& 121) within the past 10 years for basic applicants and 15 years for LPN advanced placement applicants. Chem& 121 may be counted toward the Quantitative Reasoning requirement for the degree;
6. Anatomy (BIOL& 231) and Physiology (BIOL& 232) or an equivalent 10 credits of Anatomy and Physiology I and II with supervised lab within the past 5 years for basic applicants and 10 years for LPN advanced placement applicants.

**ADMISSION PROCEDURES**

Students are expected to comply with all procedures for admission to Shoreline Community College.

Admission to the College and initiation of course work to meet prerequisites or to complete some of the non-nursing courses that are part of the nursing program can occur any quarter. Students must request admission to the College no later than the quarter before they apply to the Nursing Program for admission. Contact the Admissions Office for admission to the College. Admission to the College does not guarantee admission to the Nursing Program.

The Nursing Program has selective admission; therefore, a separate admission process for the Nursing Program is in place. No required nursing courses may be taken unless the individual has been admitted to the Nursing Program. Detailed information can be found at [www.shoreline.edu/shoreline/nurse.html](http://www.shoreline.edu/shoreline/nurse.html).

Students are admitted to the six quarter option Nursing Program each fall, winter and spring quarter. The six quarter option does not have courses taught during the summer quarter. Periodically students are admitted to the 10 quarter option of the Nursing Program. Students in this program attend classes all quarters, fall, winter, spring and summer. Nursing Program application dates are: Fall class — January 15-

April 3; Winter class — August 15-October 3; Spring class — November 15-January 3.

All application materials are found online at <https://www.shoreline.edu/hots>. The forms are completed online, printed and signed. The forms along with official transcripts, employment documentation, other supporting documents and the application fee are submitted to the Health Occupations Office. Failure to submit required materials by the ending date of the application period will result in the applicant being disqualified.

Regular information sessions regarding the Nursing Program and the admission process are held. Contact the Health Occupations Division office at (206) 546-4743 to obtain a schedule for information sessions.

**TRANSFER**

Non-nursing course work may be transferred from any other accredited college. If the courses were taken outside of the State of Washington, it will be necessary to submit course descriptions from a college catalog to assist in evaluation of that course.

Nursing course transfer from another program is evaluated on an individual basis. For information and an application for Nursing transfer, contact the Health Occupations office.

This program is Associate of Applied Science-Technology (AAS-T) degree eligible. The AAS-T degree indicator, which will appear on your transcript, will enable students to transfer this degree directly to some four-year institutions. Please check with your program advisor for more specific information.

**ADVANCED PLACEMENT FOR LICENSED PRACTICAL NURSES**

Licensed Practical Nurses may receive advanced placement in the Nursing Program. All non-nursing course requirements must also be met. For information on advanced placement, visit the website: [www.shoreline.edu/nurse.html](http://www.shoreline.edu/nurse.html).

**ADDITIONAL INFORMATION**

Following acceptance into the program, each individual will be required to submit a health assessment and immunization report completed at the student's expense. Should this report reveal health problems which would interfere with successful completion of the program, the student will be counseled. Situations that might interfere with successful completion could include such things as history of serious emotional problems, and/or incapacitating disease or significant

**NURSING PROGRAM (CONT.)**

(206) 546-4743

physical limitations. All students accepted into the nursing program will be required to purchase malpractice insurance from the college each quarter at the time of registration. A background check is required by clinical agencies\*. A student who cannot participate in patient care in clinical settings based on the background check will not be able to continue in the program. The application for licensure asks specific questions regarding previous licensure and felony and drug convictions. Further information may be obtained from the Washington State Nursing Care Quality Assurance Commission, P.O. Box 1099, Olympia, WA 98507-1099.

Proof of personal health insurance carried by the individual or individual's family is also required before going to a clinical facility. Shoreline uniforms are required for wear in the clinical area.

A grade of C (2.0) or better is required in all nursing theory and required non-nursing general education courses. Practicum grades must be satisfactory. Failure to satisfactorily complete either theory or practicum necessitates retaking both.

Cost of the program reflects current community college tuition rates. Information on financial aid may be obtained by calling the Financial Aid Office. The college provides no living accommodations.

*\*A background check is required prior to entering the Nursing Program and additional checks may be required during the program.*

**AAAS DEGREE & AAS-T****PROGRAM REQUIREMENTS****Prerequisites Taken Prior to Admission**

ENGL& 101, CHEM& 121, BIOL& 211\*, BIOL& 231, BIOL& 232

*\*Required if BIOL& 231, 232 taken at Shoreline*

**Shoreline General Education Requirements**

Quantitative Reasoning: See Gen Ed Approved List . . . . .5  
ENGL& 101, BIOL& 231, 232 taken prior to admission

**Other Non-Nursing Requirements**

BIOL& 260 Microbiology . . . . .5  
NUTR& 101 Nutrition . . . . .5  
*(A 3-credit Nutrition transfer course may be substituted)*

**Total Credits Required . . . . . 115**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**CLINICAL FACILITIES FOR THE NURSING PROGRAM****Hospitals**

Harborview Hospital, Seattle  
Northwest Hospital, Seattle  
Navos, Seattle  
Overlake Medical Center, Bellevue, Wash.  
Providence Hospital, Everett, Wash.  
Swedish Medical Center, Edmonds Campus  
Swedish Medical Center, Ballard Campus, Seattle  
Swedish Medical Center, Cherry Hill Campus, Seattle  
Swedish Medical Center, First Hill Campus, Seattle  
University of Washington Medical Center  
Virginia Mason Medical Center, Seattle

**Long-Term Care Facilities**

Anderson House, Shoreline, Wash.  
Cascade Vista, Redmond, Wash.  
Columbia Lutheran, Seattle  
Christwood Senior Community, Shoreline, Wash.  
Foss Home and Village, Seattle  
The Hearthstone, Seattle  
Horizon House, Seattle  
Ida Culver House - Broadview, Seattle  
Parkshore Nursing Center, Seattle

**Community Agencies**

45th Street Clinic, Seattle  
Group Health Cooperative Clinics  
International District Clinic, Seattle  
Medalia Clinics  
Northshore School District  
Pacific Medical Clinics  
Polyclinic, Seattle  
Shoreline Public Schools, Shoreline  
Veterans Administration Health Clinics, Seattle

**NURSING ASSISTANT CERTIFIED**

(206) 546-4566

*Nursing Assistant Certified*

The Nursing Assistant Certified program provides instruction in basic nursing care skills, including: CPR, HIV/AIDS, and clinical training in a long term care facility. Students learn the essentials of hands-on caregiving, the body systems, diseases and the care needs associated with each one. In addition, students attend 5 days of skill lab training to learn how to take vital signs, transferring and bathing patients, and performing range of motion exercises as needed for rehabilitation. Nutrition and planning of specialized diets is also included.

Students who successfully complete the Nursing Assistant Certified program are eligible to take the State of Washington Nursing Assistant examination for State certification. Students receiving their certification will be eligible to apply for employment in a long term care nursing facility, hospital, or community health agency.

Many students with limited English language or basic skills will enroll through a special I-BEST process.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Receive a Nursing Assistant Certified Certificate after passing State Examination.
2. Possess the ability to work in various settings.
3. Have points for getting into a Nursing Program at most Community Colleges.
4. Potentially find employment within 30 days.

**CERTIFICATE OF COMPLETION**

**Total Credits Required . . . . . 17**

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**PERFORMANCE ARTS / DIGITAL FILMMAKING**

(206) 546-4640

*Digital Film Production*

This program is designed to introduce students to the filmmaking process in four ways: 1) Through academic scholarship; 2) Technical knowledge; 3) Group collaboration; and 4) Through an introduction to the regional media industry. All students pursuing the A.A.A.S are trained in the use of digital video cameras, lighting equipment, field audio and digital editing equipment. The program is highly collaborative with an emphasis on working in teams. Students are encouraged to explore their interests outside the department in order to develop their craft through interdisciplinary connections. Those who complete the program and wish to begin working in the field may be prepared for entry-level production jobs due to an emphasis on making industry connections through an incorporation of guest professionals, internships, and service learning in our courses. Additionally, students who complete this degree path with a 2.4 or better GPA may also apply to transfer into Central Washington University's Film & Video Studies program as a junior through an established articulation agreement between the schools.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Explain the basic history, theory, and aesthetics of film and video production;
2. Produce effective digital video programs in a variety of styles;
3. Use digital video cameras, lighting, audio equipment in studio and field production settings;
4. Plan, script, and direct a program from pre-production through post-production;
5. Collaborate on video productions in multiple crew positions;
6. Use non-linear editing systems and other post-production software to create digital programs;
7. Demonstrate knowledge of professional set behavior, collaboration techniques, and ethics; and
8. Demonstrate familiarity with various filmmaking industry opportunities in the Puget Sound region and beyond.

**AAAS DEGREE & AAS-T**

Total Credits Required . . . . . 97

*Acting For Stage and Camera*

This is a professional training program in the basic skills of auditioning and acting in theater, films, TV and other media. Various acting techniques and philosophies are emphasized to provide the student with the skills, passion and discipline to compete in this craft. Students receive a foundation in the literature, theories and history of theater and film. This knowledge is then applied in analyzing scripts and creating characters as students audition for and perform in theatrical productions and digital films. Collaboration with technical crews, directors, writers and fellow actors is also stressed through classes, auditions and productions. Stage and film set protocols are studied and practiced. A central focus of this program is rehearsing and performing in professionally directed stage and film productions. Additionally, there is outreach to the community for projects and internships.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Perform four monologues for stage and camera auditions.
2. Work with actors, writers and directors of varying skill levels and working styles.
3. Analyze a script stating character objectives, subtext, biography, and intentions appropriate to various genres and formats.
4. Memorize on deadlines a full-length stage performance and two short digital film performances.
5. Demonstrate knowledge of professional theater and film set behavior and ethics.
6. Demonstrate a familiarity with Western dramatic literature from the Greeks to contemporary American theater.
7. Demonstrate knowledge of the major acting theories used in contemporary theater and film.

**CERTIFICATE OF PROFICIENCY**

Total Credits Required . . . . . 68 -74

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**PERFORMANCE ARTS/DIGITAL FILMMAKING (CONT.)**

(206) 546-4640

*Writing and Directing for the Camera*

This program prepares individuals to direct and write for films, TV and other digital video programs. Courses provide basic theory and hands-on experience in all phases of using digital production and post-production equipment. This training includes the use of digital video cameras, lighting equipment, as well as field audio and digital editing equipment. Additionally, there is a special focus on scriptwriting, pre-production planning, working with actors, managing a set and production, professional studio and film set protocol. Skill with video editing and post-production hardware and software applications (AVID and Final Cut Pro) will be emphasized. The program includes the production of video and digital film products under the supervision of professional producers, directors of photography, directors, and editors. Additionally, there is outreach to the community for projects and internships.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Write a successful short script.
2. Direct and work with actors from varying skill levels and working styles.
3. Script, plan and direct a cast and crew in a project for preproduction through post-production.
4. Manage the use of digital video cameras, lighting, audio equipment in studio and field production settings.
5. Demonstrate knowledge of professional set behavior and ethics.

**CERTIFICATE OF PROFICIENCY**

Total Credits Required . . . . . 67 -73

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**PURCHASING AND SUPPLY CHAIN MANAGEMENT**

(206) 546-4620

**DESCRIPTION**

The Purchasing and Supply Chain Management program is a unique and highly regarded program designed both for those entering the field and professionals seeking to upgrade their skills. The curriculum focuses on many aspects of purchasing including source selection, pricing theory, quality and quality assurance, logistics, supply chain management, specifications and standardization, purchase timing, value engineering, make-or-buy concepts and capital purchasing.

Students learn related business and accounting practices such as standard policies and operating procedures, negotiation techniques, planning, organizing, traffic concepts and inventory control theory. In addition, students gain an understanding of the legal aspects of purchasing and the Uniform Commercial Code. Graduates will be qualified for employment in purchasing positions in a variety of business settings including manufacturing and construction companies, retail operations, educational institutions and government offices.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Utilize purchasing vocabulary and concepts related to source selection, pricing, quality, negotiating strategies to effectively procure goods and services.
2. Apply mathematical concepts in order to conduct price-cost analyses and make appropriate purchasing decisions.
3. Apply principles of materials and contract management.
4. Establish and maintain systems to track and control inventory.
5. Apply principles of finance, accounting, international business, logistics, business law, and economics to the field of purchasing and supply chain management.
6. Effectively communicate verbally and in writing within a variety of business environments.

**AAAS DEGREE**

Total credits required . . . . . 90-91

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

### *Certificate of Proficiency Purchasing and Supply Chain Management*

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Utilize purchasing vocabulary and concepts related to source selection, pricing, quality, negotiating strategies to effectively procure goods and services.
2. Apply mathematical concepts in order to conduct price-cost analyses and make appropriate purchasing decisions.
3. Apply principles of materials and contract management.
4. Establish and maintain systems to track and control inventory.
5. Apply principles of finance, accounting, international business, logistics, business law, and economics to the field of purchasing and supply chain management.
6. Effectively communicate verbally and in writing within a variety of business environments.

**CERTIFICATE OF PROFICIENCY**

Total Credits Required . . . . . 51

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

### *Certificate of Completion Purchasing and Supply Chain Management*

Students acquire an overview of purchasing and supply chain concepts, interrelationships among business functions, legal systems, and supplier relationships. Students learn basic principles of purchasing, contracting, and logistics. The program prepares graduates for a variety of careers in supply chain operations.

**OUTCOMES**

This short-term certificate is offered to those who would like to update their knowledge and better understand purchasing and supply chain concepts.

**CERTIFICATE OF COMPLETION**

Total Credits Required . . . . . 31

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**VISUAL COMMUNICATION TECHNOLOGY PROGRAM**

(206) 546-4671

**DESCRIPTION**

The two-year Associate of Applied Arts and Sciences Degree in Visual Communication Technology prepares its graduates for first-time employment in the varied and rapidly changing field of visual communications. The program seeks to provide a comprehensive background for its students as well as opportunities for specialized study within the diverse areas of the industry. Entering students — who may begin any quarter — pursue an integrated program of foundation courses in art and design, computer graphics, visual communication media, business and communications. Students may add additional specializations to their two-year degree by taking extra courses. All programs of study emphasize portfolio development. Students are encouraged to seek industry experience through internships during their second year of study.

Graduates may find employment in a variety of settings including advertising agencies, publication houses, public relation firms, commercial graphics companies, visual support departments, printing departments, news agencies, print shops, digital service bureaus, software development companies, digital media companies, photo-processing companies, and the Internet. Some companies have in-house production departments while others subcontract with advertising agencies and independent designers.

Innovations in computer technology continue to rapidly change and expand the field of visual communication, in general, and the Visual Communication Technology Program at Shoreline Community College in particular. The following courses of study are subject to change. The student entering the program should expect these changes and stay in contact with vocational advisors in their area of study. Programs of study may be changed by students with the consent of the Visual Communications Technology faculty and the Humanities Division Dean. Students who do not start Fall Quarter may find that conflicts in course scheduling may require a longer time to graduate.

Certificates of Completion for focused programs of study and one-year Certificates of Proficiency are available as alternatives to the two-year degree.

Students complete General Education requirements, VCT Foundation requirements and VCT Degree Option requirements as described below.

*Graphic Design and Production Art*

This Visual Communications Technology degree option provides a strong foundation in design and graphic arts production skills. Design theory and hands-on practice culminate in a competitive portfolio. Based on personal and career interests, students select electives to specialize or upgrade skills in web design, image production, photography, animation, illustration or advertising. Students explore creative solutions and design theory in the study of typography, corporate identity, advertising, layout, packaging, environmental graphics and multimedia using software tools and current production technology. This degree articulates with several short-term, stackable certificates. For students wishing to pursue 4-year degree options please see a faculty advisor. Students may transfer from one VCT degree to another anytime while they are completing the foundation courses.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Effectively use concept development procedures in visual communication problem solving.
2. Select and organize design elements including letter forms, illustrations, typography and other graphic images and effectively use art elements such as line, shape, color, value, texture and form in the development of visual images for a variety of media.
3. Apply principles of audience and market analysis, conduct research and develop resources in the production of desktop publishing, graphic design, illustration, electronic paste-up, scanning and manipulation of images, and multimedia productions.

**AAAS DEGREE & AAS-T**

**Total Credits Required . . . . .113-121**

**VISUAL COMMUNICATION TECHNOLOGY (CONT.)**

(206) 546-4671

*Animation and Video for Multimedia*

This Visual Communications Technology degree option provides a strong foundation in 2D and 3D animation and video for multimedia. Manipulation of many media types combined with interactivity and hands-on practice culminate in a competitive portfolio. Based on personal and career interests, students select upper-level classes in either the Animation OR the Video specialization. Students explore creative multimedia solutions and design theory as they create and edit both linear and non-linear motion graphics using software tools and current production technology. This degree articulates with several short-term, stackable certificates. For students wishing to pursue 4-year degree options, it is important to work closely with a faculty advisor. Students may transfer from one VCT degree to another anytime while they are completing the foundation courses.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Effectively use design elements and technical skills to create effective visual images for animation or video.
2. Create, select and organize design elements including letter forms, illustrations, typography and other graphic images in a structured environment for development in multimedia.
3. Apply principles of audience and market analysis, conduct research and develop resources in the production of visuals in commercial, documentary and artistic animation or video.

**AAAS DEGREE & AAS-T**

Total Credits Required . . . . . 99-120

*Marketing*

The Marketing option is designed for students who want to pursue sales and marketing in the field of Visual Communication Technology. Students learn the basics of visual communication technology including design elements, photography, drawing, offset printing, graphic design and computer graphics. The program also covers fundamentals of business and marketing. The curriculum includes courses in business math, human relations, economics, salesmanship, advertising, public speaking and computer applications.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Identify the basic components of marketing strategies such as identification of market segments, consumer buying behavior, product planning, and promotion of goods and services.
2. Explain and apply advertising strategies for planning, producing and selecting the appropriate media.
3. Demonstrate good salesmanship: effectively interview clients, accurately gauge consumer needs, plan and deliver effective sales presentations, and build customer goodwill.
4. Apply basic art elements in the development of visual communication concepts.
5. Apply basic principles of graphic design in the selection and organization of images and text.
6. Identify mechanical aspects related to development of production-ready art, printing and multimedia.
7. Appropriately select production techniques for specific design projects.

**AAAS DEGREE & AAS-T**

Total Credits Required . . . . . 95-101

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**VISUAL COMMUNICATION TECHNOLOGY (CONT.)**

(206) 546-4671

*Certificates of Proficiency  
Visual Communications Foundation*

The Visual Communications Technology certificate program is designed to provide an introductory level of knowledge and practice in visual design principles; graphic and typographic design; photography and video; computer graphic technologies; and offset printing, pre-press and new imaging technologies. The certificate of proficiency is designed to serve the needs of working professionals and students seeking entry level or introductory positions by enhancing skills for employability.

For this Certificate of Proficiency, students study a condensed package of fundamentals in communications including design principles, typography, image creation, editing and preparation for final use, and training in specific software utilized in the industry. This one year course of study provides a firm foundation in multiple areas. This certificate also articulates into the 2-year AAAS VCT degree for stronger knowledge and instruction in specific degree areas. Please see a VCT faculty advisor.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Build their knowledge base in many areas of visual communications, as a foundation for further study and learning.
2. Create, select and organize essential design elements including letter forms, illustrations, typography and other graphic images.
3. Use computer software applications for graphic design, illustration, print and web production and publishing, and image manipulation for multimedia and animation.
4. Be familiar with procedures, processes, and concerns in many types of introductory-level visual communication projects.

**CERTIFICATE OF PROFICIENCY**

Total Credits Required. . . . . 54-59

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Foundation Program with  
Customized Specialization*

The Visual Communications Technology specialization certificate is designed to provide an integrated foundation of knowledge and practice in visual design principles; graphic and typographic design; photography and video; computer graphic technologies; and offset printing, pre-press and new imaging technologies. Based on personal and career interests, students select an area of concentration in upper-level classes once they have completed the prerequisite requirements. The certificate of proficiency is designed to serve the needs of working professionals and students seeking entry-level positions by enhancing skills for employability.

For this Certificate of Proficiency, students will study the fundamentals of communications including design principles, typography, image creation, editing and preparation for final use, and will also receive training in specific software utilized in the industry. This one-year course of study provides a condensed foundation in multiple areas with a customizable choice of capstone classes (student choice). Students using this certificate must seek VCT faculty advising and work closely with them. This certificate also articulates into the 2-year AAAS VCT degree for stronger knowledge and instruction in specific degree areas. Please see a VCT faculty advisor.

**OUTCOMES**

Students who successfully complete this program should be able to:

1. Complete a shortened education sequence tailored to individual needs, as a pathway for further study and learning.
2. Create, select and organize design elements on an introductory level including letterforms, illustrations, typography and other graphic images.
3. Use computer software applications for graphic design, illustration, desktop design/publishing, and scanning or manipulating visual images, (and video or 2-d animation if these final classes are chosen).
4. Be familiar with procedures, processes, and concerns in many types of visual communication projects.

**CERTIFICATE OF PROFICIENCY**

Total Credits Required. . . . . 49-57

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**VISUAL COMMUNICATION TECHNOLOGY (CONT.)**

(206) 546-4671

*Certificates of Completion**Digital Illustration/Animation Level II*

The certificate is designed for students requiring an accelerated course of study and achievement in graphics production including planning, design and creation of digital 2-D graphics and 3-D animation. Students work in current industry software in both vector-based and pixel-based applications, acquire essential design, illustration, and problem-solving skills, and learn how to manage graphics projects and understand how to print or output graphics correctly.

**OUTCOMES**

Prepares students for using concept development procedures and visual communication problem solving in image production environments. Use computer software applications for creation of illustrations and other graphic material for a variety of production outcomes. Demonstrate a knowledge of color, perspective, line quality, and other illustrative factors. Explain 3-D concept development, construction, modeling, texturizing, movement and animation.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 16

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Digital Photography Level II*

This program is designed for students seeking an expanding application of photography in digital form. It is assumed that students already have fine artist experience/education in photography and wish to expand skills for digital application.

**OUTCOMES**

Prepares students for positions and course studies in photographic image production, image manipulation and management.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 12

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Prepress and Print Production*

This certificate provides students with an accelerated course of study in the fundamentals of printing technologies such as on-demand (copy center), offset and large format (ink-jet) print technologies. The program also covers electronic prepress, color management and pdf workflow. Students gain hands-on experience in computer basics and software applications for desktop publishing, digital photography and customer service and workflow skills.

**OUTCOMES**

Effectively use concept development procedures and problem-solving skills innovation in visual communication environments. Process digital documents for use in a variety of production outcomes. Utilize digital image proofing systems and color managed workflow.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 16

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Web Design*

This program is designed for students requiring an integrated foundation of knowledge and practice in visual design principles, graphic and typographic design, computer graphic technologies and new imaging and display techniques for the Internet.

**OUTCOMES**

Prepares students for positions and course studies in web/media design, illustration, electronic presentation and in manipulating visual images for traditional and new media.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 17

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**VISUAL COMMUNICATION TECHNOLOGY (CONT.)**

(206) 546-4671

*Art and Design Foundations*

This program is identified for students needing an introduction to art and design as a complement to technical production. It is also one certificate in a series of short-term certificates, which contribute towards a one-year certificate of proficiency in VCT and also a two-year degree.

**OUTCOMES**

This program prepares students for entry-level positions and course studies in information technology for visual design principles.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 15

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Business Foundation*

VCT students learn about basic business communications and skills for the workplace in relation to graphics and multimedia. Business communications, both written and verbal, are stressed in relation to interpersonal and human relations and common business/industry practices. Practical skills in marketing and copyright are also introduced.

**OUTCOMES**

Prepares to work in entry-level office settings as well as prepare for success in self-employment/freelance opportunities in fine, performing or technical arts.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 18

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Computer Foundations*

This program is identified for students needing an introduction to computers in the workplace. It is also the first certificate in a series of short-term certificates, which contribute towards a one-year certificate of proficiency in Web Development.

**OUTCOMES**

The program prepares students for entry-level positions and course studies in information and visual technology.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 14

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

*Computer Graphics Foundations*

This program is identified for students requiring an integrated foundation of knowledge and practice in visual design principles, graphic and typographic design, computer graphic technologies and new imaging techniques. It is also one certificate in a series of short-term certificates which contribute towards a one-year certificate of proficiency in Web Development.

**OUTCOMES**

The program prepares students for entry-level positions and course studies for desktop publishing, graphic design, illustration, electronic paste-up and to scan or manipulate visual images.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . . 16

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.

**VISUAL COMMUNICATION TECHNOLOGY (CONT.)**

(206) 546-4671

*Digital Video*

This program is designed for students requiring an integrated foundation of knowledge and practice in visual design principles in pre and post production of video.

**OUTCOMES**

Prepares students for positions and course studies for multimedia and web video applications, graphic design, illustration, and interactive design.

**CERTIFICATE OF COMPLETION**

Total credits required . . . . .15-17

See [www.shoreline.edu/planning](http://www.shoreline.edu/planning) for a complete planning guide for this option.



# Course Descriptions

Shoreline Community College offers a full range of courses to meet students' needs, including developmental studies, professional-technical preparation, lower-division transfer, and enrichment. These courses are described in the following section, listed in order by course number. The total credit hours for each course are listed in parentheses after the course title.

Many course descriptions include essential information such as prerequisites, grading options, and entry requirements. When choosing your courses, be sure to consider this information; it is provided to help you succeed.

The college constantly revises and updates its curriculum and may add new courses or make changes in existing course requirements during the span of this catalog. Please refer to the Quarterly Class Schedule, in print or online, for the most up-to-date course information.

## *Interdisciplinary Studies Programs*

Connections, discovery, cross-pollination of ideas — that's what takes place in an Interdisciplinary Studies Program. These programs are simply "packaged" courses that either combine or link together two or more classes around an issue in society or a common theme. By integrating subjects this way, the Interdisciplinary Studies Program can lead students to a deeper understanding of each subject. They can enhance a student's skills in problem-solving — an essential ability for the 21st-century workforce.



## *W (Writing) Courses*

In certain courses, writing in a specific discipline will be emphasized along with the subject matter associated with the title. A "W" after the course number means that writing is an integral part of the course. Writing instruction and feedback are provided. Writing grades enter into the determination of the grade for the course. Placement at the English& 101 level or completion of necessary developmental English or ESL courses in preparation for English& 101 is recommended for registration in a "W" course. The Quarterly Class Schedule identifies the "W" courses offered.

**ACCOUNTING 101 Practical Accounting I (5)** Designed to provide practical applications of accounting. Course covers the accounting cycle, accounting for merchandising operations and special purpose journals. Course includes computerized practice sets. Previously ACCTG 101. Mandatory decimal grading.

### ACCOUNTING 102

#### Practical Accounting II (5)

A continuation of Accounting 101. The course includes accounting for corporations, partnership, inventories, depreciation and liabilities. Course work includes computerized practice sets. Previously ACCTG 102. Prerequisites: ACCT 101. Mandatory decimal grading.

### ACCOUNTING 103

#### Practical Accounting - Managerial (5)

In a practical approach for managers, this course covers job order costing, process costing, cost behavior, standard costs, cost-volume-profit analysis, contribution approach to costing, relevant costs for decision making, profit planning and capital budgeting. Previously ACCTG 103. Prerequisite: ACCT 101. Mandatory decimal grading.

### ACCOUNTING 104

#### Payroll Accounting (5)

A course designed to provide information and study of accounting for payroll, payroll taxes and benefits. Computer-assisted practice problems are required. Previously ACCTG 104. Prerequisites: Accounting 101 and math skills equivalent to or higher than Math 70 or BUS 102, or equivalent math. Mandatory decimal grading.

### ACCOUNTING 170

#### Federal Income Tax Individuals/Small Business (5)

This course presents the fundamentals of federal income taxation as it applies to individuals and sole proprietorships. This course will take a practical approach through preparation of individual tax returns including Schedules A, B, C, D. Previously ACCTG 170. Mandatory decimal grading.

### ACCOUNTING 190

#### Internship-VITA (4)

Students will interview clients and using IRS software complete personal income tax forms. Previously ACCTG 171. Mandatory P/NC Grading.

### ACCOUNTING & 201

#### Principles of Accounting I (5)

Basic principles, theories and procedures for reporting business transactions; analysis and presentation of financial information, integrated with computer applications. Previously ACCTG 210. Mandatory decimal grading.

### ACCOUNTING & 202

#### Principles of Accounting II (5)

Accounting for short- and long-term assets and liabilities, corporations, statement of cash flows, financial statement analysis, and generally accepted accounting principles; integrated with computer applications. Previously ACCTG 220. Prerequisites: ACCT& 201. Mandatory decimal grading.

### ACCOUNTING & 203

#### Principles of Accounting III (5)

An introduction to job-, process- and activity-based costing, capital budgets, standard costs, cost-volume-profit analysis, and analysis of accounting information for managerial decision-making; integrated with computer applications. Previously ACCTG 230. Prerequisites: ACCT& 201. Mandatory decimal grading.

### ACCOUNTING 206

#### Computer Accounting (5)

An introduction to PC based computerized accounting using Quickbooks or Peachtree software (student's choice) designed for small business applications. Previously ACCTG 206. Prerequisites: CIS 105 and ACCT 101. Mandatory decimal grading.

### ACCOUNTING 208

#### Not-for-Profit and Governmental Accounting (5)

An introduction to accounting for not-for-profit organizations and state and local governments. Topics include general and special fund accounting for state and local governments, hospitals, charities, foundations, colleges and universities. Previously ACCTG 208. Prerequisites: Successful completion of ACCT 101 and 102. Mandatory decimal grading.

### ACCOUNTING 271

#### Intermediate Accounting I (5)

Principles of financial reporting for enterprises. Standard-setting; FASB conceptual framework; presentation of income statement, balance sheet, and statement of cash flows; cash and cash equivalents; receivables; and inventory valuation. Previously ACCTG 271. Prerequisites: ACCT& 202 or instructor permission. Mandatory decimal grading.

### ACCOUNTING 272

#### Intermediate Accounting II (5)

Principles of financial reporting for enterprises. Tangible and intangible assets; depreciation, impairments, and disposition; current and long-term liabilities; contingencies; stockholders' equity; earnings per share. Previously ACCTG 272. Prerequisites: ACCT 271 with a 2.0 or better, or instructor permission. Mandatory decimal grading.

### ACCOUNTING 273

#### Intermediate Accounting III (5)

Principles of financial reporting for enterprises. Investments; revenue recognition; taxes in financial statements; pensions; leases; statement of cash flows; legal and ethical considerations in disclosure. Previously ACCTG 273. Prerequisites: ACCT 271 with a 2.0 or better, or instructor permission. Mandatory decimal grading.

### ACCOUNTING 275

#### Accounting Information Systems (5)

Use of accounting systems to support business processes. Internal control, security, privacy, ethics; revenue and expense cycles; payroll, inventory, and fixed assets; source and output documents; systems planning. Previously ACCTG 275. Prerequisites: ACCT& 201 or ACCT 101 and CIS 105, or instructor permission. Mandatory decimal grading.

### ACCOUNTING 279

#### Federal Income Tax: Corporations/Conduits (5)

Theory and practice of federal income taxation for C and S corporations, partnerships, and LLCs. Elements of exempt entities, trusts, estates, tax research and planning. Previously ACCTG 279. Prerequisites: ACCT& 202 or ACCT 102 and ACCT 170, each with a 2.0 or better, or instructor permission. Mandatory decimal grading.

### ACCOUNTING 286

#### Auditing and Assurance (5)

Principles and practice of attest functions in the accounting profession. Generally accepted auditing standards; fraud and internal control; professional ethics and legal liability of auditors. Previously ACCTG 286. Prerequisites: ACCT 271 with a 2.0 or better, or instructor permission. Mandatory decimal grading.

### ACCOUNTING 289

#### Cost Accounting (5)

Use of cost accounting in the controllership function. Cost behavior, cost tracing & apportionment. Relevant costs, transfer pricing, inventory issues, management control, and information systems. Previously ACCTG 289. Prerequisites: ACCT& 203 or ACCT 103, with a 2.0 or better, or instructor permission. Mandatory decimal grading.

### ACCOUNTING 291

#### Special Topics In Accounting (1)

Classes focusing on specific issues and/or topics of interest in Accounting. Previously ACCTG 281.

### ACCOUNTING 292

#### Special Topics In Accounting (2)

Classes focusing on specific issues and/or topics of interest in Accounting. Previously ACCTG 282.

### ACCOUNTING 293

#### Special Topics In Accounting (3)

Classes focusing on specific issues and/or topics of interest in Accounting. Previously ACCTG 283.

### ACCOUNTING 294

#### Special Topics In Accounting (4)

Classes focusing on specific issues and/or topics of interest in Accounting. Previously ACCTG 284.

### ACCOUNTING 295

#### Special Topics In Accounting (5)

Classes focusing on specific issues and/or topics of interest in Accounting. Previously ACCTG 285.

### ACCOUNTING 297

#### Individual Project In Accounting (1)

Individual project in a specific area of accounting. By arrangement with instructor. Previously ACCTG 297. Prerequisites: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

### ACCOUNTING 298

#### Individual Project In Accounting (2)

Individual project in a specific area of accounting. By arrangement with instructor. Previously ACCTG 298. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

### ACCOUNTING 299

#### Individual Project In Accounting (3)

Individual project in a specific area of accounting. By arrangement with instructor. Previously ACCTG 299. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**ADULT BASIC EDUCATION 001**

**Basic Skills Orientation and Assessment (1)**  
Students will learn about the ESL, ABE and GED programs and understand how to be successful in their classes. Students' basic skills will be assessed and students will be placed at their appropriate level. Mandatory P/NC grading.

**ADULT BASIC EDUCATION 022**

**Reading and Writing for Life 2 (5)**  
Students will read with understanding by determining the reading purpose, selecting appropriate reading strategies, monitoring comprehension, analyzing information, and integrating information with prior knowledge. Students will write about family needs, job situations, and/or community roles. Mandatory P/NC grading.

**ADULT BASIC EDUCATION 023**

**Math Skills for Life 2 (5)**  
Students learn to read, write and interpret basic mathematical information; solve whole number problems; distinguish benchmark fractions, decimals and percents. Basic skills in data, statistics, shapes and measurements are included. Prerequisite: CASAS Appraisal score 201 - 210. Mandatory P/NC grading.

**ADULT BASIC EDUCATION 032**

**Reading and Writing for Life 3 (5)**  
Students will read with understanding by determining reading purpose, selecting appropriate reading strategies, analyzing information, and integrating information with prior knowledge. Students will write several connected paragraphs with correct mechanics, usage, and varied sentence structure. GED preparation continues. Prerequisite: CASAS Appraisal score 211 - 220. Mandatory P/NC grading.

**ADULT BASIC EDUCATION 033**

**Math Skills for Life 3 (5)**  
Students learn to read, write and interpret basic mathematical information; solve whole number, basic fractions, decimals and percent problems. Data, statistics, shapes, and measurements are included. Preparation for the GED and Compass tests begins. Prerequisite: CASAS Appraisal score of 211 - 220. Mandatory P/NC grading.

**ADULT BASIC EDUCATION 042**

**Reading and Writing for Life 4 (5)**  
Students read for understanding by determining purpose, selecting reading strategies, monitoring comprehension, analyzing information, and integrating information with previous knowledge in subject specific areas. Students write connected paragraphs in essay format while using academic English conventions. Course includes GED preparation. Prerequisite: CASAS Appraisal score 221 - 235. Mandatory P/NC grading.

**ADULT BASIC EDUCATION 043**

**Math Skills for Life 4 (5)**  
Students read, write and interpret a variety of mathematical information including fractions, decimals, ratios and percents. Also included is application of basic measurement, algebra, geometry, and statistics using graphs, tables and charts. Focus is GED/Compass preparation. Prerequisite: CASAS Appraisal score of 221 - 235. Mandatory P/NC grading.

**ADULT BASIC EDUCATION 046**

**EsL Math Overview (5)**  
ESL Math Overview introduces students to basic math terminology. Students also learn (or review) basic math skills within the context of improving life skills. Students improve their English skills as they work through basic number and word problems. Prerequisite: Successful completion of Level 3 or placement into ESL Level 4 or above or by instructor permission. Mandatory P/NC grading.

**ADULT BASIC EDUCATION 081**

**Special Topics In Adult Basic Education (1)**  
Classes focusing on specific issues and/or topics of interest in ABE.

**ADULT BASIC EDUCATION 082**

**Special Topics In Adult Basic Education (2)**  
Classes focusing on specific issues and/or topics of interest in ABE.

**ADULT BASIC EDUCATION 083**

**Special Topics In Adult Basic Education (3)**  
Classes focusing on specific issues and/or topics of interest in ABE.

**ADULT BASIC EDUCATION 084**

**Special Topics In Adult Basic Education (4)**  
Classes focusing on specific issues and/or topics of interest in ABE.

**ADULT BASIC EDUCATION 085**

**Special Topics In Adult Basic Education L1 (5)**  
Classes focusing on specific issues and/or topics of interest in ABE-L1.

**ADULT BASIC EDUCATION 097**

**Individual Projects In Abe (1)**  
Individual project in a specific area of ABE. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**AMERICAN ETHNIC STUDIES 106**

**Music In American Culture (5)**  
Explore musical traditions from diverse American cultures through guided listening and analysis of songs, styles, genres and musicians, with emphasis on the role of race, class, gender and sexual-orientation. Dual Listed as MUSC 106. Prerequisite: Successful completion of ENGL 100 or ESL 100 or placement into ENGL& 101. Student option grading.

**AMERICAN ETHNIC STUDIES 119**

**Survey of American Indian Studies (5)**  
This course examines issues in American Indian Studies including native cultures, theories of American Indian origins, demographics, the formation of American Indian stereotypes, the resistance of Native peoples to racism and oppression, and contemporary issues (music, literature, health, etc.). Previously IASTU 119. Prerequisite: Concurrent or successful completion of ENGL& 101 recommended. Student option grading.

**AMERICAN ETHNIC STUDIES 215**

**From Rhymes to Reason: The Culture of Hip Hop (5)**  
This course examines the culture of hip hop from its South Bronx (NYC) beginnings in the early 1970's to its globalization. Students explore the musical, visual, spoken word and literary elements of hip hop. Topics include the role of race, class, gender, politics, appropriation and commodification. Previously IASTU 215. Student option grading.

**AMERICAN ETHNIC STUDIES 229**

**Tribal Governments & Policy (5)**  
This course will introduce fundamental concepts of history, development, structure, and politics of American Indian governments and federal Indian policy. The course will investigate and examine the legal and structural aspects of modern tribal governments and their impact on intra-governmental relationships and tribal citizens. Mandatory decimal grading.

**AMERICAN ETHNIC STUDIES 291**

**Special Topics In American Ethnic Studies (1)**  
Classes focusing on specific issues and/or topics of interest in American Ethnic Studies.

**AMERICAN ETHNIC STUDIES 292**

**Special Topics In American Ethnic Studies (2)**  
Classes focusing on specific issues and/or topics of interest in American Ethnic Studies.

**AMERICAN ETHNIC STUDIES 293**

**Special Topics In American Ethnic Studies. (3)**  
Classes focusing on specific issues and/or topics of interest in American Ethnic Studies.

**AMERICAN ETHNIC STUDIES 294**

**Special Topics In American Ethnic Studies (4)**  
Classes focusing on specific issues and/or topics of interest in American Ethnic Studies.

**AMERICAN ETHNIC STUDIES 295**

**Special Topics In American Ethnic Studies (5)**  
Classes focusing on specific issues and/or topics of interest in American Ethnic Studies.

**AMERICAN ETHNIC STUDIES 297**

**Individual Project In Aes (1)**  
Individual project in a specific area of American Ethnic Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**AMERICAN ETHNIC STUDIES 298**

**Individual Project In Aes (2)**  
Individual project in a specific area of American Ethnic Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**AMERICAN ETHNIC STUDIES 299**

**Individual Project In Aes (3)**  
Individual project in a specific area of American Ethnic Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**AMERICAN SIGN LANGUAGE & 121****American Sign Language I (5)**

ASL is the study of the fundamentals of the language, visual/gestural communication, basic information related to deaf culture, expressive and receptive skills, and work on comprehension and grammatical structure. Previously ASL 101. Student option grading.

**AMERICAN SIGN LANGUAGE & 122****American Sign Language II (5)**

Continuation of ASL 121 with increased development of communication strategies with emphasis on expanding vocabulary and grammatical understanding. Functional applications of the language and appreciation for the deaf culture and community. Previously ASL 102. Prerequisite: ASL& 121 or equivalent with instructor's permission. Student option grading.

**AMERICAN SIGN LANGUAGE & 123****American Sign Language III (5)**

Use of ASL 121 and 122 skills for ASL storytelling and expand linguistic-grammatical features into longer monologues with use of descriptive-locative classifiers. Continue exposure of deaf history, culture, community and ASL. Previously ASL 102. Prerequisite: ASL& 121 and 122 or equivalent with instructor's permission. Student option grading.

**AMERICAN SIGN LANGUAGE & 221****American Sign Language IV (5)**

Emphasis on continued development of receptive, expressive and dialogue skills. Correct formation of signs, movement, rhythm, phrasing, and clarity as covered. Develop general knowledge of ASL's grammatical, functional, linguistic, historical and cultural components. Previously ASL 201. Prerequisite: ASL& 123 with a 2.0 or better, or equivalent with instructor's permission. Placement into ENGL& 101. Mandatory decimal grading.

**AMERICAN SIGN LANGUAGE & 222****American Sign Language V (5)**

Emphasis on continued development of receptive, expressive, and dialogue skills. Attention is given to the correct application of ASL discourse styles within casual conversations. The course will include vocabulary building, acquiring ASL expressions, proficiency in ASL grammar and more Deaf history. Previously ASL 202. Prerequisite: ASL& 221 with a 2.0 or better, or equivalent with instructor's permission. Placement into ENGL& 101. Mandatory decimal grading.

**AMERICAN SIGN LANGUAGE & 223****American Sign Language VI (5)**

The focus of the course is to have exposure to registers of ASL use and continual improvement of receptive and expressive skills. Emphasis is on increasing vocabulary, classifiers, phrases and grammatical usage. Exercises are given to decrease dependency on English syntax structure. Previously ASL 203. Prerequisite: ASL& 222 with 2.0 or better, or equivalent with instructor's permission. Placement into ENGL& 101. Mandatory decimal grading.

**AMERICAN SIGN LANGUAGE 297****Individual Project In American Sign Language (1)**

Individual project in a specific area of American Sign Language. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**AMERICAN SIGN LANGUAGE 298****Individual Project In American Sign Language (2)**

Individual project in a specific area of American Sign Language. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**AMERICAN SIGN LANGUAGE 299****Individual Project In American Sign Language (3)**

Individual project in a specific area of American Sign Language. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ANTHROPOLOGY & 100****Survey of Anthropology (5)**

An introduction to the four subfields of anthropology (archaeology, biological anthropology, linguistic anthropology and sociocultural anthropology) with an emphasis on biological and cultural diversity in past and contemporary societies. Mandatory decimal grading.

**ANTHROPOLOGY & 204****Archaeology (5)**

The principles and methods of archaeology are presented during the examination of the archaeological record from the earliest human groups to civilization. The techniques of field excavation, dating of archaeological remains and the reconstruction of past societies are discussed and evaluated. Previously ANTH 205. Mandatory decimal grading.

**ANTHROPOLOGY & 205****Biological Anthropology (5)**

The evolutionary biology of human beings is explored by examining the tenets of evolutionary theory, genetics, primate anatomy and behavior, the fossil record, and the range of biological diversity within and between contemporary human populations. Previously ANTH 201. Mandatory decimal grading.

**ANTHROPOLOGY & 206****Cultural Anthropology (5)**

Cross-cultural and multicultural understanding of human cultural and social diversity and environmental adaptation as expressed in the formation/maintenance of social groups based on ethnicity, kinship, gender, age, race/racism, power and privilege, politics, economics, psychology, religion, art in the USA and globally. Previously ANTHR 202. Mandatory decimal grading.

**ANTHROPOLOGY & 207****Linguistic Anthropology (5)**

The study of human and nonhuman primate communication. The study of human language and its sociocultural setting, relating the structure and history of language to human cognition and social behavior. Previously ANTHR 203. Mandatory decimal grading.

**ANTHROPOLOGY 297****Individual Project In Anthropology (1)**

Individual project in a specific area of Anthropology. By arrangement with instructor. Previously ANTHR 297. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**ANTHROPOLOGY 298****Individual Project In Anthropology (2)**

Individual project in a specific area of Anthropology. By arrangement with instructor. Previously ANTHR 298. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**ANTHROPOLOGY 299****Individual Project In Anthropology (3)**

Individual project in a specific area of Anthropology. By arrangement with instructor. Previously ANTHR 299. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**ART & 100****Art Appreciation: the World of Art (5)**

Students learn to analyze diverse forms of art from world cultures. Students explore the creative process, visual elements of art, and cultural/political contexts in which art is made. Course may include themes such as birth/death, public vs. private art, the human form, etc. This course is for non-majors. Previously ART 125. Prerequisite: ENGL100 or equivalent. Mandatory decimal grading.

**ART 109****Two-Dimensional Design (5)**

This is an introductory course in two-dimensional design. Students explore basic elements, principles and processes of two-dimensional design. Design fundamentals are investigated and explored through lecture/demonstration, hands-on projects and class critiques/discussion. Student option grading.

**ART 110****Three-Dimensional Design (5)**

This is an introductory course in three-dimensional design. Students explore basic elements and principles through demonstrations and hands-on studio work. Projects emphasize problem-solving, concept development and creativity in the transformation of two-dimensional concepts into three-dimensional objects. Recommended: ART 109. Student option grading.

**ART 121****Ceramic Art 1 (5)**

This is an introductory course in the creation and appreciation of the ceramic vessel. Students learn basic hand-building, wheel-throwing and glazing processes as a foundation for further creative development. This is the first course in a three-course sequence. Previously Art201. Student option grading.

**ART 122****Ceramic Art 2 (5)**

Students build upon skills learned in Ceramic Art 1 and continue their exploration of the processes, techniques and aesthetics of the ceramic vessel. The focus in the second quarter is on development of artistic direction, interests and point of view. Previously ART 202. Prerequisite: ART 121 or equivalent with instructor permission. Student option grading.

**ART 123****Ceramic Art 3 (5)**

Students further develop skills learned in Ceramic Art 1 and 2 and continue their exploration of the processes, techniques and aesthetics of the ceramic vessel. The focus in the third quarter is on continued development of artistic direction, interests and point of view. Previously ART 203. Prerequisite: ART 122 or equivalent with instructor permission. Student option grading.

**ART 130****Intro to Multimedia Design/Authoring (4)**

This course includes both theory and practice in multimedia project creation, content development and execution. The course develops student skills using a variety of media and its inclusion in productions. There will be practice in digital imaging and audio for output to a variety of emerging technologies. Previously ART 115. Prerequisites: VCT 124/125 or instructor permission. Recommended concurrent enrollment in VCT 136. Mandatory decimal grading.

**ART 131****Drawing 1 (5)**

This is an introductory course in drawing from observation. Students use a variety of media, including graphite, charcoal and ink, to draw from the still-life and the figure. Basic principles of composition are stressed. This is the first course in a three quarter sequence. No academic experience is required. Previously ART 105. Student option grading.

**ART 132****Drawing 2 (5)**

Students continue to work from the still life and the figure in class to build upon drawing skills and understandings acquired in Drawing 1. Additional projects emphasize individual exploration and problem-solving in the development of artistic direction, interests and point of view. Previously Art 106. Prerequisite: ART 131 or equivalent with instructor permission. Student option grading.

**ART 133****Drawing 3 (5)**

Students continue to work from the still life and the figure in class to further develop drawing skills acquired in Drawing 1 and 2. Additional projects emphasize further individual exploration and problem-solving. Previously Art 107. Prerequisite: ART 132 or equivalent with instructor permission. Student option grading.

**ART 134****Drawing for Animation (5)**

Students focus on drawing in sequence to create two-dimensional animations. They explore full animation techniques, character animation and storyboard development. Animation drawing formats include zoetrope strips, flip books and paper cels. Prerequisites: ART 131 or instructor permission by portfolio review. Student option grading.

**ART 144****Beginning Photography (5)**

Survey of film and digital camera operation, print output, basic software imaging, wet lab procedures and the latest developments in technology. Aesthetics, history, philosophy and theory of the visual language are stressed. Cameras are available for check out. Previously ART 100. Mandatory decimal grading.

**ART 145****Intermediate Photography (4)**

Course emphasizes creative control of images through the zone system, toning, coloring, image construction and digital imaging. Aesthetics, history, philosophy and theory of image construction are stressed. Cameras available for check-out. Previously ART 102. Prerequisite: ART 144 or Portfolio review with instructor permission. Mandatory decimal grading.

**ART 146****Advanced Photography (4)**

Course surveys alternate techniques of photographic imagery. LiquidLight, Photoshop and creative image construction are stressed. The history, philosophy and theory of images are surveyed. Portfolio required as quarter project. Some cameras available for check-out. Students purchase supplies. Prerequisite: ART 144,145 or instructor permission. Mandatory decimal grading.

**ART 201****Graphic Design I: Typography (5)**

Course introduces Graphic Design with emphasis on typography, including type origins, anatomy, attributes, categories and usage. Course includes projects with critique and analysis, a survey of graphic design history, and an exploration of gestalt laws, grid systems, layout fundamentals, and use of color. Previously VCT 101. Student option grading.

**ART 202****Graphic Design II: Identity and Logo Design (5)**

Continues the study of principles and theories of design concept development with emphasis on visual identity. Logo design is introduced as the visual distillation of the message. Other topics include figure-ground relationships, recognition, color schemes and production issues. Previously VCT 102. Prerequisite: VCT 101 or ART 201, or equivalent with instructor's permission. previous or concurrent enrollment in VCT 134 recommended. Student option grading.

**ART 203****Graphic Design III: Advertising and Layout (5)**

Introduces graphic design concepts and methods used in advertising and layout, for print and web. Explores advertising history, marketing principles and strategies, ad layout models, art direction, campaign development and production issues. Previously VCT 103. Prerequisite: ART 202 or VCT 102 or equivalent with instructor's permission. Student option grading.

**ART 234****History of Animation (5)**

This course explores the history and structure of animation. Students study the international development of animation from its origins to present as well as its basic principles, theories and practices. The rise of studio production is contrasted with the role of the independent artist/ animator. Student option grading.

**ART 244****Studio/Lighting/Digital Imaging (4)**

Introduction to studio lighting with emphasis on cameras and digital imaging through Photoshop. The history, philosophy and theory of light as an intricate element of design and interpretive presentation are stressed. Previously ART 119. Prerequisite: Art 144/145 or instructor permission. Student option grading.

**ART 245****Commercial Photography (3)**

Application of photographic techniques to solve problems in visual presentations. Advertising, commercial and industrial still photography. Chemistry provided. Students supply film, paper, supplies. Dual listed as VCT 120. Previously ART 120. Prerequisite: ART 145 or equivalent with instructor permission. Student option grading.

**ART 246****Documentary Photography (4)**

The course presents theory and the philosophy of the photograph to interpret, comment on or record the events of humanity. Visual language of sequencing and structure are explored. Photoshop will be used. Some cameras available for check-out. Students purchase supplies. Previously ART 291. Prerequisite: ART 144, 145, or instructor permission. Student option grading.

**ART 247****Color Photography (3)**

Beginning course in basic color photography. Experience in materials, techniques, processing, production. Production of high quality prints and transparencies suitable for exhibition. Digital imaging, scanning, manipulation with Photoshop-chemistry provided. Students provide paper, film and supplies. Previously ART 292. Prerequisite: ART 145 or equivalent with instructor permission. Student option grading.

**ART 250****Printmaking (5)**

Survey of fine art printmaking including relief, planographic and intaglio printmaking with a focus on design, drawing, techniques and materials used in printmaking through lectures, demonstrations, critiques and research. Students create prints in each media. Student option grading.

**ART 251****Painting 1 (5)**

This is an introductory course emphasizing color and composition in paint media (watercolor and acrylic or oil.) No previous experience is required. This is the first course in a three-quarter series. Previously ART 256. Student option grading.

**ART 252****Painting 2 (5)**

Students build upon skills learned in Painting 1, with emphasis on color, composition, and a deeper exploration of one paint media: acrylic, watercolor, or oil. The focus in the second quarter level is on developing students' artistic direction, interests, and point of view. Previously ART 257. Prerequisite: ART 251 or instructor permission. Student option grading.

**ART 253****Painting 3 (5)**

Students further develop skills learned in Painting 2, with emphasis on color and composition, and a deeper exploration of one paint medium: acrylic, watercolor, or oil. The focus in the third quarter level is on further development of artistic direction, interests, and point of view. Previously ART 258. Prerequisite: ART 252 or instructor permission. Student option grading.

**ART 254****Design and Materials: Wood and Plaster (5)**

This is an introductory course in the exploration of wood and plaster as mediums for creative problem-solving and expression in three-dimensional design and sculpture. Students investigate and explore these materials through demonstrations and hands-on studio work. Previously ART 253. Student option grading.

**ART 255****Design and Materials: Glass, Metal, or Plastics (5)**

This is an introductory course in the exploration of glass, metal or plastics as mediums for creative problem-solving and expression in three-dimensional design and sculpture. Students investigate and explore these materials through demonstrations and hands-on studio work. Previously ART 254. Student option grading.

**ART 256****Design and Materials: Textiles (5)**

This is an introductory course in the creation and appreciation of textiles as a medium for creative problem-solving and expression in art and design. Students investigate and explore textiles and related materials through demonstrations and hands-on studio work. Previously ART 254. Student option grading.

**ART 260****Intermediate Studio Projects (5)**

Students who have completed a basic fine art studio course series in drawing, design, painting, photography, sculpture or ceramics, and are ready for independent studio research, complete art projects with instructor supervision. May be taken multiple times for credit. Prerequisite: ART 146, 133, 109, 110, 130, 123, 203, 253, or 271 or instructor permission. Mandatory P/N/C Grading.

