Victor Valley College  
2020-2021 Academic Calendar

**June 2020**
- 13 Spring Semester ends/Commencement
- 22 Six and Eight-week Summer Session begins
- 25 Grade submission deadline for Spring semester

**July 2020**
- 2 Independence Day Holiday (observed - 4/10 workweek)

**August 2020**
- 1 Six-week Summer Session ends
- 11 Veteran's Day Holiday
- 15 Eight Week Summer Session ends
- 26 Grade Submission Deadline (8-wk Summer Session)
- 31 Winter Break Holiday

**September 2020**
- 19 Fall Semester Begins

**December 2020**
- 17 No classes ~ College closed

**January 2021**
- 12 Spring Session ends
- 13 Grade Submission Deadline for Fall Semester
- 18 Martin Luther King, Jr. Holiday

**February 2021**
- 12 Lincoln Day Holiday
- 13 Winter session ends
- 15 No classes ~ College closed

**March 2021**
- 12 Spring Break

**April 2021**
- 12 Spring Break

**May 2021**
- 12 Commencement
- 31 Memorial Day Holiday

**June 2021**
- 12 Grade Submission Deadline for 6-wk Summer Session
- 31 Six Week Summer Session ends

**July 2021**
- 5 Independence Day Holiday (observed)
- 31 Six Week Summer Session ends

**August 2021**
- 12 Grade Submission Deadline for 8-wk Summer Session

**Key**
- First/Last day of term
- Holiday
- College closed - no classes
- Grade Submission Deadline
- Spring Break - College open /no classes
- Commencement
- 8 week classes end/begin
- All College Day

**BOT Approved 11-12-19**
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Catalog Home

2020-2021

A Public Community College Founded in 1961

18422 Bear Valley Road
Victorville, CA 92395
(760) 245-4271
www.vvc.edu

Accredited by the Western Association of Schools and Colleges
3402 Mendocino Avenue
Santa Rosa, CA 95403
(707) 569-9177

Nursing Program accredited by the California Board of Registered Nursing
Paramedic Program accredited by the Inland Counties Emergency Medical Agency
Respiratory Therapy Program accredited by the Committee on Accreditation for Respiratory Care

The college has made every reasonable effort to determine that this catalog is accurate. Courses, programs, procedures, and policies are subject to change without notice. For the latest information, please visit the website.
Dear Students,

I am excited to welcome you to Victor Valley College - you have come to the right place!

Whether you are pursuing your associate degree, taking classes to transfer to a four-year institution, getting a certificate and updating job skills, or taking classes for personal growth and enrichment, our team of expert faculty and staff are committed to ensuring you receive the best possible experience to reach your academic and professional goals.

Since first opening our doors in 1961, Victor Valley College has strived to serve our students by offering excellence in higher education. The college is always looking forward with new and innovative programs, facilities and services to improve our institution and the student experience. VVC provides extensive students support services, and everything you need to get started can be found in our beautiful new student services building, truly a one-stop location for things such as admissions, financial aid, counseling and many other resources.

VVC has affordable tuition, free bus passes for all students, financial aid, scholarships and so much more! Our excellent tutoring program includes a writing center, math success center, and communications center, all there to support you during your college experience.

Within the pages of this catalog, you will find degree and certificate programs designed to provide you with the tools necessary to succeed. VVC is a multicultural campus with a diverse student body, with many student clubs and ASB so you can be involved in your campus, create new friendships, and have fun while you build your future.

As a first generation college student, I experienced life changing transformation by attending my local community college. It is my hope that whether you come from a family background with traditional college history, or like me, the first in your family to embark on this journey utilizing this invaluable tool—the VVC Catalog—to plan your journey and enjoy your success. Please join with me and almost 17,000 of your fellow students and make Victor Valley College your “College of First Choice”.

Superintendent/President

Daniel Walden, Ph. D.
Board of Trustees

Elected by the voters of the community, the Victor Valley Community College District Board of Trustees is the governing body of the college.

The Board of Trustees sets overall standards and academic policies for the college and guides the development of college programs and policies. Policies set by the board are implemented on a day-to-day basis by the superintendent/president of the district and a well-trained group of administrators, faculty, and staff on behalf of the trustees.

Many Victor Valley College students transfer to four-year colleges and universities, and the Board of Trustees designs those educational programs in conjunction with the entire network of community colleges and universities in California.

The Victor Valley Community College District Board of Trustees also works closely with local community and business leaders to establish programs which will benefit the community at large. These and other initiatives are parts of the Integrated Plan mandated by the Board.

Working with employers within the Victor Valley area, the Board of Trustees has approved a number of programs to train students for specific jobs. With these technical programs, the Board of Trustees aims to help provide greater vocational opportunities within the Victor Valley area.

The Victor Valley Community College District Board of Trustees is under the advisory supervision of the California Board of Governors, which oversees higher education in California.

The Board of Trustees is responsible for budgeting funds received from state and local districts for the benefit of the college and its student body.

Meet the Trustees

President
Mr. Joseph W. Brady

Vice President
Mr. John Pinkerton

Clerk
Mr. Brandon Wood

Trustee
Mrs. Jennifer Tarpley

Trustee
Mr. Dennis Henderson

ASB President
Student Trustee
Administration

Superintendent/President
Daniel Walden, Ph. D.

Vice President Student Services
Technology & Information Resources
Karen Engelson. Ph. D.

Executive Dean
Institutional Effectiveness
Virgina Moran, M.A.

Dean of Instructional Operations
Patricia Ellerson, Ph. D.

Instructional Dean
Humanities & Social Sciences
Jacqueline Augustine-Carreira (Interim)

Instructional Dean
Science, Technology, Engineering & Mathematics
Hamid Eydgahi, Ph. D.

Dean Pathways and Professional Learning
Lorena Newsom, Ed. D.

Executive Vice President
Instruction
Peter Maphumulo, Ph. D.

Vice President
Administrative Services
Vacant

Executive Dean
Technology & Information Resources
Yogesh Marimuthu

Dean Health Sciences, Public Safety & Industrial Technology
Todd Scott, Ph. D.

Dean of Student Services
Arthur Lopez, M.S.

VP of Human Resources
Monica Martinez, M.A.

Chief of Campus Police
Leonard Knight, DPA.
Faculty and Staff

A

Adell, Tim (1999)
Professor, English
B.A., North Park College
M.A., M.F.A., McNeese State University

Alcorn, William (1969)
Professor Emeritus,
B.A., Park College
M.S., University of Omaha

Allan, Peter (1997)
Professor Emeritus, Business Administration
B.A., M.B.A, California State University, San Bernardino

Allen, Amber (2015)
Director, Special Grant Programs
B.A., M.S., California Lutheran University

Ashton-Beazie, Janet (1978)
Professor Emeritus, Library
B.S.Ed., M.S., University of North Dakota

Augustine-Carreira, Jacqueline (2001)
Interim Instructional Dean, Humanities, Arts, and Social Sciences
B.A., M.P.A, California State University, San Bernardino

Azul, Amy (2017)
Director, Tutoring and Academic Support
A.A., Chaffey College
B.A., California State University, San Bernardino
M.A., California State Polytechnic University

Bachmeier, Yasmine (2019)
Counselor, Counseling (Outreach)
A.A., University of California, Riverside
M.A., California State University, San Bernardino

Bachofner, William (1971)
Professor Emeritus, Psychology
B.A., University of San Diego
M.A., California State University, San Bernardino

Basiri, Thomas (1997)
Professor Emeritus, Chemistry
Ph.D., Boston College

Beach, Kelley (2003)
Professor, Counseling
A.A., Victor Valley College
B.A., M.A., California State University, San Bernardino

Becker, Barbara (1993)
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Bennett, Harry Lee (2000)
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B.A., Chapman University

Blanchard, Debra (1992)
Professor, Physical Education
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B.A., California State University, Northridge
M.S., Arizona State University

Bonato, Anthony (2012)
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Bozonelos, Dino (2006)
Professor, Political Science
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Ph.D., University of California, Riverside

Brown, Regina (2019)
Instructor, Business Real Estate
A.A., Cuesta College
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M.B.A., Azusa Pacific University

Professor Emeritus, Geology
B.S., San Diego State University
M.S., University of Montana

Buckles, Duane (1985)
Professor Emeritus, Restaurant Management
A.A.S., Paul Smith’s College of Arts and Sciences, New York

Burg, Edward (1999)
Professor, Computer Information Systems
B.S., California State University, Fullerton
M.S., University of Phoenix

Busch, Tyler (2017)
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A.S., Victor Valley College

Butros, Michael (2000)
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C

Callahan, Noaquia (2019)
Instructor, History
B.A., California State University, Long Beach
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Campbell, Bryce (2003)
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Carpenter, Malia (2017)
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Cass, Reiji (1990)
Professor, Computer Information Systems
B.S., Shanghai Electronic Engineering College (China)
M.S., South Dakota School of Mines and Technology

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Chapman, James (1967)
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M.S., California State University, Los Angeles

Cohen, Heath (2015)
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Cole, Marsha (2008)
Professor, Child Development
B.A., M.A., California State University, San Bernardino
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Contreras, Fernando (2000)
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Davis, Tracy (1999)
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Professor Emeritus, Geography
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B.A., Los Angeles State College
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Ph.D., University of California, Los Angeles

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Young, Robert (1977)
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Ph.D., University of California, Los Angeles

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Professor, Accounting
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Zuniga, J. Michael (1979)
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Faro, Thomas (1988)
Professor Emeritus, Electronics and Computer Technology

Ferrance, Francis (1973)
Professor Emeritus, English
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M.A., University of Rhode Island
M.Ed., Bridgewater State College
Ph.D., University of Arizona

Fields, Ronald (1992)
Professor Emeritus, Administration of Justice
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Fisher, Jamie (2017)
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Flome, Robert (1979)
Professor, Psychology
B.A., San Fernando Valley State, Northridge
M.A., M.Ed., Chapman University

Flores, Ricardo (2017)
Instructor, Aviation Technology
B.S., Embry Riddle Aeronautical University
M.B.A., Embry Riddle Aeronautical University

Foster, John Franklin (1992)
Professor, Art
B.F.A., Memphis College of Art
M.F.A., California Institute of the Arts

Fowlie, Jennifer (2016)
Assistant Professor, Communication Studies
A.A., Victor Valley College
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Francev, Peter (2015)
Assistant Professor, English
B.A., M.A., California State Polytechnic University
M.A., University College Dublin (Ireland)

Franco, Cuauhtemoc (1990)
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B.A., M.A., California State University, Fresno

Fram, Nathan (2016)
Assistant Professor, English
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G

Galvez, Dixie (1976)
Professor Emeritus, Nursing
A.B, University of Redlands
M.P.H., M.S.N., Loma Linda University

Garcia, April (2016)
Assistant Professor, Psychology
B.A., University of California, Santa Barbara
M.A., Humboldt State University

Garver, Kenneth (1970)
Professor Emeritus, Biological Sciences
B.S., Northern Arizona University
M. Ed., University of Arizona

Gaytan, Manuel (1999)
Professor, Counseling (EOPS)
B.A., M.S., California State University, San Bernardino

Professor, Biological Sciences
B.S., M.S., California State Polytechnic University, Pomona

Gibbs, Jessica (2006)
Professor, Biological Sciences
B.S., University of California, Irvine
M.S., California State Polytechnic University, Pomona

Glebe, Andrea (1997)
Professor, English
B.A., Washington State University
M.A., Colorado State University

Glickstein, R. Lynne (2017)
Instructor, Paralegal Studies
B.S., Indiana University
J.D., Western State University, Fullerton

Golder, Patricia (1997)
Professor, English
B.A., M.A., California State University, San Bernardino

Golliher, Carol (1987)
Professor Emeritus, Basic Skills
B.A., Alma College
M.A., Eastern Washington University

Gray, Tiana (2017)
Instructor, Nursing & Allied Health
B.S., M.S., Western Governors University

Grover, Christopher (1993)
Professor Emeritus, Business Real Estate
B.A., California State University, San Bernardino
M.B.A., Heriot-Watt University, Edinburgh

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Professor, Dance  
B.A., San Diego State University  
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Haines, Michael (2015)  
Assistant Professor, Respiratory Therapy  
A.A., A.S., Mt. San Antonio College  
B.S., Tuoro University  
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Harvey, Lisa (1999)  
Professor, Biological Sciences  
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M.S., Ph.D., Loma Linda University

Heaberlin, Jr., W. Edward (1996)  
Professor, Communication Studies & Theater Arts  
B.F.A, M.A., Marshall University

Hendrickson, Brian (2004)  
Professor, Emergency Medical Services  
B.S., M.S., Grand Canyon University

Hollomon, David (1990)  
Professor, Business Administration  
B.S., California State University, Long Beach  
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M.S., University of Maryland University College

Huff, Norman (1967)  
Professor Emeritus, Computer Information Systems  
A.A., Victor Valley College  
B.S., San Diego State University  
M.B.A., Golden Gate University

Huiner, Leslie (2001)  
Professor, Library  
B.A., University of California, Riverside  
M.L.S., San Jose State University

I

Insley, Lyman (2016)  
Assistant Professor, Counseling  
B.A., California State University, Fullerton  
M.A., California State University, Long Beach  
M.A., California State University, Dominguez Hills  
Ed.D., California State University, San Bernardino

Irby, Kermit (1971)  
Professor Emeritus, Business Administration  
B.S., University of California, Davis  
M.A., California State University, Los Angeles

Irwin, Tom (1961)  
Professor Emeritus, Biological Sciences  
B.A., University of California, Santa Barbara  
M.A., Chapman College

J

Jalota, Naveen (2014)  
Assistant Professor, Biological Sciences  
M.D., Iberoamericana University (Dominican Republic)

James, Pamela (1997)  
Professor, Counseling  
B.S., California State University, Fullerton  
M.A., California State University, San Bernardino

Jennings, Patricia (2001)  
Professor, Psychology  
B.A., M.A., Antioch University

Jones, Scott (2003)  
Professor, Emergency Medical Services  
B.S., Loma Linda University  
M.B.A., University of Phoenix

K

Professor, Biological Sciences  
B.S., Ph.D., McGill University (Canada)

Kelly, Margaret (1975)  
Professor Emeritus, Nursing  
B.S., M.S., California State University, Los Angeles

Kennedy, Thomas (1998)  
Professor, Chemistry  
B.S., University of Rochester  
M.S., California State Polytechnic University, Pomona

Kirkham, Robert (1979)  
Professor Emeritus, Physics  
B.A., University of California, San Diego  
M.S., San Diego State University

Kohlschreiber, Molly (1976)  
Professor Emeritus, Art  
B.A., M.A., Long Beach State College

Kroencke, John (1971)  
Professor Emeritus, Business Administration  
A.B., M.A., San Jose State College

Kuhns, Troy (2016)  
Assistant Professor, Welding  
A.S., Victor Valley College

Kumlin, Allan (1979)  
Professor Emeritus, Cooperative Education  
B.V.E., M.A., California State University, San Bernardino

L

Lackey, Jennie A. (1967)  
Professor Emeritus, Psychology  
B.A., University of Minnesota  
M.Ed., University of Montana, Missoula

Larez, Pam (2019)  
Instructor, Nursing  
B.S.N., California Baptist University
M.S.N., Grand Canyon University

**Law, Jennifer (2020)**
Counselor, Counseling (SEA)
B.A., Whittier College
M.S., Azusa Pacific University

**Longoria, Renate (2006)**
Professor, Nursing
A.S., Victor Valley College
B.A., University of Redlands
M.S., California State University, Los Angeles

**Longshore, David (1973)**
Professor Emeritus, Mathematics
B.A., Long Beach State College
M.S., University of Southern California

**Lopez, Arthur (2012)**
Dean, Student Services
A.S., Southwestern College
B.S., University of Phoenix
M.S., Azusa Pacific University

**Lucatero, Gustavo (2019)**
Counselor, Counseling (NextUp)
M.S., California State University, Long Beach

**Luna, Starlie (1998)**
Professor, Nursing
M.S., Loma Linda University

**Luther, Patricia (1990)**
Dean Emeritus Emeritus, Health Science and Public Safety
B.S., University of Oregon
M.S., University of Michigan
M.A., San Diego State University
Ed.D., Nova Southeastern University

**M**

**Mackay, Pamela (1992)**
Professor Emeritus, Biological Sciences
B.S., M.S., California State Polytechnic University, Pomona

Professor Emeritus, Mathematics
B.A., M.S., Humboldt State University

**Maphumulo, Peter (2013)**
Executive Vice President, Instruction
B.A., Whitworth University
M.A., University of Montana
Ph.D., Washington State University

**Marin, Tracy (2003)**
Professor, Respiratory Therapy
A.S., Victor Valley College
B.S., M.P.H., Loma Linda University
Ph.D., University of California, Riverside

**Marquez, Evelyn (2019)**
Counselor, Counseling (ACCESS)
B.A., University of LaVerne

**M.A., California State University, San Bernardino**

**Martinez, Monica (2019)**
Vice President, Human Resources
M.A., American University

**Mayer, Eric (1989)**
Professor, History
B.A., M.A., Ph.D., University of California, San Diego

**Mecklenburg, Trinity (2016)**
Assistant Professor, Mathematics
B.A., M.A., California State University, San Bernardino

**Melnikian, Arda (1998)**
Professor, Mathematics
B.S., M.A., California State University, Los Angeles

**Menser, Gary (1983)**
Professor Emeritus, Welding
B.A., M.A., California State University, Los Angeles

**Meyer, Archie (2019)**
Instructor, Biological Sciences
B.A., M.S., California State University, San Bernardino

**Miller, David J. (1990)**
Professor Emeritus, Counseling
B.A., University of California, Berkeley
M.S., University of Wisconsin, Madison
Ed.D., U.S. International University, San Diego

**Miller, Thomas (1976)**
Professor Emeritus, Music
B.M., Biola University
M.M., M.S.M., Southern Methodist University
Ph.D., University of Southern California

**Milroy, Marjorie (1968)**
Professor Emeritus, Communication Studies & Theater Arts
B.A., San Jose State College
M.A., California State University, San Bernardino

**Mirci-Smith, Theresa (1990)**
Professor Emeritus, Communication Studies
B.A., California State University, Sacramento
M.A., California State University, Fullerton

**Miskell, Karen (2016)**
Assistant Professor, Music
B.M., University of Miami
M.M., Northern Arizona University
D.M.A., University of Southern California

**Montgomery, Jane (2015)**
Assistant Professor, Chemistry
B.S., University of Texas
Ph.D., Rice University

**Moon, Oscar Odell (1990)**
Professor Emeritus, Business Administration
B.S., California State Polytechnic University, Pomona
J.D., Western State University, Fullerton

**Moore, Adam (2016)**
Assistant Professor, Mathematics
B.A., Chapman University
M.A., California State University, San Bernardino

Moran, Virginia (2006)
Executive Dean, Institutional Effectiveness
B.A., M.A., California State University, San Bernardino

Morgan, Brittany (2019)
Instructor, English
M.A., California State Polytechnic University, Pomona

Mott, Justin (2018)
Instructor, English
B.A., M.A., San Diego State University

Munroe, JoAnn (2018)
Instructor, English
B.A., M.A., San Diego State University

Myers, Christi (2017)
Instructor, Emergency Medical Services
B.S., M.S., Grand Canyon University

Negrete, Alejandro (2017)
Instructor, Chemistry
B.S., M.S., California State University, San Bernardino

Professor, Computer Integrated Design & Graphics
B.A., University of California, Santa Barbara

Newson, Lorena (2019)
Dean, Pathways and Professional Learning
B.A., Loyola Marymount University
M.P.H., Charles Drew University of Medicine & Science
Ed.D., University of Southern California

Ngobi, Said (2006)
Professor, Mathematics
B.S., Makerere University (Uganda)
M.S., Ph.D., Louisiana State University

Niehus, Monika (2016)
Assistant Professor, English as a Second Language
B.A., Janus Pannonius University (Hungary)

Nogues de la Cerda, Juan Andres (2019)
Instructor, Mathematics
B.S., California State University, San Marcos
M.S., University of California, Riverside

Ochoa, Lorena (2007)
Professor, Counseling
B.A., M.S., California State University, Long Beach

Oleson, David (2006)
Professor, Emergency Medical Services
A.A., A.S., Chaffey College
B.S., Loma Linda University
M.S., Grand Canyon University

Oliver, Claude (2001)
Professor, Computer Integrated Design & Graphics
B.S., California State University, Fresno
M.A., Chapman University

Oshita, Christopher (2014)
Assistant Professor, Aviation Technology
B.S., M.S., Embry-Riddle Aeronautical University

Padfield, Karmen (2019)
Instructor, Nursing
M.S., Western Governors University

Padgett, Rand (2016)
Assistant Professor, Administration of Justice
A.A., Fresno City College
B.S., M.S., California State University, Fresno

Palmer, Rebecca (1989)
Professor Emeritus, Business Education Technology
B.V.E., California State University, San Bernardino

Pendleton, Joseph (2001)
Professor, Reading Specialist
B.A., University of California, Irvine
M.A., Marquette University
M.A., University of California, Berkeley

Pierce, Sherri (2000)
Professor, Counseling (ACCESS)
B.A., M.A., California State University, San Bernardino

Portillo, Silvia (2016)
Assistant Professor, Nursing
A.S., Victor Valley College
B.S., M.S., California State University, Dominguez Hills

Previte, James (1981)
Professor Emeritus, Psychology
B.S., University of California, Davis
M.A., Loyola Marymount University

Price, Clova (1968)
Professor Emeritus, Business Administration
B.S., Oklahoma State University
M.A., Arizona State College

Pugh, Donald (1974)
Professor Emeritus, Counseling
B.A., M.A., San Jose State College
Ph.D., University of Idaho

Quarles, Brian (2019)
Instructor, Business Administration
B.A., Memphis State University
M.B.A., J.D., University of Tennessee

Ramsey, Christian (2019)
Counselor, Counseling (CalWORKS)
B.A., M.S., California Baptist University

Redona, Jeff (1999)
Professor, Mathematics
B.A., M.A., California State University, San Bernardino

Reed, Yvonne (2016)
Assistant Professor, Library
M.L.S., San Jose State University

Ridge, Patrick (2001)
Professor, Mathematics
B.A., M.A., California State University, San Bernardino

Ripley, Richard (1997)
Professor Emeritus, Art
B.A., Kenyon College
M.F.A., Claremont Graduate School

Risser, Joy (1975)
Professor Emeritus, Business Administration
A.B., Carthage College
M.A., University of Redlands
Ph.D., University of California, Los Angeles

Rowland, Daniel (1993)
Professor, Automotive Technology
A.S., Victor Valley College
B.A., California State University, San Bernardino

Rubayi, Khalid (2000)
Professor, Electronics and Computer Technology
B.S., M.S., Northrop University

Rude, John (1997)
Professor Emeritus, Communication Studies
B.S., Bemidji State College
M.A., Ball State University
Ph.D., University of Missouri

Ruiz, Maria (1999)
Professor, English as a Second Language
B.A., San Jose State University

Shaner, Keith (2012)
Associate Professor, Automotive Technology

Shelby, Christina (2018)
Instructor, Photography
B.A., University of California, Riverside
M.F.A., Claremont Graduate University

Simanyi, John (2018)
Instructor, Mathematics
B.A., California State University, Fullerton
M.S., University of California, Riverside

Singh Record, Manika (2017)
Counselor, Counseling (EOPS)
B.A., M.A., California State University, San Bernardino

Skuster, Marc (1977)
Professor Emeritus, Philosophy
B.A., Simpson College
Rel.M., School of Theology at Claremont
Ph.D., Claremont Graduate School

Slade, Neville (2001)
Professor, Agriculture and Natural Resources
M.S., Colorado State University

Smith, Carl (1994)
Director, EOPS and CARE
B.A., M.A., California State University, San Bernardino

Smith, Michael (2001)
Professor, Education
B.A., University of California, Riverside
M.A., Pepperdine University

Solis, Judy (1998)
Professor, English
B.A., M.A., Kent State University

Stahlke, Jacqueline (2015)
Assistant Professor, Counseling (Athletics)
B.A., University of California, Irvine
M.A., Texas Tech University
M.Ed., Lamar University

Stough, Mary Lynn (1992)
Professor, Mathematics
B.A., California State University, San Bernardino
M.S., University of California, Riverside

Sweet, John (1996)
Professor Emeritus, Automotive Technology

Sypkens, Mary (1993)
Professor Emeritus, Child Development
B.S., University of La Verne
M.A., Pacific Oaks College

Tashima, Eugene (1985)
Professor, Sociology
B.A., Humboldt State University
M.A., University of California, Los Angeles
Taylor, Shuron (2001)
Professor, Commercial Art
B.A., M.P.S., New York University

Thibeault, Sally (1999)
Professor Emeritus, Nursing
B.S., M.S., California State University, San Bernardino

Thomas, Shane (2000)
Professor, Computer Information Systems
A.A., Victor Valley College
B.A., California State University, San Bernardino

Tillman, Mary Susan (1987)
Professor Emeritus, Counseling (ACCESS)
B.A., Biola University
M.A., Loyola Marymount University

Tomlin, Karen (1987)
Professor Emeritus, English
B.A., M.A., University of California, Santa Barbara

Toner, Stephen (2002)
Professor, Mathematics
B.A., California State University, Fullerton
M.A., Chapman University

Tonning, Paul (2000)
Professor, Computer Information Systems
B.S., California State University, San Bernardino

Truelove, Terry (2002)
Professor, Nursing
B.S., Oakland University, Michigan
M.S., University of Phoenix

Trujillo, Magali (2019)
Counselor, Counseling (CalWORKS)
B.A., University of California, Irvine
M.S., University of La Verne

Valdez, Robert (2017)
Instructor, Fire Technology
A.S., Columbia Southern University

Vecchio, Daniel (2017)
Instructor, Philosophy
B.A., Assumption College
M.A., Boston College
Ph.D., Marquette University

Veloz, Anna-Marie (2019)
Instructor, Art
B.A., M.F.A., Azusa Pacific University

Victor, Bruce (1990)
Professor, Physical Education
B.S., California State University, Los Angeles
M.A., Azusa Pacific University

Viehweg, Jarom (2016)
Assistant Professor, Mathematics
B.S., M.A., California State University, San Bernadino

Vila, Martha (1998)
Professor, Spanish
M.A., University of Nevada, Las Vegas
Ph.D., University of California, Santa Barbara

Visser-Jones, Sandy (2003)
Professor, Child Development
B.S., M.S., University of La Verne

Wagenhoffer, Joshua (2016)
Assistant Professor, English
A.A., Fullerton College
B.A., M.A., California State University, Fullerton

Wagner, Patricia (1999)
Professor Emeritus, English
A.A., Long Beach City College
B.A., M.A., California State University, Long Beach
M.P.W., University of Southern California

Walden, Daniel (2019)
Superintendent/President,
A.A., Cerritos College
B.A., M.A., California State University, Long Beach
M.Div., Fuller Theological Seminary
M.A., Ph.D., Claremont Graduate School

Walker, Kenneth (1974)
Professor Emeritus, Biological Sciences
B.A., Long Beach State College
M.S., Northern Arizona University

Weis, Anh (2001)
Professor, Mathematics
B.A., M.A., California State University, San Bernadino

