This summer, do the 6-week* career plan

- new career
- take assessment test
- visit Career Center

* Evening classes are 8 weeks

Schedule of Classes
available in alternate formats

¡Aplique en Español por Internet ahora!
Información en español, páginas 86-87
Moreno Valley Campus is growing to meet your needs!

The new Park Side Complex offers Allied Health programs:

- Medical assisting
- Physician assistant
- Medical coding, billing, medical transcription
- Medical records and health information systems

(951) 571-6135

Interested in creating art for video games?

RCC Norco has what you need to get started in the video game industry

more info:
www.norcogameart.com
Judy Perhamus Perry
(951) 372-7099
judy.perhamus@rcc.edu

Grow With Us

Riverside City College now offers day and evening classes at the RCC Innovative Learning Center at Stokoe Elementary School.

Business Administration
Early Childhood Education
Economics
Education
English as a Second Language
Guidance

Math
Music
Political Science
Psychology
Sociology
Speech Communication

Information: (951) 358-1648
Summer study tour in TURKEY

Something new and exciting for summer – a study tour to Turkey invites students, faculty, staff, and our community to venture with us to this historic land that boasts an unique blend of Eastern and Western traditions. Experience the rich culture of Istanbul with visits to Cappadocia, Kusadasi, Troy and more. Everything included!

Fall Semester in FLORENCE

Fall semester in the “birthplace of the Renaissance,” exquisite Florence, Italy. Nestled in the hills of Tuscany, Florence boasts an exceptional artistic and scientific heritage. You will live in the “historic centre of Florence” as you walk daily the streets of Michelangelo and Dante. Field study in the hilltop villages of San Gimignano and Sienna.

Cost of all programs includes roundtrip airfare, transfers, residence, orientation materials, and field study. For further information on Study Abroad programs, please telephone Jan Schall, Coordinator, International Education at (951) 222-8340, or Bill Despres at (951) 222-8438. The Study Abroad Office is located in Quadrangle 100 at Riverside City College, 4800 Magnolia Avenue, Riverside. E-mail jan.schall@rcc.edu or bill.despres@rcc.edu.

Earn College Units for your job!
You can work in any field!

- Become a better employee
- Improve your resume
- Work towards a possible promotion
- Apply your academics to your job
- Learn employment skills that will help you for a lifetime
- Transfer up to 6 units to CSU

Not your typical class!
Call (951) 222-8131 or see the Work Experience section of this class schedule.

FREE RCC Student Email is here!

Offered through Microsoft Windows Live, RCC Mail is available to all new and continuing Riverside Community College students.

RCC Mail keeps students up to date with important college activities, deadlines, and information:
- New programs and services
- Waitlist status
- Class cancellations
- Payment information
- Education record changes

You can also use RCC Mail as your primary email account to stay in touch with classmates, family, and friends.

For more information about the FREE student email at Riverside Community College, go to www.rcc.edu.
Closed Classes Don’t Mean You’re Closed Out.
The new RCC Waitlist – page 12

Open Campus
Distance Education

Courses delivered wherever YOU are.
www.opencampus.com
Many students don’t think about summer as a time to catch up on their education. But summer sessions at RCC are one of the best times to be on campus. Classes are offered on convenient eight-week and six-week schedules, making it possible for students to quickly complete a pre-requisite, finish a class needed for transfer, a degree or a certificate, or prepare for an advanced class in the fall—all in half the time of a regular semester.

Summer classes do place demands upon students. The faster pace makes it even more important that students use good study habits and take advantage of the comprehensive student services available on campus. Financial aid, tutoring, career preparation, disabled student services, veterans’ services, EOPS and many other resources help students succeed.

While summer classes run for weeks not months, faculty provide students the same high quality teaching and learning opportunities as during the fall or spring semesters. All summer classes offered on RCCD campuses in Moreno Valley, Norco and Riverside and at our education centers in the community meet requirements necessary for transfer and graduation. Our commitment ensures that students will find classes covering the liberal arts and sciences, as well as in special emphasis programs such as health, human and public services at Moreno Valley; technology, engineering and manufacturing at Norco; and applied technology, computers and performing arts at Riverside.

As you attend classes at an RCCD campus this summer, you will notice construction and renovation projects in progress that signal the continuation of a multi-year effort to make sure we can offer the classes and programs you need to fulfill your education and career goals. It is an exciting time here, and we look forward to serving your needs and providing a very positive college experience.

Irving G. Hendrick
Chancellor

District Mission Statement

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

The Riverside Community College District complies with all federal and state rules and regulations and does not discriminate on the basis of race, religion, gender, disability, medical condition, marital status, age or sexual orientation. This holds true for all students who are interested in participating in educational programs, including career and technical education programs, and/or extracurricular school activities. Limited English speaking skills will not be a barrier to admission or participation in any programs. Harassment of any employee or student with regard to race, religion, gender, disability, medical condition, marital status, age or sexual orientation is strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to the District’s Title IX Officer/Section 504/ADA Coordinator.

The Title IX Officer/Section 504/ADA Coordinator for the District is Ms. Chani Beeman, 3845 Market St., Riverside, CA 92501. Telephone Number: (951) 222-8039.

Open Enrollment

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

Every effort has been made to ensure that information contained in the Schedule of Classes is accurate at the time of printing; however, the District reserves the right to update/revise information at a later date to correct errors and/or omissions.

This publication is prepared several months in advance of the term to meet printing deadlines. It does not reflect courses that have been newly added to the schedule after the publication date. Students are encouraged to visit the Riverside Community College website at: www.rcc.edu for a current and comprehensive listing of available classes.

Irving Hendrick, RCCD Interim Chancellor
# Calendar for Summer 2009

**6-Week Day Classes:** June 22 - July 30  
**8-Week Evening Classes:** June 22 - August 13  
**8-Week Weekend Classes:** June 27 - August 16

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 1</td>
<td><strong>Spring Registration Appointments</strong> - can be viewed on WebAdvisor at <a href="http://www.rcc.edu">www.rcc.edu</a> or heard on Phone Reg (951) 779-3100</td>
</tr>
<tr>
<td>May 26</td>
<td><strong>Registration Begins for Continuing Students who attended in spring 09</strong> - Registration dates are based on the number of completed RCC units. New and Returning Students must reapply and register after Continuing Students.</td>
</tr>
<tr>
<td>May 31</td>
<td><strong>High School Students</strong> – Last date application packets are accepted for summer 09 classes – information and required forms are online at <a href="http://www.rcc.edu">www.rcc.edu</a></td>
</tr>
<tr>
<td>June 22</td>
<td><strong>Summer Term Begins</strong></td>
</tr>
<tr>
<td>June 22</td>
<td><strong>Graduation Applications</strong> - First day to apply for an associate degree or certificate for summer 2009, fall 2009, winter 2010, spring 2010. Applications are available online at <a href="http://www.rcc.edu">www.rcc.edu</a>.</td>
</tr>
<tr>
<td>July 3, 4</td>
<td><strong>Legal Holiday</strong> – classes not in session.</td>
</tr>
<tr>
<td>July 15</td>
<td><strong>Graduation Applications</strong> – Last day to apply for an associate degree or certificate during the summer term. Applications will be accepted again beginning the first day of the fall 2009 term.</td>
</tr>
<tr>
<td>July 30</td>
<td>6-week day classes end.</td>
</tr>
<tr>
<td>Aug. 13</td>
<td>8-week evening classes end.</td>
</tr>
<tr>
<td>Aug 16</td>
<td>8-week weekend classes end.</td>
</tr>
<tr>
<td></td>
<td><strong>Grades</strong> are available on WebAdvisor at <a href="http://www.rcc.edu">www.rcc.edu</a> and Phone Reg at (951) 779-3100 approximately 5 days after the class ends. If grades are not posted by this time, contact the instructor or the academic department.</td>
</tr>
</tbody>
</table>

*Add, Drop, & Refund Deadlines*

Refer to WebAdvisor at [www.rcc.edu](http://www.rcc.edu) for add, drop and refund deadlines.  
Click on *Class Name and Title*. Check this Schedule of Classes for add deadlines.  

It is the student's responsibility to be aware of deadlines and to add or drop on time.
Steps to Becoming a Student at RCC

Step 1 - Apply to RCC - Page 5
- Online at www.rcc.edu. Help is available at our Admission offices.

Step 2 - Apply for Financial Aid - Page 6

Step 3 - Mail Your Transcripts - Page 6
- Check on WebAdvisor at www.rcc.edu to see if received.
- Fill out a Prerequisite Validation Form if you want credit for classes taken at another institution.

Step 4 - Complete Assessment, Orientation and Counseling - Page 7
- Assessment hours are online. Most Assessment Testing is done on a walk-in basis with no appointment required.
- Some special test sessions and all ESL tests require appointments: Riverside and Moreno Valley students may make appointments at either the Assessment Center or Counseling. Norco students make appointments through Counseling.

Step 5 - Activate your RCC Email account AND get your free RCCD College Card - Page 8

Step 6 - Register for Classes - Pages 9-12
- Log into WebAdvisor at www.rcc.edu to check your Registration Date/Holds.
- You can also check your date on Phone Reg (951) 779-3100.
- Manage your class schedule, adds, drops, waitlist, etc. on WebAdvisor.

Step 7 - Pay Enrollment Fees - Page 13
- Observe deadlines for payment and refunds.

Step 8 - Buy Your Textbooks - Page 14
- Take a copy of your schedule to the bookstore to find out what book you need to purchase for your classes.

Step 9 - Attend Class the First Day - Page 14
- If enrolled in an online class, go to www.opencampus.com.
1 – Apply for Admission

(Para informacion en Español, visite la pagina www.rcc.edu.)

You may apply for admission to RCC if you:
• Have graduated from high school or
• Have passed the CA High School Proficiency Exam or
• Have passed the GED examination or
• Did not graduate from high school but are 18 years of age or older or
• Are an eligible high school student who has satisfied concurrent enrollment admissions requirements or
• Are an international student who has satisfied specific international student admissions requirements.

High School Students
Policies, procedures and forms are available only on the web at www.rcc.edu. Click on Going to College and then on High School Students.

Deadlines to Submit Documents
Fall Semester: Mar 1–Aug 15
Winter Intersession: Oct 1–Nov 30
Spring Semester: Oct 1–Jan 31
Summer Term: Mar 1–May 31

Who must submit an application?
New or Returning students must submit an application. Continuing students do not need to reapply.
We generally begin accepting applications for summer and fall on March 1 and applications for winter and spring on October 1.

Students with Limitations
Students with learning, physical, psychological, or other health limitations are encouraged to contact Disabled Student Services at (951) 222-8060.

Apply Online
Go to www.rcc.edu and click on Going to College*
Processed in 24 hours (weekends and holidays excluded)
Print confirmation page and keep for your records. Do not mail to RCC.

A welcome letter will be mailed immediately to all applicants with their Student ID number, WebAdvisor user name, and RCC email address.

*There are computers and staff in our Admissions lobbies to assist you.

International Students
You must apply for admission through the International Student Program located in the Bradshaw Building at the Riverside Campus. More information is available at (951) 222-8160 or online at www.rccd.cc.ca.us/collegeinfo/international/.

Students who miss these deadlines can apply for short-term or late-start classes two weeks after the term has begun.
Students who plan to continue attending RCC after exiting high school must submit a new RCC application as a First-Time Student.
How to Apply for Financial Assistance in Four Easy Steps!

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

2. Complete the Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Be sure to list the RCC Title IV school code #001270 in the school section of the FAFSA application.

3. After RCC receives your information from the U.S. Department of Education, we will notify you via RCC email requesting additional document(s) necessary to complete your file. Required documents may also be found on WebAdvisor under Financial Aid “Required Documents”. Submit your document(s) in a timely manner to whichever campus you plan to attend.

4. Your financial aid file will be reviewed for eligibility and you will be notified of the results via RCC email. Once you receive the email notifying you of your award, you will then be able to go to WebAdvisor to view your awards online.

**Important Facts...**

- Need help with your financial aid application? Attend a financial aid FAFSA on the web workshop. Workshop times and locations can be found on our website at [www.rcc/studentfinancialservices](http://www.rcc/studentfinancialservices) or in any SFS office.

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

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

**3 – Mail Your Transcripts~**

**Please provide official transcripts from any college or high school you have attended if you:**

- Plan to earn a certificate
- Plan to earn an associate degree
- Plan to transfer to another college or university
- Need to satisfy prerequisite requirements taken at another college or university
- Are not sure what you plan to do

All transcripts should be official, sealed, and printed no more than 90 days/3 months ago. Students who have completed a course at another institution for which they would like credit must fill out a Prerequisite Validation form in order to have coursework on official transcripts validated for math, English or other prerequisites. Form is available in the Counseling office and online at [www.rcc.edu](http://www.rcc.edu). Click on Going to College.

**Mail transcripts to one of the campuses:**

<table>
<thead>
<tr>
<th>Campus Location</th>
<th>Address</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>RCC Incoming Transcripts</td>
<td>RCC Incoming Transcripts</td>
<td></td>
</tr>
<tr>
<td>Riverside Campus</td>
<td>Moreno Valley Campus</td>
<td></td>
</tr>
<tr>
<td>4800 Magnolia Avenue</td>
<td>16130 Lasselle Street</td>
<td></td>
</tr>
<tr>
<td>Riverside, CA 92506</td>
<td>Moreno Valley, CA 92551</td>
<td></td>
</tr>
<tr>
<td>RCC Incoming Transcripts</td>
<td>RCC Incoming Transcripts</td>
<td></td>
</tr>
<tr>
<td>Norco Campus</td>
<td>2001 Third Street</td>
<td></td>
</tr>
<tr>
<td>RCC Incoming Transcripts</td>
<td>RCC Incoming Transcripts</td>
<td></td>
</tr>
<tr>
<td>Norco, CA 92860</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

You can check the status of incoming transcripts on WebAdvisor at [www.rcc.edu](http://www.rcc.edu)
If you are a first time student you need to participate in the Assessment process if you:

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

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

If you have questions about these requirements, please contact the Counseling Office:
- Riverside City - (951) 222-8440
- Moreno Valley - (951) 571-6104
- Norco - (951) 372-7101

Preparing for Assessment
To take an assessment a student must:

1. Complete an application for admission. If you apply online at www.rcc.edu, you will be cleared to take RCC's placement test 24 hours after your application is submitted (not including weekends or holidays.)

2. Take RCC’s Placement Test.
   - Bring a current picture ID to the test. Students will NOT be permitted to take the placement test without a current picture ID.
   - The placement test is not timed, but typically takes 1½ to 2 hours to complete. Anyone who arrives before the closing time has approximately 1½ hours of lab time to complete as much of the test as possible.
   - To ensure a distraction free environment, children are not permitted in the Assessment Center.
   - Food or drink is not permitted in the Assessment Center.

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

Veterans:
Riverside Community College District is proud to have you choose us as your community college. To take full advantage of your benefits, please call (951) 222-8607 to get started.

Orientation and Counseling
Would you ever take a trip to an important destination without a map? You might, but your chances of getting lost are high. Orientation is your map to College Success.

New student orientations conducted by college counselors in a group setting are offered to all incoming students, and are required as part of the matriculation process. Orientation introduces students to the college experience in general. Whether you plan to complete a certificate, a degree, transfer, or take a course or two for self-improvement, orientation is designed to provide informative, yet practical advice.

Students should go to the earliest orientation session available to get necessary information and to gain an edge on class enrollments.

Once you complete your placement test, an appointment for your orientation/counseling session may be scheduled by calling the Counseling Center.

Call today to begin your educational journey at RCC…

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

Have Questions about RCC?
Visit our website at www.rcc.edu. It contains valuable information on:
- Admission Eligibility
- Athletics
- Counseling
- Disabled Student Services Program
- Financial Aid
- Schedule of Classes
- And much, much more!
As a student of the Riverside Community College District you are provided with free student email via Windows Live by Microsoft; all you need to do is activate it! RCC email gives you access to important notices, new classes, class changes, wait list status, notices from Student Financial Services, faculty correspondence and more. **Personal email addresses will not be used by RCC. Your RCC account is the ONLY approved method of formal communication from the District to the student.**

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

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

To activate your Email:

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

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

Need tech help with your WebAdvisor username/password or with activating your RCC email account? You can email studenttechhelp@rcc.edu for online tutorials or go to the Digital Library on the Riverside campus for in-person help.

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**And Get Your Student ID Card~**

**(RCCD College Card)**

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**Get Your Free RCCD College Card**

**Use it on campus for:**
- Access to campus library and labs
- Entry to campus student activities, including athletic and performing arts events

**Link it to a FREE Wells Fargo College Checking® account® for:**
- FREE Wells Fargo® ATM access—Now on all 3 campuses!
- PIN-based purchases

**Get it:** Admissions and Records Office—All three campuses
**Link it:** Wells Fargo RCC Campus Office—Riverside campus (in the Outreach Office by Admissions)
Or visit wells Fargo.com/locator for a location near you.

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

© 2008 Wells Fargo Bank, N.A. All rights reserved. Member FDIC.
## How to Read the Schedule of Classes

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT-10</td>
<td>PRECALCULUS</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>11028</td>
<td>10:20AM-12:40PM</td>
<td>MW</td>
<td>LFSC 204</td>
<td>G Edward</td>
</tr>
<tr>
<td>11016</td>
<td>06:00PM-08:20PM</td>
<td>TTH</td>
<td>PS 108</td>
<td>L Gayle</td>
</tr>
</tbody>
</table>

(The above class is an 8-week class. Please note the above dates.)

Students can register on WebAdvisor at [www.rcc.edu](http://www.rcc.edu) or on Phone Reg at (951) 779-3100.

Registration begins **May 26** for Continuing students who attended in spring 2009. Registration date is based on number of completed RCC units; New and Returning students register after Continuing students. Manage your class schedule, adds, drops, waitlist, etc. on WebAdvisor. **If you decide not to attend class and are not dropped from the class, you will receive an “F” in the class and owe fees. It is your responsibility to drop yourself from classes that you decide not to attend.**

Students with special needs, including students on academic dismissal and approved high school students, must register in person on or after their assigned registration appointment date.

---

**6 – Check Your Registration Date/Holds~**

On **May 1** students may go to WebAdvisor at [www.rcc.edu](http://www.rcc.edu) to view their registration date and see if they have any holds that may restrict their registration. Students may also hear their registration date on Phone Reg at (951) 779-3100. Registration dates are available approximately 6-8 weeks before the start of the term. After that time you may find out your registration appointment approximately 24 hours after your application is processed (weekends and holidays excluded.)

---

**And**

**Register for Classes~**

Students can register on WebAdvisor at [www.rcc.edu](http://www.rcc.edu) or on Phone Reg at (951) 779-3100.

Registration begins **May 26** for Continuing students who attended in spring 2009. Registration date is based on number of completed RCC units; New and Returning students register after Continuing students. Manage your class schedule, adds, drops, waitlist, etc. on WebAdvisor. **If you decide not to attend class and are not dropped from the class, you will receive an “F” in the class and owe fees. It is your responsibility to drop yourself from classes that you decide not to attend.**

Students with special needs, including students on academic dismissal and approved high school students, must register in person on or after their assigned registration appointment date.
Things to do before you register
- Check WebAdvisor or Phone Reg for your registration appointment date and to view any holds.
- Complete steps 1-5 in Getting Started @ RCC (available in this Schedule of Classes.)
- Complete this worksheet and keep for your own records. Do not mail this worksheet.
- Ensure that all past-due fees and holds are cleared.
- Be sure your Financial Aid is processed.

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

Things to know when using WebAdvisor to register...
- To access WebAdvisor go to www.rcc.edu and log in to WebAdvisor.
- You will NOT be able to register prior to your assigned registration date or if you have holds on your record.
- You will need your RCC ID or Social Security number to access your registration. Click on Log-In help on the WebAdvisor menu for assistance.
- WebAdvisor is always available except during maintenance.
- Confirm that you are registered for classes.
- Print My Class Schedule from WebAdvisor.
- See Waitlist information on the next page.

Things to know when using Telephone Registration
- To access telephone registration, call (951) 779-3100.
- You will NOT be able to register prior to your assigned registration date or if you have holds on your record.
- You need the following information in order to access your registration:
  RCC ID: _________ _______ _______ OR Social Security Number: _________ - _________ - _________
  Your 6-digit Pin Code is your date of birth (month, date, year): _________ - _________ - _________
- Confirm that you are registered on Phone Reg. Print out your schedule on WebAdvisor at www.rcc.edu.

<table>
<thead>
<tr>
<th>SECTION NUMBER</th>
<th>CLASS NAME</th>
<th>UNITS</th>
<th>DAYS</th>
<th>TIME</th>
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<tr>
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</table>

Alternate Class Selections (in case any of your first choice classes are closed)

<table>
<thead>
<tr>
<th>SECTION NUMBER</th>
<th>CLASS NAME</th>
<th>UNITS</th>
<th>DAYS</th>
<th>TIME</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

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

- Be sure to check WebAdvisor or Phone Reg or your RCC Mail (email) to see if there have been changes to scheduled classes prior to the first class meeting.

- Personal email addresses will not be used by RCC.
  Your RCC account is the ONLY approved method of formal communication from the District to the student.
Lo que se debe saber cuando se inscriba...

- Inscríbase a través de WebAdvisor en www.rcc.edu o en Phone Reg (951-779-3100) a menos que esté cursando preparatoria o que tengas un impedimento en su matrícula para inscribirte.
- Debe esperar la fecha asignada para su inscripción. Se puede verificar la fecha asignada a través de WebAdvisor en www.rcc.edu.
- Puede tener acceso a su inscripción usando su identificación de RCC o su número de Seguro Social (si fue incluido en su solicitud de ingreso).

Identificación de RCC: ___________ _______ _______ _______ o Número de Seguro Social: _______ - _______ - _______ _______

Su código de 6 dígitos (Pin Code): _______ - _______ - _______

Lo que se debe hacer antes de inscribirse...

- ¡COMPLETE ESTE FORMULARIO!
- Complete los pasos del 1 al 5 en la sección Getting started @ RCC (disponible en el libro de Horario de Clases y en www.rcc.edu).
- Asegúrese que no deba cuotas de inscripción o que no haya ningún impedimento para su inscripción.
- En casos especiales, debido a problemas académicos, o si está participando en programas especiales, hay que verificar los procedimientos específicos para su inscripción en el libro de Horario de Clases (disponible en www.rcc.edu) o con el departamento correspondiente antes de intentar inscribirse. Muchos de estos estudiantes tendrán que inscribirse en persona.

Lo que hay que verificar cuando elija sus clases...

- ¿Está la clase aún disponible? Busca en WebAdvisor en www.rcc.edu una lista de clases disponibles (Clases nuevas podrían ser agregadas y otras podrían estar disponibles de nuevo si algunos estudiantes cancelaran sus inscripciones). Si la clase está cerrada, se debe repasar a la sección Adding Classes o escoger otras opciones.
- ¿Ha cumplido con todos los prerequisitos necesarios para cada clase? Estos están enumerados en el libro de Horario de Clases.
- ¿Ha observado si alguna de sus clases tienen un horario que se sobreponen con otras clases? Debe conseguir una forma llamada Approval for Overlapping Classes autorizada por el profesor, y agregar dichas clases en persona.

<table>
<thead>
<tr>
<th>Número de Sección</th>
<th>Nombre de la Clase</th>
<th>Unidades</th>
<th>Días</th>
<th>Horario</th>
</tr>
</thead>
<tbody>
<tr>
<td>__ __ __ __</td>
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Clases Alternas (en caso de que algunas de las clases que haya elegido estén cerradas).

| __ __ __ __       | __________________ | ______    | ______ | ______ |
| __ __ __ __       | __________________ | ______    | ______ | ______ |

WebAdvisor siempre está disponible con la excepción cuando está bajo mantenimiento. En WebAdvisor imprima My Class Schedule y guárdelo en un lugar seguro.

Recuerde:

- Hay que pagar la cuota de inscripción durante la fecha límite. Si usted piensa solicitar ayuda financiera pero aun no ha sido aprobado al momento de matricularse, Usted será responsable por el costo de inscripción hasta que su solicitud sea aprobada. Es probable que sea dado de baja si su pago no se recibe durante la fecha límite.

- Se recomienda verificar en WebAdvisor o Phone Reg que no hay cambio en su horario de clases antes del inicio del semestre.

- Las direcciones correo electrónico personales no serán utilizadas por RCC. Su cuenta de RCC es EL UNICO método aprobado de comunicación formal del Distrito al estudiante.
It is your responsibility to ensure that you are officially registered in courses by the add deadline and that your fees are paid.

**Deadline Dates**
Specific add deadlines are included with the class information in this schedule and on WebAdvisor at www.rcc.edu. Refund and drop deadlines can be viewed/printed from WebAdvisor at www.rcc.edu. Click on Class Name/Deadlines.

**Dropping Classes**
Print out the page on WebAdvisor that confirms that the class has been dropped from your class schedule. Instructors maintain the right to drop students for lack of attendance, beginning the first day of class and ending on the 75% date.

It is the student’s responsibility to drop classes on WebAdvisor, Phone Reg or in person by the deadlines. Failure to drop a class may result in a permanent “F” grade on your academic record and may still require payment. Do not rely on an instructor or others to drop you!

**Adding Closed Classes**
Make sure to check the deadline to add classes in this class schedule or on WebAdvisor (click on Class Name and Title.)

A class is closed beginning the first meeting day of that class or earlier if it is full. In order to add a closed class, you must receive permission from the instructor. This is typically done by attending the first day of class. See www.opencampus.com in order to add online classes.

When registering on WebAdvisor or Phone Reg, you will be asked to give your unique 4-digit authorization code which must be obtained from the instructor. Authorization codes are not valid on WebAdvisor or Phone Reg until the first day of the class.

When registering in person, you must have an authorization code from the instructor. Fees are due at time of registration.

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

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

You can manage your waitlist on WebAdvisor by doing the following:
- Log in to WebAdvisor at www.rcc.edu (http://www.rcc.edu/)
- Click on “Register and Drop Classes”
- Then click on “Manage My Waitlist”

On Phone Reg you have the following options:
When enrolling in a class that is full, you will be given the option to Waitlist by pressing “2”
- You may review your waitlisted classes by pressing “4” from the main menu.

*To activate your RCC email account,
- Go to www.rcc.edu (http://www.rcc.edu/) and click on Students,
- Click the STUDENT EMAIL link on right side of the page.

**Maximum Unit Load**
The maximum number of units a college student may enroll in is 18 for fall/spring and 9 for summer/winter. Students will not be permitted to enroll in more units without authorization from a counselor. The maximum units for high school concurrent students is 8 units for fall/spring and 5 units for summer/winter. High School students will not be permitted to enroll in more units without authorization from the Dean of Admissions and Records or the Dean of Student Services.
**7 – Pay Enrollment Fees**

### What fees will I need to pay?

Any fee may change without notice subject to changes issued by the State of California and/or changes in RCC Board policies.

- **Enrollment Fee**: $20 per unit
- **Nonresident Tuition and enrollment fee**: $191 + $20 per unit
- **Out-of-Country Nonresident Surcharge** (Nonrefundable if student drops classes): $19 per unit
- **Health Services**: $14
- **Student Services – ID Card (optional-see Student Services)**: $2
- **Parking Permit – Auto (optional)**: $20
- **Parking Permit – Motorcycle (optional)**: $5

(See Parking at RCC in the Table of Contents.)

- **Audit Fee**: $15 per unit
- **PHP-30 First Aid & CPR Fees**: $15.50
- **PHP-42 Life Guard & Water Safety Certification**: $24
- **Diploma Fee (see Graduation for application deadlines)**: $5
- **Non-sufficient Funds/Stop payment Fee**: $20

### Additional Fees

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

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

### Summer 2009 Payment Due Dates

**Fees are based on when you register in each class**

- **If you register**
  - Fees* are due no later than:
  - On or before June 18: June 18 or you may be dropped for non-payment
  - June 19 to the end of the term: Enrollment and other fees are due at the time of registration. Students who do not pay will have a hold placed on their record and will not be able to register for classes or receive grades, transcripts, verifications, certificates or diplomas.

* Fees must be paid by the end of the business day noted. **If you decide not to attend class and are not dropped from the class, you will receive an "F" in the class and owe fees. It is your responsibility to drop yourself from classes that you decide not to attend.**

- All students will be charged for registered classes and may receive a failing grade unless they drop themselves within deadlines. It is the student’s responsibility to verify that all classes have been added or dropped accordingly.
- Be sure that financial aid is processed prior to registration.
- All campuses are open weekdays and the Norco campus is generally open on weekends.
- See the Table of Contents for Residency for Tuition Purposes and AB 540 Non-resident Fee Waiver information.

### How do I pay?

1. WebAdvisor or Phone Reg (Visa, Master Card, American Express, Discover Card)
2. Mail or Drop Boxes (Check or Money Order)
   - Norco campus – inside and outside Student Services Building
   - Riverside campus – outside Admissions and Bradshaw buildings
3. RCC campuses (Cash, Visa, Master Card, American Express, Discover, Check, or Money Order)

Make check or money order payable to ‘RCC’ and be sure to include your RCC ID.

### Refunds

When do I need to drop to receive a refund?

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

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

If you are receiving a refund due to an adjustment in your financial aid, please notify Student Accounts in the Bradshaw building.

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

To be sure of a refund, students must drop themselves within refund deadlines.
When can I get my books?
Books and information on books are available approximately two weeks prior to the start of the term.

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

Methods of payment at the bookstore:
- Cash
- Master Card *
- American Express *
- VISA *
- Discover *

Credit Card Policy
The RCC Bookstore will gladly accept credit cards provided that if the credit card is not in our name, you MUST have an authorization letter from the card holder with a signature on both the letter and the card as well as your own I.D.

* Student ID number required

Save Time!
Reserve your books online. www.rcc.bncollege.com
Reservations accepted until one week before the start of the session.
You may also request to have your books delivered to your home.

Save Money!
Shop early and look for used texts!

Earn Money!
Return your textbooks during finals week for up to 50% of the original purchase price.

9 – Attend Class the First Day~
If enrolled in an online class go to www.opencampus.com.
If your plans change and you cannot attend, please be sure to officially drop your class(es).
Arrive an hour early to find parking. Students are not ticketed the first two weeks if they park in student spaces.

General Education Student Learning Outcomes
Every student who graduates from RCCD with an A.A. or A.S. degree is unique—almost no two take exactly the same courses. But to be educated is to possess some values in common, some shared competencies and modes of thought. Thus all graduates meet a 23-unit general education requirement that gives them broad exposure to ideas and skills outside their own areas of special interest. After successfully completing the GE requirement, all RCCD students should be able to:

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

Information Skills
- Demonstrate computer literacy
- Locate, evaluate, and use information effectively

Communication Skills
- Write with precision and clarity to express complex thought
- Read college-level materials with understanding and insight
- Listen thoughtfully and respectfully to the ideas of others
- Speak with precision and clarity to express complex thought

Breadth of Knowledge
- Understand the basic content and modes of inquiry of the major knowledge fields
- Analyze experimental results and draw reasonable conclusions from them
- Use the symbols and vocabulary of mathematics to solve problems and communicate results
- Respond to and evaluate artistic expression

Application of Knowledge
- Maintain and transfer academic and technical skills to workplace
- Be life-long learners, with ability to acquire and employ new knowledge
- Set goals and devise strategies for personal and professional development and well being

Global Awareness
- Demonstrate appreciation for civic responsibility and ethical behavior
- Participate in constructive social interaction
- Demonstrate teamwork skills
- Demonstrate understanding of ethnic, religious, and socioeconomic diversity
- Demonstrate understanding of alternative political, historical, and cultural viewpoints
Continuing @ RCC~

Continue Taking Classes
All continuing students will be assigned a new registration appointment date each term. If you are not a continuing student, you must submit a new Admissions Application in order to register again. See Apply for Admission to determine if you are a continuing student.

Continue to see a Counselor
Students should meet with a counselor during their first semester to develop a 2-year SEP (student educational plan).

It is advisable that students meet with a counselor once a semester to review their educational goals, because general education and lower division major requirements are always subject to change.

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

Veterans:
Riverside Community College District is proud to have you choose us as your community college. To take full advantage of your benefits, please call (951) 222-8607 to get started.

Re-apply for Financial Aid
The Free Application for Federal Student Aid (FAFSA) is available for the next academic year on January 2nd or the first day of the winter session. The priority filing date is March 2nd of each year.
If you are receiving a Board of Governors Waiver (BOGW), you must reapply each academic year, beginning with the summer term.

Moving on from RCC~

Apply for Certificates and Diplomas
In order to receive an associate degree or certificate, all RCC fees must be paid in full. You must file an application for an associate degree or certificate in the academic year in which you anticipate you will complete the requirements. Applications are available online at www.rcc.edu. Click on Students, on Admissions and Records, and then on Graduation/Certificate Applications. There is a $5.00 diploma fee for each associate degree application. Students planning to participate in the commencement ceremony on June 10, 2010 must file their degree or certificate applications by April 1, 2010. See the college catalog for further details and requirements.

Students may apply for degrees and certificates for any term in the 2009-10 year during the following four applications periods:

Deadlines
- Summer – First day of summer term through July 15 to apply to graduate in summer 2009, fall 2009, winter 2010, spring 2010
- Fall – First day of fall semester through October 15 to apply to graduate in fall 2009, winter 2010, spring 2010
- Winter – First day of winter term through February 1 to apply to graduate in winter 2010, spring 2010
- Spring – First day of spring semester to April 1 to apply to graduate in spring 2010

Order Transcripts
(now available online at www.rcc.edu)

Unofficial transcripts are available on WebAdvisor at www.rcc.edu for no fee.

Official transcripts can be ordered on WebAdvisor at www.rcc.edu, by mail (printable forms available on our website), in Admissions (Riverside campus), or in the Student Service office (Moreno Valley and Norco campuses). Your first two official transcripts are free. Each additional official transcript is $3. For faster processing there is an additional optional $5 fee for each transcript. All transcripts are mailed first class.

In order to receive a transcript, all RCC fees must be paid in full. At the end of each term, it may take 3-4 weeks before grades are posted on WebAdvisor and updated transcripts are mailed. Ordering transcripts on WebAdvisor will always be faster! For more information visit www.rcc.edu or call the Transcripts office on the Riverside campus at (951) 222-8603.

Transcripts only include RCC coursework.

Transfer to other Institutions
Be sure to verify that courses transfer to your desired institution prior to taking the course. Information about transferring, including specific requirements for UC and CSU transfer, is available in the college catalog, student handbook, at www.rcc.edu, in this Schedule of Classes, and in the Transfer/Career Center in the Admissions and Counseling building. You can contact the Transfer/Career Center at (951) 222-8446 with any questions.

Official transcripts must be submitted to your desired institution in order to transfer units.
Online Services at RCC~
(Use this sheet to keep track of your username and passwords for all services offered at RCC.)

Need tech help with your WebAdvisor username/password or with activating your RCC email account? You can email studenttechhelp@rcc.edu for online tutorials or go to the Digital Library on the Riverside campus for in-person help.

Online Application
Access the online application from RCC homepage at www.rcc.edu.

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

If you have already created an account click on: Returning User

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

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

User ID: ____________________  Password: ____________________

WebAdvisor
Access WebAdvisor from the RCC homepage: www.rcc.edu.

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

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

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

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

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

WebAdvisor ID: ________________   Password: ________________

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

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

If you need help in activating your RCC email account go to www.rcc.edu, click on Students and then click on Student Email. There is a tutorial there to help you.

If you just need to know your RCC email address go to www.rcc.edu, click on WebAdvisor, and click on What’s My RCC Email Address?

You may forward your RCC email to your own personal email account. The tutorial referred to above will help you.

Windows Live ID: ________________   Password: ________________

Blackboard CE 6
(Open Campus online-based classes)
Access online-based courses from the Open Campus homepage: www.opencampus.com.

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

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

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

Username: ____________________   Password: ____________________
MISSION STATEMENT

Riverside City College provides an affordable, high-quality education, including comprehensive student services and community programs, by empowering and supporting a diverse community of learners as they work toward individual achievement and life-long learning. To help students achieve their goals, the College offers tutorial and supplemental instruction, pre-college courses, transfer programs, career preparation, and technical programs leading to certificates or associate degrees. Based on a learner-centered philosophy, the College fosters critical thinking, develops information and communication skills, expands the breadth and application of knowledge, and promotes community and global awareness.
ADMISTRATION OF JUSTICE

ADJ-1 INTRO ADMIN OF JUSTICE 3.00 UNITS
The history and philosophy of administration of justice in America.
- PREREQUISITE: None.
45647 MLK 219 R Pardee Last day to add: 08/13/09

ADJ-2 PRINCIPLES OF JUSTICE SYSTEM 3.00 UNITS
The role and responsibilities of each segment in the administration of justice system.
- PREREQUISITE: None.
45648 MLK 219 R Pardee Last day to add: 08/13/09

AIR CONDITIONING

AIR-50A AIR CONDITIONING/REFRIG 5.00 UNITS
Fundamentals of basic refrigeration systems as used in any cooling cycle.
- PREREQUISITE: None.
45649 06/22/09 06/28/09 MTWTH TCHA 103A S Swift Last day to add: 06/28/09

ANTHROPOLOGY

ANT-1 PHYSICAL ANTHROPOLOGY 3.00 UNITS
Examination of human biological evolution and physical diversity, incorporating genetics, primates, fossils, and relationship to the animal world.
- PREREQUISITE: None.
45642 06/22/09 09/13/09 MTWTH QD 201 L Greathouse Last day to add: 06/29/09

ANATOMY & PHYSIOLOGY

AMY-10 SURVEY HUMAN ANAT/PHYSIO 3.00 UNITS
A survey of the structure and function of human cells, tissues and systems
- for Allied Health majors.
- PREREQUISITE: None.
45643 06/22/09 09/13/09 MTWTH LFSC 108 P Galusky Last day to add: 06/29/09

ANATOMY & PHYSIOLOGY I

AMY-2A ANATOMY & PHYSIOLOGY I 4.00 UNITS
An integrated study of body organization and terminology, cells and tissues, skeletal and muscular systems, and eye and ear.
- PREREQUISITE: None.
45640 06/22/09 08/13/09 MTWTH LFSC 103 J Rosario Last day to add: 06/29/09

BIOLOGY

BIO-19 CONTEMPORARY BIOLOGY 3.00 UNITS
Examines the relationship of biology to society and the environment.
- PREREQUISITE: None.
45641 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

BIOLOGY I

BIO-20 BIOLOGY I 3.00 UNITS
Principles of biology and introduction to the scientific method; the cell as a functional unit, the structure and function of plant and animal tissues and organs.
- PREREQUISITE: None.
45642 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

ENROLLMENT GUIDLINES:

AMERICAN SIGN LANGUAGE COURSES

1. If you have taken American Sign Language in high school or in another college or university, you must have official transcripts on file and request evaluation of the course(s) in order to enroll above level 1.
2. If you have acquired knowledge of American Sign Language outside of a formal educational institution, you must file a matriculation appeals petition in order to enroll above level 1.