**ART 265****Intermediate Drawing (5)**

For students who have completed basic drawing series ART 131, 132, 133 and who want to continue to draw with supervision and criticism. May be taken up to three times. Series includes still life, landscape, figure, and fantasy drawings. Prerequisite: ART 133. Student option grading.

**ART 271****Sculpture 1 (5)**

This is an introductory course in the creation and appreciation of sculpture. Students explore basic sculptural processes, materials and tools as a foundation for creative problem-solving and sculptural expression. Typical materials include clay, plaster and wood. First in a three-course sequence. Previously ART 272. Student option grading.

**ART 272****Sculpture 2 (5)**

Students build upon skills learned in Sculpture 1 and continue their exploration of sculptural processes, materials and tools. The focus in the second quarter level is on developing students' artistic direction, interests and point of view. Previously ART 273. Prerequisite: ART 271 or instructor permission. Student option grading.

**ART 273****Sculpture 3 (5)**

Students further develop skills learned in Sculpture 1 and 2 and continue their exploration of sculptural processes, materials and tools. The focus in the third quarter level is on continued development of artistic direction, interests and point of view. Previously ART 274. Prerequisite: ART 272 or instructor permission. Student option grading.

**ART 291****Special Topics In Art (1)**

Classes focusing on specific issues and/or topics of interest in Art. Previously ART 281.

**ART 292****Special Topics In Art (2)**

Classes focusing on specific issues and/or topics of interest in Art. Previously ART 282.

**ART 293****Special Topics In Art (3)**

Classes focusing on specific issues and/or topics of interest in Art. Previously ART 283.

**ART 294****Special Topics In Art (4)**

Classes focusing on specific issues and/or topics of interest in Art. Previously ART 284.

**ART 295****Special Topics In Art (5)**

Classes focusing on specific issues and/or topics of interest in Art. Previously ART 285.

**ART 297****Individual Project In Art (1)**

Individual project in a specific area of art. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**ART 298****Individual Project In Art (2)**

Individual project in a specific area of art. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**ART 299****Individual Project In Art (3)**

Individual project in a specific area of art. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**ART HISTORY 204****Survey of Asian Art (5)**

Students are introduced to the art and architecture of India, China, Korea and Japan. This course gives an overview of Asian art with a concentration on individual nations/cultures, specific period styles and representative artists. Prerequisite: Completion or enrollment in ENGL 100 or instructor's permission. Student option grading.

**ART HISTORY 210****Japanese Art History (5)**

This course offers a comprehensive study into the art, architecture and crafts of Japan. Art and artists of Japan are examined as well as the religion, politics, and economics that shaped their cultural eras. Prerequisite: Completion of ENGL 100, placement in ENGL& 101 or Instructor permission. Student option grading.

**ART HISTORY 224****Survey of Western Art: Ancient (5)**

Students study and analyze Western art and architecture from prehistory through the Greco/Roman eras and the early Christian periods. This course addresses how art forms have been influenced by significant events, beliefs, and customs. Previously ARTH 201. Student option grading.

**ART HISTORY 224W****Survey of Ancient Western Art (5)**

Students study Western art and architecture from prehistory through to the Roman Empire and the Early Christian/Byzantine periods. Emphasis is on how art forms have been influenced by significant events, beliefs, and customs. Students evaluate contributions of the arts of specific cultures. Previously ARTH 201W. Prerequisites: Completion of ENGL 100 or placement in ENGL& 101. Student option grading.

**ART HISTORY 225**

Survey of Western Art:  
Medieval/Baroque/Rococo (5)

Students study and analyze Western art and architecture from the Early Medieval Period to the 19th century. Students will evaluate how art has been influenced by significant artists, beliefs, and stylistic traditions. Previously ARTH 202. Student option grading.

**ART HISTORY 225W**

Survey of Western Art, Medieval-  
Baroque/Rococo (5)

Students study Western art and architecture from the Early Medieval period to the 17th century Baroque/Rococo period in Europe. They learn art historical methodologies to evaluate how art and architecture have been influenced by significant events, beliefs, and traditions. Previously ARTH 202W. Prerequisite: Completion of ENGL 100 or placement in ENGL& 101. Student option grading.

**ART HISTORY 226**

Survey of Western Art: Modern/Postmodern (5)

Students study and analyze Western art and architecture from the late 19th century to the 21st century. Works of major artists, plus the development of new art forms in the Postmodern world are introduced. Previously ARTH 203. Student option grading.

**ART HISTORY 226W**

Survey of Western Art-Modern/Post Modern (5)

Students study Western art and architecture from the late 18th century to the 21st century, the works of major artists, plus the development of new media in the post modern world. Topics range from 18th century NeoClassicism to Pop, Performance, Earthworks and Installations. Previously ARTH 203W. Prerequisite: Completion of ENGL 100 or placement in ENGL& 101. Student option grading.

**ART HISTORY 292**

Special Topics In Art History (2)

Classes focusing on specific issues and/or topics of interest in Art History. Previously ARTH 282.

**ART HISTORY 293**

Special Topics In Art History (3)

Classes focusing on specific issues and/or topics of interest in Art History. Previously ARTH 283.

**ART HISTORY 295**

Special Topics In Art History (5)

Classes focusing on specific issues and/or topics of interest in Art History. Previously ARTH 285.

**ART HISTORY 297**

Individual Project In Art History (1)

Individual project in a specific area of art history. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Mandatory decimal grading.

**ART HISTORY 298**

Individual Project In Art History (2)

Individual project in a specific area of art history. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Mandatory decimal grading.

**ART HISTORY 299**

Individual Project In Art History (3)

Individual project in a specific area of art history. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Mandatory decimal grading.

**ART SEMINAR 144**

Beginning Photo Seminar (0)

Seminar for beginning photo course. Must be taken concurrently with ART 144.

**ASTRONOMY & 101**

Introduction to Astronomy (5)

A one-quarter survey course in astronomy, intended for non-science majors. Studies such topics as: the solar system, stellar evolution, galaxies and cosmology. Previously ASTRN 101. Prerequisites: MATH 099. Student option grading.

**ASTRONOMY 297**

Individual Project In Astronomy (1)

Individual project in a specific area of ASTR. By arrangement with instructor. Previously ASTRN 297. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ASTRONOMY 298**

Individual Project In Astronomy (2)

Individual project in a specific area of ASTR. By arrangement with instructor. Previously ASTRN 298. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ASTRONOMY 299**

Individual Project In Astronomy (3)

Individual project in a specific area of ASTR. By arrangement with instructor. Previously ASTRN 299. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**AUTOMOTIVE TECHNOLOGY 101**

Introduction to Automotive (3)

For students interested in the automobile from a business, technical, and/or consumer perspective. Subjects covered include automotive career exploration, consumer information, minor maintenance & safety inspection, and an introduction to technical systems. Also automotive history and current social issues associated with the automobile. Prerequisites: Recommended at least ENGL 090. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 110**

Intro to Shop Procedures & Safety (4)

This course introduces the career of auto service technology and its many career ladders. Also, students will learn basic shop safety, and use and care of auto shop tools. Intended primarily for ESL students. Prerequisite: CASAS 220 or higher and ESLAB 040. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 111**

Electrical Systems (8)

The fundamental principles of electricity and solutions for electrical problems in autos using Ohm's law. Diagnosis and service for basic auto electrical issues. Intended primarily for ESL students. Prerequisite: CASAS 220 or higher and ESLAB 040. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 112**

Automotive Engines (4)

This course covers the following skill areas: engine repair including components, design, construction and theory of the internal combustion engine. Intended primarily for ESL students. Prerequisite: AUTOT 110 Intro to Automotive Shop & Personal Safety. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 113**

Steering and Suspension Systems (8)

This course is designed for students entering the automotive service field and covers diagnosis, repair and alignment of 2-, 4-, and all-wheel drive systems. Intended primarily for ESL students. Prerequisite: AUTOT 110 Introduction to Automotive Shop & Personal Safety. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 114**

Brakes (6)

This course is designed for students entering the automotive service field and covers the following skill areas: inspection, diagnosis, and repair of conventional and ABS braking systems. Intended primarily for ESL students. Prerequisite: AUTOT 110 Introduction to Automotive Shop & Personal Safety. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 115**

Drive Train (4)

This course is designed for students entering the automotive service field and covers the following skill areas: basic service of manual and automatic transmissions and transaxles. Intended primarily for ESL students. Prerequisite: AUTOT 110 Introduction to Automotive Shop & Personal Safety. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 116**

Heating and Air Conditioning Systems (2)

This course is designed for students entering the automotive service field and covers the diagnosis and service of automotive heating and air conditioning systems. Intended primarily for ESL students. Prerequisite: AUTOT 110 Introduction to Automotive Shop & Personal Safety. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 121**

General Service Technician I (18)

Course covers following: intro to auto shop /personal safety; automotive engines (components, design, construction, theory of the internal combustion engine); electrical systems (theory, testing, diagnosis, repair; and heating /air conditioning systems (diagnosis, service). Intended primarily for ABE students. Previously AUTOT 120. Prerequisite: Math ASSET 35, COMPASS 19; Writing ASSET 25, COMPASS 13; Reading ASSET 29, COMPASS 45. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 122**  
**General Service Technician II (18)**

Course covers steering & suspension (diagnosis, repair, alignment of 2-, 4-, & all-wheel drive systems), brakes (inspection, diagnosis, repair of conventional/ABS braking systems), drive train (basic service of manual/automatic transmissions/transaxles). Intended primarily for ABE students. Previously AUTOT 121. Prerequisite: AUTOT 121. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 151**  
**Auto Brakes, Suspension,  
Transmission Rear Axles (20)**

This three week course will cover the fundamental operations of General Motors automatic transmissions, overhaul repair techniques and diagnostic procedures for the following transmissions, TH 350, TH 400, 125C, 200, 180C, and Torque Converter Clutch Diagnosis. Permission of instructor. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 152**  
**Engine Repair, Heating  
and Air Conditioning (20)**

Engine operation and design with diagnosis and repair emphasis. Course also covers principles of refrigeration and air conditioning, heating systems and air distribution. Permission of instructor. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 160**  
**Fundamentals of Automotive  
Service Training (9)**

This course introduces students to the automotive industry and presents an overview of systems. Also includes new model/product information, customer satisfaction index (CSI), safety, basic servicing, shop practices, and new/used vehicle inspection. Prerequisites: Instructor permission. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 161**  
**Engine Repair (9)**

The components, design, construction, and operation of the internal combustion engine/powerplant will be studied. Engine removal, disassembly, inspection, measurement, repair, and reassembly are covered. Engine diagnostics and testing are performed. Permission. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 162**  
**Specialized Electronics Training (9)**

For electrical specialists. Course builds from the electrical principles and concepts through automotive semi-conductors to microprocessors. The use of electrical measurement devices and wire repairing; on-bench and on-car exercises. Permission. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 163**  
**Brakes and Suspension (9)**

Brake theory, inspection, diagnosis, repair and adjustment of disc/drum type systems; including hydraulic, power assist, and parking break systems. Theory, service, and diagnosis of anti-lock systems. Steering, suspension, and wheel alignment includes diagnosis, inspection, repair, and maintenance. Also, tire service and wheel balance. Permission. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 164**  
**Manual Gear Trains and Transaxles (9)**

The design, construction, and operation of front, rear, and all-wheel drive systems. Gear train diagnosis, removal, disassembly, inspection, measurement, repair, reassembly, and installation; includes drive axle, hubs, and transfer case service. The use and application of diagnostic equipment will be covered. Permission. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 165**  
**Engine Management and Emissions Systems (9)**

Theory, diagnostic testing and repair of ignition, fuel injection, air induction, sensors, actuators, on-board diagnostics, and emission systems. Students learn to use electronic analyzers and diagnostic scanners. Permission. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 166**  
**Electrical Systems (9)**

Theory, diagnosis, testing, repairing or replacing automotive electrical system components. Multiplexed and microprocessor-controlled systems included. Emphasis on reading wiring diagrams and using electrical measuring devices and scan tools. Permission. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 167**  
**Automatic Transmissions/Transaxles (9)**

Transmission/transaxle mechanical, hydraulic, and electrical operation. Service, overhaul, mechanical/electrical diagnosis procedures will be covered. Use and application of diagnostic equipment. Permission. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 168**  
**Heating and Air Conditioning (9)**

Theory, operation, diagnosis, and service practices of manual & automatic heating, ventilation and air conditioning systems. Identification, recovery, recycling, and recharging of R12 and R134. Heating, ventilation, air condition (HVAC) controls and diagnosis. Use/application of diagnostic equipment. Recovery certification will be offered. Permission. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 190**  
**General Service Technician Internship (9)**

This internship allows the student to apply the skills learned in the Auto General Services Training Program at a job site. Previously AUTOT 150. Prerequisite: AUTOT 121 or 122 or AUTOT 110-116. Mandatory P/NC grading.

**AUTOMOTIVE TECHNOLOGY 291**  
**Cooperative Dealership Experience I (20)**

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. This is a cooperative experience involving the student, dealership, manufacturer, and Shoreline Community College to reinforce and apply skills learned during previous quarters. Previously AUTOT 250. Mandatory decimal grading. Dealership sponsor required.

**AUTOMOTIVE TECHNOLOGY 292**  
**Cooperative Dealership Experience II (20)**

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. This is a cooperative experience involving the student, dealership, manufacturer, and Shoreline Community College to reinforce and apply skills learned during previous quarters. Previously AUTOT 251. Prerequisite: AUTOT 291. Permission. Mandatory decimal grading. Dealership sponsor required.

**AUTOMOTIVE TECHNOLOGY 293**  
**Cooperative Dealership Experience III (20)**

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. This is a cooperative experience involving the student, dealership, manufacturer, and Shoreline Community College to reinforce and apply skills learned during previous quarters. Previously AUTOT 252. Prerequisite: AUTOT 292. Permission. Mandatory decimal grading. Dealership sponsor required.

**AUTOMOTIVE TECHNOLOGY 294**  
**Cooperative Dealership Experience III (20)**

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. This is a cooperative experience involving the student, dealership, manufacturer, and Shoreline Community College to reinforce and apply skills learned during previous quarters. Instructor permission required. Mandatory decimal grading.

**AUTOMOTIVE TECHNOLOGY 295**  
**Special Topics In Automotive Technology (4)**  
Classes focusing on specific issues and/or topics of interest in Automotive Technology.**AUTOMOTIVE TECHNOLOGY 297**  
**Individual Projects In Automotive Technology (1)**

Individual project in a specific area of Automotive Technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**AUTOMOTIVE TECHNOLOGY 298**  
**Individual Projects In Automotive Technology (2)**

Individual project in a specific area of Automotive Technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**BIOLOGY 090**  
**Biology Special Lab (3)**

This class is an opportunity for tutorial instruction for students in biological subject matter areas where assistance may be needed. No appointments are necessary. Come in when you need help. An instructor is available. Previously BIOSC 090. Mandatory P/NC grading.

**BIOLOGY 091**  
**Biology Success Strategies (1)**

Students learn organizational and time management skills, skills for independent learning, problem-solving approaches, test-taking strategies, vocabulary and techniques that promote confidence and success in biology. Concurrent enrollment in any 200-level BIOL course required. Mandatory P/NC grading.

**BIOLOGY 092****Biotech Special Lab (2)**

This class is an opportunity for tutorial instruction for students in biotechnology subject matter areas where assistance may be needed. No appointments are necessary. Come in when you need help. An instructor is available. Previously BIOSC 092. Mandatory P/NC grading.

**BIOLOGY & 100****Survey of Biology (5)**

A lab course intended for non-majors and science majors without previous biology. Basic ideas essential to the understanding of biology in checking the scientific methods, evolution and processes common to life. Previously BIOSC 100. Prerequisites: Placement into ENGL& 101; or instructor permission. Student option grading.

**BIOLOGY 102****Survey of Biological Kingdoms (5)**

A survey of the kingdoms of living things. An introduction to the diversity of living things, their special adaptations, ecological relationships and evolutionary origin. Laboratory class. Previously BIOSC 102. Prerequisites: Placement into ENGL& 101 or instructor permission. Student option grading.

**BIOLOGY 103****Animal Behavior (5)**

The biological study of behavior. What do animals do? The genetic-environmental aspects of behavioral characteristics, the relationship of the nervous and endocrine systems to behavior. These ideas will be presented from an evolutionary view point. Previously BIOSC 103. Student option grading.

**BIOLOGY 103W****Animal Behavior (5)**

The biological study of behavior. What do animals do? The genetic-environmental aspects of behavioral characteristics, the relationship of the nervous and endocrine systems to behavior. These ideas will be presented from an evolutionary view point. Previously BIOSC 103W. Student option grading.

**BIOLOGY 107****Biology and Society (5)**

This non-majors lab course examines the basic biological principles that underlie many of the issues facing our society. Among the topics addressed will be human impact on the environment and biodiversity, genetically modified organisms, gene therapy, stem cells, evolution and natural selection. Previously BIOSC 107. Student option grading.

**BIOLOGY 110****Biotechnology: Science, Applications/Implications (3)**

This overview class will cover current topics in Biotechnology. It will include basic elements of the science, current and expected capabilities and products, the structure of the industry, impact on society and the health care field and social questions. Previously BIOSC 110. Prerequisites: High School Biology, Chemistry, and English suggested. Placement at or above ENGL 100 level required. Student option grading.

**BIOLOGY 124****Northwest Flora (5)**

Plant classification, field study, and laboratory identification of common Pacific Northwest plant families and investigating the ecology, cultural uses & conservation of plants at the local & global level. Laboratory. Previously BIOSC 123. Student option grading.

**BIOLOGY 124W****Northwest Flora (5)**

Introduction to plant classification, field study and laboratory identification of the common plant families of the Pacific Northwest. Previously BIOSC 123W. Student option grading.

**BIOLOGY 126****Sustainable Gardening/Horticulture (5)**

This lab science course teaches environmentally responsible gardening practices and landscaping. Content includes plant identification, plant anatomy, soils, fertilizers/composting, integrated pest management, and water conservation. Previously BIOSC 126. Student option grading.

**BIOLOGY 144****Marine Biology (5)**

A study of local marine organisms and the environments in which they live. Laboratory and field work are designed to implement this study. Local field trips are included. BIOL 144 and BIOL 244 are taught concurrently. BIOL 144 is designed for non-science majors. Previously BIOSC 143. Prerequisite: ENGL 100 and MATH 080 with 2.0 or better. Student option grading.

**BIOLOGY 150****Epidemics & Culture (5)**

Students will explore epidemic disease from multiple perspectives, including scientific, political, economic, religious, and artistic. The Bubonic Plague of the Middle Ages will serve as a paradigm for studying individual and cultural responses to other historical and modern epidemics. Previously BIOSC 150. Prerequisite: Completion of ENGL 100 or placement into ENGL& 101. Student option grading.

**BIOLOGY 150W****Epidemics & Culture (5)**

Students will explore epidemic disease from multiple perspectives, including scientific, political, economic, religious, and artistic. The Bubonic Plague of the Middle Ages will serve as a paradigm for studying individual and cultural responses to other historical and modern epidemics. Previously BIOSC 150W. Prerequisite: Completion of ENGL 100 or placement into ENGL& 101. Student option grading.

**BIOLOGY & 170****Human Biology (5)**

Introduction to the systems of the human body. Structures and functions of these systems will be stressed along with unifying principles such as nutrition, sex, genetics, environment, exercise and the aging process. Previously BIOSC 108. Student option grading.

**BIOLOGY & 211****Majors Cellular: Biology (5)**

Examines the cell as the basic unit of life. Topics covered include: the function of cell organelles, metabolic processes, cell division signaling, the genetics of individuals and populations. For life science majors and allied health students. Laboratory class. Previously BIOSC 201. Prerequisite: CHEM& 121 with 2.0 or better. ENGL& 101 recommended. Student option grading.

**BIOLOGY & 212****Majors Animal: Biology (5)**

A survey of animals involving a study of the identification structure and function. Evolution, embryology, and ecology of the kingdom is included. The emphasis is on the phylogenetic relationships among animals and the ecological relationships within the kingdom. Laboratory class. Previously BIOSC 202. Prerequisites: BIOL& 211. Student option grading.

**BIOLOGY & 213****Majors Plant: Biology (5)**

Survey of major taxonomic groups Fungi, Protista and Plantae. Study of morphology, physiology and reproductive patterns and evolutionary relationships. Origins of life, development of ecosystems, succession and features of the major terrestrial biomes. Laboratory class. Previously BIOSC 203. Prerequisite: Minimum of 2.0 in BIOL& 211, or permission. Student option grading.

**BIOLOGY & 231****Human Anatomy (5)**

Understanding the structure of the human body through the study of the various body systems. Intensive laboratory dissection and lectures are utilized. Laboratory class. Previously BIOSC 210. Prerequisite: BIOL& 211 w/2.0 or higher. Student option grading.

**BIOLOGY & 232****Human Physiology (5)**

A systems approach to the study of the functions of the human body. Includes the nervous, muscular, circulatory, endocrine, respiratory, digestive and urogenital systems. Laboratory class. Previously BIOSC 211. Prerequisite: BIOL& 211 and BIOL& 231 or permission. Student option grading.

**BIOLOGY 244****Marine Biology for Science Majors (5)**

A study of local marine organisms and the environments in which they live. Laboratory and field work are designed to implement this study. Local field trips are included. BIOL 144 and BIOL 244 are taught concurrently. Previously BIOSC 243. Prerequisite: BIOL& 211. Student option grading.

**BIOLOGY 249****Tissue Culture and Staining (4)**

Introduction to theory and concepts of animal cell & tissue culturing. Teaches the fundamentals in tissue culture techniques, subculturing & maintenance of cell lines. Skills also include: cell viability testing, cell counting, feeding of cell lines & quality control. Previously BIOSC 260. Prerequisite: BIOL& 211 with 2.0 or better. Student option grading.

**BIOLOGY & 260****Microbiology (5)**

Survey of microorganisms with focus on health-care applications. Structure, classification, metabolism and genetics of bacteria and viruses are main themes. Emphasis on disease process, microbial control and immunology. Laboratory techniques include isolation and identification of bacteria. Previously BIOSC 215. Prerequisites: BIOL& 211 with minimum 2.0. Student option grading.

**BIOLOGY 265****Solution and Media Preparation (2)**

Preparation of media and solutions commonly used in biotechnology laboratories. Use of basic lab tools such as pipettors, pH meters, scales, centrifuges, autoclaves and spectrophotometers, and lab notebook maintenance. Previously BIOSC 245. Prerequisite: High school Biology and Chemistry or instructor approval. Student option grading.

**BIOLOGY 266****Media and Solution Preparation II (2)**

Preparation of media and solutions commonly used in biotechnology laboratories. Use of basic lab tools such as pipettors, pH meters, scales, centrifuges, autoclaves and spectrophotometers. Use of MSDS, GLP procedures and lab safety. Previously BIOSC 245. Prerequisite: High school Biology and Chemistry or instructor approval. Student option grading.

**BIOLOGY 270****Molecular Biology (3)**

To provide a basic understanding of the molecular mechanisms that underlie cellular processes, such as gene regulation, the secretory pathway, cell signaling, and the cell cycle. Previously BIOSC 250. Prerequisite: BIOL& 211 with 2.0 or better. Recommended CHEM& 131. Student option grading.

**BIOLOGY 274****Molecular Biology Laboratory (3)**

Laboratory course emphasizing hands on experience with molecular biological techniques utilized in modern research laboratories. Techniques include gene cloning, PCR, DNA and protein electrophoresis, and protein purification. Previously BIOSC 251. Prerequisite: BIOL& 211 and concurrent with BIOL 270. CHEM& 131 recommended. Student option grading.

**BIOLOGY 275****Recombinant Dna Techniques (6)**

Basic course in the theory and concepts of recombinant DNA techniques. Course will focus on the methods of gene cloning with viral and plasmid vectors, growth and maintenance of *E. coli*, extraction and purification of DNA, polymerase chain reaction, and protein expression. The lab will focus on 'hands on' techniques. Previously BIOSC 265. Prerequisite: BIOL 270 with 1.8 or better or permission. Student option grading.

**BIOLOGY 276****Immunology Lecture (6)**

This course focuses on the concepts necessary to understand the cellular, molecular and genetic basis of the immune system. Emphasis will be placed on antigen and antibody structure and function, antibody production, cellular based immunity, and the major histocompatibility complex. Prerequisite: BIOL 270. Student option grading.

**BIOLOGY 277****Immunology (6)**

This course focuses on the concepts and laboratory procedures necessary to understand the cellular, molecular and genetic basis of the immune system. Emphasis will be placed on antigen and antibody structure and function, antibody production, cellular based immunity, and the major histocompatibility complex. Previously BIOSC 270. Prerequisite: BIOL 270 or permission. Student option grading.

**BIOLOGY 279****Biotechnology Techniques (3)**

Students learn basic Biotechnology lab manufacturing and production techniques used to isolate and purify recombinant and/or therapeutic proteins in academic and industrial research laboratories. Previously BIOSC 275. Prerequisite: BIOL 270, 274 with 2.0 or better or permission. Student option grading.

**BIOLOGY 280****Seminar In Biotechnology (1)**

This course will focus on the skills needed to find internships and jobs in biotechnology. It will include speakers from the biotechnology industry, HR experts, and special topics such as cover letter and resume writing as well as interviewing skills. Previously BIOSC 295. Prerequisite: BIOL& 211 plus completion of at least ten additional credits toward the AAAS degree or Certificate of Proficiency in the Biotechnology Laboratory Assistant Program or permission. Mandatory P/NC grading.

**BIOLOGY 285****Basics of Bioinformatics (2)**

This course will present the basic principles of genomic and proteomic analysis using public databases. Emphasis will be placed on hands-on training using BLAST searches to analyze protein and DNA sequences, using Entrez to study genomic structures and Cn3D to study protein structure. Previously BIOSC 256. Prerequisite: BIOL 270 or equivalent experience. Student option grading.

**BIOLOGY 286****Molecular Lab Techniques In Medical Diagnostics (2)**

Practical experience using molecular techniques, such as PCR and ELISA, for medical diagnostic assays. Emphasis will be placed on understanding theory, experimental design, interpretation of results, and the limitations of these assays. Previously BIOSC 253. Prerequisite: BIOL& 211, BIOL& 260. Student option grading.

**BIOLOGY 287****High Performance****Liquid Chromatography (Hplc) (2)**

This laboratory will present the theory of High Performance Liquid Chromatography as well as practical experience using the instrumentation. Students will receive hands-on training setting up and trouble shooting an HPLC, preparing protein samples for analysis, data collection and analysis of results. Previously BIOSC 255. Prerequisite: BIOL 270/274, BIOL 279, or instructor permission. Student option grading.

**BIOLOGY 288****Basic Principles of Flow Cytometry (2)**

This course will present the theory of flow cytometry as well as provide practical laboratory experience using the instrumentation. Students will receive hands-on training calibrating and trouble shooting a flow cytometer, preparing and staining cells for analysis, data collection and analysis of data. Previously BIOSC 252. Prerequisite: BIOL 270/274, BIOL 277 or equivalent. Student option grading.

**BIOLOGY 289****Molecular and Biochemical techniques In Forensics (1)**

Overview of the techniques used to analyze DNA and chemical crime scene evidence. Students will gain laboratory experience in the isolation and analysis of proteins and DNA from tissue samples using techniques such as PCR, gel electrophoresis, UV spectrophotometry, and chromatography. Previously BIOSC 254. Student option grading.

**BIOLOGY 290****Internship (2)**

This course is a cooperative education experience that provides students with work experience in the biotechnology industry. Previously BIOSC 290. Prerequisite: BIOL& 211 plus completion of at least 10 additional credits toward the AAAS degree or Certificate of Proficiency in the Biotechnology Laboratory Assistant Program. Instructor permission required. Mandatory P/NC grading.

**BIOLOGY 292****Special Topics In Biology (2)**

Classes focusing on specific issues and/or topics of interest in Biology.

**BIOLOGY 297****Individual Project In Biology (1)**

Individual project in a specific area of BIOL. By arrangement with instructor. Previously BIOSC 297. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**BIOLOGY 298****Individual Project In Biology (2)**

Individual project in a specific area of BIOL. By arrangement with instructor. Previously BIOSC 298. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**BIOLOGY 299****Individual Project In Biology (3)**

Individual project in a specific area of BIOL. By arrangement with instructor. Previously BIOSC 299. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**BUSINESS & 101****Introduction to Business (5)**

Survey of the role of business in a modern market economy, its growth, influence, and relationship to social responsibility. This course will include, but will not be limited to, a study of business objectives, internal and external functions, and organizational management challenges. Previously BUSAD 100. Mandatory decimal grading.

**BUSINESS 102****Business Mathematics (5)**

Develop analytical skills using estimating, ratio-proportion, percents, graphing, trade/cash discounts, merchandising, simple/compound interest and credit. The course contains elements of communication, critical thinking and problem solving. Previously BUSAD 175. Prerequisite: MATH 060 or score of 22 on COMPASS placement test. Mandatory decimal grading.

**BUSINESS 103****Multiculturalism In the Workplace (3)**

Explore multicultural understanding in the workplace from a business leadership perspective. Develop a personal and historical understanding of power and privilege to understand how multiculturalism can make businesses successful. Previously BUSAD 103. Mandatory decimal grading.

**BUSINESS 104****Human Relations In Business (5)**

Study of human relations in organizations, the identification and development of factors which tend to create a harmonious environment in work situations, discussion and case studies in problem solving and organizational behavior. Previously BUSAD 110. Mandatory decimal grading.

**BUSINESS 105****Essentials of Human Relations (2)**

This interactive class will cover strategies on effective communication in organizations. It will also discuss human behavior, motivation and leadership styles and provide tools on how to be a better employee, who understands the value of a diverse workforce. Previously BUSAD 112. Mandatory decimal grading.

**BUSINESS 106****Customer Service (3)**

Develop skills in customer service. Topics include developing communication skills; instructing clients to use services/products; and how to develop customer loyalty. Previously BUSAD 135. Mandatory decimal grading.

**BUSINESS 120****Principles of Marketing (5)**

This course examines the role of marketing in a market economy. Topics of study include the functions of marketing, marketing strategies, identifying market segments, consumer buying behavior, product planning, market communication/promotion, marketing of services. Previously BUSAD 120. Mandatory decimal grading.

**BUSINESS 130****Introduction to Fashion (5)**

Students will experience the fast changing world of fashion by looking at topics such as trend analysis, design, fashion production, textiles, marketing of fashion and consumer behavior. The course explores fashion from design idea to the retail store. Previously BUSAD 140. Mandatory decimal grading.

**BUSINESS 135****Retail Marketing (5)**

Students develop integrated marketing skills to plan and operate a retail business. Students explore buyer behavior, retail strategies, site analysis, inventory planning, retail buying, merchandising, staffing, & sales promotion strategies. Previously BUSAD 150. Mandatory decimal grading.

**BUSINESS 141****Purchasing & Supply Management Fundamentals (5)**

Introduction to the basic principles of purchasing and supply chain management with emphasis on understanding the purchasing and supply processes, organizational concepts, policy, relationships, and tools and techniques including cost/price analysis, and value analysis. Previously BUSAD 190. Mandatory decimal grading.

**BUSINESS 142****Sourcing and Supplier Relations Fundamentals (5)**

Sourcing concepts, methods and techniques used to manage an organization's supply base are discussed. Emphasis is on strategic sourcing, including supplier selection, development and evaluation, supplier quality, and global sourcing. Previously BUSAD 191. Student option grading.

**BUSINESS 143****Materials Management (4)**

A critical examination of materials management principles, concepts and activities, including purchasing, inventory control, traffic, store-keeping, receiving, inspection, production control and the disposal of surplus. Previously BUSAD 192. Student option grading.

**BUSINESS 144****Logistics and Transportation Fundamentals (3)**

The course examines logistics principles, concepts and activities, including balancing logistic factors to achieve optimal performance. Topics include pricing analysis, regulatory restrictions, scheduling, protecting, warehousing, information systems, customer service, and shipping. Previously BUSAD 170. Mandatory decimal grading.

**BUSINESS 181****Project Planning (5)**

The first in a series of two courses; students gain actual experience in project management; develop grant management skills including budgeting, scheduling and success measures. Prerequisite: CIS 180. Mandatory decimal grading.

**BUSINESS 182****Project Management Practicum (5)**

This is the second course in the series. Students gain actual experience in MS Project, coordinating documents, estimating, scheduling activities, assigning resources, tracking performance. These skills will help the student gain real world understanding of how to run a successful project. Prerequisites: CIS 180 and BUS 181. Mandatory decimal grading.

**BUSINESS & 201****Business Law (5)**

This course examines the nature and origin of the law, law as a legal system of social thought & behavior, legal institutions and processes, legal reasoning, law as a process of protecting and facilitating voluntary arrangements in a business society. Previously BUSAD 250. Prerequisite: Enrollment in BUSTC 215 or ENGL 100 suggested. Mandatory decimal grading.

**BUSINESS & 201W****Business Law (5)**

This course examines the nature and origin of the law, law as a legal system of social thought & behavior, legal institutions and processes, legal reasoning, law as a process of protecting and facilitating voluntary arrangements in a business society. Previously BUSAD 250. Mandatory decimal grading.

**BUSINESS 203****Contract Management (4)**

The contract planning process, development, management and legal issues related to business agreements are examined. Emphasis is placed on contract development, pricing arrangements, & the Uniform Commercial Code (UCC); includes creating solicitation documents, contract clauses, evaluation and award criteria. Previously BUSAD 195. Mandatory decimal grading.

**BUSINESS 205****Applied Business Law (5)**

Develop legal skills particularly relevant to entrepreneurs, including methods of incorporation, contracts, intellectual property, liabilities, cyberlaw, employment law, ethics, bankruptcy, and social responsibility. Prerequisite: ENGL& 101 or BUSTC 215. Mandatory decimal grading.

**BUSINESS 207****Fundamentals of Sustainable Business (5)**

This course examines the concept of sustainability and its application in business beyond the basics of simply 'greening' the workplace. The relationship between business, the economy, society and the environment will be explored in depth. Prerequisite: ESL test placement into ESL 100 or Compass placement into ENGL 100.

**BUSINESS 208****Sustainable Marketing (5)**

An analysis of an organization's opportunities to develop sustainable business practices related to effective marketing strategies. Sustainable marketing requires a new holistic paradigm with equal emphasis on environmental, social equity and financial concerns. Mandatory decimal grading.

**BUSINESS 209****Sustainable Business Strategies (5)**

This course will teach students how to use sustainability as a driver of profit, discuss how to use sustainability principles in all aspects of business and how to implement and measure sustainability initiatives. Mandatory decimal grading.

**BUSINESS 215****Introduction to International Business (5)**

This course focuses on expanding businesses into overseas markets. Topics include globalization, global production, outsourcing and logistics, legal, cultural and ethical aspects of international business, international trade and investment, and global human resources management. Previously BUSAD 201. Prerequisite: BUS& 101 or permission. Mandatory decimal grading.

**BUSINESS 216****International Marketing and Import/Export Mgmt (5)**

Application of marketing principles on a transnational basis with particular emphasis on the cultural, legal, economic and political aspects of importing and exporting products, including supply chain management, role of the Internet and necessary documentation. Previously BUSAD 215. Prerequisite: BUS 120 or permission. Mandatory decimal grading.

**BUSINESS 220****Advertising and Sales Promotion (5)**

Students explore the dynamic field of advertising, including how advertising is planned and created, how media is selected, negotiating costs of media, regulating advertising, and pursuing advertising careers. An advertising campaign project is a focal point for this class. Previously BUSAD 230. Mandatory decimal grading.

**BUSINESS 225****Professional Selling (5)**

Designed to develop or extend selling skills. Topics include duties and qualifications of a professional salesperson, determining customer needs, planning & delivering effective sales presentations and building customer goodwill. A sales project is usually assigned. Previously BUSAD 130. Mandatory decimal grading.

**BUSINESS 230****Fashion Across the Ages (5)**

Students will learn how fashion and textiles have changed from ancient times to present and how fashion is affected by social, psychological, economic, religious and cultural influences. Previously BUSAD 145. Mandatory decimal grading.

**BUSINESS 235****Retail Buying and Management (5)**

This course focuses on the role of the retail buyer and manager, such as techniques for inventory planning, selecting merchandise, and merchandising strategies and merchandise control. Vendor relationships and human resources management are also emphasized. Previously BUSAD 240. Mandatory decimal grading.

**BUSINESS 240****Introduction to E-Business (5)**

Examine Internet and electronic technologies as global forces that influence strategic business planning in relationships with customers, suppliers, employees and communities. Analyze case studies and develop e-business plans considering organizational, managerial, marketing and financial perspectives. Previously BUSAD 222. Mandatory decimal grading.

**BUSINESS 245****Eprocurement (5)**

Business-to-business procurement strategies, options, methods, and solutions used to automate procurement, supplier management, and other supply chain activities are examined. Previously BUSAD 226. Mandatory decimal grading.

**BUSINESS 250****Essentials of Supervision (5)**

This participative course looks at supervision in organizations. Students will learn how to manage others using motivation techniques, employee training and performance evaluation programs. The class will also look at real world management problems and how to solve them. Previously BUSAD 200. Mandatory decimal grading.

**BUSINESS 255****Principles of Management (5)**

This course focuses on the organization of management, managerial functions and operations, division of responsibility, vertical and horizontal theory, managerial leadership and personnel functions, business control and procedures and basic management problems. Recommended: BUS104 or BUS 250. Mandatory decimal grading.

**BUSINESS 260****Sports & Event Marketing (5)**

Learn how to market sports and events. Experience a unique combination of study and experience in planning, marketing and managing a sporting event. Mandatory decimal grading.

**BUSINESS 270****Entrepreneurship- Starting a New Business (5)**

Develop the skills to create a comprehensive, professional business plan for a new or existing venture. Conduct a feasibility analysis, determine form of ownership, design finance and marketing plans and examine key aspects of small business management. Previously BUSAD 270. Mandatory decimal grading.

**BUSINESS 274****Business Leadership Development (2)**

This course will require students to participate in leadership activities which will enhance their public speaking skills and problem solving skills in business settings. Mandatory decimal grading.

**BUSINESS 276****The Big Challenge (3)**

Students join a management team for a simulated business. Teams decide how to use resources to achieve goals and must adapt to a changing environment. Students further develop business skills such as leadership, communication, data analysis, decision making and prioritizing. Mandatory decimal grading.

**BUSINESS 278****Effective Business Career Development (2)**

This class will give students a competitive edge in the job market, providing strategies for pursuing business career options and developing effective self-marketing skills for the job search process. The course is intended to serve students completing a two-year business related degree. Prerequisite: Completion of 60 credits in Business classes. Mandatory P/NC grading.

**BUSINESS 290****Business Internship (15)**

Develop business skills working in a local business. Internships are supervised by professionals who coordinate training experiences. Prerequisite: Completion of 45 college-level credits in business related classes. Mandatory P/NC grading.

**BUSINESS 291****Special Topics In Business (1)**

Classes focusing on specific issues and/or topics of interest in Business. Previously BUSAD 281.

**BUSINESS 292****Special Topics In Business (2)**

Classes focusing on specific issues and/or topics of interest in Business. Previously BUSAD 282.

**BUSINESS 293****Special Topics In Business (3)**

Classes focusing on specific issues and/or topics of interest in Business. Previously BUSAD 283.

**BUSINESS 294****Special Topics In Business (4)**

Classes focusing on specific issues and/or topics of interest in Business. Previously BUSAD 284.

**BUSINESS 295****Special Topics In Business (5)**

Classes focusing on specific issues and/or topics of interest in Business. Previously BUSAD 285.

**BUSINESS 297****Individual Project In Business (1)**

Individual project in a specific area of Business. By arrangement with instructor. Previously BUSAD 297. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**BUSINESS 298****Individual Project In Business (2)**

Individual project in a specific area of Business. By arrangement with instructor. Previously BUSAD 298. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**BUSINESS 299****Individual Project In Business (3)**

Individual project in a specific area of Business. By arrangement with instructor. Previously BUSAD 299. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**BUSINESS TECHNOLOGY 100****Beginning Keyboarding (5)**

Introduces the keyboard and operational parts of the personal computer. Special attention is given to correct techniques and beginning formatting of memorandums, letters, reports, and tables. Student option grading.

**BUSINESS TECHNOLOGY 102****Ceo Keyboarding/Computer Survival (3)**

Introduces computer components, operational parts of the computer, computer keyboarding by touch, 10-key pad, e-mail, Internet, file management, and business letters, reports and tables. For CEO students only. Requires CEO program approval. Student option grading.

**BUSINESS TECHNOLOGY 103****Speed Keyboarding 1 (5)**

Speed, accuracy, and technique drills on a personal computer. Designed for students who are keyboarding at various speeds. Prerequisites: BUSTC 100 or equivalent and 20 wpm keyboarding by touch. Student option grading.

**BUSINESS TECHNOLOGY 104****Speed Keyboarding 2 (3)**

Speed, accuracy, and technique drills on a personal computer. Windows OS required. Prerequisite: BUSTC 100 or equivalent and 20 wpm keyboarding by touch. Student option grading.

**BUSINESS TECHNOLOGY 107****Electronic/Ten Key Calculator (2)**

Introduction to the electronic/ten-key calculator. Covers the basic math operations of addition, subtraction, multiplication and division. Touch method taught. Student option grading.

**BUSINESS TECHNOLOGY 110****Beginning Filing (1)**

Through a series of instruction and exercises, apply the fundamental rules of alphabetical filing. This course is linked to English for the Office. Previously BUSTC 210. Instructor's permission required. Student option grading.

**BUSINESS TECHNOLOGY 112****Filing (2)**

Filing is the organization and storage of business correspondence. Through a series of instruction and exercises, students apply the fundamental rules of filing. Previously BUSTC 214. Student option grading.

**BUSINESS TECHNOLOGY 114****Human Relations In the Office (2)**

Explore human relations and communications within the office environment. Course linked to English for the Office. Instructor's permission required. Student option grading.

**BUSINESS TECHNOLOGY 115****Fundamentals of Business Communications (5)**

Write business correspondence, a resume, and cover letter using Standard English. Review of vocabulary, punctuation, grammar, and current formats of business correspondence. Research topics using web technology and standard references to prepare presentation. Previously BUSTC 152. Prerequisites: Placement in ENGL 100 or ESL 100 or successful completion of ENGL 090 or ESL 099 with a 2.0 or better. Recommended: Microsoft Word and Internet experience. Mandatory decimal grading.

**BUSINESS TECHNOLOGY 128****Word 2010, Level 1 (5)**

Introduction to Microsoft Word. Learn the core features to create business documents. Features include create, edit, print, save, and retrieve documents; use file management, tabs, styles, columns, tables, charts, and visual appeals. Prerequisite: BUSTC 100 or equivalent, 25 wpm keyboarding. Student option grading.

**BUSINESS TECHNOLOGY 129****Word 2010, Level 2 (5)**

Learn advanced features of Microsoft Word. Topics include shared documents, footnotes/endnotes, headers/footers, mail merge, sort, styles, macros, tables/indexes, and forms. Prerequisite: BUSTC 128. Student option grading.

**BUSINESS TECHNOLOGY 135****Applied Word Processing (4)**

Apply previously learned advanced word processing techniques in the preparation of business documents using Word. Emphasis is on accuracy and mailable copy. Prerequisite: BUSTC 129. Student option grading.

**BUSINESS TECHNOLOGY 149****Beginning Excel (3)**

Designed for the beginning spreadsheet user. Learn to build spreadsheets using formulas, spell check, find/replace, toolbars, printing, formatting of text and numbers, fonts and borders, functions, charts, range names, and workbooks. Course linked to English for the Office. Instructor's permission required. Student option grading.

**BUSINESS TECHNOLOGY 150****Excel 2010 (5)**

Designed for the beginning spreadsheet user. Learn to build spreadsheets using formulas, spell check, find/replace, toolbars, printing, formatting of text and numbers, fonts and borders, functions, charts, range names, macros, pivot tables, workbooks, and linking and embedding. Prerequisite: COMPASS reading score of 80 and placement into MATH 080 or instructor's permission. Student option grading.

**BUSINESS TECHNOLOGY 160****Powerpoint 2010 (4)**

Learn to organize information and create professional-looking graphic presentations. Learn the basic, intermediate, and advanced features of PowerPoint. Student option grading.

**BUSINESS TECHNOLOGY 170****Access 2010 (5)**

Designed for the beginning Access user who already has basic skills in other Windows programs. Topics include creating tables; creating and using relationships; creating forms, reports, mailing labels, and charts; importing and exporting data; and creating web pages for databases. Recommended Windows experience. Student option grading.

**BUSINESS TECHNOLOGY 185****Publisher 2010 (4)**

Learn to design and create professional quality publications that combine text, graphics, illustrations, and photographs (desktop publishing). Recommended: BUSTC 128 or equivalent, 25 wpm keyboarding. Student option grading.

**BUSINESS TECHNOLOGY 210****Beginning Filing (1)**

Learn the basic rules of filing. For ESL students. Permission only. Student option grading.

**BUSINESS TECHNOLOGY 215****Professional Communications (5)**

Learn writing strategies to produce a variety of professional communications such as business letters, memos, e-mail, and a short report. Learn to use the Internet and Shoreline library databases to research business topics and present information. Previously BUSTC 252. Prerequisite: Placement in ENGL& 101 or successful completion of ENGL 100 or ESL 100 or BUSTC 115 with a 2.0 or better. Mandatory decimal grading.

**BUSINESS TECHNOLOGY 270****Office Procedures (5)**

Capstone course for Business Technology majors or others who want to learn about the role of the administrative assistant and current technologies. Prerequisite: Completion of BUSTC 128 Word Level I or equivalent or instructor permission. Mandatory decimal grading.

**BUSINESS TECHNOLOGY 291****Special Topics In Business Technology (1)**

Classes focusing on specific issues and/or topics of interest in Business Technology. Previously BUSTC 281.

**BUSINESS TECHNOLOGY 292****Special Topics In Business Technology (2)**

Classes focusing on specific issues and/or topics of interest in Business Technology. Previously BUSTC 282.

**BUSINESS TECHNOLOGY 293****Special Topics In Business Technology (3)**

Classes focusing on specific issues and/or topics of interest in Business Technology. Previously BUSTC 283.

**BUSINESS TECHNOLOGY 294****Special Topics In Business Technology (4)**

Classes focusing on specific issues and/or topics of interest in Business Technology. Previously BUSTC 284.

**BUSINESS TECHNOLOGY 295****Special Topics In Business Technology (5)**

Classes focusing on specific issues and/or topics of interest in Business Technology. Previously BUSTC 285.

**BUSINESS TECHNOLOGY 297****Individual Project In Business Technology (1)**

Individual project in a specific area of Business Technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**BUSINESS TECHNOLOGY 298****Individual Project In Business Technology (2)**

Individual project in a specific area of Business Technology. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**BUSINESS TECHNOLOGY 299****Individual Project In Business Technology (3)**

Individual project in a specific area of Business Technology. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**CAREER EDUCATION OPTIONS 100****Preparation for Work and Career (5)****CAREER EDUCATION OPTIONS 101****Preparation for Education and Career (10)**

Introduction to college programs and services, academic success strategies and job readiness skills. Emphasis on life skills, study skills, time management, problem-solving, goal-setting and career exploration. Students will learn to think critically and reflectively by looking into themselves to assess personal strengths and outward to access support systems. Prerequisites: Enrollment in the Career Education Options program. Instructor approval required. Decimal or P/NC grading.

**CHEMISTRY 090****Chemistry Special Lab (3)**

Tutorial lab for students enrolled in chemistry classes; designed to help with any type of problem concerning the field of chemistry. Prerequisite: Enrollment in any chemistry class. Mandatory P/NC grading.

**CHEMISTRY & 110****Chemical Concepts With Lab (5)**

A non-science majors lab course. Presents basic chemical principles and examines contemporary social and environmental role of chemistry. Prerequisite: ENGL 100 or ESL 100 with 2.0 or better, or test placement into ENGL& 101 or instructor permission. Student option grading.

**CHEMISTRY & 121****Intro to Chemistry (5)**

Basic chemistry to supplement/replace high school chemistry or for non-science majors. Introduces simplified atomic/molecular theory & the quantitative/qualitative relationships in the chemistry of solutions, gases, liquids, solids & their reactions. Mandatory 2-hour lab is taken concurrently. Previously CHEM 101. Prerequisites: MATH 099 with 2.0 or better AND placement into ENGL 100 or ESL 100; or instructor permission. Mandatory decimal grading.

**CHEMISTRY & 131****Introduction to Organic/Biochemistry (5)**

Emphasis on chemical systems/processes as they influence living systems. Study of organic compounds: properties/reactions of functional groups, lipids, proteins & carbohydrates. Intro to enzymes & neurotransmitters. Weekly lab explores reactions of hydrocarbons, alcohols, acids, & amines. Previously CHEM 220. Prerequisite: CHEM& 121 with a minimum grade of 2.0 and placement into ENGL& 101. Mandatory decimal grading.

**CHEMISTRY & 139****General Chemistry Preparation (3)**

This course is intended for students who need the chemistry and quantitative reasoning background needed for the CHEM 171-173 series. Topics covered include measurements, mass relations, properties and structure of matter, and nomenclature. This course is not intended for students with a recent, rigorous course in high school chemistry and does not meet the prerequisites for the nursing/dental hygiene programs. Previously CHEM 139. Prerequisites: Placement in MATH 099 and Placement into ENGL 100 or ESL 100; or instructor permission. Concurrent enrollment in MATH 099 is recommended. Student option grading.

**CHEMISTRY 171****General-Inorganic Chemistry I (4)**

First course of three quarters of Gen. Chem. for science and engineering majors. Includes scientific measurement, atomic structure, nomenclature, stoichiometry, aqueous solutions and reactions, gas laws and theory, basic thermodynamics and nuclear chem. Course includes lecture and seminar. Previously CHEM 140. Prerequisite: Recent high school chemistry or CHEM& 121 with a 2.0 or better and ENGL 100, ESL 100, or placement into ENGL& 101 and placement into MATH& 141; or Instructor permission. Concurrent enrollment in CHEM 181 is required. Mandatory decimal grading.

**CHEMISTRY 172****General-Inorganic Chemistry II (4)**

Second course of three quarters of Gen. Chem. for science and engineering majors. Topics include quantum numbers, orbitals, atomic periodicity, bonding theories, molecular shapes/polarity, liquids & solids, properties of solutions, and basic organic. Course includes lecture and seminar. Previously CHEM 150. Prerequisite: CHEM 171/181 with grades of 2.0 or better and placement into ENGL& 101 and placement into MATH& 141 or instructor permission. CHEM 182 must be taken concurrently. Mandatory decimal grading.

**CHEMISTRY 173****General-Inorganic Chemistry III (4)**

Third course of three quarters of Gen. Chem. for science and engineering majors. Topics include kinetics, chemical equilibrium, acids and bases, buffers, solubility and complex ion equilibrium, entropy, Gibbs energy, electrochemistry & transition metals. Course includes lecture and seminar. Previously CHEM 160. Prerequisites: CHEM 172/182 with grades of 2.0 or better and ENGL& 101 and MATH& 141 or Instructor permission. CHEM 183 must be taken concurrently. Mandatory decimal grading.

**CHEMISTRY 181****General-Inorganic Chemistry I (Lecture-Lab) (2.5)**

Laboratory experimentation is used to reinforce the chemical concepts in CHEM 171. A separate lecture period is required to explain the lab theory, techniques and safety. Due to dangers involved in chemical experimentation, attendance in lecture is mandatory. Previously CHEM 141. Prerequisite: Concurrent enrollment in CHEM 171. Cannot be taken separately from CHEM 171 unless student has already passed 171. Mandatory decimal grading.

**CHEMISTRY 182****General-Inorganic Chemistry II (Lecture-Lab) (2.5)**

This course utilizes laboratory experimentation to reinforce and enhance the chemical concepts discussed in CHEM 172. A separate lecture period is required to explain the lab theory, techniques, and safety. Due to dangers involved in chemical experimentation, attendance in lecture is mandatory. Previously CHEM 151. Prerequisite: Concurrent enrollment in CHEM 172. Cannot be taken separately from CHEM 172 unless student has already passed CHEM 172. Mandatory decimal grading.

**CHEMISTRY 183****General-Inorganic Chemistry III (Lecture-Lab) (2.5)**

This course utilizes laboratory experimentation to reinforce and enhance the chemical concepts discussed in CHEM 173. A separate lecture period is required to explain the lab theory, techniques, and safety. Due to dangers involved, attendance in lecture is mandatory. Previously CHEM 161. Prerequisite: Concurrent enrollment in CHEM 173. Cannot be taken separately from CHEM 173 unless student has already passed 173. Mandatory decimal grading.

**CHEMISTRY & 241****Organic Chemistry I (4)**

First course for students planning to take three quarters of organic chemistry with two labs. Structure, nomenclature, reactions, and synthesis of the main types of organic compounds. Course requires a lab component and CHEM 271 must be taken concurrently. Previously CHEM 237. Prerequisites: CHEM 173/183 and ENGL& 101 with minimum grades of 2.0; or Instructor Permission. Mandatory decimal grading.

**CHEMISTRY & 242****Organic Chemistry II (4)**

Second course for students taking three quarters of organic chemistry with lab. Further discussion of physical & chemical properties of organic molecules, especially aromatic and carbonyl compounds. Satisfies the requirement for those needing two quarters of organic lab. Previously CHEM 238. Prerequisite: CHEM& 241/CHEM 271 and ENGL& 101 with minimum grades of 2.0 or Instructor permission. Course requires the lab CHEM 271 must be taken concurrently. Mandatory decimal grading.

**CHEMISTRY & 243****Organic Chemistry III (4)**

Third course for students planning to take three quarters of organic chemistry. Polyfunctional compounds and natural products, lipids, carbohydrates, amino acids, proteins, and nucleic acids. Previously CHEM 239. Prerequisite: CHEM& 242/CHEM 272 and ENGL& 101 with a minimum grade of 2.0 or Instructor permission. Mandatory decimal grading.