Welch, Brigham (2017)
Instructor, Music
B.A., California State University, Long Beach
M.A., The Boston Conservatory

Wendt, Julia (2017)
Instructor, Cooperative Education
B.A., Carroll College
M.A., Ph.D., Claremont Graduate University

White, Christa (1998)
Professor, Physics Education
B.S., Texas Tech University
M.Ed., Azusa Pacific University

Wollan, Diane (2003)
Professor, Counseling
A.B., M.S., San Diego State University

Young, Henry (1995)
Professor, Business Administration
B.S., California Polytechnic University, Pomona
M.B.A., University of Phoenix
A
Aguirre, Lilia (2019), Coordinator of Special Grants and Workforce Programs
Albicker, Cristina (2012), Custodian
Allen, Charlotte (2014), Placement Specialist-CTE Job D
Allen, Kenyona (2006), Instructional Program Specialist
Alsina, Eileen (2006), Career Pathways Coordinator
Alvarado, Alice (2017), SR. Instructional Assistant
Amaro, Loretta (2017), Financial Aid Technician
Ambrose, Rhonda (1996), Laboratory Technician
Andriese, Lawrence (2019), Research Analyst
Aragon, Esperanza (2006), Help Desk Technician
Armstrong, Terrie (1997), Instructional Assistant
Atkins, Ryan (2019), SR. Instructional Assistant
Avila, Silvia (2004), Admissions and Records Specialist

B
Bandringa, Pearl (2004), SR. Accounting Technician
Banks, Nicole (2019), Switchboard Operator/Reception
Barajas, Armando (2018), Instructional Assistant
Bauman, Matthew (2017), Performing Arts Center Technician
Bazurto, Theresa (1996), Administrative Secretary II
Becker, Eric (2016), SR. Instructional Assistant
Becker, Valerie (2006), SR. Instructional Assistant
Blanche, Mason (2018), Placement Specialist - Career Center
Board Sr, Frederick (2006), Warehouse Delivery Specialist
Breaux, Baron (2019), Custodian
Brown, Amber (2016), Instructional Program Specialist
Brown, Corynne (2017), Clerical Technician II
Bryant, Vaughn (2010), Custodian
Buck, Patricia (2006), EOPS Specialist
Burnham, Sheila (2008), Help Desk Technician
Bustillos, Hector (2013), Maintenance Worker
Bustillos, Raina (2007), Payroll Manager

C
Caldwell, Jill (2019), Administrative Secretary II
Caldwell, Sheree (1997), WIA/CALWORKS/TANF Coordinator
Callender, Gabriela (2019), Administrative Assistant(President's Office)
Campos, Marena (2006), Clerical Technician II
Cardenas, Rachel (2019), Administrative Secretary I
Cardoza, Maria (2004), Admissions and Records Technician
Casas, Javier (2018), Campus Police Officer
Castano, Andres (2014), Classified Special
Castanos, Frank (2018), Director of Community/Contract Education & Workforce Program
Chavez, Fernando (2011), Administrative Secretary II
Chavez, Magdalen (2007), Human Resources Tech/NON-CONFD
Chavez, Rocio (2004), Senior HR Analyst
Cheung, Pauline (2020), SR Web Developer
Cheung, Stephen (2015), Network Manager
Christian, Nancy (1988), PAC Technical Lead
Compton, Noanna (2000), Senior HR Analyst
Contreras Jr., Robert (2017), Custodian
Cook, Jonathan (2003), SR. Instructional Assistant
Cortez, Heather (2016), Administrative Secretary II
Cripps, Lisa (2006), Admissions and Records Specialist II

D
Da Costa, Debra (1988), Accounting Technician II
Dahl, Andrew (2017), Performing Arts Center Technician
Dance, Tamara (1990), Athletics Eligibility Specialist
Dascenzo, Stacey (2009), Classified Special
Daughton, Sueann (2016), Library Technician
Davies, Kristin (2015), Lead Payroll/Benefits Technician
Dewald, Scott (2015), Network Manager
Dewberry, Anthony (2019), Payroll/Benefits Tech
Dorado, Suzanna (2019), Administrative Secretary II
Downing, Tracey (2016), Administrative Secretary I
Durheim Iii, Carl (2006), Bookstore Operations Assistant
Dwiggins, Steven (2007), Grounds Maintenance Worker

E
Enriquez, Areli (2005), Classified Special
Espericueta, Elizabeth (2019), Administrative Secretary II
Espinoza, Amy (2015), Accounting Technician II
Espinoza, Jan (2001), Coordinator
Estrella, Frances (2018), Custodian

Falkowski, Jeri Kay (2010), Senior HR Analyst
Felix, Miranda (2009), Classified Special
Fitch-Freeman, Lori (2018), Custodian
Flenna, Michael (1997), Custodian
Flenna, Peter (1997), Custodian
Foster, Sheri Nolan (1985-2011), Distinguished Service
Franco, Joshua (2017), Campus Police Officer
Franquez, Annette (2019), Director of Child Development
Fraydealfaro, Deydalia (2015), Classified Site Supervisor CDC

Garcia, Stephen (1988), Executive Director of Facilities and Operations
Garrett, Steven (2006), Custodian
Gault, Dolores (2018), SR. Instructional Assistant
Gee, Kevin (2018), HVAC Lead
Gomez, Blanca (2006), Classified Special
Gomez, Lorena (2018), Student Services Specialist II
Gonzales, Salena (2004), Campus Police Officer 50%
Gonzalez, Carlos (2016), Vehicle & Equipment Mechanic
Gonzalez, Matthew (2019), SR. Instructional Assistant
Gourlay, Patricia (2019), Admissions and Records Technician
Grinnell, Crystal (2017), Admissions and Records Technician

Harriman, Darrell (1999), Electronics Lab Specialist
Harvey, Jolyn (2019), Accounting Technician I
Henning, Lorie (2001), SR. Accounting Technician
Henry, Hank (2015), Classified Special
Henry, Jennifer (2016), Administrative Secretary II
Hernandez, Abraham (2012), Custodian
Hernandez, Fabiola (2011), Administrative Secretary II
Hernandez, Yvonne (2002), SR. Instructional Assistant
Hernandez Jr, Ralph (2006), Grounds Maintenance Worker
Hinojos, Susan (2002), Instructional Assistant
Howie, Brian (1997), Maintenance Worker
Hughes, Mistie (2018), Clerical Technician II
Hussing, Cathy (2007), Accounting Technician I

Icasiano, Jody (2015), Classified Special - P
Isbell, Timothy (2007), Media SVCS Coordinator

Jacques, Ashley (2017), Custodian
Jacquez, Noreen (1999), Campus Police Officer FTO

Jafari, Fatemeh (2015), Instructional Technology And Network/PC Specialist
Janisko, Gina (1998), Veteran Services Specialist
Jasso, Evelyne (1998), Office Assistant
Jimenez, Susana (2006), Instructional Assistant
Jimenez, Thomas (2013), Lead Warehouse Delivery Worker
Johnson, Gina (2018), Administrative Secretary II
Jones, Ciandra (2014), Classified Special
Jones, Dennis (2011), Police Field Supervisor
Judkins, Jason (2014), Director, Financial Aid

Katona Jr., Donald (2012), SR Systems Analysist
Kingman, Kelley (2006), Accounting Technician I
Knight, Leonard (2010), Chief, Campus Police
Kuhns, Marianne (2014), Placement Specialist
Kuyper, Mark (2017), Office Assistant
Kwan, Michael (1997), SR. Instructional Assistant

Landeros, Elsa (2020), Laboratory Technician
Lares, Sonia (2003), Office Assistant
Larriva, Jennifer (2007), Institutional Research Coordinator
Laveaux, Michele (1997), Course Management System Admin
Lewis, Lauren (2018), Administrative Secretary I
Lewis, Nancy (2006), Accounting Technician II
Lindsey, Charity (2020), Public Relations and Marketing Coordinator (effective 4/1/20)
Lobato, Barbara Ann (2012), Classified Special
Maciel, Denise (2005), Classified Special
Malone, Gardenia (2019), Laboratory Technician
Manriquez, Veronica (1997), Financial Aid Specialist
Markegard, Therese (2006), Campus Police Specialist
Marlatt-Martinez, Kortny (2016), Clerical Technician II
Martinez, Carlos (1997), Help Desk Technician
Mata, Kathy (1997), Accounting Technician II
Mauter, Mary (2009), Classified Special
Mazzola, Mary (2015), Auxiliary Services Assistant
McComas, Annette (2000-2015), Distinguished Service
McCoy, Joseph (2005), Classified Special
McCoy, Tonya (2006), Accounting Technician II
McDaniel, Angel (2018), Program Specialist - Special Grant
McDaniel, Linda (2002), Switchboard Operator/Receptionist
McElroy, Lisa (2019), Administrative Secretary II
McLaughlin, Larry (2020), Regional Director for the Advanced Transportation and Logistics Sector
Mendez, Martha (2004), Project Manager, Special Grants/Contracts
Messner, Monty (1996), Lead Warehouse Delivery Worker
Milton, Shawntee (2017), Director, Fiscal Services
Montag, Dilan (2018), SR. Instructional Assistant
Montes, Bertha (2017), Office Assistant
Moon, Greta I. (1990), Director, Admissions & Records
Morales, Gisel (2007), Financial Aid Specialist
Morales, Xochitl (2006), SR. Instructional Assistant
Moreno, Sandra (2001), DSPS Specialist
Morgan, Joi (2016), Clerical Technician II
Mulligan, Bennett (1997), Printing Services Specialist
Murphy Sanabria, Deanna (2000), Director, Auxiliary Services

Navarrete, Elaine (2005), Financial Aid Specialist
Navarro, Raymond (1999), SR. Instructional Assistant
Norris, Amy (2013), Human Resources Specialist
Nunez, Isabelle (2018), Office Assistant

Oldfield, Pandora (2019), Administrative Secretary II
Ordonez, Carlos (2018), Campus Police Officer
Ortiz, Paulette (2002), Clerical Technician II
Owens, Shannon (2016), Library Technician

Painter, Michelle (1999), Executive Assistant (President's Office)
Palacios, India (2015), Student Services Specialist II
Penameza, Esteban (2019), Financial Aid Technician (VRC)
Penfold, Suzanne (2012), Program Specialist - Special Grant
Perdomo, Angela (2008), Financial Aid Technician
Peters, Brian (2015), Instructional Technology And Network/PC Specialist
Peterson, Deborah (2000), SR. Instructional Assistant
Pinto, Susanne (2016), SR. Instructional Assistant
Poron Barrios, Cristhal (2015), Instructional Technology And Network/PC Specialist
Porter, Crystal (2015), Administrative Secretary II
Pouvaranukoah, Cynthia (2016), Instructional Program Specialist
Prieto, Angela (1977), Library Technician
Pringle, Mary (1984-2011), Distinguished Service
Pugliese, Reba (2006), Curriculum/Scheduling Coordinator

Ramirez, Lizette (2019), Admissions and Records Technician
Reyes, Eddie (2000), Ground Maintenance Worker
Reyes, Jessica (2007), Purchasing Technician
Reyes, Joanna (1998), Custodian
Reyes, Renee (2003), Accounting Technician I
Richards, Patricia (2009), Classified Special
Richards, Robbie (2002), Financial Aid Specialist
Richardson, Chad (2007), Custodian
Richardson, Randy (2007), Classified Special - P
Rickards, Alex (2006), Lead Ground Maintenance Worker
Riley, Norma (2016), Admissions and Records Technician
Rivera, Silvestre (2007), Classified Special - P
Robillard, Teresa (1999), Clerical Technician II
Robinson, Donald (2016), Lead Custodian
Rodriguez, Jorge (2013), Classified Special - P
Rodriguez, Melina (2002), Placement Specialist
Rolland, Keirra (2017), Financial Aid Technician
Romberger Jr, Robert (2006), Instructional Technology And N
Ruby, Peggy (1999), Permit Teacher-CDC-Infant/Toddler
Sandello, Alyssa (2019), Administrative Secretary I
Sandello, Margaret (2003), Coordinator, Student Services
Sandoval, Mark (2006), Maintenance Technician
Santillan, Jazmin (2011), Administrative Secretary II
Schumacher, Natasha (2017), Curriculum/Scheduling Coordinator
Sepe, William (2017), Campus Police Officer
Sewell, Robert (1994), Director, Marketing and Public Information
Sharp, Annmarie (1999), Instructional Program Specialist
Shores, Dustin (2018), Maintenance Worker
Shubin Jr, Willie (2011), Custodian
Shulman, Aleksandr (2018), SR. Instructional Assistant
Sisk, Diana (2003), SR. Instructional Assistant
Snell Gonzalez, Shirley (2000), Coordinator, Administrative Services
Sovitsky, Marie (2018), M&O Clerical Technician
Stalians, Jeffrey (2004), SR. Instructional Assistant
Steinback, David (1995), SR. Instructional Assistant
Stockman, William (2006), SR. Instructional Assistant
Strickland, Alexander (2017), SR. Instructional Assistant
Stump, Carole (2003), Library Technician
Talley Jr, Joseph Moore (2008), Custodian
Tashima, Julia A. (1992), Director, Athletics/Athletics Trainer
Teeter, Hailey (2016), Payroll/Benefits Tech
Tejas, Stephen (2006), Instructional Technician
Thoms, Renny (2013), Lead Systems Programmer/Analyst
Topete, Violeta (2017), Executive Admin. Assistant, Human Resources
Tran-Quang, Cam-Quynh (2005), SR Programmer/Software Developer
Turner, Nancy (2004), Deaf & Hard of Hearing Specialist
Ullger, Kendra (2004), Bookstore Operations Assistant
Vaughn, Audrey (2006), Administrative Secretary II
Vidana-Barda, Marie (1990), SR. Accounting Technician
Vigil, Donna (2007), Admissions & Records Specialist I
Vineyard, Ryan (2015), Instructional Technology And Network/PC Specialist
Von Ins, Joy (2006), Library Technician
Walker, Frank (1998), Printing Services Technician
Walton, Florine (2006), Coordinator, Instructional Services
Wansten, Blanca (2018), Administrative Secretary II
Wilkin, Amy (1998), Athletic Trainer
Williams, Elliott (2012), Classified Special
Williams, Hazina (2018), Student Services Specialist II
Williams Jr, Clyde (2017), Athletic Equipment Technician
Witt, Patricia (2006), Clerical Technician II
Zamora-Gonzalez, Francisco (2006), Grounds Maintenance Worker
Zhu, Yong (2005), SR Database Appl Admin
District Vision, Values, Mission and Goals

Vision

The vision of Victor Valley Community College District is to:

Cultivate intellectual growth, social responsibility, environmental stewardship, cultural enrichment, and economic development.

Create exceptional and accessible lifelong learning opportunities that afford students within our expanding communities the attainment of knowledge and skills necessary for success in the global economy.

Embrace differences in our communities by integrating their wealth of multicultural knowledge and wisdom into a cohesive and resourceful learning environment for all.

Inspire innovative teaching and service with imaginative uses of collaboration and technology, fostering vibrant programs that are measurably effective in addressing student learning and community needs.

Empower each student to learn by modeling academic integrity, democratic citizenship, and meaningful contribution to society.

Values

As a student-centered learning organization, we will uphold the following core values:

Excellence - providing superior service and educational learning opportunities.

Integrity - guiding the college's actions with an internally consistent framework of principles.

Accessibility - facilitating access to the college's programs from other locations.

Diversity - valuing different points of view and contributions of all.

Collaboration - encouraging recursive interaction of knowledge experience and mutual learning of people who are working together toward a common creative goal.

Innovation - providing creative approaches to learning problem solving and growth.

Mission

Victor Valley College, in partnership with the community, is dedicated to providing opportunities for student learning and success through academic advancement, workforce development, and personal growth.

Goals

The goals of Victor Valley Community College are as follows:

• Fiscal Stability. The College's financial resources will remain sufficient to support quality programs and services, and the ongoing improvement of all college operations.
• Student Success. The College's courses, programs, and support services advance student success.

• Accreditation Recommendations. All recommendations from the ACCJC will be fully addressed to reaffirm and maintain the College's accreditation status.
• Image. The College's reputation among High Desert residents will be that of a quality institution of higher education.

Campus Culture and Climate

At Victor Valley College there is one constant upon which everything is based: The student is first! This is true in all stages of planning and implementation, including the preparation of the college's budget, program development, and all services offered to the student. It is basic to our success and the success of our students. Accordingly, Victor Valley College seeks to enhance its organizational culture and climate by continuous implementation of all elements of a well-defined plan.

We will:

• Motivate all members of the college community to do their best.
• Recognize that tone and expectation, in essence climate and culture, are at the CEO level.
• Foster the development and support the success of an increasingly diverse student population.
• Encourage a quality-focused paradigm characterized by embracing institutional effectiveness, measuring student success, and creating innovative yet relevant educational programs and services.
• Build cooperation and trust and create cross cultural teams capable of meeting the political and educational demands for effectiveness and quality.
• Develop leaders who are self-confident, group oriented, facilitative of change, catalytic toward quality, and persuasive with all external and internal constituencies.
• Destroy the illusion that constituent groups are separate, unrelated, and often competing forces.
• Provide leadership that will guide activities resulting in appropriate change.
• Promote continuous development of administration, faculty, and staff to provide programs and services of quality and excellence.
• Encourage decision-making to be decentralized, management to be participative, and governance to be shared.
• Advocate a college-wide problem-solving attitude desirous of institutional excellence and a quality college for the 21st century.
• Acknowledge that learning and work can and should be fun and satisfying.
• Thrive on effective communications, vertically and laterally, formally and informally, throughout the organization and in the community.
• Reward and respect quality, excellence, and success, constantly and continuously seek institutional renewal and improvement.
College History

Local History of the Victor Valley

Long before the valley became homesteaded, clean water pools along the Mojave River offered all sorts of weary travelers a life sustaining opportunity to halt their journey and set up camps at a place that would later become known as the Victor Valley (named after railroad engineer, Jacob Nash Victor in the late 1800’s). Lush green vegetation, access to water, and indigenous wildlife attracted Native Americans, Spanish missionaries, settlers in wagon trains coming from Utah and other points of departure, miners seeking their fortunes in the gold fields to the north, early explorers, cowboys herding cattle, and later railroad workers.

The next natural step was the arrival of merchants who set up shop out of their wagons to feed, supply and outfit these way-farers. As the stream of travelers increased, the first trading post was established in a place that later became known as Oro Grande. In time, the railroad completed laying track through the mountains and over the desert and people began to settle in the region. It didn’t take long before enterprising land developers and businessmen and women saw the opportunity to profit from this influx of people and the region began to grow.

Eventually, the cities of Victorville, Hesperia, and the Town of Apple Valley incorporated between 1962 and 1988. With the commerce, came a need for schools. The first high school (Victor Valley High School) was established in 1915 and served as the only high school for the next 65 years. Since the mid-80’s, more than 20 diploma granting institutions were chartered to facilitate the needs of an ever expanding population. The next logical step for the people of the High Desert was to establish a college to serve the needs of the region. It was on the campus of Victor Valley High School that Victor Valley College began its Tradition of Excellence 56 years ago.

College History

The College was originally chartered in 1960 and began operations in 1961. Classes were held in a small building that sat on an upper tier of classrooms at the rear of the high school campus. Only 15 staff, faculty and administrators were employed to meet the needs of approximately 500 students. In 1963, it became evident that the college needed its own space. Valley officials secured the funding through a local bond to purchase land and begin the construction of a new campus that, at the time, would be located at the far reaches of the surrounding communities. Today it is centrally located to the three major cities in the region. The site contained 260 acres of land, formerly known as the Kalin Ranch, and featured river valley bottom land and a mesa rising above the bluff and running parallel to the river. It is on the mesa that the former cattle ranchers maintained a large stock pond that would become the focal point of the campus as it exists today.

The original five buildings still serve students and can be identified by their signature block design and burnt red roofs. The campus opened to students in 1965. Since that time, the campus expanded to include nine new facilities and a vocational technical complex.

A wider transformation has taken place at Victor Valley College because of the passage of the first local bond measure to be approved by the voters since an initial capital bond was passed in the early 60s. In November 2008, the voters approved a bond measure (Measure JJ) dedicated to the elimination of past debt, the upgrade of college infrastructure, the purchase of land for a future campus site in Hesperia, and funding for the construction of the Victor Valley College Regional Public Safety Training Center. Additionally, Victor Valley College completed a one megawatt solar power generating plant that supplies more than a third of the campus’ energy needs, and expanded our vocational complex to include new Automotive/Diesel and Welding labs.

In the development and planning stages are the new Student Services ‘One Stop’ Building’ sufficient to provide greater efficiency between related functions in serving our students and the outline for a future stadium and conference center.

Changing Emphasis

Today, the College is a major institution of higher learning offering a complex schedule of educational opportunities to meet the changing needs of this growing region. The college serves between 13,000 and 17,000 students per year. This translates into an annual FTEs between 9,000 - 10,000. Current curriculum includes all the basics for transfer, degrees, certificates and job training. New areas of study include innovative programs in solar panel installation, maintenance and repair; hybrid car maintenance and repair; GIS studies; land restoration; digital animation and much more. Nursing still remains one of the most sought after areas of study offered by the College.

Innovative Partnerships

In 1975, the Victor Valley College Foundation was established to help the College develop additional resources and build partnerships to strengthen the education our students receive. The Foundation has been instrumental in helping the College to expand facilities and educational programs even as the State of California reduced appropriations. While the Foundation regularly receives charitable contributions from generous individuals and grateful alumni to support the College mission, it has also been at the forefront of many of the College’s most innovative strategic partnerships. Partnerships facilitated by the Foundation include working with local hospitals to increase the capacity the College nursing program, with representatives of regional mining concerns to develop natural resource management programs; and with a consortium of local governments and employers to establish a new training program for certified aviation technicians in response to an industry need for workforce development. The Foundation worked with the County of San Bernardino Workforce Investment Board to implement training programs that allowed the College to launch programs in hybrid vehicle maintenance, geographic information systems, wastewater reclamation and solar photovoltaic installation. The Foundation also led the community effort to advocate for the passage of Measure JJ in 2008. The Foundation is led by community and college leaders who serve on its board of directors. It accepts donations from thousands of individuals and corporations each year.

Charitable gifts to support Victor Valley College may be made to the Victor Valley College Foundation. For more information visit the Foundation’s website at www.vvcfoundation.com (http://www.vvcfoundation.com).

In 2014, Victor Valley College was awarded a grant to facilitate career pathways pipelines throughout the region in five key industries: Automotive, Aviation, Energy / Utilities Healthcare and Manufacturing. One goal of what has become known as the RAMP UP project is to maximize the input of employers by establishing advisory councils that include all local schools and Victor Valley College together rather than the previous practice of multiple independent meetings at individual institutions. This work was initiated in 2015 and today nearly all targeted advisory councils have been identified or are in active development for the local area. This strategy is expected to help streamline curriculum
allowing local students to complete training that meets employer needs faster. Another goal of the RAMP UP project is to link schools and colleges together through technology allowing them to share classes and learning experiences with one another. In 2016, the installation of these classrooms was completed, system tests successfully conducted and the first multi-site connection allowed students at eight high schools to participate in a healthcare industry lecture last month. RAMP UP also includes linkages to the Antelope Valley, Barstow and San Bernardino where similar activities are in development.

A History of Success

For more than 56 years, thousands of High Desert residents have made the journey to Victor Valley College and gone on to become contributing members of society. From their ranks are civic leaders, business people, service industry personnel, medical providers, first responders, and people of all walks of life who contribute to the health and welfare of our community.

What We Offer

Degrees and Certificates

Victor Valley College awards Associate Degrees, and Associate Degrees for Transfer (ADT’s). Associate degrees typically require two years of full-time study (15 credit hours per semester in the fall an spring terms) for college ready students who require no remediation. If a student requires additional preparatory courses in English or Mathematics, and certificates this will likely extend the time necessary to complete the degree. The length of time necessary to complete a certificate depends on the certificate as they range from 3 credit hours to more than 18 credit hours. For a complete listing of the degree and certificates just turn to the section entitled “Instructional Programs.”

Degrees and Certificates include:

- Associate in Science (A.S.) degrees in the areas of Math, Science, Career/Technical.
- Associate in Arts (A.A.) degrees in the areas of Liberal Arts and Fine Arts.
- Associate Degrees for Transfer (AA-T/AS-T) in various academic and technical areas.
- Certificates of Achievement and Certificates of Career Preparation in various academic and technical areas.

Technical Education

The college offers two types certificates in many career technical fields that are recognized by potential employers. These awards include types of certificates of Achievement and Certificates of Career Preparation. For more information as well as a complete list of certificates, please see the catalog section titled “Instructional Programs.”

Information for ESL (English as a Second Language) Students

The ESL Department is designed specifically for English Language Learners whose first language is not English. The program offers noncredit and credit classes at the beginning, intermediate and advanced level. Classes are offered morning, afternoon, evenings and Saturday. The focus of the program is to help improve English language skills for those seeking to improve their English for academic degree programs, vocational skills and certificates, job success and citizenship. ESL courses use second language acquisition strategies in listening and speaking, reading and vocabulary, pronunciation, basic computer literacy, and job preparedness. Students have access to a Language Lab to enhance language learning and ESL tutors who can help with English learning.

Students can receive information regarding the ESL program and the registration process by attending an ESL Orientation, which is the first step to the matriculation process. ESL students also have the opportunity to meet with an ESL Bilingual Counselor to develop a (mandatory) educational plan. Counselors will discuss academic and career goals and are available to answer any other questions or concerns.

Información Para Estudiantes de Inglés Como Segundo Idioma (ESL)

El departamento de ESL está diseñado para estudiantes que desean aprender inglés y que su primer idioma no es el inglés. El programa ofrece clases de crédito y sin crédito en el nivel básico, intermedio y avanzado. Clases se ofrecen en la mañana, la tarde y los sábados. El enfoque del programa es para ayudar a las personas a mejorar su inglés en programas académicos, carreras y certificados técnicos, prepararse para la ciudadanía, además de éxito en el trabajo. Las estrategias de adquisición de segunda lengua usadas para los cursos de ESL son las siguientes: escuchar y hablar, lectura y vocabulario, pronunciación, conocimientos básicos de computación, y para prepararse para el trabajo. Estudiantes tienen acceso a El Laboratorio de Idiomas (Language Lab) para mejorar el aprendizaje del inglés así como tutores de ESL que les ayudan aprender el idioma.

Durante una junta de orientación de ESL y como parte del proceso de matrícula, los estudiantes pueden recibir información sobre el programa de ESL y el proceso para poder inscribirse en sus clases. Estudiantes de ESL también tienen la oportunidad de hablar con un consejero bilingüe encargado de ESL para preparar un plan educativo, y para hablar acerca de las metas académicas y de una carrera futura que sea importante para el estudiante además de responder a cualquier pregunta.

Distance Education

Victor Valley College recognizes the unique contribution that educational technology can make for expanding and enhancing educational opportunities and experiences to a growing and diverse student population. It is acknowledged that quality Distance Education (DE) makes special demands on students, faculty, staff, and administrators and that all involved share responsibility for maintaining its effectiveness.