AMERICAN SIGN LANGUAGE

All sections of AML-1 and 2 have an 18 hour laboratory requirement to be arranged.

IMAL-1 AMERICAN SIGN LANGUAGE 1 4.00 UNITS
Develops basic vocabulary and grammatical proficiency at the sentence level in ASL discourse, both receptively and expressively. Introduces the culture of Deaf people.
- PREREQUISITE: None.
45643 06/22/09 08/13/09 MTWTH QD 218 M Kurs Last day to add: 06/29/09

AMERICAN SIGN LANGUAGE

45644 06/22/09 07/30/09 LFSC 103 J Caruso Last day to add: 06/29/09

AMERICAN SIGN LANGUAGE 2 4.00 UNITS
Further expansion and development of intermediate skills in ASL vocabulary and consideration of more complex ASL grammatical structures in interactive communicative discourse. Further exposure to Deaf culture and communities.
- PREREQUISITE: AML-1.
45645 06/22/09 08/13/09 MTWTH QD 218 M Kurs Last day to add: 06/29/09

ANIMALS & SOCIETY

ANIMALS & SOCIETY 3.00 UNITS
An examination of the intersection of humans and other animals in society.
- PREREQUISITE: None.
45646 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

ANTHROPOLOGY

ANT-1 PHYSICAL ANTHROPOLOGY 3.00 UNITS
Examination of human biological evolution and physical diversity, incorporating genetics, primates, fossils, and relationship to the animal world.
- PREREQUISITE: None.
45642 07:30AM 09:50AM MTWTH LFSC 103 J Rosario Last day to add: 06/29/09

Archaeology

ARCH-10 RECONSTRUCTION OF HUMAN KINSHIP 3.00 UNITS
An examination of human kinship relations within a historical and cultural context.
- PREREQUISITE: None.
45643 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

ARCHITECTURE

ARCH-100 INTRO TO ARCHITECTURE 3.00 UNITS
An introduction to the history of architecture and development of personal skills in reading, making, and writing about architecture.
- PREREQUISITE: None.
45644 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

ARCHITECTURE I

ARCH-101 ARCHITECTURE I 3.00 UNITS
An introduction to the history of architecture and development of personal skills in reading, making, and writing about architecture.
- PREREQUISITE: None.
45645 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

BIOLOGY

BIO-1000 ELEMENTS OF BIOLOGY 4.00 UNITS
Fundamentals of biology; an introduction to the scientific method; the cell as a functional unit, the structure and function of plant and animal tissues and organs.
- PREREQUISITE: None.
45646 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

BIOLOGY II

BIO-200 BIOLOGY II 3.00 UNITS
Principles of biology and introduction to the scientific method; the cell as a functional unit, the structure and function of plant and animal tissues and organs.
- PREREQUISITE: None.
45647 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

BRAIN & BEHAVIOR

BRAIN & BEHAVIOR 3.00 UNITS
An introduction to the behavior of animals, the nervous system, and animal intelligence.
- PREREQUISITE: None.
45648 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

CHEMISTRY

CHE-200 GENERAL CHEMISTRY 4.00 UNITS
An introduction to the study of matter and energy, the concept of the atom, and the laws of chemistry.
- PREREQUISITE: None.
45649 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09

CHEMISTRY & PHYSICS

CHE-200 CHEMISTRY & PHYSICS 4.00 UNITS
An introduction to the study of matter and energy, the concept of the atom, and the laws of chemistry and physics.
- PREREQUISITE: None.
45650 06/22/09 08/13/09 MTWTH LFSC 103 M Ryder Last day to add: 06/29/09
ARABIC COURSES

1. If you have taken Arabic in high school or in another college or university, you must have official transcripts on file and request evaluation of the course(s) in order to enroll above level 1.

2. If you have acquired knowledge of Arabic outside of a formal educational institution, you must file a matriculation appeals petition in order to enroll above level 1.

ARABIC

DO YOU NEED INFORMATION ON HOW TO VALIDATE YOUR PREREQUISITE? CALL THE PREREQUISITE HOTLINE AT 222-8808. (FOR CHEMISTRY AND FOREIGN LANGUAGES ONLY.)

ARA-1  ARABIC 1  5.00 UNITS
Develops basic skills in understanding, reading, communicating and writing in Classical and Modern Standard Arabic.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>45846</td>
<td>02:00PM 03:52PM</td>
<td>MTWTH</td>
<td>QD 203</td>
<td>H Aljord</td>
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<td>06/22/09 07/30/09</td>
<td>Last day to add: 06/26/09</td>
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<td></td>
<td>Plus 18 hours laboratory by arrangement. The above section is a hybrid class. Computer with Internet access required. See <a href="http://www.opencampus.com">www.opencampus.com</a>.</td>
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</tbody>
</table>

ART-1  HIST ART: ANCIENT/MED  3.00 UNITS
Survey of the history of Western art: Prehistoric through the Medieval periods.

<table>
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<tr>
<th>Code</th>
<th>Hours</th>
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<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>45847</td>
<td>12:30PM 03:30PM</td>
<td>MTW</td>
<td>DL 108</td>
<td>M Eatridge</td>
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<td>06/22/09 07/30/09</td>
<td>Last day to add: 06/26/09</td>
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</tbody>
</table>

ART-6  ART APPRECIATION  3.00 UNITS
An introductory course for the non-art major. An overview of the creative process and various art forms.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>45853</td>
<td>10:00AM 12:15PM</td>
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<td>QD 216</td>
<td>C Sweeney</td>
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<td>06/22/09 07/30/09</td>
<td>Last day to add: 06/27/09</td>
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</table>

ASTRONOMY

AST-1A  INTRO TO ASTRONOMY  3.00 UNITS
A descriptive survey of the solar system: history and methods of astronomy.

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<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>45854</td>
<td>07:35AM 09:50AM</td>
<td>MTWTH</td>
<td>PL 123</td>
<td>S Blair</td>
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<tr>
<td>45855</td>
<td>10:00AM 12:15PM</td>
<td>MTWTH</td>
<td>PL 123</td>
<td>S Blair</td>
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<td>06/22/09 07/30/09</td>
<td>Last day to add: 06/26/09</td>
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</table>

AUTOMOTIVE BODY TECHNOLOGY

AUB-50  INTRO TO AUTO BODY  4.00 UNITS
Basic principles and practical experience for the beginning student. (Uniforms and tools required.)

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>45655</td>
<td>08:00AM 09:07AM</td>
<td>MTWTH</td>
<td>AT 134</td>
<td>M Williams</td>
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<tr>
<td></td>
<td>09:07AM 12:30PM</td>
<td>MTWTH</td>
<td>AT 101C</td>
<td>Last day to add: 06/28/09</td>
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<td>Code</td>
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<tr>
<td>AUB-52</td>
<td>4.00</td>
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</table>

**AUTO BODY REFINISHING** 4.00 UNITS
Automotive body refinishing, emphasis on paint preparation, spot painting and complete refinishing. (Uniform and tools required.)
* PREREQUISITE: None.

**EVENING**
46247 06:00PM 07:07PM MTWTH AT 134 J Sievers
07:07PM 10:30PM MTWTH AT 101C
06/22/9 08/13/09 Last day to add: 06/28/09

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
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<tr>
<td>AUB-59</td>
<td>2.00</td>
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</table>

**AUTOMOTIVE BODY SERVICE** 2.00 UNITS
Principles of service/repair procedures with emphasis on lab experience.
* PREREQUISITE: Concurrent or previous enrollment in an Auto Body class.

**EVENING**
46249 09:07AM 12:30PM MTWTH AT 101C M Williams
06/22/9 08/13/09 Last day to add: 06/28/09

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<th>Code</th>
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<tbody>
<tr>
<td>AUT-50</td>
<td>4.00</td>
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</table>

**AUTOMOTIVE TECHNOLOGY** 4.00 UNITS
General theory, component identification and basic functions of the modern automobile.
* PREREQUISITE: None.

**EVENING**
45667 06:00PM 10:30PM MW AT 108 P O'Connell
06/22/9 08/12/09 Last day to add: 06/28/09

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<th>Code</th>
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<tr>
<td>AUT-64</td>
<td>3.00</td>
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</table>

**TOYOTA BRAKES AND SUSPENSION** 3.00 UNITS
Diagnosis and repair of Toyota braking and suspension systems.
* PREREQUISITE: AUT-61.

46196 12:00PM 02:24PM MTWTHF AT 102 D Slocum
02:24PM 06:00PM MTWTHF AT 102 D Slocum
06/22/9 07/10/09 Last day to add: 06/23/09

The above section is a Toyota Corporate Program class.

<table>
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<th>Code</th>
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<tr>
<td>AUT-65A</td>
<td>3.00</td>
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</table>

**TOYOTA MANUAL TRANS** 3.00 UNITS
Theory, construction and repair of Toyota manual drive train components.
* PREREQUISITE: AUT-61.

46220 12:00PM 03:00PM MTWTHF AT 102 D Slocum
03:00PM 04:45PM MTWTHF AT 102 D Slocum
07/13/9 07/31/09 Last day to add: 07/14/09

The above section is a Toyota Corporate Program class.

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<tr>
<th>Code</th>
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<td>AUT-78</td>
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</table>

**FORD MAN.TRANS/DRIVETRNS** 4.00 UNITS
Operation, diagnosis and repair of Ford manual transmissions and drivetrain systems.
* PREREQUISITE: AUT-71 or 40.
* LIMITATION ON ENROLLMENT: Sponsorship by a Ford, Lincoln/Mercury, Mazda dealership or approved Ford repair facility.

46197 09:30AM 09:45AM MTWTH AT 101G Y Ulloa
09:45AM 12:00PM MTWTH AT 101G Y Ulloa
06/22/9 07/30/09 Last day to add: 06/26/09

The above section is a Ford Corporate Program class.

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

45857 07:35AM 09:50AM MTWTH LFSC 104 Staff
10:00AM 12:15PM MTWTH LFSC 104
06/22/9 07/30/09 Last day to add: 06/26/09

45858 12:35PM 02:50PM MTWTH LFSC 104 V White
03:00PM 05:15PM MTWTH LFSC 104
06/22/9 07/30/09 Last day to add: 06/26/09

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<tr>
<td>BIO-8</td>
<td>4.00</td>
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**PRINCIPLES OF ECOLOGY** 4.00 UNITS
A study of basic ecological relationships between organisms and their environment. Topics will include populations, communities, competition, predation, succession, species diversity, ecosystems, evolutionary relationships, and human impacts on the environment. This course requires field trips.
* PREREQUISITE: None.

45859 07:35AM 09:50AM MTWTH LFSC 107 G Burchett
10:00AM 12:15PM MTWTH LFSC 107
06/22/9 07/30/09 Last day to add: 06/26/09

**BUSINESS ADMINISTRATION** - Also see Accounting, Management, Marketing, Paralegal and Real Estate

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<tr>
<td>BUS-10</td>
<td>3.00</td>
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</table>

**INTRO TO BUSINESS** 3.00 UNITS
Considers scope, function and organization of business, including principles and practices, with an integrated global perspective.
* PREREQUISITE: None.

45861 07:35AM 09:50AM TTH BE 206 C Wyckoff
06/22/9 07/30/09 Last day to add: 06/27/09

The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

**EVENING**
45688 06:00PM 09:20PM TTH BE 210 Staff
06/23/9 08/13/09 Last day to add: 06/29/09

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

**ONLINE**
45860 06/14/9 07/30/09 Last day to add: 06/27/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

45862 06/22/9 07/30/09 Last day to add: 06/27/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

**BUS-18A** 3.00 UNITS
**BUSINESS LAW I**
Legal and ethical environment of business torts, contracts, sales and principles of employment.
* PREREQUISITE: None.

**EVENING**
45659 06:00PM 09:20PM TTH BE 124 D Venneman
06/23/9 08/13/09 Last day to add: 06/29/09

**ONLINE**
45663 06/14/9 07/30/09 Last day to add: 06/27/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

**BUS-18B** 3.00 UNITS
**BUSINESS LAW II**
Commercial paper, business organizations, government regulations, protection of property rights and international law.
* PREREQUISITE: None.

**ONLINE**
45664 06/14/9 07/30/09 Last day to add: 06/27/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

**BUS-20** 3.00 UNITS
**BUSINESS MATH**
Review of basic math and its application to business, percentages, pricing, depreciation and inventory.
* PREREQUISITE: None.

**ONLINE**
45665 06/22/9 07/30/09 Last day to add: 06/27/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.
CHEMISTRY

DO YOU NEED INFORMATION ON HOW TO VALIDATE YOUR PREREQUISITE? CALL THE PREREQUISITE HOTLINE AT 222-8808. (FOR CHEMISTRY AND FOREIGN LANGUAGES ONLY.)

CHE-1A GENERAL CHEMISTRY I 5.00 UNITS
Simple chemical systems-gas laws, weight relations, thermodynamics, atomic structure and bonding.
• PREREQUISITE: CHE-2A or CHE-3 and MAT-35.
45868 12:15PM 02:30PM MTWTH PS 203 B Grey 06/22/09 07/30/09 Last day to add: 06/26/09
Note: Concurrent lab enrollment required - Select from labs listed below.

LABS:
46195 07:35AM 12:05PM MTWTH PS 205 Staff 06/22/09 07/30/09 Last day to add: 06/26/09
46194 02:30PM 07:00PM MTWTH PS 205 B Grey 06/22/09 07/30/09 Last day to add: 06/26/09

CHE-1B GENERAL CHEMISTRY II 5.00 UNITS
Sequel to Chemistry 1A-reaction rates, equilibrium, acid-base, thermodynamics, electrochemistry, nuclear, inorganic and organic chemistry.
• PREREQUISITE: CHE-1A.
45869 10:00AM 12:15PM MTWTH PS 202 P Richardson 12:30PM 05:00PM MTWTH PS 206 P Richardson 06/22/09 07/30/09 Last day to add: 06/26/09

CHE-2A INTRO CHEMISTRY I 4.00 UNITS
Introductory chemical concepts with health and environmental applications-fulfills the needs of non-science majors.
• PREREQUISITE: MAT-52.
45871 09:50AM 12:05PM MTWTH PS 203 J Williamson 06/22/09 07/30/09 Last day to add: 06/26/09
Note: Concurrent lab enrollment required - Select from labs listed below.
45870 03:00PM 05:15PM MTWTH PS 203 Staff 06/22/09 07/30/09 Last day to add: 06/26/09
Note: Concurrent lab enrollment required - Select from labs listed below.

COMPUTER APPLICATIONS/Office

Most Computer Applications/Office courses have an 18 hour laboratory requirement to be arranged. Your instructor will have details on the first day of class.

CAT-1A BUSINESS ETIQUETTE 1.00 UNITS
Provides students with both the knowledge and the skills required to apply business standards of acceptable behavior and etiquette to project a professional image.
• PREREQUISITE: None.
46172 10:00AM 11:30AM MW BE 104 L Ramalingam 06/22/09 07/27/09 Last day to add: 07/20/09
The above section is an individually paced web-enhanced class. Internet access may be required.

CAT-30A BUSINESS ENGLISH 30A 1.00 UNITS
Develops grammar, punctuation, spelling, vocabulary, and business communication skills.
• PREREQUISITE: None.
• ADVISORY: Typing skills and familiarity with Microsoft Word.
45662 12:35PM 02:00PM MW BE 104 L Ramalingam 06/22/09 07/27/09 Last day to add: 07/20/09
The above section is an individually paced web-enhanced class. Internet access may be required.

CAT-34A INTRO MS WORD FOR WINDOWS 1.50 UNITS
Use of Microsoft Word for Windows word processing for business-related applications. (Same as CIS-34A)
• PREREQUISITE: None.
46175 10:00AM 12:15PM TTH BE 104 L Ramalingam 06/23/09 07/30/09 Last day to add: 07/21/09
The above section is an individually paced web-enhanced class. Internet access may be required.

CAT-50 KEYBOARD/DOC PROCESSING 3.00 UNITS
Touch typing, keyboard mastery and document formatting on computers for basic business applications.
• PREREQUISITE: None.
ONLINE 45665 06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

CAT-53 KEYBOARD/TYPING FUNDAMENTALS 1.00 UNITS
Develops basic alpha/numeric keyboarding/touch typewriting skills on an electronic keyboard for the non-typist.
• PREREQUISITE: None.
46174 03:00PM 04:30PM MW BE 104 Staff 06/22/09 07/27/09 Last day to add: 07/20/09
The above section is an individually paced web-enhanced class. Internet access may be required.
<table>
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<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CAT-55</td>
<td>APPLIED ACCOUNTING/BOOKKEEPING</td>
<td>3.00 UNITS</td>
<td>EVENING</td>
<td>45666</td>
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<tr>
<td>CAT-63</td>
<td>ELECTRONIC RECORDS MGMT</td>
<td>3.00 UNITS</td>
<td>ONLINE</td>
<td>46173</td>
</tr>
<tr>
<td>CAT-65</td>
<td>INTRO TO MS POWERPOINT</td>
<td>1.50 UNITS</td>
<td>EVENING</td>
<td>46177</td>
</tr>
<tr>
<td>CAT-80</td>
<td>WORD FOR WINDOWS</td>
<td>3.00 UNITS</td>
<td>ONLINE</td>
<td>45667</td>
</tr>
<tr>
<td>CAT-93</td>
<td>COMPUTERS FOR BEGINNERS</td>
<td>3.00 UNITS</td>
<td>EVENING</td>
<td>45668</td>
</tr>
<tr>
<td>CAT-96</td>
<td>PRACTICUM IN COMPUTERS</td>
<td>0.50 UNITS</td>
<td>MLK 219</td>
<td>45669</td>
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<tr>
<td>CAT-97</td>
<td>PRACTICUM COMPUTERS</td>
<td>1.00 UNITS</td>
<td>MLK 219</td>
<td>45670</td>
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</tbody>
</table>

**INDIVIDUALLY PACED CAT CLASSES**

Individually paced courses are offered as open-entry/open-exit classes. Students are able to begin courses throughout the semester, and work at an individual pace to finish all required assignments by the course end date. The times listed for individually paced courses represent the time the instructor is available to work in person with students. Students may add on any Monday or Wednesday through the last day to add. All students must meet with the instructor for a brief orientation before they begin work. An orientation schedule will be posted on the class website in the Open Campus section and in the classroom. For more information, call 951-222-8974.

**CAT-1A  BUSINESS ETIQUETTE  1.00 UNITS**
Provides students with both the knowledge and the skills required to apply business standards of acceptable behavior and etiquette to project a professional image.
- **PREREQUISITE:** None.
- **ADVISORY:** Concurrent enrollment in CAT-96 or 97, and typing knowledge/skills with at least 40 wpm.

**CAT-30A  BUSINESS ENGLISH 30A  1.00 UNITS**
Develops grammar, punctuation, spelling, vocabulary, and business communication skills.
- **PREREQUISITE:** None.
- **ADVISORY:** Typing skills and familiarity with Microsoft Word.

**CAT-34A  INTRO MS WORD FOR WINDOWS  1.50 UNITS**
Use of Microsoft Word for Windows word processing for business-related applications. (Same as CIS-34A)
- **PREREQUISITE:** None.

**CAT-53  KEYBOARD/TYPING FUNDAMENTALS  1.00 UNITS**
Develops basic alpha/numeric keyboarding/touch typewriting skills on an electronic keyboard for the non-typist.
- **PREREQUISITE:** None.

**CAT-65  INTRO TO MS POWERPOINT  1.50 UNITS**
Introduction to PowerPoint presentation program to produce an effective presentation in the form of overheads, 35 mm slides or on-screen slides. (Same as CIS-65)
- **PREREQUISITE:** None.

**CAT-93  COMPUTERS FOR BEGINNERS  3.00 UNITS**
An introduction to personal computers for the beginning student. (Same as CIS-93)
- **PREREQUISITE:** None.

**CAT-98A  INTRO TO EXCEL  1.50 UNITS**
An introduction to electronic spreadsheets using Excel. (Same as CIS-98A)
- **PREREQUISITE:** None.
- **ADVISORY:** Concurrent enrollment in CAT-96 or 97.

ONLINE 46571 | 06/22/09 08/13/09 | Last day to add: 06/30/09 | S Torre | | | | | The above section is an online class. Computer with Internet access required. See www.opencampus.com. |
COMPUTER INFORMATION SYSTEMS

Most Computer Information Systems courses have an 18 hour laboratory requirement to be arranged. Your instructor will have details on the first day of class.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CIS-1A</td>
<td>INTRO TO COMP INFO SYS</td>
<td>3.00 UNITS</td>
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</table>
|        | Introduction to computer concepts, theory and computer applications. Functions and capabilities of word processors, spreadsheets, databases, presentation graphics and the Internet are covered through lecture, discussion and hands-on computer assignments.  
  • PREREQUISITE: None.  
  • ADVISORY: Concurrent enrollment in CIS-96 or 97.  
| 45875   | 07:35AM-09:50AM M TTH  | BE 208     | Staff  |              |
|         | 06/22/09 07/30/09      | Last day to add: 06/26/09 |
|         | The above section is a web-enhanced class Internet access may be required.  
| 45876   | 10:00AM-12:15PM M TTH  | BE 208     | M Lehr  |              |
|         | 06/22/09 07/30/09      | Last day to add: 06/26/09 |
|         | The above section is a web-enhanced class Internet access may be required.  
| EVENING | 45677                  | 06:00PM-09:20PM M | BE 208 | J Cregg      |
|         | 06/22/09 08/12/09      | Last day to add: 06/26/09 |
|         | The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.  
| 45678   | 06:00PM-09:20PM W      | BE 208     | J Cregg |              |
|         | 06/22/09 08/12/09      | Last day to add: 06/28/09 |
|         | The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.  
| ONLINE  | 45877                  | 06/22/09 07/30/09 | S Bhatia |              |
|         | Last day to add: 06/27/09 |
|         | The above section is an online class, Computer with Internet access required. See www.opencampus.com.  
| 45878   | 06/22/09 07/30/09      | J Cregg    |        |              |
|         | Last day to add: 06/27/09 |
|         | The above section is an online class. Computer with Internet access required. See www.opencampus.com.  
| 46188   | 06/22/09 08/13/09      | Staff      |        |              |
|         | Last day to add: 06/30/09 |
|         | The above section is an online class. Computer with Internet access required. See www.opencampus.com.  
| CIS-2   | FNDMNTLS SYSTEM ANALYSIS | 3.00 UNITS |         |              |
|        | Structured analysis of user requirements related to information systems, for eventual design/development of the system.  
  • PREREQUISITE: None.  
  • ADVISORY: Concurrent enrollment in CIS-96 or 97.  
| ONLINE  | 45879                  | 06/22/09 07/30/09 | S Bhatia |              |
|         | Last day to add: 06/27/09 |
|         | The above section is an online class, Computer with Internet access required. See www.opencampus.com.  
| CIS-12  | PHP DYNAMIC WEB SITE PROGRAM | 3.00 UNITS |         |              |
|        | Introduction to dynamic Web site programming using PHP, featuring database-driven applications such as user registration, content management, and e-commerce.  
  • PREREQUISITE: None.  
  • ADVISORY: Programming fundamentals such as in CIS-5 or CIS-14A, and familiarity with HTML such as in CIS-72A or CIS-14A. Concurrent enrollment in CIS-96 or 97.  
| ONLINE  | 45676                  | 06/22/09 08/13/09 | M Lehr  |              |
|         | Last day to add: 06/30/09 |
|         | The above section is an online class. Computer with Internet access required. See www.opencampus.com.  
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<tbody>
<tr>
<td>CIS-34A</td>
<td>INTRO MS WORD FOR WINDOWS</td>
<td>1.50 UNITS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
|        | Use of Microsoft Word for Windows word processing for business-related applications. (Same as CAT-34A)  
  • PREREQUISITE: None.  
| 46176   | 10:00AM-12:15PM TTH    | BE 104     | L Ramalingam |              |
|         | 06/23/09 07/30/09      | Last day to add: 07/21/09 |
|         | The above section is an individually paced web-enhanced class. Internet access may be required.  
| CIS-5   | PROGRAM LOGIC USING C++ | 3.00 UNITS |         |              |
|        | Introduction to computer programming using C++.  
  • PREREQUISITE: None.  
  • ADVISORY: CIS-1A and concurrent enrollment in CIS-96 or 97.  
| EVENING | 45679                  | 06:00PM-09:20PM T | BE 208 | M Lehr      |
|         | 06/23/09 08/13/09      | Last day to add: 06/27/09 |
|         | The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.  
| CIS-62  | MS ACCESS DBMS: COMPREHENSIVE | 3.00 UNITS |         |              |
|        | Use of Microsoft Access DBMS applications including database design, development of queries, forms, reports and macros.  
  • PREREQUISITE: None.  
| ONLINE  | 45880                  | 06/22/09 07/30/09 | S Bhatia |              |
|         | Last day to add: 06/27/09 |
|         | The above section is an online class. Computer with Internet access required. See www.opencampus.com.  
| CIS-65  | INTRO TO MS POWERPOINT | 1.50 UNITS |         |              |
|        | Introduction to PowerPoint presentation program to produce an effective presentation in the form of overheads, 35 mm slides or on-screen slides. (Same as CAT-65)  
  • PREREQUISITE: None.  
| 46178   | 12:35PM-02:50PM TTH    | BE 104     | Staff  |              |
|         | 06/23/09 07/30/09      | Last day to add: 07/21/09 |
|         | The above section is an individually paced web-enhanced class. Internet access may be required.  
| CIS-72C | INTRO XML ON WORLD WIDE WEB | 1.50 UNITS |         |              |
|        | Introduction to XML (Extensible Markup Languages) on the World Wide Web. Understand and create XML documents and explore the various applications of the XML technology.  
  • PREREQUISITE: None. Knowledge of HTML strongly recommended. Knowledge of CSS; concurrent enrollment in CIS-96 or 97.  
| EVENING | 46187                  | 06:00PM-07:40PM W | BE 204 | Staff      |
|         | 06/22/09 08/12/09      | Last day to add: 06/28/09 |
|         | The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.  
| CIS-80  | WORD FOR WINDOWS | 3.00 UNITS |         |              |
|        | Provides beginning, intermediate and advanced levels of skill applied to a variety of professional/business documents. (Same as CAT-80)  
  • PREREQUISITE: None.  
  • ADVISORY: Concurrent enrollment in CIS-96 or 97 and typing knowledge/skills with at least 40 wpm.  
| ONLINE  | 45680                  | 06/22/09 08/13/09 | J Lehr  |              |
|         | Last day to add: 06/30/09 |
|         | The above section is an online class. Computer with Internet access required. See www.opencampus.com.  
| CIS-93  | COMPUTERS FOR BEGINNERS | 3.00 UNITS |         |              |
|        | An introduction to personal computers for the beginning student. (Same as CAT-93)  
  • PREREQUISITE: None.  
| EVENING | 45681                  | 06:00PM-09:20PM MW | BE 104 | L Miller    |
|         | 06/22/09 08/12/09      | Last day to add: 07/06/09 |
|         | The above section is an individually paced web-enhanced class. Internet access may be required.
CIS-96 PRACTICUM IN COMPUTERS 0.50 UNITS

Additional practice for students with operational skills on the computer. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Must be concurrently enrolled in another non-practicum RCC course. (Note: Open entry/open exit enrollment is based on space availability. The following sections have a total laboratory requirement of 27 hours. Students may be charged for paper usage.)

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>45682</td>
<td>0.50</td>
<td>TBD</td>
<td>MLK 219</td>
<td>P Herzig</td>
</tr>
<tr>
<td>45683</td>
<td>0.50</td>
<td>TBD</td>
<td>MLK 219</td>
<td>P Herzig</td>
</tr>
</tbody>
</table>

CIS-96A COMPUTER PRACTICUM 0.25 UNITS

Additional practice for students with operational skills on the computer. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Must be concurrently enrolled in another non-practicum RCC course. (Note: Open entry/open exit enrollment is based on space availability. The following sections have a total laboratory requirement of 13.5 hours. Students may be charged for paper usage.)

<table>
<thead>
<tr>
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<th>Hours</th>
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<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>45684</td>
<td>0.25</td>
<td>TBD</td>
<td>MLK 219</td>
<td>P Herzig</td>
</tr>
</tbody>
</table>

COS-60E1 LEVEL V COS CONCEPTS 3.50 UNITS

An in-depth study of the field of cosmetology and related sciences designed to prepare students for entry level jobs.

- **PREREQUISITE:** COS-60A.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>46180</td>
<td>0.50</td>
<td>MTWTHF</td>
<td>COSM 107</td>
<td>R Kessler</td>
</tr>
<tr>
<td>46181</td>
<td>0.50</td>
<td>MTWTHF</td>
<td>COSM 207</td>
<td>N Rodriguez</td>
</tr>
<tr>
<td>46182</td>
<td>0.50</td>
<td>MTWTHF</td>
<td>COSM 60E</td>
<td>S Willie</td>
</tr>
</tbody>
</table>

COS-811 COS TEACHER TRAINING 0.00 UNITS

This class is designed to enable students to complete, in a laboratory setting, the requirements needed to qualify for the local teacher-training certificate.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Completion of COS-61B.

<table>
<thead>
<tr>
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<th>Hours</th>
<th>Days</th>
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<tbody>
<tr>
<td>46184</td>
<td>0.00</td>
<td>MTWTHF</td>
<td>COSM 205</td>
<td>P Westbrook</td>
</tr>
</tbody>
</table>

INDIVIDUALLY PACED CIS CLASSES

Individually paced courses are offered as open-entry/open-exit classes. Students are able to begin courses throughout the semester, and work at an individual pace to finish all required assignments by the course end date. The times listed for individually paced courses represent the time the instructor is available to work in person with students. Students may add on any Monday or Wednesday through the last day to add. All students must meet with the instructor for a brief orientation before they begin work. An orientation schedule will be posted on the class website in the Open Campus section and in the classroom. For more information, call 951-222-8974.

COS-65 INTRO TO MS POWERPOINT 1.50 UNITS

Introduction to PowerPoint presentation program to produce an effective presentation in the form of overheads, 35 mm slides or on-screen slides. (Same as CAT-65)

- **PREREQUISITE:** None.

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<td>46178</td>
<td>1.50</td>
<td>MTWTHF</td>
<td>BE 104</td>
<td>Staff</td>
</tr>
</tbody>
</table>

CULINARY ARTS

Classes are held at the Culinary Academy, 1155 Spruce St., Riverside.

CUL-20 FUNDAMENTALS OF BAKING I 2.00 UNITS

Principles and techniques of essential ingredients, temperature and handling of baked goods. To cover the cost of baking materials and supplies, a non-refundable lab fee of $65.00 will be collected at registration.

- **PREREQUISITE:** None.

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<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>46586</td>
<td>0.50</td>
<td>MTWTHF</td>
<td>CULN ACAD</td>
<td>M Williams</td>
</tr>
</tbody>
</table>

CONSTRUCTION TECHNOLOGY - See Norco Campus

COSMETOLOGY

This is a specialized program. For information regarding entry into the program go to www.rcc.edu/cosmetology or call 222-8185.

COS-60E2 LEVEL V COS CONCEPTS 3.50 UNITS

An in-depth study of the field of cosmetology and related sciences designed to prepare students for entry level jobs.

- **PREREQUISITE:** COS-60E1.

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<tr>
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<td>COSM 104</td>
<td>J Seniguar</td>
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- **PREREQUISITE:** COS-60A.

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- **PREREQUISITE:** COS-60E1.

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- **PREREQUISITE:** None.

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<td>CULN ACAD</td>
<td>M Williams</td>
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</table>
**DANCE**

**DAN-6** DANCE APPRECIATION  3.00 UNITS  
A non-technical course leading to the appreciation and understanding of dance as communication, entertainment and art.  
• PREREQUISITE: None.  
46209  
12:35PM 02:50PM  MTWTH  PLTS 101  M Haines  
06/22/09 07/30/09  Last day to add: 06/26/09  
**DAN-D11** REHEARSAL AND PERFORMANCE  2.00 UNITS  
Develop and rehearse material for lecture-demonstrations, master classes and mini concerts.  
• PREREQUISITE: None.  
• ADVISORY: DAN-D22, D33 or D38 or equivalent dance experience.  
• LIMITATION ON ENROLLMENT: Audition on or before the first class meeting.  
**EVENING**  
45881  
05:30PM 08:50PM  TTH  HG 102  M Haines  
09:00AM 03:00PM  F  HG 102  
06/23/09 07/30/09  Last day to add: 07/02/09  
Plus additional hours to be arranged.  
**DAN-D31** HIP-HOP DANCE  1.00 UNITS  
Introduces the fundamentals of hip-hop dance skills and vocabulary through basic technique and styles.  
• PREREQUISITE: None.  
**EVENING**  
46293  
06:00PM 09:20PM  MW  HG 102  B Brazier  
06/22/09 08/12/09  Last day to add: 06/28/09  
**DAN-D46** BODY CONTROL MAT WORK  0.50 UNITS  
Non-impact stretching and strengthening mat exercises developed by Joseph H. Pilates.  
• PREREQUISITE: None.  
46210  
07:35AM 09:50AM  MTWTH  PLTS 102  J Dierdorff  
06/22/09 07/09/09  Last day to add: 06/23/09  
46211  
10:00AM 12:15PM  MTWTH  PLTS 102  J Dierdorff  
06/22/09 07/09/09  Last day to add: 06/23/09  
**DAN-D47** PILATES, BEGINNING  1.00 UNITS  
Applies techniques developed by Joseph H. Pilates in mat work and exercises on the universal reformer at the beginning level.  
• PREREQUISITE: None.  
**EVENING**  
45687  
06:00PM 09:20PM  MW  PLTS 102  K Lamoureux  
06/22/09 08/12/09  Last day to add: 06/28/09  
45688  
06:00PM 09:20PM  TTH  PLTS 102  A Chavez  
06/23/09 08/13/09  Last day to add: 06/29/09  
**DAN-D60** DAN TECHNIQUES-MUSICAL THEATER  0.50 UNITS  
Introduces the fundamentals of various dance genres and styles for musical theater.  
• PREREQUISITE: None.  
45883  
03:00PM 05:15PM  MW  HG 102  M Haines  
06/22/09 08/01/09  Last day to add: 06/26/09  
The above section taught in conjunction with the Summer Conservatory.  
45884  
03:00PM 05:15PM  TTH  HG 102  M Haines  
06/23/09 08/01/09  Last day to add: 06/27/09  
The above section taught in conjunction with the Summer Conservatory.  
**DAN-D61** SUMMER BALLET INTENSIVE  0.50 UNITS  
Concentrated focus on a particular ballet technique or style.  
• PREREQUISITE: None.  
45885  
10:00AM 12:15PM  MTWTH  HG 102  S Carreras  
06/22/09 07/09/09  Last day to add: 06/23/09  
Dance style to be studied is Classical Variations. Intended for students with intermediate and above skill level.  
**DAN-D62** SUMMER JAZZ INTENSIVE  0.50 UNITS  
Concentrated focus on a particular jazz style.  
• PREREQUISITE: None.  
45886  
12:35PM 02:50PM  MTWTH  HG 102  N Robinson  
07/13/09 07/30/09  Last day to add: 07/14/09  
Dance style to be studied is Classic Jazz.

**DENTAL TECHNOLOGY** - See Moreno Valley Campus

**DRAFTING** - See Architecture and Engineering (Norco Campus)

**EARLY CHILDHOOD EDUCATION**

**EAR-20** CHILD DEVELOPMENT  3.00 UNITS  
A comprehensive overview of concepts, issues and theories of human development from conception through adolescence.  
• PREREQUISITE: None.  
**EVENING**  
45689  
06:00PM 09:20PM  TTH  ECER 9  S Yates  
06/23/09 08/13/09  Last day to add: 06/29/09  
45690  
06:00PM 09:20PM  TTH  RXHS P2  B Kirby  
06/23/09 08/13/09  Last day to add: 06/29/09  
The above section meets at Rubidoux Annex, 4250 Opal St., Riverside.  
**EAR-28** PRINCIPLES/PRACTICES  3.00 UNITS  
The effects of the different principles and practices used to educate young children.  
• PREREQUISITE: None.  
45890  
10:00AM 12:15PM  MTWTH  ECER 9  J Johnston  
06/22/09 07/30/09  Last day to add: 06/26/09  
**EAR-30** INTRNSHP/EARLY CHILD  4.00 UNITS  
Supervised student teaching at the RCC Early Childhood Lab School.  
• PREREQUISITE: EAR-19 and 28.  
45891  
07:35AM 09:05AM  MTWTH  ECER 9  S Yates  
09:05AM 01:35PM  MTWTH  ECER LAB  
06/22/09 07/30/09  Last day to add: 06/26/09  
A TB test is required by the first day of class. For more information call instructor at (951)222-9803.  
**EAR-42** HOME SCHOOL AND COMM REL  3.00 UNITS  
Techniques for communication and interaction within the family, school and community for parents and teachers.  
• PREREQUISITE: None.  
**EVENING**  
46171  
06:00PM 09:20PM  MW  STOK E102  A Black  
06/22/09 08/12/09  Last day to add: 06/29/09  
The above section meets at Stokoe Elementary School, 4501 Ambos Drive, Riverside.
ECONOMICS

ECO-4 INTRO ECONOMICS 3.00 UNITS
An entry-level, general education course which introduces and surveys basic macroeconomic and microeconomic principles.
• PREREQUISITE: None.
45892 12:35PM 02:50PM MTWTH QD 208 J Young
06/22/09 07/30/09 Last day to add: 06/26/09

ECO-7 MACROECONOMICS 3.00 UNITS
Economic theory and analysis as applied to the U.S. economy as a whole.
• PREREQUISITE: None.
45895 06/22/09 07/30/09 Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

ECO-8 MICROECONOMICS 3.00 UNITS
Economic theory and analysis applied to consumer and producer behavior in markets.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A and MAT-52.
45897 10:00AM 12:15PM MTWTH QD 208 J Young
06/22/09 07/30/09 Last day to add: 06/26/09

ELECTRONICS - See Norco Campus

ENGLISH COMPOSITION COURSES

ENGLISH 1A, One of the following:
1. Qualifying preparation score based on the DTLS or Accuplacer test and academic background.
2. A grade of C or better in ENG-50.

ENGLISH 1B:
A grade of C or better in ENG-1A.

ENGLISH 50:
One of the following:
1. Qualifying preparation score based on the DTLS or Accuplacer test and academic background.
2. Successful completion of ENG-60B or ESL-55.

ENGLISH 60A:
There is no prerequisite; the course is open to all students.

ENGLISH

ENG-1A ENGLISH COMPOSITION 4.00 UNITS
Teaches college-level critical reading, academic writing, and research skills.
• PREREQUISITE: ENG-50 or qualifying preparation score.

All sections of ENG-1A have an 18 hour laboratory requirement to be arranged.

All online sections of ENG-1A have an 18 hour ON-CAMPUS laboratory requirement to be arranged.