**CHEMISTRY 255****Introduction to Biochemistry (3)**

First of a two-quarter series surveying basic principles of biochemistry and molecular biology, emphasizing broad understanding of chemical events in living systems in terms of metabolism and structure-function relationships of biologically important molecules. Prerequisite: CHEM& 243 (may be taken concurrently) and BIOL&211 with a 2.0 or higher or instructor permission. Mandatory decimal grading.

**CHEMISTRY 271****Organic Chemistry I Lab (3)**

First course of the lab component for students planning to take three quarters of organic chemistry with two labs. Structure, nomenclature, reactions and synthesis of the main types of organic compounds. Concurrent enrollment in CHEM& 241. Previously CHEM 241. Prerequisites: CHEM 173/183 and ENGL& 101 with minimum grades of 2.0 or instructor permission. Mandatory decimal grading.

**CHEMISTRY 272****Organic Chemistry II Lab (3)**

Second laboratory course for students planning to take three quarters of organic chemistry with two labs. Further discussion of physical properties and transformations of organic molecules, especially aromatic and carbonyl compounds. Concurrent enrollment in CHEM& 242. Previously CHEM 242. Prerequisite: CHEM& 241/CHEM 271 and ENGL& 101 with minimum grades of 2.0 or Instructor permission. Mandatory decimal grading.

**CHEMISTRY 273****Organic Chemistry III Lab (3)**

Third laboratory course for students planning to take three quarters of organic chemistry. Multistep syntheses, advanced distillation and purification techniques with instrumentation emphasis. Concurrent enrollment in CHEM& 243. Prerequisite: CHEM&242/272 and ENGL&101 with minimum grades of 2.0 or instructor permission. Mandatory decimal grading.

**CHEMISTRY 297****Individual Project In Chemistry (1)**

Individual project in a specific area of CHEM. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Student option grading.

**CHEMISTRY 298****Individual Project In Chemistry (2)**

Individual project in a specific area of CHEM. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Student option grading.

**CHEMISTRY 299****Individual Project In Chemistry (3)**

Individual project in a specific area of CHEM. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Student option grading.

**CHINESE & 121****Chinese I (5)**

Introduction to Mandarin Chinese. Pronunciation and grammar taught in communicative approach. Listening, speaking, reading and writing Chinese. Simplified Chinese characters and Pinyin are introduced. Topics: self-introduction, greetings, directions and daily routines. No previous knowledge of the language required. Previously CHIN 111. Student option grading.

**CHINESE & 122****Chinese II (5)**

A continuation of CHIN& 121 with more vocabulary, more complicated sentence structure. Topics: shopping, directions, activities, hobbies, likes and dislikes. Previously CHIN 112. Prerequisite: CHIN& 121 or equivalent with instructor permission. Student option grading.

**CHINESE & 123****Chinese III (5)**

Continuation of CHIN& 122 with more vocabulary, more complicated sentence structures, continued work on Chinese characters. Previously CHIN 113. Prerequisite: CHIN& 122 or equivalent with instructor permission. Student option grading.

**CHINESE 297****Individual Project In Chinese (1)**

Individual project in a specific area of Chinese. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**CHINESE 298****Individual Project In Chinese (2)**

Individual project in a specific area of Chinese. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**CHINESE 299****Individual Project In Chinese (3)**

Individual project in a specific area of Chinese. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**CINEMA 201****Introduction to Cinema History (5)**

This survey course examines cinema history from pre-motion picture influences to modern day advances. Covers the historical, cultural and artistic impact of film and filmmaking. Prerequisite: Placement in ENGL& 101 or instructor's permission. Student option grading.

**CINEMA 201W****Introduction to Cinema History (5)**

This survey course examines cinema history from pre-motion picture influences to modern day advances. Covers the historical, cultural and artistic impact of film and filmmaking. Prerequisite: Placement in ENGL& 101 or instructor's permission. Student option grading.

**CINEMA 202****The Language of Cinema (5)**

Introductory course in cinema theory and analysis with a focus on the techniques and elements of cinematic language; including narrative structure, mise-en-scene, cinematography, lighting, editing, sound and production design. Prerequisite: Placement in ENGL& 101 or instructor's permission. Student option grading.

**CINEMA 295****Special Topics In Cinema (5)**

Classes focusing on specific issues and/or topics of interest in cinema. Previously CINEM 285.

**CINEMA 297****Individual Project In Cinema (1)**

Individual project in a specific area of cinema. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**CINEMA 298****Individual Project In Cinema (2)**

Individual project in a specific area of cinema. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**CINEMA 299****Individual Project In Cinema (3)**

Individual project in a specific area of cinema. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 110****Intro Energy/Sustainability In Built Environment (5)**

Overview of energy issues from multiple perspectives, including resource & species depletion, climate impacts and public energy policy decisions, processes, & strategies. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 115****Introduction to Renewable Resources (5)**

Introduction to design and application of renewable technology including solar, wind, hydro and biomass. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 116****Solar Site Survey (3)**

Introduction to resource evaluation for renewable projects. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 120****Solar Electric Design & Applications (5)**

Explore the use of sunlight to produce electricity. Practical & economical design of photovoltaic power systems, site analysis, system sizing, equip. specs & component selection, code requirements, economics of PV systems, and energy efficiency and conservation impacts on system design will be covered. Student option grading.

**CLEAN ENERGY TECHNOLOGY 121****Energy Audit 1: Residential (4)**

Energy audits for residential and small commercial buildings. Mandatory P/NC Grading.

**CLEAN ENERGY TECHNOLOGY 122****Energy Audit 2: Commercial (4)**

Energy audits for large commercial buildings. Prerequisite: NRG121 Mandatory P/NC Grading.

**CLEAN ENERGY TECHNOLOGY 130****Solar Thermal Space/  
Hot Water Design & Install (5)**

Learn theory, setting, design, procurement & techniques required to install & maintain a solar hot water system. Examine passive/active, unglazed/glazed, & evacuated tube technologies, optimal designs, alternative space heating, building codes, utility conservation programs, and site & federal incentives. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 160****Leed Green Associate Exam Preparation (4)**

Prepare students to pass the LEED GA examination. Mandatory P/NC Grading.

**CLEAN ENERGY TECHNOLOGY 180****Blueprint & Specifications for Renewables (3)**

Introduction to reading, interpreting, developing documentation for renewable projects. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 200****Zero Energy Building Design (5)**

Covers principles behind design & building residential/commercial lowrise structures that approach or exceed net zero energy use over lifecycle. Examines historical/contemp. methods for optimal year-round comfort, reduced energy consumption, air quality improvement & environmental impacts. Prerequisite: NRG 101. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 210****Water Conservation & Technology (5)**

Introduction to water and conservation use in domestic and small business applications. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 215****Wind/Micro Hydro/Biomass (5)**

Build a Micro Hydro System/Applied Project. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 225****Computer Energy Modeling (3)**

Introduction to the use of the software for improving and evaluating the design of solar energy projects. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 250****Environmental/Energy Law (5)**

Introduction to the legal and policy implications of energy projects, contracts and documentation. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 290****Renewable Energy/Solar Internship (5)**

This course provides students with work experience in the Renewable Energy industry. Mandatory decimal grading.

**CLEAN ENERGY TECHNOLOGY 292****Special Topics In Zero Energy Technology (2)**

Classes focusing on specific issues and/or topics of interest in Zero Energy Technology.

**CLEAN ENERGY TECHNOLOGY 297****Individual Project In Zero Energy Technology (1)****CLEAN ENERGY TECHNOLOGY 298****Individual Project In Zero Energy Technology (2)****CLEAN ENERGY TECHNOLOGY 299****Individual Project In Zero Energy Technology (3)****COMMUNICATION STUDIES & 101****Introduction to Communication (5)**

Students learn verbal, nonverbal and listening skills essential to effective living and become competent communicators by applying interpersonal, small group, public speaking, and cross-cultural communication theories to a variety of contexts including the workplace, communities, and families. Prerequisite: Successful completion of ESL 100/ENGL 100 or higher. Student option grading.

**COMMUNICATION STUDIES & 102****Introduction to Mass Media (5)**

Explore the history, technologies and processes of mass communication systems including newspapers, magazines, books, radio, sound recordings, television, film and Internet. Recognize the cultural impacts, theories, related ethics and laws of mass communications. Previously CMU 203. Prerequisite: Completion of ENGL& 101 with a grade of 2.0 or better, or minimum scores of 79 for writing and 85 reading on the COMPASS test. Student option grading.

**COMMUNICATION STUDIES & 102W****Introduction to Mass Media (5)**

Explore the history, technologies and processes of mass communication systems including newspapers, magazines, books, radio, sound recordings, television, film and Internet. Recognize the cultural impacts, theories, related ethics and laws of mass communications. Previously CMU 203W. Prerequisite: Completion of ENGL& 101 with a grade of 2.0 or better, or minimum scores of 79 for writing and 85 for reading on the COMPASS test. Student option grading.

**COMMUNICATION STUDIES 140****The Art of Storytelling (5)**

Storytelling, one of our oldest art forms, varies in forms from entertainment to information transfer, healing, and community building. Discover the excitement and empowerment of performing stories from the personal to folktales of a variety of cultures. Plan, organize and perform in a live storytelling program. Previously SPCMU 140. Student option grading.

**COMMUNICATION STUDIES 191****Topics In Speech Communication (1)**

We will learn, practice and apply the tools of dialogue & emotional intelligence with other campus leaders. We will read, move, draw, interact and write to improve our leadership and communication abilities. Previously SPCMU 201.

**COMMUNICATION STUDIES 192****Topics In Speech Communication (2)**

Listening for information - in lectures, conversations, interviews, meetings. Theory and practice of effective listening. Identifying personal listening habits. Setting and attaining specific personal listening goals. Previously SPCMU 202. Student option grading.

**COMMUNICATION STUDIES 193****Topics In Speech Communication (3)**

Effective listening - theory and practice. Class and individual diagnosis and corrective assignments. Listening skills to learn, practice, and use in any situation. Previously SPCMU 203. Student option grading.

**COMMUNICATION STUDIES 203****Multicultural Communication (5)**

Students engage in communication strategies for successful participation in diverse communities. Via personal stories, experiential activities and multicultural resources, students explore their relationship to race, class, and gender resulting in improved communication across differences. Previously SPCMU 103. Prerequisite: Successful completion of ENGL 100 required or placement into ENGL& 101. Student option grading.

**COMMUNICATION STUDIES & 210****Interpersonal Communication (5)**

This course is designed to enhance your awareness, knowledge and skills in interpersonal communication in order to assist you in making more thoughtful, ethical choices in life. The focus is on experiences with friends, family, peers, coworkers and significant others. Previously SPCMU 105. Prerequisite: Successful completion of ESL 100/ENGL 100 or higher. Student option grading.

**COMMUNICATION STUDIES 215****Essentials of Argument (5)**

Theory and practice of argument as a tool to investigate social problems. Student speeches use and analyze evidence, proof, refutation, persuasion. Previously SPCMU 230. Student option grading.

**COMMUNICATION STUDIES & 220****Public Speaking (5)**

Build confidence when speaking with others. Learn to influence others by critically listening to and crafting organized informative and persuasive speeches. Conduct responsible research on topics appropriate for your audience. Use sound reasoning and strong delivery to achieve effective presentation skills. Previously SPCMU 220. Prerequisite: Successful completion of ESL 100/ENGL 100 or higher. Optional P/NC grading.

**COMMUNICATION STUDIES & 230****Small Group Communication (5)**

Study and practice of the uses of discussion in everyday problem-solving situations. Opportunities both to lead and to participate in evaluative and exploratory group discussions. Previously SPCMU 290. Student option grading.

**COMMUNICATION STUDIES 235****Organizational Communication (5)**

Role of communication in organizations: interpersonal skills in listening, using language responsibly, interpreting nonverbal cues sensitively; shared leadership skills for effective groups; negotiation skills for conflict resolution; presentation skills for speeches within and on behalf of organizations. Previously SPCMU 225. Student option grading.

**COMMUNICATION STUDIES 244****News Writing (3)**

Explore journalism, with a focus on reporting, news gathering and writing. The course covers links to public relations, advertising and digital journalism as well as ethical and legal concerns. Newspaper production is introduced. The class may be taken again for credit. Previously CMU 211. Student option grading.

**COMMUNICATION STUDIES 244W****News Writing (3)**

Explore journalism, with a focus on reporting, news gathering and writing. The course covers links to public relations, advertising and digital journalism as well as ethical and legal concerns. Newspaper production is introduced. The class may be taken again for credit. Previously CMU 211W. Student option grading.

**COMMUNICATION STUDIES 245****Student Newspaper (3)**

Experience hands-on learning in one or more aspects of the college newspaper, including reporting, writing, editing, photography, production or advertising. May be repeated for credit. Previously CMU 212. Student option grading.

**COMMUNICATION STUDIES 245W****Student Newspaper (3)**

Experience hands-on learning in one or more aspects of the college newspaper, including reporting, writing, editing, photography, production or advertising. May be repeated for credit. Previously CMU 212W. Student option grading.

**COMMUNICATION STUDIES 247****Journalistic Writing (4)**

Learn journalistic principles and practices. Write news articles, features, opinions and arts reviews. Explore ethical questions, legal concerns, and journalism's links to public relations. Photojournalism, design, and online journalism are introduced. Previously CMU 221. Student option grading.

**COMMUNICATION STUDIES 247W****Journalistic Writing (4)**

Learn journalistic principles and practices. Write news articles, features, opinions and arts reviews. Explore ethical questions, legal concerns, and journalism's links to public relations. Photojournalism, design, and online journalism are introduced. Previously CMU 221W. Student option grading.

**COMMUNICATION STUDIES 249****Copy Editing (3)**

Learn techniques of editing and rewriting news copy and gain experience in headline/caption writing and page design. Previously CMU 225. Prerequisite: CMST 244 or 247 or permission of instructor. Student option grading.

**COMMUNICATION STUDIES 285****Intercultural Communication (5)**

Students explore the complexities of intercultural communication in our rapidly changing world through an experience-based, skill-building framework. Focus is on increasing intercultural awareness, knowledge and skills in a range of contexts, including everyday life, business, education, health care and travel/tourism. Prerequisite: Successful completion of ENGL 100 required or placement into ENGL& 101. Mandatory decimal grading.

**COMMUNICATION STUDIES 291****Special Topics In Communication Studies (1)**

Classes focusing on specific issues and/or topics of interest in communications.

**COMMUNICATION STUDIES 292****Special Topics In Communications (2)**

Classes focusing on specific issues and/or topics of interest in communications.

**COMMUNICATION STUDIES 293****Special Topics In Communications (3)**

Classes focusing on specific issues and/or topics of interest in communications.

**COMMUNICATION STUDIES 294****Special Topics In Communications (4)**

Classes focusing on specific issues and/or topics of interest in communications.

**COMMUNICATION STUDIES 295****Special Topics In Communication Studies (5)**

Classes focusing on specific issues and/or topics of interest in communications.

**COMMUNICATION STUDIES 297****Individual Project In Communication Studies (1)**

Individual project in a specific area of communications. By arrangement with instructor. Previously CMU 297. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**COMMUNICATION STUDIES 298****Individual Project In Communication Studies (2)**

Individual project in a specific area of communications. By arrangement with instructor. Previously CMU 298. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**COMMUNICATION STUDIES 299****Individual Project In Communication Studies (3)**

Individual project in a specific area of communications. By arrangement with instructor. Previously CMU 299. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**COMPUTER INFORMATION****SYSTEMS 102****Computer Preparation (2)**

Basic computer terms, hardware, operating systems (Windows) and applications. Create simple word processing documents and manage files and folders. Mandatory P/NC grading.

**COMPUTER INFORMATION****SYSTEMS 105****Computer Applications (5)**

Master essential computing skills for business and school, including Windows file management, MS Office (Word, Excel, Access,) and Internet tools. Prerequisite: COMPASS reading score of 80 and MATH 080 or equivalent or instructor permission. Student option grading.

**COMPUTER INFORMATION****SYSTEMS 106****Introduction to Information Technology (5)**

This computer fluency course includes topics such as computer hardware technology, software, information processing cycle, data communication, networks, the Internet, programming, careers, ethics, and security. Prerequisite: Successful completion of CIS 105 Computer Applications or equivalent or instructor permission. Student option grading.

**COMPUTER INFORMATION****SYSTEMS 110****Operating Systems (5)**

Modeled on the A+ certification requirements. Learn to install, configure, upgrade, troubleshoot & repair microcomputer operating systems. Topics include: memory management, partitioning, formatting, viruses, & customer support. Prerequisite: CIS 106 Introduction to Information Technology or instructor's permission. Student option grading.

**COMPUTER INFORMATION****SYSTEMS 112****Introduction to Pc Hardware (5)**

Modeled on the A+ certification requirements. Topics include: troubleshooting; safety; maintenance; recognizing, selecting, installing, configuring components (power supplies, memory, drives, modems, network cards); hardware specs; tools. Prerequisite: CIS 106 Intro to Information Technology or instructor's permission. Student option grading.

**COMPUTER INFORMATION****SYSTEMS 114****Data Communication (5)**

Focus on Networking Essentials, concepts and terminology. Topics include OSI 7-layer model, protocols, LAN, WAN, and network design. Course curriculum is modeled on Network+ certification requirements. Prerequisite: CIS 110 Operating Systems & CIS 112 PC Hardware or instructor permission. Student option grading.

**COMPUTER INFORMATION****SYSTEMS 116****Local Area Networks (5)**

Course curriculum is modeled on Network+ certification requirements. Topics include TCP/IP utilities and subnet masks, wiring, installation & trouble-shooting. Prerequisite: CIS 110. Operating Systems & CIS 112 PC Hardware or instructor permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 120**

Database Applications and Concepts (5)  
Practical issues involved in using relational database management systems. Microsoft Access taught to reinforce database concepts. Previously CIS 220. Prerequisite: Successful completion of CIS 106 Introduction to Information Technology or CIS 105 Computer Applications or instructor permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 121**

Database Design (5)  
Introduction to database design with emphasis on the relational model. Topics include: data modeling, normalization, SQL, networked environment, and accessing a database server. Prerequisite: successful completion of CIS 120 Database Applications or instructor permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 140**

Html and the Internet (5)  
Build web pages using HTML & CSS. Includes Internet architecture, servers, connection options, business issues, protocols & addressing. Prerequisite: Successful completion of CIS 105 Computer Applications or VCT 124 Macintosh or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 151**

Programming Fundamentals (5)  
Programming foundation for students with no prior computer programming experience. Establish skills and confidence for success in Level I programming classes. Prerequisite: CIS 106 Intro to Information Technology and MATH 099, or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 152**

Visual Basic I (5)  
A Level I class in computer programming. Learn concepts of problem solving and program design. Topics include variables, data types and arrays, structure, syntax, modularization, development environment, documentation. Prerequisite: CIS 151, Programming Fundamentals, or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 153**

Visual Basic II - Data Structures (5)  
Continuation of Level I computer programming. Emphasis includes design, algorithms, abstraction, analysis, classes, data structures, file processing, standard libraries; creating interactive, event-driven solutions with enhanced GUIs. Prerequisite: CIS 152 Visual Basic I or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 162**

C++ I (5)  
A Level I class in computer programming. Learn concepts of problem solving and program design. Compare this language to other popular programming languages. Topics include: variables, intrinsic data types and arrays, structure, syntax, modularization, development environment, documentation. Prerequisite: CIS 151 Programming Fundamentals, or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 163**

C++ II - Data Structures (5)  
Continuation of Level I Programming course emphasizing design, algorithms, abstraction, analysis, classes, data structures, dynamic memory management, file processing, standard libraries, creating interactive solutions. Prerequisite: CIS 162 C++I or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 171**

Introduction to Programming Using Java (5)  
Essential programming techniques: variables, data types, flow control (sequence, loops, branching), functions, arrays, algorithms. Structured programming, top down design. Introduction to object-oriented interactive programming, recursion, file I/O. Prerequisite: CIS 105 or MATH 099 or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 172**

Java I (5)  
A Level I class in computer programming. Learn concepts of problem solving and program design. Topics include variables, data types and arrays, structure, syntax, modularization, development environment, documentation. Prerequisite: CIS 151, Programming Fundamentals, or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 173**

Java II - Data Structures (5)  
Continuation of Level I Programming course emphasizing design, algorithms, abstraction, analysis, classes, data structures, dynamic memory management, file processing, standard libraries, creating interactive solutions. Prerequisite: CIS 162 C++I or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 180**

Project Management (5)  
Use project management concepts, tools, techniques and software (Microsoft Project) to plan, track and assess typical projects. Previously CIS 232. Prerequisite: CIS 105 or instructor permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 184**

Project Management Software (1)  
Learn to use software (Microsoft Project) to plan, track and assess projects. Previously CIS 234. Prerequisite: A prior class on project management or instructor permission. Student option grading.

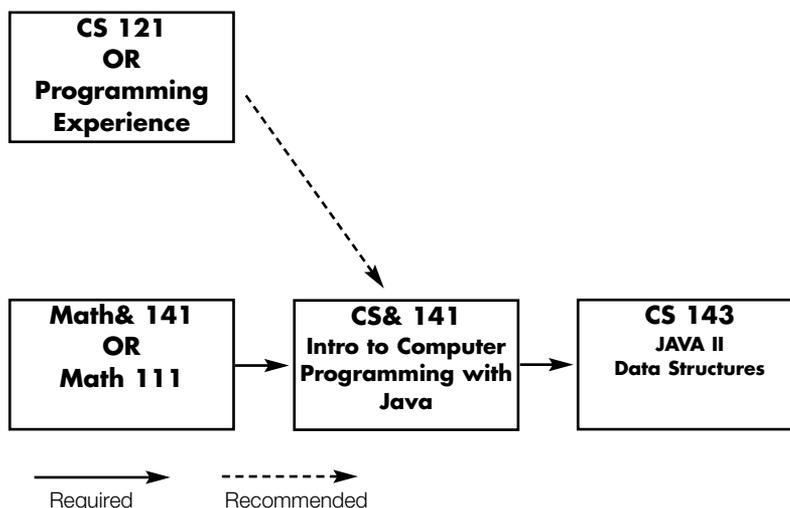
**COMPUTER INFORMATION SYSTEMS 211**

Unix Fundamentals and System Administration (5)  
Introduces UNIX operating system and system administration in the UNIX environment. Topics include: command interpretation, directories and files, permissions, configuring and managing a UNIX system and performing day-to-day system management. Prerequisite: CIS 110 Operating Systems, or instructor permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 214**

Windows (5)  
Fundamental concepts and techniques. Install, configure, troubleshoot & explore security issues of WindowsNT-based client. This course provides a sound foundation for using/maintaining Windows. Course based on MCSE Professional exam. Prerequisites: CIS 110 Operating Systems & CIS 112 PC Hardware. Student option grading.

**Sequence of Computer Science Courses**



**COMPUTER INFORMATION SYSTEMS 216****Windows Server (5)**

Concentrates on network issues of setup, directory services, security, remote access, printing, performance tuning, protocols, and disaster recovery planning. Students will install, configure, and troubleshoot a Windows based Server. Student option grading.

**COMPUTER INFORMATION SYSTEMS 217****Windows Network Infrastructure (5)**

Concentrates on installing, maintaining, monitoring, configuration and troubleshooting of DNS, DHCP, Remote Access, Network Protocols, IP Routing and WINS. Prerequisite: CIS 216 Windows Server or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 218****Windows Directory Services (5)**

Concentrates on installing, maintaining, monitoring, configuring and troubleshooting of Windows directory services. Learn how to backup & restore directory services, configure directory service security, and optimize the desktop environment. Prerequisite: CIS 216 Windows Server or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 219****Designing Directory Services (5)**

Designing the Windows directory services. Students will analyze the business requirements and design a directory service architecture to match the business requirement. Prerequisite: CIS 216 Windows Server and BUS& 101 or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 221****Introduction to Sql/Oracle Pl/Sql (5)**

Introduction to Structured Query Language. Topics include syntax to create data structures and objects, select, store, retrieve, manipulate data, and detailed coverage of the Oracle-specific PL/SQL procedural extension. Prerequisite: CIS 121 Database Design, CIS 211 UNIX Fundamentals, Programming (CIS 152, 162, or 172). Student option grading.

**COMPUTER INFORMATION SYSTEMS 222****Database Architecture - Oracle (5)**

Essential database administration skills: setup, maintain, troubleshoot Oracle databases. Use administration tools to startup/shutdown a database, create a database, manage file/database storage, manage users/privileges, organize and move data into/between databases. Prerequisite: CIS 221 Intro SQL/Oracle PL/SQL. Student option grading.

**COMPUTER INFORMATION SYSTEMS 223****Advanced Database Applications and Management (5)**

Project-oriented class. Topics include backup and recovery techniques, performance issues and tuning steps. Provides an overview for an Oracle network configuration and connections and GUI tools used to setup and manage the environment. Prerequisite: CIS 222 Database Architecture or instructor permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 236****Microsoft Sql Server (5)**

Install, manage, monitor, secure and troubleshoot Microsoft SQL server. Learn to extract and manipulate data stored in a SQL server database. Database server security will also be addressed. Prerequisite: CIS 121 Database Design & CIS 216 Windows Server or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 240****Javascript and Advanced Html (5)**

Enhance web pages with JavaScript. Fundamental programming concepts: loops, conditional expressions, arrays, and functions. Use the JavaScript object models, event handlers, forms, and advanced HTML constructs such as cascading style sheets and XML. Prerequisite: CIS 140 Internet/HTML or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 254****Visual Basic III (5)**

Continuation of Level II Programming course, emphasizing objects and use of professional tools and standard libraries for software development. Prerequisite: CIS 153 Visual Basic II or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 264****C++ III (5)**

Continuation of Level II Programming course, emphasizing objects and use of professional tools and foundation classes (standard libraries) for software development. Prerequisite: CIS 163 C++ II or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 274****Java III (5)**

Continuation of Level II Programming course, emphasizing objects and use of professional tools and foundation classes (standard libraries) for software development. Prerequisite: CIS 173 Java II or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 275****Programming IV - Database (5)**

Continuation of Level II Programming course, emphasizing the use of databases as components of a system. Development of several database-driven applications. Prerequisite: Level II Programming (CIS 153, 163, 173) or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 276****Programming V - Project (5)**

Design, develop and present a substantial group programming project. Prerequisite: Systems Analysis (CIS 287) and Level III or IV Programming (CIS 254, 264, 274, or 275) or instructor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 287****Systems Analysis and Design (5)**

Systems Development Life Cycle (SDLC), techniques, tools, & project management methods for developing Information Technology systems. Students complete a group project oriented to the analysis & design of a system solution to a business problem. Prerequisite: 30 CIS core credits or advisor's permission. Student option grading.

**COMPUTER INFORMATION SYSTEMS 290****Internship (5)**

Cooperative education experience in an area of computer information systems. Previously CIS 255. Prerequisite: Successful completion of 25 credits of CIS courses toward the AAAS degree or Certificate of Proficiency in Computer Information Systems. Mandatory P/NC grading.

**COMPUTER INFORMATION SYSTEMS 291****Special Topics In Cis (1)**

Classes focusing on specific issues and/or topics of interest in CIS. Previously CIS 281.

**COMPUTER INFORMATION SYSTEMS 292****Special Topics In Cis (2)**

Classes focusing on specific issues and/or topics of interest in CIS. Previously CIS 282.

**COMPUTER INFORMATION SYSTEMS 293****Special Topics In Cis (3)**

Classes focusing on specific issues and/or topics of interest in CIS. Previously CIS 283.

**COMPUTER INFORMATION SYSTEMS 294****Special Topics In Cis (4)**

Classes focusing on specific issues and/or topics of interest in CIS. Previously CIS 284.

**COMPUTER INFORMATION SYSTEMS 295****Special Topics In Cis (5)**

Classes focusing on specific issues and/or topics of interest in CIS. Previously CIS 285.

**COMPUTER INFORMATION SYSTEMS 297****Individual Project In Cis (1)**

Individual project in a specific area of CIS. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**COMPUTER INFORMATION SYSTEMS 298****Individual Project In Cis (2)**

Individual project in a specific area of CIS. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**COMPUTER INFORMATION SYSTEMS 299****Individual Project In Cis (3)**

Individual project in a specific area of CIS. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**COMPUTER SCIENCE 121****Introduction to Programming, Alice + Javascipt (5)**

Use Alice & JavaScript to learn programming, storytelling animation, problem solving, analysis, modular design & debugging - concepts for all programming languages. No prior programming experience needed. Topics: syntax, classes, data types, control flow, loops, if, procedures, parameters, input/output & arrays. Previously COMPU 131. Prerequisites: MATH 099 (2.0 or better) or a score of 85 or higher on the Algebra COM-PASS test. Student option grading.

**COMPUTER SCIENCE 122****Intermediate Basic Programming (4)**

Focuses on array processing, file processing, graphics and applications. Previously COMPU 132. Prerequisite: CS 121 or equivalent. Student option grading.

**COMPUTER SCIENCE & 141****Introduction to Computer Programming With Java (5)**

Design, implement computer solutions using object oriented technology. CS I curriculum: data types, algorithms, abstraction, classes, methods, inheritance, exceptions, arrays, control structures, sorting and searching. Previously COMPU 142. Prereq: MATH&141 or MATH 111 (min. 2.0) or instructor permission. Mandatory decimal grading.

**COMPUTER SCIENCE 142****Introduction to Computer Programming With Java (5)**

Design, implement computer solutions using object oriented technology. CS I curriculum: data types, algorithms, abstraction, classes, methods, inheritance, arrays, control structures. Previously CS& 141. Prerequisite: Successful completion of MATH &141 or MATH 111 or instructor permission. Student option grading.

**COMPUTER SCIENCE 143****Java II - Data Structures (5)**

Continuation of Level I Programming course emphasizing design, algorithms, abstraction, analysis, classes, data structures, dynamic memory management, file processing, standard libraries, & larger interactive solutions. CS II curriculum. Previously COMPU 143. Prerequisite: Successful completion of CS 142 Java I or instructor's permission. Student option grading.

**COMPUTER SCIENCE 201****Intermediate Computer Programming With C++ (5)**

Continuation of Level I Programming course. Covers design, abstraction, data structures, algorithms, complexity, memory management, recursion. Learn C++; develop multi-file projects. Previously COMPU 201. Prerequisites: MATH& 148 or MATH& 151 (2.0 or better), and CS& 141 (2.0 or better), or instructor permission. Mandatory decimal grading.

**COMPUTER SCIENCE 297****Individual Project In Computer Science (1)**

Individual project in a specific area of Computer Science. By arrangement with instructor. Previously COMPU 297. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**COMPUTER SCIENCE 298****Individual Project In Computer Science (2)**

Individual project in a specific area of Computer Science. By arrangement with instructor. Previously COMPU 298. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**COMPUTER SCIENCE 299****Individual Project In Computer Science (3)**

Individual project in a specific area of Computer Science. By arrangement with instructor. Previously COMPU 299. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**CRIMINAL JUSTICE & 101****Introduction to Criminal Justice (5)**

An examination of crime, its causes and its impact on American life; the issues and challenges facing the American criminal justice system; the history and structure of the three major components of the justice system; and an introduction to the theories of sentencing and punishment. Previously CRIMJ 131. Mandatory decimal grading.

**CRIMINAL JUSTICE & 106****Juvenile Justice (5)**

An in-depth study of the Juvenile Justice System, its history and theories related to juvenile laws, causation of juvenile behavior, the proper methods of dealing with juveniles in the court system, and Washington state law relating to juvenile procedures. Previously CRIMJ 138. Mandatory decimal grading.

**CRIMINAL JUSTICE & 110****Criminal Law (5)**

A study of the nature and purpose of the criminal law, its sources, limitations and general principles, defenses and the wide range of criminal conduct covered by the criminal law. The Revised Code of Washington is also studied. Previously CRIMJ 133. Mandatory decimal grading.

**CRIMINAL JUSTICE & 112****Introduction to Criminology (5)**

Analysis of the criminal justice system. Discussion of its strengths, weaknesses and its effects on crime and delinquency. Study and discussion of the cause and reaction to criminal behavior. Dual listed as SOC 112. Previously SOC 280. Mandatory decimal grading.

**CRIMINAL JUSTICE 120****Administration of Justice (5)**

A study of the structure and processes of the federal and state courts in America, their organization and jurisdiction and the impact of the Constitution upon them, as well as an examination of the roles of judges, attorneys, and law enforcement when citizens are charged with crimes. Previously CRIMJ 134. Mandatory decimal grading.

**CRIMINAL JUSTICE 130****Police Records and Report Writing (4)**

Procedure of field notetaking, crime scene recording and correct preliminary investigation method of writing reports; fundamentals of police record systems. Previously CRIMJ 132. Mandatory decimal grading.

**CRIMINAL JUSTICE 135****Crime Prevention (2)**

An in-depth study of the fundamentals of achieving safety and security. Students will examine crime prevention from the perspective of individuals, businesses and law enforcement. Previously CRIMJ 135. Mandatory decimal grading.

**CRIMINAL JUSTICE 137****Essentials of Interviewing (3)**

A study of concepts and techniques for effectively interviewing victims and witnesses of crimes and interrogating suspects, as well as the proper methods and format for obtaining and recording written statements and confessions. Previously CRIMJ 137. Mandatory decimal grading.

**CRIMINAL JUSTICE 238****Criminal Evidence and Constitutional Law (5)**

Examines the role played by the U.S. and Washington State Constitutions in the application of criminal law and procedures. Students will analyze U.S. Supreme Court decisions and their effect on the admissibility of evidence. Previously CRIMJ 238. Mandatory decimal grading.

**CRIMINAL JUSTICE & 240****Introduction to Forensic Science (5)**

An overview of the scientific evaluation of physical evidence including DNA, fingerprints, biometrics, hair and fibers, firearms and toolmarks, questioned documents, drugs, explosives and flammable compounds. Death investigation procedures and the role of the expert witness will also be covered. Previously CRIMJ 240. Mandatory decimal grading.

**CRIMINAL JUSTICE 241****Principles of Investigation I (5)**

An in-depth study of the fundamentals, functions and elements of criminal investigations including preliminary & follow-up investigations leading to successful prosecutions. Challenges faced in investigations will be discussed. Previously CRIMJ 241. Prerequisite: CJ& 101 or instructor permission. Mandatory decimal grading.

**CRIMINAL JUSTICE 242****Principles of Investigation II (5)**

An in-depth study of the fundamentals, functions and elements of criminal investigations in particular types of crimes. Information covered in CJ 241 will be built upon. Specific high-profile cases will be examined. Previously CRIMJ 242. Mandatory decimal grading.

**CRIMINAL JUSTICE 245****Theory of Defensive & Control Tactics (5)**

Introduces the theories and applications of physical and verbal force based on the 'use of force continuum.' Understand the criminal and civil context of application of force and control tactics. Perform control, defensive and handcuffing techniques. Previously CRIMJ 243. Prerequisite: Previous or concurrent enrollment in other CJ course. Mandatory decimal grading.

**CRIMINAL JUSTICE 248****Ethical Issues In Criminal Justice (5)**

Discussion of the philosophical, psychological, moral and ethical underpinnings of human behavior in the Criminal Justice system. Examines ethical challenges within the system. Previously CRIMJ 248. Dual listed with PHIL 248. Prerequisite: Criminal Justice major or instructor permission. Mandatory decimal grading.

**CRIMINAL JUSTICE 249****Police Operations (5)**

A study of the organizational culture, organization structures, staffing, and utilization of resources within police departments. The support and staff functions which assist patrol and other line operations in accomplishing the department's mission will be examined. Patrol operations will be emphasized. Previously CRIMJ 249. Mandatory decimal grading.

**CRIMINAL JUSTICE 290****Internship (5)**

A program in which the student will work directly with a criminal justice agency in a wide variety of tasks to give the student a better understanding of day to day operation and the tasks performed by a part of the criminal justice system. Previously CRIMJ 273. Mandatory decimal grading.

**CRIMINAL JUSTICE 291****Special Topics In Criminal Justice (1)**

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Previously CRIMJ 281. Mandatory decimal grading.

**CRIMINAL JUSTICE 292****Special Topics In Criminal Justice (2)**

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Previously CRIMJ 282. Mandatory decimal grading.

**CRIMINAL JUSTICE 293****Special Topics In Criminal Justice (3)**

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Previously CRIMJ 283. Mandatory decimal grading.

**CRIMINAL JUSTICE 294****Special Topics In Criminal Justice (4)**

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Previously CRIMJ 284. Mandatory decimal grading.

**CRIMINAL JUSTICE 295****Special Topics In Criminal Justice (5)**

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Previously CRIMJ 285. Mandatory decimal grading.

**CRIMINAL JUSTICE 297****Individual Project In Criminal Justice (1)**

Individual project in a specific area of Criminal Justice. By arrangement with instructor. Previously CRIMJ 297. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**CRIMINAL JUSTICE 298****Individual Project In Criminal Justice (2)**

Individual project in a specific area of Criminal Justice. By arrangement with instructor. Previously CRIMJ 298. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**CRIMINAL JUSTICE 299****Individual Project In Criminal Justice (3)**

Individual project in a specific area of Criminal Justice. By arrangement with instructor. Previously CRIMJ 299. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**DENTAL HYGIENE 100****Head and Neck Anatomy (2)**

The study of the anatomy of the head and neck—specifically the bony structures, blood supply, musculature, and nerve supply. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 101****Histology/Embryology (3)**

The study of the development, histology and function of the tissues in the oral cavity. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 102****Princ of General Pathology and Systemic Disease (2)**

The study of general disease conditions that affect the human body and dental treatment. Introduction to terminology, specific diseases and their causes. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 110****Dental Radiology (2)**

The study of the fundamentals of radiology and radiation hygiene, with demonstration and practice in the exposing and processing of intra-oral radiographs. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 111****Dental Radiology (3)**

Continuation of DENHY 110 with continued emphasis on intra-oral radiographic techniques. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 112****Dental Anatomy and Morphology (2)**

Lecture and laboratory exercises on nomenclature, anatomy, morphology and function of the primary and permanent dentitions. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 114****Oral Pathology (2)**

The recognition and etiology of clinical oral pathologies of the oral/facial area. Introduction to detection, description and evaluation of oral lesions. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 115****Pain Control I (3)**

A study of physiology, pharmacology of local anesthetic drugs, complications, patient evaluation, and techniques utilized in the administration of local anesthetics in dentistry. Previously DENHY 132. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 120****Medical Emergencies (2)**

Lectures and clinical exercises preparing the student to prevent, recognize, and respond to medical emergencies in the dental setting. Previously DENHY 131. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 121****Clinical Dental Hygiene Lab I (3)**

Introduction to clinic procedures and patient examination techniques. Previously DENHY 150. Prerequisite: Admission to Dental Hygiene Program or permission of the instructor. Mandatory P/0.0 or P/NC grading.

**DENTAL HYGIENE 122****Clinical Dental Hygiene II (4)**

Beginning clinical course in a series providing traditional dental hygiene procedures to patients from the campus and community. Previously DENHY 160. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 123****Clinical Dental Hygiene III (4)**

Second course in a series providing dental hygiene clinical procedures on patients from the campus and community at an increasing level of competency and speed. Previously DENHY 170. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor and successful completion of DH 122. Mandatory decimal grading.

**DENTAL HYGIENE 124****Clinical Dental Hygiene IV (3)**

Third clinical course in a series providing dental hygiene procedures at an increasing level of competency and speed on patients from the campus and community. Previously DENHY 180. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor and successful completion of DH 123. Mandatory decimal grading.

**DENTAL HYGIENE 130****Pharmacology (3)**

The study of the general pharmacological and therapeutic actions of drugs pertaining to dentistry, including nomenclature, dosage, routes of administration, indications, contraindications, and the legal factors involved in dispensing. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 131****Dental Hygiene Fundamentals I (5)**

Initial course in a series of lecture and discussion associated with clinical skills and related subjects such as: accepted dental terminology, patient assessment, and use of the mouth mirror, probe, sickle and explorer. Previously DENHY 151. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 132****Dental Hygiene Fundamentals II (2)**

Second of a series of lecture and discussion associated with clinical skills and related subjects such as: use of cures, coronal polish, and treatment planning. Previously DENHY 161. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor, and successful completion of DENHY 131. Mandatory decimal grading.

**DENTAL HYGIENE 133****Dental Hygiene Fundamentals III (2)**

Third in a series of lectures, discussions and practice labs pertinent to clinical skills and related subjects such as: power scalers, gracey cures, and appliance cleaning. Previously DENHY 171. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 134****Dental Hygiene Fundamentals IV (2)**

Fourth in a series of lectures, discussions and practice labs associated with clinical skills and related subjects such as clinical photography and desensitization. Previously DENHY 181. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor and successful completion of DENHY 133. Mandatory decimal grading.

**DENTAL HYGIENE 140****Ethics and Jurisprudence (3)**

Lectures and discussions regarding ethics and jurisprudence, specifically Washington State and Federal laws, malpractice, liability and responsibilities related to the practice of dentistry and dental hygiene. Previously DENHY 121. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 141****Procedures Seminar I (1)**

First-year, weekly discussion and lecture sessions with special emphasis on program policies and procedures for lab and clinic operation and WISHA regulations for blood borne pathogen exposure control and hazard control. Previously DENHY 152. Prerequisite: Admission to Dental Hygiene Program or permission of instructor. Mandatory P/0.0 or P/NC grading.

**DENTAL HYGIENE 142****Procedures Seminar II (1)**

First-year, weekly discussion and lecture sessions with special emphasis on patient care planning/referrals, and policies and procedures for clinical operation. Occasional guest lectures are included. Previously DENHY 162. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory P/0.0 or P/NC grading.

**DENTAL HYGIENE 151****Patient Records I (1)**

Weekly discussion sessions for 1st year students with emphasis on patient chart record keeping, patient care planning/referrals, and policies and procedures necessary to fulfill legal duties owed to patients, and maintain positive public relations. Admission to the Dental Hygiene Program or permission of the instructor. Previously DENHY 190. Mandatory decimal grading.

**DENTAL HYGIENE 152****Patient Records II (1)**

Discussion sessions for 1st year students with emphasis on patient chart record keeping, care planning/referrals, policies/procedures necessary to fulfill legal duties owed to patients and to maintain positive public relations. Includes screening exams on patients. Previously DENHY 191. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory Decimal Grading.

**DENTAL HYGIENE 161****Periodontology I (2)**

The recognition and etiology of diseases of the periodontium. This is the first course in a series of three consecutive courses in periodontology, and provides fundamental knowledge in the field of dental hygiene. Previously DENHY 103. Prerequisite: Admission to the Dental Hygiene Program and satisfactory progress in the program. Mandatory decimal grading.

**DENTAL HYGIENE 162****Periodontology II (2)**

Continuation of the study of periodontal disease, with increased scope and depth concerning histopathology and etiologies of periodontal disease. Emphasis is placed on non-surgical treatment of the various types of periodontal disease. Previously DENHY 104. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 171****Community and Public Health Dentistry I (2)**

Concepts of community general and dental health and the role of the dental hygienist. Community needs assessment and education. Students work in groups to develop a community presentation. ADPIED model for Assessment, Design, Planning, Implementation, Evaluation and Documentation. Previously DENHY 120. Prerequisite: Admission to the Dental Hygiene program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 181****Restorative Dentistry I (3)**

An introduction to restorative and expanded dentistry procedures and dental materials. Chemical and physical properties of the materials utilized for these procedures will also be studied. Previously DENHY 140. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 182****Restorative Dentistry II (1)**

Preclinical laboratory exercises in placement and finishing of amalgam and composite restorations and other restorative clinical procedures. Previously DENHY 141. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory P/NC grading.

**DENTAL HYGIENE 215****Pain Control II (2)**

Lecture, demonstration and clinical application of nitrous oxide analgesia and local anesthesia. Lectures on other pain control modalities used in dentistry. Previously DENHY 232. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 221****Clinical Dental Hygiene V (6)**

Continuing performance of traditional dental hygiene clinical procedures on patients from the campus and community with increasing competency and efficiency. Successful completion of DENHY 124. Previously DENHY 250. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 222****Clinical Dental Hygiene VI (6)**

Continuing performance of traditional dental hygiene clinical procedures on patients from the campus and community with increasing competency and efficiency. Completion of initial Mock Board. Successful completion of DENHY 221. Previously DENHY 260. Mandatory decimal grading.

**DENTAL HYGIENE 223****Clinical Dental Hygiene VII (6)**

Continuing performance of traditional dental hygiene clinical procedures on patients from the campus and community with increasing competency and efficiency. Successful completion of DENHY 222. Previously DENHY 270. Mandatory decimal grading.

**DENTAL HYGIENE 231****Dental Hygiene Fundamentals V (2)**

Lectures, discussions and practice labs pertinent to clinical skills and related subjects which will be applied in second year dental hygiene clinic. Previously DENHY 251. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 232****Dental Hygiene Fundamentals VI (2)**

Lectures, discussions, and practice labs pertinent to clinical skills and related subjects which will be applied in dental hygiene clinic. Previously DENHY 261. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 233****Dental Hygiene Fundamentals VII (2)**

Lectures and discussions relating to entry into the dental hygiene profession and presentation of perio-control project. Successful completion of DENHY 232. Previously DENHY 271. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 241****Procedures Seminar V (1)**

Second-year weekly discussion and lecture sessions with special emphasis on patient care planning/referrals and policies and procedures for clinical operation. Occasional guest lectures are included. Previously DENHY 252. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory P/0.0 or P/NC grading.

**DENTAL HYGIENE 242****Procedures Seminar VI (2)**

Second-year, weekly discussion and lecture sessions with special emphasis on patient care planning/referrals, and policies and procedures for clinical operation, plus Mock Board patient selection criteria. Occasional guest lectures are included. Successful completion of DENHY 241. Previously DENHY 262. Mandatory decimal grading.

**DENTAL HYGIENE 243****Procedures Seminar VII (1)**

Second-year, weekly discussion and lecture sessions with special emphasis on patient care planning/referrals, policies and procedures for clinical operation, and preparation for the restorative and written portions of the State and Western Regional Licensing Exams. Successful completion of DENHY 242. Previously DENHY 272. Mandatory P/NC grading.

**DENTAL HYGIENE 250****Dental Gerontology (1)**

A course dealing with the special knowledge, attitudes, and technical skills required to provide oral health care to older adults. Previously DENHY 183. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 251****Patient Records III (1)**

Discussion sessions for 2nd year students with emphasis on patient chart record keeping, patient care planning/referrals, policies/procedures necessary to fulfill legal duties owed to patients. Patient exams/charting performed with instructor assistance. Previously DENHY 290. Prerequisite: Admission to Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 252****Patient Records IV (1)**

Weekly discussion sessions for second-year students with special emphasis on patient chart record-keeping, and policies and procedures necessary to fulfill legal duties owed to patients, and maintain positive public relations. Includes screening exams on patients. Previously DENHY 291. Prerequisite: Admission to Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 253****Patient Records V (1)**

Discussion sessions for 2nd year students with emphasis on patient chart record keeping, patient care planning/referrals, policies/procedures necessary to fulfill legal duties owed to patients. Patient exams/charting performed with minimal instructor assistance. Previously DENHY 292. Prerequisite: Admission to Dental Hygiene Program or permission of instructor. Mandatory decimal grading.

**DENTAL HYGIENE 260****Care of the Patient With Special Needs (1)**

Educational experiences which will enable each student to recognize the physiological, psychological, psychosocial, medical, and oral aspects of disabling conditions in preparation for clinical management of such patients. Previously DENHY 230. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 261****Periodontology III (1)**

Continuation of the study of periodontal disease. Emphasis is placed upon the surgical, reconstructive and maintenance phases of periodontal therapy. Previously DENHY 204. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 270****Professional Issues (1)**

Lecture and discussion regarding the practice of dental hygiene including resume development, interviewing techniques, patient scheduling systems, employment contracts and dental staff relations. Previously DENHY 222. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 271****Public Health/Community Dentistry (2)**

Introduction to the basic principles of public health theory, methods, research, social epidemiology and its impact on dental health education and the dental care delivery system. Previously DENHY 220. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 272****Special Community Dental Health Project (1)**

Advanced study in community dental health with group community projects presented and discussed in class. Certification in Washington StatE Sealant and Fluoride Varnish program. Previously DENHY 221. Prerequisite: DENHY 171 and DENHY 271 or permission of the instructor. Mandatory P/NC grading.

**DENTAL HYGIENE 278****Extramural Clinic I (1)**

Special clinical rotation for second-year students to attend individualized clinical experiences, with dental hygiene treatment for patients in extramural community clinics. Previously DENHY 263. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory P/0.0 or P/NC grading.

**DENTAL HYGIENE 281****Restorative Dentistry III (3)**

A study of restorative dentistry procedures and materials including the chemical and physical properties, selection, usage and manipulation. Previously DENHY 240. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 282****Restorative Dentistry Preclinic and Clinic (3)**

Preclinical laboratory exercises in the placement and finishing of amalgam and composite restorations. Previously DENHY 241. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 283****Restorative Clinic I (2)**

Clinical experience in restorative dentistry procedures. Previously DENHY 242. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 284****Restorative Clinic II (2)**

Clinical experience in restorative dentistry procedures. Previously DENHY 244. Prerequisite: Admission to the Dental Hygiene Program or permission of the instructor. Mandatory decimal grading.

**DENTAL HYGIENE 288****Extramural Clinic II (1)**

Special clinical rotation for second-year students to attend individualized clinical experiences, with dental hygiene treatment for patients in extramural community clinics. Previously DENHY 273. Prerequisite: Admission to the Dental Hygiene Program or permission of instructor. Mandatory P/0.0 or P/NC grading.

**DENTAL HYGIENE 291****Special Topics In Dental Hygiene (1)**

Classes focusing on specific issues and/or topics of interest in dental hygiene. Previously DENHY 281.

**DENTAL HYGIENE 292****Special Topics In Dental Hygiene (2)**

Classes focusing on specific issues and/or topics of interest in dental hygiene. Previously DENHY 282.

**DENTAL HYGIENE 297****Individual Project In Dental Hygiene (1)**

Individual project in a specific area of dental hygiene. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Mandatory decimal grading.

**DENTAL HYGIENE 298****Individual Project In Dental Hygiene (2)**

Individual project in a specific area of dental hygiene. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Mandatory decimal grading.

**DENTAL HYGIENE 299****Individual Project In Dental Hygiene (3)**

Individual project in a specific area of dental hygiene. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Mandatory decimal grading.

**DRAMA & 101****Introduction to Theatre (5)**

Students explore dramatic traditions by reading and analyzing plays from ancient to contemporary times. Previously DRAMA 101. Student Option grading.

**DRAMA & 101W****Introduction to Theatre (5)**

Students explore dramatic traditions by reading and analyzing plays from ancient to contemporary times. Student option grading.

**DRAMA 144****Acting I (5)**

An introduction to the craft of acting. Students learn theory and practice of acting through exercises, rehearsals and games, improving their ability to concentrate, relax, listen, observe and practice empathy. Open to all levels of experience. Previously Drama 151. Student option grading.

**DRAMA 145****Acting (5)**

A continued practice and introduction to the craft of acting. Students learn the theory and practice of acting through exercises, rehearsals and games, improving their ability to concentrate, relax, listen and observe and practice empathy. Open to all levels of experience. Previously DRAMA 152. Student option grading.

**DRAMA 146****Acting 3 (5)**

A continued practice and introduction to the craft of acting. Students learn the theory and practice of acting through exercises, rehearsals and games, improving their ability to concentrate, relax, listen and observe and practice empathy. Open to all levels of experience. Previously Drama 153. Student option grading.

**DRAMA 155****Acting for Television and Film (3)**

Dramatic and commercial acting to work in film, television and commercials. Learn auditioning and marketing skills needed for a successful screen acting career. Previously DRAMA 155. Student option grading.

**DRAMA 156****Acting, Writing, Directing for the Camera I (5)**

A fast-paced introduction to film and video production. Discussion of films in terms of cinematic styles, acting and screenplay structure along with exercises in acting, directing, writing and filming of original productions. Previously DRAMA 156. Student option grading.

**DRAMA 157****Acting, Writing, Directing for the Camera 2 (5)**

A continued fast-paced introduction to film and video production. Discussion of films in terms of cinematic styles, acting and screenplay structure along with exercises in acting, directing, writing and filming of original productions. Previously DRAMA 157. Student option grading.

**DRAMA 167****Opera Workshop (1)**

Permission of instructor. This course is dual listed as MUSC 154. Previously DRAMA 161. Student option grading.

**DRAMA 168****Opera Workshop (2)**

Students perform one-act operas and opera scenes from familiar and unfamiliar operas and operettas in full production and usually in English. This course is dual listed as MUSC 155. Previously DRAMA 152. Prerequisite: Instructor permission based on student audition. Mandatory decimal grading.

**DRAMA 169****Opera Workshop (3)**

Students perform one-act operas and opera scenes from familiar and unfamiliar operas and operettas in full production and performed in English. This course is dual listed as MUSC 156. Previously DRAMA 163. Prerequisite: Instructor permission based on student audition. Mandatory decimal grading.

**DRAMA 174****Circus Performance: Balance and Motion (3)**

Expand dramatic, kinesthetic abilities. Learn juggling, rope walking, other circus skills. Practice theories of balance, motion. Develop historical, international perspectives on performance art. Create dramatic performance as final project. Excellent training for actors. Previously DRAMA 171. Dual listed as PE 174. Student option grading.

**DRAMA 190****Special Project: Scene Design (3)**

A project proposed by the student and approved by a member of the drama staff who will act as advisor. Previously DRAMA 213. Instructor permission. Student option grading.

**DRAMA 191****Special Project: Costume Design (3)**

A project proposed by a student and approved by a member of the drama staff who will act as an advisor. Previously DRAMA 214. Instructor permission. Student option grading.

**DRAMA 192****Special Project: Lighting (3)**

A project proposed by a student and approved by a member of the drama staff who will act as advisor. Previously DRAMA 215. Instructor permission. Student option grading.

**DRAMA 193****Special Project: Playwriting (3)**

Seminar class meeting once a week with instructor. Purpose to work with playwrights on their own specific projects. Previously DRAMA 217. Prerequisite: Instructor permission. Student option grading.

**DRAMA 194****Special Project: Directing (3)**

A project proposed by a student and approved by a member of the drama staff who will act as advisor. Previously DRAMA 218. Instructor permission. Student option grading.