DE courses are not designed to be easier than traditional face-to-face courses. They are designed with the same objectives and academic rigor as traditional courses. Students should expect to spend the same amount of time on a DE course as they would in a traditional face-to-face class. The most successful DE students are those who are self-directed with moderate to strong technical skills and excellent time management abilities. Students are required to participate every week (sometimes multiple times each week) by completing assignments, reading, writing, studying, communicating with the instructor, and communicating with classmates.

Regular and effective contact between instructor and students is required as per Title V; discussions, e-mail (both student and faculty initiated), timely feedback on student work, electronic announcements and e-lectures are required as part of regular and effective contact. Students must actively participate in the lecture-designated activities in DE
courses to remain enrolled, just as active participation is required in a face-to-face course. Victor Valley College regards DE as integral to the district vision, mission, and goals and endorses and encourages the development, expansion, and improvement of DE methodologies throughout the district’s instructional, student, and campus support services and programs.

At Victor Valley College, DE includes courses that are offered fully online and partially online (hybrid). All three of VVC’s academic divisions offer DE courses in certain disciplines that are conducive to online learning. There is ongoing and systematic creation, updating and sustainable DE curriculum to serve VVC students and community members. Most DE courses are transferable and/or contribute to AA/AS Degrees; AD-T degrees; and Basic Skills courses. Online and hybrid course offerings for each semester can be found in the Schedule of Classes on WebAdvisor. In addition, a full list of curriculum-approved DE courses can be found at Online Classes @ VVC, under “Approved DE/Online Courses at VVC”.

**Dual Enrollment: Non-College & Career Access Pathways**  
(Formerly known as Concurrent Enrollment)

Concurrent Enrollment is where a student is enrolled as a high school student but has also been deemed qualified to take college courses. A high school student who is concurrently enrolled will take VVC courses at the main VVC campus, at one of the off-site campuses, or online. WC is implementing Dual Enrollment beginning with the 2017-18 academic year, so please see the section below, entitled ‘Dual Enrollment’ for a stronger understanding. For concurrent enrollment, the student is often responsible for any tuition, fees, textbooks and other learning materials required for the course. In addition, successful completion of a concurrent enrollment course may not count toward one’s high school credit.

**Dual Enrollment: College & Career Access Pathways (CCAP)**

Victor Valley College is proud to partner with numerous local high schools in the implementation of dual enrollment as per California Assembly Bill 288. Dual Enrollment allows the opportunity for qualified high school students to take college courses for credit during the regular high school day. Instructors of dual enrollment courses meet the same guidelines as other community college faculty, and there is no cost including books to the student to take these courses. Upon successful completion of the course, the student earns both high school and college credit, hence, the term ‘dual enrollment’. Interested high school students should contact their school in order to obtain information on the specific courses available at their high school. It is very important for students to understand that these courses are taught at a college level. In addition, the grade earned becomes part of the student’s permanent college record which will follow them for life.

**Adult/Community Education**

**Community & Contract Education**

These college programs are designed to fulfill the unique educational needs of the Victor Valley’s business and general community members. Because many residents of our local area require skills-based certification training or upgrade courses; this department is managed by the Victor Valley College Foundation and is responsive to the needs of business and the general community.

**Community Education:**
Traditionally thought of as “hobby classes,” Community Education has evolved into a sophisticated platform to develop, administer, and deliver market-driven skills based certification training programs in areas such as Renewable Energy, Health Care, and Public Safety. These programs are specifically designed with input from local subject matter experts and provide a clearly defined career path for students of all backgrounds.

**Contract Education:** concentrates on workforce training programs customized for business, industry, and other educational agencies. Working closely with faculty and staff, the Department of Contract Education can leverage all of the talent here at VVC and help local business succeed with customized training both on and off-site.

**Learning Outcomes**
Learning Outcomes is the broad term to describe the campus endeavor towards improving student learning. Learning Outcomes tell students what they will know or be able to do at each stage of their studies (e.g. courses, programs, co-curricular experiences). The Student Learning Outcomes and Assessment Committee guides the campus through learning outcomes assessments and establishes practices to ensure smooth processes.

**Institutional Learning Outcomes (ILOs)**
Victor Valley College has adopted the following institutional outcomes to define the learning that all students are intended to achieve as a result of their experience with the college’s instructional, student support, and campus support programs.

**Communication**
Read and write analytically including evaluation, synthesis, and research; deliver focused and coherent presentations.

**Computation**
Apply complex problem-solving skills using technology, computer proficiency, decision analysis (synthesis and evaluation), applications of mathematical concepts and reasoning, and the analysis and use of numerical data.

**Creative, Critical and Analytical Thinking**
Apply procedures for sound reasoning in the exercise of judgment and decision making; demonstrate intellectual curiosity and a respect for learning; solve problems through analysis, synthesis, evaluation and creativity; identify, evaluate and appropriate use of multiple sources of information.

**Social and Personal Responsibility**
Evaluate the relationship between natural, social and economic systems and the significance of sustainability; demonstrate responsible attitudes toward cultural diversity, citizenship, personal contribution to local and international communities, and the effect of human actions on the environment.

**Information Competency**
Students demonstrate information competency and critical thinking skills through their ability to effectively locate, retrieve, evaluate and utilize...
use library and information resources within the guidelines of academic standards to meet collegiate and personal information needs.

**Program Learning Outcomes (PLOs)**

A Program of Study identifies the pathway a student might take to complete a certificate of completion, certificate of achievement, an associate degree, or transfer to a four-year college or university. Each Program of Study defines the Program Learning Outcomes (PLOs) to be achieved. Victor Valley College offers several Programs of Study listed in the Instructional Programs section of this catalog. The Program Learning Outcomes for each Program of Study are listed in the respective departmental areas. PLOs can also be found at this link http://www.vvc.edu/offices/cfie/plos.shtml.

**Student Learning Outcomes (SLOs)**

Each course a student takes at VVC will have defined outcomes called Student Learning Outcomes. These describe the knowledge, skills, or abilities that student should expect to gain by the end of the course. Student Learning Outcomes are listed on the syllabus for each course. SLOs can also be found at this link http://www.vvc.edu/offices/cfie/slos.shtml.

Courses meeting the VVC general education requirements will also be linked to Institutional Learning Outcomes. The General Education pattern at Victor Valley College is a comprehensive and integrated introduction to broadly applicable principles, concepts, and methods of the natural sciences, social sciences, humanities, communication, and mathematics. The awarding of an associate degree by VVC is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the student to complete a series of learning experiences designed to increase knowledge, develop competencies, enhance insights, and encourage lifelong learning.

**Campus Locations and Services**

**Community Service**

Victor Valley College offers self-financing Community Service workshops in areas in which students may desire personal growth or have a particular interest. These are not-for-credit workshops opened to the public with no units attached to them. These self supporting workshops are offered for enrichment in a variety of subjects. Some workshops require an additional material fee or optional fee. Community Service workshops are funded entirely by fees collected at the time of registration. Fees for Community Service workshops are not refundable unless the particular class is canceled.

**Student Services**

**Building 23:**
- CalWORKs - http://www.vvc.edu/calworks/
- Access Resource Center (formerly DSPS) - http://www.vvc.edu/offices/disabled_student_program_services/
- Admissions and Records (A&R) - http://www.vvc.edu/offices/admissions-records/
- Bursar's Office - http://www.vvc.edu/offices/fiscal_services/bursars-office.shtml
- Student Services Lab - http://www.vvc.edu/offices/student_services/student-services-lab.shtml
- Counseling - http://www.vvc.edu/offices/guidance_and_counseling/
- Transfer Center - http://www.vvc.edu/offices/transfer-center/

**Building 21:**
- Blackboard - http://www.vvc.edu/schedule/online/blackboard_login.shtml
- Tutoring - http://www.vvc.edu/offices/technical_services/technical-help-for-students.shtml
- WebAdvisor - https://webadvisor.vvc.edu/

**Building 80 – Rooms 80.01A and 80.01B:**

**Classroom Complexes**

**Academic Commons (Building 42)** - Located at the north side of the lake and is the site for the Office of the Dean of Humanities, Arts, and Social Sciences, Cooperative Education office, BADM and CIS full-time instructors, and CIS classrooms.

**Adapted PE (Building 70)** includes multiple classrooms for dance, adapted and classrooms as well as faculty offices.

**Administration Building (Building 10)** - The Administration Building, located on the west end of the campus near Spring Valley Lake Parkway, contains the Administration offices and Human Resources office. On the south side of the building is AD8 where Restaurant Management classes meet.

**Allied Health Building (Building 32)** - The Allied Health Building, located to the northwest of the lake, contains classrooms for the study of nursing, respiratory therapy, and other health-related subjects. Faculty offices are located in portable buildings nearby and the Allied Health Building.

**Modulars (Building 32A,32B,32C)** The modulars are located to the northwest of the lake, adjacent to the Allied Health Building. The modulars are the site for Upward Bound (Math & Sciences) and the AFT faculty offices, and other full-time faculty offices.

**Animation Lab (Building 80)** - The 3D Animation Lab is located on the lower campus across from the Gym.

**Art (Building 22)** - The Art Building is a hexagonal shaped building located west of the lake and is the site for fine arts, graphics, and photography classes. The building also hosts the department's faculty offices.

**Counseling/Administration (Building 23)** - Located on the south end of the lake. This building includes the offices of Assessment, Career Center, Counseling, Transfer Center, VVC Foundation, Dean of Student Services, Vice President of Student Services, Vice President of Instruction and the Superintendent/President.
Gymnasium (Building 71) includes multiple classrooms for Kinesiology (weight room), athletics and and dance as well as the athletic room and faculty offices.

Health and Science Building (Dr. Prem Reddy, Building 33) The Dr. Prem Reddy Health and Science Building is located to the west of the Science Lab Building. This building is the site of the Office of the Dean of Science, Technology, Engineering, and Mathematics and contains Nursing and science laboratory classrooms for the life, physical science and Nursing programs.

Humanities Center (Building 80) - Located on the lower campus near the corner of Bear Valley and Fish Hatchery Roads.

Liberal Arts Building (Building 30) - The Liberal Arts Building is located on the western side of the lake and contains general purpose classrooms, faculty offices, and the Office of Instruction including the Dean of Instruction, Distance Education and Library Services

Lower Portables (Buildings 66A, 66B) - The lower portables house Administration of Justice classes and the Allied Health lab. These portables are located on the lower campus behind the Construction Technology Building.

Music Building (Building 20) - The Music Building is a hexagonal-shaped building located southwest of the lake, near the Counseling/ Administration Building. Music classes are held and practice studios are housed in this complex.

Performing Arts Center (PAC) (Building 54) - The PAC houses Communication Studies (CMST) and Theater Arts (TA) classes. The design lab, lighting lab, costume lab, rehearsal room, make-up lab, and scene shop are located on the first floor of the PAC. The communication studies classroom, communication lab and RamPage are located on the second floor of the PAC.

Science Lab Building (Building 31) - The Science Lab Building is located to the west of the lake and is situated in front of the Liberal Arts Building. This building contains laboratory classrooms for the life and physical science programs, a planetarium and faculty offices.

Sewing Complex (Building 66A) - The Sewing Room is located in the lower portables behind the construction tech building

Student Activities Center (SAC) (Building 44) - The SAC is located on upper campus, east of the lake. Classes may be held on the 2nd floor: SAC A, SAC B, SAC C, SAC D, Club Room and Quiet Room. The SAC houses the Auxiliary Services Office, Rams Bookstore, Ticket Office, ASB, Public Information Office and Phi Theta Kappa (PTK) offices.

Technical/Vocational Complex (Building 60, 60A, 60B, 60C, 61, 62, 63, 64, 65, 67) - The Technical/Vocational Complex, located on the lower campus across from the football field, is the site of specialized classes in areas such as electronics, automotive technology, welding, agriculture, drafting, architecture, criminal justice and construction technologies. The complex includes an auto shop with specialized equipment, a greenhouse for the cultivation and study of various plants and agricultural crops, and a construction technology center.

Advanced Technology Center (Building 21) - The Advanced Technology Center is located on the southwest corner of the lake between the Art and Music buildings. The 34,117 square foot center is a multipurpose laboratory and office facility that provides voice, video, data and power ports to more than 700 student computer stations. The Math Success Center and writing center are also in this building. The facility also has a computer center for open entry individual study courses. Faculty offices are located in the building along with special purpose rooms that are equipped with the latest in smart classroom interactive technology. The Computer and Information Resources (CIR), formerly MIS and IT, are located in the technology center.

Off Campus Locations

Apple Valley High School (AVHS) 11837 Navajo Road, Apple Valley 760.247.7206

Hesperia High School (HPHS) 9898 Maple Avenue, Hesperia 760.244.9898

High Desert Premier Academy (HDPA) 12555 Navajo Road, Apple Valley 760.247.7267

Hook Community Center (HKCC) 14973 Joshua Street, Victorville 760.245.5551

Serrano High School (SEHS) 9292 Sheep Creek Rd, Phelan 760.868.3222

Silverado High School (SVHS) 14048 Cobalt Road, Victorville 760.955.3353

So Cal Logistical Airport (SCLA) 18368 Phantom West, Victorville

Spring Valley Lake Country Club (SVCC) 13229 Spring Valley Parkway, Victorville 760.245.5223

Sterling Inn (STER) 17738 Francesca Street, Victorville 760.245.2999

Victor Valley College Regional Public Safety Training Center (RPSTC) 19190 Navajo Road, Apple Valley 760.245.4271 Ext. 2525

Victor Valley High School (VVHS) 16500 Mojave Drive, Victorville 760.955.3300

World Traditional Taekwondo School (WTTS) 17216 Lilac St. Suite 3, Hesperia 760.881.0005

Victor Valley College Regional Public Safety Training Center

The doors to the newest training complex, Victor Valley College Regional Public Safety Training Center, were opened spring 2012 and house Administration of Justice, Fire Technology, Emergency Medical Services, and Corrections programs.

The Regional Public Safety Training Center, a 41,500 square foot building, provides office space, classrooms, conference rooms, a virtual and live
shooting range, four fire truck bays, a fire tower, burn rooms, a prop yard with a tanker rail car, and over turned tanker truck and a CERT City facility for citizen disaster and emergency training. The Center is a uniquely designed to provide students with cooperative/crosstraining exercises experienced by first responders while on the job. This facility will assist our students to not only learn their specific areas of study but also to participate in a wide variety of emergency scenarios.

The Victor Valley College Regional Public Safety Center is located at 19190 Navajo Road, Apple Valley CA, 92307. The facility is situated at the corner of Navajo and Johnson Roads next to the Wal-Mart Distribution Center located off Dale Evans Parkway.

Rams Bookstore

Located in the Student Activities Center/Community Conference Center (Building 44), the Rams Bookstore is owned and operated by the Victor Valley Community College District. Textbooks, trade books, supplies, general merchandise and computer software are available through Rams Bookstore. Other academic supplies such as graduation announcements, graduation regalia and college rings may also be purchased.

The Rams Bookstore is open Monday-Tuesday, 8 a.m.-7 p.m.; Wednesday-Thursday, 8 a.m. - 5 p.m.; and Friday, 8 a.m. - 2 p.m. The hours of operation are extended during the beginning of the Fall and Spring semesters, and the bookstore is open on Saturdays during this period. You can make purchases online by using the Rams Bookstore website: www.vvcRams.com. (http://www.vvcRams.com)

Library

VVC’s Library (Building #41) supports student learning and success through collections, instructional programs, services and a 2-story lakeside facility with wi-fi and computers. Learning resources include print and electronic books, online databases, streaming media, traditional and digital periodicals, DVDs and CDs, reserve textbooks and a Local History collection. Off-campus access to online materials is available with MyVVC credentials at the library’s homepage at http://library.vvc.edu; the website also provides tutorials and online guides to help students with research. The library offers individual seating and collaborative group study areas with wi-fi access, study rooms, cell-phone charging station, internet-accessible computers, a cash-only pay-to-print system and photocopiers. An ADA workstation equipped with adapted technology software is available for students. Librarians are on duty providing reference assistance in the library and online via chat Monday through Saturday during the fall and spring semesters; hours vary for summer and winter intersession. Library instruction is designed to help students develop critical thinking and digital literacy skills that are essential for college success, and applicable to workplace proficiencies and lifelong learning. VVC has a local graduation requirement for information competency (http://library.vvc.edu/support/info_comp), a library research tutorial to help students learn effective searching techniques for books, online databases and internet sources; develop skills for analyzing and evaluating information resources; and ethical use of information by avoiding plagiarism and citing sources. Students must present either a current student I.D., registration printout or current ASB card to check out materials. Community members may borrow materials by paying a $12 annual membership fee to join Friends of the Library, a subsidiary of the VVC Foundation. For more information please contact the Library at (760) 245-4271 ext. 2262.

Library hours during the Fall and Spring semesters are:
- Monday-Thursday, 8:00 a.m.-9:00 p.m.
- Friday, 8:00 a.m.-4:00 p.m.
- Saturday, 10:00 a.m.-3:00 p.m.

Hours during the Winter and Summer sessions vary.
- For more information call (760) 245-4271, ext. 2262.

Tutoring

Writing Center

Located in the Advanced Technology Center (Building 21, Room 177)

The Writing Center is here to help you make your writing better by working with you at various points of your writing process. You don’t need an appointment; Just drop by when it’s convenient for you, sign in with your student ID number, and let us know what you need help with. We’ll help you with everything from beginning an essay or project all the way to printing a final draft. However, our mission is to provide instruction rather than proofreading or editing. This means that we will provide comments and suggestions on the larger or global issues such as thesis, clarity, organization, and paragraphing, but we won’t fix your grammar, spelling, or punctuation. We will, however, help you find and fix those small errors yourself.

If you are unable to visit the Writing Center in person, you can send your questions, a paragraph, or a paper to the Online Tutor at: http://www.vvc.edu/offices/writing_center/online_tutor.shtml

Writing Center hours during Fall and Spring are:
- Monday - Thursday, 9:00 a.m. - 7 p.m.
- Friday, 9:00 a.m. - 3:00 p.m.

Hours during the Winter and Summer sessions vary.
- For more information call (760) 245 - 4271, ext. 2607

Math Success Center

Located in the Advanced Technology Center (Building 21, Room 145 and 146)

The Math Success Center is here to help you study for your math class. You don’t need an appointment; just drop by, sign in with your student ID number, and get the help you need. Come by to study with your classmates, to study on your own, or to get help from the tutors. We have several computers available for your online math homework needs, and the tutors are well-versed in these particular platforms.

Math Success Center hours during Fall and Spring are:
- Monday - Thursday, 9:00 a.m. - 7 p.m.
- Friday, 9:00 a.m. - 5:00 p.m.

Hours during the Winter and Summer sessions vary.
- For more information call (760) 245 - 4271, ext. 2941

Communication Center

Located in the Performing Arts Center (Building 54, Room 213)

The Communication Center is available to all VVC students, staff, faculty, and the public who would like help with the development and delivery of
oral presentations including research, outlining, delivery, and visual aids (including PowerPoint presentations). It is not necessary to be enrolled in a communication studies course to use our facility. Additionally, we provide foreign language tutoring services for both Spanish and French speaking students.

The Communication Center is set up to provide one-on-one training to students needing to prepare for a speech or presentation, for any class or public speaking event. Students can also be recorded while practicing their presentation so they can review it and make improvements. Additionally, the center offers multiple work areas including computer stations and individual/group study rooms. Textbooks for CMST courses are kept in the center and may be checked out for use, while in the center. Limited printing services for student work are also available in the center.

Communication Center hours vary by semester:

- For more information call (760) 245-4271, ext. 2820

## ESL Lab

Located in the Performing Arts Center (Building 54, Room 213) inside of the Communication Center

The ESL Lab provides support to all students that are English language learners and/or have writing and reading concerns. The ESL Lab has language learning software programs and homework sites. These programs can help you with listening, speaking, and reading skills. It is not necessary to be enrolled in an ESL course to use our facility.

## Campus Security/Police

As to be expected with nearly 17,000 students per year and with open public access to the campus, students need to understand that unlawful activities may occur at Victor Valley College and at activities which the college sponsors. Although the college provides security and takes reasonable preventive measures, it is important that students also take reasonable preventive steps to prevent or avoid criminal behavior. For example, students should keep their automobiles locked and their possessions secured at all times to discourage and prevent thefts.

## Campus Police Services

Located on lower campus in Building 80, Room 11

Police office hours are Monday-Thursday, 8:30 am to 5:00 pm, and Friday 7:30 am to 3:45 pm. Campus Police can be reached by calling 760.245.4271 ext.2329. After hours and weekends call ext.2555. In an emergency, dial 911.

## Amenities

**Student Activities Center (S.A.C.)**

Located on the east side of the lake, the SAC (Building 44) houses a cafeteria and the student bookstore is located inside. Also included in the center are the Associated Student Body (ASB) offices, ASB Computer Lab, Public Information Office, Phi Theta Kappa (Honor Society), Conference Center, Faculty/Staff Dining (Desert Rock Café), Chow Time (Chinese, pizza and American dishes), Rams Café, Auxiliary Services Box Office and Rams Bookstore.

The elevator complex connecting lower and upper campus empties onto the Student Activities Center patio.

**Parking Lots**

In addition to semester parking permits, the College offers students and visitors an alternate parking option. Parking meters are located in Lots F1, J1, J2, K, V and S. They are intended to meet short-term parking needs (meters accept quarters only). Student permits are not valid in metered stalls.

**Emergency Phones**

Emergency phones are located at several locations around the campus for the safety of students.

**Restrooms**

Restrooms are located in most main buildings on campus.

**Vending Machines**

Vending machines dispensing a variety of food and supply products are located throughout the campus.

## Child Development Lab Classroom

The Child Development Lab Classroom (CDLC) is located in Building 12 on upper campus, next to Excelsior Education Center.

We provide a high quality model lab site for college students, as well as providing a safe, nurturing, and developmentally appropriate educational environment for children and families in our diverse community. The primary goal for the CDLC is to provide a Lab for the Child Development Program students. Additionally, we offer observation opportunities to all disciplines and students from any community college or university requiring a Lab experience. As a Lab for the Child Development Program, the CDLC provides ongoing and professional updated resources for students, both male and female, to receive professional training that is required for certification and to observe children in a quality program to further their understanding of child growth and development. The CDLC, state license # 360906573, is funded through a contract from the California State Department of Education, Early Education and Support Division. The CDLC is contracted to offer a State Preschool and must adhere to the Contract funding terms & conditions for both Title 5 and Title 22 regulations. The CDLC operates a part day preschool educational program for families from mid-August to mid-June. This program is offered Monday through Friday, from 8:00 a.m. to 11:00 a.m. or 12:00 p.m. to 3:00 p.m. Children must attend all five days. The Lab is designed to serve the income-eligible child during the year prior to kindergarten. Children are enrolled on a priority basis. For more information, please call the Lab office at 760-245-4271 ext. 2618.

## Head Start Program

The Preschool Services Department (PSD) Federal Head Start and Early Head Start programs are offered at the VVC Child Development Center. VVC Head Start/EHS offers Full-Day, Part-Day and Home Base programs which are free to eligible families. For more information, call (760) 952-1087 or (760) 952-1549.

PSD serves children 0-5 and also has a program that serves low-income expecting mothers (LIFT Program) at 43 locations throughout the County of San Bernardino. All programs are family-oriented, comprehensive and community-based which address developmental goals for enrolled children, support for parents in fulfilling their parental roles and becoming self-sufficient and provides connections to other services and resources. PSD offers a full array of child development and family support services which include:
• Health (Medical and Dental Screenings and Follow-Up)
• Access to Prenatal and Postpartum Care
• Nutrition Education
• Mental Health / Behavioral Services and Support Groups
• Disability Services
• Education and Job Training
• Literacy Programs (Adults and Children)
• Food and Nutrition Services
• Fatherhood Engagement

For more information on PSD's programs, visit http://hss.sbcounty.gov/psd/ or call (888) KIDS-025
Admissions and Registration

For half a century, Victor Valley College has provided educational opportunities to students with courses and programs of study which meet the diverse needs of students within the entire community.

While most students admitted come from within the Victor Valley Community College District, the college will admit students who live outside the district. Residents of the district may also apply to other California community colleges if they choose. Admissions procedures are basically the same for most students. However, some programs are considered impacted and may require special procedures and approvals for admission. Impacted programs include the Registered Nursing, Respiratory Therapy, and Paramedic programs. The Office of the Dean of Health Sciences, Public Safety, and Industrial Technology, can provide details regarding application procedures and deadlines for these programs. Directors of the individual programs will also provide application information.

Students who are eligible to attend the college must first be admitted to the college, and then register for classes prior to the semester in which they start school.

Eligibility

Admission to Victor Valley College is governed by the laws of the state and such supplementary regulations as have been prescribed by the Board of Trustees.

Students must meet one of the following criteria to be eligible for admission to Victor Valley College:

1. California residents who have graduated from an accredited high school, or who have passed the California High School Proficiency Examination or the General Education Development (GED) test.
2. Previous students at Victor Valley College who left in good standing and who have not attended another college or university.
3. Transfer students eligible to return to the college or university which they previously attended.
4. Any apprentice, as defined in Section 3077 of the Labor Code.
5. Out-of-state residents who have graduated from high school.
6. Foreign students who meet the requirements for International student admissions and apply by the current deadlines for International student admissions.
7. California residents who are at least 18 years old, but have not graduated from an accredited high school or passed a high school proficiency or GED test. These students must have previous training, work experience, or assessment results which demonstrate they would benefit from attending Victor Valley College.

International Students

All international students must be at least 18 years of age at the time of registration for classes. An international student attending on a non immigrant student visa (F-1) is required by the United States Immigration and Naturalization Service to maintain full-time student status. This requires a completion of a minimum of 12 units for each semester in attendance.

A certificate of eligibility for non immigrant (F-1) student status will be issued by the Admissions Office only after the following documents are received and approved:

- International Student Application
- F1 Visa Student Agreement
- Financial Certification
- TOEFL minimum score of 94 Internet-based or minimum IELTS score of 7.0
- Health Questionnaire/Physician Report
- High School Transcripts
- College Transcripts (if applicable). Transcripts must include an official English translation by an approved evaluation service
- $100 deposit

Tuition set by the California State Legislature. For further information, visit our website at http://www0.vvc.edu/offices/admissions-records/international-students.shtml or contact the office of Admissions and Records.

Transcripts for Admissions

Transcripts showing work completed at other colleges and universities must be received by the Office of Admissions and Records no later than the end of the first semester of attendance.

Transcripts received become the property of Victor Valley College and cannot be returned to the student or forwarded to other schools.

Courses, units, and grades which are accepted from other accredited colleges and universities will be applied toward the completion of academic degrees or certificates at Victor Valley College.

Transcripts from foreign schools or universities must be evaluated by an approved credential evaluation service.

Prerequisites, Co-requisites, Advisories

Victor Valley College enforces the prerequisites, co-requisites, and limitations on enrollment which have been formally established and are listed in the class schedule and college catalog. In some cases students will be responsible for submitting at the time of admission, documentation that they have met all prerequisites. If you enroll in a course but do not meet the enrollment conditions, you will be dropped from the course.