ENG-1B CRITICAL THINKING/WRITING 4.00 UNITS
Through a study of argument and literature, this course develops students’ critical thinking, reading, and writing skills beyond the level achieved in 1A.
PREREQUISITE: ENG-1A or 1AH.

All sections of ENG-1B have an 18 hour laboratory requirement to be arranged.
### ENG-50  BASIC ENGLISH COMP  4.00 UNITS

Prepares students for college-level reading and academic writing.
- **PREREQUISITE:** ENG-60B, ESL-55 or qualifying preparation score.
- **ADVISORY:** REA-82, or qualifying preparation score.

All sections of ENG-50 have an 18 hour laboratory requirement to be arranged.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>46166</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 122</td>
<td>J Sullivan</td>
</tr>
<tr>
<td>46166</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 122</td>
<td>J Sullivan</td>
</tr>
<tr>
<td>45911</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 212</td>
<td>L Kraus</td>
</tr>
<tr>
<td>45911</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 212</td>
<td>L Kraus</td>
</tr>
<tr>
<td>45912</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 115</td>
<td>G Cardona</td>
</tr>
<tr>
<td>45912</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 115</td>
<td>G Cardona</td>
</tr>
<tr>
<td>46164</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 24</td>
<td>M Reid</td>
</tr>
<tr>
<td>46164</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 24</td>
<td>M Reid</td>
</tr>
<tr>
<td>45913</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 115</td>
<td>J Anguiano</td>
</tr>
<tr>
<td>45913</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 115</td>
<td>J Anguiano</td>
</tr>
<tr>
<td>45914</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 24</td>
<td>K Krivanek</td>
</tr>
<tr>
<td>45914</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 24</td>
<td>K Krivanek</td>
</tr>
<tr>
<td>46165</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 106</td>
<td>D Hinckley</td>
</tr>
<tr>
<td>46165</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 106</td>
<td>D Hinckley</td>
</tr>
<tr>
<td>46216</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>STOK F101</td>
<td>M Waters</td>
</tr>
<tr>
<td>46216</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>STOK F101</td>
<td>M Waters</td>
</tr>
</tbody>
</table>

The above section meets at Stokoe Elementary School, 4501 Ambs Drive, Riverside.

The above section meets at Rubidoux Annex, 4250 Opal St., Riverside.

### ENG-60A  ENGL FUND: SENT TO PARAGRAPH  4.00 UNITS

This class instills basic writing, reading, and grammar skills via sentence and paragraph. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** None.

All sections of ENG-60A have an 18 hour laboratory requirement to be arranged.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>45917</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 123</td>
<td>L Howard</td>
</tr>
<tr>
<td>45917</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 123</td>
<td>L Howard</td>
</tr>
<tr>
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<td>STOK F101</td>
<td>C Carrillo</td>
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<td>MTWTH</td>
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<tr>
<td>45918</td>
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<td>MTWTH</td>
<td>QD 123</td>
<td>K Douglass</td>
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<tr>
<td>45918</td>
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<td>MTWTH</td>
<td>QD 123</td>
<td>K Douglass</td>
</tr>
<tr>
<td>45919</td>
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<td>MTWTH</td>
<td>QD 26</td>
<td>C Bendshadler</td>
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<td>45919</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 26</td>
<td>C Bendshadler</td>
</tr>
<tr>
<td>45920</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 115</td>
<td>J Spangler</td>
</tr>
<tr>
<td>45920</td>
<td>04:10 AM</td>
<td>MTWTH</td>
<td>QD 115</td>
<td>J Spangler</td>
</tr>
</tbody>
</table>

### ENG-60A1  ENGL FUND: SENTENCE STRUCTURE  1.00 UNITS

This class instills basic sentence structure skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** None.

<table>
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<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>45921</td>
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<td>MW</td>
<td>LVKN F3</td>
<td>C Murillo</td>
</tr>
<tr>
<td>45921</td>
<td>07:00 AM</td>
<td>MW</td>
<td>LVKN F3</td>
<td>C Murillo</td>
</tr>
</tbody>
</table>

### ENG-60A2  ENGL FUND: GRAMMAR AND USAGE  1.00 UNITS

This class instills basic grammar and usage skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** None.

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<th>Code</th>
<th>Hours</th>
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<th>Room</th>
<th>Instructor</th>
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<tbody>
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<td>45922</td>
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<td>LVKN F3</td>
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</tr>
<tr>
<td>45922</td>
<td>07:00 AM</td>
<td>MW</td>
<td>LVKN F3</td>
<td>C Murillo</td>
</tr>
</tbody>
</table>

### ENG-60A3  ENGL FUND: MECHANICS AND SPELL  1.00 UNITS

This class instills basic mechanics and spelling skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** None.

<table>
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<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>45923</td>
<td>07:00 AM</td>
<td>MW</td>
<td>LVKN F3</td>
<td>C Murillo</td>
</tr>
<tr>
<td>45923</td>
<td>07:00 AM</td>
<td>MW</td>
<td>LVKN F3</td>
<td>C Murillo</td>
</tr>
</tbody>
</table>

### ENG-60A4  ENGL FUND: PARAGRAPH CONSTRUCT  1.00 UNITS

This class instills basic paragraph writing skills via individualized instruction. Successful completion of ENG-60A1, 60A2, 60A3, and 60A4 equals successful completion of ENG-60A. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** None.

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<th>Code</th>
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<tr>
<td>45924</td>
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<td>MW</td>
<td>LVKN F3</td>
<td>C Murillo</td>
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<tr>
<td>45924</td>
<td>07:00 AM</td>
<td>MW</td>
<td>LVKN F3</td>
<td>C Murillo</td>
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</tbody>
</table>

### ENG-60B  ENGL FUND: PARAGRAPH TO ESSAY  4.00 UNITS

This class advances basic reading, writing, and grammar skills via the production of paragraph and short essays. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** ENG-60A or qualifying preparation score.

All sections of ENG-60B have an 18 hour laboratory requirement to be arranged.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
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<tbody>
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<td>45925</td>
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<tr>
<td>45926</td>
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<td>45928</td>
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<td>08:15 AM</td>
<td>MTWTH</td>
<td>QD 123</td>
<td>A Chatterjee</td>
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</table>

### ENG-96  WRIT/READ CTR PRACTICUM  0.50 UNITS

Writing and Reading Center support for self-paced development in writing for any student enrolled in an English, speech communication, or journalism course. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** None.
- **COREQUISITE:** Must be enrolled in another non-practicum English, Speech Communication, or Journalism course.

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<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
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<tbody>
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<td>45701</td>
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<td>MTWTH</td>
<td>QD 123</td>
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<td>45701</td>
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<td>MTWTH</td>
<td>QD 123</td>
<td>S Godwin</td>
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</table>

Last day to add: 06/26/09
**Moving through English**

<table>
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<tr>
<th>Code</th>
<th>Hours</th>
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<th>Instructor</th>
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<tbody>
<tr>
<td>ENG-97</td>
<td>WRIT/READ CTR PRACTICUM</td>
<td>1.00 UNITS</td>
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<tr>
<td>45702</td>
<td>06/22/09 08/13/09</td>
<td>MLK 119</td>
<td>D Kruizenga-Muro</td>
<td>Last day to add: 08/13/09</td>
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</table>

A self-paced, open-entry/open-exit, Writing and Reading Center-based modular course designed for those who need concentrated attention in various areas of grammar, punctuation, and composition.

- **PREREQUISITE:** None.
- **COREQUISITE:** Must be enrolled in another non-practicum English, Speech Communication, or Journalism course.

**ENGLISH AS A SECOND LANGUAGE TESTING SCHEDULE**

In May and the first two weeks of June, we will have an ESL test almost every Monday at 10:00am and Thursday at 2:00pm. Many testing times are available. Complete testing schedules are available at [www.rcc.edu/services/assessment/dates.cfm](http://www.rcc.edu/services/assessment/dates.cfm). Making an appointment will guarantee you a seat for the test. If you walk in without an appointment, you may not be able to test.

Riverside campus: Call (951) 222-8451 for an appointment.

**ESL 1-STOP**

We offer “ESL 1-Stop” sessions. You can take the ESL placement test and attend a college orientation on the same date in the same room. An ESL 1-Stop session takes about 3 hours. Complete testing schedules are available at [www.rcc.edu/services/assessment/dates.cfm](http://www.rcc.edu/services/assessment/dates.cfm). Making an appointment will guarantee you a seat for the test. If you walk in without an appointment, you may not be able to test.

Riverside campus: Call (951) 222-8451 for an appointment.

### May

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>May 6</td>
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<td>Jun 3 10:00am</td>
</tr>
<tr>
<td>May 12</td>
<td>03:00pm</td>
<td>Jun 9 03:00pm</td>
</tr>
<tr>
<td>May 20</td>
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### June

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<tbody>
<tr>
<td>June 3</td>
<td>10:00am</td>
</tr>
<tr>
<td>June 9</td>
<td>03:00pm</td>
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</table>

ESL (51–55) and English composition (60A, 60B, 50, 1A, 1B) courses are taught at different levels. Only one such course should be taken in a semester. Please make an appointment with the English and Speech Communication Department chair for advisement concerning exceptions to this policy.
ENROLLMENT GUIDELINES: FRENCH COURSES

1. If you have taken French in high school or in another college or university, you must have official transcripts on file and request evaluation of the course(s) in order to enroll above level 1.

2. If you have acquired knowledge of French outside of a formal educational institution, you must file a matriculation appeals petition in order to enroll above level 1.

FRENCH

DO YOU NEED INFORMATION ON HOW TO VALIDATE YOUR PREREQUISITE? CALL THE PREREQUISITE HOTLINE AT 222-8808. (FOR CHEMISTRY AND FOREIGN LANGUAGES ONLY.)

FRE-1 FRENCH 1 5.00 UNITS
Develops basic skills in understanding, reading, communicating and writing in French.

- PREREQUISITE: None.

45934 01:30PM 05:15PM MW QD 202 R Sarkis
06/22/09 07/29/09 Last day to add: 06/26/09

Plus 18 hours laboratory be arrangement. The above class is a hybrid class. Computer with Internet access required. See www.opencampus.com.

GEOGRAPHY

GEG-1 PHYSICAL GEOGRAPHY 3.00 UNITS
The interacting physical processes of air, water, land, and life which impact Earths surface.

- PREREQUISITE: None.

45935 07:35AM 09:50AM MTWTH BE 106 L Dean
06/22/09 07/30/09 Last day to add: 06/26/09

GEG-1L PHYSICAL GEOGRAPHY LAB 1.00 UNITS
Practical application of physical geography principles through geographically based in-class exercises.

- PREREQUISITE: None.

45936 10:00AM 12:15PM MTWTH BE 106 L Dean
06/22/09 07/30/09 Last day to add: 06/26/09

GEOLACY

GEO-1 PHYSICAL GEOLOGY 3.00 UNITS
Examines the composition and structure of the earth and processes that shape its surface such as earthquakes, volcanoes, running water, glaciers and plate tectonics.

- PREREQUISITE: None.

45937 07:35AM 09:50AM MTWTH PS 106 W Phelps
06/22/09 07/30/09 Last day to add: 06/26/09

GEO-1L PHYSICAL GEOLOGY LAB 1.00 UNITS
Laboratory course is designed to acquaint students with map reading, earthquake analysis and with the properties and identification of minerals and rocks.

- PREREQUISITE: Concurrent or previous enrollment in GEO-1 or 1A.

45938 10:00AM 12:15PM MTWTH PS 104 W Phelps
06/22/09 07/30/09 Last day to add: 06/26/09
GUIDANCE

GUI-47  CAREER EXPLOR/LIFE PLANNING  3.00 UNITS

Designed to assist those students considering the transition of a career change or undecided about the selection of a college transfer major. Required materials fee will be charged to the student and is not covered by BOGW.

• PREREQUISITE: None.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
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<tr>
<td>45939</td>
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<td>QD 117</td>
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<td>45940</td>
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<td>LVKN F5</td>
<td>K Devitt</td>
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<tr>
<td>45941</td>
<td>3</td>
<td>MTWTH</td>
<td>LVKN F6</td>
<td>I Smith</td>
</tr>
</tbody>
</table>

The above section is designed for students in the Gateway to College program.

GUI-48  COLLEGE SUCCESS STRAT  2.00 UNITS

Exploration of various learning strategies. Students will identify their own learning styles and utilize that information to succeed in college.

• PREREQUISITE: None.

<table>
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<td>45942</td>
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<td>QD 117</td>
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HEALTH SCIENCE

HES-1  HEALTH SCIENCE  3.00 UNITS


• PREREQUISITE: None.

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<th>Code</th>
<th>Hours</th>
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EVENING

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<td>45710</td>
<td>3</td>
<td>TTH</td>
<td>LFSC 108</td>
<td>A Issa</td>
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HEALTHCARE TECHNICIAN - See Moreno Valley Campus

HISTORY

HIS-1  WORLD CIVILIZATIONS 1  3.00 UNITS

Historical development of world societies from the time of human origins to the 16th century.

• PREREQUISITE: None.

<table>
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<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
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<th>Instructor</th>
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<td>QD 213</td>
<td>R Ridley</td>
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HIS-2  WORLD CIVILIZATIONS 2  3.00 UNITS

The development and interaction of world civilizations from the 16th century to the present.

• PREREQUISITE: None.

<table>
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<th>Hours</th>
<th>Days</th>
<th>Room</th>
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<td>45947</td>
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<td></td>
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<td>K Woods</td>
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</table>

INTERPRETING – See Community Interpretation in Spanish (Moreno Valley campus)
**JOURNALISM**

**JOU-1** INTRO TO JOURNALISM 3.00 UNITS

The role of print media emphasizing theory and practice.
- **PREREQUISITE:** None.
- **ADVISORY:** ENG-1A.

45960 10:00AM 12:15PM MTWH DL 108 A Lovelace 06/22/09 07/30/09 Last day to add: 06/26/09

**ENROLLMENT GUIDELINES: JAPANESE COURSES**

1. If you have taken Japanese in high school or in another college or university, you must have official transcripts on file and request evaluation of the course(s) in order to enroll above level 1.
2. If you have acquired knowledge of Japanese outside of a formal educational institution, you must file a matriculation appeals petition in order to enroll above level 1.

**JAPANESE**

DO YOU NEED INFORMATION ON HOW TO VALIDATE YOUR PREREQUISITE? CALL THE PREREQUISITE HOTLINE AT 222-8808. (FOR CHEMISTRY AND FOREIGN LANGUAGES ONLY).

**JPN-1** JAPANESE 1 5.00 UNITS

Develops basic skills in understanding, reading, communicating and writing in Japanese.
- **PREREQUISITE:** None.

45961 11:00AM 02:45PM MTWH QD 107 T Suzuki 06/22/09 07/30/09 Last day to add: 06/26/09
   Plus 18 hours laboratory by arrangement.

**LOGISTICS - See Norco or Moreno Valley campus (Business Administration)**

**MACHINE SHOP TECHNOLOGY - See Norco Campus**

**MANAGEMENT**

**MAG-51** ELEMENTS OF SUPERVISION 3.00 UNITS

Covers responsibilities of a supervisor in industry, including organization, employee relations and evaluations.
- **PREREQUISITE:** None.

**ONLINE**

45962 06/22/09 07/30/09 Last day to add: 06/27/09
   The above section is an online class. Computer with Internet access required. See www.opencampus.com.

**MARKETING**

**MKT-20** PRINC OF MARKETING 3.00 UNITS

Examines the role of marketing along with an analysis of both profit and non-profit organization's product, price, distribution and promotion.
- **PREREQUISITE:** None.
- **ADVISORY:** BUS-10.

45990 10:00AM 12:15PM TTH BE 206 C Wyckoff 06/22/09 07/30/09 Last day to add: 06/27/09
   The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

**REGISTRATION REQUIREMENTS: MATHEMATICS COURSES**

- All students who wish to enroll in a higher level math course than MAT-63 (formerly 51) or 65 or MAT-90A must take the Accuplacer test to register for classes.

OR

- All students who feel they meet prerequisites based on coursework from other colleges or universities must have official transcripts on file and evaluated.

See “Moving Through Math” for more details.

**MATHEMATICS**

**MAT-1A** CALCULUS I 4.00 UNITS

Plane analytic geometry, functions, differentiation with applications and basic integration.
- **PREREQUISITE:** MAT-10 or qualifying placement level.

45970 10:00AM 01:00PM MTWH MLK 306 G Mendoza 06/22/09 07/30/09 Last day to add: 06/27/09
   The above section is a web-enhanced class. Internet access may be required.

**MAT-1B** CALCULUS II 4.00 UNITS

Integration, applications of integration, series, parametric equations, and polar coordinates.
- **PREREQUISITE:** MAT-1A.

45971 10:00AM 01:00PM MTWH PS 103 R Ruiz 06/22/09 07/30/09 Last day to add: 06/26/09
   The above section is a web-enhanced class. Internet access may be required.
### RIVERSIDE

**MAT-5**  
**CALCULUS, SHORT COURSE**  
4.00 UNITS  

Applications of the derivative and integration.  
• **PREREQUISITE:** MAT-35 or qualifying placement level.

**EVENING**  
45730  
06:30PM 08:45PM  
MTWTH  
PS 102  
T O’Neill  
06/22/09 07/30/09  
Last day to add: 06/26/09

**MAT-10**  
**PRECALCULUS**  
4.00 UNITS  

The college level algebra and trigonometry preparation for calculus.  
• **PREREQUISITE:** MAT-36 or qualifying placement level.

**EVENING**  
45716  
06:30PM 08:45PM  
MTWTH  
PS 103  
M Sanchez  
06/22/09 08/13/09  
Last day to add: 06/28/09

**MAT-11**  
**COLLEGE ALGEBRA**  
4.00 UNITS  

College level algebra.  
• **PREREQUISITE:** MAT-35 or qualifying placement level.

**EVENING**  
45717  
06:30PM 08:45PM  
MTWTH  
LFSC 205  
J Bellenger  
06/22/09 08/13/09  
Last day to add: 06/28/09

**MAT-12**  
**STATISTICS**  
3.00 UNITS  

A study of statistical methods and their application to hypothesis testing and estimation of population parameters.  
• **PREREQUISITE:** MAT-35 or qualifying placement level.

**EVENING**  
45718  
06:30PM 09:50PM  
MW  
LFSC 204  
J Mulari  
06/22/09 08/12/09  
Last day to add: 06/28/09

**MAT-35**  
**INTERMEDIATE ALGEBRA**  
5.00 UNITS  

The algebra preparation for college level mathematics.  
• **PREREQUISITE:** MAT-52 or qualifying placement level.

**EVENING**  
45723  
06:30PM 08:45PM  
MTWTH  
PS 102  
C Cochran  
06/22/09 08/13/09  
Last day to add: 06/28/09

**MAT-36**  
**TRIGONOMETRY**  
4.00 UNITS  

An introduction to the trigonometric functions, their identities and relationships, graphs and applications, accompanied by essential topics of geometry.  
• **PREREQUISITE:** MAT-35 and MAT-53 or qualifying placement level.

**EVENING**  
45722  
06:30PM 08:45PM  
MTWTH  
PS 104  
V Tran  
06/22/09 08/13/09  
Last day to add: 06/28/09

**MAT-52**  
**ELEMENTARY ALGEBRA**  
4.00 UNITS  

An introduction to the concepts of algebra.  
• **PREREQUISITE:** MAT-64 (formerly 50), 65, 90F or qualifying placement level.

**EVENING**  
45724  
06:30PM 08:45PM  
MTWTH  
MLK 307  
K Al-Azem  
06/22/09 08/13/09  
Last day to add: 06/28/09

**MAT-53**  
**COLLEGE GEOMETRY**  
3.00 UNITS  

A course in the study of Euclidian geometry.  
• **PREREQUISITE:** MAT-52 or qualifying placement level.

**EVENING**  
45726  
06:30PM 09:50PM  
MW  
MLK 306  
S Dawson  
06/22/09 08/12/09  
Last day to add: 06/28/09
<table>
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<tr>
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<td>MAT-90A</td>
<td>1.00</td>
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<tr>
<td>MAT-90B</td>
<td>1.00</td>
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<tr>
<td>MAT-90C</td>
<td>DECIMALS</td>
<td>1.00</td>
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<td>MAT-90D</td>
<td>INTEGERS, INTRO VARIABLES</td>
<td>1.00</td>
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<tr>
<td>MAT-90E</td>
<td>REAL NUMBERS, INTRO ALGEBRA</td>
<td>1.00</td>
<td></td>
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<tr>
<td>MAT-90F</td>
<td>ALGEBRAIC EXPRESSIONS</td>
<td>1.00</td>
<td></td>
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<tr>
<td>MAT-95</td>
<td>MATH CENTER PRACTICUM</td>
<td>0.50</td>
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<tr>
<td>MAT-96</td>
<td>MATH CENTER PRACTICUM</td>
<td>1.00</td>
<td></td>
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<tr>
<td>MIC-1</td>
<td>MICROBIOLOGY</td>
<td>4.00</td>
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<tr>
<td>MUS-8A</td>
<td>INTRO MIDI, DIGITAL AUDIO</td>
<td>3.00</td>
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</tbody>
</table>

**MAT-63 ARITHMETIC 3.00 UNITS**
Study of the four basic operations applied to whole numbers, fractions, mixed numbers and decimals, with applications to real world problems. (Non-degree credit course.)
- **PREREQUISITE:** None.
- **EVENING**
  - 45985 07:35AM 09:50AM MTWTH PS 108 R Parker Last day to add: 06/26/09

**MAT-64 PRE-ALGEBRA 3.00 UNITS**
Designed as a transition from arithmetic to elementary algebra. (Non-degree credit course.)
- **PREREQUISITE:** MAT-63 or 90C.
- **EVENING**
  - 45986 03:00PM 05:15PM MTWTH PS 104 V Tran Last day to add: 06/26/09

**MAT-65 ARITHMETIC & PRE-ALGEBRA 5.00 UNITS**
Study of the four basic operations applied to whole numbers, integers, fractions, mixed numbers and decimals, to include applications to real world problems along with an introduction to the notion of algebra and its uses. (Non-degree credit course.)
- **PREREQUISITE:** None.
- **EVENING**
  - 45987 07:35AM 11:20AM MTWTH MLK 307 E Reyes Last day to add: 06/26/09
  - 45988 10:00AM 01:45PM MTWTH QD 203 G Morales Last day to add: 06/26/09

**MAT-90A WHOLE NUMBERS, INTRO FRACTIONS 1.00 UNITS**
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving whole numbers and fractions. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** None.
- **EVENING**
  - 45727 06:30PM 09:50PM TTH MLK 306 M Cantrell Last day to add: 06/29/09

**MAT-90B FRACTIONS, INTRO DECIMALS 1.00 UNITS**
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving fractions and decimals. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** MAT-90A.
- **EVENING**
  - 45985 07:35AM 09:50AM MTWTH PS 108 R Parker Last day to add: 06/26/09

**MAT-90C DECIMALS 1.00 UNITS**
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving decimals. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** MAT-90B.
- **45731** 06/23/09 07:30/09 LVKN F3 F Ives Last day to add: 07/21/09

**MAT-90D INTEGERS, INTRO VARIABLES 1.00 UNITS**
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving integers. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** MAT-63, MAT-90C, or qualifying placement level.
- **45732** 06/23/09 07:30/09 MLK 308 K Lai Last day to add: 07/21/09

**MAT-90E REAL NUMBERS, INTRO ALGEBRA 1.00 UNITS**
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving real numbers, proportions and percents. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** MAT-90D.
- **45733** 06/23/09 07:30/09 MLK 308 K Lai Last day to add: 07/21/09

**MAT-90F ALGEBRAIC EXPRESSIONS 1.00 UNITS**
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving algebraic expressions. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** MAT-90E.
- **45734** 06/23/09 07:30/09 MLK 308 K Lai Last day to add: 07/21/09

**MAT-95 MATH CENTER PRACTICUM 0.50 UNITS**
Math center access for students enrolled in mathematics courses. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** None.
- **COREQUISITE:** Concurrent enrollment in any Math course.
- **45735** 06/22/09 08/13/09 MLK 305 K Nabours Last day to add: 08/13/09

**MAT-96 MATH CENTER PRACTICUM 1.00 UNITS**
Math center access for students enrolled in mathematics courses. (Non-degree credit course. Pass-No Pass only.)
- **PREREQUISITE:** None.
- **COREQUISITE:** Concurrent enrollment in any Math course.
- **45736** 06/22/09 08/13/09 MLK 305 K Nabours Last day to add: 08/13/09

**MICROBIOLOGY**
**MIC-1 MICROBIOLOGY 4.00 UNITS**
General characteristics of microbes with emphasis on their control and role in disease.
- **PREREQUISITE:** CHE-2A and one of the following: AMY-2A, AMY-2B, AMY-10, BIO-1, BIO-2A, BIO-2B, BIO-5, BIO-8, BIO-11, BIO-12 or BIO-34.
- **45989** 10:00AM 12:15PM MTWTH LFSC 105 L Thompson-Eagle Last day to add: 06/26/09
- **12:35PM 02:50PM MTWTH LFSC 102 Last day to add: 06/26/09**

**MUSIC**
**MUS-8A INTRO MIDI, DIGITAL AUDIO 3.00 UNITS**
An introduction to MIDI and Digital Audio and its applications. Includes the MIDI interface, sequencing and notation, and sampling used to produce musical projects.
- **PREREQUISITE:** None.
- **46006** 10:00AM 01:45PM MTWTH MU 101 A Megas Last day to add: 07/02/09
<table>
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<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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</thead>
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<tr>
<td><strong>MUS-19</strong> MUSIC APPRECIATION 3.00 UNITS</td>
<td>Study of musical style, form and materials, organized to acquaint the student with representative musical literature through listening, reading and writing.</td>
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<tr>
<td>MUS-25 JAZZ APPRECIATION 3.00 UNITS</td>
<td>A comprehensive study of jazz from its origins to the present day.</td>
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<tr>
<td>MUS-30 CLASS VOICE 1.00 UNITS</td>
<td>Group study of vocal production, voice technique, diction and interpretation.</td>
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<tr>
<td>MUS-32 CLASS PIANO 1.00 UNITS</td>
<td>Group work in developing basic keyboard facility and reading music notation.</td>
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<tr>
<td>MUS-38 BEGIN APPLIED MUSIC TRAINING 2.00 UNITS</td>
<td>Vocal or instrumental individualized music instruction.</td>
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<tr>
<td><strong>MUS-53</strong> KEYBOARD PROFICIENCY 1.00 UNITS</td>
<td>Group and individual preparation for the keyboard proficiency examinations required of music majors by transfer institutions.</td>
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<tr>
<td><strong>MUS-56</strong> SUMMER CONCERT BAND 0.50 UNITS</td>
<td>The study and performance of standard concert band literature of all styles and periods.</td>
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<tr>
<td><strong>MUS-60</strong> SUM MARCHING BAND CLINIC 1.00 UNITS</td>
<td>Developmental program in fundamental marching band techniques.</td>
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<tr>
<td><strong>MUS-71</strong> COLLEGE CHORUS 1.00 UNITS</td>
<td>An advanced vocal ensemble of mixed voices dedicated to the further study, rehearsal and performance of a variety of choral literature.</td>
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<tr>
<td><strong>MUS-72</strong> GROUP KEYBOARD SKILLS 1.00 UNITS</td>
<td>Group work in developing advanced keyboard facility and reading of music notation.</td>
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<tr>
<td><strong>MUS-89</strong> MUSIC OF MULTICULTURAL AMERICA 3.00 UNITS</td>
<td>A comparative and integrative study of the multicultural musical styles of the United States.</td>
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</tbody>
</table>

Vocal and instrumental instruction limited to proficient performers only. To ensure enrollment, you must email kevin.mayse@rcc.edu prior to June 26, 2009. Students who do not email before the deadline will be dropped from the class. This is a web-enhanced class. Internet access may be required. All hours to be arranged.
This is a specialized program. For information regarding entry into the program go to www.rcc.edu/nursing or call 222-8405.

NRN-6  NURS LEARNING LAB  0.50 UNITS
With nursing faculty guidance, provides self-paced opportunities to master clinical nursing skills.
• PREREQUISITE: Enrollment in the Associate Degree Nursing Program or the Vocational Nursing Program.
45740  06/22/09 08/11/09  Last day to add: 08/11/09
The Nursing Skills Learning Lab is in LS207, and will be open from 8am to 6pm on Mondays and Tuesdays only.

NRN-16  DIMENSIONS OF AD RN  1.50 UNITS
Assists in transition from student to Registered Nurse and employee status. Explores role of the Registered Nurse in the workplace and various healthcare issues impacting nursing practice.
• PREREQUISITE: NRN-3.
• COREQUISITE: Prior completion of or concurrent enrollment in NRN-4.
46007  08:00AM 10:15AM  M  DL 121  T VantHul  06/22/09 07/27/09  Last day to add: 06/26/09
The above section is a hybrid class. Computer with Internet access is required. See www.opencampus.com.

NRN-17  TRANSITION COURSE FOR NURSING  2.00 UNITS
Introduction to basic concepts and assistance for the LVN or transfer student in transition to RCC Associate Degree Nursing Program and the various roles of the registered nurse in today’s nursing practice.
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: LVN, immediate graduate of the RCC VN Program or nursing student eligible for transfer into the RCC ADN program. Departmental approval required.
46009  08:00AM 04:00PM  M T W T H  LFSC 202  A Vermillion  06/22/09 07/01/09  Last day to add: 06/22/09
Contact Nursing Dept. for approval to register.
46010  08:00AM 04:00PM  M T W T H  LFSC 202  A Vermillion  08/17/09 08/26/09  Last day to add: 08/17/09
Contact Nursing Dept. for approval to register.

NRN-20  NCLEX-RN REVIEW  0.50 UNITS
Associate Degree Nursing Curriculum Guided Self-Study Review for NCLEX-RN Candidates.
• PREREQUISITE: Eligible for the NCLEX-RN.
46011  08:00AM 03:00PM  M  BRAD HRTG  06/22/09 06/23/09  Last day to add: 06/22/09

NRN-91  NURSING WORK STUDY (BRN APPR)  0.50 UNITS
Provides additional opportunity for students to correlate instructional theory with related clinical experiences.
• PREREQUISITE: NRN-2.
45741  HOSP  Staff  06/17/09 08/08/09  Last day to add: 06/25/09
First and last days of the class are mandatory. The above class will meet at 9am on 6/17/09 in LS201 with additional hours to be arranged. Students must bring four copies of their resume/NSO insurance to first meeting.

NRN-93  CALCULATIONS FOR HEALTH PROV  1.00 UNITS
Systems of measurement and principles of dosage calculation for the administration of medications and fluids.
• PREREQUISITE: None.
46012  08:00AM 10:00AM  MTW  LFSC 201  P Rowe  06/22/09 07/08/09  Last day to add: 06/22/09

NRN-94  NURSING CLIN DEVEL PRACTICUM  2.00 UNITS
Provides nursing students the opportunity to strengthen and develop clinical skills and critical thinking.
• PREREQUISITE: Enrollment in the Associate Degree or Vocational Nursing Program.
46014  01:30PM 07:30PM  M  HOSP  Staff  07:00AM 07:00PM  T  HOSP  06/22/09 07/28/09  Last day to add: 06/26/09
The above section meets Monday, 6/22 at 1:30pm at the RCRMC cafeteria for orientation. Students must be in uniform. All nursing clinicals are subject to change on the basis of enrollment and/or available facilities.

46013  01:30PM 07:30PM  W  HOSP  Staff  07:00AM 07:00PM  TH  HOSP  06/24/09 07/30/09  Last day to add: 06/28/09
The above section meets Wednesday, 6/24 at 1:30pm in the RCH cafeteria. Students must be in uniform. All nursing clinicals are subject to change on the basis of enrollment and/or available facilities.

46015  01:30PM 07:30PM  W  HOSP  Staff  07:00AM 07:00PM  TH  HOSP  06/24/09 07/30/09  Last day to add: 06/28/09
The above section meets Wednesday, 6/24 at 1:30pm at the RCRMC cafeteria. Students must be in uniform. All nursing clinicals are subject to change on the basis of enrollment and/or available facilities.

46016  01:30PM 07:30PM  TH  HOSP  Staff  07:00AM 07:00PM  F  HOSP  06/25/09 07/31/09  Last day to add: 06/29/09
The above section meets on Thursday, 6/25 at 1:30pm at the RCH cafeteria. Students must be in uniform. All nursing clinicals are subject to change on the basis of enrollment and/or available clinical facilities.

NURSING LVN

NVN-50  INTRO VOC NURSING FOUN  2.00 UNITS
Examines history of nursing and functions, responsibilities, and ethical/legal aspects of the licenses vocational nurse.
• PREREQUISITE: None.
46017  01:00PM 04:00PM  TW  LFSC 201  P Rowe  06/23/09 07/29/09  Last day to add: 06/27/09
The above section requires earning 100% on a test of basic arithmetic competency. The test may be given after class. This is a web-enhanced class. Internet access may be required.

NVN-70  ADV VOC NRSG-ROLE TRANS  1.00 UNITS
Provides guidance in making the role transition from student to LVN. Focuses on group process, legal/ethical issues, leadership and supervision, skills.
• PREREQUISITE: VN-62 and 63.
45742  12:30PM 03:30PM  T  LFSC 208  D Schutte  06/16/09 07/21/09  Last day to add: 06/20/09
The above section is a web-enhanced class. Internet access may be required.

WARNING!
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
NURSING/CONTINUING ED

**NXN-81 INTRO CRITICAL CARE NURSING** 5.00 UNITS

A critical care course designed to prepare the Registered Nurse to become a specialist in the care of patients requiring intensive and highly technical supportive care.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Completion of a Registered Nursing Program.

**NXN-84 PREPARE FOR SUCCESS-NRS SCHOOL** 1.50 UNITS

Provides an introduction to and facilitates success in the RCCD nursing programs.

- **PREREQUISITE:** None.

**PAL-10 INTRO PARALEGAL STUDIES** 3.00 UNITS

An overview of the role of the paralegal. Introduction to administrative, civil, criminal and business law and the court system.

- **PREREQUISITE:** None.

**PHOTOGRAPHY**

**PHO-8 INTRO TO PHOTOGRAPHY** 3.00 UNITS

Theory and practice in the basic techniques of producing black and white photographs with technical proficiency and artistic merit. Students required to provide 35-mm camera with f-stop and shutter controls. Lab materials fee applies.

- **PREREQUISITE:** None.

**PHO-20 INTRO DIGITAL STILL PHOTO** 3.00 UNITS

Digital imaging processes. Explores digital image creation, retrieval, manipulation, printing and storage.

- **PREREQUISITE:** None.

**PHYSICAL EDUCATION**

**PHP-4 NUTRITION** 3.00 UNITS

Principles of basic nutrition and their application to health and diseases.

- **PREREQUISITE:** None.
**PHP-26 FOUNDATIONS OF COACHING 3.00 UNITS**

Provides the necessary tools needed to prepare the student to coach sports.

- **PREREQUISITE:** None.

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<td>46029</td>
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<td>WG 102</td>
<td>J McCarron</td>
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<tr>
<td>46030</td>
<td>12:35PM-02:50PM</td>
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<td>WG 108</td>
<td>W Elton</td>
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</table>

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

**PHP-28 BASKETBALL THEORY 3.00 UNITS**

Studies the theory of organizing a basketball program, individual skills and offensive and defensive team play.

- **PREREQUISITE:** None.

<table>
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<td>WG 102</td>
<td>J Smith</td>
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**PHP-30 FIRST AID AND CPR 3.00 UNITS**

Earn American Red Cross Responding to Emergencies and American Heart Association Healthcare Professional certificates. First Aid and CPR fees totaling $15.50 are also required and are not covered by BOGW. Drop deadlines for non-payment apply.

- **PREREQUISITE:** None.

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<td>12:35PM-02:50PM</td>
<td>MTWTH</td>
<td>HG 108</td>
<td>W Elton</td>
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</table>

The above section meets at Rubidoux Annex, 4250 Opal St., Riverside.

**PHP-36 WELLNESS: LIFESTYLE CHOICES 3.00 UNITS**

Studies the various dimensions of health as they relate to living a positive, healthy life.

- **PREREQUISITE:** None.

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</table>

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

**PHP-A05 SONG/CHEERLEADING 2.00 UNITS**

Promotes advanced skills in conditioning, dance and cheer/song techniques for college and athletic events.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Retention based on successful tryout.

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<td>MTWTH</td>
<td>WG TENN</td>
<td>W Elton</td>
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</table>

First meeting: Monday, June 22nd at 8:00PM in Huntley Gym 100.

**PHP-A11 TENNIS, BEGINNING 1.00 UNITS**

Develops basic skills of forehand, backhand, serve, volley strokes and strategies for doubles and singles in tennis.

- **PREREQUISITE:** None.

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<th>Hours</th>
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<td>MTWTH</td>
<td>WG TENN</td>
<td>W Elton</td>
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</table>

**PHP-A12 TENNIS, INTERMEDIATE 1.00 UNITS**

Reviews basic tennis strokes, introduces more advanced strokes and develops intermediate skills.

- **PREREQUISITE:** None.
- **ADVISORY:** Course is designed for students with proficient skills in the basic strokes of forehand, backhand and serve or for those who have completed PHP-A11.

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<td>MTWTH</td>
<td>WG TENN</td>
<td>W Elton</td>
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</table>

**PHP-A13 TENNIS, ADVANCED 1.00 UNITS**

Emphasizes advanced tennis skills, strategy and competition.

- **PREREQUISITE:** None.
- **ADVISORY:** Course is designed for students with proficient skills in forehand, backhand, volley, serve, lob, overhead and advanced singles and doubles strategy or for those who have completed PHP-A12.

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<tr>
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<td>WG TENN</td>
<td>W Elton</td>
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</table>

**PHP-A20 GOLF, BEGINNING 1.00 UNITS**

Introduces and develops basic fundamental skills of golf.

- **PREREQUISITE:** None.

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<tr>
<td>46044</td>
<td>07:35AM-09:50AM</td>
<td>MTWTH</td>
<td>WG FRON</td>
<td>D Kahn</td>
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</tbody>
</table>

**PHP-A21 GOLF, INTERMEDIATE 1.00 UNITS**

Develops intermediate level techniques and skills in the game of golf.

- **PREREQUISITE:** None.
- **ADVISORY:** Course is designed for students with proficient skills in grip, stance and swing or for those who have completed PHP-A20.

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**PHP-A28 SWIMMING, BEGINNING 1.00 UNITS**

Develops swimming skills and an awareness of personal safety in and around a body of water.

- **PREREQUISITE:** None.

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<tbody>
<tr>
<td>46046</td>
<td>12:35PM-02:50PM</td>
<td>MTWTH</td>
<td>POOL</td>
<td>D Finfrock</td>
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</tbody>
</table>

Golf classes meet at Van Buren Golf Center, 6720 Van Buren Blvd., Riverside. A use fee will be charged by Van Buren Golf Center.
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<tr>
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**PHP-A29 SWIMMING, INTERMEDIATE**
Reviews beginning skills and introduces new skills and strokes with an emphasis on intermediate techniques and diving.
- **PREREQUISITE:** None.
- **ADVISORY:** It is recommended that the student demonstrate a proficiency in swimming 50 yards and being able to float on the front and back or have successfully completed PHP-A28.