**DRAMA 195****Special Project: Advanced Acting (3)**

A project proposed by a student and approved by a member of the drama staff who will act as advisor. Previously DRAMA 219. Instructor permission. Student option grading.

**DRAMA 196****Special Project: Movement (3)**

A project proposed by a student and approved by a member of the drama staff who will act as advisor. Previously DRAMA 220. Prerequisite: Instructor permission. Student option grading.

**DRAMA 207****Theatrical Production (1)**

Laboratory for students participating in theatrical and video/film productions for the viewing public including writing, acting, directing, designing, technical theater and/or marketing. Previously DRAMA 207. Student option grading.

**DRAMA 208****Theatrical Production (2)**

Laboratory for students participating in theatrical and video/film productions for the viewing public including writing, acting, directing, designing, technical theater and marketing. Previously DRAMA 208. Student option grading.

**DRAMA 209****Theatrical Production (3)**

Laboratory for students participating in theatrical and video/film productions for the viewing public including writing, acting, directing, designing, technical theater and/or marketing. Previously DRAMA 209. Student option grading.

**DRAMA 224****Theater Career Planning and Auditioning (2)**

Study of possible career opportunities in theater and the process of selection and application to programs and schools through interviews, resumes, application and audition. Field trips and special speakers. Previously DRAMA 221. Student option grading.

**DRAMA 225****Improvational Theater (2)**

A study of individual and ensemble techniques, the course is concerned with developing the ability to respond creatively and improvisationally to a variety of situations. Previously DRAMA 295. Student option grading.

**DRAMA 234****Experimental Theater (5)**

Students explore historical and contemporary non-traditional and experimental theater through the performance of faculty-directed new play scripts. Previously DRAMA 201. Prerequisite: Admission by permission of instructor after audition. Student option grading.

**DRAMA 235****Experimental Theater: Student Directed (5)**

Explore historical and contemporary non-traditional theater through experimental scripts written, directed, and performed by students. Previously DRAMA 202. Prerequisite: Admission by permission of instructor after audition. Student option grading.

**DRAMA 236****Experimental Theater (5)**

Faculty-directed play. Admission by audition and instructor permission at beginning of quarter. Previously DRAMA 203. Student option grading.

**DRAMA 244****Stage Technology (5)**

Students examine the fundamental theories, principles, and history of the techniques and equipment used for stage scenery, sound, and lighting. Previously DRAMA 210. Student option grading.

**DRAMA 245****Beginning Stage Lighting (5)**

Immersion in the theories, drafting techniques, and equipment used for stage lighting. Includes instruction in light pilot design and USITT drafting standards. Previously DRAMA 211. Student option grading.

**DRAMA 246****Scenic Stage Design I (5)**

Practicum in the theories, techniques and practices used in scenic design and in creating stage settings. Previously DRAMA 212. Student option grading.

**DRAMA 255****Directing (5)**

Theory and practice in directing for stage productions. Attention given to all aspects from selection to actual production. Previously DRAMA 222. Student option grading.

**DRAMA 291****Special Topics In Drama (1)**

Classes focusing on specific issues and/or topics of interest in Drama. Student option grading.

**DRAMA 293****Special Topics In Drama (3)**

Classes focusing on specific issues and/or topics of interest in drama. Previously DRAMA 283.

**DRAMA 295****Special Topics In Drama (5)**

Classes focusing on specific issues and/or topics of interest in drama. Previously DRAMA 285.

**DRAMA 297****Individual Project In Drama (1)**

Individual project in a specific area of drama. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**DRAMA 298****Individual Project In Drama (2)**

Individual project in a specific area of drama. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**DRAMA 299****Individual Project In Drama (3)**

Individual project in a specific area of drama. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**ECONOMICS 100****Survey of Economic Principles (5)**

A survey of how capitalism works: how we choose what to buy, where to work, and how businesses and governments affect our lives, the environment, and the world. Not recommended for students seeking a bachelor's degree in economics or business. Prerequisite: Placement in ENGL 100 or higher. Mandatory decimal grading.

**ECONOMICS & 201****Micro Economics (5)**

How do consumer and producer choices influence social outcomes? Issues include competition and corporate power, wealth and poverty, environmental quality, and role of government in a market economy. Previously ECON 200. Prerequisite: MATH 099 (2.0 or better) or MATH 097 AND MATH 098 (2.0 or better) or a score of 85 or higher on the Algebra COMPASS test (or equivalent score on SAT, ACT or ASSET.) Mandatory decimal grading.

**ECONOMICS & 202****Macro Economics (5)**

What determines national economic growth and prosperity? What causes booms and busts? What are the effects of government policies regarding taxes, government spending and money supply? Issues include: unemployment, inflation, international trade and globalization. Previously ECON 201. Prerequisites: ECON& 201 Micro Economics or equivalent with instructor permission. Mandatory decimal grading.

**ECONOMICS 291****Special Topics In Economics (1)**

A series of courses designed to be an introduction to selected sub-specialties within the discipline of economics. Each course will focus on a single issue area and/or topic and will employ the techniques and concepts used by economists. Mandatory decimal grading. Previously ECON 281.

**ECONOMICS 292****Special Topics In Economics (2)**

A series of courses designed to be an introduction to selected sub-specialties within the discipline of economics. Each course will focus on a single issue area and/or topic and will employ the techniques and concepts used by economists. Mandatory decimal grading. Previously ECON 282.

**ECONOMICS 293****Special Topics In Economics (3)**

A series of courses designed to be an introduction to selected sub-specialties within the discipline of economics. Each course will focus on a single issue area and/or topic and will employ the techniques and concepts used by economists. Mandatory decimal grading. Previously ECON 283.

**ECONOMICS 294****Special Topics In Economics (4)**

A series of courses designed to be an introduction to selected sub-specialties within the discipline of economics. Each course will focus on a single issue area and/or topic and will employ the techniques and concepts used by economists. Mandatory decimal grading. Previously ECON 284.

**ECONOMICS 295****Special Topics In Economics (5)**

A series of courses designed to be an introduction to selected sub-specialties within the discipline of economics. Each course will focus on a single issue area and/or topic and will employ the techniques and concepts used by economists. Mandatory decimal grading. Previously ECON 285.

**ECONOMICS 297****Individual Project In Economics (1)**

Individual project in a specific area of economics. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**ECONOMICS 298****Individual Project In Economics (2)**

Individual project in a specific area of economics. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**ECONOMICS 299****Individual Project In Economics (3)**

Individual project in a specific area of economics. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**EDUCATION & 115****Child Growth and Development (5)**

Explore the stages of development from prenatal through elementary school age, with a special emphasis on multicultural perspectives and how to apply developmental principles to education and home settings. Previously EDUC 101. Student option grading.

**EDUCATION 116****Language and Literacy (5)**

Gain research-based knowledge & skills to support emerging literacy and language of children from birth-2nd grade. Learn developmentally appropriate and culturally sensitive strategies to promote and assess language and literacy learning in classroom and family settings. Previously EDU 105. Student option grading.

**EDUCATION 117****Culturally Relevant Anti-Bias Strategies (5)**

Examine the impact of individual & institutional bias upon children and families of under-represented groups in US society. Develop strategies to create anti-bias and culturally sensitive classrooms, support social action, and assist children and families in self-advocacy. Previously EDU 115. Student option grading.

**EDUCATION 118****Math In Early Education (5)**

Students will learn to integrate effective and developmentally appropriate math content and processes into supporting the learning of pre-K through 2nd grade children. Topics related to understanding and managing testing and IEP practices in early education are included. Previously EDU 106. Prerequisite: MATH 070 or equivalent and one Education course or permission of instructor. Student option grading.

**EDUCATION 124**

**Strategies and Methods:  
Bilingual/Bicultural Edu (5)**

Explore the fundamental principles of education for second language learners in early education settings. Course content will examine the effects of culture on language development and effective bilingual strategies for first and second language acquisition. Previously EDU 121. Student option grading.

**EDUCATION 125**

**The Educational Context of Linguistics (5)**

Language is one of the most powerful transmitters of culture. We will examine the role of language as a tool for social domination or liberation. Particular emphasis will be placed on issues of bilingualism, language development process, and literacy acquisition in early childhood. Previously EDU 122.

**EDUCATION 126**

**Multi Ethnic Children and Families (5)**

Within the context of early education, explore topics of culture and cognition, bilingualism, the biculturation process, bilingual/bicultural child development, and cultural psychological dynamics as they relate to the development of personality and racial/ethnic identity. Previously EDU 123. Student option grading.

**EDUCATION 140**

**Instructional Methods: K-3 (5)**

Explore concepts, materials, methods and standards in the early elementary years. Content will incorporate a multicultural perspective that supports the learning styles of individual children. Previously EDU 140. Student option grading.

**EDUCATION 150**

**Early Childhood Curriculum Development (5)**

Explore theories and models of early childhood curriculum, as well as teaching methods that support children's learning and development within diverse group settings. Previously EDU 150. Student option grading.

**EDUCATION 160**

**Programs for Infants and Toddlers (5)**

Explore approaches to nurturing the development of typically developing and 'at risk' infants and toddlers. Identify program models and develop instructional materials for use with this age. Previously EDU 160. Prerequisite: EDUC& 115 recommended. Student option grading.

**EDUCATION & 202**

**Introduction to Education (5)**

Explore how you may fit into the teaching profession. This intro course examines the complex role of American education in the global economy of the 21st century. We will analyze current research & trends in education to examine issues that affect teachers from preschool through high school, students and families. Previously EDU 100. Student option grading.

**EDUCATION & 204**

**Exceptional Child (5)**

Explore the history, current research, best practices, social and political issues in the provision of support for individuals with disabilities in education settings. Previously EDU 125. Prerequisite: EDUC& 202 recommended. Student option grading.

**EDUCATION 210**

**Best Practices In Special Education (5)**

This course will explore the systems and instructional methods used to teach exceptional students in regular and special education. We will develop strategies for collaboration between professionals and parents. Previously EDU 210. Prerequisite: EDUC& 204 recommended. Student option grading.

**EDUCATION 215**

**Family Systems (5)**

Learn about the inter-relationship of family, school, and community as it relates to child development, family structures and dynamics, interpersonal communication, parent-professional partnerships and resource coordination. Previously EDU 215. Student option grading.

**EDUCATION 250**

**Child Guidance and Classroom Management (5)**

This course features a practicum experience, providing students insights into the role that environment, adult behavior and interactions and curriculum play in guiding individual children's behavior and managing large and small groups of children. Previously EDU 250. Prerequisite: EDUC& 115. Student option grading.

**EDUCATION 265**

**Issues and Trends In Childhood Education (5)**

Examine, analyze and interpret issues and trends in Early Childhood Education within the context of a rapidly changing society. Topics include educational reform, student assessment, teacher training, inclusion, multiculturalism and diversity, curriculum innovations, educational technology. Previously EDU 265.

**EDUCATION 290**

**Student Internship I (5)**

Gain experience in a classroom setting; apply skills in teamwork, classroom management, curriculum development, teaching and professionalism. Develop a portfolio; attend weekly seminars with peers. Previously EDU 260. Prerequisites: EDUC 140, 150 or 160 and EDUC 250 or instructor permission. Student option grading.

**EDUCATION 291**

**Special Topics In Education (1)**

Classes focusing on specific issues and/or topics of interest in Education. Previously EDU 281.

**EDUCATION 292**

**Special Topics In Education (2)**

Classes focusing on specific issues and/or topics of interest in Education. Previously EDU 282.

**EDUCATION 293**

**Special Topics In Education (3)**

Classes focusing on specific issues and/or topics of interest in Education. Previously EDU 283.

**EDUCATION 294**

**Special Topics In Education (4)**

Classes focusing on specific issues and/or topics of interest in Education. Previously EDU 284.

**EDUCATION 295**

**Special Topics In Education (5)**

Classes focusing on specific issues and/or topics of interest in Education. Previously EDU 285.

**EDUCATION 296**

**Student Internship II (5)**

This is the advanced level of the student internship sequence. Each student is expected to work as a team member and demonstrate professional skills at an advanced level. Continue weekly seminars & portfolio development. Previously EDU 261. Prerequisite: EDUC 290 and instructor permission. Student option grading.

**EDUCATION 297**

**Individual Project In Education (1)**

Individual project in a specific area of education. By arrangement with instructor. Previously EDU 297. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**EDUCATION 298**

**Individual Project In Education (2)**

Individual project in a specific area of education. By arrangement with instructor. Previously EDU 298. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**EDUCATION 299**

**Individual Project In Education (3)**

Individual project in a specific area of education. By arrangement with instructor. Previously EDU 299. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**EDUCATION LEARNING****ASSISTANCE 199**

**Tutor Writing & Learning: Theory & Practice (3)**

This course combines classroom instruction with supervised practice for students wanting to work as tutors in The Writing & Learning Studio. Topics include writing center theory and practice, learning theory, and tutoring principles and strategies with a focus on helping writers during all stages of the writing process. Prerequisite: Minimum grade of 3.5 in ENGL& 101 and interview with instructor. Student option grading.

**EDUCATION LEARNING****ASSISTANCE 291**

**Special Topics In Education Learning Assistance (1)**

Classes focusing on specific issues and/or topics of interest in education learning assist. Previously EDUC 281.

**EDUCATION LEARNING****ASSISTANCE 292**

**Special Topics In Education Learning Assistance (2)**

Classes focusing on specific issues and/or topics of interest in education learning assist. Previously EDUC 282.

**ENGINEERING 100**

**Introduction to Engineering and Design (4)**

Introduction to the engineering profession and the engineering design process. Course includes guest speakers, team activities, and career planning. Communication, creative skills, and teamwork are developed utilizing journals, written reports, poster presentations, and sketching. Mandatory decimal grading.

**ENGINEERING 103****Applied Descriptive Geometry (5)**

The solution of engineering problems using graphical methods. Includes point, line and plane problems, intersections and developments, and forces in space. Drawings may be done in CAD if ENGR 202 completed. Prerequisite: ENGR& 114. Mandatory decimal grading.

**ENGINEERING & 114****Engineering Graphics (5)**

Use of instruments, scales, techniques of lettering and line work. 3D visualization and fundamentals of orthographic projection including sections; isometric drawing; auxiliary views; dimensioning; simple rectilinear graphs, and introduction to CAD. Previously ENGR 101. Prerequisite: English 100 or ESL 100, and Math 080 with grades of 2.0 or better, or permission. Mandatory decimal grading.

**ENGINEERING 115****Introduction to Statics and Engineering Problems (5)**

Introduction to fundamental engineering principles including dimensional analysis, vector algebra, statics, and selected engineering topics. Designed to develop ability to analyze and solve engineering problems in a clear systematic manner. Previously ENGR 111. Prerequisite: ENGR& 114 and MATH& 142. (MATH& 142 may be taken concurrently.) Mandatory decimal grading.

**ENGINEERING 170****Fundamentals of Material Science (5)**

Studies the fundamental properties of engineering materials related to atomic, molecular and crystalline structures. The mechanical and physical properties of metals, ceramics, polymers, and composites will be studied. Prerequisite: CHEM 171 or permission. Mandatory decimal grading.

**ENGINEERING 202****Introduction to Computer-Aided Drafting (5)**

Introduction to basic AutoCAD commands, coordinate systems, data input, editing, layers, dimensioning, text commands, filing and plotting, two dimensional construction, introduction to 3D modeling. Previously ENGR 200. Prerequisite: ENGR& 114 with a grade of 2.0 or better or instructor permission. Mandatory decimal grading.

**ENGINEERING 203****Advanced Computer-Aided Drafting (5)**

Advanced applications of AutoCAD including: use of attributes; work with WBLOCK command; create sub-directories, menus and use of some DOS and Windows commands; 3D wire frames, surface and solid modeling. Previously ENGR 201. Prerequisite: ENGR 202 with a grade of 2.0 or better or permission. Mandatory decimal grading.

**ENGINEERING & 204****Fundamentals of Electrical Engineering (5)**

Introduction to electrical engineering. Basic circuit and systems concepts, mathematical models of components. Kirchoff's Laws. Resistors, sources, capacitors, inductors and operational amplifiers. Solution of first and second order linear differential equations associated with basic circuit forms. Previously ENGR 215. Prerequisite: PHYS& 222 may be taken concurrently and MATH& 163 must be completed. (MATH 207 recommended). Mandatory decimal grading.

**ENGINEERING 205****Solid Works and Parametric Modeling (3)**

Introduction to creating 3D CAD models using feature-based, parametric solid-modeling design; base, boss and cut features using extruded, revolved, simple swept and lofted shapes; capturing design intent using automatic or user-defined geometric and dimensional constraints; detail and assembly drawings. Prerequisites: ENGR& 114 and MATH 099 with a 2.0 or better, or instructor permission. Mandatory decimal grading.

**ENGINEERING 206****Advanced Solid Works (3)**

Advanced 3D CAD models using SolidWorks parametric solid modeling; swept and lofted shapes; assembly interference checking, collision detection, dynamic clearance, physical dynamics and simulation surfaces, use of Photo Works rendering, and Cosmos FEA in linear static, frequency, buckling, and thermal analysis. Prerequisite: ENGR 205 with a 2.0 or better, or instructor permission. Mandatory decimal grading.

**ENGINEERING & 214****Statics (5)**

Principles of engineering statics, basic concepts, resultants, force-couple relationships, equilibrium diagrams, equilibrium analysis, three-dimensional structures, two-dimensional frames, trusses, beams and friction. Vector algebra used throughout the course. Previously ENGR 210. Prerequisite: ENGR 115 and MATH& 151 with grades of 2.0 or better, or instructor permission. MATH& 151 may be taken concurrently. Mandatory decimal grading.

**ENGINEERING & 215****Dynamics (5)**

A general treatment of the dynamics of particles and rigid bodies using vectors; kinematics, kinetics, momentum and energy principles for particles and rigid bodies; use of total acceleration equation. Previously ENGR 230. Prerequisite: PHYS& 221, ENGR& 214 and MATH& 163 (MATH& 163 may be taken concurrently.) Mandatory decimal grading.

**ENGINEERING & 224****Thermodynamics (5)**

Introduction to the basic principles of thermodynamics, from a predominantly macroscopic point of view. Development of the basic laws of thermodynamics, together with their illustration by application to energy transformations and state changes in engineering problems. Previously ENGR 260. Prerequisites: MATH& 163, CHEM 171, PHYS& 221. Mandatory decimal grading.

**ENGINEERING & 225****Mechanics of Materials (5)**

An introduction to the mechanics of solids, strain and deformation, stress, stress-strain relationships; torsion, stresses due to bending; combined stresses using Mohr's circle. Previously ENGR 220. Prerequisite: ENGR& 214 and MATH& 152 (MATH& 152 may be taken concurrently.) Mandatory decimal grading.

**ENGINEERING 294****Special Topics: Engineering (4)**

Classes focusing on specific issues and/or topics of interest in engineering. Previously ENGR 284.

**ENGINEERING 297****Individual Project In Engineering (1)**

Individual project in a specific area of engineering. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ENGINEERING 298****Individual Project In Engineering (2)**

Individual project in a specific area of engineering. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ENGINEERING 299****Individual Project In Engineering (3)**

Individual project in a specific area of engineering. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ENGINEERING TECHNOLOGY 159****Technical Orientation (5)**

Introduction to the techniques and procedures for solving engineering problems. Basic geometry, trigonometric functions, vectors, unit systems and dimensional analysis. NOTE: Must have completed or be currently enrolled in MATH 80 or MATH 099. Mandatory decimal grading.

**ENGINEERING TECHNOLOGY 190****Internship/Field Work Experience In Engrt (8)**

Field experience in the technical area of the student's program. Arrangements and registration must be completed prior to the start of the quarter. Previously ENGR 180. Prerequisite: Permission only.

**ENGINEERING TECHNOLOGY 295****Special Topics In Engrt (5)****ENGINEERING TECHNOLOGY 297****Individual Project In Engineering Technology (1)**

Individual project in a specific area of engineering technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ENGINEERING TECHNOLOGY 298****Individual Project In Engineering Technology (2)**

Individual project in a specific area of engineering technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ENGINEERING TECHNOLOGY 299****Individual Project In Engineering Technology (3)**

Individual project in a specific area of engineering technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ENGLISH 080****Critical Thinking In College and Life (10)**

Students improve their critical and creative thinking skills to become successful in college. Students learn strategies for reading, writing, problem-solving, self assessment, and navigating college systems in the context of their educational goals and life interests. Previously ENG 080. Prerequisite: Students need COMPASS scores of 50 in Reading and 14 in Writing to take this class. Registration requires the signature of an approved advisor. Student option grading.

**ENGLISH 081****Developmental Reading I (5)**

Comprehension of short literature, textbook and magazine selections: main ideas, details, vocabulary. May include lab. Previously ENG 081. Prerequisite: Placement recommendation. Must show instructor placement results first class. Student option grading.

**ENGLISH 082****Developmental Reading II (5)**

Literal and interpretive comprehension of longer fiction and non-fiction selections: paragraph organization, inferences. Textbook and recreational reading. May include lab. Previously ENG 082. Prerequisite: ENGL 081 or placement recommendation. Must show instructor placement results first class. Student option grading.

**ENGLISH 087****Speed Reading Comprehension (2)**

Two-week seminar plus individualized instruction to work on the sophisticated skills of comprehension, retention, rapid reading, skimming and scanning. Previously ENG 087. Prerequisite: ENGL 082 or higher reading placement recommendation. Must show instructor placement results first class. Student option grading.

**ENGLISH 089****Learning Studio (3)**

Students work on level-appropriate assignments to develop vocabulary, study strategies, and/or reading comprehension using The Writing & Learning Studio resources. Possible topics: memory, note-taking, learning from textbooks, English word study, critical reading skills. For students in all disciplines. 20 hours attendance for each credit. Prerequisite: Non-native English speakers must be above ESL Level 4. Mandatory P/NC grading.

**ENGLISH 090****Reading and Writing In the Academic Subjects (5)**

Students develop abilities for successful reading, writing and learning in college. They learn how knowledge and information are organized in college and how to improve achievement across disciplines. Students explore academic/career goals. Usually offered in conjunction with Study Skills 100 for a total of 10 credits. Previously ENG 090. Prerequisite: COMPASS scores of 61 in Reading and 28 in Writing, or completion of English 080 or equivalent with a 2.0 better, or instructor permission. Student option grading.

**ENGLISH 091****Developmental Writing I (5)**

Writing fluency with increasing control of mechanics. Includes topic sentence, development of supporting details and focus in building 100-word paragraphs and short essays. May include lab. Previously ENG 091. Prerequisite: Writing placement recommendation. Must show instructor placement results at first class. Student option grading.

**ENGLISH 092****Developmental Writing II (5)**

Continues ENGL 091. Focus on supporting a clear focus and point of view in a 200-350 word paper. May include lab. Previously ENG 092. Prerequisite: ENGL 091 or writing placement recommendation. Must show instructor placement results first class. Student option grading.

**ENGLISH 096****Grammar Review (1)**

Two-week seminar for increased understanding of grammar basics, including parts of speech and sentence patterns. Previously ENG 096. Prerequisite: ENGL 091 or higher writing placement recommendation. Must show instructor placement results first class. Student option grading.

**ENGLISH 098****English Express (2)**

A fast-paced, intensive reading and writing course designed to review and strengthen the communication skills and study strategies needed for ENGL& 101. Content focuses on critical analysis of college-level reading and on producing clear, coherent academic writing. Previously ENG 098. Prerequisite: To qualify for ENGL 098, students must have Language Usage scores above 37 and Reading scores above 40 on the ASSET test. Mandatory P/NC grading.

**ENGLISH 099****Writing Studio (3)**

Students work on level-appropriate writing activities for academic, professional, or personal enhancement using The Writing & Learning Studio resources. Possible activities: essays, research papers, resumes, personal statements, grammar, spelling, punctuation. Useful for students in all disciplines. Each credit requires 20 hours attendance. Prerequisite: Non-Native English speakers must be above ESL Level 4. Mandatory P/NC grading.

**ENGLISH 100****Analytical Reading and Writing (5)**

Students develop the academic skills in critical reading, writing, and thinking necessary for college-level work. Previously ENG 100. Prerequisites: COMPASS scores of 80 in Reading and 47 in Writing, or completion of ENGL 090 or equivalent with a 2.0 or better, or instructor permission. Student option grading.

**ENGLISH & 101****English Composition I (5)**

Students write essays that display focus, organization, appropriate style, and technical control. They develop skills in critical thinking and close reading of texts and respond in writing and discussion to assigned topics. Previously ENG 101. Prerequisites: COMPASS scores of 85 in Reading and 79 in Writing, or completion of ESL 100, ENGL 100, or equivalent with a 2.0 or better, or instructor permission. Student option grading.

**ENGLISH & 102****Composition II:****Reasoning/Research/Writing (5)**

Students write research essays on various topics. Using both traditional and new information technologies, they develop skills as researchers, critical thinkers and writers of documented analysis and argumentation. Themes of individual sections are available at the online English page. Previously ENG 102. Prerequisites: Completion of ENGL& 101 with a grade of 2.0 or better. Student option grading.

**ENGLISH & 111****Introduction to Literature (5)**

Students explore poetry, fiction, non-fiction and drama representing multiple perspectives of the human experience. Previously ENG 201. Prerequisite: Successful completion of ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 111W****Introduction to Literature (5)**

Students explore poetry, fiction, non-fiction and drama representing multiple perspectives of the human experience. Previously ENG 201W. Prerequisite: Successful completion of ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 112****Introduction to Fiction (5)**

Students explore techniques of fiction and analyze fictional genres, including short stories and novels from various cultures and time periods, representing multiple perspectives of the human experience. Previously ENG 258. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH & 112W****Introduction to Fiction (5)**

Students explore techniques of fiction and analyze fictional genres, including short stories and novels from various cultures and time periods, representing multiple perspectives of the human experience. Previously ENG 258W. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH & 113****Introduction to Poetry (5)**

Students explore the mystery, magic and music of poetry. Readings focus on poets in English but may include works in translation from other times and cultures. Students examine the forms, styles and themes of poetry, keeping in mind that a poem is always greater than the sum of its parts. Previously ENG 257. Prerequisite: Successful completion of ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 113W****Introduction to Poetry (5)**

Students explore the mystery, magic and music of poetry. Readings focus on poets in English but may include works in translation from other times and cultures. Students examine the forms, styles and themes of poetry, keeping in mind that a poem is always greater than the sum of its parts. Previously ENG 257W. Prerequisite: Successful completion of ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 114****Introduction to Drama (5)**

Students explore dramatic traditions by reading and analyzing plays from ancient to contemporary times. Previously ENG 259. Student option grading.

**ENGLISH & 114W****Introduction to Drama (5)**

Students explore dramatic traditions by reading and analyzing plays from ancient to contemporary times. Previously ENG 259. Student option grading.

**ENGLISH 134****Technical Writing for the Health Sciences (3)**

Principles of composition applied to the health sciences: case studies, documentation forms, policy statements, memoranda. Previously ENG 132. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH 154****Great Works of Asian Literature (5)**

Students explore classic literature of Asian countries such as China, Japan, India, Vietnam & Korea. They will examine how the literature and sense of beauty in each country are influenced by Asian thought: Buddhism, Daoism, Confucianism and Hinduism. Texts may include fiction, plays, film and poetry. Previously ENG 151. Prerequisite: ENGL& 101 (minimum grade 2.0) Student option grading.

**ENGLISH 154W****Great Works of Asian Literature (5)**

Students explore classic literature of Asian countries such as China, Japan, India, Vietnam & Korea. They will examine how the literature and sense of beauty in each country are influenced by Asian thought: Buddhism, Daoism, Confucianism and Hinduism. Texts may include fiction, plays, film and poetry. Previously ENG 151W. Prerequisite: ENGL& 101 (minimum grade 2.0) Student option grading.

**ENGLISH 190****Literature By Topic (5)**

Intensive study of key topics in imaginative literature. Analysis and discussion of poetry, drama, short stories, essays and novels selected according to special concerns. Offerings will vary from quarter to quarter. See the time schedule for the current listing. A student may take more than one section of ENGL 190. Previously ENG 202. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 190W****Literature By Topic: (5)**

Intensive study of key topics in imaginative literature. Analysis and discussion of poetry, drama, short stories, essays and novels selected according to special concerns. Offerings will vary from quarter to quarter. See the time schedule for the current listing. A student may take more than one section of ENGL 190. Previously ENG 202. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 200****Survey of World Literature (5)**

Students read a sample of fiction, poetry, drama and other genres from around the world. Students explore the features of these different forms, the role of culture and history in shaping the literature of various nations and various culture's distinct conceptions of literature. Prerequisite: Successful completion of ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 200W****Survey of World Literature (5)**

Students read a sample of fiction, poetry, drama and other genres from around the world. Students explore the features of these different forms, the role of culture and history in shaping the literature of various nations and various culture's distinct conceptions of literature. Prerequisite: Successful completion of ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 207****Introduction to Irish Literature (5)**

Students explore Irish culture through myth, fiction, poetry, and plays. Includes works written in English and translated from Gaelic. Periods may include Celtic, medieval, colonial, Irish Renaissance, and contemporary. Authors range from Nobel winners like Yeats, Joyce, and Heaney to regional authors such as Morrissey and Kavanagh. Prerequisite: Successful completion of ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 207W****Introduction to Irish Literature (5)**

Students explore Irish culture through myth, fiction, poetry, and plays. Includes works written in English and translated from Gaelic. Periods may include Celtic, medieval, colonial, Irish Renaissance, and contemporary. Authors range from Nobel winners like Yeats, Joyce, and Heaney to regional authors such as Morrissey and Kavanagh. Prerequisites: Successful completion of ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 215****Canadian Literature (5)**

Focus on the study of Canadian literature, including poetry, short stories and novels. Course includes contemporary Canadian authors such as Margaret Atwood, Moredecai Richler and Robertson Davies. Previously ENG 215. Student option grading.

**ENGLISH 215W****Canadian Literature (5)**

Focus on the study of Canadian literature, including poetry, short stories and novels. Course includes contemporary Canadian authors such as Margaret Atwood, Moredecai Richler and Robertson Davies. Previously ENG 215W. Student option grading.

**ENGLISH & 220****Introduction to Shakespeare (5)**

Students explore Shakespeare's plays and sonnets for their unforgettable characters, brilliant language and timeless themes. Readings and film viewings may include Hamlet, Othello, A Midsummer Night's Dream, Henry V, and The Tempest. Previously ENG 231. Prerequisites: Successful completion of ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH & 220W****Introduction to Shakespeare (5)**

Students explore Shakespeare's plays and sonnets for their unforgettable characters, brilliant language and timeless themes. Readings and film viewings may include Hamlet, Othello, A Midsummer Night's Dream, Henry V, and The Tempest. Previously ENG 231W. Prerequisites: Successful completion of ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH & 226****British Literature I (5)**

Students explore English literature from the Middle Ages to the 17th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres, and perspectives. Previously ENG 264. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 226W****British Literature I (5)**

Students explore English literature from the Middle Ages to the 17th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres, and perspectives. Previously ENG 264. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 227****British Literature II (5)**

Students explore English literature from the 17th century to the late 18th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres, and perspectives. Previously ENG 265. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 227W****British Literature II (5)**

Students explore English literature from the 17th century to the late 18th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres, and perspectives. Previously ENG 265W. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 228****British Literature III (5)**

Students explore English literature from the 19th to the 20th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres and perspectives. Previously ENG 266. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 228W****British Literature III (5)**

Students explore English literature from the 19th to the 20th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres and perspectives. Previously ENG 266. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 229****Gothic Literature (5)**

Students explore how Gothic literature challenges conventional views through horror, the irrational, & the supernatural & examines how this literature expresses political, social, and cultural fears. They also trace the genre's transformations through three centuries of British & American literature and film. Previously ENG 244. Prerequisite: ENGL& 101 with a 2.0 or better or instructor approval. Student option grading.

**ENGLISH 229W****Gothic Literature (5)**

Students explore how Gothic literature challenges conventional views through horror, the irrational, & the supernatural & examines how this literature expresses political, social, and cultural fears. They also trace the genre's transformations through three centuries of British & American literature and film. Previously ENG 244W. Prerequisite: ENGL& 101 with a 2.0 or better or instructor approval. Student option grading.

**ENGLISH & 230****Technical Report Writing (3)**

Students learn the fundamental principles and practices of effective technical writing in business, non-profit and/or government environments. Writing includes reports, letters, resumes, progress reports, brochures, technical reports, newsletters, executive summaries, surveys, and project documentation. Previously ENG 270. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 244****American Literature I (5)**

Students explore American literature thematically and examine how it reflects and shapes literary, political, historical, and cultural developments. Each course will focus on a particular theme. Possible themes are: protest, war, the Harlem Renaissance, immigration, or American Dreams. Previously ENG 267. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 244W****American Literature I (5)**

Students explore American literature thematically and examine how it reflects and shapes literary, political, historical, and cultural developments. Each class may cover a different theme such as protest literature, literature of war, the Harlem Renaissance, literature of immigration, American Dreams. Previously ENG 267. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH & 245****American Literature II (5)**

Students explore how literature in a particular time period reflects and shapes literary movements and political, historical, and cultural developments. Each course may focus on a different time period. Possible timelines are: Colonial to 19th-century; 19th-century; 20th-century and 21st-century. Previously ENG 267. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH & 245W****American Literature II (5)**

Students explore how American literature in a particular time period reflects and shapes literary movements and political, historical, and cultural developments. Each class may focus on a different time period. Possible timelines are: Colonial to 19th-century; 19th-century; 20th-century and 21st-century. Previously ENG 267. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH & 246****American Literature III (5)**

Students explore American literature through a particular genre or literary movement and examine how it reflects and shapes cultural, political, and historical developments. Genres and movements might include one of the following: Modernism, science fiction, protest literature, Beat poets, or LGBT literature. Previously ENG 269. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH & 246W****American Literature III (5)**

Students explore American literature through a particular genre or literary movement and examine how it reflects and shapes cultural, political, and historical developments. Genres and movements might include one of the following: Modernism, science fiction, protest literature, Beat Poets, or LGBT literature. Previously ENG 269. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH 247****African American Literature (5)**

Students study African-American literature in its social, political, historical and cultural context. We will explore how the literature reflects experiences unique to African-Americans while presenting characters, settings, themes and experiences shared by all: heartbreak, joy, fear, loss, love and death. Previously ENG 235. Prerequisite: ENGL& 101 or instructor approval. Student option grading.

**ENGLISH 247W****African American Literature (5)**

Students study African-American literature in its social, political, historical and cultural context. We will explore how the literature reflects experiences unique to African-Americans while presenting characters, settings, themes and experiences shared by all: heartbreak, joy, fear, loss, love and death. Previously ENG 235W. Prerequisite: ENGL& 101 or instructor approval. Student option grading.

**ENGLISH 248****Modern American Women Writers (5)**

This course examines how modern women writers explore, express, and construct identity and experience through literature. Students will read literature from multiple perspectives and cultures in the U.S. Authors may include Hurston, Erdrich, Lahiri, Lorde, Morrison, Ozick, Tan, Viramontes, Wharton and Yamamoto. Previously ENG 236. Prerequisite: ENGL& 101 or instructor approval. Student option grading.

**ENGLISH 248W****Modern American Women Writers (5)**

This course examines how modern women writers explore, express, and construct identity and experience through literature. Students will read literature from multiple perspectives and cultures in the U.S. Authors may include Hurston, Erdrich, Lahiri, Lorde, Morrison, Ozick, Tan, Viramontes, Wharton and Yamamoto. Previously ENG 236W. Prerequisite: ENGL& 101 or instructor approval. Student option grading.

**ENGLISH 257****Literature of Latin America (5)**

Students explore the literature of several Latin American countries through various genres and time periods, with emphasis upon this literature's immense and enduring global popularity since the latter 20th Century. Authors may include Marquez, Borges, Neruda, Cortazar, Fuentes, and Allende. Previously ENG 234. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH 257W****Literature of Latin America (5)**

Students explore the literature of several Latin American countries through various genres and time periods, with emphasis upon this literature's immense and enduring global popularity since the latter 20th Century. Authors may include Marquez, Borges, Neruda, Cortazar, Fuentes, and Allende. Previously ENG 234. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH 265****Experiential Learning Portfolio Design (3)**

Students design portfolios containing essays, resumes, letters of request, and documentation for Credit for Prior Experiential Learning requests. Students gain knowledge of adult learning strategies and skills. Prerequisite: Successful completion of ENGL 101, BUSTC 215, or ENGL& 101 challenge test. Mandatory P/NC grading.

**ENGLISH 271****Beginning Poetry Writing I (5)**

Students discover the pleasure and craft of writing poetry in a variety of styles and voices. Students read the works of other poets as models of form and technique and submit drafts of poems for peer feedback in a workshop setting. Previously ENG 274. Prerequisite: Successful completion of ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 272****Beginning Poetry Writing II (5)**

Continues the work of ENGL 271: Students discover the pleasure and craft of writing poetry in a variety of styles and voices. Students read the works of other poets as models of form and technique and submit drafts of poems for peer feedback in a workshop setting. Previously ENGL 275. Prerequisite: ENGL 271 or instructor permission. Student option grading.

**ENGLISH 276****Advanced Expository Writing (5)**

Students build on skills from earlier writing courses and expand their strategies for composing effective non-fiction prose. Writing forms may include argumentation, genre, research, discipline specific, and interdisciplinary. Previously ENGL 271. Prerequisite: ENGL& 101, or equivalent with instructor permission. Student option grading.

**ENGLISH 279****Writing for New Media (5)**

Students write for various purposes in electronic media such as websites, social networking forums, video games, blogs, wikis, webisodes, and others. Students explore organization, style, differences among media, audience analysis, writing for a multimedia environment, and collaborative writing. Specific content varies. Previously ENGL 272. Prerequisite: ENGL 100 or ESL 100 or Compass placement at ENGL& 101 or writing portfolio with instructor permission. Basic familiarity with computers, the Internet, and word-processing software. Student option grading.

**ENGLISH 279W****Writing for New Media (5)**

Students learn the principles and practices of creating a new media content for Web sites, kiosks, and electric storage devices. They explore types of hierarchy, online content writing and editing, project documentation, and audience analysis. Students develop new media content for a client. Previously ENGL 272W. Prerequisites: ENGL 100 or ESL 100-level English by testing or coursework, or instructor permission. Basic familiarity with computers, the Internet and the World Wide Web (WWW), and word-processing software. Student option grading.

**ENGLISH 281****Beginning Short Story Writing I (5)**

Students explore and write short fiction using plot, character, atmosphere, point of view, symbolism, metaphor, and theme. Using various narrative strategies, they write and workshop short fictional pieces. They identify the strengths and limitations of various storytelling media. Previously ENGL 277. Prerequisite: ENGL& 101. Student option grading.

**ENGLISH 282****Beginning Short Story Writing II (5)**

Continues the work of ENGL 281: Students explore and write short fiction using plot, character, atmosphere, point of view, symbolism, metaphor, and theme. Using various narrative strategies, they write and workshop various fictional pieces. They identify the strengths and limitations of various storytelling media. Previously ENGL 278. Prerequisite: ENGL 281. Student option grading.

**ENGLISH 285****Successful Tutoring (4)**

For those interested in tutoring in the Reading and Writing Lab. Orientation to skills courses and methods of tutoring reading and writing on an individualized basis. Previously ENGL 295. Prerequisite: Minimum grade of 3.4 in ENGL& 101 and interview with instructor. Student option grading.

**ENGLISH 286****Tutoring Practicum (3)**

Students receive credit for tutoring in the Reading/Writing Learning Center. Weekly seminar to discuss tutoring topics, issues and tutor concerns. Previously ENGL 296. Prerequisite: EDULA 199 and permission of instructor. Student option grading.

**ENGLISH 287****European Lit:****Masterpieces of Greece and Rome (5)**

Exploring how these works shaped their own cultures and exert a powerful influence upon later cultures, students read the myths, poems, comedies and tragedies of ancient Greece and Rome. Previously Eng 281. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 287W****European Lit:****Masterpieces of Greece and Rome (5)**

Exploring how these works shaped their own cultures and exert a powerful influence upon later cultures, students read the myths, poems, comedies and tragedies of ancient Greece and Rome. Previously Eng 281W. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 288****European Lit:****Medieval Through Enlightenment (5)**

Students read works from The Medieval Era through The Age of Enlightenment, considering various genres and countries. Artists may include Dante, Boccaccio, Cervantes, Machiavelli, Goethe, and Voltaire. Previously ENGL 282. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 288W****European Lit:****Medieval Through Enlightenment (5)**

Students read works from The Medieval Era through The Age of Enlightenment, considering various genres and countries. Artists may include Dante, Boccaccio, Cervantes, Machiavelli, Goethe, and Voltaire. Previously ENGL 282W. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 289****European Lit: Modern to Contemporary (5)**

Students read works from 19th-Century through present-day European literature, considering various genres and countries. Authors may include Dostoevsky, Tolstoy, Kafka, Camus, Ibsen, Collette, Chekov, and Calvino. Previously ENGL 283. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 289W****European Lit: Modern to Contemporary (5)**

Students read works from 19th-Century through present-day European literature, considering various genres and countries. Authors may include Dostoevsky, Tolstoy, Kafka, Camus, Ibsen, Collette, Chekov, and Calvino. Previously ENGL 283W. Prerequisite: ENGL& 101 or equivalent with instructor permission. Student option grading.

**ENGLISH 292****Special Topics In English (2)**

Classes focusing on specific issues and/or topics of interest in English. Previously ENGL 292.

**ENGLISH 293****Special Topics In English (3)**

Classes focusing on specific issues and/or topics of interest in English. Previously ENGL 293.

**ENGLISH 294****Special Topics In English (4)**

Classes focusing on specific issues and/or topics of interest in English. Previously ENGL 294.

**ENGLISH 294W****Special Topics In English - W (4)**

Classes focusing on specific issues and/or topics of interest in English. Previously ENGL 294W.

**ENGLISH 295****Special Topics In English (5)**

Classes focusing on specific issues and/or topics of interest in English. Previously ENGL 285.

**ENGLISH 295W****Special Topics In English-W (5)**

Classes focusing on specific issues and/or topics of interest in English. Previously ENGL 285W.

**ENGLISH 297****Individual Project In English (1)**

Individual project in a specific area of English. By arrangement with instructor. Previously ENGL 297. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**ENGLISH 298****Individual Project In English (2)**

Individual project in a specific area of English. By arrangement with instructor. Previously ENGL 298. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**ENGLISH 299****Individual Project In English (3)**

Individual project in a specific area of English. By arrangement with instructor. Previously ENGL 299. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**ENGLISH 299W****Individual Project In English (3)**

Individual project in a specific area of English. By arrangement with instructor. Previously ENGL 299W. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**ENGLISH AS A  
SECOND LANGUAGE 005****Special Topics In English As a  
Second Language (5)**

Classes focusing on specific issues and/or topics of interest in English as a Second Language.

**ENGLISH AS A  
SECOND LANGUAGE 094****Toefl Preparation (3)**

Designed for high intermediate or advanced ESL students who need to take the internet-based TOEFL to enter undergraduate and graduate programs. Focus is on question types, test-taking strategies, and listening, reading, writing and speaking skills appropriate for the internet-based TOEFL. Prerequisite: Enrollment in or completion of ESL 098 or equivalent or permission of instructor. Mandatory P/NC grading.

**ENGLISH AS A  
SECOND LANGUAGE 095****Academic Listening and Speaking (5)**

ESL students improve their academic listening and speaking skills to help them succeed in college classes. Students listen to and take notes on lectures and use course topics to practice speaking skills required in academic settings. Students also develop a larger academic vocabulary. Prerequisites: Appropriate placement on the Advanced ESL Placement Test or concurrent enrollment in ESL level 5 or above. Student option grading.

**ENGLISH AS A  
SECOND LANGUAGE 099****Academic Esl 2 (10)**

ESL 099 prepares students for ESL 100 and further academic coursework. The course emphasizes content-based reading and writing for academic purposes, including essays, summaries, and short answer responses. Reading includes pre-college to introductory college level materials, with a focus on academic vocabulary. Prerequisites: Successful completion of ESL 060 or appropriate placement on the SCC Advanced ESL Placement Test. Student option grading.

**ENGLISH AS A  
SECOND LANGUAGE 100****Academic Esl 3 (5)**

ESL 100 prepares students for English 101 and further academic coursework, continuing and refining the skills covered in ESL 099. Emphasis is on content-based reading and writing for academic purposes. Students study more complex grammar and vocabulary and read increasingly complex pre-college to college level materials. Prerequisites: Successful completion of ESL 099 or appropriate placement on the Advanced ESL placement test. Student option grading.

**ENVIRONMENTAL SCIENCE & 100****Survey of Environmental Science (5)**

A college level telecourse in environmental science which also serves as a resource for courses in biology, ecology, geography, geology and political science. It will utilize written material and television programs and may also serve as a resource for local governments and community action groups in planning and development. Previously ENVSC 101. Student option grading.

**ENVIRONMENTAL SCIENCE & 101****Introduction to Environmental Science (5)**

Examine natural cycles, ecosystems and other basic concepts of ecology. Study the issues of population, pollution and natural resources. The effects of economic, political and scientific decisions on us and our environment. Laboratory. Previously ENVSC 201. Prerequisite: Recommended placement into ENGL& 101. Student option grading.

**ENVIRONMENTAL SCIENCE & 101W****Introduction to Environmental Science (5)**

Examine natural cycles, ecosystems and other basic concepts of ecology. Study the issues of population, pollution and resources. The effects on us and our environment from economic, political and scientific decisions. Previously ENVSC 201W. Student option grading.

**ENVIRONMENTAL SCIENCE 102****Environmental Science Field Study (1)**

Two half-day weekend field trips to study local ecosystems. Previously part of ENVSC 201. Student option grading.

**ENVIRONMENTAL SCIENCE 102W****Environmental Science Field Study (1)****ENVIRONMENTAL SCIENCE 202****Ecology of Natural Landscapes (6)**

A study of the ecology of terrestrial and aquatic ecosystems and the interaction between them. This course examines models of how ecosystem processes operate at the watershed and landscape level, and the management options and environmental regulations which evolve from our understanding of those processes. Previously ENVSC 202. Prerequisites: ENVSC& 101, equivalent, or instructor permission. Student option grading.

**ENVIRONMENTAL SCIENCE 297****Individual Project In Environmental Science (1)**

Individual project in a specific area of environmental science. By arrangement with instructor. Previously ENVSC 297. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ENVIRONMENTAL SCIENCE 298****Individual Project In Environmental Science (2)**

Individual project in a specific area of environmental science. By arrangement with instructor. Previously ENVSC 298. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ENVIRONMENTAL SCIENCE 299****Individual Project In Environmental Science (3)**

Individual project in a specific area of environmental science. By arrangement with instructor. Previously ENVSC 299. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**ESL FOR LIFE & WORK 010****Esl for Life and Work 1 (5)**

This beginning level course teaches English language and civic skills students need in everyday life and in the workplace. Students improve reading, writing, listening and speaking skills while studying content such as personal and family information, daily routines, and shopping for basic needs. Prerequisite: Placement by ESL program. Mandatory Pass/NC grading.

**ESL FOR LIFE & WORK 020****Esl for Life and Work 2 (5)**

This is the second level in a series of ESL courses that emphasize English reading, writing, listening and speaking skills and civics for everyday life and the workplace. Content includes requesting information, expressing wants, likes and dislikes, and describing daily-life events. Prerequisite: Successful completion of ESLL 010 or placement by ESL office. Mandatory Pass/NC grading.

**ESL FOR LIFE & WORK 030****Esl for Life and Work 3 (5)**

This is the third level in a series of ESL courses that emphasize English reading, writing, listening, and speaking skills for everyday life and the workplace. Content includes American culture and education, work skills and community issues. Prerequisite: Successful completion of ESLL 020 or placement by ESL office. Mandatory Pass/NC grading.

**ESL FOR LIFE & WORK 040****Esl for Life and Work 4 (5)**

This is the fourth level in a series of ESL courses that emphasize English reading, writing, listening and speaking skills for everyday life and the workplace. Topics include involvement in community and consumer, health, and workplace issues. Prerequisite: Successful completion of ESLL 030 or placement by ESL office. Mandatory Pass/NC grading.

**ESL FOR LIFE & WORK 050****Esl for Life and Work 5 (5)**

This is the fifth level in a series of ESL courses that emphasize English for everyday life and the workplace. At the high-intermediate level, students continue to improve reading, writing, listening, and speaking skills while focusing on topics such as rights and responsibilities, career plans and consumer issues. Prerequisite: Successful completion of ESLL 040 or placement by ESL office. Mandatory Pass/NC grading.

**ESL/ABE 000****Special Topics In Esl/Abe (0.5)**

Classes focusing on specific issues and/or topics of interest in ESLAB.

**ESL/ABE 0005****Special Topics In Esl/Abe (0.5)**

Classes focusing on specific issues and/or topics of interest in ESLAB.

**ESL/ABE 001****Special Topics In Esl/Abe (1)**

Classes focusing on specific issues and/or topics of interest in ESLAB.

**ESL/ABE 002****Special Topics In Esl/Abe (2)**

Classes focusing on specific issues and/or topics of interest in ESLAB.

**ESL/ABE 003****Special Topics In Esl/Abe (3)**

Classes focusing on specific issues and/or topics of interest in ESLAB.

**ESL/ABE 004****Special Topics In Esl/Abe (4)**

Classes focusing on specific issues and/or topics of interest in ESLAB.

**ESL/ABE 005****Special Topics In Esl/Abe (5)**

Classes focusing on specific issues and/or topics of interest in ESLAB.

**ESL/ABE 006****Esl Through Technology I (3)**

Students work on level-appropriate language skills in 4 areas — speaking, listening, reading, writing - and learn basic computer-media technology. This class may be repeated for credit. Prerequisite: Placement into ESL levels one or two. Mandatory P/NC grading.

**ESL/ABE 007****Esl Through Technology II (3)**

Students work on level-appropriate language skills in 4 areas — speaking, listening, reading, writing - and learn basic computer-media technology. This class may be repeated for credit. Prerequisite: Placement into level three, four, or five. Mandatory P/NC grading.

**ESL/ABE 009****Esl Language Lab (1)**

A learning center for students enrolled in ESL Level 1 to 5. Students practice language skills under supervision of an ESL instructor. Students must attend 20 hours on a drop in basis. Mandatory P/NC grading.

**ESL/ABE 010****Integrated Skills In English 1 (10)**

Students will improve reading, writing and grammar in life skills contexts such as providing personal information, describing daily events, and identifying jobs and work-related abilities. Prerequisites: Appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC grading.

**ESL/ABE 015****Listening & Speaking In English 1 (5)**

Students improve listening and speaking to communicate in contexts such as personal information, schedules, jobs, and work-related abilities. Prerequisites: Appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC grading.

**ESL/ABE 020****Integrated Skills In English 2 (10)**

Students will improve their reading, writing and grammar for home, school, work and community with an emphasis on well-formed sentences. Prerequisites: Successful completion of the previous level or appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC grading.

**ESL/ABE 025****Listening & Speaking In English 2 (5)**

Students practice listening and speaking in the contexts of school, work, health, shopping, and places in the community. Prerequisites: Successful completion of the previous level or appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC Grading.

**ESL/ABE 030****Integrated Skills In English 3 (10)**

Students further develop their reading, writing, and grammar skills with an emphasis on writing basic paragraphs. Prerequisites: Successful completion of the previous level or appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC grading.

**ESL/ABE 035****Listening & Speaking In English 3 (5)**

Students practice more complex listening and speaking tasks in job, school and daily-life situations. Students acquire basic conversational skills. Prerequisites: Successful completion of the previous level or appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC grading.

**ESL/ABE 040****Integrated Skills In English 4 (10)**

Students read about personal, social and cultural issues and write well-organized, detailed paragraphs using more advanced vocabulary and grammar. Students continue to develop life skills. Prerequisites: Successful completion of the previous level or appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC grading.

**ESL/ABE 045****Listening & Speaking In English 4 (5)**

Students continue to develop listening and speaking skills at an increasingly complex level. Students improve communication skills for everyday life and academic preparation. Prerequisites: Successful completion of the previous level or appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC grading.

**ESL/ABE 047****Esl Healthcare Overview (5)**

ESL Healthcare Overview introduces students to careers in healthcare, common cultural differences found in healthcare settings and an overview of basic human anatomy. Listening speaking and study skills are integrated into course content. Previously ESLAB 048. Prerequisite: Successful completion of ESL level 3 or placement into ESL level 4 or above or by instructor permission. Mandatory P/NC grading.

**ESL/ABE 050****Integrated Skills In English 5 (10)**

Students read pre-college materials, build vocabulary, use more advanced grammar and write well-developed and connected paragraphs that combine personal with text-based information. Prerequisites: Successful completion of the previous level or appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC grading.

**ESL/ABE 054****Connecting to College and Careers (1)**

This course transitions students into college courses and introduces distance learning. Using technology, students enhance their communication skills while learning vocabulary and basic concepts related to careers and educational options. Prerequisite: Placement into ESL level five or successful completion of ESL level four or equivalent with instructor permission. Mandatory P/NC Grading.

**ESL/ABE 055****Listening and Speaking 5 (5)**

This course continues to emphasize listening and speaking at an increasingly complex level. Students improve skills relevant for everyday life and college preparation. They take notes on and discuss short lectures and passages of informal speech. Prerequisite: Successful completion of ESL 045, ESL placement into Level 5, or instructor's permission. Mandatory P/NC Grading.

**ESL/ABE 057****Esl Medical Terminology (5)**

ESL Medical Terminology prepares students for health occupation courses and programs. Students improve their English as they learn medical terms, and an overview of basic anatomy. Medical Terminology and ESL faculty co-teach this course. Previously ESLAB 055. Prerequisite: Successful completion of ESL Level 4 or ESL Placement into Level 5 or by instructor permission. Mandatory P/NC grading.

**ESL/ABE 058****Focus On Writing (5)**

Students practice writing skills to help them succeed in ESL and college classes. Students learn to find and correct errors, review grammar points and mechanics, and write in a variety of contexts. Some emphasis on organization. Course may be repeated for credit. Prerequisite: Successful completion of ESL level 3 or placement into ESL level 4, 5, or 6. Mandatory P/NC grading.