1. A “Prerequisite” is a course or other condition of enrollment which a student must meet with a grade of “C” or better before enrolling in a course or program.
2. A “Co-requisite” is a course which a student must take simultaneously in order to enroll in another course.
3. An “Advisory” or recommended preparation, is a course or other condition of enrollment which a student is advised, but not required to meet, before or concurrent with enrollment in a course or program.
4. “Limitations on Enrollment” are conditions for enrollment in honors courses or courses which include public performance or intercollegiate competition.

Any student who does not meet a prerequisite or co-requisite, or who is not permitted to enroll due to a limitation on enrollment, may seek entry into the class through initiating a challenge based on one or more of the following reasons:

1. The prerequisite, co-requisite, or limitation on enrollment violates VVCC District Policy 5109.
2. The prerequisite, co-requisite, or limitation on enrollment violates Article 2.5 of Title 5 of the California Administrative Code.
3. The prerequisite or co-requisite is unlawfully discriminatory or is being applied in such a manner.
4. The student has the knowledge or ability to succeed without meeting the prerequisite, co-requisite, or limitation on enrollment.
5. The prerequisite or co-requisite has not been made reasonably available and the student as a result will be subject to undue delay.
6. A limitation on enrollment will delay by at least one semester the attainment of a degree or goal specified in the student’s Education Plan.
7. Enrollment will not pose a threat to the student or others in a course with a health and safety prerequisite.

The Challenge Process requires the approval of a fully completed Challenge Form available from the Admissions and Records Office. Challenges involving academic qualifications, health and safety, or non-course prerequisites such as interview or recency require approval of the chair of the department in which the course is offered. Challenges based on unlawful discrimination require approval by the VVC Affirmative Action Officer.

Late challenges will be considered but enrollment will not be guaranteed pending their resolution.

For more details contact the Office of Admissions and Records or the Counseling Office.

Withholding of Student Records

Diplomas, and registration privileges, may be withheld from any student or former student who has failed to pay a proper financial obligation due to the District. Diplomas and registration privileges withheld are released when the student satisfactorily meets the financial obligation.

The definition of proper financial obligation includes, but is not limited to: student fees; parking citations; obligations incurred through the use of facilities, equipment or materials; library fines; unreturned library books; materials remaining improperly in the possession of the student; and/or any other unpaid obligation a student or former student owes to the District.

A hold may be placed on a student’s academic record and subsequent term registration when the student has an outstanding obligation to the District. Once the student satisfies the obligation, the hold will be released.

Residency Requirements

As a public community college under California law, Victor Valley College is bound by certain legal requirements pertaining to residence which must be observed. Residence is that location with which a person is considered to have the most settled and permanent connection. It is that place where one intends to remain and where one intends to return during absences. Legal residence results from the union of act (physical presence) and intent. (Ed. Code 68062) Residency determination date is the day before the first day of classes for each semester. Residence rules are as follows:

1. California residence: Proof of one continuous residence year in California prior to the residency determination date is required for purposes of being determined a California resident for tuition and enrollment fees.
2. Nonresidents and International students: International students may be admitted to VVC provided their International student application is approved by the Director of Admissions. A nonresident tuition fee will be charged students who are classified as International students and those who do not meet the one-year California residence requirements. The fee is determined by the VVC Board of Trustees.
3. Member of military: An active military student must provide the Office of Admissions with a statement from the student’s commanding officer or personnel officer that the assignment to active duty in the state is not for educational purposes. The student must also produce evidence of the assignment date to California.
4. Military dependents: A dependent natural or adopted child, stepchild or spouse of a member of the armed forces of the U.S. should provide the Director of Admissions with a statement from the military person’s commanding officer or personnel officer that the military person’s duty station is in California on active duty as of the residence determination date or is outside the continental U.S. on active duty after having been transferred immediately and directly from a California duty station. A statement that...

Authority To Determine Residence:

The Director of Admissions is the college official responsible for making residence decisions. Students who need clarification on their residence status may contact the office of Admissions and Records.

Proceso para Establecer Residencia en California

Residencia Física En California

Los siguientes requisitos son usados para determinar la presencia física de una persona en el estado de California:

- Adultos de 18 años o más y son ciudadanos de los Estados Unidos que han declarado su residencia en California por más de un año y un día antes del primer día de clases o del semestre, y se han sostenido independientemente durante ese tiempo y presentan los requisitos de residencia.
- Personas de menos de 18 años que dependen de un residente legal del estado de California por más de un año y un día antes del primer día de clases o del semestre de admisión que requiere una clasificación.

Nota para los que no son ciudadanos de los Estados Unidos:

El estado residencial de los no inmigrantes son evaluados; dependiendo del estatus o el tipo de visa que tienen eso se usará para determinar la residencia en el estado de California así como el intento de mantener el estado de California como su residencia permanente. Los estudiantes con las siguientes visas B, C, D, F, H-s, H-3, J, M, O-2, P y Q, y los
estudiantes que no viven en los Estados Unidos legalmente no están permitidos a establecer residencia en California.

El Intento de Declarar Residencia Física en el Estado de California
El periodo de un año empieza cuando uno no solamente está presente en California pero también ha demostrado clara intención de hacerse residente permanente de California. El solo vivir en este estado por uno año no representa el intento que uno es residente. Reglas de residencia:

Pueden establecer residencia en California con los siguientes criterios:

- Mostrar una dirección de domicilio en California en los documentos de impuestos estatales.
- Mostrar una dirección de domicilio en California en los documentos de impuestos federales.
- Documentos que demuestren la entrada a California en forma de un acuerdo legal (ejemplos: casamiento o divorcio).
- Poseer documentos que son requeridos por las fuerzas armadas y que demuestren el estado de California como residente.
- Obtener una licencia de California para práctica profesional.
- Regístrate para votar y votar en California.
- Mantener California como su estado legal de residencia en el formulario W-2.
- Establecer y mantener cuentas bancarias activas y abiertas en California y con su dirección postal (Apartado Postales no se permiten).
- Poseer propiedad donde se reside, o continuamente ocupar una propiedad alquilada en California.
- La tarjeta de registro del Selective Service con una dirección postal en el estado de California.
- Facturas de cuentas de servicios como de gas, agua, electricidad o teléfono y que tienen un periodo de un año antes de ingresar al colegio.
- Poseer documentos del estudiante como residente que ha recibido ayuda de rehabilitación, desempleo, welfare u otros servicios estatales.
- Poseer placas y registro de un vehículo motorizado en California.
- Poseer una licencia de conducir de California.

Nota: Se requieren dos de los documentos mencionados, uno con la fecha de un año y un día antes que empiece el semestre o sesión en que usted piensa ingresar, y el segundo puede ser reciente.

Miembros de las Fuerzas Armadas y/o Dependientes
El colegio de Victor Valley clasifica a los miembros de las fuerzas armadas que no son residentes de California y que están estacionados en California en estado activo como residentes. Sólo se necesita una tarjeta de identificación que indique que están en un estado de servicio activo. El estado de estos estudiantes será verificado semestre por semestre.

Los dependientes de los miembros de las fuerzas armadas que no son residentes del estado de California serán clasificados como residentes mientras el miembro de las fuerzas armadas esté estacionado permanente en California.

Dual Enrollment
Dual Enrollment offers high school students the opportunity to enroll in VVC courses and receive college credit while pursing their high school diploma. Courses are offered in a variety of disciplines and fields including general education and career pathway courses that align with local industry. Students can take these courses at their high school or at VVC depending on the agreement between the high school district and the college district.

Dual Enrollment: College and Career Access Pathways (CCAP)
Assembly Bill No. 288 -Established the College and Career Access Pathways (CCAP) partnerships between VVC and a local high school district. The two districts enter into an agreement which allows special-admit students to receive college credit for University transfer coursework or Career Technical Education.

The purpose of CCAP is to extend the opportunity to students, to take college level courses in the high school setting completely FREE of any fees including the textbook.

The goal of CCAP is to develop seamless pathways for students from high school to community college:

- For Career Technical Education (CTE) or transfer preparation.
- To improve high school graduation rates, or
- To help high school students achieve college and career readiness.

Dual Enrollment: Non-CCAP (formerly Concurrent Enrollment)
Establishes the partnership between VVC and a high school district where students can attend college level courses at VVC.

The purpose is to provide advanced scholastic and vocational course work to students who are determined to be ready to undertake college credit coursework. These students will be required to pay the Student Center Fee, Transportation Fee, and for their books.

The goal is to provide greater College educational opportunities to K12 students.

Admission to VVC
A Dual Enrollment student (CCAP or Non-CCAP) will be admitted to VVC if it has been determined by the school principal or designee that the student is prepared for degree applicable credit coursework. All students must complete VVC’s Admissions application and follow the Steps to Enrollment for Dual Enrollment students. Home School students who wish to enroll as a NonCCAP student, must provide a copy of the affidavit which has been filed with the California Superintendent of Public Instruction to the Admissions and Records office prior to registration. There are unit limitations for Dual Enrollment students: NonCCAP students are limited to 11.5 units for Fall or Spring semesters and 8.0 units for Summer/Winter semesters. CCAP students are limited to 15 units or 4 courses for the Fall or Spring semester. A completed Dual Enrollment form must be submitted each semester before the student can register for classes.

Registration
Registration is the process of becoming officially enrolled or registered in your classes.

Properly completing all steps of the most current registration process is the responsibility of the student.

Students interested in attending Victor Valley College can view the schedule of classes Online at www.vvc.edu prior to the beginning of each semester.
Students must register for classes using WebAdvisor. A Help Line is available for assistance or questions; call (760) 245-4271, extension 2740, or email the Help Desk at WebAdvisor@vvc.edu

Registration and other deadline dates are available on our website at www.vvc.edu

Students who do not properly complete the registration process, cannot be admitted to classes or receive course credit.

Registration is a privilege and may be withheld if a student has outstanding fees, unpaid parking fines, returned checks, library fines, or has not returned physical education materials and/or equipment or has other outstanding financial obligations to the college.

Registration for Summer/Fall begins in late April; Winter/Spring begins in mid-November.

**Student Registration Priorities**

It is the intent of the Board of Governors of the California Community Colleges to provide priority registration for students who enroll in a community college for the purpose of degree or certificate attainment, transfer to a four-year college or university, or career advancement.

Registration priority shall be provided to students who have completed orientation, assessment, and developed a student education plan, remain in good academic standing and have not completed more than ninety (90) degree-applicable semester units at Victor Valley College.

Registration priority, in the order of priority listed below, shall be provided to students as follows:

**Block 1 = Highest Priority**
**Block 6 = Lowest Priority**

Matriculated in Good Standing (Title 5, section 58108)

**Block 1**
- Member of the Armed Forces and Military Veterans (Education Code 66025.8)
- Homeless Youth and Former Foster Youth (Education Code 66025.9)
- EOPS students (Title 5, section 58108 and 56232)
- ACCESS (DSPS) students (Title 5 section 56026)
- CalWORKS students

**Block 2**
- 2A – Continuing students with 45.0 – 90.0 units completed at Victor Valley College. Students with more than 90.0 units completed at Victor Valley College with an approved petition.
- 2B – ASB Council members, Work Study students, Active Phi Theta Kappa members, Spouses of Disabled Veterans, Student Athletes, Active PACE program students, and qualified K16 Bridge High School graduates (fall semester only) TRIO/UB Cohort and First Year Student Equity Cohort groups.

**Block 3**
- 3A – Continuing students with 30.0 – 44.5 units completed at Victor Valley College.
- 3B – Continuing students with 15.0 – 29.5 units completed at Victor Valley College.
- 3C – Continuing students with 0.0 – 14.5 units completed at Victor Valley College.

**Block 4**
- New / Returning / Transfer students

**Block 5**
- Dual Enrollment students - Non-CCAP

**Block 6**
- Students not fully matriculated.
- Students not in good standing (e.g. academic and/or progress probation for two consecutive semesters as defined in Title V section 55031.)
- Students with more than ninety (90) degree applicable units earned at the district.

Students may appeal the loss of priority registration due to one of the following reasons:

1. Extenuating circumstances which are verified cases of accidents, illnesses or other circumstances beyond the control of the student.
2. A student with a disability applied for, but did not receive reasonable accommodation in a timely manner.
3. Academic and/or Progress improvement. Students must demonstrate significant academic and/or progress improvement.
4. Enrollment in a high unit major or program. High unit programs generally include Nursing, Respiratory Therapy or preparation for transfer to programs in engineering, medicine or other areas.

A Loss of Priority Registration Appeal form may be filed with the Admissions and Records Office.

**Definitions of Student Classifications**

Matriculated students in good standing are students who complete orientation, assessment and education plans (Title 5, section 58108), who are not on academic or progress probation for two consecutive terms (as defined in Title 5, section 55031) and who have earned 90.0 or fewer degree-applicable semester units at Victor Valley College (Title 5, section 58108).

- Continuing students are students currently enrolled at VVC.
- New students are first time students attending VVC.
- Returning students are those who attended VVC in previous semesters and are returning after an absence of at least one semester
- Transfer students are those who have completed courses at other colleges or universities.
- Dual enrollment students are those concurrently enrolled in grades K-12.

**Requirements for Registration**

The Office of Admissions and Records must receive all required materials prior to registration at Victor Valley College.

**Required materials include:**

- A completed admissions application and statement of legal residence to the college. Apply online at www.vvc.edu.
Once classes begin, registration fees are due within 24 hours of adding a class using WebAdvisor. Authorization codes will be provided to you and you will register with your code using WebAdvisor. If you are given permission to add a class by an instructor, an authorization code may be used. Authorization codes are valid until the deadline to add classes. Instructor deadlines to use authorization codes may be earlier than printed class deadlines.

### Withdrawing from Classes
A student may drop or withdraw (or be dropped by an instructor), before the 44% point of the completion of the class. Students may not drop or be dropped after this point, and instructors must issue a grade if the student remains on the class roster beyond this point. A student who drops a class (or who is dropped by an instructor) on or prior to 20% of the course will have no record of that class appearing on their permanent transcript, although they may still be responsible for payment of fees. Drops that occur after 20% of the course, and on or before 44% of a course, will result in a W symbol being entered. Students may be dropped for lack of attendance or for “good cause” as defined in the Education Code, Article 3, Sect. 76033.

Students should not rely on instructors to drop or withdraw them from classes. Failure to officially drop or withdraw by the deadline may result in the assignment of an F (Failing) or FW (Unofficial Withdrawal) grade.

Refer to the Add/Drop policy and important Dates and Deadlines Online at www.vvc.edu listed under Admissions and Records.

### Wait Lists
Before the beginning of the semester, if a class is closed, you may place your name on a waitlist. If a seat becomes available, you may automatically be added to the class depending on your place on the waitlist and your student account will be charged with enrollment fees. If you choose not to take the class it is your responsibility to drop the class before the drop and refund deadline date.

Important: Check WebAdvisor frequently to see if you have moved from the wait list to enrolled status.

It is the student’s responsibility to confirm enrollment and pay any additional fees.

### Program Changes (Adding/Dropping)
It is the student’s responsibility to complete the drop and/or add process. WebAdvisor Online registration is the method to use for adding or dropping classes.

Students who want to add a class once classes have started, should do so as soon as possible (see authorization codes for more information). The deadline to add a class is strictly enforced. Late adds will be considered for verifiable extenuating circumstances only. Students must be registered in class prior to census.

### Authorization Codes
If you are given permission to add a class by an instructor, an authorization code will be provided to you and you will register with your code using WebAdvisor. Once classes begin, registration fees are due within 24 hours of adding a class.

Note: Authorization codes are valid until the deadline to add classes. Instructor deadlines to use authorization codes may be earlier than printed class deadlines.

### Student Honors
The President’s List, the Dean’s List, and the Honor Roll are marks of superior academic achievement.

To qualify for these prestigious honors, students must complete at least 12 units of credit classes with a letter grade (A, B, C) each semester (Fall/Spring) and achieve outstanding grades as follows:

- To qualify for the President’s List, a student must achieve a grade point average of 4.0 or an “A” grade in all classes.
- To qualify for the Dean’s List, a student must achieve a grade point average of 3.50 - 3.99.
- To qualify for the Honor Roll, a student must achieve a grade point average of 3.0 - 3.49.

### Graduation Honors
Students completing associate degree programs with prescribed cumulative grade point averages are recognized as honor graduates at the college commencement exercises. These honor graduates are eligible to wear honor cords at graduation.
All lower division, degree-applicable courses, units, and grades earned by students at VVC and other colleges and universities are included in calculating grade point averages for graduation and academic honors.

**Academic honors are as follows:**
- Highest Honors 3.90 - 4.00 GPA
- High Honors 3.75 - 3.89 GPA
- Academic Distinction 3.50 - 3.74 GPA

*These honors are noted on student diplomas.*

**Financing Your Education**

**Investing in Your Education**

A college education is one of the best investments in the future that many students will make. Some experts say a college degree has the potential of adding hundreds of thousands of dollars to an individual’s lifetime earnings.

In a world that is daily becoming more complex, more and more occupations require specialized training and educational and learning skills.

As with any investment, there are financial considerations in earning a college degree.

VVC offers a number of financial aid programs, scholarships, and work-study programs to help students finance their educations.

**Eligibility and Qualifications**

Each financial aid program has specific requirements. However, the programs described in this section of the catalog share the following eligibility criteria:

- U.S. citizenship, permanent resident visa, or California Dream Act (AB540 eligible student).
- Enrollment in courses in accordance with the VVC Educational Program Plan and regular attendance in VVC classes.
- Satisfactory academic progress (financial aid satisfactory progress policy will be given to you during the initial financial aid counseling).
- Financial need as determined by the information listed in the Free Application for Federal Student Aid (FAFSA).
- Ability to Benefit, or high school diploma.
- High School Diploma, GED, or Ability to Benefit, in some cases.
- Students must be in a valid program of study and taking classes that go toward their program. Classes taken outside of the program will not be funded!

**Financial Aid**

The Financial Aid Office assists students who are seeking financial help to pay for the costs of attending Victor Valley College. Money may be provided to cover the cost of tuition and/or enrollment fees, books, transportation, and partial living expenses. Students may be working and still qualify to receive financial aid. Visit www.fafsa.ed.gov (http://www.fafsa.ed.gov) for the FAFSA application. Applying on time is critical.

You may begin the FAFSA application process any time after October 1 for the upcoming year.

The processor will forward the Student Aid Report (SAR) to the student. Additional documentation may be required to support the data submitted on the application. It is important that all requested documentation be returned as soon as possible.

Financial Aid awards are not made until a student’s file is complete.

The Financial Aid Office is available to help with the process. Students may find applying for aid difficult and confusing. Those needing help or advice are encouraged to contact the Financial Aid Office (760) 245-4271, extension 2277 or visit us on the Web at www.vvc.edu. We offer FAFSA Labs for those students seeking help filling out the FAFSA application. Please check online for dates and times.

**Types of Financial Aid**

**California College Promise Grant - (formerly known as the board of Governors Fee Waiver)**

This waiver is available to residents of California and certain AB540 eligible students to cover the additional cost due to fees initiated on July 1, 1985. Students must demonstrate financial need and complete the FAFSA or California College Promise Grant Fee Waiver Application. The maximum waiver covers the community college enrollment fee and discounted parking.

*New – Beginning Fall 2016 the California College Promise Grant will be based on Academic/Progress Standards. Students must meet two consecutive primary terms of Academic and Progress standards in order to continue to receive the CCPG fee waiver.*

Please go to http://www.vvc.edu/offices/financial-aid/bogfw-changes.shtml for more information.

**State Grants**

California, through the Student Aid Commission, offers state-funded grants for undergraduate students. There are grants for both academic and vocational higher education programs, including the new entitlement program. Cal Grant A, B or C applicants must have financial need, be legal California residents attending an eligible school in California, be in a program of study leading directly to an undergraduate degree or certificate, be enrolled at least half-time and not possess a baccalaureate degree prior to receiving an award. A student can accept only one Cal Grant. The Financial Aid Office has complete Cal Grant eligibility and application information.

**Cal Grant A** helps students with tuition/fee costs. The minimum eligible course length is two academic years and is held in a reserve status at the community college level.

**Cal Grant B** provides a living allowance for very low income students. More than half of all new Cal Grant B recipients begin at a public community college.

The Cal Grant B award for freshmen is usually limited to the non-tuition costs of attending college such as living expenses, books and supplies, transportation, etc. When renewed by sophomores and above, a Cal Grant B may also cover all or part of tuition/fee costs. The minimum eligible course length is 12 months.

**Cal Grant C** helps vocational education students with tuition and training costs. Recipients must be enrolled in a vocational program at a community or independent college or a vocational school course of study from 4 to 24 months in length.
Student Success Completion Grant (SSCG)
Provides an additional $1298 a year for students who have either a Cal Grant B or Cal Grant C, and who are enrolled in 12 to 14.5 units. Student enrolled in 15 or more units may qualify up to $4000 a year.

How to Apply for State Grants
To apply for a Cal Grant, complete the Free Application for Federal Student Aid (FAFSA) and file it between October 1 and the Cal Grant March 2 deadlines. If you are a California DreamAct student you would complete the DreamAct application at www.caldreamact.org (http://www.caldreamact.org). Also complete any additional application requirements such as providing the Student Aid Commission with a verified grade point average or test scores. Community college students have until September 2 to apply for a Cal Grant B award, but earlier application is advised.

Cal Grant B Entitlement Awards
- Provides grant funds for access costs for low-income students in an amount not to exceed $1670. This grant is to be used for living expenses and expenses related to transportation, supplies and books. Beginning with the second year of Cal Grant B benefits, Cal Grant B also helps pay for tuition/fees for California residents attending qualifying institutions offering undergraduate academic programs of not less than one academic year.
- Awards are guaranteed for those who meet the program eligibility criteria.

General Cal Grant Eligibility Requirements
All Cal Grant applicants must:
- Be California residents
- Be U.S. citizens, eligible non-citizens, or California DreamAct (AB540 eligible student).
- Meet U.S. Selective Service requirements
- Attend an eligible California qualifying postsecondary institution
- Be enrolled at least half-time
- Maintain satisfactory academic progress as defined at school of attendance
- Have family income and assets below the established ceilings
- Not be in default on any student loan
- Not owe any federal or state grant refund

Federal Pell Grant
This is the primary grant for eligible undergraduate students it ranges from $596 to $5920 for the academic year.

Federal Supplemental Educational Opportunity Grant (FSEOG)
The FSEOG is available to assist undergraduate students. The standard award is $400 per year based upon the availability of funds. This grant is awarded to students who have a great financial need.

Return of Title IV Funds
There is a federal law about repaying money back if you leave school. If you receive any TITLE IV Funds (Pell Grant, FSEOG, Direct Loans) you may owe money back to the Federal Programs.

Here is how it works: According to the day that you withdraw, the Financial Aid Office will calculate the part of the grant that you have earned and what you may owe. NOTE: If you withdraw after you have earned 60% of your Title IV Funds, you will not owe any repayment.

Federal Work Study Program (FWS)
FWS is a form of federally funded financial aid which provides paid work experience as part of the financial aid package. If interested, please search and apply for jobs Online using the FWS link from the Financial Aid Office’s website.

Bureau of Indian Affairs
The Bureau of Indian Affairs (BIA) funds a financial aid program for full-time students of American Indian descent who demonstrate financial need. To be eligible for a BIA Grant, students must be at least 25 percent American Indian, Eskimo or Aleut by blood, as recognized by a tribal group. Phone numbers to obtain applications are available from the Financial Aid Office.

Veteran’s Benefits
The Veterans Service Office is located in the Veterans Resource Center (VRC) located in building 80, portables 1 and 2.

Currently we process documentation for Chapters 30, 31 (Disabled Veterans), 33 (New Post-911 GI Bill®), 35 (Dependents), 1606, 1607 (Reserves). Please visit the GI Bill® website at www.gibill.va.gov (http://www.gibill.va.gov) for information on your specific eligibility.

Veterans and eligible dependents please visit http://vabenefits.vba.va.gov/vonapp/main.asp to complete an application for GI Bill® education. If you are already approved for benefits, you should bring a copy of your GI Bill® Benefits Award Letter to Window 12/VRC and let us know that you are interested in using your benefits at Victor Valley College.

Dependents of veterans deemed 100% disabled (or deceased) from a service-connected cause, may be eligible for GI Bill® benefits under Chapter 35. Dependents of veterans with a 0% or greater disability from the VA may be eligible for a tuition and fee waiver. Parents should contact the County VA Office for further details and how to apply.

The minimum grade considered “successful completion” of a course is a “D” for non-transfer or non-prerequisite classes, or a “C” for transfer or prerequisite classes, as outlined in the VVC Catalog. Students cannot receive benefits for repeating a course that was previously completed successfully.

Students assume liability for over payments of benefits; to avoid this, report any adjustments to your class load to the VRC, or call (760) 245-4271 x2245.

In order to be eligible for veterans benefits, students must maintain academic and progress standards by earning a cumulative GPA of at least 2.0 and completing 50% of their attempted units. Students that do not meet academic or progress standards for three consecutive terms, will no longer be eligible for certification of their VA education benefits following Academic Standards set forth by Victor Valley College and will be under dismissal. Students who are under dismissal will be required to complete a “Petition for Reinstatement” through the Admissions and Records office.

The VA requires that students using their GI Bill® benefits, have a current GI Bill® Education plan, prepared by a VVC Counselor, in their VA file. New GI Bill® students have until the end of their second enrollment period to get their educational plan. Students who are changing their school of
certification have one enrollment period before the ed plan is required. The ed plan must show the student’s declared program and have all prior credits evaluated. When you make your appointment with a VCC counselor, please indicate that you are a GI Bill® student, and bring to your meeting copies of all previous college transcripts including military.

Active duty military may be eligible for Tuition Assistance (TA) from their respective branch of service. Contact your base/post education office for TA forms and additional information.

Students must submit official transcripts or documents from other institution to the Admissions and Records Office. This includes educational transcripts, foreign transcript evaluations, military transcripts, and exams (AP, IB, DANTES, CLEP). Official transcripts or documents are required before degrees and certificates can be awarded. Students may bring unofficial copies of the documents noted above to their counseling appointments for evaluation. Counselors can use unofficial documents to guide students and determine how the coursework will be applied toward graduation and transfer. However, these determinations are not final until official transcripts are received by Admissions & Records.

If you have questions or need assistance, please visit our website at www.vvc.edu/veterans/ for contact information.

Scholarships and Awards
The Victor Valley College Foundation facilitates dozens of private sponsored scholarships and awards that are given to Victor Valley College students each year.

Students are invited to apply for scholarships annually from January – March for awards made to support the following academic year beginning in August. Interested students can access the Online application from the College financial aid web page or through the Foundation’s website at www.vvcfoundation.com (http://www.vvcfoundation.com). The Foundation also posts links to scholarship opportunities from outside agencies on its website.

Eligibility requirements and award amounts vary from scholarship to scholarship. Students may be awarded based on academic excellence, financial need or other criteria established by the sponsoring organization. or questions regarding scholarships, please contact the Foundation Office.

Tuition and Fees
Students are encouraged to plan their educational budget to cover basic college costs while attending Victor Valley College: tuition, fees, books, and supplies. Fees listed are subject to change.