**PHP-A30 SWIMMING, ADVANCED**
Develops strength, endurance and skill in all swimming strokes with emphasis on using them for physical conditioning.
- **PREREQUISITE:** None.
- **ADVISORY:** It is recommended that the student demonstrate a proficiency in swimming 100 yards and performing two or more swimming strokes or have successfully completed PHP-A29.

**PHP-A34 T/F-FIELD EVENT TECHNIQUE**
Uses beginning and advanced techniques of training for all field events.
- **PREREQUISITE:** None.

**PHP-A40 KARATE, BEGINNING**
Develops basic skills needed for unarmed self-defense by using shifting, blocking, punching and kicking.
- **PREREQUISITE:** None.

**PHP-A41 KARATE, INTERMEDIATE**
Reviews basic skills and develops intermediate level skills in karate and self-defense.
- **PREREQUISITE:** None.
- **ADVISORY:** Course is designed for students with proficient skills in blocking, shifting, punching, striking and kicking and the knowledge of basic karas or for those who have completed PHP-A40.

**PHP-A46 HATHA YOGA, BEGINNING**
Develops physical and mental wellness by exercises for breathing, concentration, flexibility, strength and relaxation.
- **PREREQUISITE:** None.

**PHP-A47 HATHA YOGA, INTERMEDIATE**
Develops physical and mental wellness by intermediate level exercises for breathing, concentration, flexibility, strength and relaxation.
- **PREREQUISITE:** None.
- **ADVISORY:** PHP-A46.

**PHP-A50 BASEBALL, DEFENSIVE**
Develops defensive baseball skills which may enable students to play varsity baseball.
- **PREREQUISITE:** None.

**PHP-A51 BASEBALL, OFFENSIVE**
Develops offensive baseball skills which may enable students to play varsity baseball.
- **PREREQUISITE:** None.

**PHP-A54 FAST PITCH SOFTBALL**
Provides advanced skills and strategy to prepare students for intercollegiate competition in fastpitch.
- **PREREQUISITE:** None.

**PHP-A57 BASKETBALL**
Introduces basic skills, techniques and strategy of basketball for leisure time activity.
- **PREREQUISITE:** None.

**PHP-A60 FOOTBALL, DEFENSIVE**
Develops individual defensive football fundamentals, techniques and strategies emphasizing active participation.
- **PREREQUISITE:** None.

**PHP-A61 FOOTBALL, OFFENSIVE**
Develops individual offensive football fundamentals, techniques and strategies emphasizing active participation.
- **PREREQUISITE:** None.

**PHP-A64 SOCCER**
Introduces rules, basic skills, offensive and defensive strategies and competition in soccer.
- **PREREQUISITE:** None.

**PHP-A69 VOLLEYBALL, ADVANCED**
Introduces advanced techniques and improvement of serve, pass, set, attack and block in volleyball.
- **PREREQUISITE:** None.
- **ADVISORY:** Course is designed for students with proficient skills in blocking, setting, placing, quick attacks, middle back defense, passing, setting and serving, or for those who have completed PHP-A68.

**PHP-A74 HIKING/BACKPACKING ACTIVITY**
Provides the opportunity for students to hike and backpack in a safe and fun environment.
- **PREREQUISITE:** None.
- **ADVISORY:** PHP-47.
<table>
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<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>PHP-A75</td>
<td>WALKING FOR FITNESS</td>
<td>1.00 UNITS</td>
<td>Provides instruction in walking technique and fitness, nutrition, and weight loss as it relates to a walking program.</td>
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<tr>
<td>46066</td>
<td>07:35AM 09:50AM</td>
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<tr>
<td>46065</td>
<td>06:00PM 08:15PM</td>
<td>MTWTH</td>
<td>WG FRON</td>
<td>T Calhoun</td>
</tr>
</tbody>
</table>

**PHP-A77 JOGGING FOR FITNESS 1.00 UNITS**
Introduces basic fitness concepts through jogging.
- **PREREQUISITE:** None.
- **ADVISORY:** PHP-A77.

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<th>Code</th>
<th>Hours</th>
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<tr>
<td>46067</td>
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<td>MTWTH</td>
<td>WS TRAC</td>
<td>M Barbee</td>
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**PHP-A78 LONG DISTANCE RUNNING 1.00 UNITS**
Provides advanced skills for competitive long distance running.
- **PREREQUISITE:** None.

Students are required to attend registered course for orientation and baseline assessment during the first two weeks. Remaining lab hours can be completed anytime during fitness room hours of operation.

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<td>WG 202</td>
<td>J Smith</td>
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<tr>
<td>46069</td>
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<td>WG 202</td>
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<td>WG 202</td>
<td>D Brown</td>
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**PHP-A82 SPEED, AGILITY, QUICKNESS 1.00 UNITS**
Introduces students to basic speed, agility and quickness drills.
- **PREREQUISITE:** None.

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<td>Last day to add: 07/16/09</td>
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**PHP-A83 KICKBOXING AEROBICS 1.00 UNITS**
Develops muscular strength, flexibility and endurance with kickboxing aerobic activity and body conditioning exercises.
- **PREREQUISITE:** None.

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<td>K Sharpe</td>
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**PHP-A85 BICYCLING 1.00 UNITS**
Introduces bicycling safety, gear, maintenance and repair, cycling techniques and fitness through cycling.
- **PREREQUISITE:** None.

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**PHP-A86 STEP AEROBICS 1.00 UNITS**
Develops muscular strength, flexibility and endurance with step aerobic activity and body conditioning exercises.
- **PREREQUISITE:** None.

**PHYSICS**

**PHY-10 INTRO GEN PHYSICS 3.00 UNITS**
Introduces study of mechanics, matter, heat, sound light, electricity, magnetism and nuclear physics.
- **PREREQUISITE:** MAT-52.

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<td>PS 107</td>
<td>T O’Neill</td>
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**PHY-11 PHYSICS LAB 1.00 UNITS**
A laboratory for the non-science major with emphasis on lab techniques. Student experimentation and demonstrations.
- **COREQUISITE:** PHY-10.

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<th>Code</th>
<th>Hours</th>
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<th>Room</th>
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<tr>
<td>46090</td>
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<td>PS 108</td>
<td>B Hughes</td>
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</table>
### THE WORLD IS YOURS
Seeking a unique, challenging and rewarding educational experience? Interested in world affairs, international employment, transferring to quality universities and travel?
RCC will role play a foreign nation at simulations of the United Nations, Chicago in November, possible foreign conference and New York in April, attended by 4,000 students from around the world. Minimal costs.
Attend the team meetings Friday afternoons in Fall or enroll in POL-10; Winter session. Visit academic.rcc.edu/mun or email Ward.Schinke@rcc.edu for more information.

### POLITICAL SCIENCE

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<tr>
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<tr>
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<td>AMERICAN POLITICS</td>
<td>3.00 UNITS</td>
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<td>QD 215</td>
<td>M Sellick</td>
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### PSYCHOLOGY

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<td>GENERAL PSYCH</td>
<td>3.00 UNITS</td>
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<tr>
<td>46097</td>
<td></td>
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<td>QD 128</td>
<td>J Mettrick</td>
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<td>07:35AM 09:50AM</td>
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<td>TTH</td>
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<td>M Akers-Woody</td>
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### PSY-2

**PHYSIOLOGICAL PSYCH | 3.00 UNITS**
A scientific study of the physiological determinants of behavior.
- **PREREQUISITE:** None.
  - 46101 10:00AM 12:15PM MTWTH QD 229 A Clegg Haerich
  - 06/22/09 07/30/09 | Last day to add: 06/26/09 |
  - The above section is an online class. Computer with Internet access required. See www.opencampus.com.

### PSY-9

**DEVELOPMENTAL PSYCH | 3.00 UNITS**
A survey of biological, cognitive and psychosocial development throughout the human life cycle from conception to death.
- **PREREQUISITE:** None.
  - 46103 10:00AM 12:15PM MTWTH QD 128 J Mettrick
  - 06/22/09 07/30/09 | Last day to add: 06/26/09 |
  - 46107 12:35PM 02:50PM MTWTH QD 127 W Micham
  - 06/22/09 07/30/09 | Last day to add: 06/26/09 |
  - EVENING | 06:00PM 09:20PM MW QD 127 M Akers-Woody
  - 06/22/09 08/12/09 | Last day to add: 06/28/09 |
  - ONLINE | 06/22/09 07/30/09 | Last day to add: 06/27/09 |
  - The above section is an online class. Computer with Internet access required. See www.opencampus.com.

### PSY-35

**ABNORMAL PSYCHOLOGY | 3.00 UNITS**
A survey of the nature, causes and treatment of psychological disorder.
- **PREREQUISITE:** None.
  - 46102 02:00PM 05:00PM M QD 128 J Mettrick
  - 06/22/09 07/27/09 | Last day to add: 06/26/09 |
  - The above class is a teleweb class. Computer with Internet access required. See www.opencampus.com. First meeting: Monday, 6/22 at 2.00PM in Quad 128.
### Moving through Reading

<table>
<thead>
<tr>
<th>Code</th>
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<th>Days</th>
<th>Room</th>
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<tr>
<td>REA-81</td>
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<td>REA-82</td>
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<td>REA-83</td>
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* Indicates UC/CSU transferable course

### READING

#### RECOMMENDED GUIDELINES AND SEQUENCE OF COURSES

Qualifying preparation score or successful completion of prerequisite course is required for REA-82 or 83:

- **READING 81–LEVEL 1**: Basic skill level comprehension and vocabulary.
- **READING 82–LEVEL 2**: Intermediate level. Skills include critical thinking and vocabulary building.
- **READING 83–LEVEL 3**: Comprehension and vocabulary near college level. Focus on critical thinking and vocabulary.

### READING

#### READING 81–LEVEL 1: 3.50 UNITS

Instruction in basic reading skills, along with individually prescribed practice work in a wide range of materials. (Non-degree credit course.)

- **REA-81**
  - **10:00AM 01:45PM** MTWTH QD 116 V Sandoval
  - Last day to add: 06/26/09

#### READING 82–LEVEL 2: 3.50 UNITS

Intended for students who experience moderate difficulty in reading college-level materials. (Non-degree credit course.)

- **REA-82**
  - **10:00AM 01:45PM** MTWTH QD 119 S Cervin-Bates
  - Last day to add: 06/26/09

#### READING 83–LEVEL 3: 3.00 UNITS

Intended for students who experience moderate difficulty in reading college-level materials. (Non-degree credit course.)

- **REA-83**
  - **10:00AM 12:15PM** MTWTH QD 122 C Wyllestar
  - Last day to add: 06/26/09

### ONLINE

- **46111**
  - **06/22/09 07/30/09**
  - Last day to add: 06/27/09
  - The above section is an online class. Computer with Internet access required. See www.opencampus.com.

- **46112**
  - **06/22/09 07/30/09**
  - Last day to add: 06/27/09
  - The above section is an online class. Computer with Internet access required. See www.opencampus.com.

### REAL ESTATE - Also see Business Administration

#### RLE-80 REAL ESTATE PRINCIPLES 3.00 UNITS

Fundamental course covering the basic laws, principles and terminology of California real estate practice.

- **PREREQUISITE: None.**

#### EVENING

- **46208**
  - **06:00PM 09:20PM** MW BE 108 A Carmello
  - Last day to add: 06/29/09

### SENIOR CITIZEN EDUCATION/YOUNG@HEART - These classes listed in the current Community Education schedule. Call 328-3811 for current copy.
## Sociology

<table>
<thead>
<tr>
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<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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<tr>
<td>SOC-1 INTRO TO SOCIOLOGY</td>
<td>3.00 UNITS</td>
<td>TTH</td>
<td>QD 127</td>
<td>E Perez</td>
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<tr>
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<td>QD 127</td>
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<td>46120</td>
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<td>QD 127</td>
<td>F Vu</td>
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<tr>
<td>46121</td>
<td>12:35PM 02:50PM</td>
<td>MTWTH</td>
<td>QD 229</td>
<td>F Vu</td>
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### SOC-12 MARRIAGE FAMILY REL 3.00 UNITS
- Contemporary patterns in marriage and family relations.
- **PREREQUISITE:** None.

- **ONLINE**
  - 46128
    - 06/22/09 07/30/09
    - Last day to add: 06/26/09
    - The above section is an online class. Computer with Internet access required. See www.opencampus.com.

### SOC-20 CRIMINOLOGY 3.00 UNITS
- A sociological analysis of crime, criminal law and criminality.
- **PREREQUISITE:** None.

- **ONLINE**
  - 45822
    - 06/22/09 08/13/09
    - Last day to add: 06/30/09
    - The above section is an online class. Computer with Internet access required. See www.opencampus.com.

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## Spanish

### ENROLLMENT GUIDELINES: SPANISH COURSES
1. If you have taken Spanish in high school or in another college or university, you must have official transcripts on file and request evaluation of the course(s).

   Additionally, we highly recommend that you take the Spanish competency test so that an accurate determination of your skills can be made prior to registration.

2. If you have acquired knowledge of Spanish outside of a formal educational institution, you must file a matriculation appeals petition and take the Spanish competency test.

### SPANISH PLACEMENT TESTING SCHEDULE
The Spanish placement test is available on the dates and times listed below. Making an appointment will guarantee you a seat for the test. If you walk in without an appointment, you may not be able to test.

Riverside campus: Call (951) 222-8451 for an appointment.

<table>
<thead>
<tr>
<th>May</th>
<th>June</th>
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<tbody>
<tr>
<td>May 7, 2009</td>
<td>June 4, 2009</td>
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<tr>
<td>May 11, 2009</td>
<td>June 11, 2009</td>
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<td>May 15, 2009</td>
<td>June 29, 2009</td>
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</table>

### DO YOU NEED INFORMATION ON HOW TO VALIDATE YOUR PREREQUISITE? CALL THE PREREQUISITE HOTLINE AT 222-8808. (FOR CHEMISTRY AND FOREIGN LANGUAGES ONLY.)

All sections of SPA-1, 2 and 3 have an 18 hour laboratory requirement to be arranged.

### SPA-1 SPANISH 1 5.00 UNITS
- Develops basic skills in understanding, reading, communicating and writing in Spanish.
- **PREREQUISITE:** None.

- **ONLINE**
  - 46133
    - 08:00AM 11:45AM
    - TTH
    - QD 129
    - E Kobzeva-Herzog
    - 06/23/09 07/30/09
    - Last day to add: 06/27/09
    - The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.
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<td><strong>SPA-3 SPANISH 3</strong></td>
<td>5.00</td>
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<td>Development of intermediate skills in understanding, reading, communicating and writing in Spanish.</td>
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<td><strong>SPA-12 LAT AMER CULTURE, CIVILIZATION</strong></td>
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<td></td>
<td>Introductory survey of Latin American culture and civilization. Class conducted in English.</td>
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<td><strong>SPA-51 INTRO LISTENING COMP I</strong></td>
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<td>Develops basic skills in listening to and understanding native spoken Spanish at the elementary level.</td>
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<td><strong>SPA-96 PRACTICUM IN SPANISH</strong></td>
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<td><strong>SPEECH COMMUNICATION</strong></td>
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<td><strong>SPE-1 PUBLIC SPEAKING</strong></td>
<td>3.00</td>
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<td>Learn how to prepare, present and evaluate a variety of speeches. Minimum of 4 speeches and 20 formal speaking minutes required.</td>
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<td>The above section meets at Stokoe Elementary School, 4501 Ambus Drive, Riverside.</td>
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<td><strong>SPE-9 INTERPERSONAL COMMUNICATION</strong></td>
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<td></td>
<td>Analyzes the dynamics, components and ethics of the two-person communication process in relationships.</td>
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<td>46146</td>
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<td>QD 227</td>
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<td><strong>TELECOMMUNICATIONS</strong></td>
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<td>See Film, Television and Video</td>
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**WARNING!**
REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
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<td>THE-2</td>
<td>SPECIAL PROJECTS LAB</td>
<td>1.00 UNITS</td>
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<td>THE-3</td>
<td>INTRO TO THE THEATER</td>
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<td>MTWTH</td>
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<td>Acting participation based on successful audition for “Footloose”.</td>
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<td>THE-50</td>
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<td>The above section taught in conjunction with the Summer Conservatory.</td>
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<td>The above section taught in conjunction with the Summer Conservatory.</td>
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<td>PROD TECHNIQUES-MUSICAL THEATER</td>
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<td>46156</td>
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</table>
**WORK EXPERIENCE - Check it out!**

Work Experience is a one hour per week class which allows students to earn up to 4 units per semester for experience gained through employment or volunteer service. Enroll in a general Work Experience section and you will be placed in your choice of one of the disciplines below.

**Units Determination:**
General Work Experience (not related to one of the occupational disciplines listed below) is 3 units only.

Occupational Work Experience (one of the disciplines shown below) varies from 1-4 units. For every one (1) unit of work experience credit students must complete 75 hours of paid work or 60 hours of volunteer work during the college semester. No more than 20 hours per week may be applied toward this work requirement. Below is a general guide to help students enroll in the appropriate number of units of work experience.

- **Hours Worked Per Week**
  - Students should enroll in:
    - 20-40 (paid)
    - 15-40 (volunteer)
    - up to 4 units
    - up to 3 units
    - up to 2 units
    - 1 unit

- **Units**
  - 20-40 (paid) 1-4 (volunteer)
  - 15-40 (paid) 1-4 (volunteer)
  - 14-19 (paid) 1-4 (volunteer)
  - 11-14 (volunteer)
  - 9-13 (volunteer)
  - 7-10 (volunteer)
  - 5-8 (paid)
  - 4-6 (volunteer)

- **Accounting**
- **Electronics**
- **Administration of Justice**
- **Engineering**
- **American Sign Language**
- **Film, Television and Video**
- **Applied Digital Media**
- **Fire Technology**
- **Architecture**
- **Human Services**
- **Art**
- **Journalism**
- **Auto Body**
- **Machine Shop**
- **Auto Tech**
- **Manufacturing**
- **Business**
- **Marketing**
- **CIS**
- **Medical Assisting**
- **Community Interpretation**
- **Nursing**
- **Construction**
- **Office Administration**
- **Cosmetology**
- **Paralegal Studies**
- **Culinary Arts**
- **Photography**
- **Dental Hygiene**
- **Physical Education**
- **Dental Technology**
- **Real Estate**
- **Early Childhood Education**
- **Welding**

---

**WELDING TECHNOLOGY**

**WEL-15** BASIC METAL ARC WELD 3.00 UNITS

An introductory course in shielded metal arc welding, using common metal and materials.

- **PREREQUISITE:** None.

**EVENING**

- **46157**
  - 06:00PM 06:50PM MTWTH TCHA 128 R Glaze
  - 06:50PM 09:20PM MTWTH TCHA 130 R Glaze
  - 06/22/09 08/13/09 Last day to add: 06/28/09

**WEL-16** ADV METAL ARC WELD 3.00 UNITS

An advanced course in shielded metal arc welding, using common metal and materials.

- **PREREQUISITE:** WEL-15.

**EVENING**

- **46158**
  - 06:00PM 06:50PM MTWTH TCHA 128 R Glaze
  - 06:50PM 09:20PM MTWTH TCHA 130 R Glaze
  - 06/22/09 08/13/09 Last day to add: 06/28/09

**WORK EXPERIENCE**

**WKX-200** GENERAL WORK EXPERIENCE 1.00 UNITS

Coordinates the student's occupational experience with related instruction in skills for career planning and occupational success.

- **PREREQUISITE:** None.
- **ADVISORY:** Students should have paid or voluntary employment.

**EVENING**

- **46199**
  - 06/22/09 07/30/09 S Gillins
  - 06/22/09 08/13/09
  - Last day to add: 06/27/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

**WARNING!**

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

*Today's Students, Tomorrow's Leaders*

Norco Campus provides educational programs, services, and learning environments for a diverse community. We equip our students with the knowledge and skills to attain their goals in higher, career/technical, and continuing education; workforce development; and personal enrichment. To meet the evolving community needs Norco Campus emphasizes the development of technological programs. As a continuing process we listen to our community and respond to its needs while engaging in self-examination, learning outcomes assessment, ongoing dialogue, planning, and improvement.
BIOLOGY

BIO-1 GENERAL BIOLOGY 4.00 UNITS
A study of life as revealed in biological systems using cellular, organismic and ecological approaches. The basic principles of cellular biology, biochemistry, genetics, evolution, ecology and the social implications of biology are included.

• PREREQUISITE: None.

36091 07:35AM 12:05PM MTWTH ST 207 M Smith
06/22/09 07/30/09 Last day to add: 06/26/09

BUSINESS ADMINISTRATION - Also see Accounting, Management, Marketing, Paralegal, and Real Estate

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

• PREREQUISITE: None.

ONLINE 36093 G Zwart
06/22/09 07/30/09 Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.

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

• PREREQUISITE: None.

ONLINE 35971 C Pentis
06/22/09 07/30/09 Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.

BUS-18B BUSINESS LAW II 3.00 UNITS
Commercial paper, business organizations, government regulations, protection of property rights and international law.

• PREREQUISITE: None.

ONLINE 35970 C Pentis
06/22/09 07/30/09 Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.

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

• PREREQUISITE: None.

ONLINE 35972 R Beck
06/22/09 07/30/09 Last day to add: 06/26/09
The above section is an online class. Computer with Internet access required.

BIO-30 HUMAN REPRODUCTION 3.00 UNITS
Reproduction and sexuality - biologically oriented to provide current information in all facets of subject area.

• PREREQUISITE: None.

36173 03:00PM 05:15PM MTWTH ST 207 M Donovan
06/22/09 07/30/09 Last day to add: 06/26/09

ANTHROPOLOGY

ANT-1 PHYSICAL ANTHROPOLOGY 3.00 UNITS
Examination of human biological evolution and physical diversity, incorporating genetics, primates, fossils, and relationship to the animal world.

• PREREQUISITE: None.

ONLINE 35965 A Gray
06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required.

ANT-2 CULTURAL ANTHRO 3.00 UNITS
An introduction to the anthropological concept of culture and to the methods and theories used in the comparative analysis of cultures.

• PREREQUISITE: None.

EVENING 35966 06:00PM 09:23PM MW HUM 111 C Goralski
06/22/09 08/12/09 Last day to add: 06/28/09

ART

ART-6 ART APPRECIATION 3.00 UNITS
An introductory course for the non-art major. An overview of the creative process and various art forms.

• PREREQUISITE: None.

• ADVISORY: Qualification for ENG-1A.

36170 12:35PM 02:50PM MTWTH ATEC 114 S Vandermeiden
06/22/09 07/30/09 Last day to add: 06/26/09
EVENING 35968 06:00PM 09:23PM MW ATEC 114 K Lippire
06/22/09 08/12/09 Last day to add: 06/28/09

ONLINE 36073 K Skiba
06/22/09 07/30/09 Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.

36171 K Skiba
06/22/09 07/30/09 Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.

www.rcc.edu
NORCO 35976 ONLINE presentation in the form of overheads, 35 mm slides or on-screen slides.

PWR CART 36175 web and training mediums. (Same as CIS-54A)

COMMUNITY INTERPRETATION - See Moreno Valley Campus

COMPUTER APPLICATIONS/OFFICE

Most Computer Applications/Office Systems courses have an 18 hour laboratory requirement to be arranged. Your instructor will have details the first day of class.

CAT-78A INTRO ADOBE PHOTOSHOP 3.00 UNITS
Introduction to Adobe Photoshop including selecting, layers, masks, channels and vector art for manipulating images. (Same as CIS-78A)
• PREREQUISITE: None.
• ADVISORY: Concurrent enrollment in CAT-96 or 97.

CAT-94 COMPUTERS FOR BEGINNERS 3.00 UNITS
An introduction to personal computers for the beginning student. (Same as CIS-94)
• PREREQUISITE: None.

CHE-2A INTRO CHEMISTRY I 4.00 UNITS
Introductory chemical concepts with health and environmental applications—fulfills the needs of non-science majors.
• PREREQUISITE: MAT-52.

COMMUNITY INTERPRETATION - See Moreno Valley Campus

COMPUTER APPLICATIONS/OFFICE

Most Computer Applications/Office Systems courses have an 18 hour laboratory requirement to be arranged. Your instructor will have details the first day of class.

CAT-54A INTRO TO FLASH 3.00 UNITS
Prepares student to learn Flash, an animation and interactivity tool for the web and training mediums. (Same as CIS-54A)
• PREREQUISITE: None.
• ADVISORY: Competency in the use of a computer and familiarity with the Internet; CAT-95a and concurrent enrollment in CAT-96 or 97.

CAT-65 INTRO TO MS POWERPOINT 1.50 UNITS
Introduction to PowerPoint presentation program to produce an effective presentation in the form of overheads, 35 mm slides or on-screen slides.
• PREREQUISITE: None.

CAT-98A INTRO TO EXCEL 1.50 UNITS
An introduction to electronic spreadsheets using Excel. (Same as CIS-98A)
• PREREQUISITE: None.
• ADVISORY: Concurrent enrollment in CAT-96 or 97.
CIS-1A  INTRO TO COMP INFO SYS  3.00 UNITS
Introduction to computer concepts, theory and computer applications.
Functions and capabilities of word processors, spreadsheets, databases,
presentation graphics and the Internet are covered through lecture, discussion
and hands-on computer assignments.
• PREREQUISITE: None.
• ADVISORY: Concurrent enrollment in CIS-96 or 97.
35984  10:30AM 12:45PM  MTWTH  HUM 208  A Rainey
06/22/09 07/30/09  Last day to add: 06/26/09
The above section is a web-enhanced class. Internet access may be required.
EVENING
35982  06:00PM 09:20PM  W  HUM 208  V Browne
06/22/09 08/12/09  Last day to add: 06/28/09
The above section is a hybrid class. Computer with Internet access required.
ONLINE
35983  J Coverdale
06/22/09 07/30/09  Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.
35985  C Brotherton
06/22/09 07/30/09  Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.
36099  J Perhamus
06/22/09 07/30/09  Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.
CIS-18A  JAVA PROGRAMMING: OBJECTS  3.00 UNITS
An introduction to Java programming for students already experienced in
programming concepts, which includes defining and implementing functional
procedures.
• PREREQUISITE: None.
• ADVISORY: Previous programming experience writing functions on PC
platforms as well as CIS-5 and concurrent enrollment in CIS-96 or 97.
EVENING
35981  06:00PM 09:20PM  MW  ATEC 209  C Andersen
06/22/09 08/12/09  Last day to add: 06/28/09
The above section is a web-enhanced class. Internet access may be required.
CIS-39  CURRENT TECHNIQUES IN GAME ART  4.00 UNITS
Introduction to the fundamental techniques, concepts, and vocabulary of
advanced sculpting for Game Art, Animation, Concept Art, and Digital Illustration.
• PREREQUISITE: None.
• ADVISORY: Ability to manipulate graphics including layers and textures
with Photoshop or concurrent enrollment in CIS-78A or ADM-71 as well
as CIS-96 or 97.
36100  08:00AM 12:30PM  MTWTH  LIBR 115  G Marquez
06/22/09 07/30/09  Last day to add: 06/26/09
CIS-54A  INTRO TO FLASH  3.00 UNITS
Prepares student to learn Flash, an animation and interactivity tool for the
web and training mediums. (Same as CAT-54A)
• PREREQUISITE: None.
• ADVISORY: Competency in the use of a computer and familiarity with
the Internet; CIS-95a and concurrent enrollment in CIS-96 or 97.
36174  08:00AM 10:15AM  MTWTH  HUM 208  K Daraei
06/22/09 07/30/09  Last day to add: 06/26/09
The above section is a web-enhanced class. Internet access may be required.

CIS-65  INTRO TO MS POWERPOINT  1.50 UNITS
Introduction to PowerPoint presentation program to produce an effective
presentation in the form of overheads, 35 mm slides or on-screen slides.
(Same as CAT-65)
• PREREQUISITE: None.
ONLINE
35986  06/22/09 07/30/09  Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.
CIS-78A  INTRO ADOBE PHOTOSHOP  3.00 UNITS
Introduction to Adobe Photoshop including selecting, layers, masks, channels
and vector art for manipulating images. (Same as CAT-78A)
• PREREQUISITE: None.
• ADVISORY: Concurrent enrollment in CIS-96 or 97.
36101  01:00PM 03:15PM  MTWTH  LIBR 115  G Marquez
06/22/09 07/30/09  Last day to add: 06/26/09
The above section is a web-enhanced class. Internet access may be required.
CIS-93  COMPUTERS FOR BEGINNERS  3.00 UNITS
An introduction to personal computers for the beginning student. (Same
as CAT-93)
• PREREQUISITE: None.
EVENING
35987  06:00PM 09:20PM  MW  LIBR 115  D Friedman
06/22/09 08/12/09  Last day to add: 06/28/09
The above section is a web-enhanced class. Internet access may be required.
CIS-96  PRACTICUM IN COMPUTERS  0.50 UNITS
Additional practice for students with operational skills on the computer.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Must be concurrently enrolled in another
non-practicum RCC course. (Note: Open entry/open exit enrollment is
based on space availability. The following sections have a total laboratory
requirement of 13.5 hours. Students may be charged for paper usage.)
35988  ST 101  J Perhamus
06/27/09 07/30/09  Last day to add: 08/16/09
CIS-96A  COMPUTER PRACTICUM  0.25 UNITS
Additional practice for student with operational skills on the computer.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Must be concurrently enrolled in another
non-practicum RCC course. (Note: Open entry/open exit enrollment is
based on space availability. The following sections have a total laboratory
requirement of 54 hours. Students may be charged for paper usage.)
35989  ST 101  J Perhamus
06/27/09 07/30/90  Last day to add: 08/16/09
CIS-97  PRACTICUM COMPUTERS  1.00 UNITS
Additional practice for students with operational skills on the computer.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Must be concurrently enrolled in another
non-practicum RCC course. (Note: Open entry/open exit enrollment is
based on space availability. The following sections have a total laboratory
requirement of 54 hours. Students may be charged for paper usage.)
35990  ST 101  J Perhamus
06/27/09 07/30/09  Last day to add: 08/16/09
CIS-98A  INTRO TO EXCEL  1.50 UNITS
An introduction to electronic spreadsheets using Excel. (Same as CAT-98A)
• PREREQUISITE: None.
• ADVISORY: Concurrent enrollment in CIS-96 or 97.
ONLINE
35991  06/22/09 07/30/09  Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.
CONSTRUCTION TECHNOLOGY

CON-60 INTRO TO CONSTRUCTION 3.00 UNITS
Introduction to materials, techniques and sources of information in building construction.
• PREREQUISITE: None.
EVENING
35992 06:30PM 09:50PM MW WEG W4 H Lindner
06/22/09 08/12/09 Last day to add: 06/28/09

CON-62 BLUEPRINT READING 3.00 UNITS
Overview of the basic concepts of reading construction blueprints.
• PREREQUISITE: None.
EVENING
35993 06:30PM 09:50PM TTH WEG W4 R Skaggs
06/22/09 08/13/09 Last day to add: 06/29/09

DENTISTRY/DENTAL TECHNOLOGY - See Moreno Valley Campus

EARLY CHILDHOOD EDUCATION - See Moreno Valley Campus

EAR-20 CHILD DEVELOPMENT 3.00 UNITS
A comprehensive overview of concepts, issues and theories of human development from conception through adolescence.
• PREREQUISITE: None.
36102 10:00AM 12:15PM MTWTH ECEN 115 S Burnett
06/22/09 07/30/09 Last day to add: 06/26/09

EAR-28 PRINCIPLES/PRACTICES 3.00 UNITS
The effects of the different principles and practices used to educate young children.
• PREREQUISITE: None.
36166 07:35AM 09:50AM MTWTH ECEN 115 S Burnett
06/22/09 07/30/09 Last day to add: 06/26/09

EAR-33 INFANT AND TODDLERS 3.00 UNITS
Provides caregivers the components of quality care and education for children ages 0-3.
• PREREQUISITE: None.
• ADVISORY: EAR-20.
EVENING
35994 06:00PM 09:23PM TTH ECEN 115 K Dewitt
06/23/09 08/13/09 Last day to add: 06/29/09

EAR-44 ADMIN ECE PROGRAMS I 3.00 UNITS
Introduction to management skills and responsibilities of programs for young children, including program planning and development, supervision of personnel, budgeting, operating regulations, record keeping, and public relations.
• PREREQUISITE: EAR 20, 24, 28 and 42.
EVENING
35995 06:00PM 09:23PM MW ECEN 115 T Oliver
06/22/09 08/12/09 Last day to add: 06/28/09

ECONOMICS

ECO-7 MACROECONOMICS 3.00 UNITS
Economic theory and analysis as applied to the U.S. economy as a whole.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A and MAT-52.
36104 10:00AM 12:15PM MTWTH LIBR 121 P Boelman
06/22/09 07/30/09 Last day to add: 06/26/09

ENGINEERING

ENE-21 DRAFTING 3.00 UNITS
Fundamentals of mechanical drawing including lettering, instruments, projection, freehand drawing, and auxiliary views.
• PREREQUISITE: None.
EVENING
35996 06:00PM 09:35PM MTWTH ATEC 109 G Cordier
06/22/09 08/13/09 Last day to add: 06/28/09

ENE-22 ENGINEERING DRAWING 3.00 UNITS
Drafting fundamentals reviewed geometric construction, orthographic projections, freehand sketching, sectioning etc.
• PREREQUISITE: ENE-21.
• ADVISORY: ENE-30.
EVENING
35997 06:00PM 09:35PM MTWTH ATEC 109 G Cordier
06/22/09 08/13/09 Last day to add: 06/28/09

ENE-28 TECHNICAL DESIGN 3.00 UNITS
Study of industrial design and drafting procedures relating to the basic elements of mechanisms.
• PREREQUISITE: ENE-22.
• ADVISORY: ENE-30, 42 and 52.
EVENING
35998 06:00PM 09:35PM MTWTH ATEC 109 G Cordier
06/22/09 08/13/09 Last day to add: 06/28/09

ENE-30 COMPUTER AIDED DRAFTING 3.00 UNITS
Two-dimensional computer-aided drafting, using AUTOCAD.
• PREREQUISITE: None.
• ADVISORY: CIS-1A.
36105 07:35AM 12:25PM MTWTH ATEC 209 E Wales
06/22/09 07/30/09 Last day to add: 06/26/09

ENGLISH

ENGLISH 1A One of the following:
1. Qualifying preparation score based on the DTLS or Accuplacer test and academic background.
2. A grade of C or better in ENG-50.

ENGLISH 1B:
A grade of C or better in ENG-1A.

ENGLISH 50: One of the following:
1. Qualifying preparation score based on the DTLS or Accuplacer test and academic background.
2. Successful completion of ENG-60B or ESL-55.

ENGLISH 60A:
There is no prerequisite; the course is open to all students.

It is strongly recommended that students register in an appropriate composition course (ENG-1A, 50, 60A, or 60B) during their first semester of enrollment.
See “Moving through English” for more details.

ENG-1A ENGLISH COMPOSITION 4.00 UNITS
Teaches college-level critical reading, academic writing, and research skills.
• PREREQUISITE: ENG-50 or qualifying preparation score.
All sections of ENG-1A have an 18 hour laboratory requirement to be arranged.
36109 06:50AM 09:50AM MTWTH HUM 101 D Schwankle
06/22/09 07/30/09 Last day to add: 06/26/09
36107 10:00AM 01:00PM MTWTH HUM 102 J Beckham
06/22/09 07/30/09 Last day to add: 06/26/09
36108 01:10PM 04:10PM MTWTH ECEN 115 K Barber
06/22/09 07/30/09 Last day to add: 06/26/09

EVENING
35999 06:00PM 09:00PM TWTH LIBR 110 J Pedroja
06/23/09 08/13/09 Last day to add: 06/28/09

All online sections of ENG-1A have an 18 hour ON-CAMPUS laboratory requirement to be arranged.

ONLINE
36189 06/22/09 07/30/09 Last day to add: 06/27/09

The above section is an online class. Computer with Internet access required.
### Critical Thinking/Writing

**ENG-1B**  **CRITICAL THINKING/WRITING**  **4.00 UNITS**

Through a study of argument and literature, this course develops students’ critical thinking, reading, and writing skills beyond the level achieved in 1A.

- **PREREQUISITE:** ENG-1A or 1AH.

All sections of ENG-1B have an 18 hour laboratory requirement to be arranged.

<table>
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<tr>
<th>Code</th>
<th>Hours</th>
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</table>

### Basic English Comp

**ENG-50**  **BASIC ENGLISH COMP**  **4.00 UNITS**

Prepares students for college-level reading and academic writing.

- **PREREQUISITE:** ENG-60B, ESL-55 or qualifying preparation score.
- **ADVISORY:** REA-82, or qualifying preparation score.

All sections of ENG-50 have an 18 hour laboratory requirement to be arranged.

<table>
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### English Fund: Sent to Paragraph

**ENG-60A**  **ENGL FUND: SENT TO PARAGRAPH**  **4.00 UNITS**

This class instills basic writing, reading, and grammar skills via sentence and paragraph. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.

All sections of ENG-60A have an 18 hour laboratory requirement to be arranged.

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### English Fund: Paragraph to Essay

**ENG-60B**  **ENGL FUND: PARAGRAPH TO ESSAY**  **4.00 UNITS**

This class advances basic reading, writing, and grammar skills via the production of paragraph and short essays. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** ENG-60A or qualifying preparation score.

All sections of ENG-60B have an 18 hour laboratory requirement to be arranged.

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### WRIT/READ CTR PRACTICUM

**ENG-96**  **WRIT/READ CTR PRACTICUM**  **0.50 UNITS**

Writing and Reading Center support for self-paced development in writing for any student enrolled in an English, speech communication, or journalism course. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.
- **COREQUISITE:** Must be enrolled in another non-practicum English, Speech Communication, or Journalism course.

36004
LIBR 113  M Bader 
Last day to add: 08/16/09

### WRT/READ CTR PRACTICUM

**ENG-97**  **WRIT/READ CTR PRACTICUM**  **1.00 UNITS**

Writing and Reading Center support for self-paced development in writing for any student enrolled in an English, speech communication, or journalism course. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.
- **COREQUISITE:** Must be enrolled in another non-practicum English, Speech Communication, or Journalism course.

36005
LIBR 113  M Bader 
Last day to add: 08/16/09

### Moving through English

#### ESL

**ESL-51**

**ESL-71 Reading**

**ESL-91 Beginning Oral Communication**

**ESL-97**

**WRIT/READ CTR PRACTICUM**  **1.00 UNITS**

Writing and Reading Center support for self-paced development in writing for any student enrolled in an English, speech communication, or journalism course. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.
- **COREQUISITE:** Must be enrolled in another non-practicum English, Speech Communication, or Journalism course.