**ESL/ABE 059****English for the Office (5)**

This course helps prepare ESL students for a career in an office setting. Language and technology skills are integrated with basic computer, software, office terminology, telephone and note-taking skills, basic business document preparation, and job search strategies. Prerequisite: Successful completion of ESL Level 4, placement into level 5, or by instructor permission. Mandatory P/NC Grading.

**ESL/ABE 060****Integrated Skills In English 6 (10)**

In this integrated reading, writing and grammar course, students gain skills necessary to advance to college courses and professional/technical training. Students progress from paragraph to basic essay writing. Reading topics vary depending on textbooks and instructor and/or student choice. Prerequisites: Successful completion of ESL Level 5 or appropriate placement on the CASAS and/or SCC ESL placement test. Mandatory P/NC Grading.

**ESL/ABE 067****Anatomy and Physiology for Esl Students (5)**

ESL Anatomy and Physiology prepares students for biology and/or health occupation courses and programs. Students improve their English skills as they learn basic anatomy, physiology and selected diseases. ESL and Biology faculty co-teach this course. Previously ESL 091. Prerequisite: Successful completion of ESL Level 4 or ESL Placement into Level 5 or above or by instructor permission. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 001****Special Topics In Eslaf (1)**

Classes focusing on specific issues and/or topics of interest in ESLAF.

**ESLAF-INTERNATIONAL 005****Special Topics In Eslaf (5)**

Classes focusing on specific issues and/or topics of interest in ESLAF.

**ESLAF-INTERNATIONAL 006****Esl Through Technology I-International (3)**

Students work on level-appropriate language skills in 4 areas — speaking, listening, reading, writing - and learn basic computer-media technology. This class may be repeated for credit. Prerequisite: Placement into ESL levels one or two. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 007****Esl Through Technology II-International (3)**

Students work on level-appropriate language skills in 4 areas — speaking, listening, reading, writing - and learn basic computer-media technology. This class may be repeated for credit. Prerequisite: Placement into level three, four, or five.

**ESLAF-INTERNATIONAL 010****Integrated Skills In English 1-International (10)**

Students will improve reading, writing and grammar in life skills contexts such as providing personal information, describing daily events, free-time activities and hobbies. Prerequisites: Appropriate placement on the SCC ESL placement test. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 015****Listening & Speaking In English 1-International (5)**

Students improve listening and speaking to communicate in contexts such as personal information, schedules, free-time activities and hobbies. Prerequisites: Appropriate placement on the SCC ESL placement test. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 020****Integrated Skills In English 2-International (10)**

Students will improve their reading, writing and grammar for home, school and community with an emphasis on well-formed sentences. Prerequisites: Successful completion of the previous level or appropriate placement on the SCC ESL placement test. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 025****Listening & Speaking In English 2-International (5)**

Students practice listening and speaking in the contexts of school, health, shopping, and places in the community. Prerequisites: Successful completion of the previous level or appropriate placement on the SCC ESL placement test. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 030****Integrated Skills In English 3-International (10)**

Students further develop their reading, writing, and grammar skills with an emphasis on writing basic paragraphs. Prerequisites: Successful completion of the previous level or appropriate placement on the SCC ESL placement test. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 035****Listening & Speaking In English 3-International (5)**

Students practice more complex listening and speaking tasks in school and daily-life situations. Students acquire basic conversational skills. Prerequisites: Successful completion of the previous level or appropriate placement on SCC ESL placement test. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 040****Integrated Skills In English 4-International (10)**

Students read about personal, social and cultural issues and write well-organized, detailed paragraphs, using more advanced vocabulary and grammar. Prerequisites: Successful completion of the previous level or appropriate placement on the SCC ESL placement test. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 045****Listening & Speaking In English 4-International (5)**

Students continue to develop listening and speaking skills at an increasingly complex level. Students improve communication skills for everyday life and academic preparation. Prerequisites: Successful completion of the previous level or appropriate placement on the SCC ESL placement test. Mandatory P/NC grading.

**ESLAF-INTERNATIONAL 050****Integrated Skills In English 5-International (10)**

Students read pre-college materials, build vocabulary, use more advanced grammar and write developed paragraphs that combine personal with text-based information. Prerequisites: Successful completion of the previous level or appropriate placement on the SCC ESL placement test.

**ESLAF-INTERNATIONAL 060****Integrated Skills In English 6-International (10)**

In this integrated reading, writing and grammar course students gain skills necessary to advance to college courses and professional/technical training. Students progress from paragraph to basic essay writing. Reading topics vary depending on textbooks and instructor and/or student choice. Prerequisites: Successful completion of ESL Level 5 or appropriate placement on the SCC ESL placement test. Student option grading.

**FILM/VIDEO 255****Basic Video Production (3)**

Intensive introduction to the practical applications of single camera video production techniques. Students work towards basic proficiencies on video camera, lighting, and audio equipment. Student option grading.

**FILM/VIDEO 256****Video Production I (5)**

Survey of the principles, theories and techniques of digital filmmaking production and visual storytelling with a focus on single-camera production. Includes an introduction to the production process, storyboarding, lighting, sound capture, and local filmmaking resources. Appropriate for all levels of experience. Prerequisite: Cinema 201/W or Cinema 202 or Film 255 with a 2.0 or better or instructor's permission. Student option grading.

**FILM/VIDEO 257****Video Production II (5)**

This advanced video production course focuses more intensely on group collaboration, multi-camera digital filmmaking skills, and working with clients in a video production environment. Prior video production experience required. Prerequisite: Film 255 or 256 with a 2.0 or better or instructor's permission. Student option grading.

**FILM/VIDEO 258****Cinematography and Sound Recording (5)**

An advanced film course focusing on cinematography, lighting and sound. There is an emphasis on directing, grip and gaffing techniques, the aesthetics of camera work and dual-system sound recording. Prerequisite: FILM 255 or 256 or 257 or instructor's permission. Student option grading.

**FILM/VIDEO 264****Introduction to Multi-Image (4)**

Processes and techniques in programming to live music and on audio tape. Programs created by students. Instruction in photography, slide duplication, audio, graphics, and other aspects of multi-media. Previously CMU 264. Dual listed as VCT 264. Prerequisite: Music or photography or VCT. Student option grading.

**FILM/VIDEO 265****Editing I: Avid Media Composer (5)**

Introduction to video editing and post-production. Explores the historical and artistic development of editing, prevailing theoretical models, current and emerging technology and techniques. Investigates the post-production spectrum using the Avid Media Composer program. Open to all levels of experience. Prerequisite: VCT 124 and VCT 125 or instructor's permission. Student option grading.

**FILM/VIDEO 266****Editing I: Final Cut Studio (5)**

Introduction to video editing and post-production. Explores the historical and artistic development of editing, prevailing theoretical models, current and emerging technology and techniques. Investigates the post-production spectrum using Final Cut Studio. Prerequisite: VCT 124 and VCT 125 or instructor's permission. Student option grading.

**FILM/VIDEO 267****Advanced Video Editing & Post Production (5)**

Interested in professional video editing? In this class, study advanced video editing and post-production software such as Avid XpressDV to create various longer video projects including narrative, documentary and experimental styles. Emerging technologies are discussed. Prerequisite: CMU 267. Dual listed as VCT 267. Prerequisite: FILM/VCT 266. Student option grading.

**FILM/VIDEO 269****Editing III (5)**

This course focuses on advanced video editing skills using leading non-linear editing systems. Prior experience with computer non-linear editing systems required. Third course in the editing and post-production sequence. Prerequisite: VCT 267 or 268 or instructor's permission. Student option grading.

**FILM/VIDEO 285****Screenwriting (5)**

An intensive seminar on the fundamentals of dramatic writing for the screen. This course focuses on key script elements: plot structure, character and scene development. Students will write multiple short screenplays over the course of the quarter. Open to all levels of screenwriting experience. Prerequisite: Placement in ENGL& 101 or instructor's permission. Student option grading.

**FILM/VIDEO 286****Film Production Management (4)**

Survey course which explores the legal, financial and logistical aspects of film production. Covers producing and scheduling, insurance, contracts, releases, script breakdowns and preparing bids. Prerequisite: Any other course in Film or instructor's permission. Student option grading.

**FILM/VIDEO 287****The Documentary (5)**

A praxis course focused on the analysis of film and video productions intended to be seen as factual presentations of historical, political or social events as well as introductory documentary production techniques. Course also covers the legal and ethical issues inherent in documentary production and distribution. Prerequisite: Cinema 201/W or Cinema 202 with a 2.0 or better or instructor's permission. Student option grading.

**FILM/VIDEO 288****Documentary News Photography (3)**

Theory and techniques of documentary photography. Photographic process used to analyze, interpret and comment on aspects of society. Final product: documenting subject of student's choice in prints of publication quality. Students provide film, paper, supplies. Previously CMU 291. Dual listed as ART 246. Prerequisite: ART 145 or equivalent with instructor permission. Student option grading.

**FILM/VIDEO 290****Digital Filmmaking Internship (5)**

Application of digital filmmaking techniques and theories in an off-campus production environment. Site approval must be obtained by student. Course may be repeated. Student option grading.

**FILM/VIDEO 291****Special Topics In Film/Video (1)**

Classes focusing on specific issues and/or topics of interest in film/video.

**FILM/VIDEO 292****Special Topics In Film/Video (2)**

Classes focusing on specific issues and/or topics of interest in film/video.

**FILM/VIDEO 293****Special Topics In Film/Video (3)**

Classes focusing on specific issues and/or topics of interest in film/video.

**FILM/VIDEO 294****Special Topics In Film/Video (4)**

Classes focusing on specific issues and/or topics of interest in film/video.

**FILM/VIDEO 295****Special Topics In Film/Video (5)**

Classes focusing on specific issues and/or topics of interest in film/video.

**FILM/VIDEO 297****Individual Project In Film/Video (1)**

Individual project in a specific area of film/video. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**FILM/VIDEO 298****Individual Project In Film/Video (2)**

Individual project in a specific area of film/video. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**FILM/VIDEO 299****Individual Project In Film/Video (3)**

Individual project in a specific area of film/video. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**FRENCH & 121****French I (5)**

Fast-paced interactive approach to learning French: listening, speaking, reading and writing. Topics: pronunciation, basic sentence patterns, present tense, agreement. Vocabulary themes: identification, greetings, likes and dislikes, family. Previously FRNCH 101. Student option grading.

**FRENCH & 122****French II (5)**

Continuation of FRCH& 121. Fast-paced interactive approach to learning French. Topics: near future, past tense, imperative, partitive article, prepositions. Vocabulary themes: travel, food, purchases, directions. Cultural studies continued. Previously FRNCH 102. Prerequisite: FRCH& 121 or equivalent with instructor's permission. Student option grading.

**FRENCH & 123****French III (5)**

Continuation of FRCH& 122. Fast-paced interactive approach to learning French. Topics: imperfect, comparison, reflexive verbs, object pronouns, other tenses. Communication themes: past narrations, requests, daily activities, history of France, select Francophone culture. Previously FRNCH 103. Prerequisite: FRCH& 122 or equivalent with instructor permission. Student option grading.

**FRENCH 293****Special Topics In French (3)**

Special topics in French literature. Course conducted in French. Previously FRNCH 283. Student option grading.

**FRENCH 295****Special Topics In French (5)**

Classes focusing on specific issues and/or topics of interest in French. Previously FRNCH 285.

**FRENCH 297****Individual Project In French (1)**

Individual project in a specific area of French. By arrangement with instructor. Previously FRNCH 297. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**FRENCH 298****Individual Project In French (2)**

Individual project in a specific area of French. By arrangement with instructor. Previously FRNCH 298. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**FRENCH 299****Individual Project In French (3)**

Individual project in a specific area of French. By arrangement with instructor. Previously FRNCH 299. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**GED PREPARATION 001****Ged Preparation (5)**

Students prepare for the GED test by reading for understanding, and writing five connected paragraphs in essay format using academic English conventions. GED orientation and test taking skills will be included. GED math skills are covered in ABE math classes. Prerequisite: CASAS Appraisal score of 236 or higher. Mandatory P/NC grading.

**GENDER & WOMEN'S STUDIES 205****Gender and Global Justice (5)**

Explores how globalization affects gender relations and the relative status of women and men in various global contexts. Investigates the institutional status of women in national and international systems of healthcare, justice, economics, politics, family, and development. Dual listed as INTST 205. Previously WOMEN 205. Prerequisite: Placement in ENGL 100 or higher. Student option grading.

**GENDER & WOMEN'S STUDIES 215****Women In U.S. History (5)**

Examines US history from pre-colonial times to the present from the perspectives of women of various racial, ethnic, religious, and socioeconomic backgrounds, and explores how women helped shape US history. Previously WOMEN 240. Dual listed with HIST 215. Prerequisite: Either concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**GENDER & WOMEN'S STUDIES 215W****Women In U.S. History (5)**

Examines US history from pre-colonial times to the present from the perspectives of women of various racial, ethnic, religious, and socioeconomic backgrounds, and explores how women helped shape US history. Previously WOMEN 215W. Dual listed with HIST 215W. Prerequisite: Either concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**GENDER & WOMEN'S STUDIES 284****Gender, Race and Class (5)**

This course explores the ways in which one's gender, race, class and sexual orientation affect access to, participation in, and treatment by a variety of social institutions. We study the legal system, education, and the media as well as actions to confront systems of oppression in the U.S. Previously WOMEN 284. Student option grading.

**GENDER & WOMEN'S STUDIES 285****Gender, Violence and Social Change (5)**

Study of gendered violence, its history, current research and contemporary issues. Social, psychological, legal and political implications of abuse are considered. Areas of study include child abuse, rape, domestic violence and sexual harassment. Previously WOMEN 285. Recommend ENGL& 101. Student option grading.

**GENDER & WOMEN'S STUDIES 286****Women of Power (5)**

We will study the relationship between gender and power. Topics include barriers to acquiring power, strategies for obtaining power, and uses of power, especially for women. Students will research several powerful women. Emphasis is on class discussion and collaboration. Previously WOMEN 286. Recommend ENGL& 101. Student option grading.

**GENDER & WOMEN'S STUDIES 286W****Women of Power (5)**

We will study the relationship between gender and power. Topics include barriers to acquiring power, strategies for obtaining power, and uses of power, especially for women. Students will research several powerful women. Emphasis is on class discussion and collaboration. Previously WOMEN 286W. Recommend ENGL& 101. Student option grading.

**GENDER & WOMEN'S STUDIES 291****Special Topics In Gender & Women's Studies (1)**

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies.

**GENDER & WOMEN'S STUDIES 292****Special Topics In Gender & Women's Studies (2)**

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies.

**GENDER & WOMEN'S STUDIES 293****Special Topics In Gender & Women's Studies (3)**

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies.

**GENDER & WOMEN'S STUDIES 294****Special Topics In Gender & Women's Studies (4)**

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies.

**GENDER & WOMEN'S STUDIES 295****Special Topics In Gender & Women's Studies (5)**

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies.

**GENDER & WOMEN'S STUDIES 297****Individual Project In Gws (1)**

Individual project in a specific area of Gender & Women's Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**GENDER & WOMEN'S STUDIES 298****Individual Project In Gws (2)**

Individual project in a specific area of Gender & Women's Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**GENDER & WOMEN'S STUDIES 299****Individual Project In Gws (3)**

Individual project in a specific area of Gender & Women's Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**GEOGRAPHY & 100****Introduction to Geography (5)**

An introduction to the diverse field of geography. Introduction to physical and human geography with an emphasis on the nature and complexity of the human imprint on the Earth's surface. Survey of major topical issues studied by geographers including landforms, climate, population, culture, cities and government. Previously GEOG 100. Prerequisite: Placement in ENGL 100 or ESL 100 or successful completion of ENGL 090 or ESL 099. Student option grading.

**GEOGRAPHY & 200****Introduction to Human Geography (5)**

An introduction to the field of human geography. Explores cultural patterns and processes and the geographic expression of society emphasizing the relationship between humans and the physical environment. Survey includes issues such as culture, language, resources and economic activity, population, cities and government. Previously GEOG 200. Prerequisite: Placement in ENGL 100 or ESL 100 or successful completion of ENGL 090 or ESL 099. Student option grading.

**GEOGRAPHY 203****Cartography and Landforms (5)**

An introduction to map use and landform analysis. Examines the dynamic processes behind Earth's surface features. Emphasizes the recognition of these features and their importance to humans. Topics including global, North American and local (Puget Sound) perspectives. A lab science distribution credit. Previously GEOG 205 and GEOG& 203. Prerequisite: Placement in ENGL 100 or ESL 100 or successful completion of ENGL 090 or ESL 099. Student option grading.

**GEOGRAPHY 204****Weather/Climate and Ecosystems (5)**

An introduction to Earth's atmosphere and ecosystems. Focus on atmospheric and biological patterns and processes and their measurement and representation. Topics include global, North American and local (Northwest and Puget Sound) perspectives including climate change. A lab science distribution credit. Previously GEOG 206 and GEOG& 204. Prerequisite: Placement in ENGL 100 or ESL 100 or successful completion of ENGL 090 or ESL 099. Student option grading.

**GEOGRAPHY 207****Economic Geography (5)**

Survey of the factors that influence the spatial arrangement of economic activities. Emphasis is placed on concepts and theories related to primary and secondary production, consumption and transportation. Student option grading.

**GEOGRAPHY 250****Geography of the Pacific Northwest (5)**

A survey of the physical, cultural and economic landscapes of the Pacific Northwest. Examination of the historic and contemporary relationships between people and places in the Northwest and how physical, cultural, political and economic processes have shaped this region. Student option grading.

**GEOGRAPHY 258****Map Reading and Interpretation (3)**

An examination of the map as a unique and valuable information source, which when properly selected, read and interpreted can assist us to interact more effectively with the environment. Students will gain knowledge and skills necessary for effective map use. Student option grading.

**GEOGRAPHY 277****Introduction to Urban Geography (5)**

An introduction to the field of urban geography. Investigates the political and socio-economic forces that have shaped North American cities and the historic and contemporary income, gender and minority group issues around urban inequality. Student option grading.

**GEOGRAPHY 295****Special Topics In Geography (5)**

Classes focusing on specific issues and/or topics of interest in Geography. Previously GEOG 285.

**GEOGRAPHY 297****Individual Project In Geography (1)**

Individual project in a specific area of geography. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**GEOGRAPHY 298****Individual Project In Geography (2)**

Individual project in a specific area of geography. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**GEOGRAPHY 299****Individual Project In Geography (3)**

Individual project in a specific area of geography. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**GEOLOGY & 101****Introduction to Physical Geology (5)**

An introductory-level geology course with laboratory exploring the Earth's materials and major geologic processes including plate tectonics, earthquakes, volcanism and mountain building. Previously GEOL 101. Student option grading.

**GEOLOGY & 103****Historical Geology (5)**

Course offers a history approach to the knowledge of geology by tracing the evolution of the Earth and its biosphere from its origins. It involves the processes that shape and modify rocks and landscapes, tectonics and organic evolution. The lab includes learning to identify and interpret minerals, rocks and fossils. Previously GEOL 103. Student option grading.

**GEOLOGY 107****Geologic Hazards (5)**

An in-depth examination of the geologic hazards of the Pacific Northwest. Topics include: earthquakes, volcanoes & landslides, both globally and regionally. Emphasis will be on the science of these phenomena, effects on human populations, prediction, preparation & mitigation of the risk, & case studies. Prerequisite: Completion of ESL 100 or ENGL& 100 with a 2.0 or better or COMPASS test placement into ENGL& 101. Student option grading.

**GEOLOGY 107W****Geologic Hazards (5)**

An in-depth examination of the geologic hazards of the Pacific Northwest. Topics include: earthquakes, volcanoes & landslides, both globally and regionally. Emphasis will be on the science of these phenomena, effects on human populations, prediction, preparation & mitigation of the risk, & case studies. Prerequisite: Completion of ESL 100 or ENGL& 100 with a 2.0 or better or COMPASS test placement into ENGL& 101. Student option grading.

**GEOLOGY & 110****Environmental Geology (5)**

An introductory-level geology course with laboratory exploring the relations between geological processes and human populations including the impacts of human activities on the environment and the impacts of geological processes on human populations. Prerequisite: Completion of ESL 100 or ENGL100 with a 2.0 or better or COMPASS test placement into ENGL& 101. Student option grading.

**GEOLOGY & 115****Geology of National Parks (5)**

An exploration of major geologic processes through the discovery of the origin of the landscapes and the study of the geologic history of America's National Parks. Course will include laboratory and one week-end field trip to a National Park of Washington State. Previously GEOL 120. Student option grading.

**GEOLOGY 201****Geological Study Tour (10)**

Provides opportunities to visit and study the geology of near and distant lands, such as SW U.S., Canadian Rockies, Turkey, Tunisia, etc. Student option grading.

**GEOLOGY & 208****Geology of the Pacific Northwest (6)**

Examines geological history of the Pacific Northwest. Includes laboratory study of the rocks and structures of the Northwest provinces & four weekend field trips to study the most important areas first hand. Previously GEOL 208. Prerequisite: GEOL& 101 or permission. Student option grading.

**GEOLOGY 295****Special Topics In Geology (5)**

Classes focusing on specific issues and/or topics of interest in geology. Previously GEOL 285.

**GEOLOGY 297****Individual Project In Geology (1)**

Individual project in a specific area of geology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Student option grading.

**GEOLOGY 298****Individual Project In Geology (2)**

Individual project in a specific area of geology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Student option grading.

**GEOLOGY 299****Individual Project In Geology (3)**

Individual project in a specific area of geology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Student option grading.

**HEALTH INFORMATICS/****INFO MGMT 120****Survey of Health Care Delivery (4)**

Hospital ownership and organization, long term care, home health agencies, hospices, mental health treatment facilities, ambulatory care centers, social service agencies. Medical staff, educational preparation of health care professionals, medical ethics. Roles of government in health care. Health care financing. Prerequisite: Successful completion of ENGL 100 or ESL 100 or COMPASS test score showing readiness for ENGL& 101. Mandatory decimal grading.

**HEALTH INFORMATICS/****INFO MGMT 125****Hospital and Clinic Patient Records (5)**

Uses, content, interpretation, evaluation and basic processing procedures of hospital, physician office, and dental medical records. Overview of paper record storage and access systems. Electronic health records for the hospital setting. Personal health records. Medical identity theft prevention procedures. Previously HCI 121. Prerequisites: HIIM 134 Medical Terminology or BIOL 170 Human Biology. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/****INFO MGMT 134****Medical Terminology (5)**

Study of word elements (prefixes, suffixes and roots), terms in anatomy and physiology, selected diseases, symptoms, procedures, x-ray and laboratory tests in common usage, and commonly used medical abbreviations. Accurate spelling, meaning of terms and word elements, and pronunciation. Previously HCI 132. Prerequisite: Successful completion of ENGL 100 or ESL 100 or COMPASS test score showing readiness for ENGL& 101. Mandatory decimal grading.

**HEALTH INFORMATICS/****INFO MGMT 154****Medical Reimbursement Systems (5)**

Overview of inpatient/outpatient health insurance plans, revenue cycles, health insurance claims, health insurance terminology, reimbursement methodologies for professional services, completion of billing forms, fraud and abuse/HIPAA issues, processing, various prospective payment systems. Prerequisite: Completion with a grade of 2.0 or higher of HIIM 171 and HIIM 172 or concurrent enrollment. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/****INFO MGMT 170****Legal Aspects of Health Care (4)**

This course provides an introduction to legal concepts, court functions, and legal practices related to health care practitioners. Confidentiality/release of information standards with practice including HIPAA requirements are covered including confidentiality, security of data, and fraud/abuse issues. Previously HCI 210. Prerequisite: Successful completion of ENGL 100 or ESL 100. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/****INFO MGMT 171****Basic Icd-9-Cm and Icd-10 Coding (5)**

Instruction and practice with ICD-9-CM (International Classification of Diseases, 9th Edition, Clinical Modification) and ICD-10 coding systems. Introduction to Diagnostic Related Groups (DRGs) and their relationship to coding assignment and financing health care. Previously HCI 221. Prerequisite: Completion with a grade of 2.0 or higher HIIM134 and BIOL& 170. HIIM 174 and 175 or concurrent enrollment. HIIM Advisor permission required.

**HEALTH INFORMATICS/****INFO MGMT 172****Cpt Coding (4)**

Instruction and practice in outpatient coding using CPT and HCPCS coding systems. Ethical and legal coding practices stressed. Reimbursement methodologies related to APC's and RBRVS. Previously HCI 172. Prerequisite: Completion with a grade of 2.0 or higher - HIIM 171, 174, 175 or concurrent enrollment. HIIM Advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 173****Intermediate Medical Coding (5)**

Diagnosis and procedure coding using ICD-9-CM/ICD-10 and CPT. Coding/abstracting, entering data into computerized encoder/grouper/abstracting system. Utilize DRGs and APCs. Other Coding Systems, fraud and abuse and compliance issues discussed. Previously HCI 222. Prerequisite: Completion with a grade of 2.0 or higher of HIIM 171 and 172. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 174****Pharmacology (3)**

Terminology for medication ordering, dosing, administration. Effective use of drug references. Classes of drugs and common drugs in each class. Effect of drugs on living organs and tissues, side effects of drugs, contraindications, drug-drug interactions, controlled substances and schedules, common drug regimens. Previously HCI 214. Prerequisite: Completion with a grade of 2.0 or higher of HIIM 134 or BIOL& 170. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 175****Human Diseases (5)**

Introduction to principles of general mechanisms of diseases including etiology, prognosis, signs and symptoms. Relationship of normal body functioning to the physiologic changes that occur as a result of illness. Rationale for common therapies, laboratory tests & drugs for selected diseases. Previously HCI 215. Prerequisites: Completion with a grade of 2.0 or higher of HIIM 134 and BIOL& 170. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 219****Health Care Statistics (4)**

Review of basic mathematical functions, measures of central tendency & variability, principles of manual & computer graphic display. Census calculations/reports. Health facility patient averages and rates. Public health statistical data collection and reporting. Institutional Research Review Board processes. Previously HCI 223. Prerequisite: Successful completion HIIM 125; HIIM 120 or concurrent enrollment. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 220****Quality Improvement In Healthcare (5)**

Evaluation of medical care and its relationship to the credentialing process in health care facilities. Utilization review requirements & procedures. Patient safety and risk management principles. Joint Commission and National Committee for Quality Assurance. Prerequisite: Completion with a grade of 2.0 or higher or concurrent enrollment in HIIM 219, 225, and 228. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 224****Management for Health Information Supervisors (5)**

Health Information Department management. Written/oral communications, legal aspects of supervision, job analysis/descriptions, interviewing, hiring, new staff orientation, staff education, motivation, problem employees, performance evaluations, unions, policies, procedures, office safety/layout, planning, budgets. Prerequisites: Formal acceptance into the second year of the Health Information Technology program. Completion with a grade of 2.0 or higher or concurrent enrollment in all HIIM courses required in the HIT program. HIIM Advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 225****Computers In Health Care (5)**

This course provides an overview of health care industry computer applications and technology; systems interoperability; health care facility databases/repositories; patient electronic health records; computer security; legal aspects of electronic records; networking; Internet issues in health care; PubMed. Prerequisite: CIS 105 or equivalent, health care classes or experience, and HIIM advisor permission. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 226****Alternative Care Record Systems (4)**

Health record content requirements, information systems, and regulations in skilled nursing facilities, home health agencies, physician offices, hospital outpatient settings, prison health care, occupational health clinics, mental health settings. Cancer registries. Medical staff office. Health record consulting. Prerequisite: Completion of HIIM 219, 225, 228 with a grade of 2.0 or higher. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 228****Medical Coding Practicum (2)**

Diagnosis and procedure coding using ICD-9-CM/ICD-10 and CPT. Coding/abstracting health records and entering data into computerized encoder/grouper/abstracting system. Utilize Diagnostic Related Groups (DRGs) and Ambulatory Payment Classifications (APCs). Coding compliance in relation to fraud and abuse in coding/billing. Prerequisite: Completion of HIIM 173 with 2.0 or above. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 234****Professional Practice Experience (4)**

Practice in coding, abstracting, calculating statistics, capturing and reporting tumor registry data, releasing patient information, entering and retrieving computer data, analyzing records for deficiencies, and evaluating department systems in a variety of clinical health care facilities. Previously HCI 231. Prerequisite: Formal acceptance into the second year of the Health Information Technology program, completion with a grade of 2.0 or higher of HIIM 219, 225 and 228. Completion of HIIM 220 and 226 or concurrent enrollment. HIIM advisor permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 235****Health Information Technology Capstone Course (4)**

Student teams research and present business plans for a new clinic health information department. Investigate, select and present department functions, job descriptions, supplies/equipment list, policies, procedures, flow charts, layout, and budget according to team-developed planning time table. Previously HCI 232. Prerequisites: Formal acceptance into the second year of the Health Information Technology program, completion with a grade of 2.0 or higher or concurrent enrollment in all courses required in the HIT program. HIIM advisor Permission required. Mandatory decimal grading.

**HEALTH INFORMATICS/  
INFO MGMT 291****Special Topics In Health Informatics/ Info Mgmt (1)**

Classes focusing on specific issues and/or topics of interest in Health Informatics & Information Management. Previously HCI 291. HIIM advisor permission only. Student option grading.

**HEALTH INFORMATICS/  
INFO MGMT 292****Special Topics In Health Informatics/ Info Mgmt (2)**

Classes focusing on specific issues and/or topics of interest in Health Informatics & Information Management. Previously HCI 292. HIIM advisor permission only.

**HEALTH INFORMATICS/  
INFO MGMT 293****Special Topics In Health Informatics/ Info Mgmt (3)**

Classes focusing on specific issues and/or topics of interest in Health Informatics & Information Management. Previously HCI 293. HIIM advisor permission only.

**HEALTH INFORMATICS/  
INFO MGMT 297****Individual Project In Health Infor/ Info Mgmt (1)**

Individual project in a specific area of Health Informatics & Information Management. By arrangement with instructor. Prerequisite: HIIM advisor permission, based on evaluation of student's educational and work experience

**HEALTH INFORMATICS/  
INFO MGMT 298****Individual Project In Health Infor/ Info Mgmt (2)**

Individual project in a specific area of Health Informatics & Information Management. By arrangement with instructor. Prerequisite: HIIM advisor permission, based on evaluation of student's educational and work experience

**HEALTH INFORMATICS/  
INFO MGMT 299****Individual Project In Health Infor/Info Mgmt (3)**

Individual project in a specific area of Health Informatics & Information Management. By arrangement with instructor. Prerequisite: HIIM advisor permission, based on evaluation of student's educational and work experience.

**HISTORY & 116****Western Civilization I:  
Ancient/Medieval History (5)**

Survey of western civilization's origins in the ancient Near East, Greece, Rome, Medieval Europe, Byzantium and Islam. An examination of social, cultural, political and intellectual traditions, including major religious and political institutions, medieval society, and urban culture to the Black Death. Previously HIST 111. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 116W****Western Civilization I:  
Ancient/Medieval History (5)**

Survey of western civilization's origins in the ancient Near East, Greece, Rome, Medieval Europe, Byzantium and Islam. An examination of social, cultural, political and intellectual traditions, including major religious and political institutions, medieval society, and urban culture to the Black Death. Previously HIST 111W. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 117****Western Civilization II:  
The Early Modern World (5)**

Survey of western civilization from the thirteenth century to early nineteenth century with emphasis on the Renaissance, the Reformation, the rise and fall of absolute monarchs, the Scientific Revolution, the Enlightenment, the French Revolution, and the rise and fall of Napoleon. Previously HIST 112. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 117W****Western Civilization II:  
The Early Modern World (5)**

Survey of western civilization from the thirteenth century to early nineteenth century with emphasis on the Renaissance, the Reformation, the rise and fall of absolute monarchs, the Scientific Revolution, the Enlightenment, the French Revolution, and the rise and fall of Napoleon. Previously HIST 112W. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 118****Western Civilization III:  
The Modern World (5)**

Survey of the modern era examining the Industrial Revolution, the development of modern ideologies and imperialism, the World Wars, Cold War, and contemporary global economic, cultural, social, and political institutions. Previously HIST 113. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 118W****Western Civilization III:  
The Modern World (5)**

Survey of the modern era examining the Industrial Revolution, the development of modern ideologies and imperialism, the World Wars, Cold War, and contemporary global economic, cultural, social, and political institutions. Previously HIST 113W. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 136****U.S. History 1: to 1877 (5)**

A chronological and thematic study of U.S. history from Early America to Reconstruction with emphasis on its cultural, diplomatic, economic, political, and social elements. Previously HIST 241. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 137****U.S. History 2: From 1877 (5)**

A chronological and thematic study of U.S. history from the end of Reconstruction to the present with emphasis on its cultural, diplomatic, economic, political, and social elements. Previously HIST 242. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 146****U.S. History I:  
Early America to 1800 (5)**

Chronological and thematic study of U.S. history from Early America to 1800 with emphasis on its cultural, diplomatic, economic, political, and social elements. Major topics: indigenous societies, European conquest and colonization, ethnic and religious diversity, slavery, the American Revolution, the U.S. Constitution, and republicanism. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 147****U.S. History II: Nineteenth Century (5)**

Chronological and thematic study of U.S. History from 1800 to 1900 with emphasis on its cultural, diplomatic, economic, political, and social elements. Major topics: republicanism, westward expansion, slavery and abolitionism, social and political reform, Civil War, Reconstruction, Indian policy, industrialism, immigration and urbanization. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 148****U.S. History III: Twentieth Century (5)**

Chronological and thematic study of U.S. History from 1900 to the present with emphasis on its cultural, diplomatic, economic, political, and social elements. Major topics: cultural and technological modernization, First and Second World Wars, economic prosperity and depression, social and political reform, multiculturalism, and globalization. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY 207****Introduction to Intellectual History (5)**

An introduction to the classics of Western social and political thought from the classical ancient writers to modern theorists. Reading of the classics, from Plato to Lenin and beyond, will be studied in their historical context and also how they relate to our modern social and political conceptions. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 214****Pacific Northwest History (5)**

A chronological and thematic study of Pacific Northwest history (focused on Washington and Oregon but including regions from the Pacific Coast to the Rocky Mountains and from northern California to southern Alaska). Emphasizes cultural, economic, environmental, ethnic, political, and social topics. Previously HIST 267. Prerequisite: Either concurrent enrollment or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 214W****Pacific Northwest History (5)**

A chronological and thematic study of Pacific Northwest history (focused on Washington and Oregon but including regions from the Pacific Coast to the Rocky Mountains and from northern California to southern Alaska). Emphasizes cultural, economic, environmental, ethnic, political, and social topics. Previously HIST 267. Prerequisite: Either concurrent enrollment or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 215****Women In U.S. History (5)**

Examines U.S. history from pre-colonial times to the present from the perspectives of women of various racial, ethnic, religious, and socioeconomic backgrounds, and explores how women helped shape U.S. history. Dual listed with GWS 215. Previously HIST 240. Prerequisite: Either concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY & 215W****Women In U.S. History (5)**

Examines U.S. history from pre-colonial times to the present from the perspectives of women of various racial, ethnic, religious, and socioeconomic backgrounds, and explores how women helped shape U.S. history. Dual listed with GWS 215. Previously HIST 240W. Prerequisite: Either concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY 218****American Environmental History (5)**

This course examines shifting attitudes toward nature during various historical periods by studying how North Americans attached meanings to the physical world and how humans reshaped landscapes and developed environmental policies. Mandatory decimal grading.

**HISTORY & 219****Native American History (5)**

This course examines diverse American Indian histories from before European contact to the present. Emphasis is placed on Indian-European cultural interactions, US-Indian policy development, and the roles Natives played to ensure their survival and cultural integrity into the 21st century. Prerequisite: ENGL& 101 and 102 strongly recommended. Student option grading.

**HISTORY 234****Ancient History (5)**

A survey of political, economic, and social institutions and activities coupled with a description of religious life and cultural achievements from the beginnings of organized society through the ancient Mediterranean civilizations. Previously HIST 201. Mandatory decimal grading.

**HISTORY 235****Medieval European History (5)**

Europe from the disintegration of the Roman Empire to 1300. The evolution of basic values and institutions of Western Civilization. Previously HIST 202. Mandatory decimal grading.

**HISTORY 236****Early Modern European History (5)**

This course traces the political, social, economic and culture history of Europe from 1600 to 1815. In this class we take an interdisciplinary approach to subject learning. We also emphasize cultural diversity and multiple national influences in Europe and its reflections on a global world. Previously HIST 231. Mandatory decimal grading.

**HISTORY 237****Modern European History (5)**

Political, social, economic, cultural history of Europe from 1815 to 1919. In this class we take an interdisciplinary approach to subject learning. We also emphasize cultural diversity and multiple national influences in Europe and its reflections on a global world. Previously HIST 232. Mandatory decimal grading.

**HISTORY 238****Contemporary European History (5)**

Political, social, economic, and cultural history of Europe from the Treaty of Versailles to the present. In this class we take an interdisciplinary approach to subject learning. We also emphasize cultural diversity and multiple national influences in Europe and its reflections on a global world. Previously HIST 233. Mandatory decimal grading.

**HISTORY 245****History of American Immigration (5)**

Multicultural study of immigration to the United States from the era of colonization to the present. Examination of the process of immigration and adaptation to life in the U.S., as well as reaction to immigrants by native-born Americans. Focus includes Asian, European, Latin American, and African immigrants. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY 246****African-Amer Hist 1:  
Ancient Africa to 1877 (5)**

This course examines the economic and social development beginning in Africa, throughout the diaspora, with specific reference to the slave experience in the United States. Emphasis is upon the cultural, political, and economic development of America from an African American perspective. Previously HIST 211. Prerequisite: ENGL 100 or placement into ENGL& 101. Mandatory decimal grading.

**HISTORY 247****African-Amer Hist 2: From 1877 (5)**

Historical experiences of African Americans, post Civil War to present day. Emphasis is upon the cultural, political, and economic development of America from an African American perspective. Civil Rights movement will be a major focal point. Previously HIST 212. Prerequisite: ENGL 100 or placement into ENGL& 101. Mandatory decimal grading.

**HISTORY 256****Northwest Native American History (5)**

This course examines American Indian History of the Pacific Northwest Territory through cultural issues and conflicts, treaties and law, nature and ecology, and contemporary issues from an American Indian perspective. Prerequisite: Completion of ENGL& 101. Student option grading.

**HISTORY 275****Reel History: Film As Historical Text (5)**

Much of what we know about the past has been shaped by the film industry. This course examines multiple film genres as well as different periods of history using films as historical texts. Critical viewing of films, readings from professional historical reviews, and historical sources will provide the basis for class discussions. Prerequisite: Concurrent or successful completion of ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY 295****Special Topics In History (5)**

Introduction to selected sub-specialties within the discipline. Each course will focus on a single issue area and/or topic and will employ techniques and concepts of history. Previously HIST 285.

**HISTORY 295W****Special Topics In History (5)**

Introduction to selected sub-specialties within the discipline. Each course will focus on a single issue area and/or topic and will employ techniques and concepts of history. Previously HIST 285W.

**HISTORY 297****Individual Project In History (1)**

Individual project in a specific area of history. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**HISTORY 298****Individual Project In History (2)**

Individual project in a specific area of history. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**HISTORY 299****Individual Project In History (3)**

Individual project in a specific area of history. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**HISTORY/EAST ASIA 215****East Asia In the Modern World (5)**

A general survey of modern Asian History from the end of the eighteenth century to the present. The Asian response to western technology, the rise of nationalism, imperialism and Japan as a world power, World War I and II, the rise of Communist China, the Korean conflict and the South Eastern Conflict. A particular emphasis will be placed on the Asian philosophy, culture, society, nationalism and communism. ENGL& 101 is recommended. Mandatory decimal grading. Previously EASIA 210.

**HISTORY/EAST ASIA 216****Introduction to Chinese Civilization (5)**

Survey of Chinese history, including the social, cultural and political development from early times to the present. Confucianism both in thought and social practice, dynastic cycles, China's response to Western influence, nationalist revolution, the rise and triumph of the Chinese Communist Party and the two Chinas since 1945 will be the major area of emphasis. Previously EASIA 211. Prerequisite: EASIA 215 or ENGL& 101 is recommended. Mandatory decimal grading.

**HISTORY/EAST ASIA 217****Introduction to Contemporary China (5)**

Introduction to post-1949 China designed for students with little or no background in China. A basic knowledge of the people, their history, culture, political and social systems, economics, education and world view will be presented. Previously EASIA 212. Prerequisites: ENGL& 101. Mandatory decimal grading.

**HISTORY/EAST ASIA 218****Introduction to Japanese Civilization (5)**

Survey of Japanese history, including the social, cultural, political and institutional developments from ancient times to the present. Covers theories of national origin and explores the historical roots of modern Japan. Foreign influences on Japan, ways of thinking, and religion and philosophy are also discussed. Previously EASIA 213. Student option grading.

**HISTORY/EAST ASIA 297****Individual Project In East Asian History (1)**

Individual project in a specific area of East Asian studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**HISTORY/EAST ASIA 298****Individual Project In East Asian History (2)**

Individual project in a specific area of East Asian studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**HISTORY/EAST ASIA 299****Individual Project In East Asian History (3)**

Individual project in a specific area of East Asian studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**HONORS 100****Questions and Methods (5)**

Cornerstone class for Honors Program. Students will examine diverse ways of asking and answering the enduring questions of the natural world and human society. Prerequisites: Admission to Honors Program and ENGL& 101, or instructor permission. Mandatory decimal grading.

**HONORS 292****Special Topics In Honors (2)**

Classes focusing on specific issues and/or topics of interest in Honors. Previously HNRS 282.

**HONORS 293****Special Topics In Honors (3)**

Classes focusing on specific issues and/or topics of interest in Honors. Previously HNRS 283.

**HONORS 296****Honors Capstone (2)**

Course designed around a common issue or theme. Students complete and present individual honors thesis projects. Prerequisite: HNRS 250. Mandatory decimal grading.

**HONORS 298****Individual Project In Honors (2)**

Individual project in a specific area of Honors. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**HONORS 299****Individual Project In Honors (3)**

Individual project in a specific area of Honors. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**HUMAN DEVELOPMENT 101****College Orientation and Success (2)**

Develop skills important to success in college including goal setting, time management, stress reduction, study skills, academic and career planning. Mandatory P/NC grading.

**HUMAN DEVELOPMENT 105****Career Exploration and Life Planning (2)**

Identify your unique personality type, interests, values and strengths as related to career development and life planning. Explore various career and educational pathways that match your personal and professional goals. Be the architect of your future. Prerequisite: Placement into Engl 100 or ESL 100. Mandatory P/NC grading.

**HUMAN DEVELOPMENT 130****Stress Management (2)**

Provide students with an understanding of the effects of stress on health, happiness and performance. Examine personal stressors and stress reduction skills. Mandatory P/NC grading.

**HUMAN DEVELOPMENT 140****Improving Relationships (2)**

Designed to help students communicate effectively with those close to them. Explore communication skills that enrich relationships. Mandatory P/NC grading.

**HUMAN DEVELOPMENT 290****Special Topics In Human Development (0.5)**

Classes focusing on specific issues and/or topics of interest in Human Development. Previously HUMDV 280.

**HUMAN DEVELOPMENT 291****Special Topics In Human Development (1)**

Classes focusing on specific issues and/or topics of interest in Human Development. Previously HUMDV 281.

**HUMAN DEVELOPMENT 292****Special Topics In Human Development (2)**

Classes focusing on specific issues and/or topics of interest in Human Development. Previously HUMDV 282.

**HUMAN DEVELOPMENT 293****Special Topics In Human Development (3)**

Classes focusing on specific issues and/or topics of interest in Human Development. Previously HUMDV 283.

**HUMAN DEVELOPMENT 294****Special Topics In Human Development (4)**

Classes focusing on specific issues and/or topics of interest in Human Development. Previously HUMDV 284.

**HUMAN DEVELOPMENT 295****Special Topics In Human Development (5)**

Classes focusing on specific issues and/or topics of interest in Human Development. Previously HUMDV 285.

**HUMAN DEVELOPMENT 297****Individual Project In Human Development (1)**

Individual project in a specific area of Human Development. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**HUMAN DEVELOPMENT 298****Individual Project In Human Development (2)**

Individual project in a specific area of Human Development. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**HUMAN DEVELOPMENT 299****Individual Project In Human Development (3)**

Individual project in a specific area of Human Development. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Mandatory decimal grading.

**HUMANITIES 111****Exploring Culture: the Ancient World (5)**

Explore cultures from prehistory to Middle Ages. Examine the forms and functions of religion, music, art, literature, how they are shaped by social, historical contexts. Includes ancient cultures, the development of Western thought in Greece and Rome, and of Christianity and Islam and their impact in Middle Ages. Previously HUMAN 111. Mandatory decimal grading.

**HUMANITIES 111W****Exploring Culture: the Ancient World (5)**

Explore cultures from prehistory to Middle Ages. Examine the forms and functions of religion, music, art, literature, how they are shaped by social, historical contexts. Includes ancient cultures, the development of Western thought in Greece and Rome, and of Christianity and Islam and their impact in Middle Ages. Previously HUMAN 111W. Mandatory decimal grading.

**HUMANITIES 112****Exploring Culture: Medieval Europe to 1790 (5)**

Explores development of Western culture and thought, focusing on religion, art, music, and literature in social and historical contexts of Late Middle Ages, Renaissance, Age of Exploration, Baroque/Reformation and Enlightenment. Emphasis on transitions which result in clear intellectual, imaginative, cultural shifts. Previously HUMAN 112. Mandatory decimal grading.

**HUMANITIES 112W****Exploring Culture: Medieval Europe to 1790 (5)**

Explores development of Western culture and thought, focusing on religion, art, music, and literature in social and historical contexts of Late Middle Ages, Renaissance, Age of Exploration, Baroque/Reformation and Enlightenment. Emphasis on transitions which result in clear intellectual, imaginative, cultural shifts. Previously HUMAN 112W. Mandatory decimal grading.

**HUMANITIES 113****Exploring Culture: Changing World Order (5)**

Explore art, music, literature, religion as Western cultures move through social/historical changes in the 19th-21st centuries. Search for individual/social identity in the collision of science/technology, relativism, internationalism, political polarization and new philosophies on human nature/personal responsibility. Previously HUMAN 113. Mandatory decimal grading.

**HUMANITIES 113W****Exploring Culture: Changing World Order (5)**

Explore art, music, literature, religion as Western cultures move through social/historical changes in the 19th-21st centuries. Search for individual/social identity in the collision of science/technology, relativism, internationalism, political polarization and new philosophies on human nature/personal responsibility. Previously HUMAN 113W. Mandatory decimal grading.

**HUMANITIES 140****World Humanities:****Comparing Global Cultures (5)**

Students compare several primarily non-Western cultures, using a chosen theme such as sacred space, death/dying, self-identity, etc. Students study the cultures' expressions of the chosen theme through their arts/architecture, rituals, traditions, chanting/music, literature, and/or dance and create their own expressions of the chosen theme. Mandatory decimal grading.

**HUMANITIES 275****In Search of the Goddess: Images of Women (5)**

Explores visual/written images of women in Ancient World and Western cultures over the centuries. Examines how these images have changed as the roles of women have changed in literature, art, religion, politics and economics. Analyzes narratives of goddesses/women, their symbols and their paths to resistance and power. Prerequisite: COMPASS placement in English 101 or higher. Mandatory decimal grading.

**HUMANITIES 291****Special Topics In Humanities (1)**

Classes focusing on specific issues and/or topics of interest in Humanities. Previously HUMAN 281.

**HUMANITIES 291W****Special Topics In Humanities - W (1)**

Classes focusing on specific issues and/or topics of interest in Humanities. Previously HUMAN 281W.

**HUMANITIES 292****Special Topics In Humanities (2)**

Classes focusing on specific issues and/or topics of interest in Humanities. Previously HUMAN 282.

**HUMANITIES 292W****Special Topics In Humanities - W (2)**

Classes focusing on specific issues and/or topics of interest in Humanities. Previously HUMAN 282W.

**HUMANITIES 293****Special Topics In Humanities (3)**

Classes focusing on specific issues and/or topics of interest in Humanities. Previously HUMAN 283.

**HUMANITIES 293W****Special Topics In Humanities - W (3)**

Classes focusing on specific issues and/or topics of interest in Humanities. Previously HUMAN 283W.

**HUMANITIES 294****Special Topics In Humanities (4)**

Classes focusing on specific issues and/or topics of interest in Humanities. Previously HUMAN 284.

**HUMANITIES 295****Special Topics In Humanities (5)**

Classes focusing on specific issues and/or topics of interest in Humanities. Previously HUMAN 285.

**HUMANITIES 297****Individual Project In Humanities (1)**

Individual project in a specific area of Humanities. By arrangement with instructor. Previously HUMAN 297. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Student option grading.

**HUMANITIES 298****Individual Project In Humanities (2)**

Individual project in a specific area of Humanities. By arrangement with instructor. Previously HUMAN 298. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Student option grading.

**HUMANITIES 299****Individual Project In Humanities (3)**

Individual project in a specific area of Humanities. By arrangement with instructor. Previously HUMAN 299. Prerequisite: Instructor permission based on evaluation of students' educational and work experience. Student option grading.

**INFORMATICS 150****Research In the Information Age (5)**

Examines strategies for locating, evaluating and using information resources, with attention to information access issues. Students practice finding, evaluating and using a variety of information resources, including library databases, Internet, and other standard research tools, within a subject area. Mandatory decimal grading.

**INFORMATICS 292****Special Topics In Informatics (2)**

Classes focusing on specific issues and/or topics of interest in library. Previously INFO 282.

**INTERNATIONAL STUDIES 101****Survey of Contemporary Global Issues (5)**

A survey of contemporary global issues and their historical origins drawing on knowledge and methodologies from multiple disciplines. Issues presented by faculty members from diverse academic fields will foster awareness of challenges facing different societies in an age of global interdependence. Prerequisites: Placement in ENGL 100 or higher. Mandatory decimal grading.

**INTERNATIONAL STUDIES 200****States and Capitalism (5)**

Origins of the modern state system, and of the world market in Europe. Analysis of interacting forces of politics and economics world-wide from 1500 to World War II. Prerequisite: ENGL& 101. Mandatory decimal grading.

**INTERNATIONAL STUDIES 201****Introduction to International Political Economy (5)**

Are you concerned about human rights, world hunger and poverty, terrorism, world environmental degradation, regional conflict, the WTO, economic, political and social globalization? All these issues converge in something called the international political economy. Examine these issues as they evolved in the international arena since WWI. Prerequisite: ENGL& 101 or equivalent test scores. Mandatory decimal grading.

**INTERNATIONAL STUDIES 205****Gender and Global Justice (5)**

Explores how globalization affects gender relations and the relative status of women and men in various global contexts. Investigates the institutional status of women in national and international systems of healthcare, justice, economics, politics, family, and development. Dual listed as Women 205. Prerequisite: Placement in ENGL 100 or higher. Student option grading.

**INTERNATIONAL STUDIES 295****Special Topics In International Studies. (5)**

Classes focusing on specific issues and/or topics of interest in International Studies. Previously INTST 285.

**INTERNATIONAL STUDIES 297****Individual Project In Instst (1)**

Individual project in a specific area of International Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**INTERNATIONAL STUDIES 298****Individual Project In Instst (2)**

Individual project in a specific area of International Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**INTERNATIONAL STUDIES 299****Individual Project In Instst (3)**

Individual project in a specific area of International Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**JAPANESE & 121****Japanese I (5)**

Introduction to modern Japanese conversation and grammar taught in communicative approach. Listening, speaking, reading and writing Japanese. Hiragana and katakana characters introduced. Topics: self-introduction, greetings, directions and daily routines. No previous knowledge of the language required. Previously JAPAN 111. Student option grading.

**JAPANESE & 122****Japanese II (5)**

Continuation of JAPN& 121 with more vocabulary, more sentence structures, communication strategies. Katakana and kanji characters introduced. Topics: shopping, directions, activities, hobbies, likes and dislikes. Previously JAPAN 112. Prerequisite: JAPN& 121 or equivalent with instructor's permission. Student option grading.

**JAPANESE & 123****Japanese III (5)**

Continuation of JAPN& 122 with more vocabulary, more complicated sentence structures, continued work on Kanji characters. Topics: Japanese food, restaurant, family, weather, seasons, and annual events. Previously JAPAN 113. Prerequisite: JAPN& 122 or equivalent with instructor's permission. Student option grading.

**JAPANESE & 221****Japanese IV (5)**

A continuation of JAPN& 123, taught in communicative approach, continued work on Kanji characters and sentence structures. Topics: rules and regulations, directions, cooking, future plans, climate, geography, traveling, Japanese society and degree of politeness expressed in speech styles and communication behavior. Previously JAPAN 211. Prerequisite: JAPN& 123 or equivalent with instructor permission. Student option grading.

**JAPANESE & 222****Japanese V (5)**

A continuation of JAPN& 221, taught in communicative approach, continued work on Kanji characters and sentence structures including transitive and intransitive verbs. Topics: Japanese customs and traditions, rules and regulations, Japanese streets and how to give directions, employment system in Japan and future plans. Previously JAPAN 212. Prerequisite: JAPN& 221 or equivalent with instructor permission. Student option grading.

**JAPANESE & 223****Japanese VI (5)**

A continuation of JAPN& 222, taught in communicative approach, continued work on Kanji characters and speech styles based on social status, gender, age, and regional background. Topics: gift exchange, employment in Japan, neighborhood relations, complaints, social expectations, and environmental issues. Previously JAPAN 213. Prerequisite: JAPN& 222 or equivalent with instructor permission. Student option grading.

**JAPANESE 295****Special Topics In Japanese (5)**

Classes focusing on specific issues and/or topics of interest in Japanese. Previously JAPAN 285.