VVC accurately informs all its current and prospective students about the total cost of education, including tuition, fees, and other required expenses, including textbooks and other instructional materials. The tuition fees are listed on the VVC website in the schedule of classes under Prospective Students, and the College catalog. Students are also made aware of the enrollment fee (including resident, international, and non-resident fees), parking permit fee, student activities fee, student representation fee, and student transportation fee. The website also has Pay with Payment Plan options and policies listed for students who cannot pay for their education. The tuition for the College is $46 per credit, which is set by the state’s Chancellor’s Office. All CTE, Licensure based programs, and Not For Credit, publicize all the fees, and other related costs. In addition, the library has textbooks on reserve. Student Equity and Success, can be an option for students who need assistance with purchasing textbooks.

Enrollment Fee
Enrollment fees for California residents are set by the California Legislature for all of the state community colleges. Refer to the Admissions & Records webpage at http://www.vvc.edu/offices/admissions-records/fees-refunds.shtml for the most up-to-date fee information. Enrollment and other fees may be refunded for full-term length classes due to program changes made during the first two weeks of a semester. Refunds for short-term classes are granted for program changes made prior to 10% of the class meetings.

A student who is a member of an active or reserve United States military service and who has withdrawn from classes due to military orders may file a petition with the district requesting refund of enrollment fees. The district will refund the entire enrollment fee unless academic credit has been awarded.

Student Center fees are refunded for students withdrawing from classes prior to the first day of the semester.

Parking fees are refunded in full after complete withdrawal from classes prior to the first day of the semester. After classes begin, no refund will be given.

A full refund will be given for ASB fees upon complete withdrawal and surrender of the ASB card prior to the first day of the semester. Parking permits and ASB cards must be surrendered upon withdrawal from school in order to receive refunds.

Refund Policy
Registration fees are refundable when a student withdrawals from classes (es) by the 10% point of the length of the course for short term courses, by the end of the 4th day for winter/summer course, or by the end of the second week for full-term fall/ spring semester courses. The processing fee will be deducted from the refund. No refunds will be made after the second week of instruction. Students requesting a refund will be assessed a $10.00 service fee.

Nonresident Tuition
Students who are not considered residents of California pay all regular in-state fees plus a non-resident tuition fee, charged on the number of units taken. Refer to the current Schedule of Classes for more on charges.

AB 540 Nonresident Tuition Waiver
Any student other than a nonimmigrant alien, who meets all of the following requirements, shall be exempt for paying nonresident tuition at the California Community Colleges, the California State University and the University of California.

- The student must have attended a high school (public or private) in California for three or more years.
- The student must have graduated from a California high school or attained the equivalency in California prior to the start of the term.
- An alien student who is without lawful immigration status must file an affidavit with the college or university stating that he or she 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.
- Students eligible for this exemption who are transferring to another California public college or university must submit a new request (and documentation if required) to each college under consideration.
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- Nonresident students meeting the criteria will be exempted from the payment of nonresident tuition, but they WILL NOT be classified as California residents. Therefore, students WILL NOT be eligible for any state supported financial aid such as the California College Promise Grant, CalGrant, etc.
- This exemption IS NOT available to students who are absent from California and taking distance education classes from California community colleges.

Please see Admission and Records for the Exemption Request form.

Parking Fees/ASB Fees
Parking lots located around the campus are provided for students displaying valid parking permits.

Semester permits are available from the Bursar. The parking fee is $40 per vehicle, per semester, for the fall and spring semesters. The parking fee for Financial Aid students is $20 per vehicle per semester. Motorcycle permits are $5 in addition to the purchase of a vehicle permit. The parking fee for Summer/Winter is $20 per vehicle. Parking fees are subject to change. Permits are required Monday through Saturday.

Alternative Parking Options
In addition to semester parking permits, the College offers students and visitors two alternate parking options:

1. Daily parking permits are available in vending machines located on campus (machines accept quarters only).
2. Parking meters are located in Lot #6. They are intended to meet short-term parking needs (meters accept quarters only). Student permits are not valid in metered stalls.

Student Center Fee
During the 1992 Spring Semester, the student body approved a Student Center Fee of $1 per semester unit, up to a maximum of $10 per year.

Student Representation Fee
Each student is charged $1.00 per semester (Fall/Spring). The student representation fee is authorized by Education Code Section 76060.5 and implements Title V regulations commencing with Section 54801. Section 54805 requires a notice to be provided to students stating that: “the money collected pursuant to this article shall be expended to provide support for students or representatives who may be stating their positions and view points before city, county, and district government, and before offices and agencies of the state and federal government.”

Textbooks and Small Supplies
Students enrolled in classes will need textbooks and other supplies for most of the courses in which they are enrolled. The cost of textbooks purchased by the student at the beginning of each course and supplies varies from course to course. For financial planning purposes, a full-time student at Victor Valley College should plan on spending approximately $500 per year for books and small supplies such as notebooks, pens, and pencils. Textbooks and supplies may be purchased at the college bookstore, located in the Student Activities Center (SAC) or purchased Online at www.vvcRams.com. Textbooks may be bought back by the college bookstore at the end of the semester. A book “buy-back” is held at the bookstore during Finals Week, the last week of each regular semester. Book buy-backs are conducted on the last two days of the 6-week summer sessions.

Textbook rentals are now available at: http://vvcrams.bookrenterstore.com/. You can rent your textbooks for a week or for a whole semester!

The bookstore’s refund policy is attached to every receipt at the time of purchase. Students should read the policy carefully to determine what may be refunded.

Zero Textbook Cost (ZTC)
Zero Textbook Cost sections, designated as “ZTC” in the class schedule, do not require students to purchase a textbook. These sections may have recommended (but not required) books, or may use free, openly licensed teaching and learning resources, such as Open Educational Resources (OER). ZTC sections may have a material fee such as lab supplies, calculator, text forms, etc. but no conventional textbook fee.

Open Educational Resources (OER)
Open Educational Resources are teaching, learning, and research resources that reside in the public domain or have been released under an open license. OER are legally available and free of cost to students. Class sections using OER with not textbook costs are designated as “ZTC” in the class schedule.

Low Textbook Cost (LTC)
Low Textbook Cost sections, designated as “LST” in the class schedule to purchase textbooks and/or materials that will be $50 or less.

Fee Review
Fees are subject to review without notice due to budgetary considerations in the state legislature, the California Board of Governors, and/or the Victor Valley College District Board of Trustees.

Refund Policies
In the event of a withdrawal from classes, a portion of the fees paid may be refunded to the student. Refunds for withdrawals from classes must be requested by the student using a Request For Refund form. A $10 processing fee will be charged for student-initiated refunds. Students not requesting refunds may apply their credit balance toward their student fees in the next semester provided the withdrawal deadlines are met.

Collection and Refund of Fees/Tuition
Collection
Prior to the start of each term, all registration fees must be paid in full within five (5) working days of registering. Beginning the first day of each term, fees must be paid within 24 hours of registration. At the Bursar’s Office, acceptable forms of payment are: cash, check, money order, MasterCard, debit card, Visa, Discover and American Express. Acceptable
forms of Online payment are: MasterCard, Visa, Discover and American Express.

**Failure to Pay Financial Obligations:**
The district may withhold grades, transcripts and diplomas, and may withhold enrollment privileges or any combination thereof from any student or former student who has been provided with written notice that he or she has failed to pay a proper financial obligation due to the District. Any item or items withheld shall be released when the student satisfactorily meets the financial obligation (California Education Code Section 72237 and AP 5030 for additional information including “Drop for Non-Payment” provision)

**Collection when Legislature Changes Fees Following Registration**
When, by an act of the Legislature, the registration fees are increased during a semester in which a student has already registered and paid fees in full, the student will be sent a bill informing them of the fee increase. The student will be allowed to continue enrollment for the semester currently in progress, but will not be given a copy of a transcript, or allowed to enroll in classes the following semester until payment for the fee increase is made in full.

**Fees**
There will be no refund of parking fees, associated student body fees, student representation fees, or student use fees beginning on the first official day of instruction.

A Refund Request Form must be submitted to the Bursar's Office by the drop deadline. Please refer to the current term schedule for specific dates. A refund check will be mailed to the student within (6) to eight (8) weeks.

Students will receive a full refund for any classes cancelled by the college or from which they are administratively dropped. Refund will be processed automatically by the district. No Refund Request Form is required and the refund processing fee will be waived.

**Graduation and Transfer**

**Requirements for Certificates, Degrees and University Transfer**
There are three academic objectives you can complete at Victor Valley College. These include:

- Occupational certificates
- Graduation with an associate's degree
- Preparation for transfer to a four-year university where you can complete a bachelor's degree

Many students elect to complete two or even all three of these goals at the same time - which you can do with careful planning.

This section of the catalog will tell you how to accomplish these three objectives.

**Course Numbering System** - Each college course has a number assigned to it, which tells you whether it applies to the associate's degree, transfers to a university, or doesn't apply to a degree.

- Courses numbered 1 through 49 are non-degree applicable (NDA), and are not intended to transfer to universities.
- Courses numbered 50 through 99 apply to the associate's degree, but do not transfer to universities.
- Courses numbered 100 through 299 apply to the associate's degree and transfer to most universities. Level 200 courses usually have prerequisites.

At the end of each course description, courses that transfer to campuses of the California State University or the University of California systems are indicated by “CSU” and/or “UC.”

**Catalog Rights for Associate Degree, Certificate, or Transfer Requirements**
Each academic year, the Victor Valley College Catalog lists the requirements, rules, and regulations that define what students must satisfy to qualify for an associate degree, certificate, or transfer. Degree, certificate, and/or transfer requirements may change from one catalog year to the next. When students first enroll at Victor Valley College, they will follow the requirements listed in the catalog during that academic year. Students have the right to complete requirements under the terms of any catalogs that are published while in continuous enrollment.

**CONTINUOUS ENROLLMENT**
Continuous enrollment is defined as enrollment in at least one transcripted, credit course in at least one semester, Fall or Spring, during an academic year. Students who initially enroll or re-enroll during summer session may choose to have catalog rights for the previous academic year.

Students who do not meet the continuous enrollment condition specified above, and who re-enroll in the college, will fall under the catalog requirements for the academic year when re-enrolling at VVC.

Consequences of not being continuously enrolled may include:

- loss of priority registration
- Changes in requirements for a certificate
- Changes in requirements for an Associate's Degree
- Discontinuation of programs
- Changes in admission and/or general education requirements for transfer to a University.

**CATALOG RIGHTS**
The term "catalog rights" refers to the particular requirements, rules, and regulations that a student must complete based on the academic year in which he or she entered the college or has had continuous enrollment. An absence of not more than two years due to an approved educational leave, or to attend another college or university, is not considered an interruption in attendance. Catalog rights apply for a maximum of six years prior to graduation for students in continuous enrollment.

**Application for Graduation**
Graduation ceremonies are held once a year in June. The graduating student is responsible for submitting an application for graduation by the established deadline to the Admissions & Records. This includes submitting all official transcripts from other colleges and all other documents verifying completion of any requirements. Students applying for an Associate's Degree or Certificate do not have to be currently enrolled. Students must apply within three years from the date all requirements are satisfied. Exceptions, for example, medical reasons or military service, should be submitted in writing including supporting documentation, to the Director of Admissions & Records.
**Deadlines are as follows:**

The deadline to apply for graduation or for an occupational certificate is the last day of the term prior to the term in which you expect to graduate. For example, apply by the end of Fall semester to graduate in Spring. Apply by the end of Spring semester to graduate in Summer. Apply by the end of the Summer term to graduate in Fall. There is no graduation in Winter. You may download the graduation application from the VVC website.

**Second and Subsequent Degrees**

To earn more than one Associate’s Degree, AA/AS, the following apply:

1. Students must complete an additional 18 units minimum from another major, for each additional degree.
2. No courses used in the major for one degree may be used in the major for a subsequent degree.
3. The general education requirements used for the first degree remain as the general education requirements for subsequent degrees.
4. These do not apply when earning an AA-T/AS-T degree. See the Graduation Requirements for the Associate’s Degree for Transfer (AA-T or AS-T) section for details.

**Requirements for Occupational Certificates**

We’ll start by telling you how to complete a certificate. This is the simplest goal, because there’s not a lot to figure out. Just turn to the section entitled “Degrees and Certificates (p. 70)” for a brief overview of all the degrees and certificates offered. You will also see “Degrees” and “Certificates” tabs for each academic department which specify exactly which courses are required in order to complete the various programs. In the Degrees and Certificates section, you’ll find listed the most common areas of study that people are interested in - whether VVC offers a program in that field or not. If we don’t have a particular program, at least you’ll find some information about some of the institutions that do.

Under each area of study, VVC may offer a Certificate of Achievement (CA) which is a sequence of courses of 8 semester units or more and is awarded to students who successfully complete all the requirements for a defined program of study approved by the Victor Valley Community College Board of Trustees as well as by the Chancellor’s Office for California Community Colleges. These are also called State Approved Certificates. Certificates of Achievement are recorded on students’ official transcripts.

Also, VVC offers a Certificate of Career Preparation (CP) which is awarded to students who successfully complete all the requirements for a defined program of study approved by the Victor Valley Community College Board of Trustees. These are also called Locally Approved Certificates. Students who earn a Certificate of Career Preparation are presented with a paper award but the college does not record the award on students’ transcripts.

Students receiving occupational certificates must have completed all required courses with a grade point average of “C” or better. For certificates that require 18 units or more, students must complete a minimum of 12 of those units in residence at VVC. For certificates that require fewer than 18 units, students must complete at least 50% of the total required units in residence at VVC.

Only Certificates of Achievement (or State Approve Certificates) that require 16 units or more are eligible for Financial Aid. Certificates of less than 16 units are not eligible for federal or state aid, with the exception of the California College Promise Grant.

As a practical matter, if your academic skills - English, reading and math - need some refreshing, you should take courses in those areas before, or along with, your other courses. Refer to your Placement results for an idea of which courses to choose. Employers of all kinds and at all levels want employees who can think well, speak well, write well, and get along with others. You can take courses in all those areas at VVC.

What many people do is complete a certificate program, then sometime later (yes, even years later!) come back to school and use those courses again as the major and often the electives for an associate’s degree or even as preparation for transfer. Other people work on certificates and the requirements for a degree at the same time.

It’s all up to you. Just remember: once a completed course is on your transcript, we can often use it to satisfy requirements for a second or even a third objective.

**Graduation Requirements for Associate’s Degrees (AA or AS)**

Graduation generally requires the equivalent of two to three years of full-time study which leads to an Associate in Arts (AA) or Associate in Science (AS) degree or an Associate Degree for Transfer (AA-T or AS-T). The college’s graduation requirements allow students to earn an associate degree and, with careful planning, simultaneously meet requirements for an occupational certificate, the requirements for transfer to a four-year college or university, or both. Students who wish to transfer should check with their intended institution regarding which courses meet that school’s requirements.

**Below are the requirements for earning AA and AS degrees only.** This information is also available as a worksheet in Counseling - ask for the “green sheet.” The AA-T and AS-T degree requirements are shown in the ADT (p. 40) tab.

**General Requirements**

- A minimum of 60 degree applicable (courses numbered 50 and above) units are required to earn an AA or AS degree. Per California Code of Regulation Title 5, 55063, a minimum of 12 degree-applicable units must be completed in residence at VVC. A maximum of 4 units of physical activity may be used, except in the Fine Arts major.
- Earn a cumulative GPA of 2.0 or higher in all degree-applicable units including all units from other colleges attended, if applicable.
- Courses may count in one area only, either the major or a general education category. However, a course that has been used in a major or general education category may also satisfy another graduation requirement (i.e. kinesiology, global citizenship, and information competency). Courses counted in one AA or AS major may not be counted in a second AA or AS major.

Note: If you’re planning to transfer to a university, the key idea to keep in mind when you plan your courses for your VVC major and general education requirements is that you want to fit your transfer university’s course requirements into VVC’s graduation requirements. That is, use the university’s required courses to meet VVC’s degree requirements. You’ll find more on that in the University Transfer (p. 41) tab.
Courses for Your Major

To earn an associate's degree, you must have a major. Required courses for each major are listed in the "Degrees" tab for each academic department. All majors require at least 18 units. Some majors require specific courses and/or more than 18 units. Each course in the major must be completed with a "C" grade or higher. Courses used for the major may not be double-counted for general education categories I-V, which will be described next. Courses may be used only towards one AA or AS major. Cooperative Education 138 classes cannot be used in the major.

Associate Degree Majors

- Architecture Drafting and Design, AS
- Automotive Technology, AS
- Aviation Maintenance Technology, AS
- Business, AS
- Business Education Technologies, AS
- Business Real Estate and Escrow, AS
- Child Development, AS
- Computer Information Science, AS
- Construction and Manufacturing Technology, AS
- Criminal Justice, AS
- Electronics & Computer Technology, AS
- Electronics Engineering Technology: Electronics, AS
- Emergency Medical Services, AS
- Engineering Drafting and Design, AS
- Environmental Horticulture, AS
- Fine Arts, AA
- Fire Technology, AS
- Liberal Arts: Arts and Humanities AA
- Liberal Arts: Math and Science, AA
- Liberal Arts: Social and Behavioral Science, AA
- Math/Science, AS
- Medical Assistant, AS
- Nursing, AS
- Paralegal, AA
- Physics, AS
- Respiratory Therapy, AS
- Restaurant Management, AS
- Welding, AS

General Education Requirements

At least 21 semester units are required for your General Education (GE). The VVC General Education (p. 241) page shows which courses can be used to satisfy each of the GE area requirements. It's a good idea to make your selections with an eye to your university transfer requirements, if applicable.

The General Education pattern at Victor Valley College is a comprehensive and integrated introduction to broadly applicable principles, concepts, and methods of:

**CATEGORY I: NATURAL SCIENCES (MINIMUM 3 SEMESTER/4 QUARTER UNITS)**

- Define and discuss the basic principles, concepts, and theories of the natural sciences.
- Explain and apply the methods scientists use to explore natural phenomena, including observation, hypothesis, measurement, experimentation, evaluation of evidence, and quantitative analysis. Critically evaluate the limitations, sustainability and social impact of scientific study.

**CATEGORY II: SOCIAL AND BEHAVIORAL SCIENCES (MINIMUM 6 SEMESTER/8 QUARTER UNITS)**

**CATEGORY IIA: SOCIAL AND BEHAVIORAL SCIENCE**

- Discuss and apply the central theoretical concepts and methods of contemporary social or behavioral science.
- Critically analyze individual or social behavior in a variety of contexts, including contemporary, historical, Western, non-Western, and minority.
- Identify and apply the principles of effective citizenship, including civility, respect for diversity, and exercise of social responsibilities.
- Explore, identify, and evaluate the factors that have shaped our global community to gain an understanding of the individual's roles in relationship to other individuals and systems on a global level.

**CATEGORY IIB: AMERICAN INSTITUTIONS**

- Identify and discuss the basic national, state and/or local political processes including the US Constitution and the rights and obligations of citizenship through responsible engagement in civic duties.

**CATEGORY III: HUMANITIES (MINIMUM 3 SEMESTER/4 QUARTER UNITS)**

- Identify, discuss, and evaluate works of major philosophical, historical, literary, artistic, and/or cultural importance.
- Critically analyze conceptions of human meaning and forms of self-expression and self-understanding that represent the perspectives of different periods of time, cultures, social and ethnic groups.
- Reason effectively about values, including the application of ethical principles and ethical analysis of proposed solutions to social problems.

**CATEGORY IV: LANGUAGE & RATIONALITY (MINIMUM 6 SEMESTER/8 QUARTER UNITS)**

**CATEGORY IVA: ENGLISH COMPOSITION**

- Compose a variety of essays and revise these compositions for clarity, organization, and mechanical and grammatical correctness.
- Summarize, synthesize, and paraphrase various types of source materials.
- Define, access, and evaluate research information from a variety of sources and using a variety of tools.
- Prepare documented research papers using a variety of resource material and MLA citation/documentation.

**CATEGORY IVB: COMMUNICATION & ANALYTICAL THINKING**

- Create and deliver oral presentations that are suitable to the topic, purpose, and audience.
- Communicate orally with civility and attention to diversity using a wide range of media and in a variety of settings.
- Actively listen with literal and critical comprehension of ideas and information transmitted in oral language.
CATEGORY V: MATHEMATICS (MINIMUM 3 SEMESTER/4 QUARTER UNITS)

- Communicate mathematical concepts formally, using appropriate notation and terminology, and informally by using everyday language.
- Effectively organize, present, interpret and summarize quantitative information using symbolic, numerical and graphical methods.
- Solve problems by evaluating the available information and type of problem, choosing an appropriate technique, applying the technique, and verifying whether or not the solution is reasonable.
- Use mathematical concepts and methods to understand, analyze, and express applications in quantitative terms.

Competencies

INFORMATION COMPETENCY

- Determine the nature and extent of information needed and identify a variety of types of formats of potential sources of information.
- Utilize research tools and/or the Internet to effectively locate and retrieve information resources.
- Analyze and evaluate information using the criteria of credibility, relevance, authority, currency, and point of view or bias.
- Organize and communicate information for a specific purpose and in accordance with legal and academic standards.
- Demonstrated by successful completion of ENGL 101.0 English Composition and Reading (previously ENGL 1A) Information Competency component at Victor Valley College (VVC) with a minimum score of 70%.
  - Or successful completion of the VVC Library Information Competency project with a minimum score of 70% when ENGL 101.0 English Composition and Reading equivalent was completed at another college.
  - AP exam credit does not fulfill the Information Competency requirement.

Global Citizenship

- Explore, identify, and evaluate the factors that have shaped our global community to gain an understanding of the individual's roles in relationship to other individuals and systems on a global level.
- Demonstrated by successful completion of noted courses in General Education Category II (A) Social and Behavioral Sciences and Category III Humanities. A non-general education course, POLS 221 Model United Nations, also fulfills Global Citizenship.

Kinesiology (Physical Education - PE)

A minimum of 1 semester unit is required to earn the AA or AS degree. Any APE, KIN, KIND course; or TA courses that are cross-listed with KIND; or HLTH 102 will satisfy this requirement. A maximum of 4 units of APE/KIN/KIND/TA activity courses will count toward the degree (except for KIND/TA units in the Fine Arts major, which have no limitation).

Completion of military basic training also fulfills this requirement. A copy of the student’s form DD214 or other documentation must be on file with the Admissions & Records Office.

HLTH 102 Contemporary Problems in Personal and Community Health and other APE/KIN/KIND/TA courses, which may have been used to fulfill major or GE areas may be double-counted with this Kinesiology requirement. Courses listed under Athletics do not satisfy this requirement.

Electives

The remaining units for the degree - approximately 21 - are called electives, because after satisfying your major and GE requirements, you may elect to take whatever you like, with some restrictions and recommendations. For example, you might want to complete courses towards an occupational certificate or towards possible transfer objectives.

Applying for Graduation

Finally, it is important to note that you will not automatically earn your degree upon completion of the requirements. You must apply for graduation with the Admissions & Records Office at the appropriate time. Typically this is one semester prior to your final semester at VVC.

Graduation Requirements for Associate’s Degree for Transfer (AA-T or AS-T)

The Student Transfer Achievement Reform Act (Senate Bill 1440, codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an Associate Degree for Transfer (ADT). The Associate in Arts for Transfer (AA-T) and the Associate in Science for Transfer (AS-T) are intended for students who plan to complete a bachelor’s degree in a similar major at a CSU campus. Students completing ADTs are guaranteed admission to the CSU system, though not to a particular campus or major. Students transferring to a CSU campus that accepts the AA-T or AS-T will be required to complete no more than 60 semester units after transfer to earn a bachelor’s degree, unless the major is a designated “high-unit” major. This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

Below are the requirements for earning AA-T and AS-T degrees only. The AA and AS degree requirements are shown in AA & AS (p. 38) tab.

General Requirements

- Completion of a minimum of 60 CSU-transferable semester units, including a minimum of 12 units through VVC (per Title 5, 55063).
- Completion of a minimum of 18 semester units with a “C” or better (or a “P” if the course is taken on a Pass or No-Pass basis) in all courses required for the AA-T or AS-T major as identified in the college catalog.
- Completion of the California State University General Education-Breadth (CSU GE Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern, including the Basic/Golden 4 CSU admission requirement.
  - Minimum GPA of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.
  - Courses may be double-counted for major and GE areas. However, a single course may not fulfill more than one GE area even though it may be listed in more than one area.
• The local VVC graduation requirements of Kinesiology, Global Citizenship, and Information Competency do not apply to AA-T and AS-T degrees.

• Course work transferred in from the other California Community Colleges will be applied toward the ADT major and CSU-GE/IGETC areas to fulfill the same requirements as they would have at the previous institution.

A student may use major courses in both a traditional Associate’s Degree and in an Associate’s Degree for Transfer (ADT). For example, a student who completed an AA in Liberal Arts degree with an emphasis in Social/Behavioral Science may use the relevant SOC and PSYC courses to meet the requirements for the AA-T in Sociology. Likewise, if a student completed the AA-T in Sociology, the relevant major courses could be used for the AA in Liberal Arts with an emphasis in Social/Behavioral Science degree. A student may earn more than one ADT. It is up to the student to decide which to use when applying to the CSU system for transfer. A student could use one ADT major for applying to one CSU campus and a different ADT major for applying to a different CSU campus.

VVC offers several Associate Degrees for transfer. To find out which CSU campuses accept each degree, please use the ADT Search (https://www2.calstate.edu/apply/transfer/Pages/associate-degree-for-transfer-major-and-campus-search.aspx) Tool.

Courses for Your Major
To earn an Associate Degree for Transfer you must have a major. There are specific courses required for each major and they are listed in the “Degrees” tab for each academic department. All majors require at least 18 units and some require more. Each major course must be completed with a “C” grade or higher.

Associate Degree for Transfer Majors
• Administration of Justice, AS-T
• Agriculture, Animal Science, AS-T
• Agriculture, Plant Science, AS-T
• Business Administration, AS-T
• Communication Studies, AA-T
• Early Childhood Education, AS-T
• English, AA-T
• Geography, AA-T
• History, AA-T
• Kinesiology, AA-T
• Mathematics, AS-T
• Music, AA-T
• Philosophy, AA-T
• Political Science, AA-T
• Psychology, AA-T
• Sociology, AA-T

General Education Requirements
ADTs required that you complete either the California State University General Education Breadth (p. 143) (CSU GE-Breadth) or Intersegmental General Education Transfer Curriculum (p. 180) (IGETC) pattern. You must follow one pattern exclusively (i.e. you cannot mix-and-match). Click the respective links to see the list of courses for each pattern.

Course Identification Numbering System (C-ID)
The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by other California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number. Thus, if a schedule of classes or catalog lists a course bearing a C-ID number, for example COMM 110, students at that college can be assured that it will be accepted in lieu of a course bearing the C-ID COMM 110 designation at another community college. In other words, the C-ID designation can be used to identify comparable courses at different community colleges. However, students should always go to assist.org (http://www.assist.org) to confirm how each college’s course will be accepted at a particular four-year college or university for transfer credit.

The C-ID numbering system is useful for students attending more than one community college and is applied to many of the transferable courses students need as preparation for transfer. Because these course requirements may change and because courses may be modified and qualified for or deleted from the C-ID database, students should always check with a counselor to determine how C-ID designated courses fit into their educational plans for transfer.

Students may consult the ASSIST database at assist.org (http://www.assist.org) for specific information on C-ID course designations. Counselors can help students interpret this information.