#### English Composition

**ENGLISH AS A SECOND LANGUAGE**

### SUMMER 2009 ESL ONE-STOP DATES

(NEW ESL STUDENTS MUST TAKE PTESL TEST)

**NORCO**

- **May 21** Thursday 02:00PM  SSV 218
- **May 27** Wednesday 08:30AM  SSV 218
- **June 4** Thursday 02:00PM  SSV 218
- **June 8** Monday 10:30AM  SSV 218
- **June 16** Tuesday 08:30AM  SSV 218

ESL (51–55) and English composition (50, 1A, 1B) courses are taught at different levels. Only one such course should be taken in a semester. Please make an appointment with the English department chair for advisement concerning exceptions to this policy.

### ADVANCED WRITING/GRAMMAR

**ESL-55**  **ADVANCED WRITING/GRAMMAR**  **5.00 UNITS**

An advanced English as a Second Language course for non-native speakers of English focusing on college-level grammar and academic writing skills, especially essay development. (Degree credit course. Letter Grade, or Pass-No Pass option.)

- **PREREQUISITE:** Qualifying score on a state-approved placement instrument, or successful completion of ESL-54.

All sections of ESL-55 have an 18 hour laboratory requirement to be arranged.

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**ESL-90C: Preposition Review**

Reviews and practices correct use of prepositions in common verb, noun and adjective phrases. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for or enrollment in ESL-53 or higher.

**ESL-90J: Spelling Review**

Improves students’ spelling skills. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for or enrollment in ESL-53 or higher.

**GEOGRAPHY**

**GEG-1: Physical Geography**

The interacting physical processes of air, water, land, and life which impact Earth’s surface.

- **PREREQUISITE:** None.

**GEG-1L: Physical Geography Lab**

Practical application of physical geography principles through geographically based in-class exercises.

- **PREREQUISITE:** None.
- **COREQUISITE:** Concurrent enrollment in or prior completion of GEG 1.

**GUIDANCE**

**GUI-47: Career Explor/Life Planning**

Designed to assist those students considering the transition of a career change or undecided about the selection of a college transfer major. Required materials fee will be charged to the student and is not covered by BOGW.

- **PREREQUISITE:** None.

**HEALTH SCIENCE**

**HES-1: Health Science**


- **PREREQUISITE:** None.

**HISTORY**

**HIS-2: World Civilizations 2**

The development and interaction of world civilizations from the 16th century to the present.

- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for ENG-1A.

**HUM-10: World Religions**

Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.

- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for ENG-1A.

**LOGISTICS**

- See Business Administration

**LOG-53: Human Relations**

Practical application of basic psychology in building better employer-employee relationships.

- **PREREQUISITE:** None.

**MANAGEMENT**

**MAG-53: Human Relations**

Practical application of basic psychology in building better employer-employee relationships.

- **PREREQUISITE:** None.

**ONLINE**


**WARNING:** REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
MAG-54 EMPLOYEE LABOR RELATIONS 3.00 UNITS
An introduction to employee labor relations within the field of human resources management.
• PREREQUISITE: None.
ONLINE
36182 06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required.

MAG-70 INTRO ORGANIZATION DEVELOPMENT 3.00 UNITS
Introduction to techniques for improving organizational effectiveness through process improvement and development of people. (Same as BUS-70)
• PREREQUISITE: None.
• ADVISORY: MAG-44.
ONLINE
36127 06/22/09 07/30/09 Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required.

MKT-42 RETAIL MANAGEMENT 3.00 UNITS
Survey of retail management, philosophies, strategies, concepts and objectives.
• PREREQUISITE: None.
ONLINE
36184 06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required.

REGISTRATION REQUIREMENTS: MATHEMATICS COURSES
• All students who wish to enroll in a higher level math course than MAT-63 (formerly 51) or 65 or MAT-90A must take the Accuplacer test to register for classes.
OR
• All students who feel they meet prerequisites based on coursework from other colleges or universities must have official transcripts on file and evaluated.
See “Moving Through Math” for more details.

MATH LAB HOURS: NORCO (ST 101)
Monday-Thursday: 9:00AM - 6:00PM

MATHEMATICS
MAT-1A CALCULUS I 4.00 UNITS
Plane analytic geometry, functions, differentiation with applications and basic integration.
• PREREQUISITE: MAT-10 or qualifying placement level.
36131 10:00AM 01:45PM MTWTH ATEC 204 J Rey
06/22/09 07/30/09 Last day to add: 06/26/09
MAT-10 PRECALCULUS 4.00 UNITS
The college level algebra and trigonometry preparation for calculus.
• PREREQUISITE: MAT-36 or qualifying placement level.
36128 01:10PM 04:10PM MTWTH LIBR 121 R Yamada
06/22/09 07/30/09 Last day to add: 06/26/09
MAT-11 COLLEGE ALGEBRA 4.00 UNITS
College level algebra.
• PREREQUISITE: MAT-35 or qualifying placement level.
36129 01:10PM 04:10PM MTWTH LIBR 108 J DeGuzman
06/22/09 07/30/09 Last day to add: 06/26/09
MAT-12 STATISTICS 3.00 UNITS
A study of statistical methods and their application to hypothesis testing and estimation of population parameters.
• PREREQUISITE: MAT-35 or qualifying placement level.
36130 07:35AM 09:50AM MTWTH ATEC 204 B Edwards
06/22/09 07/30/09 Last day to add: 06/26/09
EVENING
36018 06:00PM 09:20PM TTH LIBR 121 S Lee
06/23/09 08/13/09 Last day to add: 06/29/09
WEEKEND
36019 08:30AM 03:15PM S LIBR 110 K Sadatmand
06/27/09 08/15/09 Last day to add: 07/08/09
MAT-35 INTERMEDIATE ALGEBRA 5.00 UNITS
The algebra preparation for college level mathematics.
• PREREQUISITE: MAT-52 or qualifying placement level.
36133 08:30AM 12:15PM MTWTH HUM 103 J DeGuzman
06/22/09 07/30/09 Last day to add: 06/26/09
36134 01:00PM 04:45PM MTWTH ATEC 210 R Ries
06/22/09 07/30/09 Last day to add: 06/26/09
EVENING
36020 06:00PM 08:48PM MTWTH LIBR 108 H Stark
06/22/09 08/13/09 Last day to add: 06/28/09
ONLINE
36021 06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required.
MAT-35 TRIGONOMETRY 4.00 UNITS
An introduction to the trigonometric functions, their identities and relationships, graphs and applications, accompanied by essential topics of geometry.
• PREREQUISITE: MAT-35 and MAT-53 or qualifying placement level.
36135 09:45AM 12:45PM MTWTH ATEC 210 R Ries
06/22/09 07/30/09 Last day to add: 06/26/09
ONLINE 36022 J Driver
06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

MAT-52 ELEMENTARY ALGEBRA 4.00 UNITS
An introduction to the concepts of algebra.
• PREREQUISITE: MAT-64 (formerly 50), 65, 90F or qualifying placement level.
36136 10:00AM 01:00PM MTWTH ATEC 211 B Nguyen
06/22/09 07/30/09 Last day to add: 06/26/09
EVENING 36023 06:00PM 08:15PM MTWTH ATEC 211 P Rodriguez
06/22/09 08/13/09 Last day to add: 06/28/09
ONLINE 36024 J Frewing
06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.
36025 E Chung
06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.
36026 R Prior
06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

MAT-53 COLLEGE GEOMETRY 3.00 UNITS
A course in the study of Euclidian geometry.
• PREREQUISITE: MAT-52 or qualifying placement level.
EVENING 36027 06:00PM 09:20PM MW LIBR 121 P Raymond Harris
06/22/09 08/12/09 Last day to add: 06/28/09

MAT-63 ARITHMETIC 3.00 UNITS
Study of the four basic operations applied to whole numbers, fractions, mixed numbers and decimals, with applications to real world problems.
(Non-degree credit course.)
• PREREQUISITE: None.
36137 12:35PM 02:50PM MTWTH HUM 103 Y Prudchenko
06/22/09 07/30/09 Last day to add: 06/26/09
MAT-64 PRE-ALGEBRA 3.00 UNITS
Designed as a transition from arithmetic to elementary algebra.
(Non-degree credit course.)
• PREREQUISITE: MAT-63 or 90C.
EVENING 36028 06:00PM 09:20PM TTH TTHR 204 S Hashemi
06/23/09 08/13/09 Last day to add: 06/29/09
ONLINE 36029 J Rey
06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

MAT-65 ARITHMETIC & PRE-ALGEBRA 5.00 UNITS
Study of the four basic operations applied to whole numbers, integers, fractions, mixed numbers, and decimals, to include applications to real world problems along with an introduction to the notion of algebra and its uses.
(Non-degree credit course.)
PREREQUISITE: None.
36138 12:35PM 04:20PM MTWTH ST 203 F Gelenchi
06/22/09 07/30/09 Last day to add: 06/26/09

MAT-96 MATH CENTER PRACTICUM 0.50 UNITS
Math center access for students enrolled in mathematics courses.
(Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.
• COREQUISITE: Concurrent enrollment in any Math course.
36030 10:00AM 12:00PM MTWTH ATEC 211 A Robles
06/22/09 08/13/09 Last day to add: 07/09/09
Last day to add: 08/16/09

MAT-98 ACADEMIC EXCELLENCE SEMINAR 0.50 UNITS
Interactive seminar to augment students’ learning skills and experience in mathematics.
• PREREQUISITE: None.
• COREQUISITE: Concurrent enrollment in First-Year Experience Program.
36139 07:35AM 09:50AM MTWTH ATEC 211 A Robles
06/22/09 07/09/09 Last day to add: 06/23/09
Last day to add: 07/14/09
Please see a counselor for more information.
36140 07:35AM 09:50AM MTWTH ATEC 211 A Robles
07/13/09 07/30/09 Last day to add: 07/14/09
Please see a counselor for more information.

MEDICAL ASSISTING ~ See Moreno Valley Campus

MICROBIOLOGY
MIC-1 MICROBIOLOGY 4.00 UNITS
General characteristics of microbes with emphasis on their control and role in disease.
• PREREQUISITE: CHE-2A and one of the following: AMY-2A, AMY-2B, AMY-10, BIO-1, BIO-2A, BIO-2B, BIO-5, BIO-8, BIO-11, BIO-12 or BIO-34.
EVENING 36032 06:00PM 09:22PM MTWTH ST 207 B Moore
06/22/09 08/13/09 Last day to add: 06/28/09

MUSIC
MUS-19 MUSIC APPRECIATION 3.00 UNITS
Study of musical style, form and materials, organized to acquaint the student with representative musical literature through listening, reading and writing.
• PREREQUISITE: None.
36141 07:35AM 09:50AM MTWTH TTHR 101 L Silva
06/22/09 07/30/09 Last day to add: 06/26/09
The above section is a web-enhanced class. Internet access may be required.
ONLINE 36034 D Humble
06/22/09 07/30/09 Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.
36035 D Humble
06/22/09 07/30/09 Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

PARAMEDIC ~ See Emergency Medical Services (Moreno Valley Campus)
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| WARNING! REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
Moving through Reading

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RECOMMENDED GUIDELINES AND SEQUENCE OF COURSES
Qualifying preparation score or successful completion of prerequisite course is required for REA-82 or 83:

- READING 81—LEVEL 1: Basic skill level comprehension and vocabulary.
- READING 82—LEVEL 2: Intermediate. Skills include critical thinking and vocabulary building.
- READING 83—LEVEL 3: Comprehension and vocabulary near college level. Focus on critical thinking and vocabulary.

READER

REA-81 READING, LEVEL 1 3.50 UNITS
Instruction in basic reading skills, along with individually prescribed practice work in a wide range of materials. (Non-degree credit course.)
• PREREQUISITE: None.

EVENING
36044 06:00PM 08:45PM MTWTH ST 108 P Van Osterhoudt
06/22/09 08/13/09 Last day to add: 06/28/09

REAL ESTATE - Also see Business Administration

RLE-80 REAL ESTATE PRINCIPLES 3.00 UNITS
Fundamental course covering the basic laws, principles and terminology of California real estate practice.
• PREREQUISITE: None.

ONLINE
36045 06/22/09 08/13/09 J Wire
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

RLE-81 REAL ESTATE PRACTICE 3.00 UNITS
Daily operations in real estate brokerage. Applies toward educational requirements for broker's examination.
• PREREQUISITE: None.

ONLINE
36046 06/22/09 08/13/09 T Wagner
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

RLE-82 LEGAL ASPECTS RL ESTAT 3.00 UNITS
California real estate law as it applies to acquisition, ownership, trust deeds, transfers, foreclosure and probate.
• PREREQUISITE: None.

ONLINE
36047 06/22/09 08/13/09 T Wagner
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

SENIOR CITIZEN EDUCATION/YOUNG@HEART - These classes listed in current Community Education Schedule. Call 328-3811 for current copy.

SOCIOLOGY

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

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ENROLLMENT GUIDELINES: SPANISH COURSES

1. If you have taken Spanish in high school or in another college or university, you must have official transcripts on file and request evaluation of the course(s).
   Additionally, we highly recommend that you take the Spanish competency test so that an accurate determination of your skills can be made prior to registration.
2. If you have acquired knowledge of Spanish outside of a formal educational institution, you must file a matriculation appeal petition and take the Spanish competency test.

SPANISH

DO YOU NEED INFORMATION ON HOW TO VALIDATE YOUR PREREQUISITE? CALL THE PREREQUISITE HOTLINE AT 222-8808. (CHEMISTRY AND FOREIGN LANGUAGES ONLY.)

SPANISH PLACEMENT TESTING SCHEDULE
Norco campus: (Call 951-372-7101 for an appointment)

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SPA-1 SPANISH 1 5.00 UNITS
Develops basic skills in understanding, reading, communicating and writing in Spanish.
• PREREQUISITE: None.

Electronic workbook exercises require computer with Internet access.

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2009 Summer
SPEECH COMMUNICATION
SPE-1  PUBLIC SPEAKING  3.00 UNITS
Learn how to prepare, present and evaluate a variety of speeches.
Minimum of 4 speeches and 20 formal speaking minutes required.
• PREREQUISITE: None.
• ADVISORY: SPE-51, SPE-52 or qualification for ENG-1A.

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INTERPERSONAL COMMUNICATION  3.00 UNITS
Analyzes the dynamics, components and ethics of the two-person communication process in relationships.
• PREREQUISITE: None.
• ADVISORY: SPE-52 or qualification for ENG-1A.

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THEATER ARTS
THE-3  INTRO TO THE THEATER  3.00 UNITS
A survey of theatrical styles and forms intended for the general college student.
• PREREQUISITE: None.

ONLINE

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MATHEMATICS

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SPEECH COMMUNICATION
SPE-1  PUBLIC SPEAKING  3.00 UNITS
Learn how to prepare, present and evaluate a variety of speeches.
Minimum of 4 speeches and 20 formal speaking minutes required.
• PREREQUISITE: None.
• ADVISORY: SPE-51, SPE-52 or qualification for ENG-1A.

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RESPONSIVE TO THE EDUCATIONAL NEEDS OF ITS REGION, MORENO VALLEY COLLEGE OFFERS A DIVERSE RANGE OF PROGRAMS AND SERVICES WHICH INCLUDE BACCALAUREATE TRANSFER, PROFESSIONAL, PRE-PROFESSIONAL, AND PRE-COLLEGIATE CURRICULA FOR ALL WHO CAN BENEFIT FROM THEM. LIFE-LONG LEARNING OPPORTUNITIES ARE PROVIDED, ESPECIALLY IN HEALTH AND PUBLIC SERVICE PREPARATION.

### Mission Statement

For more information, see “How to Read the Schedule of Classes.”

### AMERICAN SIGN LANGUAGE

#### Enrollment Guidelines

**American Sign Language Courses**

1. If you have taken American Sign Language in high school or in another college or university, you must have official transcripts on file and request evaluation of the course(s) in order to enroll above level 1.

2. If you have acquired knowledge of American Sign Language outside of a formal educational institution, you must file a matriculation appeals petition in order to enroll above level 1.

#### AML-1 American Sign Language 1 4.00 Units

Develops basic vocabulary and grammatical proficiency at the sentence level in ASL discourse, both receptively and expressively. Introduces the culture of Deaf people.

- **Prerequisite:** None.

#### Anatomy & Physiology

**Anatomy & Physiology I 4.00 Units**

An integrated study of body organization and terminology, cells and tissues, skeletal and muscular systems, and eye and ear.

- **Prerequisite:** None.

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### Table: Schedule of Classes

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For more information, see “How to Read the Schedule of Classes.”
ART
ART-6  ART APPRECIATION  3.00 UNITS
An introductory course for the non-art major. An overview of the creative process and various art forms.
• PREREQUISITE: None.
• ADVISORY: Qualification for ENG-1A.
EVENING
25708  06:00PM 09:20PM T  HM 129  J Lopez Garcia
06/23/09 08/11/09 Last day to add: 06/27/09

ART-17  BEGINNING DRAWING  3.00 UNITS
Introduction to drawing in a variety of media. Exploration of the elements of art, composition, perspective, including development of observational, motor and creative skills.
• PREREQUISITE: None.
25794  07:35AM 12:05PM MTWTH  HM 126  K McGuire
06/22/09 07/30/09 Last day to add: 06/27/09

ART-18  INTERMEDIATE DRAWING  3.00 UNITS
Continued study of the skills acquired in Beginning Drawing, with emphasis on color theory and color media in drawing.
• PREREQUISITE: ART-17 or 22.
25795  07:35AM 12:05PM MTWTH  HM 126  K McGuire
06/22/09 07/30/09 Last day to add: 06/27/09

ART-36  COMPUTER ART  3.00 UNITS
Creating fine art and design using digital media. Exploration of art related software, the elements of art and design, and creative problem solving.
• PREREQUISITE: None.
• ADVISORY: ART-17, 22 and computer experience.
25969  10:00AM 02:30PM MTWTH  HM 335  J Lopez Garcia
06/22/09 07/30/09 Last day to add: 06/27/09

ART-48  STUDIO DRAWING  3.00 UNITS
Continued drawing studio work with emphasis on individual art problems for the self-motivated student.
• PREREQUISITE: ART-17 (4A) or ART-18 (5A).
25949  07:35AM 12:05PM MTWTH  HM 126  K McGuire
06/22/09 07/30/09 Last day to add: 06/27/09

BIOLOGY
BIO-1  GENERAL BIOLOGY  4.00 UNITS
A study of life as revealed in biological systems using cellular, organismic and ecological approaches. The basic principles of cellular biology, biochemistry, genetics, evolution, ecology and the social implications of biology are included.
• PREREQUISITE: None.
25796  10:00AM 12:15PM MTWTH  STU 101  F Galicia
07:35AM 09:50AM MTWTH  SCI 255  F Galicia
06/22/09 07/30/09 Last day to add: 06/26/09
25797  10:00AM 12:15PM MTWTH  STU 101  F Galicia
12:35PM 02:50PM MTWTH  SCI 255  F Galicia
06/22/09 07/30/09 Last day to add: 06/26/09

BUSINESS ADMINISTRATION- Also see Accounting, Management, Marketing, Paralegal and Real Estate
BUS-10  INTRO TO BUSINESS  3.00 UNITS
Considers scope, function and organization of business, including principles and practices, with an integrated global perspective.
• PREREQUISITE: None.
EVENING
25710  06:00PM 09:20PM TTH  HM 322  J Duran
06/23/09 08/13/09 Last day to add: 06/29/09

BUS-18A  BUSINESS LAW I  3.00 UNITS
Legal and ethical environment of business torts, contracts, sales and principles of employment.
• PREREQUISITE: None.
EVENING
25943  06:00PM 09:20PM TTH  HM 209 R Esquivel-Wesser
06/23/09 08/13/09 Last day to add: 06/29/09

BUS-20  BUSINESS MATH  3.00 UNITS
Review of basic math and its application to business, percentages, pricing, depreciation and inventory.
• PREREQUISITE: None.
ONLINE
25712  06/22/09 08/13/09 Last day to add: 06/30/09
The above section is an online class. Computer with internet access required. See www.opencampus.com.
COMPUTER APPLICATIONS/OFFICE

Most Computer Applications/Office courses have an 18 hour laboratory requirement to be arranged. Your instructor will have details on the first day of class.

CAT-50 KEYBOARD/DOC PROCESSING 3.00 UNITS

Touch typing, keyboard mastery and document formatting on computers for basic business applications.

Prerequisite: None.

25798 07:35AM 09:50AM MW HM 324 S Balderrama
06/22/09 07/29/09 Last day to add: 06/26/09

The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.

CAT-76B INTRO DREAMWEAVER 3.00 UNITS

Learn to design and administer industry standard personal and business Web sites using Dreamweaver. (Same as CIS-76B)

Prerequisite: None.

Advisory: Competency in the use of a computer and familiarity with the Internet as well as CIS/CAT-95A and concurrent enrollment in CAT-96 or 97.

25799 10:00AM 12:15PM MTWTH HM 324 M Barboza
06/22/09 07/30/09 Last day to add: 06/26/09

CAT-78A INTRO ADOBE PHOTOSHOP 3.00 UNITS

Introduction to Adobe Photoshop including selecting, layers, masks, channels and vector art for manipulating images. (Same as CIS-78A)

Prerequisite: None.

Advisory: Concurrent enrollment in CAT-96 or 97.

25800 12:35PM 02:50PM MTWTH HM 324 M Barboza
06/22/09 07/30/09 Last day to add: 06/26/09

CAT-96 PRACTICUM IN COMPUTERS 0.50 UNITS

Additional practice for students with operational skills on the computer.

(Non-degree credit course. Pass-No Pass only.)

Prerequisite: None.

Limitation on Enrollment: Must be concurrently enrolled in another non-practicum RCC course. (Note: Open entry/open exit enrollment is based on space availability. The following sections have a total laboratory requirement of 27 hours. Students may be charged for paper usage.)

25714 06/22/09 08/13/09 SCI 151 M Barboza
Last day to add: 08/13/09

25715 06/22/09 08/13/09 SCI 151 M Barboza
Last day to add: 08/13/09

COMPUTER INFORMATION SYSTEMS

COMPUTER LAB HOURS: MORENO VALLEY (SCI 151)

Monday-Thursday 7:30AM-9:30PM

Most Computer Information Systems courses have an 18 hour laboratory requirement to be arranged. Your instructor will have details on the first day of class.

CIS-1A INTRO TO COMP INFO SYS 3.00 UNITS

Introduction to computer concepts, theory and computer applications. Functions and capabilities of word processors, spreadsheets, databases, presentation graphics and the Internet are covered through lecture, discussion and hands-on computer assignments.

Prerequisite: None.

Advisory: Concurrent enrollment in CIS-96 or 97.

25803 10:00AM 12:15PM MTWTH HM 333 W Christensen
06/22/09 07/30/09 Last day to add: 06/26/09

CIS-76B INTRO TO DREAMWEAVER 3.00 UNITS

Learn to design and administer industry standard personal and business Web sites using Dreamweaver. (Same as CAT-76B)

Prerequisite: None.

Advisory: Competency in the use of a computer and familiarity with the Internet; CAT-95A and concurrent enrollment in CIS-95A or 96.

25804 10:00AM 12:15PM MTWTH HM 324 M Barboza
06/22/09 07/30/09 Last day to add: 06/26/09

CIS-78A INTRO ADOBE PHOTOSHOP 3.00 UNITS

Introduction to Adobe Photoshop including selecting, layers, masks, channels and vector art for manipulating images. (Same as CAT-78A)

Prerequisite: None.

Advisory: Concurrent enrollment in CIS-96 or 97.

25805 12:35PM 02:50PM MTWTH HM 324 M Barboza
06/22/09 07/30/09 Last day to add: 06/26/09

CIS-96 PRACTICUM IN COMPUTERS 0.50 UNITS

Additional practice for students with operational skills on the computer.

(Non-degree credit course. Pass-No Pass only.)

Prerequisite: None.

Limitation on Enrollment: Must be concurrently enrolled in another non-practicum RCC course. (Note: Open entry/open exit enrollment is based on space availability. The following sections have a total laboratory requirement of 27 hours. Students may be charged for paper usage.)

25720 06/22/09 08/13/09 SCI 151 M Barboza
Last day to add: 08/13/09

25721 06/22/09 08/13/09 SCI 151 M Barboza
Last day to add: 08/13/09
### DENTAL HYGIENE

This is a specialized program. For information regarding entry into the program go to www.rcc.edu/dentalhygiene or call 571-6431.

#### DEH-20B CLINICAL DENTAL HYGIENE #2 1.00 UNITS

Allows students to apply clinical skills while performing dental hygiene services on patients with gingivitis and mild to moderate periodontal disease.

- **PREREQUISITE:** None.
- **LIMITATIONS ON ENROLLMENT:** Course is limited to students who have been admitted to RCC's Dental Hygiene program.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
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<tr>
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<td>01:00PM 04:00PM</td>
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<td>MDEC 1</td>
<td>D Lesser</td>
</tr>
<tr>
<td>25806</td>
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<td>MW</td>
<td>MDEC 1</td>
<td>D Lesser</td>
</tr>
<tr>
<td>25807</td>
<td>01:00PM 04:00PM</td>
<td>MW</td>
<td>MDEC 3</td>
<td>D Lesser</td>
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<tr>
<td>25807</td>
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<td>MDEC 3</td>
<td>D Lesser</td>
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<tr>
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<td>25808</td>
<td>05:30PM 08:30PM</td>
<td>MW</td>
<td>MDEC TECH</td>
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</tbody>
</table>

### DENTAL TECHNOLOGY

#### DEN-70 INTRO TO DENTAL TECH 2.00 UNITS

Introduction to the field of dental laboratory technology. Successful completion necessary for program admission.

- **PREREQUISITE:** None.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
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<tr>
<td>25810</td>
<td>08:30AM 08:50AM</td>
<td>MTWTH</td>
<td>MDEC 2</td>
<td>J Hoover</td>
</tr>
<tr>
<td>25810</td>
<td>08:55AM 12:25PM</td>
<td>MTWTH</td>
<td>MDEC 2</td>
<td>J Hoover</td>
</tr>
</tbody>
</table>

### DRAFTING - See Engineering, Norco Campus

### EARLY CHILDHOOD EDUCATION

#### EAR-19 OBSERVATION METHODS-ECE 3.00 UNITS

Overview of observation and assessment approaches in order to develop, design, and implement curriculum that is responsive to and supportive of children's typical and atypical developmental needs.

- **PREREQUISITE:** EAR-20.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>25811</td>
<td>06:00PM 09:23PM</td>
<td>TTH</td>
<td>ECEM 115 E DealMcWilliams</td>
<td></td>
</tr>
<tr>
<td>25811</td>
<td>06:23/09 08/13/09</td>
<td>Last day to add:</td>
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<td>06/29/09</td>
</tr>
</tbody>
</table>

#### EAR-20 CHILD DEVELOPMENT 3.00 UNITS

A comprehensive overview of concepts, issues and theories of human development from conception through adolescence.

- **PREREQUISITE:** None.

<table>
<thead>
<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
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<tbody>
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<td>25724</td>
<td>07:35AM 09:50AM</td>
<td>MTWTH</td>
<td>ECEM 115</td>
<td>K Metcalfe</td>
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<td>25724</td>
<td>06/22/09 07/30/09</td>
<td>Last day to add:</td>
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<td>06/29/09</td>
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</tbody>
</table>

#### EAR-24 CREATIVE ACTIVITIES 3.00 UNITS

Integration of creative activity into various aspects of the curriculum.

- **PREREQUISITE:** None.

<table>
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<tr>
<th>Code</th>
<th>Hours</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
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<td>25913</td>
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<td>MTWTH</td>
<td>ECEM 115</td>
<td>K Metcalfe</td>
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<td>25913</td>
<td>06/22/09 07/30/09</td>
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<td>06/29/09</td>
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</tbody>
</table>
ENGLISH

PLACEMENT GUIDELINES: ENGLISH COMPOSITION COURSES

ENGLISH 1A. One of the following:
1. Qualifying preparation score based on the DTLS or Accuplacer test and academic background.
2. A grade of C or better in ENG-50.

ENGLISH 1B:
A grade of C or better in ENG-1A.

ENGLISH 50. One of the following:
1. Qualifying preparation score based on the DTLS or Accuplacer test and academic background.
2. Successful completion of ENG-60B or ESL-55.

ENGLISH 60A:
There is no prerequisite; the course is open to all students.

It is strongly recommended that students register in an appropriate composition course (ENG-1A, 50, 60A, or 60B) during their first semester of enrollment.

See “Moving through English” for more details.

ENGLISH COMPOSITION 4.00 UNITS

Teaches college-level critical reading, academic writing, and research skills.
• PREREQUISITE: ENG-50 or qualifying preparation score.

All sections of ENG-1A have an 18 hour laboratory requirement to be arranged.

BASIC ENGLISH COMP 4.00 UNITS

Prepares students for college-level reading and academic writing.
• PREREQUISITE: ENG-60B, ESL-55 or qualifying preparation score.
• ADVISORY: REA-82, or qualifying preparation score.

All sections of ENG-50 have an 18 hour laboratory requirement to be arranged.
Moving through English

ESL

ESL-51
ESL-52
ESL-53
ESL-54*
ESL-55*

ESL-71
ESL-72
ESL-73
ESL-91
ESL-92
ESL-93

Reading
Reading
Reading
Beginning Oral Communication
Intermediate Oral Communication
Advanced Oral Communication

English Composition

ENG-60A
ENG-60B
ENG-50**
ENG-57
ENG-1A
ENG-1B

Shaded areas indicate possible course placements

* Indicates UC/CSU transferable course
** Associate Degree applicable only

ENGLISH AS A SECOND LANGUAGE

ENGLISH AS A SECOND LANGUAGE TESTING SCHEDULE
(NEW ESL STUDENTS MUST TAKE PTESL TEST)

Moreno Valley campus: (Call 951-571-6492 for an appointment)

May 22  Friday  8:30AM  STU 301
May 27  Wednesday  6:00PM  STU 301
June 3  Wednesday  6:00PM  STU 301
June 18  Thursday  8:30AM  STU 301
June 24  Wednesday  6:00PM  STU 301

*Dates subject to change due to unforeseen circumstances.

ESL-55 ADVANCED WRITING/GRAMMAR 5.00 UNITS

An advanced English as a Second Language course for non-native speakers of English focusing on college-level grammar and academic writing skills, especially essay development. (Degree credit course. Letter Grade, or Pass-No Pass option.)

• PREREQUISITE: Qualifying score on a state-approved placement instrument, or successful completion of ESL-54.

25939  09:00AM 12:45PM  MTWTH  STU 107  R Rader
       06/22/09 07/30/09  Last day to add: 06/26/09

Plus 18 hours laboratory by arrangement.

ESL-72 INTERMED READING/VOCABULARY 4.00 UNITS

An intermediate reading skills and vocabulary building class for English as a Second Language students. (Non-degree credit course. Pass-No Pass only.)

• PREREQUISITE: None.

• ADVISORY: Enrollment in ESL-53 or 54.

EVENING

25936  06:30PM 09:15PM  MTWTH  LIB 123  S Koh
       06/22/09 08/13/09  Last day to add: 06/28/09
ESL-90C PREPOSITION REVIEW 1.00 UNITS
Reviews and practices correct use of prepositions in common verb, noun and adjective phrases. (Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.
• ADVISORY: Qualification for or enrollment in ESL-53 or higher.
25937 08:30AM 10:00AM TTH PSC 9 U Rajkumari
06/23/09 07/30/09 Last day to add: 06/27/09

ESL-90D VERB TENSE REVIEW 2.00 UNITS
An intensive review and integration of verb tense structures. (Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.
• ADVISORY: Qualification for or enrollment in ESL-54 or higher.
25938 01:00PM 02:30PM MTWTH PSC 9 U Rajkumari
06/22/09 07/30/09 Last day to add: 06/26/09

ESL-93 ADV ORAL COMMUNICATION 3.00 UNITS
An advanced conversation, idioms and pronunciation class for English as a Second Language students. (Degree credit course. Letter grade, or Pass-No Pass option.)
• PREREQUISITE: None.
• ADVISORY: Concurrent enrollment in ESL-54, ESL-55 or ENG-50.
25825 10:00AM 01:30PM MTWTH PSC 9 U Rajkumari
06/22/09 07/30/09 Last day to add: 06/26/09

ESL-96 WRIT/READ CTR PRACTICUM 0.50 UNITS
Writing and Reading Center access and support for students enrolled in ESL courses. (Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Must be concurrently enrolled in another non-practicum ESL course.
25736 HM 232 O Dumer
06/22/09 08/13/09 Last day to add: 08/13/09

ESL-97 WRIT/READ CENTER PRACTICUM 1.00 UNITS
Writing and Reading Center access and support for students enrolled in ESL courses. (Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.
• LIMITATION ON ENROLLMENT: Must be concurrently enrolled in another non-practicum ESL course.
25737 HM 232 O Dumer
06/22/09 08/13/09 Last day to add: 08/13/09

GEOGRAPHY
GEG-1 PHYSICAL GEOGRAPHY 3.00 UNITS
The interacting physical processes of air, water, land, and life which impact Earth's surface.
• PREREQUISITE: None.
EVENING
25738 06:00PM 09:20PM MW HM 210 C Tovares
06/22/09 09/08/09 Last day to add: 06/28/09
The above section is a web-enhanced class. Internet access may be required.

GEG-1L PHYSICAL GEOGRAPHY LAB 1.00 UNITS
Practical application of physical geography principles through geographically based in-class exercises.
• PREREQUISITE: None.
• COREQUISITE: Concurrent enrollment in or prior completion of GEG 1.
EVENING
25739 06:00PM 09:20PM TTH HM 210 C Tovares
06/23/09 08/13/09 Last day to add: 06/29/09
The above section is a web-enhanced class. Internet access may be required.

GUIDANCE
GUI-48 COLLEGE SUCCESS STRAT 2.00 UNITS
Exploration of various learning strategies. Students will identify their own learning styles and utilize that information to succeed in college.
• PREREQUISITE: None.
25830 08:00AM 10:15AM MTWTH LIB 130 J Tetley
07/27/09 07/28/09 Last day to add: 07/29/09
The above section is designed for the Middle College High School Program.

HEALTH SCIENCE
HES-1 HEALTH SCIENCE 3.00 UNITS
• PREREQUISITE: None.
25833 07:35AM 10:40AM MTWTH HM 221 R. Flores
06/15/09 06/25/09 Last day to add: 06/15/09
25832 10:00AM 12:15PM MTWTH HM 221 R. Kahns
06/22/09 07/02/09 Last day to add: 06/26/09

HEALTH CARE TECHNICIAN
HET-80 CNA THEORY/PRACTICES 6.00 UNITS
Lectures and clinical laboratory practice in preparation for state nurse assistant certification examination.
• PREREQUISITE: None. Prior to course: requires fingerprinting and submission of application for state certification examination, current CPR certification and immunizations, medical clearance from healthcare provider, uniform and RCC HET I.D. badge.
25744 01:10PM 05:10PM MTWTH PSC 16 Staff
01:10PM 05:10PM PSC 16
07:00AM 12:00PM WTH HOSP AFVW
12:30PM 04:00PM WTH HOSP AFVW
06/22/09 07/30/09 Last day to add: 06/26/09
Clinical lab classes will be held at the following location: Air Force Village West, 17050 Arnold Drive, Riverside.
HUMAN SERVICES

HMS-14  JOB DEVELOPMENT  3.00 UNITS
An overview of the principles and practices of job development. (Same as SOC-14)
•  PREREQUISITE: None.

ONLINE
25749  06/22/09  08/13/09  Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

HMS-16  PUBLIC ASSISTANCE/BENEFITS  1.00 UNITS
Overview of federal, state and local public benefits for persons in need, including availability, eligibility requirements and entitlements. (Same as SOC-16)
•  PREREQUISITE: None.

EVENING
25750  06/30PM 08:45PM  T  PSC 16  P Livingston
Last day to add: 06/27/09

HUMANITIES

HUM-10  WORLD RELIGIONS  3.00 UNITS
Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.
•  PREREQUISITE: None.
•  ADVISORY: Qualification for ENG-1A.

EVENING
25752  06:00PM 09:20PM  MW  HM 209  B Skinner
Last day to add: 06/28/09

ONLINE
25837  06/22/09 07/30/09  Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.
25838  06/22/09 07/30/09  Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.
25839  06/22/09 07/30/09  Last day to add: 06/27/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

INTERPRETING - See Community Interpretation in Spanish

LOGISTICS - See Business Administration

MACHINE SHOP TECHNOLOGY - See Norco Campus

MANAGEMENT

MAG-44  PRINCIPLES OF MANAGEMENT  3.00 UNITS
An overview of the concepts, processes and techniques of organizational management.
•  PREREQUISITE: None.

ONLINE
25753  06/22/09 08/13/09  Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.

MANUFACTURING TECHNOLOGY - See Norco Campus

MARKETING

MKT-20  PRINC OF MARKETING  3.00 UNITS
Examines the role of marketing along with an analysis of both profit and non-profit organization's product, price, distribution and promotion.
•  PREREQUISITE: None.
•  ADVISORY: BUS-10.

ONLINE
25764  06/22/09 08/13/09  Last day to add: 06/30/09
The above section is an online class. Computer with Internet access required. See www.opencampus.com.
MORENO VALLEY

2009 Summer

MATHEMATICS

MAT-10 PRECALCULUS  4.00 UNITS

The college level algebra and trigonometry preparation for calculus.
• PREREQUISITE: MAT-36 or qualifying placement level.

25840  01:10PM 04:10PM MTWTH  HM 207  V Alvarez
06/22/09 07/30/09 Last day to add: 06/26/09

MAT-11 COLLEGE ALGEBRA  4.00 UNITS

College level algebra.
• PREREQUISITE: MAT-35 or qualifying placement level.

25841  10:00AM 01:00PM MTWTH  HM 104  N Baciuna
06/22/09 07/30/09 Last day to add: 06/26/09

EVENING
25754  06:00PM 08:15PM MTWTH  HM 206  J Aguilar
06/22/09 08/13/09 Last day to add: 06/28/09

MAT-12 STATISTICS  3.00 UNITS

A study of statistical methods and their application to hypothesis testing and estimation of population parameters.
• PREREQUISITE: MAT-35 or qualifying placement level.

25842  07:35AM 09:50AM MTWTH  HM 106  F Johnson
06/22/09 07/30/09 Last day to add: 06/26/09

MAT-35 INTERMEDIATE ALGEBRA  5.00 UNITS

The algebra preparation for college level mathematics.
• PREREQUISITE: MAT-52 or qualifying placement level.