**JAPANESE 297****Individual Project In Japanese (1)**

Individual project in a specific area of Japanese. By arrangement with instructor. Previously JAPAN 297. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**JAPANESE 298****Individual Project In Japanese (2)**

Individual project in a specific area of Japanese. By arrangement with instructor. Previously JAPAN 298. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**JAPANESE 299****Individual Project In Japanese (3)**

Individual project in a specific area of Japanese. By arrangement with instructor. Previously JAPAN 299. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**LEARNING CENTER NORTH 001****Ged Basic - Learning Center North (10)**

Students read for understanding and prepare for GED exams, write connected paragraphs in essay format, apply mathematical concepts and procedures to solve problems, etc. Mandatory P/NC grading. Credits depend upon student entry into program.

**LEARNING CENTER NORTH 002****Ged Advanced - Learning Center North (10)**

Students read for understanding and prepare for GED exams, write connected paragraphs in essay format, apply mathematical concepts and procedures to solve problems, etc. Mandatory P/NC grading. Credits depend upon student entry into program.

**LEARNING CENTER NORTH 022****Reading and Writing for Life 2 (5)**

Students will read with understanding by determining the reading purpose, selecting appropriate reading strategies, monitoring comprehension, analyzing information, and integrating information with prior knowledge. Students will write about family needs, job situations, or community roles. Mandatory P/NC grading.

**LEARNING CENTER NORTH 023****Math Skills for Life 2 (5)**

Students will learn the four basic math operations using whole numbers and will identify and use all basic math symbols. They will use computational tasks related to life roles i.e. understanding payroll stubs. Mandatory P/NC grading. Credits depend upon student entry into program.

**LEARNING CENTER NORTH 032****Reading and Writing for Life 3 (5)**

Students will read with understanding by determining reading purpose, selecting appropriate reading strategies, analyzing information, and integrating information with prior knowledge. Students will write several connected paragraphs with correct mechanics, usage, and varied sentence structure. Student option grading. Credits depend upon student entry into program.

**LEARNING CENTER NORTH 033****Math Skills for Life 3 (5)**

Students perform all four basic math operations with whole numbers and fractions, choose correct math operations to solve story problems, and convert fractions to decimals. Students apply these skills to authentic materials, e.g. balancing a budget. Credits depend upon student entry into program.

**LEARNING CENTER NORTH 042****Reading and Writing for Life 4 (5)**

Students read for understanding by determining purpose, selecting strategies, monitoring comprehension, analyzing information, and integrating it with previous knowledge in subject specific areas. Students write connected paragraphs in essay format while using academic English conventions. Mandatory P/NC grading. Credits depend upon student entry into program.

**LEARNING CENTER NORTH 043****Math Skills for Life 4 (5)**

Students apply, in various situations, mathematical concepts and procedures to estimate, solve problems, and/or carry out tasks involving whole numbers, decimals, fractions, ratio and proportion, percents, measurements, and tables and graphs. Mandatory P/NC grading. Credits depend upon student entry into program.

**LEARNING CENTER NORTH 085****Special Topics In Learning Center North (5)**

Classes focusing on specific issues and/or topics of interest in LCN.

**LEARNING CENTER NORTH 095****Advanced Special Topics In Learning Center North (5)**

Classes focusing on advanced specific issues and/or topics of interest in LCN.

**LIBRARY 170****Introduction to Digital Media (5)**

Overview of basic digital media concepts, with emphasis on digital imaging using scanner, digital camera/camcorder, and consumer-grade PC based video editing system. Students design and produce simple digital media projects suitable for email or the Internet. Familiarity with windows environment helpful but not required. Previously LIB 190. Student option grading.

**LIBRARY 297****Individual Projects In Library (1)**

Individual project in a specific area of library. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**LIBRARY 298****Individual Projects In Library (2)**

Individual project in a specific area of library. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**LIBRARY 299****Individual Projects In Library (3)**

Individual project in a specific area of library. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**MANUFACTURING TECHNOLOGY 090****Certificate In Basic Manufacturing Orientation (1)**

This course is the overview course for the Certificate in Basic Manufacturing and introduces the fundamental concepts of manufacturing, and the guidelines and requirements of the Manufacturing Technology Program. Prerequisites: Placement at ENGL 080 or ESL 098. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 091****Fundamental Personal Skills In Mfgt-1lot (2)**

This course introduces fundamental skills required to effectively function in a manufacturing environment: Listening-following simple spoken instructions, Observation-following clearly demonstrated instructions, and Teamwork-solving basic manufacturing problems in groups. Prerequisites: Placement at ENGL 080 or ESL 098. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 092****Personal Skills-Mfgt-2lot (2)**

This course introduces fundamental skills required to effectively function in a manufacturing environment: Listening-following simple spoken instructions, Observation-following clearly demonstrated instructions, and Teamwork-solving basic manufacturing problems in groups. Prerequisites: Successful completion of MFGT 091. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 093****Fundamental Personal Skills In Mfgt-1rwm (2)**

This course provides fundamental skills required to function effectively in a manufacturing environment: Reading-comprehending simple manufacturing materials, Writing-writing simple manufacturing instructions, and Mathematics-performing simple operations. Prerequisites: Placement at ENGL 080 or ESL 098, and placement at MATH 070. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 094****Personal Skills In Mfgt-2rwm (2)**

This course provides additional skills required to function effectively in a manufacturing environment: Reading-comprehending a variety of manufacturing materials, Writing-writing manufacturing instructions and documents, and Mathematics-solving simple manufacturing problems. Prerequisites: MFGT 093. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 095****Technology In Manufacturing (2)**

This course introduces the different types of technology used in Manufacturing, including personal computers, business management systems, ERP/MRP (enterprise resource planning/materials requirements planning)/material planning systems, data collection and analysis systems, and (CNC) computer numerical controlled or automated equipment. Prerequisites: Placement at ENGL 080 or ESL 098. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 101****Health and Safety In Manufacturing (2)**

This course provides a comprehensive overview of health and safety issues while it emphasizes paying attention to details, reviews hazards to watch for and discusses how to respond in an emergency. Prerequisites: Placement at ENGL 080 or ESL 098 and successful completion or concurrent enrollment in MFGT 090 and MFGT 095. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 102****Print Reading In Manufacturing (1)**

This course provides the fundamentals of mechanical print reading, including different types of mechanical drawings and components of each drawing type. Students will read and interpret drawings as well as sketch their own. Prerequisites: Placement at ENGL 080 or ESL 098 or the successful completion or concurrent enrollment in MFGT 090 and MFGT 095. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 103****Basic & Precision Measurement W/ Intro to Spc (2)**

This course provides the fundamental skills required to perform basic and precision dimensional measurements, including the use of rules, scales, tape measures, calipers, micrometers and the introduction of Statistical Process Control (SPC). Prerequisites: Placement at ENGL 080 or ESL 098 & successful completion or concurrent enrollment in MFGT 090, MFGT 095 & placement at MATH 070. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 110****Certificate In Basic Mfgt Capstone (5)**

This course is the Capstone Project for the Certificate in Basic Manufacturing and introduces the concepts of manufacturing, including technology sectors, team concepts, team development, team problem solving, product design, engineering impacts, economics, marketing, and entrepreneurship. Prerequisites: Successful completion or current enrollment in MFGT 090, MFGT 095, MFGT 101, MFGT 102, MFGT 103. Mandatory P/NC grading.

**MANUFACTURING TECHNOLOGY 113****Certificate In Basic Manufacturing (21)**

This course introduces students to concepts concerning manufacturing techniques. Topics covered include safety, print reading, and precision measurement. A capstone project incorporating manufacturing skill sets working in a modern manufacturing lab creating a final product meeting necessary quality standards. Prerequisite: ENGL 080 or ESL 050, and MATH 070. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 115****Manufacturing Technology (20)**

This BEGINNING program prepares individuals as CNC Machinists. Instruction covers programming, set-up and operation of Okuma CNC machining and turning centers, blueprint reading, math, machine tool theory, CMM inspection, surface plate techniques, and Lean Mfg. Permission of Instructor required. Prerequisite: Successful completion of MFGT 110. Mandatory Decimal Grading.

**MANUFACTURING TECHNOLOGY 120****Manufacturing Technology Applications (20)**

This INTERMEDIATE program prepares individuals as CNC Machinists. Instruction covers programming, set-up and operation of Okuma CNC machining and turning centers, blueprint reading, math, machine tool theory, CMM inspection, surface plate techniques, and Lean Mfg. Permission of Instructor required. Prerequisite: Successful completion of MFGT 115 with a 2.0 GPA or better. Mandatory Decimal Grading.

**MANUFACTURING TECHNOLOGY 155****Quality Assurance Fundamentals (5)**

This course provides a fundamental overview and awareness of the history, concepts and theory of quality as it relates to today's business environment, including manufacturing. Prerequisite: Successful completion of MFGT 110. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 156****Continuous Improvement (5)**

This course provides a fundamental overview and awareness of continuous improvement in manufacturing and business. Prerequisite: Successful completion of MFGT 155 with a 2.0 GPA or better, instructor permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 157****Team Dynamics In Mfgt (3)**

This course provides a fundamental overview of teams in manufacturing including different team types, functions, team of development, team stages, and team management. Prerequisite: Successful completion of MFGT 155 with a 2.0 or GPA or better, or instructor permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 166****Quality Audits (5)**

This course provides an overview of Quality auditing and discusses the various types of audits and the elements and application of each of those types of audits. Prerequisite: Successful completion of MFGT 155, MFGT 156, MFGT 157, MFGT 167, MFGT 170, MFGT 175, MFGT 230, MFGT 231, MFGT 232 with a 2.0 GPA or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 167****Inspection and Test (5)**

This course provides a foundation and discusses the application of processes and techniques used in the manufacturing industry, including blueprint reading, sampling, inspection techniques, and testing methods. Prerequisite: Successful completion of MFGT 155, MFGT 156, MFGT 157 with a 2.0 GPA or better.

**MANUFACTURING TECHNOLOGY 169****Preventive and Corrective Action (3)**

This course provides the foundation that enables the implementation of preventing and corrective action systems in manufacturing processes. Prerequisite: Successful completion of MFGT 155, MFGT 156, MFGT 157, MFGT 167, MFGT 170, MFGT 175, MFGT 230, MFGT 231, MFGT 232 with a 2.0 or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 170****Quality Systems and Standards (5)**

This course provides a fundamental overview and provides details and applications of the different quality systems and standards used in the manufacturing industry. Prerequisite: Successful completion of MFGT 155, MFGT 156, MFGT 157, MFGT 167, MFGT 170, MFGT 175, MFGT 230, MFGT 231, MFGT 232 with a 2.0 GPA or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 195****Quality Internship (9)**

This course is a cooperative work experience with local industry. Students will apply learned skills, gain actual on-the-job experience, and receive credit for work experience appropriate to their level of education. Previously MFGT 175. Prerequisite: Successful completion of MFGT 167, MFGT 230, MFGT 231, MFGT 232 with a 2.0 GPA or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 196****Cnc Internship (9)**

This course is a cooperative work experience with local industry. Students will apply learned skills, gain actual on-the-job experience, and receive credit for work experience appropriate to their level of education. Previously MFGT 176. Prerequisite: Successful completion of MFGT 120 with a 2.0 GPA or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 215****Cnc Programming (6)**

This course presents the introductory concepts of numerically controlled machining technology as it affects part design, part programming and part production. Prerequisite: Successful completion of MFGT 115, MFGT 120, MFGT 196 with a 2.0 GPA or better or work experience equivalence with instructor approval. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 220****Computer Aided Manufacturing (Cam) (6)**

This course provides the fundamental knowledge and skills to properly use Computer Aided Manufacturing software to transition products from design to manufacturing. Prerequisite: Successful completion of MFGT 115, MFGT 120, MFGT 196 with a 2.0 GPA or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 225****Rapid Prototyping (3)**

This course provides a fundamental overview and discusses rapid photocopying and automated fabrication, including the generation of suitable CAD models, current rapid prototyping fabrication techniques, the use of secondary processing, and the impact of these technologies on society. Prerequisite: Successful completion of MFGT 115, MFGT 120, MFGT 196 with a 2.0 GPA or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 230****Measurement Systems (5)**

This course provides the basic foundation of measurement systems and measurement system applications used in manufacturing. Prerequisite: Successful completion of MFGT 155, MFGT 156 with a 2.0 GPA or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 234****Metrology (5)**

This course introduces the fundamentals of dimensional measurement, production gages, and gaging techniques. Measurement techniques will emphasize the proper use of appropriate measurement equipment. Previously MFGT 231. Prerequisite: Successful completion of MFGT 155, MFGT 156, MFGT 157 with a 2.0 or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 235****Calibration Systems (5)**

This course describes the calibration process used in manufacturing to ensure measurements are accurate and traceable to national and international standards. Previously MFGT 232. Prerequisite: Successful completion of MFGT 155, MFGT 156, MFGT 157 with a 2.0 or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 236****Statistical Techniques (5)**

This course provides the fundamental statistical concepts and methodologies and how they are used in industry to control manufacturing and business processes. Previously MFGT 233. Prerequisite: Successful completion of MFGT 167, MFGT 195, MFGT 230, MFGT 234, MFGT 235 with 2.0 GPA or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 240****Cad for Manufacturing (6)**

An introduction to computer-aided drafting with emphasis on applications in manufacturing. Content includes DOS commands and all groupings of basic commands such as: Draw, Display, Edit, Layers, Settings, Dimension, Text, Block, File Management, Plotting and Printing. Prerequisite: ENGRT 101 or MACHT 170 or METFA 180 or equivalent experience. Permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 244****Machine Maintenance Level I (22)**

Students will learn maintenance requirements for coolant tanks, filtration & recovery systems, state & local requirements for handling & disposal of coolants & cutting oils. Includes: developing & scheduling periodic maintenance, ordering & inventory control of parts, machine nomenclature, machine set-up, electrical & hydraulic blueprint reading, industry mathematics, team building & communication skills. Previously MFGT 241. Prerequisites: Strong English communication skills required, ESL Level 3 or above. Pre-program interview with instructor or program coordinator. Instructor permission required. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 250****Computer-Aided Manufacturing Lecture (4)**

Introduction to CAM. Includes necessary DOS commands, CAM job planning, geometry description, editing, tool path, macro functions, file management, utilities & code generators. Corequisite: Choose one of the following labs to be taken concurrently with this class, MFGT 254, MFGT 255, MFGT 256, or MFGT 257. Prerequisite: INDUS 103, METFA 188, MACHT 171 or METFA 181. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 254****Cam Punching Lab (2)**

CAM programming applied to CNC punch presses. Previously MFGT 251. Corequisite or prerequisite: MFGT 250 or permission. Prerequisite: METFA 188 or METFA 181. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 255****Smartcam Programming for Milling Centers (3)**

CAM programming applied to milling and machining centers. Previously MFGT 252. Corequisite or prerequisite: MFGT 250 or permission. Prerequisite: INDUS 103 or MACHT 171 or instructor permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 256****Cam Turning Lab (2)**

CAM programming applied to turning centers. Previously MFGT 253. Corequisite or prerequisite: MFGT 250 or permission. Prerequisite: INDUS 103 or MACHT 171 or permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 257****Cam Survey Lab (2)**

CAM programming applied to CNC punch presses. Previously MFGT 254. Corequisite or prerequisite MFGT 250. Prerequisite: METFA 188 or METFA 181. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 260****Cad/Cam Lecture (4)**

Programming CAD/CAM - the linkage of Computer-Aided Drafting with Computer-Aided Mfg. The student will choose one lab to be taken concurrently with this lecture from the following options. Corequisite: MFGT 264 or 265 or 266 or 267. Prerequisite: MFGT 250 or permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 264****Cad/Cam Punching (2)**

CAD/CAM programming applied to CNC punch presses. Previously MFGT 261. Corequisite or prerequisite: MFGT 260 or permission. Prerequisite: MFGT 250, 254 or permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 265****Cad/Cam Milling Lab (2)**

CAD/CAM Programming applied to CNC Milling. Previously MFGT 262. Corequisite or prerequisite: MFGT 260 or permission. Prerequisite: MFGT 250, 255 or permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 266****Cad/Cam Turning Lab (2)**

CAD/CAM Programming applied to CNC Turning. Previously MFGT 263. Corequisite or prerequisite: MFGT 260 or permission. Prerequisite: MFGT 250, 256 or permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 267****Cad/Cam Survey Lab (2)**

A survey of CAD/CAM Programming Applied to Punching, Turning and Milling. Previously MFGT 264. Corequisite or prerequisite: MFGT 260 or permission. Prerequisite: MFGT 250, 257 or permission. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 290****Quality Internship (9)**

This course is a cooperative work experience option for qualified students. Students will apply learned skills, gain actual on-the-job experience, and receive credit for work experience appropriate to training while completing the program of study. Previously MFGT 275. Prerequisite: Successful completion of MFGT 166, 169, 170, 233 with a 2.0 GPA or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 296****Cam Internship (9)**

This course provides work experience with local industry. Student will apply learned skills, gain actual on the job experience, and receive credit for work experience appropriate to their level of education. Previously MFGT 276. Prerequisite: Successful completion of MFGT 215, 220, 225 with a 2.0 or better. Mandatory decimal grading.

**MANUFACTURING TECHNOLOGY 298****Individual Projects In Manufacturing Technology (2)**

Individual project in a specific area of Manufacturing Technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**MANUFACTURING TECHNOLOGY 299****Individual Projects In Manufacturing Technology (3)**

Individual project in a specific area of Manufacturing Technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**MATHEMATICS 060**

**Basic Math (5)**

Addition, subtraction, multiplication, and division of whole numbers, common fractions, and decimals. Also includes an introduction to percentages, ratio and proportion, estimation and narrative problems. Student option grading.

**MATHEMATICS 070**

**Preparation for Algebra (5)**

An introduction to fundamental algebraic skills needed for Elementary Algebra. Course includes a review of arithmetic and an introduction to graphing, simplifying algebraic expressions, exponents, and solving linear equations. Prerequisite: MATH 060 (2.0 or better) or a score of 35 or higher on the Pre-Algebra COMPASS test. Student option grading.

**MATHEMATICS 080**

**Elementary Algebra (5)**

Fundamentals and applications of algebra including solving linear equations in one variable, graphing lines, solving linear systems, factoring and performing operations on polynomials, solving quadratic equations by factoring, simplifying rational expressions. Prerequisite: MATH 070 (2.0 or better), or a score of 25 or higher on the Algebra COMPASS test. Student option grading.

**MATHEMATICS 081**

**Mathematics Success Strategies (2)**

Students learn organizational and time management skills, skills for independent learning, problem-solving approaches, test-taking strategies, and techniques that promote confidence and success in mathematics. Concurrent enrollment in MATH 070, 080, or 099 required. Prerequisite: MATH 060 (2.0 or better), or a score of 35 or higher on the Pre-Algebra COMPASS test (or equivalent score on SAT, ACT or ASSET). Mandatory P/NC grading.

**MATHEMATICS 085**

**Elementary Algebra, Individualized (5)**

Fundamentals of algebra including solving linear equations in one variable, graphing lines, solving linear systems, factoring and performing operations on polynomials, solving quadratic equations by factoring, simplifying rational expressions. Applications. On-campus computer-based instruction, attendance expected. Prerequisite: MATH 070 (2.0 or better), or a score of 25 or higher on the Algebra COMPASS test. Student option grading.

**MATHEMATICS 090**

**Independent Study Basic Mathematics (3)**

Students study mathematics individually or in small groups using Math Learning Center resources; learning assistants, handouts, answer book, sample tests, video tapes, graphing calculators, computers, and library. Prerequisites: Concurrent enrollment in MATH 060, 070, 080, 097, 098, 099 or BUS 102 required. Mandatory P/NC grading.

**MATHEMATICS 095**

**Intermediate Algebra, Individualized (5)**

Simplifying and evaluating linear, quadratic, radical, and rational expressions. Solving these same types of equations with graphs and applications to real world modeling. Introduction to functions, exponential functions, and logarithms. On-campus computer-based instruction, attendance expected. Prerequisite: MATH 080 (2.0 or better) or a score of 60 or higher on the Algebra COMPASS test. Student option grading.

**MATHEMATICS 097**

**Fundamentals of Intermediate Algebra I (5)**

Simplifying & evaluating linear & rational expressions. Solving these types of equations. Introduction to functions. Systems of linear equations. Solving linear & absolute value inequalities. Applications. Together, MATH 097 and 098 serve as prerequisite for college-level quantitative reasoning courses. Prerequisite: MATH 80 (2.0 or better) or a score of 60 or higher on the Algebra COMPASS test (or equivalent score on SAT, ACT, or ASSET.) Student option grading.

**MATHEMATICS 098**

**Fundamentals of Intermediate Algebra II (5)**

Simplifying and evaluating radical, quadratic, exponential and logarithmic expressions. Solving these same types of equations with applications to real world modeling. Graphing quadratic functions. Together, MATH 097 and 098 serve as prerequisite for college-level quantitative reasoning courses. Prerequisite: MATH 097 (2.0 or better.) Student option grading.

**MATHEMATICS 099**

**Intensive Intermediate Algebra (5)**

Simplifying and evaluating linear, quadratic, radical, and rational expressions. Solving these same types of equations with graphs and applications to real world modeling. Introduction to functions, exponential functions, and logarithms. Prerequisite: MATH 080 (2.0 or better) or a score of 60 or higher on the Algebra COMPASS test. Student option grading.

**MATHEMATICS 100**

**Independent Study In College Math (3)**

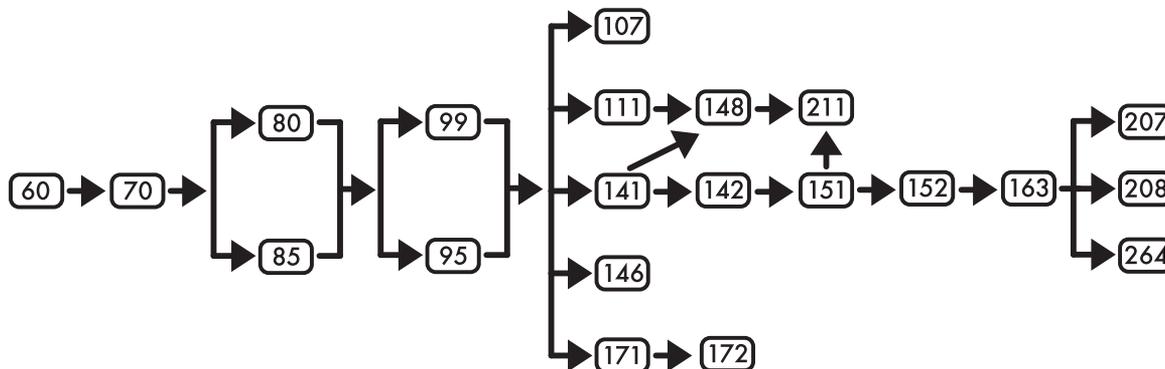
Students study mathematics individually or in small groups using Math Learning Center resources: learning assistants, handouts, answer books, worksheets and sample tests, graphing calculators, computers with internet access, and a math library. Prerequisites: Concurrent enrollment in MATH& 107 or higher. Mandatory P/NC grading.

**MATHEMATICS & 107**

**Math In Society (5)**

Practical applications of mathematics as they arise in everyday life. Includes finance math, probability & statistics, and a selection of other topics. Designed for students who are not preparing for calculus. Previously MATH 107. Prerequisite: MATH 099 (2.0 or better) or MATH 097 AND MATH 098 (2.0 or better) or a score of 85 or higher on the Algebra COMPASS test. Student option grading.

**MATHEMATICS CURRICULUM**



NON-TRANSFERABLE COURSES

COLLEGE TRANSFER COURSES

**MATHEMATICS 111****Elements of Pre-Calculus (5)**

Algebra topics including mathematical modeling, graphing & problem solving w/ polynomial, rational, exponential & logarithmic functions. Topics from linear algebra, combinatorics, mathematical modeling, probability, mathematics of finance. Intended for students in business, social sciences & some biological sciences. Prerequisites: MATH 099 (2.0 or better) or MATH 097 AND 098 (2.0 or better) or a score of 85 or higher on the Algebra COMPASS test. Student option grading.

**MATHEMATICS & 141****Precalculus I (5)**

The elementary functions and their graphs, with applications to mathematical modeling. Examples include linear, quadratic, polynomial, rational, exponential and logarithmic functions, composite functions, inverse functions and transformation of graphs. Use of the graphing calculator. Previously MATH 110. Prerequisites: MATH 099 (2.0 or better) or MATH 097 AND 098 (2.0 or better) or a score of 85 or higher on the Algebra COMPASS test. Student option grading.

**MATHEMATICS & 142****Precalculus II (5)**

Triangle trigonometry, circular and inverse trigonometric functions, trigonometric identities, solving trigonometric equations, applications of trigonometry. Polar coordinates and parametric equations. Conic sections. Use of the graphing calculator. Previously MATH 120. Prerequisites: MATH& 141 (2.0 or better) or a score of 70 or higher on the College Algebra COMPASS test. Student option grading.

**MATHEMATICS & 146****Introduction to Stats (5)**

Analysis of data through graphical and numerical methods, linear regression, the Normal distribution, data collection, elementary probability, confidence intervals and hypothesis testing. Emphasis on applications. Previously MATH 108. Prerequisite: MATH 099 (2.0 or better) or MATH 097 AND MATH 098 (2.0 or better) or a score of 85 or higher on the College COMPASS test AND placement into ENGL 100 or ESL 100. Student option grading.

**MATHEMATICS & 148****Business Calculus (5)**

Differential and Integral Calculus of elementary functions with an emphasis on business and social science applications. Designed for students who want a brief course in Calculus. (No credit given to those who have completed MATH& 151.) Previously MATH 112. Prerequisite: MATH 111 preferred (2.0 or better) or MATH& 141 (2.0 or better), or a score of 70 or higher on the College Algebra COMPASS test. Student option grading.

**MATHEMATICS & 151****Calculus I (5)**

Definition, interpretation and applications of the derivative. Derivatives of algebraic and transcendental functions. Previously MATH 124. Prerequisites: MATH& 142 (2.0 or better), or a score of 70 or higher on both the College Algebra and Trigonometry COMPASS Tests. Student option grading.

**MATHEMATICS & 152****Calculus II (5)**

Definition, interpretation, and application of the definite integral. The Fundamental Theorem of Calculus, techniques of integration, definite integrals involving curves described parametrically, and introduction to separable differential equations. Previously MATH 125. Prerequisite: MATH& 151 (2.0 or better.) Student option grading.

**MATHEMATICS & 163****Calculus 3 (5)**

Infinite series & the calculus of vector-valued functions and functions of several variables. Sequences, series, Taylor series, vector products, lines, planes, space curves, level curves & surfaces, partial derivatives, chain rules, tangent planes, gradient & directional derivatives. Previously MATH 126. Prerequisite: MATH& 152 (2.0 or better.) Student option grading.

**MATHEMATICS & 171****Math for Elem Ed I (5)**

Fundamental concepts of numbers and operations related to topics taught at the K-8 level. Topics include problem solving, algebraic thinking, numeration, and arithmetic with rational numbers. Recommended for future elementary teachers. Previously MATH 170. Prerequisite: MATH 099 (2.0 or better) or a score of 85 or higher on the Algebra COMPASS test and placement into ENGL 100 or ESL 100. Student option grading.

**MATHEMATICS & 172****Math for Elementary Ed II (5)**

Basic concepts of geometry related to topics taught at the K-8 level. Topics include problem solving, graphing, Euclidean plane geometry, solid geometry, tessellations, measurement, and statistics. Recommended for prospective and practicing elementary school teachers. Previously MATH 171. Prerequisite: MATH 171 (2.0 or better); or instructor permission; and placement into ENGL 100 or ESL 100. Student option grading.

**MATHEMATICS 207****Elements of Differential Equations (5)**

Linear and non-linear ordinary differential equations and applications. Graphical, numerical, analytical and qualitative methods. Prerequisite: MATH& 163 (2.0 or better) or instructor permission. Student option grading.

**MATHEMATICS 208****Linear Algebra (5)**

Matrix operations, determinants, systems of equations, abstract vector spaces, linear transformations, eigenvalues and eigenvectors. Prerequisites: MATH& 163 (2.0 or better) or instructor permission. Student option grading.

**MATHEMATICS 211****Elements of Statistical Method (5)**

Principles of data analysis, linear regression, data collection, elementary probability, random variables, probability distributions and statistical inference. Emphasis on practical applications and the interpretations of results. Prerequisites: Math& 148 (2.0 or better) or Math& 151 (2.0 or better) AND placement into ENGL 100 or ESL 100. Student option grading.

**MATHEMATICS & 264****Calculus 4 (5)**

Continuation of the MATH& 151-152-163 Calculus sequence. Optimization, multiple integrals, vector fields, divergence, curl, line and surface integrals, Green's Theorem, Stokes' Theorem, and the Divergence Theorem. Previously MATH 224. Prerequisite: MATH& 163 (2.0 or better) or permission. Student option grading.

**MATHEMATICS 292****Special Topics In Mathematics (2)**

Classes focusing on specific issues and/or topics of interest in mathematics. Previously MATH 282.

**MATHEMATICS 293****Special Topics In Mathematics (3)**

Classes focusing on specific issues and/or topics of interest in mathematics. Previously MATH 283.

**MATHEMATICS 295****Special Topics In Mathematics (5)**

Classes focusing on specific issues and/or topics of interest in mathematics. Previously MATH 285.

**MATHEMATICS 297****Individual Project In Mathematics (1)**

Individual project in a specific area of mathematics. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**MATHEMATICS 298****Individual Project In Mathematics (2)**

Individual project in a specific area of mathematics. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**MATHEMATICS 299****Individual Project In Mathematics (3)**

Individual project in a specific area of mathematics, by arrangement with instructor. Prerequisite: Instructor permission based on evaluation of student's educational and work experience. Student option grading.

**MEDICAL LAB TECHNOLOGY 121****Essentials of Phlebotomy (3)**

A lecture and laboratory class includes the role of the phlebotomist, safety, infection control, phlebotomy technique, equipment, and specimen processing. Practice performing capillary and venipuncture techniques. Previously MLT 214. Prerequisite: ENGL 100 or COMPASS test above Eng 100. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 122****Phlebotomy Laboratory Basics (3)**

Students develop skills in critical thinking, use of a laboratory computer system, and specimen processing for the workplace. Safety and standard precautions will be emphasized. Prerequisite: Acceptance into the Phlebotomy or MLT Program or instructor permission. ENGL 100. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 123****Aids & Hiv Education for Health Care Workers (1)**

Introduction to AIDS & HIV. Topics include exposure risk, infection control measures, symptoms of illness, opportunistic infections & blood borne pathogens. HIV testing reviewed. Outside class activities assigned. Meets the Washington State requirement for HIV/AIDS education for healthcare workers. Previously MLT 216. Prerequisite: Successful completion ENGL 100. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 132****Phlebotomy Practicum (4)**

Phlebotomy training (40-160 hrs) in a health care facility per program requirement. Some online content. Health insurance, Hepatitis B and other vaccinations, PPD and Criminal History Background Check. Previously MLT 215. Prerequisite: ENGL 100 recommended. MLT 121 or 200 required with grade of 2.0 or higher. Admission to Phleb. or MLT Program. Mandatory P/NC grading.

**MEDICAL LAB TECHNOLOGY 181****Introduction to Medical Lab Procedures (4)**

Course includes lecture & seminar introducing theory of clinical laboratory procedure, laboratory safety, specimen collection, quality control and urinalysis. Concurrent enrollment in MLT 182 recommended. Previously MLT 197 & MLT 180. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 182****Lab: Med. Lab Procedures (2)**

An introduction to procedures used in the clinical or biological laboratory. Emphasis on laboratory safety, test measurement, specimen collection, quality control procedures, basic laboratory testing and instrumentation and urinalysis. Concurrent enrollment in MLT 181 recommended. Previously MLT 197 & MLT 180. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 200****Mlt Phlebotomy Skills Lab (1)**

Laboratory class to give MLT students basic phlebotomy skills and techniques using a variety of equipment. Student will draw blood specimens on classmates, process samples and use laboratory information system to order a laboratory test. Prerequisite: Acceptance into the MLT Program and/ or instructor permission. Mandatory P/NC grading.

**MEDICAL LAB TECHNOLOGY 221****Hematology Lecture (6)**

Basic theory of clinical hematology and coagulation. Theory of blood cell development, diagnostic test procedures, and correlation of test results with disease state. Diagnostic tests performed to detect coagulopathies. Previously MLT 220. Instructor permission required. Prerequisites: Admission into the MLT Program. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 222****Clinical Chemistry Lecture (6)**

Theoretical and practical concepts associated with testing procedures is covered. Course includes fundamentals of instrumentation, methodology, quality control, and biochemistry related to substances tested in the clinical chemistry laboratory. Previously MLT 226. Prerequisite: MLT 180 and CHEM& 121 with a grade of 2.0 or better; admission into MLT program. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 223****Parasitology and Mycology Lecture (3)**

Basic theory and clinical procedures used to isolate and identify intestinal, blood and tissue parasites; dermatophytes, systemic and subcutaneous fungi. Instructor permission required. Previously MLT 224. Prerequisite: Admission into the MLT Program and BIOL& 260. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 224****Clinical Microbiology Lecture (5)**

Basic theory of clinical microbiology including disease states, isolation and identification of bacterial organisms. Emphasis is placed on media selection and interpretation of result diagnostic tests. Previously MLT 228. Prerequisites: BIOL& 260 with a grade of 2.0 or better; admission into the MLT program. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 225****Immunology Lecture (4)**

Basic theory and diagnostic procedures in clinical immunology. Nature of immunoglobulins, antigen-antibody reactions, natural and acquired immunity, introduction to genetics, immunologic diseases and infectious diseases including AIDS and Hepatitis. Previously MLT 222. Prerequisites: Admission to MLT Program or instructor permission. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 231****Hematology Laboratory (3)**

Basic application of clinical hematology including normal and abnormal development of cellular components of blood as manifested in disease, diagnostic hematologic tests performed, and theory of coagulation and diagnostic tests performed. Previously MLT 221. Prerequisite: Admission to MLT Program, MLT 180 or instructor permission. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 232****Clinical Chemistry Lab (3)**

Apply techniques used in the clinical chemistry laboratory: specimen preparation, manual & automated testing, & quality control. Evaluate lab tests related to disease states. Understand principles of chemistry test procedures. Previously MLT 227. Prerequisite: MLT 180 and CHEM 102 with a grade of 2.0 or better and admission to MLT program. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 233****Parasitology & Mycology Lab (1)**

Basic parasitology and mycology lab covers collection, processing, & direct examinations. Emphasis on microscopic identification of parasites. Review of staining techniques and culture identification of fungus & yeast. Previously MLT 225. Prerequisite: Admission to the MLT Program or BIOL& 260 and instructor permission. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 234****Clinical Microbiology Laboratory (3)**

Isolate and identify clinically significant microorganisms from specimen cultures. Emphasis placed on sterile technique, safety, quality control, isolation techniques, quality assurance and identification of microorganisms. Previously MLT 229. Prerequisite: BIOL& 260 with a grade of 2.0 or better and admission into the MLT Program. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 235****Immunology Laboratory (2)**

Basic immunology techniques and procedures used in a clinical laboratory. Qualitative and semi-quantitative tests for antibodies and antigens. Safety, quality control, pipette technique and dilutions are emphasized. Previously MLT 223. Prerequisite: Admission to MLT Program or instructor permission. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 241****Hematology Practicum (6)**

Practical experience in clinical laboratory, 40 hours per week for 4 weeks. Perform routine laboratory procedures using hematology, coagulation, and urinalysis instrumentation and lab computer system. Previously MLT 230. Prerequisite: Admission to the MLT Program, MLT 221 and 231. Mandatory P/NC grading.

**MEDICAL LAB TECHNOLOGY 242****Chemistry Practicum (6)**

Practical experience in clinical laboratory, 40 hours per week for 4 weeks. Perform routine laboratory procedures using clinical chemistry instrumentation and lab computer system. Previously MLT 231. Prerequisites: Admission to the MLT Program, MLT 222 and MLT 232. Mandatory P/NC grading.

**MEDICAL LAB TECHNOLOGY 244****Microbiology Practicum (6)**

Practical experience in clinical laboratories, 40 hours per week for 4 weeks. Perform routine laboratory procedures using laboratory equipment & instrumentation in microbiology, parasitology, & mycology testing. Previously MLT 232. Prerequisite: Admission to the MLT Program, MLT 224 and MLT 234. Mandatory P/NC grading.

**MEDICAL LAB TECHNOLOGY 245****Integrated Immunoematology (10)**

A concentrated blood bank lecture/lab and clinical problem-solving course. Theory and practical application include: blood group serology, compatibility testing, antibody identification, QC, preparation/storage of donor units and blood components, and incompatibility resolution. Previously MLT 233. Prerequisite: Admission into the MLT Program, and MLT 221, 231, 225 and 235. Mandatory decimal grading.

**MEDICAL LAB TECHNOLOGY 291****Special Topics In Medical Lab Technology (1)**

Classes focusing on specific issues and/or topics of interest in Medical Lab Technology. Previously MLT 281. Permission.

**MEDICAL LAB TECHNOLOGY 292****Special Topics In Medical Lab Technology (2)**

Classes focusing on specific issues and/or topics of interest in Medical Lab Technology. Previously MLT 282. Permission.

**MEDICAL LAB TECHNOLOGY 293****Special Topics In Medical Lab Technology (3)**

Classes focusing on specific issues and/or topics of interest in Medical Lab Technology. Previously MLT 283. Permission.

**MEDICAL LAB TECHNOLOGY 297**

**Individual Project In Medical Lab Technology (1)**  
Individual project in a specific area of Medical Lab Technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**MEDICAL LAB TECHNOLOGY 298**

**Individual Project In Medical Lab Technology (2)**  
Individual project in a specific area of Medical Lab Technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**MEDICAL LAB TECHNOLOGY 299**

**Individual Project In Medical Lab Technology (3)**  
Individual project in a specific area of Medical Lab Technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**MULTICULTURAL STUDIES 105****Introduction to Multicultural Studies (5)**

Students will develop a personal and historical understanding of issues related to race, social class, gender, sexual orientation, disabilities & culture; and how these issues are used in the distribution of power and privilege in the U.S. Previously IASTU 105. Prerequisite: Successful completion of ENGL 100 or placement into ENGL& 101. Student option grading.

**MULTICULTURAL STUDIES 205****Seminar In Social Justice (5)**

We will engage in an extended analysis of complex problems in social justice using a comparative approach. We will begin our analysis in the U.S., and compare issues of social justice with other nations around the globe. We will examine proven solutions to social issues in detail. Previously IASTU 205. Prerequisite: Eligible for admission to ENGL& 101 and successful completion of core course in Multicultural Understanding. Student option grading.

**MULTICULTURAL STUDIES 210****African Studies (5)**

Survey of various ancient and modern peoples of Africa. We will examine specific pre- and post-colonial societies, institutions and social movements, with a focus on past and present contributions of Africans to World Culture. Previously IASTU 210. Prerequisite: Eligible for placement into ENGL & 101. Mandatory decimal grading.

**MULTICULTURAL STUDIES 238****Environmental Justice (5)**

Environmental Justice is an interdisciplinary, problem-solving approach that identifies and examines how inequalities arise in an environmental context. We will examine the historical, scientific, socioeconomic, legal, cultural, and political complexities of the relationship between people and the environment. Mandatory decimal grading.

**MULTICULTURAL STUDIES 250****Fundamentalism Among the Children of Abraham (5)**

This course seeks to investigate religious fundamentalism, within the Abrahamic religions of Judaism, Christianity, and Islam, with specific emphasis on the impact of contemporary Islamic fundamentalism and progressive Islamic doctrine. Previously IASTU 250. Prerequisite: Eligible for placement into ENGL& 101. Mandatory decimal grading.

**MULTICULTURAL STUDIES 291****Special Topics In Multicultural Studies (1)**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies.

**MULTICULTURAL STUDIES 292****Special Topics In Multicultural Studies (2)**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies.

**MULTICULTURAL STUDIES 293****Special Topics In Multicultural Studies (3)**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies.

**MULTICULTURAL STUDIES 294****Special Topics In Multicultural Studies (4)**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies.

**MULTICULTURAL STUDIES 295****Special Topics In Multicultural Studies (5)**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies.

**MULTICULTURAL STUDIES 297****Individual Project In McS (1)**

Individual project in a specific area of Multicultural Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**MULTICULTURAL STUDIES 298****Individual Project In McS (2)**

Individual project in a specific area of Multicultural Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**MULTICULTURAL STUDIES 299****Individual Project In McS (3)**

Individual project in a specific area of Multicultural Studies. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**MUSIC 100****Introduction to Music Theory (5)**

This course covers music notation, meter, rhythm, scales, key signatures and intervals in preparation for MUSC& 141. Concurrent enrollment in MUSC 120 required. Previously MUSIC 100. Mandatory decimal grading.

**MUSIC & 105****Music Appreciation (5)**

Why does music affect us the way it does? There is no escaping music in our society; it's everywhere. Together we will discover how and why music has impacted our culture through the centuries. We will explore music's history, its basic elements, and its power to alter entire societies. Previously MUSIC 107. Prerequisite: Successful completion of ENGL 100 (or equivalent) or test placement into ENGL& 101. Student option grading.

**MUSIC 106****Music In American Culture (5)**

Explore musical traditions from diverse American cultures through guided listening and analysis of songs, styles, genres and musicians, with emphasis on the role of race, class, gender and sexual-orientation. Previously MUSIC 104. Dual Listed with AES 106. Prerequisite: Successful completion of ENGL 100 or ESL 100 or placement into ENGL& 101. Student option grading.

**MUSIC 108****Music In World Cultures (5)**

Experience the diversity of music from around the world by examining selected musics in their broad cultural contexts: religious, historical and social. Emphasis on listening skills, music aesthetics, styles, genres, transmission and sociocultural backgrounds of musicians. Prerequisite: Successful completion of ENGL 100 or test placement into ENGL& 101. Student option grading.

**MUSIC 109****American Popular Music (5)**

Explore American popular music from the 19th century to today including Ragtime, Tin Pan Alley, Jazz, Rock, Country, Blues, Punk, Alternative, and Rap. Previously Music/IASTU 109. Student option grading.

**MUSIC 109W****American Popular Music (5)**

Historical, social and stylistic study of American popular idioms from their African and European roots to the present. Focus on contemporary styles such as Rock, Country, Blues, Punk, Rap and Jazz. Contributions of artists will be discussed. The influence of various facets of the music industry will be examined. Dual listed as IASTU 109W. Previously Music 109W. Student option grading.

**MUSIC 114****Class Instruction-Guitar (2)**

This course is intended for students with little or no background in guitar performance. It presents basic skills and techniques needed to play the guitar. Students must supply their own ACOUSTIC guitar. Previously MUSIC 114. Student option grading.

**MUSIC 115****Class Instruction Electric Bass (2)**

Basic skills for the electric bass including reading bass clef, scales and modes, improving technical proficiency. For beginning to intermediate players. Students must provide own instrument. Course may be taken up to six times. Previously MUSIC 115. Student option grading.

**MUSIC 117****Electric Guitar (2)**

Training in basic skills and technique for the electric guitar including reading treble clef, learning scales and chords in twelve keys and developing and improving technical proficiency. Intended for beginning and intermediate players. Students must provide own instrument. Course may be taken up to six times. Previously MUSIC 117. Student option grading.

**MUSIC 118****Acoustic Guitar Class - Intermediate (2)**

Intended for intermediate level guitarists, this course presents more challenging skills and techniques necessary for improved acoustic guitar performance. Students supply their own ACOUSTIC guitar. Prerequisites: MUSC 114-Class Guitar, or permission of instructor. Previously MUSIC 118. Student option grading.

**MUSIC 119****Class Piano for General Students (2)**

Students with little or no piano background learn basic piano skills and techniques. Previously MUSIC 127. Student option grading.

**MUSIC 120****Class Piano for Music 100 Students (2)**

Students learn basic skills needed in music reading, music theory and piano performance. Previously MUSIC 120. Prerequisite: Concurrent enrollment in MUSC 100 is required. Mandatory decimal grading.

**MUSIC 135****Shoreline Singers (2)**

This advanced a cappella ensemble performs a variety of challenging vocal music including classical, world music, modern music, and jazz. The group tours annually and schedules multiple performances each quarter. Previously MUSIC 131. Prerequisite: Audition required. Also requires concurrent registration in Chorale or special permission of instructor. Mandatory decimal grading.

**MUSIC 136****Jazz Ensemble (2)**

The Jazz Ensemble rehearses and performs music in a variety of contemporary jazz styles. Sight reading, jazz interpretation, phrasing and improvisation are stressed. Students present several concerts each quarter and participate in a yearly concert tour, usually in Spring. Prerequisite: Membership in the Jazz Ensemble is by audition. Student option grading.

**MUSIC 140****Symphonic Band (2)**

Shoreline's Concert Band performs quarterly concerts that include traditional music, contemporary band works, orchestral transcriptions, solo features, Broadway musicals and marches. Rehearses on Monday evenings fall, winter, spring quarters. Previously MUSIC 140. Prerequisite: ability to play a band instrument. Mandatory decimal grading.

**MUSIC & 141****Music Theory I: First-Year Music Theory (5)**

The course includes sight singing, keyboard training, and the theories and fundamentals of musical structure. Concurrent enrollment in MUSC 151 required. Previously MUSIC 101. Mandatory decimal grading.

**MUSIC & 142****Music Theory II: First-Year Music Theory (5)**

This course continues the study of music fundamentals and structure. Sight singing, keyboard assignments, melodic and elementary dictation are integrated into the class. Course is intended primarily for music majors. Concurrent enrollment in MUSC 152 (Class Piano) is required. Previously MUSIC 102. Prerequisite: MUSC& 141 with a grade of 2.0 or higher. Mandatory decimal grading.

**MUSIC & 143****Music Theory III: First-Year Music Theory (5)**

This course continues the study of theories and fundamentals of music structure. Sight singing and melodic and harmonic dictation are integrated into the class. This course is intended primarily for music majors. Concurrent enrollment in MUSC 153 (class piano) is required. Previously MUSIC 103. Prerequisites: MUSC& 142 with a grade of 2.0 or higher. Mandatory decimal grading.

**MUSIC 144****Funkngroove (2)**

Funkngroove is a performance troupe which provides opportunities for students to perform and record song compositions and arrangements in styles typical of commercial radio airplay from the 1970's to the present. Registration requires instructor permission. Previously MUSIC 144. Student option grading.

**MUSIC 146****Orchestra (2)**

This course is intended for string students who join an approved off-campus community orchestra which rehearses once a week, works on standard orchestral literature and performs in a public concert at least once per quarter. Previously MUSIC 146. Prerequisites: Ability to play a string instrument, permission of a music faculty advisor & the community orchestra conductor. Mandatory decimal grading.

**MUSIC 147****Small Ensemble Performance (4)**

Designed for musicians and singers at an intermediate to advanced level. Weekly rehearsals focus on small group performance skills. May be repeated up to six times for credit. Ensembles include: Chamber Wind, Vocal, Guitar, Saxophone, Piano, Percussion, Bluegrass, Strings, Repertoire Jazz, and Brass. Previously MUSIC 147. Student option grading.

**MUSIC 150****History of Bluegrass (2)**

Bluegrass blends various musical styles, including fiddle tunes, blues, country, old-time string bands and jazz to form a uniquely American art form. This class examines the history and development of the music through reading, listening and online discussion. Previously MUSIC 150. Prerequisite: Successful completion of ENGL 100 or placement into ENGL& 101. Student option grading.

**MUSIC 151****Class Piano for Music Theory I Students (2)**

Music students with little or no piano background learn basic skills required of all music majors. Previously MUSIC 121. Prerequisite: Concurrent enrollment in MUSC& 141 is required. Mandatory decimal grading.

**MUSIC 152****Class Piano for Music Theory II Students (2)**

Music theory students learn basic piano skills and techniques required of music majors. Previously Music 122. Prerequisite: Concurrent enrollment in MUSC& 142 is required. Mandatory decimal grading.

**MUSIC 153****Class Piano for Music Theory III Students (2)**

Music theory students learn basic piano skills and techniques required of music majors. Previously Music 123. Concurrent enrollment in MUSC& 143 is required. Mandatory decimal grading.

**MUSIC 154****Opera Workshop (1)**

Students perform a minor role in a one-act opera and opera scenes in full production in English or the original language. Previously MUSIC161. Prerequisite: Instructor permission based on student audition. Mandatory decimal grading.

**MUSIC 155****Opera Workshop (2)**

Students perform a secondary role in a one-act opera and opera scenes in full production in English or the original language. Previously MUSIC 162. Prerequisite: Instructor permission based on student audition. Mandatory decimal grading.

**MUSIC 156****Opera Workshop (3)**

Students perform a major role in a one-act opera and opera scenes in full production in English or the original language. Previously MUSIC 163. Prerequisite: Instructor permission based on student audition. Mandatory decimal grading.

**MUSIC 161****Class Voice Instruction - Beginning (2)**

Beginning voice students learn the fundamentals and basic techniques needed in vocal performance to enhance their ability to sing in a performing ensemble and/or perform in public. This course may be repeated for credit. Previously MUSIC 137. Student option grading.

**MUSIC 162****Class Voice Instruction - Intermediate (2)**

Intermediate voice students learn the fundamentals and basic techniques needed in vocal performance to enhance their ability to sing in a performing ensemble and/or perform in public. This course may be repeated for credit. Previously MUSIC 138. Prerequisites: Completion of MUSC 161 or permission of instructor. Student option grading.

**MUSIC 163****Class Voice Instruction - Advanced (2)**

Advanced voice students learn the fundamentals and basic techniques needed in vocal performance to enhance their ability to sing in a performing ensemble and/or perform in public. This course may be repeated for credit. Previously MUSIC 139. Prerequisites: Completion of MUSC 162 or permission of instructor. Student option grading.

**MUSIC 164****Musical Theater Performance (1)**

Students perform a minor musical theater role in full production, accompanied by orchestra. Previously MUSIC 164. Prerequisite: Instructor permission based on student audition. Mandatory decimal grading.

**MUSIC 165****Musical Theater Performance (2)**

Students perform a secondary musical theater role in full production, accompanied by orchestra. Previously MUSIC 165. Prerequisite: Instructor permission based on student audition. Mandatory decimal grading.

**MUSIC 166****Musical Theater Performance (3)**

Students perform a major musical theater role in full production, accompanied by orchestra. Previously MUSIC 166. Prerequisite: Permission of instructor after audition. Mandatory decimal grading.

**MUSIC 167****Voice-Dance Performance Techniques 1 (2)**

Students develop the ability to sing and move simultaneously in preparation for performing on stage in musical roles. Previously MUSIC 167. Student option grading.

**MUSIC 170****Private Instruction - Classical Voice 1 (2)**

Students sing in a variety of languages, prepare for and give public performances. Students receive one-on-one mentoring to nurture artistic goals and improve vocal technique. This course enables the vocal music major to transfer two years of applied study to universities, colleges, and conservatories. Previously MUSIC 170. Prerequisite: Placement by audition and enrollment in SCC choral ensemble. Instructor approval required. Mandatory decimal grading.

**MUSIC 175****Chamber Chorale (2)**

Mixed voice ensemble that performs choral music in several concerts each quarter. Usually tours during the year. Membership by audition. For information call the Humanities Division or the Music Department. Previously MUSIC 153. Mandatory decimal grading.

**MUSIC 180****Individual Instruction - Classical Piano I (2)**

Individual instruction on technique and classical piano literature from various periods of time. Previously MUSIC 172. Prerequisite: Reading knowledge of piano music. Permission of instructor. Mandatory decimal grading.

**MUSIC 184****Private Instruction Popular Voice I (2)**

Students are coached to sing in a variety of popular music styles preparing them to give public performances. Students receive one-on-one mentoring to nurture artistic goals and improve technique. Vocal exercises safely increase stamina and range while developing stylistic skills matching their genre of choice. Student option grading.

**MUSIC 196****Individual Instruction Instrumental (2)**

Individual instruction on string, woodwind, brass and percussion instruments. Previously MUSIC 171, 173 through MUSIC 194. Mandatory decimal grading.

**MUSIC 200****Fundamentals of Music (3)**

Designed for students with little or no background in music. Especially useful for those who plan to be elementary school teachers. Covers basic concepts of music notation, rhythm, scales, intervals, and chord structure. Previously MUSIC 200. Student option grading.

**MUSIC 204****Improvisation I (2)**

Improvisation I covers the basic elements of jazz improvisation, exploring various styles and idioms, and is open to all instrumentalists interested in playing jazz. Previously MUSIC 204. Mandatory decimal grading.

**MUSIC 205****Improvisation II (2)**

Improvisation II covers intermediate elements of jazz improvisation while exploring various styles and idioms. The class is open to all instrumentalists and vocalists interested in playing jazz. Previously MUSIC 205. Prerequisite: MUSC 204 or instructor permission. Mandatory decimal grading.

**MUSIC 206****History of Jazz (5)**

Examine the history and development of jazz in the U.S. as well as its key historical figures, including Louis Armstrong, Duke Ellington, Charlie Parker, Miles Davis and others. Includes the study of issues that parallel the growth of jazz music in American society from 1900 to the present day. Student option grading.

**MUSIC 207****The Craft of Songwriting (2)**

Students examine the craft of writing a song and investigate how structure, melody, and lyrics function together to create a well-written song. The history of songwriting and the classic work of great songwriters are used to explore the process of songwriting. Previously MUSIC 207. Student option grading.

**MUSIC 210****Advanced Songwriting (2)**

This course explores songwriting styles in the legacy of popular American music and asks students to use these rudiments to forge a distinctive personal style. Students will write and workshop numerous original works and find their individual voices as songwriters. Prerequisite: MUSC 207 or instructor permission. Student option grading.

**MUSIC 211****Diction for Singers-Italian/German (3)**

Students perform musical compositions from the past three hundred years in both Italian and German. This course stresses correct pronunciation through use of the International Phonetic Alphabet. Previously MUSIC 208. Prerequisite: MUSC 161 or instructor permission. Mandatory decimal grading.

**MUSIC 212****Diction for Singers-French/English (3)**

Students perform musical compositions from the past 300 years in both French and English. This course stresses correct pronunciation through use of the International Phonetic Alphabet. Previously MUSIC 209. Prerequisite: MUSC 211 or instructor permission. Student option grading.