This table shows which California State University (CSU) campuses accept which degrees. Students completing an AA-T or AS-T degree are guaranteed admission to a CSU campus, as long as they complete 60 transferable units, including the pre-major requirements and the CSU General Education (GE) or IGETC General Education pattern, and maintain a transferable cumulative GPA of at least a 2.0.

For more information on AA-T/AS-T degrees, including any new ones, please meet with a counselor or visit adegreewithaguarantee.com (http://www.adegreewithaguarantee.com)

Applying for Graduation
Finally, it is important to note that you will not automatically earn your degree upon completion of the requirements. You must apply for graduation with the Admissions & Records Office at the appropriate time. Typically this is one semester prior to your final semester at VVC.

Transferring to a Four-Year College or University
VVC transfers about 650 students annually to campuses of the University of California, California State University, various private schools, and out-of-state universities. These students traditionally do as well as or better than students who began as freshmen at the four-year college.

Students can generally complete the freshman and sophomore level coursework towards a bachelor’s degree at a community college, like VVC, while simultaneously earning an associate’s degree. For an overview of the courses you need to take at VVC in order to satisfy requirements at your intended transfer institution, find your major in this catalog. Find out more specific information about transferring to assist.org (http://www.assist.org). Consult with a counselor, with VVC’s Transfer Center and/or, of course, with the transfer institution itself.
There are four basic types of universities or four-year schools to which community college students transfer: The University of California (UC) system, the California State University (CSU) system, private institutions, and out-of-state institutions.

**University of California (UC)**

The UC system is world-renowned for its excellence in teaching and, in particular, research into what makes the world the way it is. Each of the ten campuses statewide (not including undergraduate) has its own distinct academic and social character, but all offer intellectually challenging bachelor’s, master’s and doctoral programs in an academically rigorous environment. The next few pages have more information on the UC system.

**California State University (CSU)**

The twenty-three campuses of the CSU system offer a wide variety of innovative and exciting bachelor’s and graduate-level programs whose goal is to prepare citizens for effective participation in society. As with the UC system, each campus has its own “flavor” but all offer well-regarded programs, many of which are internationally prominent. Find more information on the CSU system later in this chapter.

**Private and Out-of-State Institutions**

Private schools such as the University of Southern California (USC) or Pepperdine University, and out-of-state institutions, such as University of Nevada at Las Vegas (UNLV) or Arizona State University (ASU), are some of those to which VVC students transfer. Such institutions are geographically and figuratively “all over the map,” and students are advised to consult them directly. Visit the Transfer Center for more information.

**Nontraditional Degree Programs**

A number of nontraditional bachelors and graduate-level programs are offered by accredited institutions. These programs are designed for people whose distance, work or family situations prevent them from regular attendance in more traditional programs. Visit the Transfer Center for more information. Also, please see the page on College Accreditation at the end of this section.

**Of Special Interest**

Many students are interested in transferring to universities designated under the following categories:

**HISTORICALLY BLACK COLLEGES AND UNIVERSITIES (HBCU)**

sites.ed.gov/whhbcu (https://sites.ed.gov/whhbcu)

college/training/transfer/%E2%80%88http://extranet.cccco.edu/transfer.aspx)ccctransfer.org/hbcu (https://ccctransfer.org/hbcu)

**HISPANIC SERVING INSTITUTIONS (HSI)**

hacu.net/hacu/HSI_Definition.asp (http://www.hacu.net/hacu/HSI_Definition.asp)

**TRIBAL COLLEGES AND UNIVERSITIES**


Please visit these websites for more information

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**Transferring to the University of California (UC)**

**Regular Transfer (as a Junior)**

If you wish to transfer as a junior to any of the campuses of the University of California, you should plan to complete 60 UC transferable units with at least a 2.4 minimum GPA at VVC, including those required in your major and those needed for completion of the general education requirements. You will also need to complete the seven course pattern for transfer admission eligibility.

For most students, this means you should follow the listings under the Intersegmental General Education Transfer Curriculum (p. 180) (IGETC). Review those pages for details and restrictions.

There are some exceptions to the general recommendation to follow IGETC, most commonly for those students wishing to transfer to high-unit programs in engineering, performing arts, or in the sciences. For these majors, it is usually recommended that students focus on the major preparation pattern of the specific campus they plan to attend along with fulfilling some IGETC courses. Visit assist.org (http://www.assist.org) to find out what courses you need to take for your major.

**UC Transfer Admissions Guarantee (TAG)**

California Community Colleges have established a Transfer Admissions Guarantee (TAG) program with six UCs to encourage students to transfer to a UC and to facilitate that process. The TAG program has specific major, unit, GPA, and Math and English requirements to participate. Stop by the Transfer Center for more information.

UC campuses do not accept lower-division transfers at this time.

**Transferring to California State University (CSU)**

**Regular Transfer (as a Junior)**

If you wish to transfer as a junior to any of the campuses of the California State University, you should plan to complete 60 CSU transferable units with at least a 2.0 minimum GPA at VVC, including those required in your major and those needed for completion of the general education requirements. You will also need to complete the Golden Four for transfer admission eligibility. Most CSUs require you to be an upper-division transfer student.

For most students, this means you should follow the listings under the California State University General Education Breadth (p. 143) (CSU GE). Review those pages for details and restrictions.

For students who have not yet decided whether to transfer to a CSU or to a UC campus, an alternative to the CSU's GE Breadth pattern for satisfying general education requirements is the IGETC, which will satisfy both CSU and UC general education requirements.

**Guaranteed Transfer To Cal State San Bernardino (CSUSB)**

Many students elect to transfer to California State University at San Bernardino, which offers a special “guaranteed admission” contract to our students. This agreement guarantees that, on completion of 60 transferable units at VVC, and having a 2.0 minimum GPA the student will be admitted to CSUSB with full junior status. To develop such a
contract, visit the Transfer Center to make an appointment with the CSUSB representative, who comes to VVC on a regular basis.

**Transferring with Fewer Than 60 Units**

Although very few CSU’s accept lower-division transfer students, if you wish to transfer to the CSU system with fewer than 60 transferable units, you will need to do the following:

**TAKE THE ACT OR SAT**

You will need to take either the ACT or the SAT to determine whether you will be admitted as a freshman or as a sophomore. These tests are given several times per year; schedules and application forms are available in the Transfer Center.

**CLEAR ANY MISSING COLLEGE PREPARATORY REQUIREMENTS**

If you did not complete the appropriate subject requirements in high school, you can take equivalent courses at VVC (or in adult school or in high school summer sessions; minimum grade of C required) to clear any deficiencies, or earn acceptable scores on specified examinations. Visit the Transfer Center or see a counselor for more information.

Check the website of the CSU campus you are interested in to find out if they accept lower-division transfer students.

**General Information About Transferring**

**Transferring to Independent or Out-of-State Colleges**

In addition to state-funded institutions, California boasts many accredited independent colleges and universities. Other states similarly have a huge variety of schools from which to choose. Generally, in-state public school tuition costs are the lowest, but financial aid packages can sometimes absorb much of the difference. For information about private and out-of-state institutions, whose requirements vary considerably, contact the Transfer Center.

Some of these institutions that students commonly transfer to include:

- Argosy University
- Arizona State University
- Azusa Pacific University
- California Baptist University
- Bellvue University
- Biola University
- Brandman University California
- Cambridge College
- Chapman University
- Concordia University
- Embrey-Riddle Aeronautical University
- La Sierra University
- Loma Linda University
- Loyola Marymount University
- Masters College
- NewSchool of Architecture & Design
- Occidental College
- Park University
- San Joaquin Valley College
- Southern Illinois University
- University of Arizona
- University of La Verne
- University of Phoenix
- University of Redlands
- University of Southern California
- Western Governors University

Note that some of these schools may accept CSU-GE or IGETC. Please visit the transfer center for more details.

**Transfer Center**

It’s a good idea to begin thinking about your transfer goals fairly early in your studies, so that you can be taking a well-planned program of courses towards your objectives. The Transfer Center, located in Building 23, is the place to go to find out about majors, universities and colleges. Please visit the Transfer Center website (http://www.vvc.edu/offices/transfer-center). In the Transfer Center you’ll find catalogs from colleges and universities all over California and from some out-of-state institutions which, like this catalog in your hands, show programs of study, course descriptions, photographs of the campus, requirements for degrees, and much more. For institutions where we don’t have an actual catalog, we can help you find information online. Other continuously updated programs offer you similar opportunities to research your options.

**College Representatives**

Representatives from public and private four-year institutions are available to meet with prospective students at the Transfer Center. Representatives are available to discuss majors, admission requirements, applications, etc. Please contact the Transfer Center to schedule an appointment.

**Annual College Fair**

The Transfer Center hosts a College Fair each Fall semester where representatives from both in- and out-of-state colleges and universities visit the campus to provide information about their institutions and programs.

**Campus Visits**

In addition to reviewing catalogs and other written materials on the campuses you are considering, it is a good idea to personally visit those institutions. The Transfer Center organizes group campus tours in both the Fall and Spring semesters.

Check out not only the campus itself, but also the surrounding areas. Do you want to be in an urban setting? Rural? Desert? Coastal? What is the “flavor” of the place and would you feel comfortable there? Visit the libraries, shopping areas, recreation facilities, cafes, bookstores, movie theatres and other components that make up a student’s life. To explore living situations, visit the university’s housing office; also, look at the want ads in the local newspaper.

**Counseling Resources**

Counselors are available to all students for help in identifying personal and educational goals, selecting a major, planning courses to meet their objectives, and in dealing confidentially with personal situations that affect their education. We strongly recommend that all students planning to transfer meet with a VVC counselor to ensure that their courses are in line with their goals and requirements.

Career planning classes (look in the Class Schedule under “Guidance”), an annual career options conference, career testing, and other resources are available in the Career Center to help students explore their alternatives.
Transcripts of Records

Every course you take, and every grade you receive, is documented on your college transcript.

UNOFFICIAL

Unofficial transcripts are for your personal use, or for initial planning purposes with counselors or advisors at other institutions. Current students can access and print their unofficial transcripts in WebAdvisor.

OFFICIAL

Colleges or universities you transfer to, and some employers, require official transcripts to assess your academic history at VVC, and grant credit for your experiences here. For the most up-to-date information about ordering official transcripts, please visit the Admissions & Records transcripts (http://www0.vvc.edu/offices/admissions-records/transcripts.shtml) page.

- Ordering Official Transcripts Online: You can securely order your transcripts online, which will be sent directly to you or to another institution. Depending on whether you choose regular, rush, or FedEx service, prices range from $5 to $33 with delivery between 1 and 4 business days later.

- Mailed and In-person requests: These orders take 2-3 weeks to process.

Applying for Admission

The University of California (UC system) and the California State University (CSU system) are different and distinct branches of public higher education in California and have different requirements for admission. To apply to the University of California or the California State University systems, students should plan to complete an online application within the filing period. The Transfer Center will provide assistance with applications. Students will also be required to submit official transcripts and possibly additional documentation when requested. Contact other institutions directly for information about applications.

Application Deadlines

To better their chances for acceptance, students should apply to every university for which they want to be considered during the initial or priority application filing period. Students planning to apply to a private university need to research what these deadlines are. Certain impacted or highly competitive majors may require earlier deadlines. It is the student's responsibility to research what these deadlines are.

Each individual campus closes application filing periods at different times according to how many students apply. A student who files an application late should contact the Admissions Department of the specific college for which he is applying to inquire if applications are still being accepted.

Application deadlines vary by campus. Visit these links for information on the University of California (https://admission.universityofcalifornia.edu) (UC system) and California State University (https://www2.calstate.edu/attend/admissions/Pages/default.aspx) (CSU system) admission requirements and processes. Note that deadlines are usually quite far in advance; for example, applications may be due as early as October of one year for admission to the Fall term of the following year.

Impacted Majors

At some UC and CSU campuses, more students may seek admission to popular areas of study such as engineering, computer science, and business than can be accommodated. Occasionally, more applications are received than can possibly be accepted at the particular school. When this happens at a UC or CSU campus, certain majors are declared "impacted," and these schools may permit only limited enrollment. Students who apply to impacted majors may also be directed to alternate campuses. Applicants to impacted majors are subject to supplementary admission criteria and an additional application.

Students who seek to transfer into majors which are impacted should complete all courses designated as "required lower division preparation" for the major, prior to transfer.

At some schools, completion of specific courses with minimum grades is required before transfer as a condition of acceptance into an impacted major.

Maximum Transferable Credit

A maximum of 70 semester or 105 quarter units earned in California community colleges may be applied toward the baccalaureate degree at either a UC or CSU campus. The maximum number of units accepted in-state private universities and out-of-state universities may vary.

Notice of Responsibility: Students should always study the catalog and website of the school to which they plan to transfer, and are responsible for directly contacting that institution’s admissions office for the most current, up-to-date information. No matter how much help you may receive from various sources, it is ultimately your responsibility to ensure that all transfer requirements and deadlines are met.

FOR MORE INFORMATION ABOUT TRANSFERRING, VISIT THESE WEBSITES:

CaliforniaColleges.edu (http://californiacolleges.edu) CaliforniaColleges.edu covers UC, CSU and independent colleges, and provides virtual campus tours, student-campus matching assistance, information on financial aid, and admissions planners for first-year and transfer students.

UniversityOfCalifornia.edu (http://www.universityofcalifornia.edu) The University of California (UC), Office of the President, offers this site for information about UC. It also provides links to each of the ten UC campuses.

www2.calstate.edu (http://www.calstate.edu) This site provides information about California State University’s (CSU) educational programs, system wide policies and initiatives, historical and general information, admission requirements and procedures and access to links for all 23 CSU campuses. It also provides outreach, financial aid, and admission information about the CSU system. Here, you can take virtual campus tours, develop a comparative view of different campuses, establish e-mail connections with campus personnel, and apply electronically.

Assist.org (http://assist.org) The ASSIST website is the most up-to-date source for community college course transferability to UC and CSU campuses. It also provides lists of courses required for various majors and shows which courses are accepted for transfer general education. We have formal, course-to-course equivalency agreements between VVC and many of the UC and CSU campuses.
To create your personal EUREKA Online Account:

1. Go to eureka.org (http://www.eureka.org) and click on Sign Up.
2. Under Students/Clients, enter site ID Code (see above), then click Next.
3. Complete the personal information form, click Next.
4. Choose a Log in name and password. Do not use spaces or special characters. If your desired login name or password is already taken, you will be directed to try again.

Here are some other Online sources for exploring careers, resume writing, interviewing, etc.:

- Who Do You Want to Be whodouwant2b.com/ (http://whodouwant2b.com)
- Health Careers explorehealthcareers.org (http://www.explorehealthcareers.org)
- California Career Zone cacareerzone.org/ (http://www.cacareerzone.org)
- O*NET Resource Center onetcenter.org/ (http://www.onetcenter.org)
- What can I do with a career in ...? career.berkeley.edu/Survey/survey (http://career.berkeley.edu/Survey/survey) from UC Berkeley's career website
- UC Riverside's selection of virtual career services careers.ucr.edu (https://careers.ucr.edu)

College Accreditation
Not all accreditation is the same!

College and university representatives can be very aggressive in trying to recruit you; be prepared and be careful. If you have questions about a school, your VVC counselor will be happy to discuss it with you.

What is accreditation?
Accreditation is one of the most important factors to consider when selecting an academic program. It means that a program or institution has gone through a rigorous review and evaluation process by experts in the field. It is essentially a stamp of approval by an organization that evaluates the quality of an institution or program. The highest level of accreditation is regional accreditation.

Will my courses transfer to another institution?
If you think you may want to transfer to another school in the future, move to another state, or obtain an associate or baccalaureate degree, then enrolling in some schools could present barriers for you later. (Each school has different requirements for transfer credits; contact the institution you wish to transfer to).

How important is accreditation to employers?
Employers want well-qualified employees, and usually are unimpressed by degrees from non-accredited schools or from schools that are accredited by nonrecognized agencies. Many federal or state agencies require graduation from a regionally accredited school. In certain professions, internship and practicum opportunities are limited to students who attend an accredited program.

What are some potential consequences of attending a school with questionable accreditation?
- You may not find a job in your profession
  Depending on the profession and the state you live in, you may have difficulty finding a job. Some employers will not hire you unless you attended an accredited institution. If you are enrolled in a nonaccredited school, talk to students who graduated recently and ask if they were able to find a job.
- You may not be able to attend a four-year or graduate school
  It is in your best interest to attend an accredited institution if you plan to further your education. Your acceptance to a four-year or graduate school could be denied because the institution may not recognize courses taken at a non-accredited institution (or one accredited by a non-recognized agency).
- You may be wasting your time and money
  If you graduate from a non-accredited school and find out you cannot obtain employment, you will have lost valuable time and money.
- You may face challenges repaying student loans
  Two thirds of students borrow to pay for college. If you are one of these students, you may have challenges repaying your student loans if you don't earn enough money or cannot find suitable employment.

Recognized Accrediting Organizations
There are national accreditors, faith-based accreditors, career college accreditors, and regional accreditors. Victor Valley College and other traditional public and private colleges and universities can only accept coursework from regionally-accredited institutions. Units can be accepted from colleges accredited by any of the following organizations. (VVC, like UC and CSU, is accredited by WASC.)

Regional Institutional Accrediting Organizations

- Higher Learning Commission
- Middle States Commission on Higher Education
- New England Association of School and Colleges, Commission of Institutions of Higher Education
- Northwest Commission on Colleges and Universities
- North Central Association of Colleges and School
- Southern Association of Colleges and Schools, Commission on Colleges
- Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges
Here are some examples of accrediting agencies that VVC, UC, and CSU cannot accept:

- **ABHE** - Association for Biblical Higher Education
- **ACCSC** - Accrediting Commission for Career Schools and Colleges
- **ACICS** - Accrediting Council for Independent Colleges and Universities
- **DETC** - Distance Education and Training Council Accrediting Commission

# Managing Your Education

## Matriculation / Student Success and Support

Matriculation is a process that brings a college and a student who enrolls for credit into an agreement for the purpose of realizing the student’s educational objective through the college’s established programs, policies, and requirements. As a student you have certain rights and responsibilities, and as an institution of higher learning, Victor Valley College has some obligations to you. Here is a brief overview of some of these factors.

**VVC agrees to. . .**

- Provide admission and registration services.
- Provide assessment services.
- Orient you to college programs, services and policies.
- Provide assistance in selecting courses and defining an educational major and plan.
- Provide support services and provide quality instruction.
- Provide appropriate follow-up and referral services.

**VVC students agree to. . .**

- Declare a broad educational goal on initial enrollment (transfer, AA. . .).
- Participate in assessment and orientation and have all prior transcripts sent to VVC.
- Read the Catalog, Schedule of Classes, Student Handbook and other college materials.
- Meet all course prerequisites, corequisites and limitations.
- Attend the first class session of each class and regularly attend all classes.
- Properly add and drop all classes.
- Complete class assignments.
- Develop an Educational Plan and choose a specific educational major by the completion of 15 units.
- Seek support services as needed.
- Make progress toward your goals by successfully completing classes.
- Follow all campus rules and regulations.

## Matriculation Steps

The objective of Matriculation is to attain your goals in education by defining an agreement between you and the college. Responsibilities are established that utilize the programs and resources of VVC to efficiently complete certificate or degree programs.

**Application** - Complete the VVC admission application Online. Order transcripts from previous colleges to be sent to VVC.

**Orientation** - Orientation is available to familiarize you with VVC policies, programs, and services.

**Assessment/Placement** - Complete the computerized Assessment/Placement process for English and Math.

**Assessment/Placement Exemptions**

If one of the following conditions applies to you, you may choose not to complete the Assessment/Placement and/or Orientation. Provide documentation supporting your exemption to the Counseling Office.

- You have completed an Associate Degree or higher at a regionally accredited college or university.
- You have completed an approved Math or English course at a regionally accredited college or university.
- You are currently enrolled in a four-year college or university.
- You are a concurrently enrolled student (K-12) only enrolling in music performance, theatrical performance and/or physical education activity courses.

Other factors considered in the selection of courses include study habits, certainty of educational goals, specific skills, emotional well-being, employment, family or other commitments, family support, health, maturity and motivation, self assessment, education history, etc.
Counseling

Before or sometime during your first semester, make an appointment with a VVC Counselor to discuss course selections, choosing an academic major, and developing an Educational Plan which lists the courses you need to meet your academic goal. The Ed Plan should be developed no later than the completion of 15 VVC credits, and may be revised as needed. Counselors can also assist with personal issues and career choices.

Also, consider taking the following Guidance courses:

GUID 50 College Success
GUID 51 Orientation to College
GUID 55 Bldg Math Confidence
GUID 56 Self Esteem
GUID 100 Career and Life Planning
GUID 101 First Year Experience
GUID 105 Personal & Career Success
GUID 107 Learning Strategies and Study Skills

Please note that following these steps may affect your priority registration status.

Challenge to Matriculation Policies

Students may appeal any portion of the matriculation policies by contacting the Dean/VP of Student Services. This includes claims that the process is unlawfully discriminatory or is being applied in such a manner. The Dean or Vice President will conduct a timely review and make such adjustments as are appropriate. The VP's office maintains a record of all complaints.

Reto a la Política de Matriculación

Estudiantes pueden hacer una petición sobre cualquier parte de la política de matriculación (menos los requisitos). Ésta petición tiene que ser dirigida al Decano de Servicios Estudiantiles. Peticiones incluyen reclamaciones acerca del proceso discriminatorio. El Decano conducirá una revisión para hacer los ajustes que sean apropiados. El expediente de reclamos es mantenido en la oficina del Decano de Servicios Estudiantiles por tres años.

English and Math Placement

Victor Valley College implements activities and practices that adhere to current laws and advance the California Community College system wide goal of eliminating achievement gaps among students. VVC ensures that students have the right to access transfer level and academic credit English as a second language (ESL) coursework. The college uses multiple measure during a computerized assessment process to assist students in selecting their initial courses. Students also have access to counselors during educational planning to discuss their placements. The following pages detail the placement options for students in mathematics and English.

Math Placements at Victor Valley College

Effective Fall 2019, all students will place in transfer-level math courses. The following table lists the suggested starting math course(s) based upon the major each student is most likely to pursue.

Students are encouraged to consider taking the corequisite support courses (MATH 80 Corequisite Support for Introductory Statistics, MATH 85 Corequisite Support for College Algebra, MATH 86 Corequisite Support for Analytic Geometry and Calculus I, MATH 87 Corequisite Support for Analytic Geometry and Calculus II) as well as making use of tutoring and workshops to increase the likelihood of success in math courses.

Students seeking a certificate or workplace certification only will not need math; However, if planning to continue or complete an associate's degree or transfer, start math as soon as possible.

<table>
<thead>
<tr>
<th>If your major is likely to be…</th>
<th>Your Placement is…</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art, Art History, American Sign Language (ASL), Auto, Construction Technology, Culinary Arts, Dance, English, History, Liberal Arts, Music, Religious Studies, Restaurant Management, Spanish (Foreign Languages), Theater Arts, Welding</td>
<td>Ideas of Math - Math 132</td>
<td>This non-STEM math course is for students who are going into majors that do not have heavy math requirements.</td>
</tr>
</tbody>
</table>

If your major is not listed above, please visit the Academic Advisement Center (ARC) for your information.
### If your major is likely to be...

<table>
<thead>
<tr>
<th>Major</th>
<th>Your Placement is…</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture and Natural Resource Horticulture, Allied Health, Animal Science, BET, Broadcast Media, Child Development, Communications, Cultural Geography, Government, Paralegal, Political Science</td>
<td>Intro Statistics - Math 120 or Math 80+120</td>
<td>Animal Science students will likely need to take Math 105 also for those who are university-bound</td>
</tr>
<tr>
<td>Emergency Medical Services, Kinesiology, Paramedic</td>
<td>College Algebra - Math 105 or Math 85+105 OR Intro Statistics - Math 120 or Math 80+120</td>
<td>Kinesiology students will likely need to take BOTH Math 105 and Math 120, depending on your pathway.</td>
</tr>
<tr>
<td>Criminal Justice, Fire Technology, Philosophy</td>
<td>College Algebra - Math 105 or Math 85+105 OR Intro Statistics - Math 120 or Math 80+120 OR Ideas of Math - Math 132</td>
<td>Philosophy students are encouraged to meet with faculty or counselors to help determine which course would better prepare them for their area of specialization.</td>
</tr>
<tr>
<td>Animation, Applied Sciences, Astronomy, Aviation, Biology, Architectural Drafting and Engineering Drafting, Business Administration, Chemistry, CIS (Computer Information Science), Computer Science, Dental Hygiene, Ecology, Economics, Environmental Health, Environmental Science, Geography (Physical), Geology, Math, GIS, Meteorology, Nursing, Oceanography, Physical Science, Pre-Engineering, Real Estate, Respiratory Therapy (RT), Physics, Sports Medicine</td>
<td>College Algebra - Math 105 or Math 85+105 OR Calculus - see VVC counselor</td>
<td>For Business/STEM majors moving on to take Calculus, both College Algebra (Math 105) and Trigonometry (Math 104) are required prerequisites. You may take them both at the same time, but if you are not planning to do so, the Math Department suggests you take Math 105 before Math 104. Business and Economics students will likely need to also take Math 120 if university-bound.</td>
</tr>
</tbody>
</table>

### What are Math 132, 120, and 105?  

**MATH 132 The Ideas of Math** This class is for the Liberal Arts and Humanities major and non-STEM students. You’ll learn how to think critically and problem solve through real-life applications, fundamentals of statistics, applications of geometry, and finances. A solid algebra foundation is helpful, with knowledge of exponential and logarithmic functions and their properties.

**MATH 120 Introduction to Statistics** Statistics is a practical math class which helps you to interpret the world around you. Success in statistics requires solid number sense and firm knowledge of technology as you analyze relationships through data, mostly presented as word problems, and requires critical thinking skills.

**MATH 105 College Algebra** This class forms the foundation of pre-calculus to help you prepare for calculus and higher. While MATH 90 Intermediate Algebra takes concepts learned in MATH 42 Elementary Algebra, the jump from 90 to 105 is much more challenging (there is less review) and there are quite a few new topics that were not covered in previous classes.

**MATH 80 Corequisite Support for Introductory Statistics, MATH 85 Corequisite Support for College Algebra, MATH 86 Corequisite Support for Analytic Geometry and Calculus I, MATH 87 Corequisite Support for Analytic Geometry and Calculus II** These are co-requisite math courses to help support you through the course with which they are paired.

### Career Technical Education

The Victor Valley College Career Technical Education (CTE) program is designed to help create pathways that lead to an associate or baccalaureate degree or a post-secondary certificate in a specific career field. Students combine high school and ROP CTE classes, real-world experience, and/or college classes, to form a balanced and practical educational experience. Within this model students are challenged to meet rigorous academic standards and experience hands-on learning in articulated secondary CTE courses.

Students graduating from high school need highly technical skills to be competitive in the job market. Up to 85% of all jobs will require at least two years of education beyond high school. A career pathway is an effective way to help students see the application of academic knowledge and makes meaningful connections between education and a variety of career options. Career pathways include career preparation recommendations for course work that prepares students to:

1. Enter directly into the workforce;  
2. Continue education focused on the associate degree; or  
3. Pursue baccalaureate degrees and beyond.