25843  10:00AM 01:45PM MTWTH  HM 209  F Johnson
06/22/09 07/30/09 Last day to add: 06/26/09

25844  12:00PM 03:45PM MTWTH  STU 109  C Yao
06/22/09 07/30/09 Last day to add: 06/26/09

EVENING
25755  06:00PM 08:45PM MTWTH  HM 337  L Chu
06/22/09 08/13/09 Last day to add: 06/28/09

ONLINE
25756  S Drake
06/22/09 08/13/09 Last day to add: 06/30/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

MAT-36 TRIGONOMETRY  4.00 UNITS

An introduction to the trigonometric functions, their identities and relationships, graphs and applications, accompanied by essential topics of geometry.
• PREREQUISITE: MAT-35 and MAT-53 or qualifying placement level.

25845  01:10PM 04:10PM MTWTH  HM 106  N Baciuna
06/22/09 07/30/09 Last day to add: 06/26/09

MAT-52 ELEMENTARY ALGEBRA  4.00 UNITS

An introduction to the concepts of algebra.
• PREREQUISITE: MAT-64 (formerly 50), 65, 90F or qualifying placement level.

25846  06:50AM 09:50AM MTWTH  HM 206  S Drake
06/22/09 07/30/09 Last day to add: 06/26/09

25847  10:00AM 01:00PM MTWTH  HM 207  J Namekata
06/22/09 07/30/09 Last day to add: 06/26/09

EVENING
25757  06:00PM 08:15PM MTWTH  HM 207  L Timmermans
06/22/09 08/13/09 Last day to add: 06/28/09

ONLINE
25944  K Saxon
06/22/09 08/13/09 Last day to add: 06/30/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

MAT-53 COLLEGE GEOMETRY  3.00 UNITS

A course in the study of Euclidean geometry.
• PREREQUISITE: MAT-52 or qualifying placement level.

25848  07:35AM 09:50AM MTWTH  HM 336  V Alvarez
06/22/09 07/30/09 Last day to add: 06/26/09

EVENING
25758  06:00PM 09:20PM MW  HM 104  L Crist
06/22/09 08/12/09 Last day to add: 06/28/09

MAT-63 ARITHMETIC  3.00 UNITS

Study of the four basic operations applied to whole numbers, fractions, mixed numbers and decimals, with applications to real world problems.
(Non-degree credit course.)
• PREREQUISITE: None.

25849  10:00AM 12:15PM MTWTH  HM 206  C Dang
06/22/09 07/30/09 Last day to add: 06/26/09
MAT-64  PRE-ALGEBRA  3.00 UNITS
Designed as a transition from arithmetic to elementary algebra. (Non-degree credit course.)
• PREREQUISITE: MAT-63 or 90C.

MAT-90A  WHOLE NUMBERS, INTRO FRACTIONS  1.00 UNITS
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving whole numbers and fractions. (Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.

MAT-90B  FRACTIONS, INTRO DECIMALS  1.00 UNITS
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving fractions and decimals. (Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: MAT-90A.

MAT-90C  DECIMALS  1.00 UNITS
A course designed for students who wish an introduction to, or reinforcement in, basic mathematical concepts and applications involving decimals. (Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: MAT-90B.

MAT-96  MATH CENTER PRACTICUM  0.50 UNITS
Math center access for students enrolled in mathematics courses. (Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.

MAT-97  MATH CENTER PRACTICUM  1.00 UNITS
Math center access for students enrolled in mathematics courses. (Non-degree credit course. Pass-No Pass only.)
• PREREQUISITE: None.

MDA-1A  MEDICAL TERMINOLOGY 1A  3.00 UNITS
Introduction to medical terminology.
• PREREQUISITE: None.

MUSIC
MUS-19  MUSIC APPRECIATION  3.00 UNITS
Study of musical style, form and materials, organized to acquaint the student with representative musical literature through listening, reading and writing.
• PREREQUISITE: None.

PHILOSOPHY
PHI-10  INTRO TO PHILOSOPHY  3.00 UNITS
Introduction to the major questions of Western philosophy and their answers.
• PREREQUISITE: None.

PHI-11  CRITICAL THINKING  3.00 UNITS
Introduction to critical thinking as it relates to everyday experience and general knowledge.
• PREREQUISITE: None.

PHYSICAL EDUCATION
PHP-4  NUTRITION  3.00 UNITS
Principles of basic nutrition and their application to health and diseases.
• PREREQUISITE: None.

MEDICAL ASSISTING
MDA-1A  MEDICAL TERMINOLOGY 1A  3.00 UNITS
Introduction to medical terminology.
• PREREQUISITE: None.

WARNING! REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
Tennis classes meet at Vista del Lago High School, 15150 Lasselle St., Moreno Valley.

**PHP-A11 TENNIS, BEGINNING 1.00 UNITS**
Develops basic skills of forehand, backhand, serve, volley strokes and strategies for doubles and singles in tennis.
- **PREREQUISITE:** None.

**EVENING**
25858 06:00PM 08:15PM MTWTH VLHS TENN  I Wicken
06/22/09 07/30/09 Last day to add: 06/26/09

**PHP-A12 TENNIS, INTERMEDIATE 1.00 UNITS**
Reviews basic tennis strokes, introduces more advanced strokes and develops intermediate skills.
- **PREREQUISITE:** None.
- **ADVISORY:** Course is designed for students with proficient skills in the basic strokes of forehand, backhand and serve or for those who have completed PHP-A11.

**EVENING**
25859 06:00PM 08:15PM MTWTH VLHS TENN  I Wicken
06/22/09 07/30/09 Last day to add: 06/26/09

**PHP-A40 KARATE, BEGINNING 1.00 UNITS**
Develops basic skills needed for unarmed self-defense by using shifting, blocking, punching and kicking.
- **PREREQUISITE:** None.

25860 10:00AM 12:15PM MTWTH PSC MPB D Namekata
06/22/09 07/30/09 Last day to add: 06/26/09

25861 03:00PM 05:15PM MTWTH PSC MPB J Namekata
06/22/09 07/30/09 Last day to add: 06/26/09

**PHP-A41 KARATE, INTERMEDIATE 1.00 UNITS**
Reviews basic skills and develops intermediate level skills in karate and self-defense.
- **PREREQUISITE:** None.

25865 10:00AM 12:15PM MTWTH PSC MPB D Namekata
06/22/09 07/30/09 Last day to add: 06/26/09

25864 03:00PM 05:15PM MTWTH PSC MPB J Namekata
06/22/09 07/30/09 Last day to add: 06/26/09

**PHP-A46 HATHA YOGA, BEGINNING 1.00 UNITS**
Develops physical and mental wellness by exercises for breathing, concentration, flexibility, strength and relaxation.
- **PREREQUISITE:** None.

25866 12:35PM 02:50PM MTWTH PSC MPB C Hall
06/22/09 07/30/09 Last day to add: 06/26/09

**PHP-A64 SOCCER 1.00 UNITS**
Introduces rules, basic skills, offensive and defensive strategies and competition in soccer.
- **PREREQUISITE:** None.

25868 07:35AM 09:50AM MTWTH PARK FLD2 F Melgarejo
06/22/09 07/30/09 Last day to add: 06/26/09

**PHP-A75 WALKING FOR FITNESS 1.00 UNITS**
Provides instruction in walking technique and fitness, nutrition, and weight loss as it relates to a walking program.
- **PREREQUISITE:** None.

25870 07:35AM 09:50AM MTWTH PARK FLD1 D Namekata
06/22/09 07/30/09 Last day to add: 06/26/09

**PHP-A81 PHYSICAL FITNESS 1.00 UNITS**
Provides concepts for total fitness and develops personalized exercise programs for cardiovascular endurance, strength and flexibility.
- **PREREQUISITE:** None.

Physical Fitness classes meet at Fitness 19 Center, 16080 Perris Blvd., Moreno Valley. No use fees will be charged. RCC identification card required.

25872 12:35PM 02:50PM MTWTH FT 19 CLAS P Singh
06/22/09 07/30/09 Last day to add: 06/26/09

**PHYSICIAN ASSISTANT**
- This is a specialized program. For information regarding entry into the program go to www.rcc.edu/physicianassistant or call 571-6166.

**PHT-8 APPLIED CLINIC SKLS III 3.00 UNITS**
Principles and practice of clinical medicine include modules in pediatrics, women health, general surgery and behavioral science.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Acceptance into the Physician Assistant Program.

25905 07:00AM 10:05AM TTH HM 227 D Middleton
10:15AM 12:45PM T HM 227
06/23/09 08/13/09 Last day to add: 06/27/09

**PHT-9 MEDICINE SCIENCE III 6.50 UNITS**
Principles and practice of clinical medicine include modules in pediatrics, women health, general surgery and behavioral science.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Acceptance into the Physician Assistant Program.

25906 02:45PM 06:30PM MTWTH HM 227 D Middleton
06/22/09 08/13/09 Last day to add: 06/28/09

**PHT-10 CLINICAL NUTRITION 3.00 UNITS**
Principles of clinical nutrition related to physiology and pathophysiology of disease states to growth and development, diet assessment and therapy and nutritional counseling recommended for medical problems and life cycle stages.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Acceptance into the Physician Assistant program.

25985 08:00AM 02:45PM M HM 227 D Middleton
06/22/09 08/10/09 Last day to add: 06/26/09

**PHT-11 INTERNAL MEDICINE I 6.00 UNITS**
Under supervision, assigned to patients for medical history review, physical examination, diagnostic testing and, within limitation imposed by education and experience, patient management.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Advanced standing in the Physician Assistant Program including completion of all first-year courses.

25986 06/22/09 08/16/09 HOSP RCRMC D Middleton
Last day to add: 07/09/09

**PHT-12 INTERNAL MEDICINE II 6.00 UNITS**
Under supervision, students participate in a wide variety of patient care activities in internal medicine and the intensive and Coronary Care Units. Students are assigned to medical history review, physical examination, diagnostic testing, technical procedures and patient management.
- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Advanced standing in the Physician Assistant Program including completion of all first-year courses.

25987 06/22/09 08/16/09 HOSP RCRMC D Middleton
Last day to add: 07/09/09
and management of the surgical patient.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Advanced standing in the Physician Assistant Program including completion of all first-year courses.

25898  
06/22/09 08/16/09  
HOSP RCRMC D Middleton  
Last day to add: 07/09/09

**SURGERY II**  
6.00 UNITS

Continuation of Surgery Internship and the surgical subspecialties in orthopedics.

- **PREREQUISITE:** Advanced standing in the Physician Assistant program including completion of all first-year courses.

25899  
06/22/09 08/16/09  
HOSP RCRMC D Middleton  
Last day to add: 07/09/09

**PEDIATRICS**  
6.00 UNITS

Under supervision, students participate in a wide variety of patient care activities in the outpatient and inpatient clinical settings. Students are assigned to patients for medical history review, physical examination, diagnostic testing, and patient management.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Advanced standing in the Physician Assistant program including completion of all first-year courses.

25900  
06/22/09 08/16/09  
HOSP RCRMC D Middleton  
Last day to add: 07/09/09

**OBSTETRICS/GYNECOLOGY**  
6.00 UNITS

Under supervision, participate in a variety of patient care activities emphasizing patients with reproductive tract abnormalities and normal or complicated pregnancies. Assigned to patients for medical history review, physical examination and diagnostic testing in preparation for supportive role during labor and delivery or gynecologic surgery.

- **PREREQUISITE:** Advanced standing in the Physician Assistant program including completion of all first-year courses.

25901  
06/22/09 08/16/09  
HOSP RCRMC D Middleton  
Last day to add: 07/09/09

**FAMILY PRACTICE**  
6.00 UNITS

Under supervision, assigned to patient for medical history review, physical examination, diagnostic testing and, within limitation imposed by education and experience, patient management.

- **PREREQUISITE:** Advanced standing in the Physician Assistant program including completion of all first-year courses.

25902  
06/22/09 08/16/09  
HOSP RCRMC D Middleton  
Last day to add: 07/09/09

**PSYCHIATRY/MENTAL HEALTH**  
4.00 UNITS

Under supervision, perform psychiatric history and mental status examinations and participate in discussions and formulations of basic therapeutic plans.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Advanced standing in the Physician Assistant Program including completion of all first-year courses.

25903  
06/22/09 08/16/09  
HOSP RCRMC D Middleton  
Last day to add: 07/09/09

**EMERGENCY MEDICINE**  
4.00 UNITS

Under supervision, assigned to patients in the Emergency Department for medical history review, physical examination, diagnostic testing, minor surgical procedures, ACLS, BCLS, and patient management in emergency situations.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Advanced standing in the Physician Assistant Program including completion of all first-year courses.

25904  
06/22/09 08/16/09  
HOSP RCRMC D Middleton  
Last day to add: 07/09/09

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**POLITICAL SCIENCE**

**POL-1**  
AMERICAN POLITICS  
3.00 UNITS

The principles, institutions, policies and critical issues in American politics.

- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for ENG-1A.

25878  
10:00AM 12:15PM  MTWTH  HM 129  M Lafferty  
06/22/09 07/30/09  
Last day to add: 06/26/09

**ONLINE**

25876

25877  
06/22/09 07/30/09  
Last day to add: 06/27/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

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**PSYCHOLOGY**

**PSY-1**  
GENERAL PSYCH  
3.00 UNITS

Survey of scientific study of behavior, including learning, emotion, motivation, emotional problems and therapy.

- **PREREQUISITE:** None.

25882  
10:00AM 12:15PM  MTWTH  HM 205  A Tolunay Ryan  
06/22/09 07/30/09  
Last day to add: 06/26/09

**EVENING**

25880  
06:00PM 09:00PM  M  HM 338  T Gibbs  
06/22/09 07/20/09  
Last day to add: 06/22/09

The above section is a teleweb class. Computer with Internet access required. See www.opencampus.com.

25774  
06:00PM 09:20PM  TTH  HM 106  K Schultz  
06/23/09 08/13/09  
Last day to add: 06/29/09

**PSY-2**  
PHYSIOLOGICAL PSYCH  
3.00 UNITS

A scientific study of the physiological determinants of behavior.

- **PREREQUISITE:** None.

**WEEKEND**

25775  
08:00AM 02:50PM  S  CLRK CTR  V Simmons  
06/27/09 08/15/09  
Last day to add: 07/08/09

The above section meets at the Ben Clark Training Center, 3423 Davis Ave., Riverside.
A survey of biological, cognitive and psychosocial development throughout the human life cycle from conception to death.

- PREREQUISITE: None.

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<tr>
<td>25883</td>
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Last day to add: 06/26/09

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Moving through Reading

- REA-81 Rapid Reading
- REA-2* College Level
- REA-3* College Level

* Indicates UC/CSU transferable course

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REAL ESTATE

RLE-82 LEGAL ASPECTS OF REAL ESTATE 3.00 UNITS

California real estate law as it applies to acquisition, ownership, trust deeds, transfers, foreclosure and probate.

- PREREQUISITE: None.

EVENING

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Last day to add: 06/29/09

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SOCIOLOGY

SOC-1 INTRODUCTION TO SOCIOLOGY 3.00 UNITS

An introduction to the basic concepts of societal organization.

- PREREQUISITE: None.

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Last day to add: 06/29/09

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Last day to add: 06/29/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

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Last day to add: 06/29/09

The above section is an online class. Computer with Internet access required. See www.opencampus.com.
ENROLLMENT GUIDELINES: SPANISH COURSES

1. If you have taken Spanish in high school or in another college or university, you must have official transcripts on file and request evaluation of the course(s).

   Additionally, we highly recommend that you take the Spanish competency test so that an accurate determination of your skills can be made prior to registration.

2. If you have acquired knowledge of Spanish outside of a formal educational institution, you must file a matriculation appeals petition and take the Spanish competency test.

SPANISH
DO YOU NEED INFORMATION ON HOW TO VALIDATE YOUR PREREQUISITE? CALL THE PREREQUISITE HOTLINE AT 222-8808. (FOR CHEMISTRY AND FOREIGN LANGUAGES ONLY.)

SPANISH PLACEMENT TESTING SCHEDULE
Moreno Valley campus: Call (951)571-6492 for an appointment.
May 19      Tuesday  2:00PM   STU 301
June 9      Tuesday  8:30AM   STU 301
June 23     Tuesday  3:00PM   STU 301

* Dates subject to change due to unforeseen circumstances.

SPA-1  SPANISH 1  5.00 UNITS
Develops basic skills in understanding, reading, communicating and writing in Spanish.
• PREREQUISITE: None.
25890  07:35AM 12:05PM  MTWTH  PSC 3  G Decker
       06/22/09 07/30/09  Last day to add: 06/26/09
EVENING
25786  06:00PM 09:20PM  MTWTH  SCI 157  M Vega Sanchez
       06/22/09 08/13/09  Last day to add: 06/28/09

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

SPA-2  SPANISH 2  5.00 UNITS
Further development of basic skills in understanding, reading, communicating and writing in Spanish.
• PREREQUISITE: SPA-1 or SPA-1B.
25891  10:00AM 02:30PM  MTWTH  HM 233  D Eldredge
       06/22/09 07/30/09  Last day to add: 06/26/09

SPEECH COMMUNICATION
SPE-1  PUBLIC SPEAKING  3.00 UNITS
Learn how to prepare, present and evaluate a variety of speeches. Minimum of 4 speeches and 20 formal speaking minutes required.
• PREREQUISITE: None.
• ADVISORY: SPE-51, SPE-52 or qualification for ENG-1A.
25945  07:35AM 09:50AM  MTWTH  HM 338  R Newman
       06/22/09 07/30/09  Last day to add: 06/26/09
25892  12:35PM 02:50PM  MTWTH  LIB 136  D Mann
       06/22/09 07/30/9  Last day to add: 06/26/09

EVENING
25787  06:00PM 09:20PM  MW  LIB 124  T Berry
       06/22/09 08/12/09  Last day to add: 06/26/09

SPE-9  INTERPERSONAL COMMUNICATION  3.00 UNITS
Analyzes the dynamics, components and ethics of the two-person communication process in relationships.
• PREREQUISITE: None.
• ADVISORY: SPE-52 or qualification for ENG-1A.
25893  10:00AM 12:15PM  MTWTH  HM 338  R Newman
       06/22/09 07/30/09  Last day to add: 06/26/09
25789  03:00PM 05:15PM  MTWTH  LIB 136  D Mann
       06/22/09 07/30/09  Last day to add: 06/26/09

EVENING
25950  06:00PM 09:20PM  TTH  LIB 124  T Berry
       06/23/09 08/13/09  Last day to add: 06/29/09

WARNING! REGISTRATION WILL BE BLOCKED IF YOU HAVE NOT MET THE PREREQUISITE!
**EARLY CHILDHOOD EDUCATION**

**EAR-24**  
CREATIVE ACTIVITIES  
3.00 UNITS  
Integration of creative activity into various aspects of the curriculum.  
• PREREQUISITE: None.  
**EVENING**  
45690  
06:00PM 09:20PM TTH  
RXHS P2  
B Kirby  
Last day to add: 06/29/09

**ENGLISH COMPOSITION**

**ENG-1A**  
ENGLISH COMPOSITION  
4.00 UNITS  
Teaches college-level critical reading, academic writing, and research skills.  
• PREREQUISITE: ENG-50 or qualifying preparation score.  
46170  
01:10PM 04:10PM MTWTH  
RXHS P4  
D Ramseyses  
06/22/09 07/30/09  
Last day to add: 06/26/09

**BASIC ENGLISH COMP**

**ENG-50**  
BASIC ENGLISH COMP  
4.00 UNITS  
Prepares students for college-level reading and academic writing.  
• PREREQUISITE: ENG-60B, ESL-55 or qualifying preparation score.  
• ADVISORY: REA-82, or qualifying preparation score.  
46170  
01:10PM 04:10PM MTWTH  
RXHS P4  
D Ramseyses  
06/22/09 07/30/09  
Last day to add: 06/26/09

**ENGLISH AS A SECOND LANGUAGE**

**ESL-90J**  
SPELLING REVIEW  
1.00 UNITS  
Improves students’ spelling skills. (Non-degree credit course. Pass-No  
Pass only.)  
• PREREQUISITE: None.  
• ADVISORY: Qualification for or enrollment in ESL-53 or higher.  
46240  
04:30PM 06:00PM TTH  
RXHS P5  
J Ray  
06/22/09 07/30/09  
Last day to add: 06/27/09

**PRONUNCIATION, ACCENT REDUCT**

**ESL-95**  
PRONUNCIATION, ACCENT REDUCT  
3.00 UNITS  
Provides instruction and intensive practice in pronunciation and accent  
reduction. (Non-degree credit course. Pass-No Pass only.)  
• PREREQUISITE: None.  
• ADVISORY: Qualification for ESL-52 or higher.  
**EVENING**  
46339  
06:00PM 08:15PM MTWTH  
RXHS T8  
J Waggoner  
06/22/09 08/14/09  
Last day to add: 06/28/09

**MATHEMATICS**

**MAT-11**  
COLLEGE ALGEBRA  
4.00 UNITS  
College level algebra.  
• PREREQUISITE: MAT-35 or qualifying placement level.  
45965  
01:10PM 04:10PM MTWTH  
RXHS T7  
M Sanchez  
06/22/09 07/30/09  
Last day to add: 06/26/09

**INTERMEDIATE ALGEBRA**

**MAT-35**  
INTERMEDIATE ALGEBRA  
5.00 UNITS  
The algebra preparation for college level mathematics.  
• PREREQUISITE: MAT-52 or qualifying placement level.  
45977  
07:35AM 11:20AM MTWTH  
RXHS P4  
J Dougherty  
06/22/09 07/30/09  
Last day to add: 06/26/09

**MAT-52**  
ELEMENTARY ALGEBRA  
4.00 UNITS  
An introduction to the concepts of algebra.  
• PREREQUISITE: MAT-64 (formerly 50), 65, 90F or qualifying placement  
level.  
**EVENING**  
45725  
06:00PM 08:15PM MTWTH  
RXHS P4  
S Houseman  
06/22/09 08/13/09  
Last day to add: 06/26/09

**PHYSICAL EDUCATION**

**PHP-4**  
NUTRITION  
3.00 UNITS  
Principles of basic nutrition and their application to health and diseases.  
• PREREQUISITE: None.  
**EVENING**  
45759  
06:00PM 09:20PM MW  
RXHS P3  
J Bernard Smith  
06/22/09 06/29/09  
Last day to add: 06/28/09

**FIRST AID AND CPR**

**PHP-30**  
FIRST AID AND CPR  
3.00 UNITS  
Earn American Red Cross Responding to Emergencies and American  
Heart Association Healthcare Professional certificates. First Aid and CPR fees  
totaling $15.50 are also required and are not covered by BOGW. Drop  
deadlines for non-payment apply.  
• PREREQUISITE: None.  
**EVENING**  
45756  
06:30PM 09:50PM TTH  
RXHS T7  
J McMains  
06/23/09 08/13/09  
Last day to add: 06/29/09

**PSYCHOLOGY**

**PSY-1**  
GENERAL PSYCH  
3.00 UNITS  
Survey of scientific study of behavior, including learning, emotion,  
motivation, emotional problems and therapy.  
• PREREQUISITE: None.  
**EVENING**  
45768  
06:00PM 09:20PM MW  
RXHS P1  
W Micham  
06/22/09 06/29/09  
Last day to add: 06/28/09

**SOCIOLGY**

**SOC-1**  
INTRO TO SOCIOLOGY  
3.00 UNITS  
An introduction to the basic concepts of societal organization.  
• PREREQUISITE: None.  
**EVENING**  
46186  
06:00PM 09:20PM TTH  
RXHS P1  
E Perez  
06/23/09 08/13/09  
Last day to add: 06/29/09

**SPEECH COMMUNICATION**

**SPE-1**  
PUBLIC SPEAKING  
3.00 UNITS  
Learn how to prepare, present and evaluate a variety of speeches.  
Minimum of 4 speeches and 20 formal speaking minutes required.  
• PREREQUISITE: None.  
• ADVISORY: SPE-51, SPE-52 or qualification for ENG-1A.  
46168  
12:35PM 02:50PM MTWTH  
RXHS P5  
A Miller  
06/22/09 07/30/09  
Last day to add: 06/26/09
RCC classes are now being offered at the Innovative Learning Center located on the Stokoe Elementary School campus at 4501 Ambs Drive, Riverside, CA 92505.

Day classes will require fingerprinting and background clearance. Day AND Evening students both require an RCC parking permit. Please call Ann Chambers at (951) 358-1640, Monday-Friday for information on how to get started.

### ANTHROPOLOGY

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<td>Last day to add: 06/29/09</td>
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**ANTHROPOLOGY**

ANT-1 PHYSICAL ANTHROPOLOGY

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

- **PREREQUISITE:** None.

**EVENING**

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**EARLY CHILDHOOD EDUCATION**

EAR-42 HOME SCHOOL AND COMM REL

Techniques for communication and interaction within the family, school and community for parents and teachers.

- **PREREQUISITE:** None.

**EVENING**

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**ENGLISH**

All sections of ENG-1A, 50 and 60A have an 18 hour laboratory requirement to be arranged.

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**ENGLISH COMPOSITION**

Teaches college-level critical reading, academic writing, and research skills.

- **PREREQUISITE:** ENG-50 or qualifying preparation score.

**EVENING**

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**BASIC ENGLISH COMP**

Prepares students for college-level reading and writing.

- **PREREQUISITE:** ENG-60B, ESL-55 or qualifying preparation score.

**EVENING**

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</table>

**ENG-60A ENGL FUND: SENT TO PARAGRAPH**

This class instills basic writing, reading, and grammar skills via sentence and paragraph. (Non-degree credit course. Pass-No Pass only.)

- **PREREQUISITE:** None.

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**HISTORY**

HIS-7 POL SOC HISTORY OF US

A history of the United States from 1877 to the present.

- **PREREQUISITE:** None.

- **ADVISORY:** Qualification for ENG-1A.

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**MATHEMATICS**

MAT-11 COLLEGE ALGEBRA

College level algebra.

- **PREREQUISITE:** MAT-35 or qualifying placement level.

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**MAT-35 INTERMEDIATE ALGEBRA**

The algebra preparation for college level mathematics.

- **PREREQUISITE:** MAT-52 or qualifying placement level.

**EVENING**

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**MAT-52 ELEMENTARY ALGEBRA**

An introduction to the concepts of algebra.

- **PREREQUISITE:** MAT-64 (formerly 50), 65, 90F or qualifying placement level.

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**READING**

REA-81 READING, LEVEL 1

Instruction in basic reading skills, along with individually prescribed practice work in a wide range of materials. (Non-degree credit course.)

- **PREREQUISITE:** None.

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**SOCIOLOGY**

SOC-1 INTRO TO SOCIOLOGY

An introduction to the basic concepts of societal organization.

- **PREREQUISITE:** None.

**EVENING**

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**SPEECH COMMUNICATION**

SPE-1 PUBLIC SPEAKING

Learn how to prepare, present and evaluate a variety of speeches. Minimum of 4 speeches and 20 formal speaking minutes required.

- **PREREQUISITE:** None.

- **ADVISORY:** SPE-51, SPE-52 or qualification for ENG-1A.

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**SPE-9 INTERPERSONAL COMMUNICATION**

Analyzes the dynamics, components and ethics of the two-person communication process in relationships. (CAN SPCH 8)

- **PREREQUISITE:** None.

- **ADVISORY:** SPE-52 or qualification for ENG-1A.

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</table>
Welcome to Riverside Community College District’s unique and vital public safety training located at the Ben Clark Training Center (BCTC.) In association with local, state and federal agencies, Riverside Community College (RCC) offers one of the largest public safety training programs in Southern California. Each year, the college prepares hundreds of students to work as law enforcement officers, firefighters, probation officers, dispatchers, and correctional officers.

Most of the training occurs at the BCTC, located adjacent to March Air Force Reserve Base. RCC at the BCTC is recognized nationally for its innovative, interagency programs that emphasize state-of-the-art training for law enforcement and firefighting personnel to function as a team.

Several major public agencies participate in public safety training, including the Riverside County Sheriff’s Department, the Riverside County Fire Department, the California Department of Forestry, the Department of Corrections and the Department of Probation. Working in conjunction with these agencies, RCC is able to offer the following intensive programs in Law Enforcement and Fire Technology:

**Law Enforcement**
- Peace Officer Training
- Correctional Officer Training
- Technical Rescue
- Hazardous Materials
- Driver Operator
- Wldland FIrefighting
- Company & Chief Officer Training

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

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

- **Technical and Advanced Officer Training** (951) 486-2797
- **Corrections Training** (951) 486-2877
- **Dispatch Training Courses** (951) 486-2797
- **Basic Peace Officer Training Academy** (951) 571-6318
- **Fire Technology** (951) 571-6318

**Fast Track** (951) 571-6324

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

This schedule of courses is especially attractive for public safety personnel to access the college’s courses and available programs. All classes are offered at the Ben Clark Public Safety and Training Center, located at 3423 Davis Avenue, Riverside, CA, where no parking permit is required.

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

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**RIVERSIDE COMMUNITY COLLEGE**

**at Ben Clark Training Center**

(No Parking Permit Required)

**PSYCHOLOGY**

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**ADMINISTRATION OF JUSTICE**

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<td>25956</td>
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**ADJ-A11A** WRITING-LAW ENFORCEMENT 0.25 UNITS

This course is designed to provide an understanding of the purpose of the field training program. For information regarding enrollment procedures, call 486-2797.

**ADJ-A13A** DRUG USE RECOGNITION 1.00 UNITS

Provides an overview of the courtroom testimony process.

**ADJ-A29A** COURTROOM TESTIMONY/DEMEANOR 0.50 UNITS

Provides an overview of the courtroom testimony process.
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<td>PUBLIC SAFETY SEMINAR</td>
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Designed to address legislative requirements for fire, law enforcement or corrections personnel.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Must be sworn peace officer.

| 25958    | 08:00AM 12:00PM M     | CLRK CTR       | J Wood     |              |            |
| 25965    | 08:00AM 12:00PM M     | CLRK CTR       | J Wood     |              |            |
| 25960    | 08:00AM 12:00PM T     | CLRK CTR       | J Wood     |              |            |
| 25961    | 08:00AM 12:00PM TW    | CLRK CTR       | J Wood     |              |            |
| 25957    | 08:00AM 12:00PM TWTH  | CLRK CTR       | J Wood     |              |            |
| 25962    | 08:00AM 12:00PM M     | MTWTHF         | J Wood     |              |            |
| 25967    | 08:00AM 12:00PM M     | MTWTHF         | J Wood     |              |            |

**ADJ-A37A LATENT FINGERPRINT RETRIEVAL 0.50 UNITS**

Provides law enforcement personnel with the knowledge and techniques necessary for the identification and retrieval of fingerprints. For information regarding enrollment procedures, call 486-2797.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Must be sworn peace officer.

| 25923    | 08:00AM 02:00PM WTH   | CLRK CTR       | G Raya     |              |            |
| 25924    | 08:00AM 12:00PM WTH   | CLRK CTR       | G Raya     |              |            |

**ADJ-A42A CRIME SCENE INVESTIGATION 0.50 UNITS**

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

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Must be sworn peace officer.

| 25925    | 08:00AM 02:00PM M     | CLRK CTR       | G Raya     |              |            |
| 25926    | 08:00AM 12:00PM MTWTHF| CLRK CTR       | G Raya     |              |            |

**ADJ-A44A LASER OPERATOR 0.25 UNITS**

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

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Must have successfully passed a 24-hour POST Radar certification class. Must be a current sworn peace officer.

| 25925    | 08:00AM 02:00PM M     | CLRK CTR       | G Raya     |              |            |

**ADJ-A57A CASINO-RELATED CRIME INVESTIGATION 0.25 UNITS**

This course will familiarize the law enforcement officers with the crime trends in the gambling industry, investigative resources, prosecutorial considerations and issues related to tribal casinos.

- **PREREQUISITE:** None
- **LIMITATION ON ENROLLMENT:** Must be currently employed by a law enforcement agency and have POST certification.

| 25978    | 08:00AM 12:00PM M     | CLRK CTR       | G Raya     |              |            |

**ADJ-B1B BASIC PEACE OFFICER ACADEMY 18.00 UNITS**

Intensive basic instruction designed to meet the minimum requirements of a peace officer as established by State Law. For information regarding enrollment procedures, call 571-6316.

- **PREREQUISITE:** Completion of the POST reading and writing skills examination. Completion of POST physical fitness assessment. Possession of a valid California driver's license. Successful completion of a medical examination. Fingerprint clearance through the California State Department of Justice.

| 25970    | 08:00AM 01:30PM MTWTHF| CLRK CTR       | R Peebles  |              |            |

**ADJ-C5A BAS WRITING SKILLS-CORREC 0.50 UNITS**

Reviews the basic principles of law enforcement written communications. For information regarding enrollment procedures, call 486-2877.

- **PREREQUISITE:** None.

| 25908    | 08:00AM 01:20PM TMTHF  | CLRK CTR       | R Peebles  |              |            |

**ADJ-C6A CORRECT TRAINING OFFICER 2.00 UNITS**

This STC certified course is designed to enhance the on-the-job training skills of the corrections training officer. For information regarding enrollment procedures, call 486-2877.

- **PREREQUISITE:** None.
- **LIMITATION ON ENROLLMENT:** Must be currently employed by a law enforcement agency and have POST or STC certification.

| 25910    | 08:00AM 12:00PM MTWTHF| CLRK CTR       | R Peebles  |              |            |

www.rcc.edu  75  
BEN CLARK TRAINING CENTER
• LIMITATION ON ENROLLMENT: Must be sworn peace officer.

ADJ-T3A DRIVING UNDER INFLUENCE 1.00 UNITS
Provides an historical perspective of laws covering persons driving under the influence of alcohol/drugs. For information regarding enrollment procedures, call 486-2797.

PREREQUISITE: None.

ADJ-T26A CIVIL DISTURB TRAINING (CHP) 0.25 UNITS
Provides students with information on handling civil disturbances.

PREREQUISITE: None.

ADJ-T61A COMMUNICATIONS TRAIN SPEC 1.00 UNITS
Provides instruction on how to become communications training instructors.

PREREQUISITE: None.

FIRE TECHNOLOGY
FIT-1 FIRE PROTECTION ORG 3.00 UNITS
Provides participants with an introduction and overview of public and private fire protection services.

PREREQUISITE: None.

EVENING
25972 06:00PM 09:23PM MW CLRK CTR S Saltz
06/22/09 08/16/09 Last day to add: 06/29/09

FIT-E2A FIRST RESPONDER MEDICAL 2.00 UNITS
Prepares fire service personnel to render pre-hospital care at the scene of an emergency. For enrollment information please call 571-6315.

PREREQUISITE: None.

25973 TBA CLRK CTR
06/06/09 07/11/09 Last day to add: 07/03/09

FIT-E3D EMT CONTINUING EDUCATION 1.00 UNITS
Designed as continuing education for the Emergency Medical Technician. For enrollment information please call 486-2897.

PREREQUISITE: FIT-E3C.

25974 08:00AM 01:00PM MTW CLRK CTR A Yoshinaga
02:00PM 05:00PM MTW CLRK CTR C Clements
06/15/09 06/17/09 Last day to add: 06/17/09

25975 08:00AM 01:00PM SSU CLRK CTR A Yoshinaga
02:00PM 05:00PM SSU CLRK CTR A Yoshinaga
08/08/09 08/15/09 Last day to add: 08/15/09
What are online, hybrid and web-enhanced courses?

- **Online** courses are taken exclusively over the Internet—there are no on-campus meetings required. However, some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor. See [www.opencampus.com](http://www.opencampus.com).

- **Hybrid** courses meet both on-campus and online; think of them as traditional face-to-face courses where some of the on-campus class meetings are replaced with online assignments. In a hybrid course, you will attend meetings on-campus during the dates and times listed in this Schedule of Classes. Since the on-campus portion of hybrid classes could take place at any of our three colleges (Riverside, Norco or Moreno Valley), hybrid courses are listed according to the campus where the on-campus meetings take place. So, for example, if you’d like to take a hybrid course at Norco, you’d look under the Norco campus section of this schedule.

- **Web-Enhanced** courses are traditional face-to-face classes that are augmented with course Web sites. Unlike hybrid courses, all web-enhanced class meetings take place on-campus. The course Web site is an extra value!

Are you ready for online learning?

To take an online, hybrid, or web-enhanced class, here are a few things to keep in mind:

- You should have regular access to a personal computer that is connected to the Internet. Not sure whether your computer measures up? At [www.opencampus.com](http://www.opencampus.com), click on "Help", then click “Requirements Help” (near the top left, under ”Help Links”).

- You should be familiar with basic computer operations: for example, using a word processing program, logging onto the Internet, using a browser, and sending e-mail.

- You should be self-disciplined and have strong study skills. It’s easier to fall behind in an online class.

- Lastly, you shouldn’t believe the myth that online or hybrid courses are “easier” than face-to-face courses. In fact, online courses cover the same material as face-to-face courses, and many students say that their online courses actually require more of their time than their face-to-face courses. **Set aside a few minutes and take the Open Campus Distance Learning quiz below to help you decide.**

Please note: To enable online-based students to communicate more effectively with their instructors, students need to activate and use their RCC e-mail account. Please go to [http://www.rcc.edu/students/email.cfm](http://www.rcc.edu/students/email.cfm) and follow the link to e-mail tutorial at [http://www.rcc.edu/students/emalltutorial.cfm](http://www.rcc.edu/students/emalltutorial.cfm). Personal e-mail addresses will not be used so the RCC account is the only approved method of formal communication from RCC to the student.
Are open campus distance learning courses for me?

1. Holding weekly class meetings face-to-face is:
   a. Not particularly necessary for me.
   b. Somewhat important to me.
   c. Very important to me.

2. I would classify myself as someone who:
   a. Often gets things done ahead of time.
   b. Needs reminding to get things done on time.
   c. Puts things off until the last minute or doesn’t complete them.

3. When an instructor hands out directions for assignments, I prefer:
   a. Figuring out the instructions myself.
   b. Trying to follow the directions on my own, then asking for help as needed.
   c. Having the instructions explained to me.

4. Considering my professional and personal schedule, the amount of time I have to work on a Distance Learning course is:
   a. More than enough time for an on-campus course.
   b. The same as for a class on-campus.
   c. Less than for a class on-campus.

5. As a reader, I would classify myself as:
   a. Good - I have no problem understanding textbook material.
   b. Average - I sometimes need help to understand the text.
   c. Slower than average.

6. Commuting to campus on a regular weekly schedule is:
   a. Extremely difficult for me - I have commitments.
   b. A little difficult, but I can rearrange my priorities for regular attendance on campus.
   c. Easy for me.

7. When I need help understanding the subject:
   a. I am comfortable approaching the instructor.
   b. I am uncomfortable approaching the instructor, but I do it anyway.
   c. I never approach an instructor to admit I don’t understand something.

SCORING: Are Distance Learning courses for you? Score your responses:
3 points for each “a”, 2 points for each “b”, and 1 point for each “c”. 14 or over—Distance Learning is a real possibility for you. Between 8 and 13—Distance Learning courses may work for you, but you may need to make adjustments in your schedule and study habits to succeed. 7 or less—Distance Learning courses may not currently be the best alternative for you; talk with your counselor.