**MUSIC 224****Survey of Piano Literature (2)**

Students learn essential characteristics of piano compositions from the Baroque through the 20th Century. Previously Music 221. Prerequisite: Intermediate reading level of piano music is recommended. Student option grading.

**MUSIC 225****Collaborative Piano (2)**

Pianists learn the skills and techniques of collaborating with vocal and instrumental soloists and ensembles. Previously Music 222. Intermediate or above reading level of piano music. Instructor permission required. Mandatory decimal grading.

**MUSIC 226****Piano Pedagogy (2)**

Students will learn repertoire/methods for teaching piano students in individual and group settings. Previously Music 223. Prerequisite: Intermediate reading level of piano music required. Student option grading.

**MUSIC & 241****Second-Year Music Theory (5)**

This course continues the study of traditional harmony with emphasis on modulation, mode mixture, formal analysis and the Neapolitan sixth. Advanced melodic and harmonic dictation, sight singing and keyboard assignments are included. Previously MUSIC 201. Prerequisite: MUSC& 143 or equivalent with instructor permission. Mandatory decimal grading.

**MUSIC & 242****Second-Year Music Theory (5)**

This course continues the advanced study of traditional harmony. Topics include augmented sixth chords, enharmonic reinterpretation, chromatic modulation techniques. Advanced melodic and harmonic dictation, sight singing and keyboard assignments. Previously MUSIC 202. Prerequisite: MUSC& 241 or permission of instructor. Mandatory decimal grading.

**MUSIC & 243****Second-Year Music Theory (5)**

Late 19th and 20th-century harmonic practice including, chromatic sequence, modes and synthetic scales, serialism and polytonality as well as 20th-century rhythmic techniques. Advanced melodic and harmonic dictation. Sight singing and keyboard assignments. Previously MUSIC 203. Prerequisite: MUSC& 242 or permission of instructor. Mandatory decimal grading.

**MUSIC 251****Class Piano for Music Theory IV Students (2)**

Music theory students continue to learn piano skills and techniques required of music majors. Previously MUSIC 124. Concurrent enrollment in MUSC& 241 is required. Mandatory decimal grading.

**MUSIC 252**

**Class Piano for Music Theory V Students (2)**  
Music theory students continue to learn piano skills and techniques required of music majors. Previously Music 125. Concurrent enrollment in MUSC& 242 is required. Mandatory decimal grading.

**MUSIC 253**

**Class Piano for Music Theory VI Students (2)**  
Music theory students continue to learn piano skills and techniques required of music majors. Previously Music 126. Concurrent enrollment in MUSC& 243 is required. Mandatory decimal grading.

**MUSIC 264****Conducting (2)**

A beginning class in conducting with emphasis on beat patterns, beat styles, score reading and preparation for conducting vocal and instrumental ensembles. Includes an overview of the history of the art of conducting. Previously MUSIC 291. Prerequisite: Completion of First Year Theory sequence or instructor approval required. Mandatory decimal grading.

**MUSIC 268****Voice-Dance Performance Techniques 2 (2)**

Students develop further skills in moving and singing simultaneously, including part singing and complex dance combinations. This course is a continuation of MUSC 167 for the more advanced student. Previously MUSIC 168. Prerequisite: Completion of MUSC 167 or instructor permission. Student option grading.

**MUSIC 270****Private Instruction - Classical Voice 2 (2)**

Students sing in a variety of languages, prepare for and give public performances, and continue to receive one-on-one mentoring to nurture artistic goals and improve vocal technique. This course enables the vocal music major to transfer two years of applied study to universities, colleges, and conservatories. Previously MUSIC 270. Placement by audition and enrollment in SCC choral ensemble. Instructor approval required. Mandatory decimal grading.

**MUSIC 280****Individual Instruction - Classical Piano II (2)**

Individual instruction on advanced technique and classical piano literature. Previously MUSIC 272. Prerequisite: Intermediate reading knowledge of piano music. Permission of instructor. Mandatory decimal grading.

**MUSIC 284****Private Instruction Popular Voice II (2)**

Students build on their ability to sing in a variety of popular music styles improving their ability to give public performances. Second-year students continue to receive one-on-one mentoring to nurture artistic goals and improve technique. Vocal exercises safely develop stylistic skills matching their areas of specialization. Student option grading.

**MUSIC 291****Special Topics In Music (1)**

Classes focusing on specific issues and/or topics of interest in music. Previously MUSIC 263.

**MUSIC 292****Special Topics In Music (2)**

Classes focusing on specific issues and/or topics of interest in music. Previously MUSIC 264.

**MUSIC 293****Special Topics In Music (3)**

Classes focusing on specific issues and/or topics of interest in music. Previously MUSIC 265.

**MUSIC 294****Special Topics In Music (4)**

Classes focusing on specific issues and/or topics of interest in music. Previously MUSIC 266.

**MUSIC 295****Special Topics In Music (5)**

Classes focusing on specific issues and/or topics of interest in music. Previously MUSIC 267.

**MUSIC 296****Private Instruction Instrumental (2)**

Individual instruction on string, brass, woodwind and percussion instruments. Previously MUSIC 271, 273 through MUSIC 294. Prerequisite: MUSC 196 or instructor permission. Mandatory decimal grading.

**MUSIC 297****Individual Project In Music (1)**

Individual project in a specific area of music. By arrangement with instructor. Previously MUSIC 297. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**MUSIC 298****Individual Project In Music (2)**

Individual project in a specific area of music. By arrangement with instructor. Previously MUSIC 298. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**MUSIC 299****Individual Project In Music (3)**

Individual project in a specific area of music. By arrangement with instructor. Previously MUSIC 299. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**MUSIC TECHNOLOGY 100****Career Development (2)**

A seminar to assist students in the exploration and development of a career in the music industry. Factual information is presented by professionals working in a variety of music-related careers. Student option grading.

**MUSIC TECHNOLOGY 101****Survey of Music Recording/Publishing Business (2)**

Students learn techniques for successful operation of businesses focusing in the area of music recording and publishing. Cash flow is tracked and evaluated throughout the industry. The course details income generated by studio ownership, artist royalties, broadcast royalties and contract negotiation. Previously MUSTC 104. Student option grading.

**MUSIC TECHNOLOGY 102****Rights and Methods In Multimedia (2)**

Students learn techniques for the development and marketing of various multimedia products. They will be introduced to legal issues relating to content including copyrighting, trademark law, publicity and privacy rights, unions and other related organizations. Previously MUSTC 105. Student option grading.

**MUSIC TECHNOLOGY 106****Acoustics of Music (5)**

Students are introduced to the acoustical properties of sound and music. The course begins with an introduction to simple vibrating systems, wave and wave propagation and progress and goes through the reception of sound, frequency and pitch to auditorium and room acoustics. Prerequisite: Successful completion of Math 080 (2.0 or better) or a score of 60 or higher on the Algebra COMPASS test. Student option grading.

**MUSIC TECHNOLOGY 121****First-Year Audio Recording 1 (3)**

Students gain a working knowledge of signal flow in a modern multi-track recording facility through the study and application of acoustics, decibels and microphones. This course is the first of a structured three-course sequence. Previously MUSTC 220. Student option grading.

**MUSIC TECHNOLOGY 122****First-Year Audio Recording 2 (3)**

Students gain a deeper understanding of signal flow in a modern multi-track recording facility through the study and usage of recording consoles and signal processing. This course is the second of a structured three-course sequence. Previously MUSTC 221. Student option grading.

**MUSIC TECHNOLOGY 123****First-Year Audio Recording 3 (3)**

Students gain a deeper understanding of signal flow in a modern multi-track recording facility through the study and usage of audio recorders, amplifiers and speakers. This course is the third of a structured three-course sequence. Previously MUSTC 222. Prerequisite: MUSTC122 or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 131****Digital Audio Production 1 (3)**

Introduction to ProTools. Manipulate the two main windows in ProTools and learn basic work flows. First in a series of three courses. Previously MUSTC 226. Prerequisite: VCT 124 Mac Basics prior or simultaneously. Student option grading.

**MUSIC TECHNOLOGY 132****Digital Audio Production 2 (3)**

Intermediate ProTools. Manipulate audio and MIDI components of the software and study more complex production work flow. Second in series of three courses. Previously MusTc 227. Prerequisite: MUSTC 131 or equivalent with permission of instructor. Student option grading.

**MUSIC TECHNOLOGY 133****Digital Audio Production 3 (3)**

Sound design for static and dynamic applications and video games. Third course of 3 in series. Previously MUSTC 228. Prerequisite: MUSTC 132 or equivalent with permission of instructor. Student option grading.

**MUSIC TECHNOLOGY 143****Introduction to Pop & Commercial Music Theory I (3)**

This course begins a process of study in ear training, harmony, rhythm, melody, nomenclature, and production skills necessary for success in pop and commercial music styles. Previously MUSTC 103. Prerequisite: MUSC& 142 or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 151****Introduction to Midi (2)**

Course introduces students to MIDI music production using synthesizers, sequencers, samplers, drum machines, personal computers and electronic control devices. The history, transmission, and protocol of the MIDI data stream are examined. Instruction is balanced between demonstration and hands-on learning opportunities. Previously MUSTC 230. Prerequisite: VCT124 (may be taken concurrently) or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 152****Midi Sequencing I (2)**

This course introduces students to MIDI sequencing technology using the Macintosh computer. Students learn basic MIDI production skills including real and step-time entry, quantization, looping, transposition, editing, and sound selection. The course features both demonstration and hands-on learning opportunities. Previously MUSTC 231. Prerequisite: MUSTC 151. Student option grading.

**MUSIC TECHNOLOGY 153****Midi Sequencing II (2)**

This course develops advanced skill in MIDI sequencing technology. Students learn MIDI functions including data manipulation in various editing environments, synchronization, humanization, and the use of plug-ins and virtual instruments. The course features a balance of demonstration and hands-on learning opportunities. Previously MUSTC 241. Prerequisite: MUSTC 151, MUSTC 152. Student option grading.

**MUSIC TECHNOLOGY 161****Midi Sampling (2)**

Students learn to create and manipulate audio samples and apply them in MIDI music production. Topics include key mapping, multi-sampling, warping/time-stretching, looping, history and legal issues. Content is presented in a demonstration/hands-on delivery covering introductory to advanced techniques. Previously MUSTC 232. Prerequisite: MUSTC 151 or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 162****Midi Synthesis (2)**

Students learn to synthesize sound from analog and digital electronic equipment. Synthesis methods include additive, subtractive, FM, phase distortion, modeling, wavetable, and granular techniques. Sounds will be applied to MIDI based musical compositions. Course features demonstration and hands-on instruction. Previously MUSTC 233. Prerequisite: MUSTC 151 or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 163****Midi Drum Programming (2)**

Students learn to program drumbeats using available MIDI devices. A variety of styles and approaches are presented to develop skill in both real-time and step entry programming. Instruction is balanced between demonstration and hands-on learning. Previously MUSTC 234. Prerequisite: MUSTC 151 or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 171****Dig. Audio Workstation I:****Musical Digital Audio (5)**

Students learn the Digital Performer or Apple Logic application with an emphasis on the digital audio component of the application software. Students demonstrate and develop projects simulating a commercial recording studio environment. First in series of three courses. Previously MUSTC 236. Student option grading.

**MUSIC TECHNOLOGY 172****Dig. Audio Workstation II:****Static Sound Design (5)**

Students learn the Digital Performer or Apple Logic application as it applies to audio post-production of static sound design elements such as software graphical-user-interface (GUI), on-line audio and books-on-tape, simulating a commercial recording studio environment. Second in series of three courses. Previously MUSTC 237. Prerequisite: MUSTC 171. Student option grading.

**MUSIC TECHNOLOGY 173****Dig Audio Workstn III: Film & Video Sound****Design (5)**

Logic or Digital Performer video post-production simulating a commercial environment. Third in series of three courses. Previously MUSTC 238. Prerequisite: MUSTC 172. Student option grading.

**MUSIC TECHNOLOGY 206****Live Sound Reinforcement (3)**

Students learn the concepts, techniques, and vocabulary needed to setup and operate sound reinforcement systems. Examine basics of assembling a system and securing employment in the live sound industry. Prerequisite: MUSTC 121 and 122 or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 221****Multitrack Music Production 1 (3)**

Students learn the operation of a multitrack recording studio while working as engineers on mixing and basic recording projects. This course is the first of a structured three-course sequence. Previously MUSTC223. Prerequisite: MUSTC 123 or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 222****Multitrack Music Production 2 (3)**

Students exercise intermediate skills in multitrack music production while working as engineers and producers on recording projects. Emphasis is on the development of a student recording portfolio. This course is the second of a structured three-course sequence. Previously MUSTC224. Prerequisite: MUSTC 221 or equivalent with permission of instructor. Student option grading.

**MUSIC TECHNOLOGY 223****Multitrack Music Production 3 (3)**

Students exercise advanced skills in multitrack music production while working as engineers and producers on recording projects. Emphasis is on the development of a student recording portfolio. This course is the third of a structured three-course sequence. Previously MUSTC 225. Prerequisites: MUSTC 222 or equivalent with permission of instructor. Student option grading.

**MUSIC TECHNOLOGY 231****Audio Post-I Digital Music Production (5)**

Provides students with a working understanding of advanced non-linear digital production of music using digital audio workstations in a recording studio environment. Portfolio materials demonstrate music recording, mixing and mastering techniques. First in series of three courses. Previously MUSTC 246. Prerequisite: MUSTC 133 or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 232****Audio Post II - Digital Radio Production (5)**

Advanced radio broadcast-oriented commercial, public service, short-and long-form programming non-linear digital production using digital audio workstations in a recording studio environment, based on a broadcast paradigm (quick turnaround, high-volume production of time-sensitive audio content.) 2nd in series. Previously MSUTC 247. Prerequisite: MUSTC 131, MUSTC 132, MUSTC 133, MUSTC 231 and VCT 124, or Instructor Permission. Student option grading.

**MUSIC TECHNOLOGY 233****Audio Post III - Digital Audio for Video (5)**

Design music, sound effects, and other creative audio components for existing video material, using advanced production techniques on a non-linear digital audio workstation. Learn standards and practices used in the post-production industry in a recording studio environment. 3rd in series of 3. Previously MUSTC 248. Prerequisite: MUSTC 133, MUSTC 232 or instructor permission. Student option grading.

**MUSIC TECHNOLOGY 241****Pop and Commercial Music Theory I (5)**

Basic music theory concepts as applied to pop and commercial music. Includes ear training and basic harmonic, rhythmic, and melodic applications in popular styles. Techniques for creating four-part harmony typical of horn and string accompaniments in commercial music. Previously MUSTC 215. Prerequisite: MUSTC 143 or permission of instructor. Student option grading.

**MUSIC TECHNOLOGY 242****Pop and Commercial Music Theory II (5)**

Music theory concepts to develop skills for analysis and construction of pop and commercial music. Harmonic, rhythmic, and melodic applications used in the industry. Creation of string and horn accompaniments to enhance the rhythm section. Previously MUSTC 216. Prerequisite: MUSTC 241. Student option grading.

**MUSIC TECHNOLOGY 243****Pop and Commercial Music Theory III (5)**

Application of music theory concepts to create commercially viable pop music. Advanced ear training, arranging, production techniques, chord substitution, progressions in non-diatonic function. Counterpoint technique in pop music. Individualized creative projects accumulate techniques acquired in 3-quarter sequence. Previously MUSTC 217. Prerequisite: MUSTC 242 or equivalent with permission of instructor. Student option grading.

**MUSIC TECHNOLOGY 271****Advanced Electronic Music Production I (4)**

Students gain advanced techniques in the creation of new musical timbres through advanced synthesis-patch and sample-patch design. Students learn to use these sounds through practical application within their own MIDI-based musical compositions. Prerequisite: MUSTC 151, MUSTC152, MUSTC 153, MUSTC 161, MUSTC 162, MUSTC 163, MUSTC 171, MUSTC 172, MUSTC 173 or instructor permission. Mandatory decimal grading.

**MUSIC TECHNOLOGY 272****Advanced Electronic Music Production II (4)**

Students acquire techniques for producing realistic sounding emulations of acoustic instruments through the use of sequencers, synthesizers and samplers. Students also learn to incorporate recorded, acoustic instruments into their electronic music sequences. Prerequisite: MUSTC 151, MUSTC 152, MUSTC 153, MUSTC 161, MUSTC 162, MUSTC 163, MUSTC 171, MUSTC 172, MUSTC 173, MUSTC 264 or instructor permission. Mandatory decimal grading.

**MUSIC TECHNOLOGY 273****Advanced Electronic Music Production III (4)**

Students acquire techniques in composing music for other media and will compose and produce music for film scores, video games, and other media. Prerequisite: MUSTC 151, MUSTC 152, MUSTC 153, MUSTC 161, MUSTC162, MUSTC 163, MUSTC 171, MUSTC 172, MUSTC 173, MUSTC 264, MUSTC 265 or instructor permission. Mandatory decimal grading.

**MUSIC TECHNOLOGY 274****Music Technology Portfolio Development (2)**

Create a professional portfolio which includes samples of student's work and is tailored to each student. Previously MUSTC 249. Prerequisite: Second-year standing and completion of advanced Music Technology courses, or with instructor permission. Student option grading.

**MUSIC TECHNOLOGY 291****Special Topics In Music Technology (1)****MUSIC TECHNOLOGY 292****Special Topics In Music Technology (2)****MUSIC TECHNOLOGY 293****Special Topics In Music Technology (3)****MUSIC TECHNOLOGY 294**

Special Topics In Music Technology (4) Classes focusing on specific issues and/or topics of interest in music technology. Previously MUSTC 284.

**MUSIC TECHNOLOGY 295****Special Topics In Music Technology (5)****MUSIC TECHNOLOGY 297****Individual Project In Music Technology (1)**

Individual project is a specific area of music technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**MUSIC TECHNOLOGY 298****Individual Project In Music Technology (2)**

Individual project is a specific area of music technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**MUSIC TECHNOLOGY 299****Individual Project In Music Technology (3)**

Individual project is a specific area of music technology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**NURSING 067****Fundamentals of Caregiving (2.5)**

This course meets the Washington State requirements for 'Fundamentals of Care Giving' certificate in order to be employed in community care giving settings. Mandatory P/NC grading.

**NURSING 068****Receiving Nurse Delegation (1)**

This course prepares the student to receive delegation of selected nursing tasks under the Washington State Nurse Delegation regulations. Mandatory P/NC grading.

**NURSING 069****Nursing Assistant Training (6.5)**

This course prepares the student to be a nursing assistant. Federal and state requirements for taking the Nursing Assistant Certification Examination will be included. Mandatory P/NC grading.

**NURSING 070****Comprehensive Nursing Assistant Training (15)**

This course prepares the student to be a nursing assistant for the care of residents of community and long term care facilities. Requirements for 'Fundamentals of Care Giving,' 'Nurse Delegation,' and federal and state requirements for taking the Nursing Assistant Certification examination will be included. Mandatory P/NC grading.

**NURSING 094****Success Strategies for Nursing Students (2)**

Support for academic success in nursing. Includes reading, study, and test-taking skills, working in culturally diverse groups, drug dosage computation, and campus support services. An optional course recommended for those interested in improving academic skills or for whom English is not the native language. Previously NURS 091. Prerequisite: Admission to the Nursing program. Concurrent enrollment in NURS 121 or permission required. Mandatory P/NC grading.

**NURSING 095****Critical Thinking In the Nursing Process (2)**

An optional problem-solving seminar designed to assist students in developing their critical thinking skills in relationship to the nursing process. Emphasis will be on case studies. Previously NURS 092. Prerequisite: Advanced placement LPN student or concurrent enrollment in NURS 152 or permission. Mandatory P/NC grading.

**NURSING 121****Communication In Nursing (3)**

Application of basic princ. of commun. and human relations to hlth. care settings. Identification. of problems in relationships and techs. for working with people of diverse backgrounds in the health care environment. Equiv. to NURSE 121. Previously NURS 130. Prerequisite: Admission to the Nursing Program. Concurrent with NURS 131. Mandatory decimal grading.

**NURSING 131****Skills Practice Laboratory for Communication (1)**

Practice of communication skills including communicating within the health care team and with clients; group process; and responding to individuals with varying needs, ages, and problems. Techniques for managing personal stress in health care settings are explored. Prerequisites: Admission to the Nursing program. Mandatory P/NC grading.

**NURSING 141****Foundations of Nursing Practice (3)**

Organizing framework foundational to the Nursing Program. Concepts include critical thinking, nursing process, total person, homeostasis, environment, human needs, lifespan development of the older adult, and responsibilities of the RN. Equiv to NURSE 122. Prerequisite: Admission to the Nursing Program. Concurrent with NURS 151 and 161. Mandatory decimal grading.

**NURSING 142****Nursing Practice and Common Health Disturbances (5)**

Nursing care for persons with common health disorders related to immobility, malnutrition, infection, inflammation, healing, pain, peri-operative care, unconsciousness, diabetes, integumentary and musculoskeletal disorders, and end-of-life issues. Previously NURS 140. Prerequisite: NURS 121, 131, 141, 151, 161. Mandatory decimal grading.

**NURSING 143****Nursing Practice & Complex Health Disturbances I (6)**

Third course in the nursing sequence with emphasis on hospitalized patients with complex health disturbances. Focus is on the surgical experience, fluid, electrolyte and acid-base balance, respiratory, cardiac, neurological, immunological, cancer, gastrointestinal, endocrine, and sensory problems. Previously NURS 150. Prerequisite: NURS 142, 152 & 162 or advanced placement LPN entry. Mandatory decimal grading.

**NURSING 151****Nursing Foundations Practicum (4)**

Provides opportunity for student to apply the nursing process, communication techniques, and basic nursing skills in a long-term care setting. Equiv. to NURSE 142. Previously NURS 134. Prerequisite: Admission to the Nursing Program. Concurrently with NURS 141 and 161. Mandatory P/NC grading.

**NURSING 152****Common Health Disturbances Practicum (4)**

Provides the opportunity to expand the use of nursing process and technical skills when caring for hospitalized persons. Emphasizes medication administration, health teaching and interpersonal communication. Taken concurrently with NURS 142, 162. Previously NURS 142. Prerequisite: NURS 121, 131, 141, 151, 161. Mandatory P/NC grading.

**NURSING 153****Complex Health Disturbances I Practicum (5)**

Students provide care for hospitalized individuals with complex health disturbances with special emphasis on individuals undergoing surgery. Concurrent enrollment in NURS 143 & 163 required. Prerequisites: NURS 142, 152, and 162. Mandatory P/NC grading.

**NURSING 161****Skills Practice Laboratory I (1)**

Provides on-campus experience practicing basic nursing skills. Equiv. to NURSE 132. Previously NURS 133. Prerequisite: Admission to the Nursing Program. Concurrent enrollment in NURS 141 and 151. Mandatory P/NC grading.

**NURSING 162****Skills Practice Laboratory II (1)**

Provides progression in the practice of nursing skills in an on-campus laboratory setting. Taken concurrently with NURS 142 and 152. Previously NURS 141, 151, 161. Mandatory P/NC grading.

**NURSING 163****Skills Practice Laboratory III (1)**

Third course in the Nursing sequence where students practice and demonstrate nursing skills in an on-campus laboratory setting. Taken concurrently with NURS 143 and 153. Previously NURS 152. Prerequisites: NURS 142, 152, and 162 or advanced placement LPN entry. Mandatory P/NC grading.

**NURSING 221****Nurs Practice and Complex Health Disturbances II (2.5)**

Second course in three course series of nursing care for patients with complex health disturbances with emphasis on care of persons with conditions of the neurological, hepato-biliary, genitourinary, renal and reproductive systems. Nursing role with toxins and bioterrorism is included. Prev. NURS 230. Prerequisites: NURS 143, 153, and 163. Mandatory decimal grading.

**NURSING 222****Nursing Practice and the Childbearing Family (3)**

Provides knowledge related to physiological and psychological changes occurring during the childbearing experience. Major focus is homeostasis for mother, newborn, and family unit. Explores cultural implications and diverse approaches and attitudes regarding childbearing. Taken concurrently with NURS 232. Previously NURS 240. Prerequisites: N 221, 231, 241, 251. Mandatory decimal grading.

**NURSING 223****Nursing Practice & Complex Health Disturbances III (3)**

Final course in the nursing sequence focusing on nursing care of persons throughout the life-span with complex health disorders related to hematopoietic disorders; acute renal, cardiac, and respiratory disorders, trauma, severe burns and the hospitalized child. Pharmacology is integrated. Previously NURS 270. Prerequisites: NURS 222, 232, 242, 252. Mandatory decimal grading.

**NURSING 231****Complex Health Disturbances II Practicum (5)**

Students provide care for hospitalized individuals with complex health disturbances. Concurrent enrollment in NURS 221 required. Prerequisites: NURS 143, 153, and 153. Mandatory P/NC grading.

**NURSING 232****Nursing and Childbearing Family Practicum (4)**

Expands use of the nursing process and advanced skills to the care of the childbearing family unit with emphasis on antepartal, intrapartal and postpartal care of mothers and newborns in both acute care and community settings. Taken concurrently with NURS 222. Previously NURS 241. Prerequisites: NURS 221, 231, 241, and 251. Mandatory P/NC grading.

**NURSING 233****Complex Health Disturbances III Practicum (4)**

Clinical nursing practice in an acute care setting in which students are to apply theory attained in all previous levels as well as theory of Nursing 223. Focuses on transition to registered nurse role. Taken concurrently with NURS 223. Previously NURS 271. Prerequisites: NURS 222, 232, 242, 252. Mandatory P/NC grading.

**NURSING 241****Nursing Practice and Psychosocial Disturbance (2.5)**

Concepts of mental health; psychopathology; treatment modalities; psychopharmacology and the effect of culture and development on mental health status and the mental health system and its effect on individuals are explored. Principles of psychosocial nursing and working with the interdisciplinary team are emphasized. Previously NURS 232. Prerequisites: NURS 121, 131, 143, 153, and 163. Mandatory decimal grading.

**NURSING 242****Nursing Practice and Health Promotion (3.5)**

Provides knowledge related to maintaining and promoting optimal health for individuals and families. Discusses health disparity as it relates to power / privilege. Emphasis is on supporting client self-determination and self care in the home and community. Prerequisites: NURS 221, 231, 241, 251. Mandatory decimal grading.

**NURSING 243****Managing Nursing Care In the Health Care System (3)**

Presents basic management theory applied to nursing & the management of patient/client care. Explores the challenges, issues, & trends affecting the nursing profession and the health care system of today. Provides information relative to legal issues surrounding nursing practice. Previously NURS 272. Prerequisites: NURS 220, 221, 231, 252, or permission. Mandatory decimal grading.

**NURSING 251****Psychosocial Disturbance Practicum (2)**

Clinical practicum providing care to individuals with psychiatric disturbances in a variety of settings. Working with an interdisciplinary team is emphasized. Taken concurrently with NURS 241. Previously NURS 233. Prerequisites: NURS 143, 153, and 163. Mandatory P/NC grading.

**NURSING 252****Nursing and Health Promotion Practicum (1.5)**

Clinical practice in ambulatory and community settings. The major focus is on use of nursing process and promoting health and self determination with consideration of underserved populations. Previously NURS 243. Prerequisites: NURS 221, 231, 241, 251 or instructor's permission. Mandatory P/NC grading.

**NURSING 253****Managing Nursing Care Practicum (2)**

Basic management theory and nursing theory from entire program applied to the management of patient/client care. Emphasis on moving into the registered nursing role. Concurrent enrollment in NURS 243. Previously NURS 273. Prerequisites: NURS 222, 232, 242, 252. Mandatory P/NC grading.

**NURSING 266****Cardiac Monitoring (2)**

Optional nursing course. Fundamentals of bedside cardiac monitoring and dysrhythmia interpretation. Prerequisite: Enrollment in second year of registered nursing program or current nursing licensure. Mandatory P/NC grading.

**NURSING 267****Intravenous Therapy (2)**

Optional nursing course. Concepts include: Intravenous fluid types, equipment, indications for therapy, site selection, compatibility, drip titration, dosage and rate calculation, site maintenance, and complications. Live IV insertion practice is not included. Prerequisite: Currently enrolled in second year of nursing program or licensure as a nurse. Mandatory P/NC grading.

**NURSING 268****Introduction to Critical Care Nursing (2)**

Optional nursing course. Fundamental concepts of the critical care experience for patient and nurse. Includes content on sedation, nutrition, hemodynamic monitoring, and mechanical ventilation. There is no clinical component to this course. Prerequisite: Currently enrolled in second year of nursing program or licensed as a nurse. Mandatory P/NC grading.

**NURSING 290****Leadership Experience In Nursing (1)**

An elective course that focuses on support for students in leadership positions in organizations. Emphasizes developing skills for group leading, recruitment of others into the organization's programs, organizing and planning events, fund raising, and managing conflict within organizations. Prerequisite: Admission to the Nursing Program. Concurrent enrollment in other nursing courses or permission is required. Mandatory P/NC grading.

**NURSING 291****Special Topics In Nursing (1)**

Classes focusing on specific issues and/or topics of interest in nursing. Previously NURS 281.

**NURSING 292****Special Topics In Nursing (2)**

Classes focusing on specific issues and/or topics of interest in nursing. Previously NURS 282.

**NURSING 293****Special Topics In Nursing (3)**

Classes focusing on specific issues and/or topics of interest in nursing. Previously NURS 283.

**NURSING 294****Special Topics In Nursing (4)**

Classes focusing on specific issues and/or topics of interest in nursing. Previously NURS 284.

**NURSING 295****Special Topics In Nursing (5)**

Classes focusing on specific issues and/or topics of interest in nursing. Previously NURS 285.

**NURSING 297****Individual Project In Nursing (1)**

Individual project in a specific area of nursing. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**NURSING 298****Individual Project In Nursing (2)**

Individual project in a specific area of nursing. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**NURSING 299****Individual Project In Nursing (3)**

Individual project in a specific area of nursing. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience.

**NURSING 10-QTR 095****Success Strategies I - 10 Qtr (1)**

Support for academic success in nursing. Includes reading, study, and test-taking skills, working in culturally diverse groups and campus support services. An optional course recommended for students interested in improving academic skills or who are non-native English speakers. Prerequisite: Current enrollment in 10 Quarter Nursing Program. Mandatory P/NC grading.

**NURSING 10-QTR 096****Success Strategies II - 10 Qtr (1)**

Support for academic success in nursing. Includes reading, study, drug dosage computation, working in culturally diverse groups, & campus support services. An optional course recommended for students interested in improving academic skills or who are non-native English speakers. Prerequisite: Current enrollment in 10 Quarter Nursing Program. Mandatory P/NC grading.

**NURSING 10-QTR 097****Critical Thinking In the Nsg Process I - 10 Qtr (1)**

An optional problem-solving seminar designed to assist students in developing their critical thinking skills in relationship to the nursing process. Emphasis will be on case studies. Prerequisite: Current enrollment in 10-Quarter Nursing Program. Mandatory Pass/NC grading.

**NURSING 10-QTR 098****Critical Thinking In the Nsg Process II - 10-Qtr (1)**

Continuation of an optional problem-solving seminar designed to assist students in developing their critical thinking skills in relationship to the nursing process. Emphasis will be on case studies. Prerequisite: Current enrollment in 10 Quarter Nursing Program. Mandatory P/NC grading.

**NURSING 10-QTR 121****Communication In Nursing - 10 Qtr (3)**

Students apply basic principles of communication and human relations to health care settings. Includes identification of problems in human relationships and techniques for working successfully with clients, families, co-workers, and others of diverse backgrounds in the health care environment. Equiv. to NURS 121. Prerequisite: Admission to the 10 quarter option of the nursing program. Mandatory decimal grading.

**NURSING 10-QTR 122****Found. of Nursing Practice - 10 Qtr (3)**

Organizing framework foundational to the nursing program. Concepts include critical thinking, nursing process, total person, homeostasis, environment, human needs, lifespan development of the older adult, and responsibilities of the RN. Equiv to NURS 141. Prerequisite: NURSE 121 and 131. Concurrent with NURSE 132 and 142. Mandatory decimal grading.

**NURSING 10-QTR 123****Nsg Practice & Common Health Disturbances-10-Qtr (7)**

Nsg care for persons with common health disturbances related to immobility, malnutrition, infection, inflammation, healing, pain, peri-operative care, unconsciousness, diabetes, musculoskeletal disorders, & end-of-life issues across the life span. Includes nsg skills practice labs and clinical practicum to care for hospitalized persons. Prerequisites: NURSE 121, 131, 122, 132, 142. Mandatory decimal grading.

**NURSING 10-QTR 124****Nsg Prac & Complex Health Disturbances I - 10-Qtr (6.5)**

First course in nursing sequence that focuses on nursing care for persons with complex health disturbances. Emphasis on electrolyte and acid-base imbalances and respiratory conditions. Includes nsg skills practice labs and clinical practicum to care for complex hospitalized individuals, primarily those individuals undergoing surgery. Prerequisite: NURSE 123. Mandatory decimal grading.

**NURSING 10-QTR 125****Nsg Prac & Complex Health Disturbances II - 10-Qtr (6)**

Second course in sequence that focuses on nursing care for persons with complex health disturbances. Emphasis on cardiovascular, shock, neurological, immunological, cancer, gastrointestinal, endocrine, sensory, and integumentary problems. Includes nsg skills practice labs. Prerequisite: NURSE 124. Mandatory decimal grading.

**NURSING 10-QTR 131****Communication Skills Lab - 10 Qtr (1)**

Practice of communication skills including communicating within the health care team and with clients; group process; and responding to individuals with varying needs, ages, and problems. Techniques for managing personal stress in health care settings are explored. Instructor approval required. Equiv. to NURS 131. Prerequisite: Admission to the 10quarter option of the Nursing Program. Mandatory P/NC grading.

**NURSING 10-QTR 132****Skills Practice Lab - 10 Qtr (1)**

Provides on-campus experience practicing basic nursing skills. Equiv. to NURS 161. Prerequisite: NURSE 121 and 131. Concurrent enrollment in NURSE 122 and 142. Mandatory P/NC grading.

**NURSING 10-QTR 142****Nursing Foundations Practicum - 10 Qtr (4)**

Provides opportunity for student to apply the nursing process, communication techniques, and basic nursing skills in a long-term care setting. Equiv. to NURS 151. Prerequisite: NURSE 121 and 131. Concurrently with NURSE 122 and 132. Mandatory P/NC grading.

**NURSING 10-QTR 221****Nsg Pract & Complex Health Disturb III - 10-Qtr (2.5)**

Third course in four course series of nursing care for patients with complex health disturbances with emphasis on care of persons with conditions of the neurological, hepato-biliary, genitourinary, renal and reproductive systems. Nursing role with toxins and bioterrorism is included. Equiv. to NURS 221. Prerequisite: NURSE 125. Mandatory decimal grading.

**NURSING 10-QTR 222****Nursing Practice and Health Promotion - 10-Qtr (3.5)**

Provides knowledge related to maintaining and promoting optimal health for individuals and families. Discusses health disparity as it relates to power / privilege. Emphasis is on supporting client self-determination and self care in the home and community. Equiv. to NURS 242. Prerequisite: NURSE 221 & 231. Mandatory decimal grading.

**NURSING 10-QTR 223****Nursing Prac & the Childbearing Family - 10-Qtr (3)**

Provides knowledge related to physiological and psychological changes occurring during the childbearing experience. Major focus is homeostasis for mother, newborn, and family unit. Explores cultural implications and diverse approaches and attitudes regarding childbearing. Equiv. to NURS 222. Prerequisite: NURSE 222 & 232. Mandatory decimal grading.

**NURSING 10-QTR 224****Mngng Nsg Care In the Health Care System- 10-Qtr (3)**

Presents basic management theory applied to nursing and the management of patient/client care. Explores the challenges, issues, and trends affecting the nursing profession and the health care system of today. Provides information relative to legal issues surrounding nursing practice. Equiv. to NURS 243. Prerequisite: NURSE 223, 233, and 243. Mandatory decimal grading.

**NURSING 10-QTR 225****Nursing Prac & Complex Health Disturb IV-10-Qtr (3)**

Final course in the nursing sequence focusing on nursing care of persons throughout the life-span with complex health disorders related to hematopoietic disorders; acute renal, cardiac, and respiratory disorders, trauma, severe burns and the hospitalized child. Pharmacology is integrated. Equiv. to NURS 223. Prerequisite: NURSE 224 and 234. Mandatory decimal grading.

**NURSING 10-QTR 231****Complex Health Disturbances Practicum I-10-Qtr (6.5)**

Clinical practicum where students apply theoretical concepts from NURSE 221 in providing care to hospitalized individuals with complex health disturbances. Prerequisite: NURSE 125. Mandatory P/NC grading.

**NURSING 10-QTR 232****Nursing and Health Promotion Practicum -10-Qtr (1.5)**

Clinical practice in ambulatory and community settings. The major focus is on use of nursing process and promoting health and self determination with consideration of underserved populations. Equiv. to NURS252. Prerequisite: NURSE 221 & 231. Mandatory P/NC grading.

**NURSING 10-QTR 233****Nursing and Childbearing Family Practicum-10-Qtr (4)**

Expands use of the nursing process and advanced skills to the care of the childbearing family unit with emphasis on antepartal, intrapartal and postpartal care of mothers and newborns in both acute care and community settings. Equiv. to NURS 232. Prerequisite: NURSE 222 & 232. Mandatory P/NC grading.

**NURSING 10-QTR 234****Managing Nursing Care Practicum -10-Qtr (2)**

Clinical practicum where basic management theory and nursing theory from entire program are applied to the management of patient/client care. Emphasis on moving into the registered nursing role. Equiv. to NURS 253. Prerequisite: NURSE 223, 233, and 243. Mandatory P/NC grading.

**NURSING 10-QTR 235****Complex Health Disturbances Practicum II-10-Qtr (4)**

Clinical nursing practice in an acute care setting in which students are to apply theory attained in all previous levels as well as theory of NURSE 225. Focuses on transition to registered nurse role. Equiv. to NURS 233. Prerequisite: NURSE 224 AND 234. Mandatory P/NC grading.

**NURSING 10-QTR 242****Nsg Pract and Psychsocial Disturbance -10-Qtr (2.5)**

Concepts of mental health; psychopathology; treatment modalities; psychopharmacology and the effect of culture and development on mental health status; and the mental health system and its effect on individuals are explored. Principles of psychosocial nursing and work with the interdisciplinary team are emphasized. Equiv. to NURS 241. Prerequisite: NURSE 121, 131, 221, and 231. Mandatory decimal grading.

**NURSING 10-QTR 243****Psychsocial Disturbances Practicum -10-Qtr (2)**

Clinical practicum providing care to individuals with psychiatric disturbances in a variety of settings. Working with an interdisciplinary team is emphasized. Equiv. to NURS 251. Prerequisite: NURSE 242. Mandatory P/NC grading.

**NURSING ASSISTANT - CERTIFIED 101****Nursing Assistant Theory and Practices (11)**

This course is designed to prepare students for the WA State Nursing Assistant exam for state certification. Students learn the essentials of hands-on care giving, body systems, basic nutrition and the care needs associated with each. Additional endorsements in dementia and nurse delegation are provided. Prerequisite: Acceptance into the NAC program and concurrent enrollment in NAC 103 and 104. Mandatory decimal grading.

**NURSING ASSISTANT - CERTIFIED 103****Nursing Assistant Skills Lab (2)**

This course is required for all nursing assistant students and provides hands-on training in how to take vital signs, transferring and bathing patients, and performing range of motion exercises as needed for rehabilitation. Prerequisite: Acceptance into the NAC program and concurrent enrollment in NAC 101 and NAC 104. Mandatory P/NC grading.

**NURSING ASSISTANT - CERTIFIED 104****Nursing Assistant Clinical Experience (4)**

The course is required for all nursing assistant students and provides additional hands-on training in a real patient care setting such as a nursing home or adult family home. Students are expected to participate in eight hour shifts for a total of nine days. Prerequisite: Acceptance into the NAC program and concurrent enrollment in NAC 101 and NAC 103. Mandatory P/NC grading.

**NUTRITION & 101****Nutrition (5)**

A general study of nutrients in food, its digestion, absorption and metabolism. Course also deals with energy balance, weight control, nutritional assessment and improvement of general well-being. Previously NDF 110. Prerequisite: Recommended: Completion of MATH 070 and ENGL 100 or ESL 100. Student option grading.

**NUTRITION & 101W****Nutrition (5)**

A general study of nutrients in food, its digestion, absorption and metabolism. Course also deals with energy balance, weight control, nutritional assessment and improvement of general well-being. Previously NDF 110W. Student option grading.

**NUTRITION 188****Nutrition and Fitness (3)**

This course is designed for anyone wanting to improve their health through nutrition and fitness, from recreational exercisers to serious athletes. Included are discussions of fitness goals and guidelines, nutrients and energy systems, weight maintenance, eating disorders, nutrition misinformation, and supplement use. Dual listed with PE 188. Prerequisites: Recommended: Completion of MATH 070 and ENGL 100 or ESL 100.

**NUTRITION 293****Special Topics In Nutrition (3)**

Classes focusing on specific issues and/or topics on interest in nutrition. Previously NDF 283. Student option grading.

**NUTRITION 297****Individual Project In Nutrition (1)**

Individual project in a specific area of nutrition. By arrangement with instructor. Previously NDF 297. Prerequisite: Instructor permission based on evaluation of student's educational & work experience. Student option grading.

**NUTRITION 298****Individual Project In Nutrition (2)**

Individual project in a specific area of nutrition. By arrangement with instructor. Previously NDF 298. Prerequisite: Instructor permission based on evaluation of student's educational & work experience. Student option grading.

**NUTRITION 299****Individual Project In Nutrition (3)**

Individual project in a specific area of nutrition. By arrangement with instructor. Previously NDF 299. Prerequisite: Instructor permission based on evaluation of student's educational & work experience. Student option grading.

**OCEANOGRAPHY & 101****Introduction to Oceanography (5)**

Study of the sea floor features, the earth's interior, ancient sea levels and climates, pollutants, nutrients, ocean currents, waves, beaches, tides and habitats. Labs on rocks, charts and navigation, sea water and organisms of the sea. Previously OCEAN 101. Prerequisite: ENGL&101 and MATH 80 with 2.0 or better. Student option grading.

**OCEANOGRAPHY 174****Underwater Photography (2)**

Fundamentals of taking pictures underwater. Suitable films, cameras and underwater housings are demonstrated. The properties of light under water and special lighting effects are discussed. Pictures taken underwater are then critiqued in class. Previously OCEAN 174. Prerequisite: PE 120. Student option grading.

**OCEANOGRAPHY 297****Individual Project In Oceanography (1)**

Individual project in a specific area of oceanography. By arrangement with instructor. Previously OCEAN 297. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Student option grading.

**OCEANOGRAPHY 298****Individual Project In Oceanography (2)**

Individual project in a specific area of oceanography. By arrangement with instructor. Previously OCEAN 298. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Student option grading.

**OCEANOGRAPHY 299****Individual Project In Oceanography (3)**

Individual project in a specific area of oceanography. By arrangement with instructor. Previously OCEAN 299. Prerequisite: Instructor permission, based on evaluation of students educational and work experience. Student option grading.



**PARENT EDUCATION 148**

**Parent Cooperative Preschool II: 3-5, 2-Day (2)**  
Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Mandatory P/NC grading.

**PARENT EDUCATION 149**

**Parent Cooperative Preschool III: 3-5, 2-Day (2)**  
Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Mandatory P/NC grading.

**PARENT EDUCATION 154**

**Parent Cooperative Preschool 1: 4-5, 3-Day (3)**  
Lecture/lab for parents of 4-5 year olds; PARED 154/155/156 together cover parenting the 4-5 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Instructor approval required. Previously PARED 150. Mandatory P/NC grading.

**PARENT EDUCATION 155**

**Parent Cooperative Preschool 2: 4-5, 3-Day (3)**  
Lecture/lab for parents of 4-5 year olds; PARED 154/155/156 together cover parenting the 4-5 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Instructor approval required. Previously PARED 151. Mandatory P/NC grading.

**PARENT EDUCATION 156**

**Parent Cooperative Preschool 3: 4-5, 3-Day (3)**  
Lecture/lab for parents of 4-5 year olds; PARED 154/155/156 together cover parenting the 4-5 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Instructor approval required. Previously PARED 152. Mandatory P/NC grading.

**PARENT EDUCATION 157**

**Parent Cooperative Preschool 1: 5-6, 3-Day (3)**  
Lecture/lab for parents of 5-6 year olds; PARED 157/158/159 together cover parenting the 5-6 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Instructor approval required. Mandatory P/NC grading.

**PARENT EDUCATION 158**

**Parent Cooperative Preschool 2: 5-6, 3-Day (3)**  
Lecture/lab for parents of 5-6 year olds; PARED 157/158/159 together cover parenting the 5-6 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Instructor approval required. Mandatory P/NC grading.

**PARENT EDUCATION 159**

**Parent Cooperative Preschool 3: 5-6, 3-Day (3)**  
Lecture/lab for parents of 5-6 year olds; PARED 157/158/159 together cover parenting the 5-6 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Instructor approval required. Mandatory P/NC grading.

**PARENT EDUCATION 164**

**Parent Cooperative Preschool 1: 3-5, 2-Day (2)**  
Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Previously PARED 147. Mandatory P/NC grading.

**PARENT EDUCATION 165**

**Parent Cooperative Preschool 2: 3-5, 2-Day (2)**  
Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Previously PARED 148. Mandatory P/NC grading.

**PARENT EDUCATION 166**

**Parent Cooperative Preschool 3: 3-5, 2-Day (2)**  
Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Previously PARED 149. Mandatory P/NC grading.

**PARENT EDUCATION 174**

**Parent Cooperative Preschool 1: 1-4, 1-Day (2)**  
Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Prerequisite: None. Instructor permission required. Mandatory P/NC grading.

**PARENT EDUCATION 175**

**Parent Cooperative Preschool 2: 1-4, 1-Day (2)**  
Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Prerequisite: None. Instructor permission required. Mandatory P/NC grading.

**PARENT EDUCATION 176**

**Parent Cooperative Preschool 3: 1-4, 1-Day (2)**  
Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Prerequisite: None. Instructor permission required. Mandatory P/NC grading.

**PARENT EDUCATION 177**

**Parent Cooperative Preschool 1: 1-4, 2-Day (2)**  
Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Previously PARED 164. Mandatory P/NC grading.

**PARENT EDUCATION 178**

**Parent Cooperative Preschool 2: 1-4, 2-Day (2)**  
Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Previously PARED 165. Mandatory P/NC grading.

**PARENT EDUCATION 179**

**Parent Cooperative Preschool 3: 1-4, 2-Day (2)**  
Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Previously PARED 166. Mandatory P/NC grading.

**PARENT EDUCATION 184**

**Parent Cooperative Preschool 1: 0-5 (1)**  
Parent education lecture course for parents of children birth to age 5. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, literacy & community building. Mandatory P/NC grading.

**PARENT EDUCATION 185**

**Parent Cooperative Preschool 2: 0-5 (1)**  
Parent education lecture course for parents of children birth to age 5. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, literacy & community building. Mandatory P/NC grading.

**PARENT EDUCATION 186**

**Parent Cooperative Preschool 3: 0-5 (1)**  
Parent education lecture course for parents of children birth to age 5. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, literacy & community building. Mandatory P/NC grading.

**PARENT EDUCATION 191**

**Special Topics In Pared (1)**  
Lecture course for parents that explores concepts and theories of selected parenting issues. PARED 191, 192, 193 together provide parents with knowledge to enable the formulation and practice of problem solving techniques to build and enhance self esteem within the family unit. Sequence of topics is by instructor discretion. Instructor approval required. Mandatory P/NC grading.

**PARENT EDUCATION 192**

**Special Topics In Pared (2)**  
Lecture course for parents that explores concepts and theories of selected parenting issues. PARED 191, 192, 193 together provide parents with knowledge to enable the formulation and practice of problem solving techniques to build and enhance self esteem within the family unit. Sequence of topics is by instructor discretion. Instructor approval required. Mandatory P/NC grading.

**PARENT EDUCATION 193****Special Topics In Pared (3)**

Lecture course for parents that explores concepts and theories of selected parenting issues. PARED 191, 192, 193 together provide parents with knowledge to enable the formulation and practice of problem solving techniques to build and enhance self esteem within the family unit. Sequence of topics is by instructor discretion. Instructor approval required. Mandatory P/NC grading.

**PARENT EDUCATION 291****Special Topics In Parent Education (1)**

Classes focusing on specific issues and/or topics of interest in Parent Education. Previously PARED 281.

**PARENT EDUCATION 292****Special Topics In Parent Education (2)**

Classes focusing on specific issues and/or topics of interest in Parent Education. Previously PARED 282.

**PARENT EDUCATION 293****Special Topics In Parent Education (3)**

Classes focusing on specific issues and/or topics of interest in Parent Education. Previously PARED 283.

**PARENT EDUCATION 297****Individual Project In Parent Education (1)**

Individual project in a specific area of Parent Education. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**PARENT EDUCATION 298****Individual Project In Parent Education (2)**

Individual project in a specific area of Parent Education. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**PARENT EDUCATION 299****Individual Project In Parent Education (3)**

Individual project in a specific area of Parent Education. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**PHILOSOPHY & 101****Introduction to Philosophy (5)**

A survey of the principal theories and arguments of historically influential philosophers from ancient times to the modern era, with an emphasis on understanding how philosophical ideas have affected world history. Previously Phil 101. Prerequisite: Recommend successful completion of ENGL 100 or placement into ENGL& 101. Student option grading.

**PHILOSOPHY 102****Contemporary Moral Problems (5)**

Students examine a variety of different ethical standpoints and theories which they apply to moral issues such as war, human trafficking, capital punishment, human rights, animal rights, euthanasia, the environment, abortion, racial and ethnic discrimination, social justice, and issues of gender and sexuality. Prerequisite: Recommend successful completion of ENGL 100 or placement into ENGL& 101. Student option grading.

**PHILOSOPHY & 106****Introduction to Logic (5)**

Rigorous examination of logical theory emphasizing the most highly developed part of the subject, modern symbolic or formal logic, including truth-functional, modal, and quantitative logics. Applications to computers, classic philosophical debates, logical puzzles. Previously PHIL 120. Prerequisite: MATH 099 (2.0 or better) or MATH 097 AND MATH 098 (2.0 or better) or a score of 85 or higher on the Algebra COMPASS test (or equivalent score on SAT, ACT or ASSET). Student option grading.

**PHILOSOPHY 115****Critical Thinking (5)**

Critical thinking is systematically examining and evaluating as true or false, right or wrong, your own beliefs and values and the beliefs and values others present to you, on the basis of rational standards. Student option grading.

**PHILOSOPHY 210****Comparative Religion (5)**

A comparative survey of the history, beliefs and practices of major religions and religious traditions around the world. Judaism, Christianity, Islam, Hinduism, Buddhism, Taoism, Jainism, Shintoism, Native American traditions and traditions of other indigenous peoples, Witchcraft, and so forth. Student option grading.

**PHILOSOPHY 230****Philosophical Issues In World Affairs (5)**

Topics will include issues of affluence, impoverishment, hunger, global environmental degradation, violence and non-violence. The views of philosophers from Latin America, Africa and Asia will be analyzed and interpreted, in relation to shifts in the international order. (Formerly Philosophy 167.) Prerequisites: Recommend successful completion of ENGL 100 or placement into ENGL& 101. Student option grading.

**PHILOSOPHY 240****Introduction to Ethics (5)**

Examination of historically significant philosophical theories of right and wrong, good and bad, human rights, and ideals of freedom emphasizing classic writers such as Plato, Confucius, Aristotle, Augustine, Aquinas, Hobbes, Locke, Hume, Kant, Mill, Marx, Nietzsche, and Rawls. Prerequisite: ENGL& 101 or equivalent recommended. Student option grading.

**PHILOSOPHY 248****Ethical Issues In Criminal Justice (5)**

Critical discussion of the philosophical, psychological, ethical under pinnings of human behavior in the Criminal Justice system, including ethical challenges and issues of multiculturalism within the Criminal Justice system. Mandatory decimal grading.

**PHILOSOPHY 267****Introduction to Philosophy of Religion (5)**

Examination of fundamental questions pertaining to religion using the distinctive methods of philosophy. Topics include: Arguments for and against the existence of God. Problem of evil. The soul. Immortality. Faith vs reason, science and religion. Student option grading.

**PHILOSOPHY 295****Special Topics In Philosophy (5)**

Classes focusing on specific issues and/or topics of interest in philosophy. Previously PHIL 285.

**PHILOSOPHY 297****Individual Project In Philosophy (1)**

Individual project in a specific area of philosophy. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience.

**PHILOSOPHY 298****Individual Project In Philosophy (2)**

Individual project in a specific area of philosophy. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience.

**PHILOSOPHY 299****Individual Project In Philosophy (3)**

Individual project in a specific area of philosophy. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience.

**PHYSICAL EDUCATION 100****Introduction to Fitness (1)**

An introduction to proper use of weight training and cardio fitness equipment, fitness assessment, and the development of a fitness program. This course is designed to prepare students to safely use the Fitness Center. Student option grading.

**PHYSICAL EDUCATION 104****Target Archery I (2)**

Introduction to target archery. History, terminology, safety, shooting techniques, understanding and correcting errors, selection, care and correct use of archery equipment. Student option grading.

**PHYSICAL EDUCATION 105****Badminton I (2)**

Introduction to the rules, techniques, physical skills, and strategies of the game of badminton. Students will learn origins and rules, develop individual skills and reinforce their skill through competitive games and tournament experiences. Student option grading.

**PHYSICAL EDUCATION 109****Golf I (2)**

Designed for the beginning or part time golfer. Includes rules of the game, the full swing, short game, and strategy. Videotaping, and practice range will be included. Previously PE 114. Student option grading.

**PHYSICAL EDUCATION 110****Tennis I (2)**

Introduction to the rules, techniques, physical skills and strategies of the game of tennis. Historical and technical perspectives, basic strategies, individual skill development, singles and doubles strategies and competition. Previously PE 122. Student option grading.