### Benefits of Articulation

- A way to earn college credits in high school.  
- A clear pathway to follow within individual career plan.  
- A solid foundation of academic and technical courses.
• An introduction to the workplace.
• Assists students in the transition from high school to college.
• Direct connection to postsecondary education.
• Save time and money by not having to repeat comparable courses.
• A way to complete education and get started with a career earlier.
• Opportunity for high school and college-discipline instructors to collaborate, and develop curriculum to best prepare students for success in their career.
• Communities benefit by gaining a well trained, technically skilled workforce to meet the needs of local businesses, government agencies and industry.

For more information visit our website: www.vvc.edu/cte.

**Petitions Committee**

The Petitions Committee, which meets weekly when classes are in session, considers special requests from students for exemptions from certain academic, student, and college policies due to documented, extenuating circumstances. Typical requests include:

• To drop classes after the “grade responsibility date” with a “W” grade due to extenuating circumstances
• To repeat a course
• Loss of priority registration

Students who petition must have valid reasons and provide appropriate documents to support their request. The burden of proof is on the student who petitions for special consideration.

The Petitions Committee has the authority to approve, deny, modify, or take no action on particular petitions which are submitted for its consideration.

Petitions are available at the Admissions and Records Office.

**Policies**

**Auditing**

Auditing of classes is only permitted within these provisions:

1. Cost of audit is $15 per unit per semester.
2. Students enrolled in less than ten units will be charged the maximum audit fee allowed ($15 per unit per semester).
3. Students enrolled in ten or more semester units will be permitted to audit up to three units at no charge.
4. Students auditing courses cannot change enrollment status to receive credit for those courses.
5. Priority in class enrollment shall be given to students desiring to take courses for credit toward degree or certificate completion.
6. Students wishing to audit courses must meet course prerequisites and matriculation requirements.

(Education Code 76370)

**Credit by Examination**

As authorized by Section 55050 of Title V of the California Code of Regulations, students may apply for Credit by Examination.

After successfully completing 12 semester units of credit at Victor Valley College, a registered student may receive college credit for courses challenged through departmental examinations. These may be in subjects in which the student is qualified based on prior training and/or experience for which credit or advanced placement has not already been awarded.

Applications for this type of credit are available through Admissions and Records and must be approved first by the appropriate academic department. After credit by examination eligibility has been established, a non-refundable fee equal to the per unit enrollment fee will be charged for each administered exam, and is payable at the Bursar’s Office.

**Awarding credit by examination is subject to the following guidelines:**

• A request for credit by examination must be submitted by the fourth week of the term (second week for Summer or Winter terms).
• The student must be enrolled in at least one course in good standing, and must have successfully completed 12 semester units of credit at Victor Valley College with a GPA of 2.00 or better.
• A faculty member must be willing to prepare an exam. If a faculty member is unavailable to prepare an exam, the challenge cannot go forward.
• Credit by examination may not be received for any course which is a prerequisite to one for which credit has been previously granted.
• In order to challenge, the student must not have previously failed the course nor have been enrolled in it during the semester for which the exam is requested.
• A student may challenge a course only once.
• Credit by examination cannot be used to satisfy Victor Valley College’s 12 unit residency requirement for the Associate Degree.
• A maximum of 32 units earned through nontraditional means (CLEP, AP, DANTES, Department Exam, Military) may apply toward the Associate Degree with no more than 15 units permitted for college courses graded on a Pass/No Pass basis. This limitation does not apply to units earned at the community college of the Air Force (CCAF).
• Credit by examination will be annotated “Pass” or “No Pass” or a grade of A-F, with unit value and a notation entered on the transcript that credit was earned via “credit by examination.”

Withdrawal from Class

It is the student’s responsibility to initiate the withdrawal or drop procedure in a timely manner. Don’t just disappear! Non-attendance does not drop the student from a class. WebAdvisor should be used to drop a class or a drop form can be completed and processed by the Admissions and Records office. Students who withdraw from classes during the first 20 percent of the class, will not receive a “W” on their record. Students who do not withdraw by the 44% point of the class are grade obligated and will be given a grade.

In cases of accidents, illness, or other circumstances beyond the control of the student, a Petition for Excused Withdrawal may be initiated by the student. Forms for this petition (which must include any applicable documentation) are available in the Office of Admissions and Records. Approved petitions will result in an “EW” recorded on the student’s academic records. An EW shall not be counted in progress probation, academic dismissal calculations or counted as an enrollment attempt. (Referenc Title 5, section 55024; VVC AP 4230) NOTE: The financial aid of a student may be affected depending on individual circumstances. Consult with the Financial Aid department regarding any impact this action may have.

Transfer and External Exam Credit

Students may use coursework completed at other institutions to fulfill program, general education, and/or elective unit requirements for the associate degree or certificate programs at Victor Valley College and for transfer to universities. To earn a Certificate of Achievement or an Associate’s Degree at VVC, students must complete a minimum of 12 units of degree-applicable coursework through VVC. To earn a Certificate of Career Preparation at least 50% of the total units required must be completed through VVC. Non-degree applicable coursework will not be used to fulfill degree (including elective) requirements.

Colleges and universities must ensure the quality of their programs by adhering to specific evaluation criteria established and evaluated by private educational associations called accrediting agencies. Victor Valley College accepts courses from institutions accredited by the following regional agencies:

MSCHE - Middle States Commission on Higher Education
NEASC-CIHE - New England Association of Schools and Colleges, Commission on Institutions of Higher Education
NCA-HLC - North Central Association of Colleges and Schools, The Higher Learning Commission
NWCCU - Northwest Commission on Colleges and Universities
SACS - Southern Association of Colleges and Schools, Commission on Colleges
WASC-ACCJC - Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges
WASC-SCUC - Western Association of Schools and Colleges, Senior College and University Commission

Victor Valley College recognizes those institutions that are either fully accredited or are listed as a candidate for accreditation as published in the Database of Accredited Postsecondary Institutions and Programs maintained by the U.S. Department of Education.

Course Equivalency may be determined by any of the following methods:
1. Direct articulation between VVC and the sending institution.
2. Indirect articulation between VVC and other California Community Colleges based on approval of courses for the California Identification Number System (C-ID).
3. Indirect articulation between VVC and a sending institution determined by cross referencing additional public colleges and universities included in the California statewide articulation repository (ASSIST.org (http://www.assist.org)).
4. A critical evaluation of the course to verify core elements of the course including topics, course objectives, lecture and/or lab hours, and pre-/co- requisites are sufficiently aligned with VVC courses.

These reviews will be conducted by counselors and/or evaluations staff. Some courses will also require review by appropriate faculty content experts.

In general, credit from other institutions will be placed into similar major and general education categories at VVC as the categories into which they were applied at the issuing institution. English and Mathematics competency levels are governed by California Education Code Title 5, section 55063. The extent to which courses taken at other institutions satisfy specific lower division credit and subject matter will be accepted from regionally
accrued institutions. Upper division coursework may fulfill subject areas for graduation but the units will not be awarded. Upper division courses will not be used to certify CSU GE or IGETC requirements.

**Course applications may be approved by any of the following methods:**

1. Courses completed at another California Community College that are approved for an associate degree general education category as outlined in Title 5 will be applied to the same associate degree general education category at VVC regardless of whether VVC has an equivalent course.
2. Courses completed at another California Community College or at a California State University that are approved for a CSU general education category as outlined in CSU E.O. 1065 will be applied to the parallel associate degree general education category at VVC.
3. Courses completed at private colleges and universities that are approved for a CSU general education category as outlined in CSU E.O. 1065 will be applied to the parallel associate degree general education category at VVC.
4. Courses completed at another California Community College that are approved for the Intersegmental General Education Transfer Curriculum (IGETC) as outlined in the Standards, Policies & Procedures for IGETC (version 1.7 or most current) will be applied to the parallel associate degree general education category at VVC.
5. Courses completed at another California Community College that are approved for the major in a TMC aligned degree (AA-T or AS-T) will be applied to the parallel major requirement.

**Foreign Coursework**

Coursework completed at foreign colleges or universities must first be evaluated by an accredited and approved evaluation service, and then reviewed by counselors or and/or evaluations staff. Some courses may also require approval by the appropriate department chair or content faculty. Courses may be used to fulfill prerequisite, program, general education and elective unit requirements only if course descriptions, in English, are submitted for review along with the evaluated foreign transcript. Course descriptions for English courses will be considered only if the language of instruction was English. Victor Valley College will not determine course transferability to other colleges and universities.

To have foreign coursework evaluated, students need to contact one of the Foreign Transcript Evaluation Services approved by the State of California Commission on Teacher Credentialing and request a detailed equivalency report that includes - for each course - a course description in English, whether it is an upper or lower division course, its U.S. semester equivalency, and the grade the student earned:

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Evaluation Service</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>APIE</td>
<td>Academic &amp; Professional International Evaluations, Inc</td>
<td><a href="http://www.apiel.org">www.apiel.org</a> (<a href="http://www.apiel.org">http://www.apiel.org</a>)</td>
</tr>
<tr>
<td>ACEI</td>
<td>Academic Credentials Evaluation Institute</td>
<td><a href="http://www.acei-global.org">www.acei-global.org</a> (<a href="http://www.acei-global.org">http://www.acei-global.org</a>)</td>
</tr>
<tr>
<td>ECE</td>
<td>Educational Credential Evaluators, Inc.</td>
<td><a href="http://www.cec.org">www.cec.org</a> (<a href="http://www.cec.org">http://www.cec.org</a>)</td>
</tr>
<tr>
<td>FCSA</td>
<td>Foreign Credential Services of America</td>
<td><a href="http://www.foreigncredentials.org">www.foreigncredentials.org</a> (<a href="http://www.foreigncredentials.org">http://www.foreigncredentials.org</a>)</td>
</tr>
<tr>
<td>FSCA-WEST</td>
<td>Foreign Credential Services of American West, Monterey, CA</td>
<td><a href="http://www.foreigncredentials.org">www.foreigncredentials.org</a> (<a href="http://www.foreigncredentials.org">http://www.foreigncredentials.org</a>)</td>
</tr>
</tbody>
</table>

**Procedure for Evaluation of Credit from Other Institutions**

Students must submit official transcripts or documents from other institutions to the Admissions and Records Office. This includes educational transcripts, foreign transcript evaluations, military transcripts, and exams (AP, IB, DANTES, CLEP). Official transcripts or documents are required before degrees and certificates can be awarded.

Students may bring unofficial copies of the documents noted above to their counseling appointments for evaluation. Counselors can use unofficial documents to guide students and determine how the coursework will be applied toward graduation and transfer. However, these determinations are not final until official transcripts are received by Admissions & Records.

**Quarter to Semester Conversion**

Credit transferred in from institutions following a quarter system will be converted to semester units at VVC. The conversion is as follows: Quarter units * 2/3 = Semester units. For example, a 4 quarter unit course would equate to 2.67 semester units.

**Transfer General Education Pass Along Certification**

“Certification” means that Victor Valley College has verified that a student has completed the lower division, general education requirements for the university system to which they plan to transfer. Certification is important because without it students will be held to the general education requirements specific to the institution to which the student transfers. Courses from other colleges and universities may be considered for certification through a process called “pass along certification.”

**CSU GE Certification**

Courses taken at CSU campuses, participating private colleges and universities, and other California Community Colleges will be certified in the subject areas (AREA A – E) approved by the institution where the courses were taken. Courses taken at other regionally accredited colleges and
universities will be certified only if the course is determined to be equivalent to a course in a California Community College Certification Pattern. Courses deemed equivalent would be certified in the areas (AREA A – E) in which the equivalent courses have been approved.

1 Participating private colleges and universities include: Don Bosco Technical Institute, Fashion Institute of Design and Merchandising, Humphreys College, Marymount College, and San Joaquin Valley College.

**IGETC Certification**

Courses taken at other California Community Colleges will be certified in the subject areas (AREA 1 – 6) approved by the institution where the courses were taken. Courses taken at other regionally accredited colleges and universities will be certified only if the course is determined to be equivalent to a course on a California Community College IGETC Certification Pattern. Courses deemed equivalent would be certified in the subject areas in which the equivalent CCC courses have been approved.

**Military Service and External Exam Credit**

A maximum of 32 units earned through nontraditional means (Military Service, AP, CLEP, DANTES, VVC Credit by Exam) may apply toward the associate degree with no more than 15 units permitted for college courses graded on a Pass/No Pass basis. This limitation does not apply to units earned at the community college of the Air Force (CCAF).

**Military Service Credit**

Any actively enrolled student with an approved DD214 that shows completion of basic training in the Armed Services of the United States and any discharge (other than dishonorable) will be exempt from the physical education graduation requirement. An approved DD214 may also be used to fulfill the California State University 3-unit Area E General Education Breadth requirement.

In addition, credit may be granted to actively enrolled students submitting a military transcript for lower division/baccalaureate level courses completed at schools in the Armed Services of the United States and in accordance with recommendations by the American Council on Education (ACE). The number of units awarded are those units recommended by the Council in the Guide to the Evaluation of Educational Experience in the Armed Services.

Please note: the Community College of the Air Force is accredited by the Southern Association of Colleges and Schools and credit will be granted accordingly.

**Advanced Placement Exams (CEEB)**

Victor Valley College recognizes high achievements by students who have successfully completed one or more Advanced Placement Examinations as authorized by the College Entrance Examination Board. Students who have successfully completed exams in the Advanced Placement Program with a score of 3, 4, or 5 may be granted credit for purposes of major, general education, elective and/or to serve as prerequisites in the college’s sequence of courses.

Students enrolled at Victor Valley College will automatically receive credit for Advanced Placement Examinations, if official scores are sent to the Admissions & Records office. Victor Valley College will confirm the credit granted by posting it on the unofficial VVC transcript. Please be aware that other institutions, particularly four-year colleges/universities, may evaluate Advanced Placement credits differently. Check with a counselor or the institution to which you plan to transfer for an evaluation of your Advanced Placement credits.

Refer to the following AP chart (beginning on the next page) for information on specific course credit awarded and general education areas cleared to meet VVC’s program requirements as well as the transfer general education areas cleared for CSUGE and/or IGETC certification.

<table>
<thead>
<tr>
<th>AP Test Name</th>
<th>Minimum Score</th>
<th>VVC Equivalent Course</th>
<th>VVC Units Awarded</th>
<th>VVC Gen. Ed. Area/Units</th>
<th>CSU Cert. Area</th>
<th>IGETC Cert. Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>3, 4, or 5</td>
<td>ART 101</td>
<td>3</td>
<td>Humanities/3</td>
<td>C1 or C2</td>
<td>3A or 4B</td>
</tr>
<tr>
<td>Art (Studio)</td>
<td></td>
<td>ART 112</td>
<td>3</td>
<td>Humanities/3</td>
<td></td>
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<tr>
<td></td>
<td>3, 4, or 5</td>
<td>ART 112</td>
<td>3</td>
<td>Humanities/3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3, 4, or 5</td>
<td>ART 125</td>
<td>3</td>
<td>Humanities/3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3, 4, or 5</td>
<td>ART 113</td>
<td>3</td>
<td>Humanities/3</td>
<td></td>
<td></td>
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<tr>
<td>Biology</td>
<td>3, 4, or 5</td>
<td>BIOL 100</td>
<td>4</td>
<td>Natural Sci/4</td>
<td>B2 + B3</td>
<td>5B w/lab</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3, 4, or 5</td>
<td>CHEM 100</td>
<td>4</td>
<td>Natural Sci/4</td>
<td>B1 + B3</td>
<td>5A w/lab</td>
</tr>
<tr>
<td>Chinese (See “Language and Culture”)</td>
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<td>Computer Science</td>
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<tr>
<td>-A Exam</td>
<td>4 or 5</td>
<td>CIS 201</td>
<td>4</td>
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<tr>
<td>-AB Exam</td>
<td>3 or 4</td>
<td>CIS 201</td>
<td>4</td>
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<tr>
<td></td>
<td>5</td>
<td>CIS 201 + 202</td>
<td>8</td>
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<tr>
<td>Economics</td>
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<tr>
<td>AP Test Name</td>
<td>Minimum Score</td>
<td>VVC Equivalent Course</td>
<td>VVC Units Awarded</td>
<td>VVC Gen. Ed. Area/Units</td>
<td>CSU Cert. Area</td>
<td>IGETC Cert. Area</td>
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<tr>
<td>-Macro</td>
<td>3, 4, or 5</td>
<td>ECON 101</td>
<td>3</td>
<td>Social/Beh./3</td>
<td>D2</td>
<td>4</td>
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<tr>
<td>-Micro</td>
<td>3, 4, or 5</td>
<td>Econ 102</td>
<td>3</td>
<td>Social/Beh./3</td>
<td>D2</td>
<td>4</td>
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<tr>
<td>English</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>-Language/Comp.</td>
<td>3, 4, or 5</td>
<td>ENGL 101</td>
<td>4</td>
<td>Language/4</td>
<td>A2</td>
<td>1A</td>
</tr>
<tr>
<td>-Literature/Comp.</td>
<td>3</td>
<td>Humanities/3</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental Science</td>
<td>3, 4, or 5</td>
<td></td>
<td>3</td>
<td>Natural Sci/3</td>
<td>B1 + B3</td>
<td>5A w/lab</td>
</tr>
<tr>
<td>French (See &quot;Language and Culture&quot;)</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>German (See &quot;Language and Culture&quot;)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Government and Politics</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-Comparative</td>
<td>3, 4, or 5</td>
<td>POLS 112</td>
<td>3</td>
<td>Social/Beh./3</td>
<td>D8¹</td>
<td>4</td>
</tr>
<tr>
<td>-U.S.</td>
<td>3, 4, or 5</td>
<td>POLS 102</td>
<td>3</td>
<td>Social/Beh./3</td>
<td>D8 + US-2 ¹</td>
<td>4 + US-2</td>
</tr>
<tr>
<td>History</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-World</td>
<td>3, 4, or 5</td>
<td>HIST 104</td>
<td>3</td>
<td>Social/Beh. or Humanities/3</td>
<td>C2 or D6</td>
<td>3B or 4</td>
</tr>
<tr>
<td>-U.S.</td>
<td>3, 4, or 5</td>
<td>HIST 117 + HIST 118</td>
<td>6</td>
<td>Social/Beh. or Humanities/6</td>
<td>(C2 or D6) + US-1</td>
<td>3B or 4 + US-1</td>
</tr>
<tr>
<td>-European</td>
<td>3, 4, or 5</td>
<td>N/A</td>
<td>N/A</td>
<td>Social/Beh. or Humanities/3</td>
<td>C2 or D6</td>
<td>3B or 4</td>
</tr>
<tr>
<td>Human Geography</td>
<td>3, 4, or 5</td>
<td>GEOG 102</td>
<td>3</td>
<td>Social/Beh./3</td>
<td>D5</td>
<td>4</td>
</tr>
<tr>
<td>Italian (See &quot;Language and Culture&quot;)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Japanese (See &quot;Language and Culture&quot;)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Language and Culture</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chinese</td>
<td>3, 4, or 5</td>
<td></td>
<td>3</td>
<td>Humanities/3</td>
<td>C2</td>
<td>LOTE + 3B</td>
</tr>
<tr>
<td>French</td>
<td>3, 4, or 5</td>
<td>FREN 101</td>
<td>5</td>
<td>Humanities/5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>German</td>
<td>3, 4, or 5</td>
<td></td>
<td>3</td>
<td>Humanities/3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Italian</td>
<td>3, 4, or 5</td>
<td></td>
<td>3</td>
<td>Humanities/3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Japanese</td>
<td>3, 4, or 5</td>
<td></td>
<td>3</td>
<td>Humanities/3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spanish</td>
<td>3, 4, or 5</td>
<td>SPAN 101</td>
<td>5</td>
<td>Humanities/5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Latin</td>
<td>3, 4, or 5</td>
<td></td>
<td>3</td>
<td>Humanities/3</td>
<td>C2</td>
<td>LOTE + 3B (Only the Vergil test meets IGETC)</td>
</tr>
<tr>
<td>Math</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-Calculus AB Test or BC/AB</td>
<td>3, 4, or 5</td>
<td>MATH 226</td>
<td>4</td>
<td>Math/4</td>
<td>B4</td>
<td>2</td>
</tr>
<tr>
<td>Subscore Test</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-Calculus BC Test</td>
<td>3</td>
<td>MATH 226</td>
<td>4</td>
<td>Math/4</td>
<td>B4</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>4 or 5</td>
<td>MATH 226 + MATH 227</td>
<td>8</td>
<td>Math/8</td>
<td>B4</td>
<td>2</td>
</tr>
<tr>
<td>Physics</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-Exam 1 or 2</td>
<td>3, 4, or 5</td>
<td>PHYS 100</td>
<td>4</td>
<td>Natural Sci/4</td>
<td>B1 + B3</td>
<td>5A w/lab</td>
</tr>
<tr>
<td>-Exam C (Mech.)</td>
<td>4 or 5</td>
<td>PHYS 221</td>
<td>4</td>
<td>Natural Sci/4</td>
<td>B1¹ + B3</td>
<td>5A w/lab</td>
</tr>
<tr>
<td>-Exam C (Elec. + Mag.)</td>
<td>3 or 4</td>
<td>Satisfies Nat. / Satisfies GE</td>
<td>3</td>
<td>Natural Sci/3</td>
<td>B1 + B3</td>
<td>5A w/lab</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td>PHYS 203</td>
<td>4</td>
<td>Natural Sci/4</td>
<td>B1¹ + B3</td>
<td>5A w/lab</td>
</tr>
<tr>
<td>Psychology</td>
<td>4 or 5</td>
<td>PSYC 101</td>
<td>3</td>
<td>Social/Beh./3</td>
<td>D9¹</td>
<td>4</td>
</tr>
<tr>
<td>Seminar</td>
<td>3, 4, or 5</td>
<td>(Elective only)</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Spanish (Also See Language and Culture)
### AP Test Name

<table>
<thead>
<tr>
<th>AP Test Name</th>
<th>Minimum Score</th>
<th>VVC Equivalent Course</th>
<th>VVC Units Awarded</th>
<th>VVC Gen. Ed. Area/Units</th>
<th>CSU Cert. Area</th>
<th>IGETC Cert. Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lit and Culture</td>
<td>3</td>
<td>SPAN 101</td>
<td>5</td>
<td>Humanities</td>
<td>C2</td>
<td>LOTE + 3B</td>
</tr>
<tr>
<td></td>
<td>4 or 5</td>
<td>SPAN 101 + SPAN 102</td>
<td>10</td>
<td>Humanities/10</td>
<td>C2</td>
<td>LOTE + 3B</td>
</tr>
<tr>
<td>Statistics</td>
<td>3, 4, or 5</td>
<td>MATH 120</td>
<td>4</td>
<td>Math</td>
<td>B4</td>
<td>2</td>
</tr>
</tbody>
</table>

1. CSU Breadth Area can be certified by a passing score on this test of 3, even though a higher score is required for the VVC course equivalency.
2. AP Test equivalent course will not be used in lieu of published course prerequisites for BIOL 211 Human Anatomy, BIOL 221 General Microbiology nor BIOL 231 Human Physiology. An appropriate college course must be completed prior to admission into these advanced biology courses.

Notes: Universities to which students transfer will apply AP test credit according to their internal policies, which may be different from VVC’s policy. Contact individual universities for their local AP credit policies. Visit VVC’s Transfer Center or Counseling Department for IGETC or CSU certification information or to find out more about how AP test credit will apply towards these certification patterns, as well as the VVC general education pattern.

LOTE: These courses will apply towards certification in the Language Other Than English area on the IGETC.

### College Level Examination Program (CLEP)

The College Board, with support from the Carnegie Corporation of New York, has established the College Level Examination Program (CLEP) to evaluate, confirm, and assess college-level achievement acquired outside of the conventional academic environment. The CLEP is divided into general exams that measure college-level achievement in five basic areas of the liberal arts and over 30 subject exams measuring achievement in specific college subjects. CLEP credit is awarded in accordance with the American Council on Education (ACE) recommendations. The VVC Academic Faculty Senate, as recommended by the Academic Senate for the California Community Colleges, has endorsed the examination subject areas listed below.

<table>
<thead>
<tr>
<th>CLEP Examination</th>
<th>VVC GE Areas</th>
<th>CSU GE Areas</th>
<th>Passing Score</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Government</td>
<td>Social/Behavioral Science</td>
<td>D8</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>American Literature</td>
<td>Humanities</td>
<td>C2</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Analyzing and Interpreting Literature</td>
<td>Humanities</td>
<td>C2</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Biology</td>
<td>Natural Science</td>
<td>B2</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Calculus</td>
<td>Mathematics</td>
<td>B4</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Natural Science</td>
<td>B1</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>College Algebra</td>
<td>Mathematics</td>
<td>B4</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>College Algebra/Trigonometry</td>
<td>Mathematics</td>
<td>B4</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>French Level II¹</td>
<td>Humanities</td>
<td>C2</td>
<td>59</td>
<td>3</td>
</tr>
<tr>
<td>German Level II¹</td>
<td>Humanities</td>
<td>C2</td>
<td>60</td>
<td>3</td>
</tr>
<tr>
<td>History, United States I</td>
<td>Humanities or S/B Science</td>
<td>D6+US-1</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>History, United States II</td>
<td>Humanities or S/B Science</td>
<td>D6+US-1</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Human Growth and Development</td>
<td>Social/Behavioral Science</td>
<td>E</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Humanities</td>
<td>Humanities</td>
<td>C2</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Introductory Psychology</td>
<td>Social/Behavioral Science</td>
<td>D</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Introductory Sociology</td>
<td>Social/Behavioral Science</td>
<td>D</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td>Natural Science</td>
<td>B1 or B2</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Pre-Calculus</td>
<td>Mathematics</td>
<td>B4</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Macroeconomics</td>
<td>Social/Behavioral Science</td>
<td>D2</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Microeconomics</td>
<td>Social/Behavioral Science</td>
<td>D</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Spanish Level II²</td>
<td>Humanities</td>
<td>C2</td>
<td>63</td>
<td>3</td>
</tr>
<tr>
<td>Western Civilization I</td>
<td>Humanities or S/B Science</td>
<td>C2 or D6</td>
<td>50</td>
<td>3</td>
</tr>
<tr>
<td>Western Civilization II</td>
<td>Humanities or S/B Science</td>
<td>D6</td>
<td>50</td>
<td>3</td>
</tr>
</tbody>
</table>
Important Advisories:

- CLEP credit applies to areas within the Associate Degree general education pattern. **CLEP credit is not guaranteed to be used in lieu of required course prerequisites.** Submit a Prerequisite Challenge Form to the Vice President of Instruction's office, along with CLEP credit and other documentation, to have the appropriate academic department consider approving a possible exception.
- Read the "Credit by Examination" section in this catalog. A maximum of 32 units earned through non-traditional means may apply toward the Associate Degree.
- VVC's Nursing and Respiratory Therapy programs do not accept CLEP exam credit.
- Four-year colleges and universities may impose transfer limitations on credit earned through CLEP and other non-traditional means. Therefore, students who plan to transfer should consult with the transfer school to determine the transferability of credit earned by examination. The University of California does not grant credit for CLEP.
- Visit https://clep.collegeboard.org/ to learn more and to find the nearest test centers.