Some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor. See www.opencampus.com/online/schedule.html.
Online Courses

Online course Limitation on Enrollment:
Enrollment in online courses offered through the Riverside Community College District is limited to students who have demonstrated competency in working in the online environment.

Before you can register for an online class, you must demonstrate that you have the computer and internet skills you need to be successful. Your enrollment in online classes will be blocked until you have met this requirement.

You may demonstrate competency and meet the requirements of this limitation on enrollment in two ways:

1. Successful (grade of “C” or better) completion of an online class.
   If you successfully completed an online course [at Riverside Community College District prior to summer 2009], your record has already been cleared and you may register immediately. (If you are unable to register, please contact the Matriculation Specialist at matric.specialist@rcc.edu.)
   If you successfully completed an online course at another accredited college or university, please call the prerequisite hotline (951) 222 - 8808 for directions about how to provide documentation to clear this limitation on enrollment. (Since verification of your successful class completion will not be immediate, you are encouraged to simply complete the short Online Skills Workshop described in Item 2 below.
   OR

2. Go to [http://opencampus.com/] and complete the “Online Skills Workshop”.
   The Online Skills Workshop takes only a few minutes to complete and will verify your ability to perform the functions required in an online class, such as posting to a discussion board, uploading assignments, sending an e-mail, attaching a document, etc. Once you have successfully completed the workshop, you will be cleared to register for online classes.

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**ACCOUNTING**

ACC-1A  PRINCIPLES OF ACCOUNTING I  3.00 UNITS
An introduction to accounting principles and procedures. Course geared to accounting and business majors.
- **PREREQUISITE:** None.
- **ADVISORY:** BUS-20 and concurrent enrollment in ACC-96.
45833  06/22/09 07/30/09  F Stearns
45834  06/22/09 07/30/09  F Stearns
36069  06/22/09 08/13/09  P Worsham

ACC-1B  PRINCIPLES OF ACCOUNTING II  3.00 UNITS
A study of managerial accounting principles and information systems.
- **PREREQUISITE:** ACC-1A.
- **ADVISORY:** Concurrent enrollment in ACC-96.
45836  06/22/09 07/30/09  F Stearns
36070  06/22/09 08/13/09  P Worsham

**ADMINISTRATION OF JUSTICE**

ADJ-2  PRINCIPLES OF JUSTICE SYSTEM  3.00 UNITS
The role and responsibilities of each segment in the administration of justice system.
- **PREREQUISITE:** None.
46189  06/22/09 07/30/09  O Thompson

**ANTHROPOLOGY**

ANT-1  PHYSICAL ANTHROPOLOGY  3.00 UNITS
Examination of human biological evolution and physical diversity, incorporating genetics, primates, fossils, and relationship to the animal world.
- **PREREQUISITE:** None.
35965  06/22/09 08/13/09  A Gray
45843  06/22/09 07/30/09  S Mazur-Stommen

ANT-2  CULTURAL ANTHRO  3.00 UNITS
An introduction to the anthropological concept of culture and to the methods and theories used in the comparative analysis of cultures.
- **PREREQUISITE:** None.
45845  06/22/09 07/30/09  T Tombs

ART

ART-6  ART APPRECIATION  3.00 UNITS
An introductory course for the non-art major. An overview of the creative process and various art forms.
- **PREREQUISITE:** None.
- **ADVISORY:** Qualification for ENG-1A.
36073  06/22/09 07/30/09  K Skiba
36171  06/22/09 07/30/09  K Skiba

BUSINESS ADMINISTRATION

BUS-10  INTRO TO BUSINESS  3.00 UNITS
Considers scope, function and organization of business, including principles and practices, with an integrated global perspective.
- **PREREQUISITE:** None.
25711  06/22/09 08/13/09  J Duran
45860  06/22/09 07/30/09  R Pardee
45862  06/22/09 07/30/09  C Wyckoff
36093  06/22/09 07/30/09  G Zwart
36094  06/22/09 07/30/09  G Zwart

BUS-18A  BUSINESS LAW I  3.00 UNITS
Legal and ethical environment of business torts, contracts, sales and principles of employment.
- **PREREQUISITE:** None.
45863  06/22/09 07/30/09  L Judon
35970  06/22/09 08/13/09  C Pentis

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Some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor. See [www.opencampus.com/online/schedule.html].
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
<th>Prerequisites/Advisory</th>
</tr>
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<tbody>
<tr>
<td>BUS-18B</td>
<td>BUSINESS LAW II</td>
<td>3.00</td>
<td>Commercial paper, business organizations, government regulations, protection of property rights and international law.</td>
<td>PREREQUISITE: None.</td>
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<td>C Pentis</td>
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<tr>
<td>BUS-20</td>
<td>BUSINESS MATH</td>
<td>3.00</td>
<td>Review of basic math and its application to business, percentages, pricing, depreciation and inventory.</td>
<td>PREREQUISITE: None.</td>
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<td>D Webster</td>
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<tr>
<td>BUS-22</td>
<td>MGMT COMMUNICATIONS</td>
<td>3.00</td>
<td>Examines the dynamics of organizational communication including interpersonal, verbal, nonverbal and written.</td>
<td>PREREQUISITE: None.</td>
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<td>ADVISORY: CAT-30.</td>
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<td>C Ishihara</td>
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<tr>
<td>BUS-30</td>
<td>ENTREPRENEURSHIP</td>
<td>3.00</td>
<td>Surveys the nature and extent of business. Includes organizations and opportunities in business.</td>
<td>PREREQUISITE: None.</td>
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<td>ADVISORY: MAG-44.</td>
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<tr>
<td>BUS-70</td>
<td>INTRO ORGANIZATION DEVELOP</td>
<td>3.00</td>
<td>Introduction to techniques for improving organizational effectiveness through process improvement and development of people. (Same as MAG-70)</td>
<td>PREREQUISITE: None.</td>
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<td>ADVISORY: MAG-44.</td>
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<td>J Cregg</td>
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<td>J Duran</td>
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<td>J Perhamus</td>
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<tr>
<td>BUS-80</td>
<td>PRINCIPLES OF LOGISTICS</td>
<td>3.00</td>
<td>Introduction to the field of logistics and the methods for improving product distribution effectiveness.</td>
<td>PREREQUISITE: None.</td>
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<tr>
<td>CAT-50</td>
<td>KEYBOARD/DOC PROCESSING</td>
<td>3.00</td>
<td>Touch typing, keyboard mastery and document formatting on computers for basic business applications.</td>
<td>PREREQUISITE: None.</td>
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<tr>
<td>CAT-63</td>
<td>ELECTRONIC RECORDS MGMT</td>
<td>3.00</td>
<td>An introduction to electronic records management and the impact of electronic devices in the creation and storage of documents within the records information management field.</td>
<td>PREREQUISITE: None.</td>
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<td>ADVISORY: CAT/CIS-60.</td>
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<tr>
<td>CAT-65</td>
<td>INTRO TO MS POWERPOINT</td>
<td>1.50</td>
<td>Introduction to PowerPoint presentation program to produce an effective presentation in the form of overheads, 35 mm slides or on-screen slides. (Same as CIS-65)</td>
<td>PREREQUISITE: None.</td>
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<td>P Dunn</td>
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<tr>
<td>CAT-80</td>
<td>WORD FOR WINDOWS</td>
<td>3.00</td>
<td>Provides beginning, intermediate and advanced levels of skill applied to a variety of professional/business documents. (Same as CIS-80)</td>
<td>PREREQUISITE: None.</td>
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<td>ADVISORY: Concurrent enrollment in CAT-96 or 97, and typing knowledge/skills with at least 40 wpm.</td>
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<td>J Lehr</td>
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<tr>
<td>CAT-98A</td>
<td>INTRO TO EXCEL</td>
<td>1.50</td>
<td>An introduction to electronic spreadsheets using Excel. (Same as CIS-98A)</td>
<td>PREREQUISITE: None.</td>
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<td>ADVISORY: Concurrent enrollment in CAT-96 or 97.</td>
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<td>S Torre</td>
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</tbody>
</table>
| COMPUTE INFORMATION SYSTEMS

Most Computer Information Systems courses have an 18 hour laboratory requirement to be arranged. Your instructor will have details on the first day of class.

CIS-1A INTRO TO COMP INFO SYS  3.00 UNITS
Introduction to computer concepts, theory and computer applications. Functions and capabilities of word processors, spreadsheets, databases, presentation graphics and the Internet are covered through lecture, discussion and hands-on computer assignments. 
PREREQUISITE: None. 
ADVISORY: Concurrent enrollment in CIS-96 or 97.

| Staff |
| 46188 | 06/22/09 08/13/09 |
| 45877 | 06/22/09 07/30/09 |
| S Bhatia |
| 35985 | 06/22/09 07/30/09 |
| 35983 | 06/22/09 07/30/09 |
| J Coverdale |
| J Cregg |
| J Duran |
| J Perhamus |

CIS-2 FNDMNTLS SYSTEM ANALYSIS  3.00 UNITS
Structured analysis of user requirements related to information systems, for eventual design/development of the system. 
PREREQUISITE: None. 
ADVISORY: Concurrent enrollment in CIS-96 or 97.

| Staff |
| 45679 |
| S Bhatia |

CIS-12 PHP DYNAMIC WEB SITE PROGRAM  3.00 UNITS
Introduction to dynamic Web site programming using PHP, featuring database-driven applications such as user registration, content management, and e-commerce. 
PREREQUISITE: None. 
ADVISORY: Programming fundamentals such as in CIS-5 or CIS-14A, and familiarity with HTML such as in CIS-72A or CIS-14A. Concurrent enrollment in CIS-96 or 97.

| M Lehr |
| 45876 | 06/22/09 08/13/09 |

CIS-62 MS ACCESS DBMS: COMPREHENSIVE  3.00 UNITS
Use of Microsoft Access DBMS applications including database design, development of queries, forms, reports and macros. 
PREREQUISITE: None. 

| S Bhatia |
| 45880 | 06/22/09 07/30/09 |

CIS-65 INTRO TO MS POWERPOINT  1.50 UNITS
Introduction to PowerPoint presentation program to produce an effective presentation in the form of overheads, 35 mm slides or on-screen slides. (Same as CAT-65) 
PREREQUISITE: None. 

| P Dunn |
| 35986 | 06/22/09 07/30/09 |

Some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor. See www.opencampus.com/online/schedule.html.
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<th>Course Title</th>
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<td>WORD FOR WINDOWS</td>
<td>3.00</td>
<td>Provides beginning, intermediate and advanced levels of skill applied to a variety of professional/business documents. (Same as CAT-80)</td>
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<td>PREREQUISITE: None.</td>
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<td>ADVISORY: Concurrent enrollment in CIS-96 or 97 and typing knowledge/skills with at least 40 wpm.</td>
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<tr>
<td>45680</td>
<td>INTRO TO EXCEL</td>
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<td>An introduction to electronic spreadsheets using Excel. (Same as CAT-98A)</td>
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<td>PREREQUISITE: None.</td>
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<td>45685</td>
<td>06/22/09 08/13/09</td>
<td>S Torre</td>
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<tr>
<td>ECONOMICS</td>
<td>ECO-7 MACROECONOMICS</td>
<td>3.00</td>
<td>Economic theory and analysis as applied to the U.S. economy as a whole.</td>
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<td>PREREQUISITE: None.</td>
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<td>ADVISORY: Qualification for ENG-1A and MAT-52.</td>
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<tr>
<td>ENGLISH</td>
<td>ENG-1A ENGLISH COMPOSITION</td>
<td>4.00</td>
<td>Teaches college-level critical reading, academic writing, and research skills.</td>
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<td>PREREQUISITE: ENG-50 or qualifying preparation score.</td>
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<td></td>
<td>All online sections of ENG-1A have an 18 hour ON-CAMPUS laboratory requirement to be arranged.</td>
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<td>06/22/09 07/30/09</td>
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<td>06/22/09 07/30/09</td>
<td>K Nelson</td>
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<td>06/22/09 07/30/09</td>
<td>B Osgood-Treston</td>
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<td>06/22/09 08/13/09</td>
<td>R Regino</td>
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<tr>
<td>FILM, TELEVISION AND VIDEO</td>
<td>FTV-68 STORY DEVELOPMENT PROCESS</td>
<td>3.00</td>
<td>An overview of the process involved in developing and pitching story ideas and scripts to studios, production companies and networks for production consideration.</td>
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<td>PREREQUISITE: None.</td>
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<td>M Skerbelis</td>
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<tr>
<td>FTV-69</td>
<td>SCRIPT SUPERVISING-FILM, TELEVISION</td>
<td>3.00</td>
<td>Introduction to the theory and practice of script supervising for film and television production.</td>
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<td>PREREQUISITE: None.</td>
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<td>06/22/09 08/13/09</td>
<td>K Eaton</td>
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<tr>
<td>HISTORY</td>
<td>HIS-2 WORLD CIVILIZATIONS 2</td>
<td>3.00</td>
<td>The development and interaction of world civilizations from the 16th century to the present.</td>
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<td>PREREQUISITE: None.</td>
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<td>ADVISORY: Qualification for ENG-1A.</td>
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<td>45947</td>
<td>06/22/09 07/30/09</td>
<td>K Woods</td>
<td></td>
</tr>
<tr>
<td>HIS-6</td>
<td>POL SOC HIST OF US</td>
<td>3.00</td>
<td>A history of the United States from Colonial time to 1877.</td>
</tr>
<tr>
<td></td>
<td>PREREQUISITE: None.</td>
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<td>ADVISORY: Qualification for ENG-1A.</td>
<td></td>
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<tr>
<td>45952</td>
<td>06/22/09 07/30/09</td>
<td>A Parker</td>
<td></td>
</tr>
<tr>
<td>25748</td>
<td>06/22/09 08/13/09</td>
<td>L Riggin Walden</td>
<td></td>
</tr>
<tr>
<td>HIS-7</td>
<td>POL SOC HISTORY OF US</td>
<td>3.00</td>
<td>A history of the United States from 1877 to the present.</td>
</tr>
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<td>PREREQUISITE: None.</td>
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<td>45956</td>
<td>06/22/09 07/30/09</td>
<td>A Parker</td>
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<tr>
<td>25749</td>
<td>06/22/09 08/13/09</td>
<td>L Riggin Walden</td>
<td></td>
</tr>
<tr>
<td>HUMANITIES</td>
<td>HUM-10 WORLD RELIGIONS</td>
<td>3.00</td>
<td>Concepts of major religions including Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.</td>
</tr>
<tr>
<td></td>
<td>PREREQUISITE: None.</td>
<td></td>
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</tr>
<tr>
<td>MAG-44</td>
<td>PRINCIPLES OF MANAGEMENT</td>
<td>3.00</td>
<td>An overview of the concepts, processes and techniques of organizational management.</td>
</tr>
<tr>
<td></td>
<td>PREREQUISITE: None.</td>
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</tr>
<tr>
<td>25753</td>
<td>06/22/09 08/13/09</td>
<td>D Cescolini</td>
<td></td>
</tr>
<tr>
<td>MAG-51</td>
<td>ELEMENTS OF SUPERVISION</td>
<td>3.00</td>
<td>Covers responsibilities of a supervisor in industry, including organization, employee relations and evaluations.</td>
</tr>
<tr>
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<td>PREREQUISITE: None.</td>
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<td></td>
</tr>
<tr>
<td>45962</td>
<td>06/22/09 07/30/09</td>
<td>R Pardee</td>
<td></td>
</tr>
<tr>
<td>MAG-53</td>
<td>HUMAN RELATIONS</td>
<td>3.00</td>
<td>Practical application of basic psychology in building better employer-employee relationships.</td>
</tr>
<tr>
<td></td>
<td>PREREQUISITE: None.</td>
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</tr>
<tr>
<td>36183</td>
<td>06/22/09 07/30/09</td>
<td>G Zwart</td>
<td></td>
</tr>
<tr>
<td>MAG-54</td>
<td>EMPLOYEE LABOR RELATIONS</td>
<td>3.00</td>
<td>An introduction to employee labor relations within the field of human resources management.</td>
</tr>
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<td>PREREQUISITE: None.</td>
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<tr>
<td>36182</td>
<td>06/22/09 08/13/09</td>
<td>C Pents</td>
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</tr>
<tr>
<td>MAG-70</td>
<td>INTRO ORGANIZATION DEVELOPMENT</td>
<td>3.00</td>
<td>Introduction to techniques for improving organizational effectiveness through process improvement and development of people. (Same as BUS-70)</td>
</tr>
<tr>
<td></td>
<td>PREREQUISITE: None.</td>
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<tr>
<td></td>
<td>ADVISORY: MAG-44.</td>
<td></td>
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</tr>
<tr>
<td>36127</td>
<td>06/22/09 07/30/09</td>
<td>P Worsham</td>
<td></td>
</tr>
<tr>
<td>MARKETING</td>
<td>MKT-20 PRINC OF MARKETING</td>
<td>3.00</td>
<td>Examines the role of marketing along with an analysis of both profit and non-profit organization's product, price, distribution and promotion.</td>
</tr>
<tr>
<td></td>
<td>PREREQUISITE: None.</td>
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<tr>
<td></td>
<td>ADVISORY: BUS-10.</td>
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<tr>
<td>25764</td>
<td>06/22/09 08/13/09</td>
<td>J Duran</td>
<td></td>
</tr>
</tbody>
</table>

Some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor. See www.opencampus.com/online/schedule.html.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
<th>Prerequisites/Notes</th>
<th>Schedule/Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>MKT-41</td>
<td>TECHNIQUES OF SELLING</td>
<td>3.00</td>
<td>Studies sales communication, behavioral, ethical and philosophical factors as applied to the selling function.</td>
<td>PREREQUISITE: None.</td>
<td>25765 06/22/09 08/13/09 L Jackson</td>
</tr>
<tr>
<td>MKT-42</td>
<td>RETAIL MANAGEMENT</td>
<td>3.00</td>
<td>Survey of retail management, philosophies, strategies, concepts and objectives.</td>
<td>PREREQUISITE: None.</td>
<td>36184 06/22/09 08/13/09 A Riker</td>
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<tr>
<td>MAT-35</td>
<td>INTERMEDIATE ALGEBRA</td>
<td>5.00</td>
<td>The algebra preparation for college level mathematics.</td>
<td>PREREQUISITE: MAT-52 or qualifying placement level.</td>
<td>45719 06/22/09 07/31/09 K Cramm</td>
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<tr>
<td>MAT-36</td>
<td>TRIGONOMETRY</td>
<td>4.00</td>
<td>An introduction to the trigonometric functions, their identities and relationships, graphs and applications, accompanied by essential topics of geometry.</td>
<td>PREREQUISITE: MAT-35 and MAT-53 or qualifying placement level.</td>
<td>36022 06/22/09 08/13/09 J Driver</td>
</tr>
<tr>
<td>MAT-52</td>
<td>ELEMENTARY ALGEBRA</td>
<td>4.00</td>
<td>An introduction to the concepts of algebra.</td>
<td>PREREQUISITE: MAT-64 (formerly 50), 65, 90F or qualifying placement level.</td>
<td>36025 06/22/09 08/13/09 E Chung</td>
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<tr>
<td>MAT-64</td>
<td>PRE-ALGEBRA</td>
<td>3.00</td>
<td>Designed as a transition from arithmetic to elementary algebra. (Non-degree credit course.)</td>
<td>PREREQUISITE: MAT-63 or 90C.</td>
<td>36369 06/22/09 08/13/09 J Rey</td>
</tr>
<tr>
<td>MUS-19</td>
<td>MUSIC APPRECIATION</td>
<td>3.00</td>
<td>Study of musical style, form and materials, organized to acquaint the student with representative musical literature through listening, reading and writing.</td>
<td>PREREQUISITE: None.</td>
<td>4595 06/22/09 07/03/09 P Curtis</td>
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<tr>
<td>MUS-25</td>
<td>JAZZ APPRECIATION</td>
<td>3.00</td>
<td>A comprehensive study of jazz from its origins to the present day.</td>
<td>PREREQUISITE: None.</td>
<td>45996 06/22/09 07/30/09 C Richard</td>
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<tr>
<td>MUS-26</td>
<td>FILM MUSIC APPRECIATION</td>
<td>3.00</td>
<td>A study of film music in the United States from 1927 to the present day.</td>
<td>PREREQUISITE: None.</td>
<td>45998 06/22/09 07/30/09 K Mayse</td>
</tr>
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<tr>
<td>MUS-89</td>
<td>MUSIC OF MULTICULTURAL AMERICA</td>
<td>3.00</td>
<td>A comparative and integrative study of the multicultural musical styles of the United States.</td>
<td>PREREQUISITE: None.</td>
<td>46205 06/22/09 07/30/09 P Curtis</td>
</tr>
<tr>
<td>PHI-10</td>
<td>INTRO TO PHILOSOPHY</td>
<td>3.00</td>
<td>Introduction to the major questions of Western philosophy and their answers.</td>
<td>PREREQUISITE: None.</td>
<td>36037 06/22/09 08/13/09 S Crasnow</td>
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<tr>
<td>PHI-11</td>
<td>CRITICAL THINKING</td>
<td>3.00</td>
<td>Introduction to critical thinking as it relates to everyday experience and general knowledge.</td>
<td>PREREQUISITE: None.</td>
<td>46024 06/22/09 07/30/09 C Gobatie</td>
</tr>
<tr>
<td>PHP-4</td>
<td>NUTRITION</td>
<td>3.00</td>
<td>Principles of basic nutrition and their application to health and diseases.</td>
<td>PREREQUISITE: None.</td>
<td>46305 06/22/09 08/13/09 D Almquist</td>
</tr>
<tr>
<td>PHP-36</td>
<td>WELLNESS: LIFESTYLE CHOICES</td>
<td>3.00</td>
<td>Studies the various dimensions of health as they relate to living a positive, healthy life.</td>
<td>PREREQUISITE: None.</td>
<td>46213 06/22/09 08/13/09 S Sigloch</td>
</tr>
<tr>
<td>POL-1</td>
<td>AMERICAN POLITICS</td>
<td>3.00</td>
<td>The principles, institutions, policies and critical issues in American politics.</td>
<td>PREREQUISITE: None.</td>
<td>25875 06/22/09 07/30/09 F Biancardi</td>
</tr>
</tbody>
</table>

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PSYCHOLOGY

PSY-1 GENERAL PSYCH 3.00 UNITS
Survey of scientific study of behavior, including learning, emotion, motivation, emotional problems and therapy.
• PREREQUISITE: None.
46100 06/22/09 07/30/09 A Clegg Haerich
46098 06/22/09 07/30/09 R Ruiz
46099 06/22/09 07/30/09 R Ruiz

PSY-9 DEVELOPMENTAL PSYCH 3.00 UNITS
A survey of biological, cognitive and psychosocial development throughout the human life cycle from conception to death.
• PREREQUISITE: None.
46104 06/22/09 07/30/09 P Matsos
46105 06/22/09 07/30/09 P Matsos
46106 06/22/09 07/30/09 P Matsos

READING

REA-83 READING, LEVEL III 3.00 UNITS
Intended for students who experience moderate difficulty in reading college-level materials. (Non-degree credit course.)
• PREREQUISITE: REA-82 or ESL-73 or qualifying preparation score.
46111 06/22/09 07/30/09 T Brown
46112 06/22/09 07/30/09 T Brown

REAL ESTATE

RLE-80 REAL ESTATE PRINCIPLES 3.00 UNITS
Fundamental course covering the basic laws, principles and terminology of California real estate practice.
• PREREQUISITE: None.
36045 06/22/09 08/13/09 J Wire

RLE-81 REAL ESTATE PRACTICE 3.00 UNITS
Daily operations in real estate brokerage. Applies toward educational requirements for broker’s examination.
• PREREQUISITE: None.
36046 06/22/09 08/13/09 T Wagner

RLE-82 LEGAL ASPECT RL ESTAT 3.00 UNITS
California real estate law as it applies to acquisition, ownership, trust deeds, transfers, foreclosure and probate.
• PREREQUISITE: None.
36047 06/22/09 08/13/09 T Wagner

SOCIOLOGY

SOC-1 INTRO TO SOCIOLOGY 3.00 UNITS
An introduction to the basic concepts of societal organization.
• PREREQUISITE: None.
46122 06/22/09 07/30/09 R Davin
46123 06/22/09 07/30/09 R Davin
46124 06/22/09 07/30/09 R Davin
46125 06/22/09 07/30/09 J Schall
46127 06/22/09 07/30/09 J Schall
46190 06/22/09 07/30/09 J Schall
25887 06/22/09 07/30/09 E Thompson
25888 06/22/09 07/30/09 E Thompson

SOC-2 AMER SOCIAL PROB 3.00 UNITS
Identification and analysis of major contemporary social problems.
• PREREQUISITE: None.
45821 06/22/09 08/13/09 D Baker

SOC-10 RACE/ETHNIC RELATIONS 3.00 UNITS
An introduction to the theories, dynamics, history and present status of inter-group conflict in the United States.
• PREREQUISITE: None.
45820 06/22/09 08/13/09 D Baker

SOC-12 MARRIAGE FAMILY REL 3.00 UNITS
Contemporary patterns in marriage and family relations.
• PREREQUISITE: None.
46128 06/22/09 07/30/09 J Brown
46129 06/22/09 07/30/09 J Brown
46130 06/22/09 07/30/09 J Brown

SOC-20 CRIMINOLOGY 3.00 UNITS
A sociological analysis of crime, criminal law and criminality.
• PREREQUISITE: None.
45822 06/22/09 08/13/09 D Baker

SPANISH

SPA-12 LAT AMER CULTURE, CIVILIZATION 3.00 UNITS
Introductory survey of Latin American culture and civilization. Class conducted in English.
• PREREQUISITE: None.
46134 06/22/09 07/30/09 D Gaylor

SPA-51 INTRO LISTENING COMP I 2.00 UNITS
Develops basic skills in listening to and understanding native spoken Spanish at the elementary level.
• PREREQUISITE: None.
46137 06/22/09 07/30/09 K Kelly

THEATER ARTS

THE-3 INTRO TO THE THEATER 3.00 UNITS
A survey of theatrical styles and forms intended for the general college student.
• PREREQUISITE: None.
46149 06/22/09 07/30/09 M Gourley
46151 06/22/09 07/30/09 M Gourley
46202 06/22/09 07/30/09 M Gourley
46201 06/22/09 07/30/09 J Julian
45830 06/22/09 08/13/09 D Nelson
45831 06/22/09 08/13/09 D Nelson
46148 06/22/09 08/13/09 D Nelson
36068 06/22/09 08/13/09 P Pearson

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

Television for Your Head… A telewebcourse is a college credit course that allows you to complete much of your study at home by viewing televised or streaming video on the Internet lectures instead of attending lectures on campus. Telewebcourses have been specially designed to provide students with educational opportunities that are flexible enough to fit even the busiest schedule. The televised or video on demand lectures represent one component of an integrated instructional package that includes a textbook, study guide, course syllabus, required on-campus seminars and other required online material accessed via the Internet.

Flexibility for Your Schedule. Telewebcourses enable you to watch course-related programs at home on local television channels or on demand via the Internet. You may also view the course-related programs at your convenience in the Norco, Moreno Valley and Riverside Campus Libraries.

An Instructor Who Cares. An RCC faculty member is assigned to serve as instructor for each telewebcourse. Your instructor will have many of the same responsibilities as any classroom instructor – preparing and grading assignments, answering your questions, administering your exams, and conducting the on-campus seminars. The instructor will also be available to answer your questions by phone or in person during designated hours. Check your course syllabus for your instructor’s telephone number and office hours.

Is a telewebcourse for you? To help you decide, take our Open Campus Distance Learning quiz to find out if you have what it takes to succeed in a telewebcourse. If you score well on the quiz, you may also want to consider taking an Open Campus Online course. See the Open Campus Online section for details.

Motivation + Determination = Success. Register Now and Give Yourself Some Credit. You may register for a telewebcourse in the same manner as any on-campus course. (Please see the center of this schedule for an Application for Admission.) For your convenience, you may purchase your textbooks in the bookstore or order online by email - www.opencampus.com.

Questions? Most of your questions will be answered on the Open Campus website, www.opencampus.com (update your browser settings - instructions are at www.opencampus.com/help.) Telecast schedule and on-campus room assignment information available on the TELEWEBCLASS HOTLINE at (951) 222–8978, after June 15, 2009.

PSYCHOLOGY 1
General Psych (3 UNITS)
Survey of scientific study of behavior, including learning, emotion, motivation, emotional problems and therapy.

Telecast Choices:
See Telewebcourses information.

On-campus Sessions:
Code 25880: Mondays, 6-9pm; Moreno Valley Campus HM 338
Dates: 6/22, 6/29*, 7/6, 7/13, 7/20
Instructor: Travis Gibbs, (951) 571-6150
* 6/29 session is online only.

PSYCHOLOGY 35
Abnormal Psychology (3 UNITS)
A survey of the nature, causes and treatment of psychological disorder.

Telecast Choices:
See Telewebcourses information.

On-campus Sessions:
Code 46102: Mondays, 2-5pm; Riverside City College QD 128
Dates: 6/22, 6/29, 7/6, 7/13, 7/20
Instructor: Jon Mettrick, (951) 222-5495

PLEASE NOTE: On Charter Communications, you need a digital cable box to receive Channel 94 (in Riverside/Norco.)
Call Charter Customer Service at 359-8989 to order a digital cable box.

Telewebcourse Programming begins the week of 6/22/09.

On-campus Sessions and Internet Access: Important Note-Students who miss the first on-campus session may be automatically dropped from the course. No adds will be accepted after the first on-campus session. Internet access is required to complete a portion of every telewebcourse.

NOTE: Due to low enrollment, summer will be the last term telecourses are offered.

Some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor. See www.opencampus.com/online/schedule.html.
Statement of Philosophy and Purpose

It is the intention of the Riverside Community College District to provide an environment that maximizes academic achievement and personal growth. The District recognizes that alcohol, tobacco and other drug use/drug abuse poses a significant threat to the health, safety and well-being of users and the people around them. Substance abuse also interferes with academic, cocurricular and extracurricular interests and can lead to health, personal, social, economic and legal problems.

Alcohol and other drug abuse addiction or dependency is a behavioral/medical problem. Because the District’s intent is to be helpful, not punitive, programs have been developed to deter alcohol and other drug abuse. First, education is provided. Second, a program of assistance and referral is available. Third, disciplinary procedures are applied to uphold the District policy regarding alcohol and other drug use and the Standards of Student Conduct as listed in the Student Handbook.

The District policy is that all use of alcohol, tobacco and other drugs is prohibited on the District property and at any college sponsored or related activity regardless of its location.

Education

The Riverside Community College District offers a wide variety of educational opportunities to its students and the community which address alcohol, tobacco and other drug related issues. Information about courses is available in the college catalog, class schedule and through the Counseling Center.

Additional educational opportunities include awareness activities, conferences, workshops, films/videos and lectures, some of which are available at the College Health Service at each campus.

Assistance and Referral

Students can seek help through the College Health Services. Health professionals provide assistance for students with alcohol, tobacco or drug related problems including crisis intervention, education and/or referral. Contact the Student Health Center at 222-8151.

Regulations for Policy 3230/4230/6230, Smoking/Non-Smoking

Smoking of any form of tobacco or non-tobacco products is prohibited on District grounds, in all District vehicles, at any activity or athletic event and on all property owned, leased, or rented by or from the District, unless a tobacco use area has been designated.

Off-campus Services

For off-campus services call:
Riverside County Substance Abuse Program .............. 955-2105
24-hr Detox Line ...................................................... 955-2100
After-hours (5pm) number ..................................... 1-800-499-3008

For toll-free information call:
For a local Al-Anon (Inland Empire Central Office) .. 909-825-4700
Alcoholics Anonymous ............................................ 909-825-4700
Assisted Recovery ................................................. 1-800-527-5344
Assisted Recovery website ...................................... aca-usa.org
Cocaine Anonymous .............................................. 951-359-3895
Cocaine/Substance-abuse hotline ......................... 1-800-662-HELP
National Council on Alcoholism ......................... 1-800-662-HELP

Medical Emergencies

Dial 911 for life threatening or serious conditions.

Health Services available for enrolled students:
- First Aid/Emergency Care while on campus
- Physician/Nurse Practitioner visits by appointment
- Personal counseling — MFCC - by appointment
- Health education/counseling and literature
- Immunizations at low-cost student rate (Measles, Tetanus, Hep. A and B and TB testing)
- Laboratory testing (low-cost urinalysis and pregnancy)
- Community referrals
- Free vision and hearing screening
- Weight loss counseling
- Smoking cessation program
- Substance-abuse counseling
- Over-the-counter medication
- Peer Health Program

For more information call:
Riverside (951) 222-8151
Moreno Valley (951) 571-6103
Norco (951) 372-7046
Programa de Inglés como segundo idioma (ESL) de Riverside Community College (RCC)~

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

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

**Preguntas Generales**

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

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

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

¿Qué tipo de clases ofrece RCC?
Se ofrecen clases de ESL en gramática/escritura, lectura, y conversación. Estas clases se ofrecen a nivel básico, intermedio, y avanzado. En cada nivel el énfasis es principalmente en gramática, escritura, y lectura de Inglés. Se puede repetir cada clase.

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

¿Cómo puedo matricularme?
1. Complete la solicitud que se encuentra en el centro del Horario de Clases y traigala o envíala a la Oficina de Matrícula (Admissions & Records) en el campus de Riverside y las oficinas de Servicios Estudiantiles (Student Services) en los campus de Moreno Valley y Norco. El domicilio del colegio está escrito en la solicitud.

2. Tome el examen PTESL y reciba los resultados inmediatamente. Vea el Horario de Clases para ver la fecha del próximo examen y llame a la Oficina de Consejería al 222-8440 para hacer cita.

3. Se puede matricular llamando a Tiger Talk el sistema telefónico. Rellene la forma Tiger Talk al centro de Horario de Clases para facilitar su proceso de matrícula telefónica.

¿Cuánto cuesta asistir al colegio?
Vea la página, ¿Cuánto cuesta asistir a RCC?

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

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

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

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

**AB540**

Desde el 1\ de enero de 2002, la ley AB540 de California permite que los estudiantes inmigrantes paguen la matrícula del estado sin importar su estatus de residencia. Bajo esta nueva ley, los estudiantes inmigrantes que satisfacen las provisiones de la ley serán permitidos pagar la misma quota que se requiere de California para inscribirse a los “Community Colleges” y las universidades públicas del estado.

Para calificar, un estudiante debe presentar los siguientes requisitos:

1. Asistencia de tres años o más en una secundaria (high school) en California.
2. Haberse graduado de una escuela preparatoria en California o recibido el equivalente GED o Certificado de Finalización;
3. Someter una declaración con el "Community College" o universidad estatal (NO CON EL DEPARTAMENTO DE INMIGRACION) declarando que el estudiante aplicará para legalizar su estatus inmigratorio en cuanto sea posible.

**Estudiantes No-Immigrantes**

Los estudiantes no-immigrantes (visa serie F, J o B de visitante), no son elegibles para la exención de costo estatal bajo la AB 540.

**Asistencia Financiera**

La AB540 NO PROVEE asistencia financiera a estudiantes inmigrantes. Estudiantes en busca de asistencia financiera deben acudir a la oficina de su consejero escolar para solicitar información sobre becas u otros tipos de préstamos que no piden el requisito de residencia legal o la ciudadanía.

**Residencia Legal**

Aunque sean elegibles para el costo de matriculación bajo la AB540, bajo la AB540, la nueva ley NO ESTABLECE la residencia legal para estudiantes inmigrantes en el estado de California.

La forma está disponible en [http://www.rcc.edu/students/apply/ nonresident.cfm](http://www.rcc.edu/students/apply/nonresident.cfm)
¿Cuánto cuesta asistir a Riverside Community College?

El Colegio Comunitario de Riverside (RCC) cobra por unidad y no por clase. Cada unidad cuesta veinte dólares ($20) para residentes de California. Mas aparte, residentes de otro estado pagan ciento ochenta y uno dólares ($181) por cada unidad, más veinte ($20) dólares si es residente de otro país. Todos los cargos pueden cambiar debido a acción legislativa del estado o a cambios de póliza del Consejo de RCC. La mayoría de las clases de Inglés como segundo idioma (ESL) son cuatro (4) unidades. Para ser considerado como estudiante de tiempo completo, necesita completar 12 unidades.

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

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

¡Riverside Community College es para usted!

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

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

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

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

Al tener un buen conocimiento académico del Inglés, puede obtener un certificado vocacional, un título de asociado, y/o transferirse a una universidad. Se ofrecen más de cuarenta (40) programas vocacionales, por ejemplo, Administración de Empresas, Asistente de Médico, Computación, Construcción, Cosmetología, Enfermería, Electrónica, Fotografía, Estudios de la Niñez, Imprenta, Ingeniería, Mecánica Automotriz, Soldadura, Técnica en Aire Acondicionado, Técnica Dental. Si desea transferirse a una universidad, puede transferir sus créditos académicos a las Universidades de California (UC), las Universidades del Estado de California (CSU), o a la mayoría de otras universidades.

www.rcc.edu
What Every Student Should Know!~

AB540 Non-Resident Fee Waiver
A student who qualifies for the Non-Resident Fee Waiver will be exempt from paying the Out of State Tuition fee and will pay the $20 per unit enrollment fee. The qualifications for the waiver are stated below.

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

1. High school attendance in California for three or more years.
2. Graduation from a California high school or attainment of the equivalent thereof (equivalent considered GED or high school proficiency test) must be obtained in the state of California. Certificates of Completion may also qualify students for the waiver.

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

A student who meets the qualifications for the Non-Resident Fee Waiver is not a resident of the state of California until he or she meets physical presence and intent requirements as stated in the "Residence Classification for Tuition Purposes" section above. Students without lawful immigration status are not eligible for any federal or state supported financial aid such as the Board of Governors Waiver, etc. Please see Admissions and Records for the exemption request form. The Non-Resident Fee Waiver is available at the Admission and Records office. This form can be printed out at http://www.rcc.edu/students/apply/nonresident.cfm.

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

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

Academic Renewal
Academic renewal permits previously recorded substandard course work taken at RCCD to be disregarded in the computation of RCCD grade point average after 24 subsequent units have been completed with a 2.0 GPA. Petitions and information are available in the Admissions offices of the Riverside, Moreno Valley and Norco campuses.

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

Area of Emphasis Grade Requirements
Beginning in 2009, each course counted toward the unit requirement in an area of emphasis or a major or program of study must be completed with a grade of "C" or better or a "P" if the course is taken on a Pass/No Pass basis.