**PHYSICAL EDUCATION 116****Tai Chi I (2)**

Introduction to the art of Tai Chi and its basis in Chinese philosophy as it relates to the development of the individual. Students will develop basic Tai Chi moves and learn a form of exercise based on soft, fluid movements. Previously PE 133. Student option grading.

**PHYSICAL EDUCATION 117****Yoga I (2)**

Introductory class where the focus is from the inside out. Gain better balance, strength, flexibility and stability from the body's core. Will blend energizing effort with relaxing, while quieting the mind, toning the body and inspiring personal confidence. Previously PE 134. Student option grading.

**PHYSICAL EDUCATION 118****Swimming I (2)**

Instruction for all skill levels. Emphasis on technique and aerobic conditioning. Students may meet requirements for Red Cross cards. Previously PE 135. Student option grading.

**PHYSICAL EDUCATION 125****Introduction to Wilderness Recreation (3)**

A lecture based overview of the many aspects involved in a wilderness recreation experience. Includes units on clothing, equipment, cooking, land navigation, environmental issues, shelter, first aid, backcountry leisure activities and conditioning. Previously PE 115. Student option grading.

**PHYSICAL EDUCATION 126****Yoga/Pilates Fusion I (2)**

Introduction to the flexibility, balance, and breathing aspects of Yoga combined with the strengthening properties of Pilates for a complete body workout; toning the body, reducing stress, and building self-confidence. Mandatory decimal grading.

**PHYSICAL EDUCATION 134****Step Aerobics I (2)**

A class designed for the development of cardiovascular fitness through bench/step training. Uses 4-10 inch step bench. Previously PE 123. Student option grading.

**PHYSICAL EDUCATION 136****Weight Training and Cardio Fitness (2)**

A complete muscular strength and cardiovascular fitness training experience centered around individual machine techniques. Allows the student to develop and experience their own personal fitness program. Previously PE 127. Student option grading.

**PHYSICAL EDUCATION 138****Weight Training I (2)**

Understanding, developing and maintaining muscular strength and endurance through participation in an individual weight training program. Previously PE 129. Student option grading.

**PHYSICAL EDUCATION 139****Core Strength Conditioning I (2)**

Develop and understand the importance of core body strength through a variety of activities including yoga, Pilates, the exercise ball and resistance exercises. Focus will be on the development of the core muscle groups while developing over all body strength and flexibility. Previously PE 131. Student option grading.

**PHYSICAL EDUCATION 140****Hip Hop Jazz I (2)**

Introduction to traditional jazz movements with contemporary street dance music. Includes isolation, active warm-up, progression strengthening exercises, stretching and dance. Previously PE 118. Student option grading.

**PHYSICAL EDUCATION 154****Soccer I (2)**

Introduction to techniques, physical skills, & strategies of soccer. Learn origins & rules, develop individual skills through a series of demonstrations, drills & individual performance tasks & reinforce those skills through competitive games. Previously PE 102. Student option grading.

**PHYSICAL EDUCATION 155****Basketball I (2)**

Introduction to basketball skills and conditioning. Includes passing, shooting, ball movement, individual and team strategy, skills and techniques, rules of the game, scoring procedures and officiating. Previously PE 108. Student option grading.

**PHYSICAL EDUCATION 156****Softball I (2)**

Introduction to conditioning and basic skills (throwing, catching, fielding, batting, base running and bunting) as they relate to both fast and slow pitch softball. Includes individual and team strategy, rules of the game, scoring procedures and umpiring. Previously PE 112. Student option grading.

**PHYSICAL EDUCATION 157****Baseball I (2)**

Introduction to baseball skills and strategies. Includes rules, concepts, practice and performance of baseball skills, and individual and team skills/strategies/concepts, conditioning, and injury management and prevention. Previously PE 116. Student option grading.

**PHYSICAL EDUCATION 158****Volleyball I (2)**

Introduction to basic skills (passing, setting, serving, spiking, and blocking) and conditioning as they relate to the game of volleyball. Includes rules of the game, individual and team strategy, skills and techniques, and scoring procedures. Previously PE 126. Student option grading.

**PHYSICAL EDUCATION 166****Cross Country Skiing I (2)**

This course is an introduction to conditioning and basic skill techniques as they relate to cross country skiing. Materials covered in this course will include: winter survival, equipment and style of dress, map and compass work, avalanche dangers, the classic cross skill, uphill skills, and alpine technique, telemark and touring. Previously PE 145. Student option grading.

**PHYSICAL EDUCATION 174****Circus Performance: Balance and Motion (3)**

Expand dramatic, kinesthetic abilities. Learn juggling, rope walking, other circus skills. Practice theories of balance, motion. Develop historical, international perspectives on performance art. Create dramatic performance as final project. Excellent training for actors. Previously PE 171. Dual listed as DRMA 174. Student option grading.

**PHYSICAL EDUCATION 188****Nutrition and Fitness (3)**

This course is designed for anyone wanting to improve their health through nutrition and fitness, from recreational exercisers to serious athletes. Included are discussions of fitness goals and guidelines, nutrients and energy systems, weight maintenance, eating disorders, nutrition misinformation, and supplement use. Dual listed with NUTR 188. Prerequisites: Recommended: Completion of MATH 070 & ENGL 100 or ESL 100. Student option grading.

**PHYSICAL EDUCATION 200****Fitness Lab (3)**

Pursue your fitness goals in an informal supervised setting while earning college credit. Gain practical experience while participating in your personal fitness program. Prerequisites: PE 101, or any of the following PE 127, PE 128, PE 129, PE 227, PE 228, PE 229. Mandatory P/NC grading.

**PHYSICAL EDUCATION 204****Target Archery II (2)**

Advanced shooting techniques, understanding and correcting errors, equipment selection, care and correct use. Prerequisite: PE 104 or instructor permission. Student option grading.

**PHYSICAL EDUCATION 205****Badminton II (2)**

Advanced study of the rules, techniques, physical skills, and strategies of the game of badminton. Drills, individual performance tasks and reinforcement of skill through competitive games and tournament experiences. Prerequisite: PE 105 or instructor permission. Student option grading.

**PHYSICAL EDUCATION 209****Golf II (2)**

Golf for the intermediate or advanced player. Includes the swing refinement, short game and strategy. Videotaping, and practice range, will be included. Previously PE 214. Prerequisite: PE 109 or permission. Student option grading.

**PHYSICAL EDUCATION 210****Tennis II (2)**

Advanced tennis for the experienced player. View the game from the technical perspective including advanced skill development; singles and doubles strategies and in-class competition. Previously PE 222. Prerequisite: PE 110 or permission. Student option grading.

**PHYSICAL EDUCATION 215****Total Body Training (3)**

Class involves cardiovascular exercise, resistance training, flexibility training and contemporary movement to music to promote a healthier-lifestyle. Includes nutrition, body image, eating disorders, acceptance of self and others, the components of fitness, and appropriate goal setting. Previously PE 232. Student option grading.

**PHYSICAL EDUCATION 216****Tai Chi II (2)**

Advanced level class. Builds on and focuses on mastery of basic skills, techniques and philosophy of Tai Chi, as expressed in Chinese culture. Introduction to advanced skills and movements. Previously PE 233. Prerequisite: PE 116 or instructor permission. Student option grading.

**PHYSICAL EDUCATION 217****Yoga II (2)**

Advanced class. Increase your balance, strength, flexibility and stability from the body's core with refined yoga techniques. Blend energizing effort with relaxing; inhaling with exhaling, quieting, toning the body, and inspiring personal confidence. Previously PE 234. Prerequisite: PE 117 or permission. Student option grading.

**PHYSICAL EDUCATION 218****Swimming II (2)**

Advanced skill levels in swimming. Emphasis on technique & aerobic conditioning. Previously PE 235. Student option grading.

**PHYSICAL EDUCATION 226****Yoga/Pilates Fusion II (2)**

Advanced study of Yoga and Pilates as an integrated combination designed to provide a complete body workout which will improve flexibility, balance, breathing, core strengthening, stress reduction and self-confidence. Prerequisite: PE 126 or instructor permission. Mandatory decimal grading.

**PHYSICAL EDUCATION 234****Step Aerobics II (2)**

Advanced cardiovascular fitness experience using bench/step training. Uses 4-10 inch step bench. Previously PE 223. Prerequisite: PE 134 or instructor's permission. Student option grading.

**PHYSICAL EDUCATION 236****Weight Training and Cardio Fitness II (2)**

Advanced muscular and cardiovascular strength and endurance training. Student will be expected to know the elements of fitness and principles of overall body condition, and be able to develop and execute several training regimens. Previously PE 227. Prerequisite: PE 136 or instructor permission. Student option grading.

**PHYSICAL EDUCATION 238****Weight Training II (2)**

Advanced weight training. Develop and maintain muscular strength and endurance through participation in an individual weight lifting program utilizing a variety of strength and endurance exercises. Previously PE 229. Prerequisite: PE 138 or instructor permission. Student option grading.

**PHYSICAL EDUCATION 239****Core Strength Conditioning II (2)**

Advanced core fitness training using a variety of exercise forms including yoga, pilates, BOSU, exercise ball and light weights. Develop an understanding of core strength development and its relationship to health and fitness. Previously PE 231. Prerequisite: PE 139 or instructor permission. Student option grading.

**PHYSICAL EDUCATION 240****Hip Hop Jazz II (2)**

Advanced study of the combination of traditional jazz movements with contemporary street dance to music of the same style. Includes isolation, active warm-up, progression strengthening exercises, stretching and dance. Previously PE 218. Prerequisite: PE 140 or instructor's permission. Student option grading.

**PHYSICAL EDUCATION 254****Soccer II (2)**

Advanced conditioning, skills, and strategies for highly skilled, experienced players. Advanced individual and team strategies. Previously PE 202. Prerequisite: Prerequisite: PE 154 or instructor's permission. Student option grading.

**PHYSICAL EDUCATION 255****Basketball II (2)**

Advanced study of the rules, techniques, physical skills and strategies of the game of basketball. Skills refined through games and related drills. Introduction to advanced technically demanding skills and team offensive and defensive systems. Previously PE 208. Prerequisite: PE 155 or instructor permission. Student option grading.

**PHYSICAL EDUCATION 256****Softball II (2)**

Advanced study of the rules, physical skills, offensive and defensive systems, and team strategies of slow and fast pitch softball. Physical skills are refined through drills and games. Previously PE 212. Prerequisite: PE 156 or permission. Student option grading.

**PHYSICAL EDUCATION 257****Baseball II (2)**

Advanced rules, concepts, practice, and performance of baseball skills and strategies. Includes individual and team strategy (both offensive and defensive), strength and conditioning enhancement, and injury management. Previously PE 216. Prerequisite: PE 157 or instructor's permission. Student option grading.

**PHYSICAL EDUCATION 258****Volleyball II (2)**

Advanced rules, techniques, physical skills, and strategies of the game of volleyball. Introduction to advanced and technically demanding skills, multiple hitting attacks and variable defensive systems. Physical skills refined through games and related drills. Previously PE 226. Prerequisite: PE 158 or instructor permission. Student option grading.

**PHYSICAL EDUCATION 260****Fitness Participation (1)**

Fitness experience designed for the student who already has knowledge in a team or individual sport, or lifetime fitness activity and is interested in continuing participation in that activity. Grade based on attendance and participation only. No written assignments. Previously PE 260. Prerequisite: 100 or 200 level of the specific activity course required. Mandatory P/NC grading.

**PHYSICAL EDUCATION 270****Basketball Strategies (3)**

Off-season conditioning, skills, and individual and team strategies for the highly skilled athlete. Includes intensive conditioning and competition. Previously PE 251. Student option grading.

**PHYSICAL EDUCATION 274****Baseball Strategies (3)**

Off-season conditioning, skills, and individual and team strategies for the highly-skilled athlete. Includes intensive conditioning and competitive experiences. Previously PE 252. Student option grading.

**PHYSICAL EDUCATION 275****Tennis Strategies (3)**

Off-season conditioning, skills, and individual and team strategies for the highly skilled player. Includes intensive competitive and conditioning experiences. Previously PE 253. Student option grading.

**PHYSICAL EDUCATION 276****Volleyball Strategies (3)**

Off-season conditioning, skills, and individual and team strategies for the highly skilled athlete. Includes intensive competitive and conditioning experiences. Previously PE 257. Student option grading.

**PHYSICAL EDUCATION 277****Soccer Strategies (3)**

Off-season conditioning, skills, and individual and team strategies for the highly skilled athlete. Includes intensive conditioning and competition experiences. Previously PE 258. Student option grading.

**PHYSICAL EDUCATION 278****Softball Strategies (3)**

Off-season conditioning, skills, and individual and team strategies for the highly-skilled athlete. Intensive conditioning and competitive experiences. Previously PE 259. Student option grading.

**PHYSICAL EDUCATION 279****Wellness (3)**

Evaluation of life styles. Review of health issues: stress, drugs, exercise, body weight, nutrition, cancer, cardiovascular health, sexually transmitted diseases, AIDS, aging and death and dying. Emphasis on self assessment, taking action, and behavior change. Previously PE 200. Student option grading.

**PHYSICAL EDUCATION 280****Cardio-Pulmonary Resuscitation (1)**

CPR for the Professional Rescuer. Includes adult, infant and child rescue breathing, choking and CPR, as well as two-person CPR, pocket mask and bag-valve mask skills. Previously PE 191. Student option grading.

**PHYSICAL EDUCATION 284****First Aid and Safety (3)**

Comprehensive study of prevention and treatment knowledge and skills required by the non-professional medical emergency responder. Successful completion may earn first aid and CPR acknowledgment. Previously PE 292. Student option grading.

**PHYSICAL EDUCATION 290****Special Topics In Physical Education (0.5)**

Classes focusing on specific issues and/or topics of interest in physical education. Previously PE 280. Student option grading.

**PHYSICAL EDUCATION 291****Special Topics In Physical Education (1)**

Classes focusing on specific issues and/or topics of interest in physical education. Previously PE 281. Student option grading.

**PHYSICAL EDUCATION 292****Special Topics In Physical Education (2)**

Classes focusing on specific issues and/or topics of interest in physical education. Previously PE 282. Student option grading.

**PHYSICAL EDUCATION 293****Special Topics In Physical Education (3)**

Classes focusing on specific issues and/or topics of interest in physical education. Previously PE 283. Student option grading.

**PHYSICAL EDUCATION 294****Special Topics In Physical Education (4)**

Classes focusing on specific issues and/or topics of interest in physical education. Previously PE 284. Student option grading.

**PHYSICAL EDUCATION 295****Special Topics In Physical Education (5)**

Classes focusing on specific issues and/or topics of interest in physical education. Previously PE 285. Student option grading.

**PHYSICAL EDUCATION 297****Individual Project In Physical Education (1)**

Individual project in a specific area of physical education. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**PHYSICAL EDUCATION 298****Individual Project In Physical Education (2)**

Individual project in a specific area of physical education. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**PHYSICAL EDUCATION 299****Individual Project In Physical Education (3)**

Individual project in a specific area of physical education. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of student's educational and work experience. Student option grading.

**PHYSICS 090****Physics/Engineering Learning Center (1)**

A learning and tutorial center for students enrolled in PHYS& 121, 122, 123 and PHYS& 221, 222, 223 as well as ENGR 115 and all 200-level ENGR courses. Provides individual and small group tutorial assistance for those enrolled in those courses. Previously PHYS 100. Prerequisite: Must be enrolled in a Physics or Engineering course. Mandatory P/NC grading.

**PHYSICS 110****Concepts of the Physical World (5)**

Introduction to selected physics concepts and theories. Intended for liberal arts and other non-science majors. Prerequisite: MATH 099 (2.0 or better). Student option grading.

**PHYSICS & 121****General Physics I (4)**

Algebra-based physics for majors in health sciences, architecture, vocational and technical programs, and other majors not requiring calculus. Studies Newtonian mechanics. Previously PHYS 114. Concurrent enrollment in PHYS& 131 required. Prerequisite: MATH& 142 (previously MATH 120). Mandatory decimal grading.

**PHYSICS & 122****General Physics II (4)**

Algebra-based physics for majors in health sciences, architecture, vocational and technical programs, and other majors not requiring calculus. Studies electricity and magnetism. Previously PHYS 115. Concurrent enrollment in PHYS& 132 required. Prerequisite: PHYS& 121 (previously PHYS 114) and MATH& 142 (previously MATH 120). Mandatory decimal grading.

**PHYSICS & 123****General Physics III (4)**

Algebra-based physics for majors in health sciences, architecture, vocational and technical programs, and other majors not requiring calculus. Studies waves, heat and light. Previously PHYS 116. Concurrent enrollment in PHYS& 133 required. Prerequisites: PHYS& 121 (previously PHYS 114) and MATH& 142 (previously MATH 120). Mandatory decimal grading.

**PHYSICS & 131****General Physics Lab I (1)**

Laboratory for PHYS& 121. Concurrent enrollment in PHYS& 121 required. Previously PHYS 114. Prerequisite: MATH& 142 (previously MATH 120.) Mandatory decimal grading.

**PHYSICS & 132****General Physics Lab II (1)**

Laboratory for PHYS& 122. Concurrent enrollment in PHYS& 122 required. Previously PHYS 115. Prerequisites: MATH& 142 (previously MATH 120). Mandatory decimal grading.

**PHYSICS & 133****General Physics Lab III (1)**

Laboratory for PHYS& 123. Concurrent enrollment in PHYS& 123 required. Previously PHYS 116. Prerequisites: MATH& 142 (previously MATH 120). Mandatory decimal grading.

**PHYSICS & 221****Engineering Physics I: Mechanics (4)**

Calculus-based physics for majors in physical sciences, engineering, pre-medicine, mathematics. Studies Newtonian mechanics. Previously PHYS 121. Concurrent enrollment in PHYS& 231 required. Prerequisite: MATH& 151 (previously MATH 124). Mandatory decimal grading.

**PHYSICS & 222****Engineering Physics II: Electromagnetism (4)**

Calculus-based physics for majors in physical sciences, engineering, pre-medicine, mathematics. Studies electricity and magnetism. Previously PHYS 123. Concurrent enrollment in PHYS& 232 required. Prerequisite: PHYS& 221 (previously PHYS 121) and MATH& 163 (previously MATH 126). Mandatory decimal grading.

**PHYSICS & 223****Engineering Physics III: Waves, Heat & Light (4)**

Calculus-based physics for majors in physical sciences, engineering, pre-medicine, mathematics. Studies fluids, waves, sound, thermodynamics and light. Previously PHYS 122. Concurrent enrollment in PHYS& 233 required. Prerequisite: PHYS& 221 (previously PHYS 121) and MATH& 152 (previously MATH 125). Mandatory decimal grading.

**PHYSICS & 231****Engineering Phys Lab I: Mechanics (1.5)**

Laboratory for PHYS& 221. Concurrent enrollment in PHYS& 221 required. Previously PHYS 121. Prerequisites: MATH& 151 (previously MATH 124). Mandatory decimal grading.

**PHYSICS & 232****Engineering Physics Lab II: Electromagnetism (1.5)**

Laboratory for PHYS& 222. Concurrent enrollment in PHYS& 222 required. Previously PHYS 123. Prerequisites: MATH& 163 (previously MATH 126). Mandatory decimal grading.

**PHYSICS & 233****Engineering Physics Lab III: Waves, Heat & Light (1.5)**

Laboratory for PHYS& 223. Concurrent enrollment in PHYS& 223 required. Previously PHYS 122. Prerequisites: MATH& 152 (previously MATH 125). Mandatory decimal grading.

**PHYSICS 291****Special Topics In Physics (1)**

Classes focusing on specific issues and/or topics of interest in physics. Previously PHYS 281.

**PHYSICS 297****Individual Project In Physics (1)**

Individual project in a specific area of physics. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of student's educational and work experience. Student option grading.

**PHYSICS 298****Individual Project In Physics (2)**

Individual project in a specific area of physics. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of student's educational and work experience. Student option grading.

**PHYSICS 299****Individual Project In Physics (3)**

Individual project in a specific area of physics. By arrangement with instructor. Prerequisite: Instructor permission based on evaluation of student's educational and work experience. Student option grading.

**POLITICAL SCIENCE & 101****Introduction to Political Science (5)**

This course provides a general overview of the major political movements, ideologies, and regimes that have shaped the contemporary world. Examines the nature, purpose, and practice of politics in both its democratic and non-democratic forms. Emphasis on explaining political change and stability. Previously POLSC 101. Student option grading.

**POLITICAL SCIENCE & 202****Introduction to American Government and Politics (5)**

This course provides an introduction to the U.S. political system. Students examine how the political process in the United States addresses significant public problems and conflicts in American society. Previously POLSC 202. Student option grading.

**POLITICAL SCIENCE & 203****International Relations (5)**

This class examines how nations interact in a globalized world. World views, national interests, power, war and peace, international organizations and law, trade and development, human rights, the environment, and alternate strategies for resolving global problems will be discussed. Previously POLSC203. Prerequisite: ENGL& 101 is recommended. Student option grading.

**POLITICAL SCIENCE 221****American Foreign Policy (5)**

This course introduces students to the subject of American foreign policy. The focus is on (1) the evolution of policy, its values, circumstances and priorities, especially since 1945, and (2) the institutions and processes through which policy is made and carried out. Previously POLSC221. Student option grading.

**POLITICAL SCIENCE 276****State and Local Government and Administration (5)**

History, politics, structure and responsibilities of state and local governments. Special reference to the State of Washington and its county, municipal and judicial governmental functions. Previously POLSC 276. Mandatory decimal grading.

**POLITICAL SCIENCE 291****Special Topics In Political Science (1)**

Classes focusing on specific issues and/or topics of interest in political science. Previously POLSC 281.

**POLITICAL SCIENCE 292****Special Topics In Political Science (2)**

Classes focusing on specific issues and/or topics of interest in political science. Previously POLSC 282.

**POLITICAL SCIENCE 293****Special Topics In Political Science (3)**

Classes focusing on specific issues and/or topics of interest in political science. Previously POLSC 283.

**POLITICAL SCIENCE 294****Special Topics In Political Science (4)**

Classes focusing on specific issues and/or topics of interest in political science. Previously POLSC 284.

**POLITICAL SCIENCE 295****Special Topics In Political Science (5)**

Classes focusing on specific issues and/or topics of interest in political science. Previously POLSC 285.

**POLITICAL SCIENCE 295W****Special Topics In Political Science (5)**

Classes focusing on specific issues and/or topics of interest in political science. Previously POLSC 285W.

**POLITICAL SCIENCE 297****Individual Project In Political Science (1)**

Individual project in a specific area of political science. By arrangement with instructor. Previously POLSC 297. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**POLITICAL SCIENCE 298****Individual Project In Political Science (2)**

Individual project in a specific area of political science. By arrangement with instructor. Previously POLSC 298. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**POLITICAL SCIENCE 299****Individual Project In Political Science (3)**

Individual project in a specific area of political science. By arrangement with instructor. Previously POLSC 299. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**PSYCHOLOGY & 100****General Psychology (5)**

Course provides an introduction to the scientific study of the biological, mental, and social factors that influence human behavior. Topics covered include: personality, learning, memory, critical thinking, intelligence, psychological disorders, and treatments. Previously PSYCH 100. Mandatory decimal grading.

**PSYCHOLOGY & 200****Lifespan Psychology (5)**

A survey of human development from conception through death. Physical, emotional, cognitive and psychosocial development will be explored. Previously PSYCH 204. Mandatory decimal grading.

**PSYCHOLOGY 202****Biopsychology (5)**

How does our biology influence how we think, feel, and act? How does our behavior impact the way our biology is expressed? This course examines these two questions and explores the interaction between biology and behavior. Topics include: memory, sex, drugs, and mental illness. A prerequisite for UW psychology majors. Previously PSYCH 202. Prerequisite: PSYC& 100 or equivalent with instructor permission. Mandatory decimal grading.

**PSYCHOLOGY 206****Developmental Psychology (5)**

An analysis of psychological development of the child in relation to biological, physical and sociological antecedent conditions from infancy through adolescence. Previously PSYCH 206. Prerequisite: PSYC& 100 or equivalent with instructor permission. Mandatory decimal grading.

**PSYCHOLOGY 207****The Psychology of Excellence (5)**

This course focuses on the application of psychological theories & research to enhancing performance in a variety of life settings. Topics include: self-regulation, goal setting, visualization, stress management, attention control, time management, effective communication, & conflict resolution. Previously PSYCH 207. Mandatory decimal grading.

**PSYCHOLOGY 208****Adulthood, Aging and Development (5)**

A study of the basic concepts and issues in adult aging and development. Exploration of the developmental patterns and problems characteristic of the adult years from a cultural perspective. Previously PSYCH 208. Mandatory decimal grading.

**PSYCHOLOGY 209****Fundamentals of Psychological Research (5)**

This course covers the key themes and concepts of psychological research and is a foundation course for students planning to take additional courses in psychology. Students will also learn how to critically evaluate scientific findings and claims made by the popular press. A prerequisite for UW psychology majors. Previously PSYCH 209. Prerequisite: PSYC& 100 or equivalent with instructor permission. Mandatory decimal grading.

**PSYCHOLOGY 210****Psychology of Sexuality & Relationships (5)**

Survey of social, psychological and biological influences on patterns of human sexual behavior. Sexual dysfunction and therapy, contraception, and venereal disease will also be considered. Previously PSYCH 210. Mandatory decimal grading.

**PSYCHOLOGY & 220****Abnormal Psychology (5)**

Introduction to the field of psychopathology. A survey of the symptoms, causes and treatment of psychological disorders will be considered. Previously PSYCH 205. Prerequisite: PSYC& 100, or equivalent with instructor permission. Mandatory decimal grading.

**PSYCHOLOGY 225****Drugs and Behavior (5)**

This course surveys the popular recreational drugs in terms of their pharmacological, physiological (health) and psychological impact on the individual. In addition, we will examine issues related to drug use and abuse, addiction, treatment, drug regulation and enforcement, as well as other topical issues. Student option grading.

**PSYCHOLOGY 236****Introduction to Personality (5)**

Introduction to the scientific study of personality, including personality theories and theorists, personality assessment, and personality constructs. Previously PSYCH 236. Prerequisite: PSYC& 100 or equivalent with instructor permission. Mandatory decimal grading.

**PSYCHOLOGY 245****Social Psychology (5)**

An introduction to the scientific study of relations between individuals and groups and the effects of contextual variables such as: race, ethnicity, culture, and gender. Some of the topics included are: group function, self-concept, conflict, aggression, and discrimination. Previously PSYCH 245. Mandatory decimal grading.

**PSYCHOLOGY 293****Special Topics In Psychology (3)**

Classes focusing on specific issues and/or topics of interest in psychology. Previously PSYCH 283.

**PSYCHOLOGY 295****Special Topics In Psychology (5)**

Classes focusing on specific issues and/or topics of interest in psychology. Previously PSYCH 285.

**PSYCHOLOGY 297****Individual Project In Psychology (1)**

Individual project in a specific area of psychology. By arrangement with instructor. Previously PSYCH 297. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**PSYCHOLOGY 298****Individual Project In Psychology (2)**

Individual project in a specific area of psychology. By arrangement with instructor. Previously PSYCH 298. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**PSYCHOLOGY 299****Individual Project In Psychology (3)**

Individual project in a specific area of psychology. By arrangement with instructor. Previously PSYCH 299. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Mandatory decimal grading.

**SOCIOLOGY & 101****Introduction to Sociology (5)**

Introduces the major perspectives and methods in sociology to explain the principles of society, culture and sociocultural relationships. Topics include socialization, social interaction and structure, groups, organizations, deviance, stratification, inequality, institutions and social change. Previously SOC 110. Mandatory decimal grading.

**SOCIOLOGY 112****Introduction to Criminology (5)**

An introduction to Criminology as an academic discipline and as a science. Discussions include Crime theory, measuring crime, impact of crime and treatment of offenders and victims. Mandatory decimal grading.

**SOCIOLOGY & 201****Social Problems (5)**

Analysis of the process of social and personal disorganization and reorganization as related to selected social problems such as crime, delinquency, drug abuse, poverty, race relations and over population. Previously SOC 270. Mandatory decimal grading.

**SOCIOLOGY 250****Sociology of Families (5)**

Examines the institution of the family in various cultures in the United States and globally. Current issues, debates and public policies that affect the family will also be examined. Previously SOC 252. Mandatory decimal grading.

**SOCIOLOGY 288****Sociology of Minority Groups (5)**

Within a sociological context, examine current and historical issues confronting United States minority groups. Explore the influence of culture and social structure on intergroup relations within the U.S. to include topics such as prejudice, discrimination, power, privilege and group identity. Mandatory decimal grading.

**SOCIOLOGY 295****Special Topics In Sociology (5)**

Classes focusing on specific issues and/or topics of interest in Sociology. Previously SOC 285.

**SOCIOLOGY 297****Individual Project In Sociology (1)**

Individual project in a specific area of sociology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience.

**SOCIOLOGY 298****Individual Project In Sociology (2)**

Individual project in a specific area of sociology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience.

**SOCIOLOGY 299****Individual Project In Sociology (3)**

Individual project in a specific area of sociology. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience.

**SPANISH 100****Practical Spanish for Law Enforcement (3)**

Fast-paced beginning Spanish course. Students will learn a practical vocabulary. Focus on police survival topics - arrest and legal phraseology, anatomy, wounds and fractures, First Aid, missing persons reports, narcotics. Outreach Community resources, tapes and simulated presentations. Does not replace SPAN& 121. Student option grading.

**SPANISH 105****Spanish for Health Care Delivery Personnel (5)**

Fast paced beginning Spanish course. Students are immersed in learning a practical vocabulary for health care providers working with Spanish-speaking patients. Focus on language and cultural information related to health care in Spanish speaking cultures. Not a health care or a certified interpreting course. Previous study of Spanish helpful, but not required. Student option grading.

**SPANISH & 121****Spanish I (5)**

Fast-paced beginning course in Spanish: listening, speaking, reading and writing. Topics include greetings, family, and leisure activities vocabulary and the present tense. Cultural studies include social amenities and exposure to Hispanic art, music and history. Previously SPAN 101. Student option grading.

**SPANISH & 122****Spanish II (5)**

Fast-paced course in Spanish: listening, speaking, reading and writing. Topics include past tenses, commands, direct/indirect object pronouns, clothing and food vocabulary. Cultural studies continue with exposure to Hispanic art, music and history. Previously SPAN 102. Prerequisite: SPAN& 121 or equivalent with instructor's permission. Student option grading.

**SPANISH & 123****Spanish III (5)**

Fast-paced course in Spanish: listening, speaking, reading and writing. Topics include subjunctive, future, conditional and work vocabulary. Cultural studies continue with exposure to Hispanic art, music and history. Previously SPAN 103. Prerequisite: SPAN& 122 or equivalent with instructor's permission. Student option grading.

**SPANISH & 221****Spanish IV (5)**

Class conducted in Spanish. Major emphasis on increased vocabulary and review of grammatical structures. Development of ability to create imaginative dialogue. Weekly conversation groups. Introduction to the study of literature through poems and short stories. Previously SPAN 201. Prerequisite: SPAN& 123 or equivalent with instructor's permission. Student option grading.

**SPANISH & 222****Spanish V (5)**

Class conducted in Spanish. Continues review of grammar, development of practical vocabulary and discussion of poems and short stories. Weekly conversation groups. Previously SPAN 202. Prerequisite: SPAN& 221 or equivalent with instructor's permission. Student option grading.

**SPANISH & 223****Spanish VI (5)**

Class conducted in Spanish. Conversation class for advanced-intermediate students. Integration of skills developed in previous quarters. Emphasis on group work and conversational skills/techniques. Presentations in Spanish and weekly conversation groups. Previously SPAN 203. Prerequisite: SPAN& 222 or equivalent with instructor's permission. Student option grading.

**SPANISH 297****Individual Project In Spanish (1)**

Individual project in a specific area of Spanish. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**SPANISH 298****Individual Project In Spanish (2)**

Individual project in a specific area of Spanish. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**SPANISH 299****Individual Project In Spanish (3)**

Individual project in a specific area of Spanish. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**STUDY SKILLS 099****College Study Skills Seminar (1)**

Students learn techniques for studying successfully in their college courses. Techniques may include time management, reading and writing methods, note-taking, test-taking and memorization skills. Students practice these skills using materials from other classes during the quarter. Mandatory P/NC grading.

**STUDY SKILLS 100****Academic Success Strategies (5)**

Students learn techniques for studying successfully in their college classes. Techniques may include reading strategies, information-gathering, note-taking, writing-to-learn and improving memory. Students will practice these skills using materials from their other classes. Prerequisite: COMPASS scores of 61 in Reading 28 in Writing, or completion of ENGL 080 or equivalent with a 2.0 better, or instructor permission. Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 101****Graphic Design I (5)**

Concept development procedures in visual communication problem solving involving letter forms, illustrative material, typography and general graphic design. Basic principles of selection, organization, and production techniques are introduced. Dual listed as ART 201. Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 102****Graphic Design II (5)**

Continued study of concept development procedures in visual communication problem solving including letter forms, illustrative material, typography and general graphic design. Stresses principles of selection, organization, production techniques and introduction to mechanical art requirements. Dual listed as ART 202. Prerequisite: VCT 101, ART 201 or equivalent with instructor's permission. Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 103****Graphic Design III (5)**

Procedures in visual communication problem solving; topics are letter forms, illustrative matter, market analysis and general graphics. Principles of selection, organization and production are stressed. Course is demanding in both time and quality of product. Dual listed as ART 203. Prerequisite: ART 202 or VCT 102, or instructor permission. Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 111****Survey of Production Arts (4)**

Students explore various production processes for print including file evaluation, workflow integration, and troubleshooting and correction for output to inkjet, offset and toner-based printing. Mandatory decimal grading.

**VISUAL COMMUNICATION****TECHNOLOGY 124****Basic Macintosh Systems Operations (2)**

An introductory course in the fundamental operations and uses of the Macintosh computer. Students learn how to efficiently use the current operating system as related to visual communications design and production. (Call 206.546.4671 to test out of this class.) Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 125****Intro to Image Construction, Editing & Output (3)**

This course introduces current information, tools and techniques used for creation of digital materials for a variety of visual communications applications. It is an Introductory course in digital image construction methods including: creation, editing, storage, retrieval and output. Student Option Grading.

**VISUAL COMMUNICATION****TECHNOLOGY 128****Page Layout I With Indesign (4)**

Introduction to page layout design, concepts and skills with emphasis on typical industry documents. Projects include single, multiple page and multiple panel layouts such as letterhead and brochure design. Basic graphic design principles, software integration, and preparation for output are addressed. Previously VCT131. Prerequisites: VCT 124 (or equivalent) and 125 (or equivalent), or instructor approval. Prior or concurrent enrollment in VCT 101 or instructor permission. Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 134****Digital Illustration I W/Illustrator (4)**

Develop a fundamental understanding of the design and creation of digital illustration for press, web, and multimedia, using vector-based applications. Problem-solving skills related to illustration techniques, software; hands-on industry-level projects completed as part of this curriculum. Prerequisite: VCT 124 (or equivalent) and 125 (or equivalent), or instructor approval. Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 135****Flash I: Introduction to Multimedia (4)**

This course includes both theory and practice in creating 2-D animation projects. Students develop skills using industry software and interactive media. This is the first course in a three-course sequence. Previously ART 130. Prerequisites: VCT 124 (or equivalent) and 125 (or equivalent) and VCT 130, and instructor approval. Recommended: completion of or concurrent enrollment in VCT 134. Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 136****Photoshop I (4)**

Photoshop for commercial, fine art and photo applications; including image acquisition, file preparation, importing as well as the alteration, manipulation and enhancement of images. Emphasis on image construction for concept development including strategies for use with web, multimedia, print and video production. Previously VCT 129. Prerequisites: VCT 124 and VCT 125 or skills test. Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 144****Digital Photography for Industry (4)**

This introductory course explores the modes and roles of digital photography, the possibilities of the medium, and creative and aesthetic issues. Students use digital image capture and output and work in both black and white and color through assignments, lectures, and critiques. Previously VCT 141. Prerequisite: VCT 124 (or equivalent) and VCT 125 (or equivalent) and VCT 136, or portfolio review. Instructor permission required. Mandatory decimal grading.

**VISUAL COMMUNICATION****TECHNOLOGY 154****Printing Processes: Offset (4)**

Students explore production-based offset printing processes. This in-depth course includes file workflow, troubleshooting, digital image setting, film assembly, offset print production and bindery/finishing operations. Previously VCT 112. Prerequisite: VCT 111 or concurrent enrollment with instructor permission, or portfolio review. Mandatory decimal grading.

**VISUAL COMMUNICATION****TECHNOLOGY 155****Digital Printing (4)**

Students explore inkjet and digital printing processes. In-depth course includes equipment, materials selection, workflow, troubleshooting, large format print production and print quality, mounting and finishing for a variety of applications. Previously VCT 113. Prerequisites: VCT 111, 124, 125 and 136 or equivalent or concurrent enrollment. Mandatory decimal grading.

**VISUAL COMMUNICATION****TECHNOLOGY 157****Electronic Prepress & Publishing I (4)**

Students prepare digital files for output. Multiple-page, multiple-signature formats are used for digital files. Students address workflow, file preparation, and print coordination. Previously VCT 122. Prerequisite: completion of VCT 101, VCT 111, VCT 136, VCT 128 and instructor signature or instructor permission with portfolio review. Mandatory decimal grading.

**VISUAL COMMUNICATION****TECHNOLOGY 164****Desktop Video Production With Final Cut (3)**

Introduction to nonlinear video editing. Students learn to edit digital video, add text and graphics to video, perform color keying, add animation and edit audio. Complete projects will be exported to tape, CD, DVD or the web. Previously VCT 264. Prerequisites: VCT 124/125, VCT136, instructor permission. Student option grading.

**VISUAL COMMUNICATION****TECHNOLOGY 170****Web Design I With Dreamweaver (4)**

Introduces students to interactive design and electronic publishing for the Web, using Dreamweaver, Photoshop and Fireworks. Focuses on web design process, concept development, image optimization and web page usability. Prerequisites: VCT 124 or equivalent and VCT 125, or equivalent, or web portfolio review. VCT 136 recommended. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 174****Interface Design With Flash (4)**

This course introduces students to interactive screen design with an emphasis on user interface design for multi-dimensional 'New Media' such as CD, DVD, VHS tape and web. Students gain experience with technologies and software while focusing on visual communication concepts and project development. Previously VCT 139. Prerequisite: VCT 124/125, Art 130, VCT 136 or portfolio review. Instructor permission required. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 175****3-D Rendering With Maya (4)**

An entry-level course in construction, illustration and rendering of 3D images. The course addresses organization of resources and applied procedures to produce high quality 3D images for publication as multimedia, web and video. The course introduces the use of the 3D modeling and rendering software. Previously VCT 134. Prerequisites: VCT 124 and 125, VCT 136 and VCT 128 or instructor permission with portfolio review.

**VISUAL COMMUNICATION  
TECHNOLOGY 190****Internship In Visual Communications (5)**

Application of visual communication techniques and theories in an off-campus production environment. Site approval must be obtained by student. Course may be repeated. Prerequisite: Completion of at least 45 credits in Art/VCT and instructor's permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 199****Visual Communications Study Center (5)**

Students complete supplemental study projects for Visual Communications to support their progress in the VCT program. This course may be taken multiple times for credit. Continuous enrollment is allowed for this class. Previously VCT 099. Prerequisites: VCT 124 or equivalent and VCT 125 or equivalent. Instructor permission required. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 201****Graphic Design IV (5)**

Students work on portfolios showing visual communication problem solving. Critical analysis of design solutions using art elements and principles. Teaches strategies, group design team concepts, research techniques and resource development for the selection, organization, process and production of visuals. Project deadlines simulate industry. Prerequisite: Completion of VCT 103 or equivalent education and experience with instructor permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 202****Graphic Design V (5)**

Individual portfolio development. Features audience and market analysis, continues instruction in research techniques and resource development for the selection, organization, development and production of visuals. Project deadlines approximate commercial deadlines. Media orientation remains general. Prerequisite: Completion of VCT 201 or equivalent with instructor's permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 203****Graphic Design VI (5)**

Continued instruction in techniques and resource development for the selection, organization, process and production of visuals. Project deadlines simulate industry. Media specialization is individual. A portfolio presentation and display of fifteen pieces of exemplary work, a resume and personal business cabinet of papers. Prerequisite: Completion of VCT 202 or equivalent with instructor's permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 204****Graphic Design IV Packaging & Event Graphics (5)**

Explores graphic design principles used in product packaging, environmental graphics, point of purchase displays, and event booth signage, with an adherence to a standardized design process. Prerequisite: Completion of VCT 103, 134 and 136, or equivalent education and experience with instructor permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 205****Graphic Design V Studio (5)**

Students explore portfolio development as they pursue an individual direction, producing new design solutions, and reworking existing projects. Both hard copy and digital formats of finished portfolios are created. Prerequisite: Completion of VCT 201 or equivalent with instructor's permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 224****Portfolio for Graphic Design Track (4)**

Using media appropriate to the developer's areas of expertise, the advanced VCT student designs, develops and produces a portfolio and resume which represent developed skills and abilities. This course may be repeated for credit. Previously VCT 222. Prerequisite: Completion of and/or concurrent enrollment in VCT foundation curriculum and area of specialization. Ability to create a resume and portfolio in appropriate format for area of specialization. Instructor permission required. Mandatory decimal grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 225****Portfolio for Animation Track (4)**

Using media appropriate to the developer's areas of expertise, the advanced VCT student designs, develops and produces a portfolio and resume which represent developed skills and abilities. This course may be repeated for credit. Previously VCT 222. Prerequisite: Completion of and/or concurrent enrollment in VCT foundation curriculum and area of specialization. Ability to create a resume and portfolio in appropriate format for area of specialization. Instructor permission required. Mandatory decimal grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 226****Portfolio for Video Track (4)**

Using media appropriate to the developer's areas of expertise, the advanced VCT student designs, develops and produces a portfolio and resume which represent developed skills and abilities. This course may be repeated for credit. Previously VCT 222. Prerequisite: Completion of and/or concurrent enrollment in VCT foundation curriculum and area of specialization. Ability to create a resume and portfolio in appropriate format for area of specialization. Instructor permission required. Mandatory decimal grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 228****Page Layout II With Indesign (4)**

Continuation of VCT 128. Page layout design, concepts and skills with an emphasis on more complex industry projects. Projects include single and multiple page layouts for print and electronic delivery. Graphic design principles, software integration and output issues are addressed. Previously VCT 133. Prerequisites: VCT 101 and 111 and 128, or skills test/instructor approval. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 234****Adv. Digital Illustration Using Illustrator (4)**

Students develop advanced skills in creating vector graphics, illustration techniques, software features, and output for a variety of uses. Projects may include scientific, prototype and infographic illustration. Previously VCT 232. Prerequisite: VCT 124 (or equivalent) and 125 (or equivalent) and 136 and 134, and instructor permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 236****Photoshop II (4)**

Continuation of VCT 136. Complex image construction and editing techniques using Photoshop. Production workflow techniques are used to create images for use in print, web and multimedia. Previously VCT 229. Prerequisites: VCT 136 or equivalent and instructor permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 257****Electronic Prepress & Publishing II (4)**

Further development in digital file preparation for output. Students learn prepress as well as skills for refining of trapping, impositions and pagination, customer relations and time management. Troubleshooting file formats for digital output and workflow management are addressed. Previously VCT 123. Prerequisite: VCT 157 and instructor signature or instructor permission with portfolio review. Mandatory decimal grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 264****Adv Desktop Video Production W/Final Cut (3)**

Students plan and develop strategies for composite video and still images to create animations, mattes, and add special effects to video using a variety of techniques. Students acquire skills to incorporate audio and output using appropriate compression software for multiple applications. Previously VCT 265. Prerequisite: Completion of VCT 164 and permission of the instructor.

**VISUAL COMMUNICATION  
TECHNOLOGY 266****Video Editing & Post Production (5)**

Learn how to edit video/film. Study the techniques, history and theory of video/film editing using Avid XpressDV, a professional non-linear edit system. Create projects in a variety of styles including narrative and documentary. New emerging technologies are also discussed. Dual listed as FILM 266. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 267****Editing II: Avid Media Composer Lab (3)**

Intensive video editing lab with Avid Media Composer. Second course in the video editing sequence. Prerequisite: Film 265 or Film 266 or instructor's permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 268****Editing II: Final Cut Studio Lab (3)**

Intensive video editing lab with Final Cut Studio. Second course in the video editing sequence. Prerequisite: Film 265 or Film 266 or instructor's permission. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 270****Web Design II With Dreamweaver (4)**

An intermediate course addressing concept, design and usability issues for web development. Current technologies for web applications are explored through lecture and hands-on projects that involve the exploration of human/computer interaction through dynamic graphics elements and structure. Previously VCT 238. Prerequisite: VCT 170. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 274****Flash II: Interface Design (4)**

This course introduces students to user-interface screen design for rich-media applications such as CD, DVD, web, kiosk and handheld devices. Students gain experience with animation technologies and software while focusing on visual communications concepts and project development. Previously VCT 174. Prerequisites: VCT 124 (or equivalent) and 125 (or equivalent) and 134 and 135, or portfolio review. Instructor permission required. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 275****Flash III: Interactive Animation Studio (4)**

Focus on typical interactive projects from industry including animated logos, presentations, games, web sites and kiosks. Use advanced animation and design methods, movie clip-based architecture, library sharing, tips and optimization techniques. Add interactivity and dynamic content through scripting in ActionScript 3.0. Previously VCT 277. Prerequisite: VCT 274, instructor signature or instructor permission with portfolio review. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 276****3d Modeling With Maya (4)**

An entry-level course in 3D modeling techniques using industry-standard animation software. The course addresses organization of resources and processes in creating high-quality 3D static modeling content for print, multimedia, web, video, kiosk and mobile devices. Previously VCT 175. Prerequisites: VCT 124 (or equivalent) and 125 (or equivalent) and 134 and 136, or instructor permission with portfolio review. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 277****3d Animation With Maya (4)**

This course focuses on planning and producing high-quality 3D animation for use in multimedia, web, kiosk, mobile devices and video applications. Students use a variety of animation techniques to create realistic movement. Previously VCT 275. Prerequisite: VCT 276 and instructor signature, or instructor permission with portfolio review. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 278****Compositing With After Effects (4)**

Course provides theory and practice in using After Effects for post production work in compositing, animation and motion effects. Topics include composition, effects, alpha channels, color correction, tweening, motion paths, importing and exporting. Prerequisites: VCT 134 and VCT 135 and VCT 136, and VCT 267 or 268, or instructor approval. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 291****Special Topics In Vct (1)**

Classes focusing on specific issues and/or topics of interest in visual communications technology. Previously VCT 281.

**VISUAL COMMUNICATION  
TECHNOLOGY 292****Special Topics In Vct (2)**

Classes focusing on specific issues and/or topics of interest in visual communications technology. Previously VCT 282.

**VISUAL COMMUNICATION  
TECHNOLOGY 293****Special Topics In Vct (3)**

Classes focusing on specific issues and/or topics of interest in visual communications technology. Previously VCT 283.

**VISUAL COMMUNICATION  
TECHNOLOGY 294****Special Topics In Vct (4)**

Classes focusing on specific issues and/or topics of interest in visual communications technology.

**VISUAL COMMUNICATION  
TECHNOLOGY 295****Special Topics In Vct (5)**

Classes focusing on specific issues and/or topics of interest in Visual Communications Technology.

**VISUAL COMMUNICATION  
TECHNOLOGY 297****Individual Project Vct (1)**

Individual project in a specific area of VCT. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**VISUAL COMMUNICATION  
TECHNOLOGY 298****Individual Project-Vct (2)**

Individual project in a specific area of VCT. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

**VISUAL COMMUNICATION  
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Individual project in a specific area of VCT. By arrangement with instructor. Prerequisite: Instructor permission, based on evaluation of students' educational and work experience. Student option grading.

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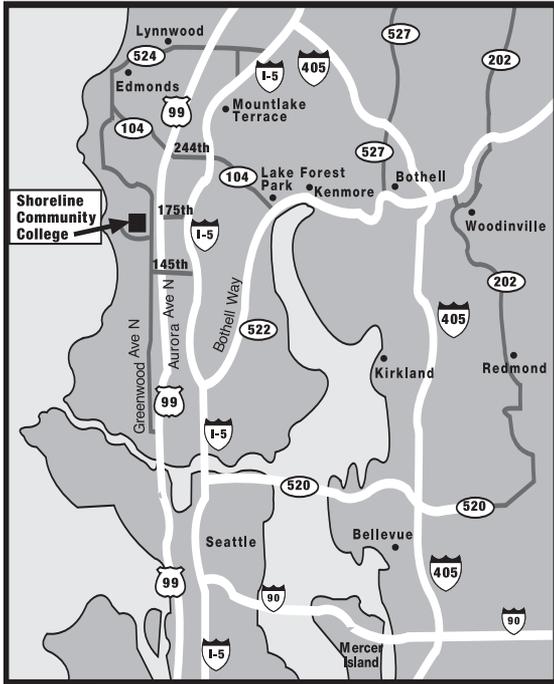
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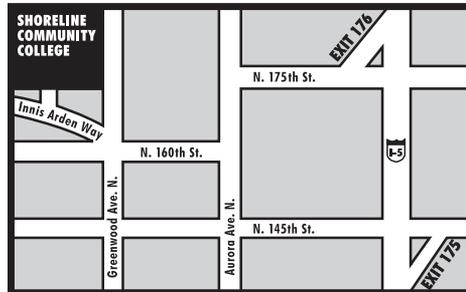
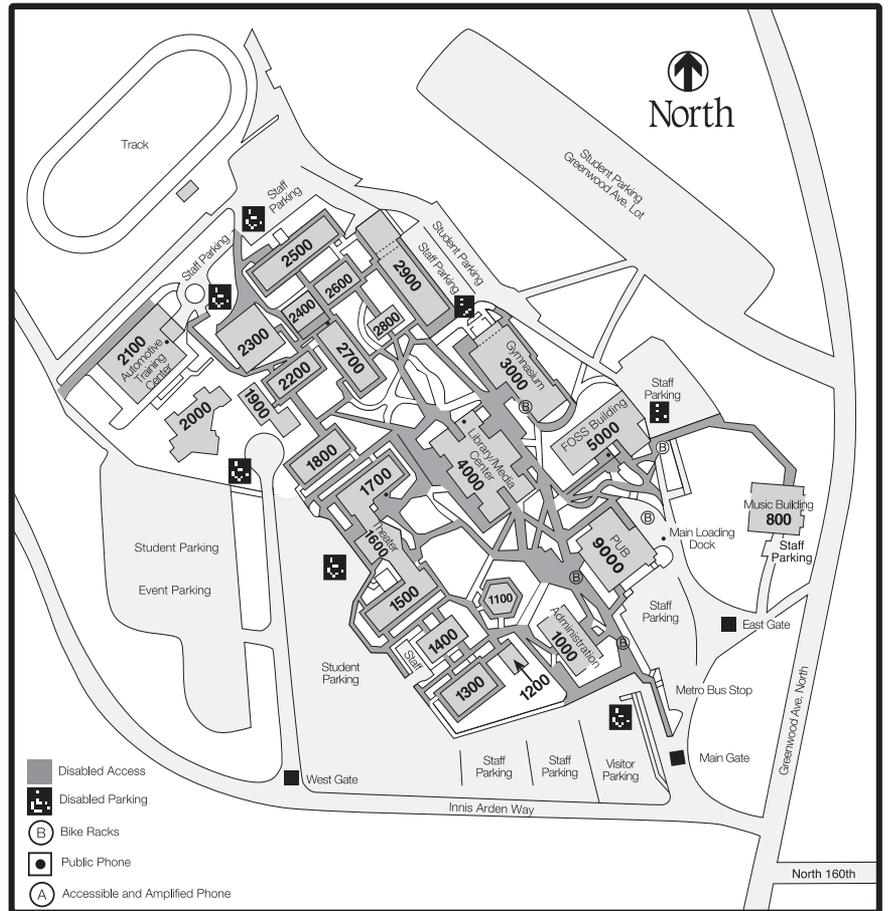
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## WORLD LANGUAGES/ AMERICAN SIGN LANGUAGE

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Richard A. Jacobs  
Mayumi Steinmetz



Location of Shoreline Community College main campus



For detailed bus route information, please call (206) 553-3000 or go to <http://transit.metrokc.gov/bus/bus.htm>

Information Desk	1000, 5200	Math Learning Center	2200
Administration	1000	Metal Fabrication Lab	2900
Admissions and Records	5200	Multicultural Center	9302
Advising and Counseling	5200	Music Building	800
Automotive Training Center	2100	Nursing	2300
Biology Labs	2600	Oceanography Lab	2903
Biotechnology Lab	2930	Office of Special Services	5200
Bookstore	9114	Parent-Child Center	1900
Business/Computer Labs	1300	Personnel Office	1000
Business Office, Budgeting	1200	Physical Education Division	3000
Cafeteria/Esspresso/Dining	9000	Physics Lab	2924
Cashier	5000	President of the College	1000
Chemistry Labs	2700	Public Information Office	1000
Community Involvement Prog	5000	Puget Sound Auto Dealers Assn	2100
Counseling Center	5000	Purchasing	1200
Dental Hygiene Clinic	2500	Registration	5000
Educational Opportunity Program	5200	Science Division	2800
Employment Services	5000	Safety and Security	5102
Engineering	2517	Student Leadership Center	9301
English Lab	1500	Testing Center	5100
ESL-GED Tech Center	1700	Theater	1600
Facilities	5106	Transcripts/Records	5000
Financial Aid	5000	TTY	5200
Foundation	1000	Veteran's Affairs	5200
Geology Lab	2920	VP for Academic Affairs	1000
Gymnasium	3000	VP for Administrative Services	1000
Health Occupations Division	2300	VP for HR & Legal Affairs	1000
Human Resources	1000	VP for Student Success	5000
Humanities Division	5300	Visual Arts Center	2000
Social Sciences Division	5300	Women's Center	9302
Library, Media & Technology Center	4000	Writing and Learning Studio	1500
Machine Shop	2500	EMERGENCY	DIAL 4499

Shoreline

COMMUNITY COLLEGE



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