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

Auditing
RCC offers students the option of auditing courses. Instructions for auditing are as follows:
1. Students may not audit a class unless he/she has taken the course and has exhausted all possibilities to repeat the course.
2. No student will be allowed to enroll for audit prior to the first day of the course. The first day of the course refers to the actual course meeting.
3. Permission to audit a class is done at the discretion of the instructor and with instructor's signature.
4. When auditing, the student shall not be permitted to change his/her enrollment in that course to receive credit.
5. With the instructor's signature and permission, a credit student may switch his/her enrollment to audit status provided the change is completed prior to 30% of course for short-term courses.
6. With the instructor's signature and permission, a student may enroll in a course for audit at any time during the semester if he/she has not enrolled in that course for credit during the same semester.
7. Credit students have priority over auditors. If a course closes after an auditor has been admitted, the auditor may be asked to leave to make room for the credit student. Instructor's discretion is strongly recommended.
8. The audit fee is $15 per unit plus student services and health fees. Students enrolled in 10 or more semester units may audit 3 units of audit free (may be 3 one unit courses.) The $15 per unit audit fee will automatically be charged if the student drops below 10 units.

Students wishing to audit should be aware that audited classes will not appear on an official transcript. Green audit cards are available at the Admissions counter at all campuses. Fees are due when the form is submitted. For more information, please contact the Student Services offices at Moreno Valley (951) 571-6101 or Norco (951) 372-7003, or the Admissions and Records office at Riverside (951) 222-8600.
Basic Skills Requirements

In 2009, the basic skills requirements will change from completion of ENG 50, 1A or 1AH and MAT 1-49, 52 or 53 with a "C" grade or higher to completion of ENG 1A or 1AH or equivalent and MAT 1-49, 35, or equivalent.

Class Cancellation

The College reserves the right to cancel any class in which the enrollment is insufficient to warrant its continuance.

Counseling

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

- City campus – (951) 222-8440
- Moreno Valley campus – (951) 571-6104
- Norco campus – (951) 372-7101.

Credit By Exam

- Forms are available in Admissions. There is a separate form for Foreign Language classes.

Cross Enrollment at UC or CSU

Undergraduate students enrolled at RCC may enroll at a CSU or UC campus without formal admissions in a maximum of one course per academic term at a campus on a space available basis at the discretion of the appropriate campus authorities on both campuses.

An RCC student is qualified to cross enroll if the following requirements are met:

- Completed at least one term at Riverside Community College as a matriculated student
- Earned a grade point average of 2.0 (grade of "C") for work completed
- Enrolled for a minimum of six units for the current term at RCC and paid appropriate fees
- Completed appropriate academic preparation as determined by host campus (UC or CSU)
- Is a California resident

Cross Enrollment application forms are available in Admission offices at RCC, UC and CSU campuses. UC and CSU may charge a $10 or more administrative fee each term. See the application form for other important information.

Pass/No Pass

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

Deadlines

Add deadlines are listed with each class in this Schedule of Classes and on WebAdvisor at www.rcc.edu. Drop deadlines and refund deadlines can be printed on WebAdvisor at www.rcc.edu. Click on Class Name/Deadlines.

Degree Change Alert!

The math and English competency requirements for the associate degree will be changing beginning with fall 2009. All new students and all other students who are returning after a break in their continuous enrollment will be required to get a "C" or better in ENG-1A and MAT-35 to complete an associate degree.

Students who maintain continuous enrollment as defined in "Catalog Rights" in the college catalog will be able to fulfill this requirement by completing the current requirements of ENG-50 and MAT-52.

Enrollment Verifications

Enrollment verifications are available on WebAdvisor at www.rcc.edu or they may be obtained at the Transcript office at the City campus (951) 222-8603; from the Student Services office at the Moreno Valley campus (951) 571-6101; or the Norco campus (951) 372-7003. Students receive two free verifications. After that there is a $2.00 fee for each enrollment verification requested.

Requests for enrollment verification are accepted at each campus and are processed on a first-come, first-served basis. Students must pay all fees associated with their term enrollment and the $2.00 enrollment verification fee, if required, before the verification request can be processed.

Final Examinations

The final examination schedule for fall and spring semesters is published in the back of the Schedule of Classes. Final examinations for winter and summer classes will be held on the last class meeting date at the regularly scheduled time.

Grades

Grades are available on WebAdvisor at www.rcc.edu and Phone Reg at (951) 779-3100 (see calendar). If grades are not posted by this date, contact the instructor. If necessary, contact the appropriate academic department. Grades may be available earlier, but please do not call prior to this date. Students with financial holds cannot receive transcripts or diplomas.

Grade Changes

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

Honors Program

The requirements for the Honors Program include:

- A 3.2 GPA in at least 9 units of transferable coursework
- A 3.25 GPA for incoming high school students (provide a transcript)
- Verification of eligibility for or completion of English 1A (we’ll check this for you)
- Completion of an Honors Program application (which is available on the website or from the program coordinators.)

If you'd like more information, please contact:
Naomi Foley at (951) 222-8779 or email: naomi.foley@rcc.edu

Identification

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

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

Prerequisite - When a course has a prerequisite, it means that a student must have certain knowledge to be successful in the course. The prior knowledge may be a skill (type 40 wpm), an ability (speak and write French fluently), a preparation level (placement test and prior academic background), or successful completion of a course (grade of C or better or P).

Completion of the prerequisite is required prior to enrolling in the class. Successful completion of a prerequisite requires a grade of C or better or P (Pass). D, F, NP (No Pass) or I grades are not acceptable. Instructions for validating prerequisites taken at another college follow.

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

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

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

Verifying Prerequisites/Corequisites - It is the student’s responsibility to know and meet the course prerequisites and corequisites before attempting to register for the class. These are stated in the course descriptions within this Schedule of Classes and the current RCC Catalog. When the student has completed the prerequisite at another institution, the student must request that an official transcript (in a sealed envelope, dated within 90 days) be sent to RCC Admissions and Records. The student must also complete a Prerequisite Validation Request form, available in the counseling department at any RCC campus, requesting a review of the prerequisites on that transcript before attempting to register for classes. The request form is also available at www.rcc.edu. Click on Going to College. See Step 3.

Prerequisite/Corequisite Challenge Procedure - There is a procedure in place for challenging a prerequisite course. Students wishing to utilize the challenge procedure must contact the Counseling office and complete the required “Matriculation Appeals Petition.” Supporting documentation must be provided at the time the appeal is submitted. Prerequisites and/or corequisites may be challenged based on one of the following criteria:

1. The successful completion (C or better) of an equivalent course from another accredited college or university.
2. The prerequisite has not been validated.
3. The student has the knowledge or ability to succeed in the course despite not meeting the prerequisite.

4. The prerequisite for a course necessary for graduation, transfer or a certificate is not offered and the unavailability of said prerequisite poses a hardship.
5. The prerequisite is discriminatory or is being applied in a discriminatory manner.

Students challenging a prerequisite based on unofficial documentation may submit a Matriculation Appeals Petition one time only. Students are required to submit official transcripts from all previous colleges after that time.

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

Military Credit

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

CCAF, SMARTS, AARTS transcripts, DD214 and Certificates of Completion are used to evaluate military credit. Request for evaluation of military credit should be submitted to the Veterans Office located at the Riverside campus after the completion of 12 semester units. No more than 30 units may be granted for CLEP, military training, AP or credit by exam. Any military credit granted is usable toward your AA/AS degree at RCC only and is not posted to your RCC transcript. See Veterans’ Services for more information.

Non-Degree Credit

Courses indicated as non-degree credit earn credit, but the credit is not counted toward the associate degree. These courses (Art 95 to 99; Computer Applications and Office Technology 99 ABCDE; English 60A, 60A1, 60A2, 60A3, 60A4, 85, 90B; English as a Second Language 51, 52, 53, 65, 71, 72, 90A-K, 91, 92, 95; Guidance 95; Mathematics 63, 64, 65, 90A-F, 98; Nursing - Continuing Education 81, 83; Reading 81, 82, 83, 86, 87, 95; Spanish 85; Speech 52; and all practicum numbered 96, 96A, 97) are intended to help students develop skills necessary to succeed in college level degree-applicable courses. Non-degree credit courses can be used toward the following: athletic eligibility, work study, financial aid, social security benefits, veteran’s benefits, associated student body office, and full-time status.

Notification of Rights under FERPA for Post-secondary Institutions

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

Students have the opportunity to request that their directory information be maintained as confidential. In completing the admission application, students are provided this opportunity. Students who are continuing students with RCC may go to the Student Services office at the Moreno Valley or Norco campus, or to the Admissions and Records office at the City campus and request to have directory information withheld.
The student’s prior written consent is not required to disclose non-directory information under specific conditions according to FERPA regulations. Included under this provision is the ability to disclosure education records to parents of a student under 18 years of age as defined in Section 152 of the Internal Revenue Code of 1986. Refer to www.rcc.edu/ferpa for more information.

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

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

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

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

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

**Overlapping Classes**

If classes have overlapping meeting times, students must register in person with an approval for overlapping classes form including instructor and Dean of Instruction signatures. Forms are available in Admissions.

**Personal Profile Update**

On the Personal Profile Update link on WebAdvisor, students can update their address, phone number, privacy, personal email address and home campus. Students can also submit a Change of Information form in Admissions to update all of these as well as a name change (with legal documentation), social security number (with valid SS card), date of birth (with legal documentation), education goal or admit status. Students should speak to a counselor before changing their program of study (major) or educational goal, or for Assessment and Orientation/Counseling questions. Personal email addresses will not be used by RCC except in an emergency. Your RCC account is the ONLY approved method of formal communication from the District to the student.

**Probation and Dismissal Students**

If you are on academic probation or dismissal, contact Counseling for registration requirements and procedures. (Procedures for dismissal students can be viewed in WebAdvisor by selecting Check My Registration Dates/Holds, clicking on Help and then clicking on the link next to your hold).

**Repeat Policy**

Students may register on WebAdvisor without a Petition for Course Repetition unless limits have been reached per the following 5 rules:

1. Students are limited to a maximum of 5 attempts per course including Ws and substandard grades (D,F,NP,NC);
2. Students are limited to a maximum of 4 Ws per course;
3. Students are limited to a maximum of 3 attempts that result in a substandard grade (D,F,NP,NC);
4. Once a grade is recorded, a student is limited to a maximum of 2 additional attempts per course;
5. Military Withdrawals (MW) are only counted as repeats after a substandard grade is recorded.

Once the number of times to repeat has been exhausted, a Request for Course Repetition may be appropriate for the reasons listed below:

- The student’s previous grade is, at least in part, the result of extenuating circumstances (documented cases of accidents, illness, or other circumstances beyond the control of the student);
- There has been a lapse of time (at least 5 years) since the student previously took the course and received a “C” grade or better;
- The course outline of record has been officially changed and demonstrates significant curricular changes;
- An institution of higher education to which the student seeks to transfer has established a recency requirement which the student cannot satisfy without repeating the course;
- Under special/extenuating circumstances, a student can file a Request for Course Repetition for a 6th attempt. If the request is approved and depending on conditions (see examples below), the student should be advised that they may not be able to withdraw from the class (after census) and they may receive a grade whether or not they complete the course.

**SPECIAL CIRCUMSTANCES: students may repeat per A – E listed below:**

A. Meet a legally mandated training requirement as a condition of volunteer or paid employment (documentation required);
B. Repeat activity courses where course content differs each time it is offered;
C. Enroll in variable unit open-entry/open exit courses (if required for legally mandated training, is a special class for students with disabilities, is due to extenuating circumstances, or is being repeated to alleviate substandard work);
D. Repeat a cooperative work experience course (until a maximum of 16 units of WkX are completed);
E. Students with disabilities can repeat a special class for students with disabilities with verification that repetition is required as a disability-related accommodation.

When course repetition occurs, the permanent academic records will be annotated in such a manner that all work remains legible ensuring a true and complete academic history. For courses taken and repeated at RCCD, the highest grade earned in the repeated course will be used to compute an adjusted grade point average. Requests for Course Repetition are available in Admissions and Records; they must be submitted to the Dean of Instruction prior to the first day of class. Student must bring signed request to Admissions and register in person.

www.rcc.edu
Residency for Tuition Purposes

You are considered a California resident for tuition purposes if:

1. You verify physical presence one year and one day prior to the residency determination date (the first day of the semester you plan to attend.) The one year period begins when you are not only present in California but also have demonstrated clear intent to become a permanent resident of California.

2. You verify an intent to make California your permanent place of residence. U.S. Citizens, Permanent Residents, and those with Refugee/Asylee status or qualifying visas may establish residency for tuition purposes based on the above criteria. Further questions may be directed to the Admissions & Records Office.

Students who do not meet these requirements will be classified as non-residents and will be required to pay non-resident fees. Non-resident students pay both the $20 per unit enrollment fee and the $181 per unit non-resident tuition. International students also pay the $19 per unit surcharge. Non-resident students may be eligible to pay resident enrollment fees using the AB540 Non-Resident Fee Waiver. See AB540 section for additional information.

Military and Veteran Students and Family Members

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

Students who feel they are eligible for a fee exemption should contact the Riverside County Dept of Veterans Services at (951) 855-6050 for more information.

Standards of Student Conduct

The responsibility to maintain and respect conditions conducive to learning is shared by all members of the college community. Students should exercise their freedoms with maturity and responsibility. Standards of student conduct along with other rights and responsibilities are available in the Student Handbook. Students receive the handbook during the freshman orientation/counseling sessions prior to registering for classes. Copies of the Student Handbook are available in the Counseling Department on each campus or accessible online at www.rcc.edu/services/counseling/files/studenthandbook.pdf.

Student Right-to-Know Disclosure Statement

In compliance with the Student Right-to-Know and Campus Security Act of 1990, it is the policy of Riverside Community College District to make available its completion and transfer rates to all current and prospective students. Beginning in fall 2004, certificate-, degree- and transfer-seeking first-time students, enrolled full-time in degree applicable courses, were tracked over a three-year period. Their completion and transfer rates are listed below. These rates do not represent the success rates of the entire student population at Riverside Community College, nor do they account for student outcomes occurring after this three-year tracking period.

Based upon the cohort defined above, 23.9% attained a certificate, degree or became “transfer-prepared” during a three-year period (fall 2004 to spring 2007). Students who are “transfer-prepared” have completed 56 transferable units with a GPA of 2.0 or better.

Based upon the cohort defined above, 18% transferred to another postsecondary institution prior to attaining a degree, certificate or becoming “transfer-prepared” during a five semester period (spring 2005 to spring 2007).

More information about Student Right-to-Know rates and how they should be interpreted can be found at the California Community Colleges “Student Right-to-Know Information Clearinghouse website” located at http://srtrccc.co/index.asp

Transfer Courses

You may obtain a list of RCCD classes which are transferable to the University of California and the California State University in the Career and Transfer Center. This information also appears in the college catalog.

Units for Full Time Status

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

Veterans’ Services

Riverside Community College District provides assistance to veterans for the following benefit programs:

- Active Duty Educational Assistance Program – Montgomery GI Bill – Chapter 30
- Vietnam Era GI Bill – Montgomery GI Bill – Chapter 34/40
- Selected Reserve Educational Assistance Program – Montgomery GI Bill – Chapter 1606
- Vocational Rehabilitation – Chapter 31
- Post-Vietnam Era Veterans Educational Assistance Program (VEAP) – Chapter 32
- Survivors and Dependents Educational Assistance Program – Chapter 35
- Reserve Educational Assistance Program (REAP), Chapter 1607.
- Post/11 GI Bill - Chapter 33, refer to www.gibill.va.gov for updated information.

Veterans who are seeking to use VA Educational Benefits should apply online to the VA at www.gibill.va.gov. Allow 3-6 weeks for processing. Once processed, the VA will send applicants two copies of their Certificate of Eligibility. One copy must be given to the RCC Veterans’ Services office in the Bradshaw Building at Riverside or to the Student Services offices at the Norco and Moreno Valley campuses. For questions regarding pay, Certificate of Eligibility or benefits call 1-888-GIBILL-1.

While waiting for the Certificate of Eligibility veterans should continue with RCCD procedures in order to enroll and be certified for payment. Veterans apply to RCCD online at www.rcc.edu and complete assessment testing and/or counselor orientation (if applicable). Veterans may also be eligible for other financial aid and are encouraged to submit the FAFSA (Free Application for Federal Student Aid) online at www.fafsa.ed.gov.

Before a VA Student Education Plan (SEP) can be developed, all transcripts must be sent or walked in to RCC in order to have prior credit evaluated. Transcripts must be official, sealed and printed less than 90 days ago. After transcripts are received veterans can request a transcript evaluation and an SEP for a VA approved Program of Study. Please allow 2-3 weeks processing time. The completed SEP will be mailed to the veteran’s home. After receiving the SEP veterans can register for approved classes. Check the VA website at www.gibill.va.gov for the listing of VA approved programs at RCCD.

After registering, veterans must turn in the Veteran’s Statement of Responsibility (Blue Sheet) to the RCC Veterans Services office at Riverside, or the Student Services offices at the Norco and Moreno Valley campuses. This “Blue Sheet” is required in order for enrollment certification to be submitted to the VA; this process may take 2-3 weeks. This form must be submitted to RCCD every term to request benefits.
Veterans are eligible for priority registration for two years after being discharged from active duty. In order to be eligible veterans must take a copy of their DD214 discharge papers to the Veterans’ Services or Admissions office at the Riverside campus, or to Student Services offices at the Norco and Moreno Valley campuses. Staff there will tell eligible veterans their priority registration dates.

Veterans’ assistance is available in the Bradshaw Building at Riverside and in Admissions at the Moreno Valley and Norco campuses. Contact the RCC Veterans’ Office at (951) 222-8607 or veterans@rcc.edu for more information. Information is also available at www.rcc.edu. Click on Going to College and then on Veterans’ Assistance.

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

**Workforce Preparation**

Workforce Preparation offers a wide range of services and programs to assist students with academic success, employment, and financial independence. The programs directed by Workforce Preparation include the CalWORKs Program, the Workforce Preparation Skills Classes, TANF-Child Development Careers Program (TANF-CDC), Foster and Kinship Care Education Program, Riverside Gateway to College Early College High School, and the Foster Youth Emancipation Program. Workforce Preparation offers Skills Classes to students interested in building a strong foundation of reading (REA-87 or 95), writing (ENG-60A1-4), business English (CAT-30A-C), math (MAT-90A-F), computer keyboarding and applications (CAT-99A-C-D-E), and life management skills to enhance success in the workplace and in further college courses. Look for the Skills Classes in the schedule. The Skills Classes are open to all students on the Riverside campus only. For more information, please call (951) 222-8648 or visit the Workforce Preparation Resource Center in Lovekin F2.

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**RCCD Libraries**

**Overdue Fines:**

General Collection - overdue fines will be levied at 20¢ per day per item.

Hourly Reserves - overdue fines will be levied at $1.00 per hour per item.

**Replacement Bills:**

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

**Refunds:**

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

**Library Card Fees:**

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

Community members may purchase a library card for $5.00 per session upon proof of District residence and age of 16 years or older (California Driver’s License, California Identification Card or Military Identification Card).

**RCC District Libraries**

Special hours will be posted at each campus location for exam days, holidays and weekends. Reference librarians are available to assist with reference questions, library orientations and collection development. Library schedules for the three campuses are as follows:

**Summer Semester 2009: June 22 – August 16**

**Riverside Campus, Digital Library/Learning Resource Center**

Phone (951) 222-8650; circulation x8651; reference x8652

June 22-July 30 (MTWTH)..........................8:00AM - 8:00PM
August 3-13 (MTWTH)...............................5:00PM - 8:00PM
Friday, Saturday, Sunday ................................xxxxxxxxx.............................. CLOSED

**Norco Campus, Wilfred J. Airey Library**

Phone circulation (951) 372-7019; reference (951) 372-7115

June 22-July 30 (MTWTH)..........................7:30AM - 8:00PM
August 3-13 (MTWTH)...............................12:00PM - 8:00PM
Friday .................................................. CLOSEd
Saturday – Sunday .................................... 12:00PM - 4:00PM

**Moreno Valley Campus Library**

Phone circulation (951) 571-6111; reference (951) 571-6112

June 22-July 30 (MTWTH).......................... 8:00AM - 2:00PM & 5:00PM - 8:00PM
August 3-13 (MTWTH)............................... 5:00PM - 8:00PM
Friday, Saturday, Sunday ................................xxxxxxxxx.............................. CLOSEd

All campus libraries will be closed
July 3-4, 2009.
Student Support Services Available at RCC~

Telephone Numbers (Area Code 951)

**Admissions and Records:**
RIV 222-8600; MOV 571-6101; NOR 372-7003
Assessment ................................................................. 222-8451
ASRCC Riverside ......................................................... 222-8573
ASRCC Norco ............................................................... 372-7007
ASRCC Moreno Valley .............................................. 571-6105
Bookstore ................................................................. 222-8140
Cal Works (Work Force Preparation) Riverside ............ 222-8648
Cal Works (Work Force Preparation) Moreno Valley ...... 571-6154
Career Center ........................................................... 222-8446

**Auxiliary Business Center (College Bank)**
Cashier ................................................................. 222-8415
College Safety & Police (Campus Police) ...................... 222-8520

**Counseling:**
RIV 222-8440; MOV 571-6104; NOR 372-7001/7102
Disabled Student Programs & Services (DSPS) .............. 222-8060
TDD ............................................................................ 222-8061
EOPS ........................................................................... 222-8045

**Health Services:**
RIV 222-8151; MOV 571-6103; NOR 372-7046
International Student Center .................................... 222-8160
Job Placement Center ................................................ 222-8480
Open Campus/Community Education ......................... 222-8090
Student Accounts ....................................................... 222-8604
Student Activities Riverside .................................... 222-8570
Student Activities Norco ........................................... 372-7007
Student Activities Moreno Valley ......................... 571-6105

**Student Services:**
RIV 222-8700; MOV 571-6101; NOR 372-7003/7004
Transcripts Office ...................................................... 222-8603
Transfer Center ........................................................... 222-8446
Tutorial Services ......................................................... 222-8170
Veterans’ Assistance ...................................................... 222-8607

Discounts, Benefits and Services Provided through your Student Service Fee~

The following programs are supported by the Student Services fee. Participation and membership in these categories are contingent on payment of this fee. Please note: this is not an inclusive list of activities.

**Student Savings:**
Photo ID
Free Admission to Live Entertainment
Eligible to Participate in Student Government
Bookstore Discounts
Free Admission to Campus Music Concerts
Free Admission to Recognition Banquets
(if being honored)
Discounts at Local Merchants
Free Barbecues and Food Giveaways
Representation by ASRCCD Membership
Free Admission to World Renown Speakers
Free Admission to Athletic Events
Discounts from Medieval Times, San Diego Zoo, and other Local California Attractions

Discount Tickets to Knott’s Berry Farm, Universal Studios, Magic Mountain and Sea World
Discount tickets to Cinema Star

**Services:**
Club/Organization Membership
Dance Theatre and Touring Company
Student Government
Cosmetology Completion Ceremonies
Student Scholarships from ASRCCD
Nursing Program Pinning Ceremonies
Organizational Conferences Funded by ASRCCD
Instrumental/Vocal Music Performance Groups
Marching Band
Membership in Multicultural Advisory Council
Student Emergency Academic Loans from ASRCCD
Athletic Teams
Field Trips–Use of College Vans

If you are not interested in these services or involved in the programs mentioned, a fee waiver may be obtained on the Riverside City Campus in the Student Activities office between 7:30 am-5 pm, Monday-Thursday and 7:30am-4pm on Friday, or in the Admissions office when Student Activities office is closed. At the Moreno Valley Campus fee waivers are distributed from the Admissions Office, the Student Activities office hours are 8am-5pm Monday – Thursday, and 8am-4pm Friday. At the Norco Campus the waivers are available in the Financial Aid office.
Financial Aid Application Workshops – Workshops are available to assist you with the FAFSA application. Please refer to our website at www.rcc.edu/studentfinancialservices for workshop dates, times and locations. For more information, please refer to the Consumer Guide available on the SFS website listed above. Questions may be directed via email to studentfinancialservices@rcc.edu.

Grants – (range from $400–$4731, subject to change) Grants are financial assistance awarded to students based on financial need and do not require repayment if you successfully complete your courses. Grants consist of the Federal Pell Grant, the Federal Supplemental Educational Opportunity Grant (FSEOG), the Academic Competitiveness Grant (ACG) and the Cal Grant. The ACG grant is for students who are enrolled full time in their first and second academic years and have graduated from a rigorous high school program of study. Completing the FAFSA online at www.fafsa.ed.gov is the basis for all the grants and loans listed below. Make sure to add RCC Title IV school code #001270. The Cal Grant GPA Verification form and FAFSA must be completed by March 2nd of each year in order to apply for the Cal Grant program. Certain certificate or short term programs may not qualify for grant or loan assistance; please visit one of our SFS Academic Counselors to inquire about your program’s eligibility. Remember, apply early!

Board of Governors Fee Waiver (BOGW) – (waive fees from .5 units to maximum unit load) The Board of Governors Fee Waiver is a state program which waives enrollment fees and reduces parking fees for the fall and spring semesters for qualified students who are California residents. To apply for the BOGW, complete the FAFSA at www.fafsa.ed.gov and list the RCC Title IV school code #001270. Eligibility for the BOGW is determined automatically when the Student Financial Services office receives your FAFSA information from the Department of Education. The BOGW is valid for the entire academic year beginning with summer and ending with the following spring semester. The BOGW does not pay for books, student services or health fees, or additional class fees. If you are not a California resident, you may be eligible to apply for a non-resident tuition exemption through the AB 540 program. See Admissions and Records for additional information or view our consumer guide online.

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

Scholarships – (range from $50 - $6000) Students may utilize scholarships at RCC in two ways: Scholarships from sources outside of RCC or from scholarships offered through the RCCD Foundation. A list of scholarships available from outside sources, including free Internet scholarship search sites, is published throughout the year and is available at the Student Financial Services website at www.rcc.edu/studentfinancialservices and in the Student Financial Services office at all three campuses. When outside scholarship funds are received by RCC, the student is notified by mail and must submit a Scholarship Action form in order to use the scholarship funds at RCC. The RCCD Foundation scholarship brochure for continuing and transferring students is available during the fall semester with an application deadline in early December. Applicants chosen for RCCD scholarships are notified by May of each year. The scholarship funds for students continuing at RCC are disbursed during the following fall and spring semesters upon verification of eligibility. The scholarship funds for students transferring to a University are disbursed to the transfer institution during the next fall semester. Transfer students must return the Transfer Notification form with the transfer institution information. RCCD Foundation Scholarship brochure and application for high school seniors who plan to attend RCC are available during January and February of each year.

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

Student Financial Services Counseling/Outreach – If you would like assistance to apply for financial assistance, search for scholarships over the Internet, or meet with our Student Financial Services (SFS) Academic Counselors, please visit our office located on the Riverside City Campus behind the Bradshaw Student Center. You may also visit the SFS office on the Moreno Valley and Norco campus to make appointments to meet with our SFS Academic Counselors.

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

For specialized grants including Gear Up, Child Development Grant, SSS Grant, etc., please see any Student Financial Services office for additional information or visit our consumer guide online.
Q: The grace period is over and I still haven’t received the parking permit I ordered, what should I do?
A: Parking permits are mailed within 5 days after payment (weekends & holidays excluded.) If you haven’t received the permit you ordered, you may pick up a temporary permit at any Admissions office. If you haven’t received your parking permit in the mail by the time your temporary is about to expire, please contact Admissions to find out why it may have been delayed.

Q: What are the hours permits are required?
A: Permits are required on all district property, Monday through Thursday from 7:00am-10:00pm, Friday 7:00am-4:00pm. RCCD ENFORCES ALL OTHER RULES OF THE CALIFORNIA VEHICLE CODE (i.e., posted time zones, red curbs, handicap spaces, expired registration, etc) 24 HOURS A DAY, 7 DAYS A WEEK.

Q: If I paid for a parking permit, I can park wherever I want, right?
A: NO! Parking permits allow students to park on district property in student spaces. THEY DO NOT GUARANTEE A SPACE AND THE INABILITY TO LOCATE A LEGAL PARKING SPACE IS NOT A VALID JUSTIFICATION FOR THE VIOLATION OF DISTRICT PARKING REGULATIONS OR THE CALIFORNIA VEHICLE CODE. YOUR PARKING PERMIT MUST BE PROPERLY DISPLAYED IN PLAIN, FULL VIEW, AND NUMBERS CLEARLY VISIBLE, ACCORDING TO THE INSTRUCTIONS ON THE PERMIT.

Q: I only have a couple of classes a week. Can I just park in the neighborhood close to campus?
A: NO!! There is no parking available to students in the neighborhood adjacent to the campus. There are heavy fines for students doing so, and you subject your vehicle to being towed away at your expense.

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

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

Q: What if I use a different car or forget my permit, can I just leave a note on the windshield stating so?
A: NO. If you forget your permit, stop by or call the Safety & Police Parking Office on the Riverside campus (951) 222-8171, Student Services at the Norco campus (951) 372-7088, or Safety & Police at the Moreno Valley Campus (951) 571-6190. You will be required to supply your student ID number for verification that you have purchased a permit. You may receive only three (3) temporaries per semester.
The matriculation program at Riverside Community College District is intended to assist students to establish appropriate educational goals and to provide support services to help them achieve these goals. Students eligible for matriculation will be provided an evaluation of basic skills, orientation, counseling, completion of an educational plan and follow-up services. All new matriculants must complete Assessment, Freshman Orientation and Counseling prior to registering for classes.

### Assessment of Basic Skills

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

New students and continuing students who need placement levels for ESL courses should make an appointment for this test by calling the assessment centers at any campus. RCCD's placement process for math, English and reading courses is now computerized and in most cases no appointment is necessary. Please call to confirm hours of service. Assessment phone numbers: Moreno Valley (951) 571-6492; Norco (951) 372-7176; Riverside (951) 222-8451. Assessment hours are posted online at [www.rcc.edu/services/assessment/dates.cfm](http://www.rcc.edu/services/assessment/dates.cfm).

### Orientation/Counseling Sessions

All first time college students must attend a freshman orientation/counseling session prior to enrolling in courses. During these sessions, counselors will introduce students to services and educational programs at Riverside Community College District; provide students with information on registration procedures and placement results; and assist the students in developing their first semester educational plans. Call or stop by the Counseling department on any campus to schedule a freshman orientation/counseling session. New students should also register for GUI-45, Introduction to College.

### Counseling for Continuing Students

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

### Student Educational Plan

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

### Follow-up

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

### Student Rights and Responsibilities

Prerequisites for courses will be enforced according to District policy. Students have the right to challenge prerequisites on the following grounds:

1. The successful completion ("C" or better) of an equivalent course from another accredited college or university.
2. The prerequisite has not been validated.
3. The student has the knowledge or ability to succeed in the course despite not meeting the prerequisite.
4. A prerequisite for a course necessary for graduation, transfer or a certificate is not offered and the unavailability of said prerequisite poses a hardship.
5. The prerequisite is discriminatory or being applied in a discriminatory manner.

The Matriculation Appeals Petition form to challenge prerequisites is available in the Counseling Center on all three campuses.

It is the student’s responsibility to a) complete placement testing and orientation prior to registering for classes, b) express a broad educational intent upon admission and c) declare a specific educational goal by the time 15 semester units are completed. The student is also responsible for participating in counseling, attending class, completing assignments and maintaining progress toward that educational goal. If you have questions regarding the matriculation process, please contact the District Matriculation office at (951) 222-8442.

### Registration Checklist-- New, Returning Students

#### STEPS TO REGISTER

<table>
<thead>
<tr>
<th>Application Admissions 222-8600</th>
<th>YES</th>
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<tbody>
<tr>
<td>Assessment 222-8451 (RIV) 571-6492 (MOV) 372-7156 (NOR)</td>
<td>NO</td>
</tr>
<tr>
<td>Orientation/Counseling (New students enroll in GUI-45) 222-8440 (RIV) 571-6104 (MOV) 372-7101 (NOR)</td>
<td>YES</td>
</tr>
</tbody>
</table>

#### EXEMPTION CRITERIA

- All students are welcome to participate in any of these services even if an exemption has been granted.
- 1. AA/AS or higher
- 2. Taking 5 units or less and a goal of:  
  - Advancement in current career  
  - Maintaining certificate/license  
  - Educational development
- 1. AA/AS or higher
- 2. Taking 5 units or less and a goal of:  
  - Advancement in current career  
  - Maintaining certificate/license  
  - Educational development
<table>
<thead>
<tr>
<th>Program</th>
<th>Program code</th>
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<tbody>
<tr>
<td>Administration of Justice</td>
<td>AS504/CE504</td>
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<tr>
<td>AO/Basic Correctional Deputy Academy</td>
<td>CE783</td>
</tr>
<tr>
<td>AO/Basic Public Safety Dispatch Course</td>
<td>CE784</td>
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<tr>
<td>Crime Scene Investigation</td>
<td>CE619</td>
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<tr>
<td>Investigative Assistant</td>
<td>CE785</td>
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<tr>
<td>Law Enforcement</td>
<td>AS563/CE563</td>
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<tr>
<td>Private Security Assistant</td>
<td>CE786</td>
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<tr>
<td>Air Conditioning and Refrigeration</td>
<td>AS596/CE596</td>
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<tr>
<td>Applied Dental Medical Hygiene</td>
<td>AS553/CE553</td>
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<tr>
<td>Basic Electronic Progress</td>
<td>CE822</td>
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<tr>
<td>Basic Graphic Design</td>
<td>CE823</td>
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<td>Basic Multimedia Design</td>
<td>CE821</td>
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<tr>
<td>Architecture</td>
<td>AS509/CE509</td>
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<td>Architectural Graphics</td>
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<td>Art</td>
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<td>Visual Communications-Animation</td>
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<td>Visual Communications-Illustration</td>
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<td>Automotive Technology</td>
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<td>Automotive Body Repair</td>
<td>AS511/CE511</td>
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<tr>
<td>Automotive Trim and Upholstery</td>
<td>AS516/CE516</td>
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<tr>
<td>Electrical</td>
<td>AS513/CE513</td>
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<td>Ford Specialty</td>
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<td>General Motors Specialty</td>
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<td>Mechanical</td>
<td>AS515/CE515</td>
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<td>Toyota</td>
<td>AS5117/CE517</td>
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<td>Bank Operations</td>
<td>CE825</td>
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<td>Biotechnology</td>
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<td>Business Administration</td>
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<td>Accounting Concentration</td>
<td>AS523/CE523</td>
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<td>Banking and Finance Concentration</td>
<td>AS631/CE631</td>
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<tr>
<td>General Business Concentration</td>
<td>AS524/CE524</td>
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<td>Human Resources Concentration</td>
<td>AS623/CE623</td>
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<td>Logistics Mgmt Concentration</td>
<td>AS580/CE580</td>
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<tr>
<td>Management Concentration</td>
<td>AS521/CE521</td>
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<tr>
<td>Marketing Concentration</td>
<td>AS525/CE525</td>
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<tr>
<td>Real Estate Concentration</td>
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Commitment to Diversity

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

Nondiscrimination

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

Prohibition of Harassment and Retaliation

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

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity.

The District seeks to foster an environment in which all employees and students feel free to report incidents of harassment without fear of retaliation or reprisal. Retaliation may involve, but is not limited to, the making or threats of reprisals, intimidation, coercion, discrimination or harassment following the initiation of an informal or formal complaint. Such conduct is illegal and constitutes a violation of this policy.

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

To obtain a complete copy of the Board Policies mentioned above, please call the Diversity, Equity and Compliance Office: (951) 222-8039 or the Diversity and Human Resources Department: (951) 222-8595.
Reporting Discrimination or Harassment
Riverside Community College District • Diversity and Human Resources

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

How to Report
If you experience or witness what you believe to be unlawful discrimination or harassment please document the following information:
- Date, time and location of the incident;
- Names and contact information for those involved and possible witnesses, if known;
- Detailed information on what occurred;
- Report your concerns and problems to the District by calling (951)222-8039.

**Discrimination/Harassment** is contrary to the RCCD mission of higher education and is against the law. District policy prohibits any discriminatory practice that is based upon an individual's actual, perceived or association with others:
- Ethnic group identification
- National origin
- Religion
- Age
- Sex or Gender
- Race
- Color
- Ancestry
- Sexual Orientation
- Physical or Mental Disability
- Or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (a) of Section 422.6 of the Penal Code.

**Sexual Harassment** has no place in an academic or work setting. RCCD is committed to providing a positive and safe environment for all students, employees and visitors. The following is a partial list of prohibited activities that may be considered sexual harassment:
- Unwanted sexual advances;
- Offering employment or grade benefits in exchange for sexual favors;
- Actual or threatened retaliation for non-participation;
- Leering; making sexual gestures; or displaying sexually suggestive objects, pictures, cartoons, or posters, sexual comments including graphic comments about an individual's body;
- Making or using derogatory comments, epithets, slurs, or jokes;
- Sexually degrading words describing an individual; suggestive or obscene letters, notes, or invitations;
- Physical touching or assault, as well as impeding or blocking movements.

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

**Informal Resolutions** may be arranged by contacting the RCCD Diversity, Equity and Compliance office at (951) 222-8039. Informal resolutions require written acknowledgement from the person raising the concern. Choosing the informal process does not hinder the right to file a formal complaint within the regulatory time period for formal complaints.

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

The complaint form is available from the following web sites: http://www.rcc.edu/administration/hr/forms/Discrim_Complaint_2006.pdf http://www.cccco.edu/OurAgency/Legal/Discrimination/tabid/294/Default.aspx

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

**Timeline for Filing a Complaint** in cases not involving employment discrimination/harassment is within one year of the last date the alleged conduct occurred. Complaints involving employment discrimination/harassment shall be filed within 180-calendar days of the last date the alleged conduct occurred. An extension may be available if knowledge of the facts of the alleged discrimination or violation occurs after the expiration date.

In cases not involving employment related discrimination/harassment, in addition to the State Chancellor’s office cited above, individuals have the right to file a complaint with the following external agency:
- U.S. Department of Education, Office for Civil Rights (OCR)
  50 Beale Street, Suite 7200
  San Francisco, CA 94105
  (415) 486-5555
  http://www.ed.gov

In any case involving employment related discrimination/harassment, individuals have the right to file a complaint with the following external agencies:
- Department of Fair Employment and Housing (DFEH)
  Santa Ana District Office
  2101 East 4th Street, Suite 255-B
  Santa Ana, CA 92705
  (800) 884-1684
  http://www.dfeh.ca.gov

- Equal Employment Opportunity Commission (EEOC)
  Wells Fargo Bank Building
  401 B Street, Suite 510
  San Diego, CA 92101
  (800) 669-4000
  http://www.eeoc.gov

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

**Confidentiality** is maintained to the extent possible by law.
Director, Diversity, Equity and Compliance
Diversity and Human Resources
Riverside Community College System Offices
3845 Market Street
Riverside, CA 92501
(951) 222-8039
www.rcc.edu

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

Department of Fair Employment and Housing (DFEH)
Santa Ana District Office
2101 East 4th Street, Suite 255-B
Santa Ana, CA 92705
(800) 884-1684     TTY (800) 700-2320
www.dfeh.ca.gov

Equal Employment Opportunity Commission (EEOC)
Wells Fargo Bank Building
401 B Street, Suite 510
San Diego, CA 92101
(800) 669-4000
www.eeoc.gov

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