CSU CLEP Policies:

All CLEP exams may be incorporated into certification of CSU GE-breadth requirements. All CSU campuses will accept the minimum units shown if the examination is included in full or subject area certification. Individual CSU campuses may choose to accept more units than those specified toward completion of general education breadth requirements and to meet minimum admission unit requirements.

Note for CSU GE applicability: If a student passes more than one CLEP test in the same language other than English (e.g., two exams in French), then only one examination may be applied to the CSU baccalaureate. For each test in a language other than English, a passing score of 50 is considered “Level I” and earns six units of baccalaureate credit; the higher score listed for each test is considered “Level II” and earns additional units of credit and placement in Area C2 of the CSU GE Breadth, as noted. (Level I = 6 units of baccalaureate credit. Level II = Placement in Area C2 of the CSU GE Breadth, plus additional credit).

US-1 - This exam only partially fulfills the CSU American Institutions graduation requirement.

UC CLEP Policies:

The University of California currently does not accept CLEP examinations.

Defense Activity for Non-Traditional Education Support (DANTES)

Victor Valley College will award credit toward the Associate Degree for suitably validated military service training including military service schools and DANTES test scores. A standard guide to the evaluation of educational experiences in the armed service is used in evaluating military service school training.

College credit earned through military service schools will appear on the student’s transcript as unit credit only, without an indication of grades. Credit evaluations are made after the student has completed at least 12 units at VVC. Successful completion of DANTES Subject Standardized Tests (DSSTs), using American Council on Education (ACE) guidelines, will result in credit applied toward the Associate Degree.

Grades

Units and Credits

College Units

A unit is a value that indicates the amount of college credit given to a course. In general, one hour of lecture a week or three hours in a laboratory equals one unit of credit.

Full Time student

Students are considered full-time if they take 12 or more units during a normal 16-week semester, 6 units during an 8-week term or 4 units during a summer or winter session.

Deciding how many units to take

A common schedule is 15 college units per semester. Successful students should expect to spend two hours per week of study time for each unit taken. With a 15 unit course load, you'll spend approximately 45 hours a week in and out of class. In order to determine how many units to take you should consider certain factors such as:

- If you work, how many hours a week?
- How much time do you need to devote to other responsibilities like family and relationships?
- How much time do you need for personal needs such as sleeping, eating and traveling to and from college?
- How much time do you need for housekeeping chores, socializing, recreation and other interests?

Keep in mind that the summer and winter session is only six weeks long (Fall and Spring semesters are 16 weeks long) so a student will spend twice the amount of time and have twice the amount of homework during a summer or winter session.
Managing Work and College Recommendations

- If you work 15 hours/week, consider enrolling in no more than 12 – 15 units.
- If you work 25 hours/week, consider enrolling in no more than 9 – 12 units.
- If you work 40 hours/week, consider enrolling in no more than 4 – 8 units.

Maximum Units in Remedial Classes

Students at Victor Valley College are eligible to enroll in a cumulative maximum of 30 semester units of remedial classes including reading, writing, mathematics, learning skills, and study skills courses. For example, the Basic Skills Program includes 10 one credit courses which would count as remedial level work. Remedial classes also include English as a Second Language (ESL) courses which are designed to ensure acquisition of skills necessary for completion of associate degree, transfer, and technical courses.

Students identified by the district as being learning disabled are exempt from the 30-unit maximum. Students with other types of disabilities may be exempted on a case-by-case basis.

Waivers of this policy may be made for students who show significant, measurable progress toward the development of skills appropriate to their enrollment in college-level courses, yet need limited course work beyond the 30 semester unit limit. Significant and measurable progress is defined as completion of precollegiate basic skills classes with grades of “C” or better, or a grade of “credit” if the course is categorized as mandatory credit/non-credit.

The Petitions Committee is granted the authority to issue Remedial Semester Unit Limitation waivers.

Unless provided with a waiver, students who do not attain full eligibility status for college-level work within the prescribed 30 semester unit limit are to be dismissed and referred to adult non-credit education courses. Dismissed students may petition for reinstatement for the purpose of enrolling in college-level course work upon successful completion of appropriate adult noncredit classes or upon demonstration of skill levels which can reasonably be expected to assure success in college-level courses.

Grade Appeal Process

According to the California Education code Section 76224 (a), California Code of Regulation Section 55025 (a), if mistake, fraud, bad faith, or incompetency is the reason for a grade dispute, the burden of proof lies with the student to produce facts that support this allegation. If such evidence exists, the student is to initiate an informal discussion with the specific faculty member and/or the Department Chair. If the matter is not resolved through this informal discussion, the student may obtain a Grade Appeal Form from the Office of Admissions and Records or online in the Students Form Center.

Final grades are issued after the close of each term. The student has two years following the semester in which the grade was recorded to request a change of grade or to request any corrections to the academic record. After the two-year limit, no changes may be made.

Grade Points

Cumulative grade point averages are calculated by dividing the total number of grade points by the total number of units attempted. For the academic record, calculations are made on a semester and on a cumulative basis.

Here is the system of evaluative grade symbols and grade points currently in effect:

<table>
<thead>
<tr>
<th>Grade Symbol</th>
<th>Explanation</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>Passing</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0.0</td>
</tr>
<tr>
<td>FW</td>
<td>Unofficial Withdraw</td>
<td>0.0</td>
</tr>
</tbody>
</table>

Note: An “FW” grade is issued when a student has ceased participating in a course sometime after the last day to officially withdraw without receiving district authorization to withdraw from the course under extenuating circumstances.

Other Symbols: (not calculated into GPA)

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>Pass (not counted in GPA, equivalent to “C” or better)</td>
</tr>
<tr>
<td>NP</td>
<td>No Pass (not counted in GPA, less than “C”. (Counted for Progress and Dismissal calculations)</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete (Counted for Progress Probation and Dismissal calculations)</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal from class (counted for Progress Probation and Dismissal calculations)</td>
</tr>
<tr>
<td>IP</td>
<td>In Progress Remains on the record to satisfy enrollment documents but is replaced by the grade and unit credit when the course is completed. Not used in calculating GPA.</td>
</tr>
</tbody>
</table>
**Symbol**

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>RD</td>
<td>Report delayed - assigned by the registrar when the assignment of a grade is delayed due to circumstances beyond the control of the student. This is a temporary symbol, no to be used in calculating GPA and to be replaced by a permanent grade as soon as possible.</td>
</tr>
<tr>
<td>MW</td>
<td>The “MW” is to be assigned for students who are members of an active or reserve military service and who receive verified orders compelling a withdrawal from courses. The “MW” symbol is not counted in Progress Probation and Dismissal calculations.</td>
</tr>
<tr>
<td>EW</td>
<td>Excused Withdrawal occurs when a student is permitted to withdraw from a course(s) due to specific events beyond the control of the student affecting his/her ability to complete a course(s). Upon verification of these conditions and documentation substantiating the condition, an “EW” symbol will be assigned. Excused withdrawals shall not be counted in progress probation or dismissal calculations or counted as an enrollment attempt.</td>
</tr>
</tbody>
</table>

**Satisfactory Standing**

Each student’s work is considered to be satisfactory if an average of 2.0, or “C” or better, is maintained.

**Attendance**

Students are expected to attend their classes regularly. Failure to attend the first class session may result in the student being dropped.

Failure to attend class jeopardizes not only a student’s grades but the learning potential of the other students who were unable to gain access to the class due to enrollment limits.

The class instructor has the right to terminate a student’s enrollment when a student is absent for more than one hour for each unit of class credit.

**Authority of Instructors** - According to California Education Code Section 76032, faculty members have the authority to manage their classes and classrooms and to maintain an acceptable level of conduct within each class.

Faculty may remove students from class for up to two consecutive class meetings to include the day of removal and the next class meeting for misconduct which disrupts the class.

Students removed from class may not return to class unless permission to return is granted by the instructor.

Instructors must complete an incident report on all students removed from class and transmit the form to the Dean of Student Services.

**Academic Renewal Policy**

Academic renewal is a process whereby a student’s previous academic work of substandard quality is disregarded to facilitate the completion of requirements necessary for an academic degree, certificate, or transfer. A student whose current performance is demonstrably superior to a prior level of accomplishment may petition for academic renewal. The following conditions apply:

- The student may petition for academic renewal for not more than 24 semester units of work completed at VVC.
- The student must submit evidence that the previously recorded work was substandard and thus not reflective of current academic ability. Any of the following criteria will be accepted as evidence of current satisfactory academic performance.
  - 12-17 semester units with at least a 3.00 GPA
  - 18-23 semester units with at least a 2.50 GPA
  - 24 or more semester units with at least a 2.00 GPA

This more current coursework may have been completed at VVC or at other institutions.

- At least 24 months must have elapsed between the end of the semester in which the most recent disregarded academic work was completed and the submissions of the petition.
- A student may request academic renewal only once.
- Only “D,” “F,” and “NC” grades can be disregarded through academic renewal.
- The student’s permanent record is annotated to remove the “D” and/or “F” grades from the calculation of the GPA.
  However, all work remains legible on the permanent record to ensure a true and complete academic history.
- The student should be aware that other institutions may not honor this policy.

A petition and information on this policy is available from the Office of Admissions and Records.

**Course Repetition**

*Repeatable Courses* - Certain courses are repeatable for credit and are so designated in the college catalog. When a course is repeated pursuant to this section, the grade received each time shall be included for purposes of calculating the student’s grade point average.

*Non-repeatable Courses (most courses are non-repeatable.)*
Managing Your Education

There is a three enrollment limitation in non-repeatable courses in which a W, D, F, FW, or NP is recorded. Students who have reached the maximum number of enrollments allowed under this procedure may not re-enroll in the same course at Victor Valley College.

If you are repeating a course due to substandard grade or "W" (for non-repeatable courses).

- Students may repeat the same course no more than two times in which substandard grades ("D", "F", "FW", NC", "NP") or "W" were assigned.
- When repeating a course with a substandard grade the most recent grade will be computed in the cumulative grade point average. The previous grade and credit shall be disregarded in the computation of the grade point average, even if the previous grade was higher.
- When courses are repeated, the student's permanent academic record shall clearly indicate any courses repeated and be annotated in such a manner that the record of all work remains legible, insuring a true and complete academic history. (Refer to AP4225 for additional information.)
- Students may file a Petition for Course Repetition with the Admissions and Records Office.

If you are repeating a course that allows repeats, whether you a received a grade or "W"

- A course may only be repeated the number of times indicated in the catalog.
- Once a student has completed the maximum number of allowable repetitions, a student may be blocked from registering in this course. Students may file a Petition for Course Repetition with the Admissions and Records Office to request additional repeats due to verifiable extenuating circumstances.
- When a course is repeated pursuant to this section, the grade received each time shall be included for the purpose of calculating the student’s grade point average.

For additional information, please refer to the AP4225, or contact the Admissions and Records Office.

**Course Repetition for Satisfactory Grades ("C" or better)**

A course in which a grade of "C" or better was received may not be repeated unless such repetition is provided for in the official course description or by District policy.

A Petition for Course Repetition is required for any exception to this policy. Only under specific conditions can a course be repeated in which a satisfactory grade ("C" or better) was earned. Additionally, substandard grades for repeatable courses may be alleviated. The following criteria must be met in order to qualify for an exception and be allowed to repeat a class:

- Significant Lapse of Time (defined as 36 months or more) since course was taken
- Legally Mandated Training Requirement
- Disability-Related accommodation for Disabled Students
- Extenuating Circumstances
- Significant Change in Industry or Licensure Standards A Petition for Course Repetition and additional information on this policy is available from the Admissions and Records office.

**Pass/No Pass Option**

Some courses may be taken on a “Pass” or “No Pass” basis, which is recorded as a “P” or “NP” on transcripts.

According to California regulations governing community colleges, a grade of “P” is not counted in calculating a student’s cumulative grade point average but is equivalent to a “C” or above. One or more grades of “NP” can be a factor in progress probation and dismissal.

For students working toward an associate degree, no more than 15 units of credit for P/NP classes or courses may be taken at Victor Valley College.

Students who plan to transfer should note that the number of P/NP courses they may transfer is determined by the policies of the particular college or university.

Students who wish to transfer have a responsibility to investigate the policies of colleges and universities in which they may be interested and to determine if particular courses taken for P/NP will be accepted for transfer credit there. Students should note that some graduate schools may not look favorably on P/NP grades.

Students who elect to take the P/NP grade option for a course should declare their intent by delivering a signed pass/no pass grade option form to the Office of Admissions and Records. The decision to take a course for P/NP may not be changed after 30 percent of the class term has passed.

The deadline for electing to take a course for P/NP is the end of the fourth week of a 16-week semester or the end of the second week for eight-week classes.

**Incomplete Grades**

Incomplete academic work for unforeseeable, emergency and justifiable reasons at the end of the term may result in an “I” symbol being entered on the student’s record. The condition for the removal of the “I” shall be stated by the instructor on an incomplete form. The form shall also contain the grade assigned in lieu of its removal. This record must be given to the student with a copy on file with the registrar until the “I” is made up or the time...
limit has passed. A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed.

The "I" shall be made up no later than one year following the end of the term in which it was assigned.

The "I" symbol shall not be used in calculating units attempted nor for grade points. The governing board shall provide a process whereby a student may petition for a time extension due to unusual circumstances.

Students who receive an "I" grade cannot re-register for the same course in which they received the incomplete.

**Academic Standards**

**Probation and Dismissal Policies**

VVC has specific policies governing probation, dismissal and readmission which apply to all enrolled students.

Please refer to the AP5055, or contact the Admissions and Records Office for additional information regarding how academic dismissal policies can affect your priority registration status.

**Level I - Probation**

There are two forms of probation: Academic Probation and Progress Probation.

A student is placed on Academic Probation when the student has:

- Attempted at least 12 units, and
- Earned a cumulative GPA below 2.00

A student is placed on Progress Probation when the student has:

- Attempted a total of at least 12 units and, when 50 percent or more of the units attempted consist of "W," "I," or "NP" marks recorded on the transcript.

The student is notified of their probation status by a letter encouraging students to see a counselor and/or seek other support services (i.e. Guidance classes, tutoring, etc.) to help improve academic achievement.

**Clearing Academic Probation**

The student shall be cleared from Academic Probation when the student’s cumulative grade point average is 2.0 or higher.

**Clearing Progress Probation**

The student shall be cleared from Progress Probation when the student’s cumulative percentage of units with "W," "I," or "NP" drops below fifty percent.

**Level II - Subject to Dismissal**

There are two forms of Level II Dismissal: Subject to Academic Dismissal and Subject to Progress Dismissal.

A student is placed on Subject to Academic Dismissal when:

Students who have been on academic probation are "Subject to Dismissal" at the end of the second consecutive semester of enrollment when their cumulative G.P.A. continues to be below 2.0. VVC notifies students of their "Subject to Dismissal" status requiring the student to see a counselor during the current term to complete an "Academic Success Contract" and lift the Academic Hold.

A student is placed on Subject to Progress Dismissal when:

Students who have been on progress probation are "Subject to Progress Dismissal" at the end of the second consecutive semester of enrollment when 50 percent or more of the units attempted consist of "W," "I," or "NP." VVC notifies students of their "Subject to Progress Dismissal" status requiring the student to see a counselor during the current term to complete an "Academic Success Contract" and lift the Academic Hold.

**Level III - Dismissal**

Students who do not meet academic or progress standards for three consecutive semesters of enrollment will be dismissed from VVC for one semester. A letter will be sent informing the student of his/her dismissal status.

**Readmission after Dismissal**

The student will be required to complete a "Petition for Reinstatement" with appropriate documentation and a copy of their prior Academic Success Contract(s) submitted to the counseling office. A reinstated student will be required to meet with a counselor prior to registration to develop a current "Academic Success Contract" until performance has cleared Probationary/Dismissal status.
Level IV - Subsequent Dismissal

Students who do not meet academic or progress standards after Level III reinstatement and/or have not fulfilled the prior “Academic Success Contract(s)” will be dismissed from VVC for two semesters. A letter will be sent informing the student of his/her dismissal status.

Readmission after Dismissal

The student will be required to complete a “Petition for Reinstatement” with appropriate documentation and provide a copy of ALL prior Academic Success Contract(s) submitted to the counseling office. A reinstated student will be required to meet with a counselor prior to registration to develop a current “Academic Success Contract” until performance has cleared Probationary/Dismissal status. Reinstated students may be dismissed for two semesters or more performance does not improve.

Services for Students

Access Resource Center (ACCESS)

The ACCESS Resource Center is located in One Stop, Building 23. The program provides accommodations and counseling services to assist students with disabilities achieve their educational goals, by facilitating equitable access to the community college experience. ACCESS is not special education; the ACCESS program is subject to Sections 504 and 508 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. Students interested in receiving services must complete an ACCESS application and return it to our office with supporting documentation verifying disability.

Who may be eligible?

Students with disabilities that impact the ability to participate academically in general education, may be eligible for ACCESS services. Examples of qualifying disabilities may include but are not limited to: mobility, visual, hearing, speech, psychological, learning and developmental disabilities as well as other health impairments. Students with verification of temporary disabilities may also be eligible for services.

Services

The ACCESS Resource Center offers students with disabilities a variety of computer software, designed to provide access, despite environmental technological barriers. Screen readers, speech-to-text, and Adapted software application are some of the technology available in the ACCESS lab. Additional support services include sign language interpreters, assistive listening devices, materials in alternate format and testing accommodations are some of the services available.

ACCESS Courses

ACCESS courses in the area of disability related topics designed to provide information, support, and learning strategies to students with disabilities.

These courses are subject to change but may include:

- DVST 50 Language Analysis Development 3 This course offers group and/or individual testing; basic instruction in study skills academic accommodations and learning styles
- DVST 52 Orient to College for Students W/Disabil Information and assistance for students with disabilities transitioning to college
- DVST 1 Language Analysis Development 1, DVST 2 Language Analysis Development 2, DVST 3 Language Analysis Development 3 These courses provide activities designed to address language based learning disabilities
- DVST 4A Basic Math Reasoning and DVST 4B Developmental Algebra These courses address the perceptual and language deficits that can interfere with understanding mathematical concepts and operations

How to Apply?

Complete a Victor Valley College admissions applications application online at: www.vvc.edu. Request a ACCESS application at the ACCESS Office. You will also need to provide proof of your disability from a licensed or certified professional (forms are available at the ACCESS Office or ACCESS webpage). If you have a learning disability, bring a copy of your most recent Psychological-Educational Report and IEP. For further information contact ACCESS at 760.245.4271 ext. 2212/2433; or visit our website at http://www.vvc.edu/offices/disabled_student_program_services/.

CalWORKs

CalWORKs is a program that assists students who are receiving County aid (TANF). CalWORKs assists those students with educational goals including degrees and/or certificates approved by the County. We provide assistance with books, supplies, transportation, parking permits, and childcare. CalWORKs also has a work-study program that allows us to place students with local employers to meet their state-required activity hours without affecting their aid. For more information, stop by the CalWORKs Office in Building 23, or call (760) 245-4271, ext. 2592.

Please note: Enrollment in the CalWORKs program is initiated your assigned County Employment Services Specialist. For more information on how to enroll in the CalWORKS public assistance program, please contact your local county social service agency. (http://www.cdss.ca.gov/County-Offices)

Career/Transfer Center

Students interested in obtaining career information or transfer options should visit this unique multifaceted center.

Career Center

Students interested in career exploration should visit the Career Center (co-located with the Transfer Center) to take advantage of the wealth of information available there. Trained staff, utilizing computerized guidance programs and professional publications, will assist you with career research. A library of career related materials such as reference books and career websites can be used to discover career alternatives. Online assessments are also available to help students identify career interests and educational goals. The Career Center also hosts various workshops throughout the year to help students learn about internships, career preparation and exploration. Visit us in Building 23. The Career/Transfer Center is open Monday through Thursday from 8:00 - 7:00 p.m. Friday 8:00 a.m. - 4:30 p.m. For further information, call (760) 245-4271 ext. 2139, or visit http://www.vvc.edu/offices/career-center/. See Career Exploration websites at the end of the “Moving On” section.
Transfer Center

Students who plan to transfer to a four year university to earn a bachelor’s degree after attending VVC should visit the Career/Transfer Center. Students can meet with the transfer counselor, may schedule appointments to meet one-on-one with university representatives, research institutions and majors for potential transfer, borrow college/university catalogs, request university general education certifications, and attend trips to university campuses. In addition, the Career/Transfer Center provides a variety of transfer-related workshops, and staff will help students to fill out transfer admissions applications and complete all the steps necessary for a smooth transition. Visit us in Building 23 Monday through Thursday from 8:00 a.m. to 7:00 p.m. and Fridays 8:00 a.m. through 4:30 p.m. For further information, call (760) 245-4271 ext. 2139, or visit http://www.vvc.edu/offices/transfer-center/.

The Communication Center

Located upstairs in the Performing Arts Center, Building 54, Room 213, the Communication Center assistants are trained to work with students, individually or as a group, in the various stages of speech and/or oral presentation development including brainstorming techniques, research, organization, speech composition, and incorporation of visual aids. Additionally the center offers individual and group appointments for presentation practice and feedback providing students with specific suggestions for overall improvement. The center also provides Spanish tutoring services during the Fall and Spring semesters as well.

Services currently offered by the center include: speech composition and delivery, development of effective visual aids, taping and viewing services, printing, scanning, navigation of the Blackboard platform, and Point instruction. The center is annexed into several strategic areas including the simulated classroom that allows students to familiarize themselves with the surroundings and equipment they will encounter when giving a presentation, multiple computer workstations with Internet and Microsoft Office access, five breakout rooms that can be reserved by individuals or groups of students. It is not necessary for the students to be enrolled in a Communication Studies class in order to access the center. For more information you may contact the Communication Center at (760) 245-4271 x2820 during the Fall and Spring Semesters for hours of operation and other information. You can also find us by searching the VVC homepage or directly at http://www.vvc.edu/academic/communication_studies/vvc-comm-center.shtml.

Counseling Services

Counseling services are available to all students. Students are invited to come in for confidential help in strengthening academic performance, selecting an educational major, developing educational and career plans, solving situational problems, and improving self-understanding.

Career Planning

Counselors can assist students with exploring career options. Students are also encouraged to enroll in a career planning class, GUID 100. This educational planning class helps students discover their own interests, attitudes, values, and will help them make an initial career choice.

"Victor Valley College offers a major and career exploration survey for students on the Navigate platform. Students can find majors and careers that not only match their interests and goals, but they can also explore careers and majors that relate to specific occupational fields. This quick survey links students interests and preferences to majors and certificates offered at the college. Start exploring now!"

Academic Counseling

Counselors are available to help students plan their long and short-term educational goals, and then match classes and majors to their particular needs and interests. Information on the college’s requirements for certificates of achievement and graduation with an Associate degree is available, as is help in determining transfer requirements to other schools.

Social/Personal Development Counseling

All through life, people must fit into society, both at work and in their leisure time. To make this process easier for students, the college offers both individual consultations with a counselor and special group sessions through the personal development courses, such as GUID 56 Self Esteem, GUID 100 Career and Life Planning, GUID 101 First Year Experience, GUID 105 Personal & Career Success and GUID 107 Learning Strategies and Study Skills.

The college maintains a staff of professionally educated counselors to serve its students. Counseling services are available to every student and member of the college community. With professional counselors, students may explore freely and in confidence concerns which are important to them.

Extended Opportunity Program and Services (EOPS)

Extended Opportunity Program and Services (EOPS) (a state-funded program) provides book service, priority registration, tutoring, career counseling, student assisting, and other support services to disadvantaged Victor Valley College students.

To be eligible for EOPS, a student must be a resident of California and be enrolled in at least 12 units of classes for Fall and Spring, but not have received an associates degree (AA/AS) or completed more than 70 degree applicable units from any college, including Victor Valley College. Students must also be qualified for the California College Promise Grant Waiver A or B (financially disadvantaged) and be educationally disadvantaged.

To apply for EOPS, students must submit an application to the EOPS Office, located in Building 23. Office hours are Monday through Thursday from 8:00 a.m. to 7:00 p.m., Fridays 8:00 a.m. to 4:30 p.m. Summer: Monday through Thursday 8:30-5:00 p.m.

K16 Bridge Program

VVC’s K16 Bridge Program was originally designed by teachers, counselors and administrators to increase the number of students successfully transitioning to a post-secondary institution. High Desert high schools participating in the program are able to provide their students with lessons, activities, and projects that provide students a clear pathway when they enter college.

The K16 Bridge Program meets the new Student Success Act requirements for matriculation, and is developing programs that will help students enter college better prepared in math and English. Students completing the program are eligible for Block 2B priority registration their first semester at VVC. All High Desert K-12 schools in the VVC region are eligible to participate.
K16 Bridge Scholar Program
The college’s K16 Bridge Scholar Program is a way to provide students uninterrupted priority registration for those graduating from a local high school with a GPA of 3.5 or higher. Students who attend a designated Bridge High School can apply in the spring of their senior year for provisional entry into the Phi Theta Kappa Honor Society (PTK). Upon acceptance into the program, seniors will be granted priority registration for their first year at VVC. Students maintaining a cumulative GPA of 3.5 and completing at least 12 transferable units during their first semester at the college can apply to PTK to change their status from provisional to lifetime membership. Students going through this program could receive up to two years of priority registration.

High school students with a cumulative GPA of 3.5 or better, who plan on graduating midterm, can apply for provisional membership in PTK in November of their senior year. Midterm grads will need to contact the Bridge Counselor at their high school for matriculation information and time lines. Students granted provisional membership in PTK will need to maintain their 3.5 GPA and complete 12 transferable units by the end of their first semester at the college to become lifetime members of PTK.

Math Success Center (MSC)
Located in the Advanced Technology Center (Bldg. 21 Room 145)
Phone: (760) 245-4271 ext. 2788 or contact ext. 2623 (Anh Weis)
Hours of Operation: Monday – Thursday 9:00am – 7:00 pm and Friday 9:00 am – 5:00 pm

The Math Success Center is here to help you study for your math class. You don’t need an appointment; just drop by, sign in with your student ID number, and get the help you need. Come by to study with your classmates, to study on your own, or to get help from the tutors. We have several computers available for your on-line math homework needs, and the tutors are well-versed in these particular platforms.

The Writing Center
Located in the Advanced Technology Center, Building 21, Room 177, students are invited to drop in to the Writing Center to get help with and work on their writing projects, no appointments necessary. Staff and student tutors are trained to work with students on a variety of writing tasks, everything from getting started to drafting essays to revising for grammar, punctuation, and spelling errors.

The Writing Center holds workshops on writing strategies every day and provides computer access and reference texts to help students. Fall and spring hours are Monday through Thursday 9:00-7:00 and Friday 9:00-3:00; winter and summer hours vary. For further information on services and hours of operation, call (760) 245-4271, extension 2607. For those students not regularly on campus, visit our website for writing information and online tutoring: http://www.vvc.edu/offices/writing_center/.

Student Services Lab
The Student Services Lab located in Building 23 is primarily for new students that are completing the application/ registration and financial aid process. Students can also print documents for student support programs.

Students are allowed to complete the following items below:
• Apply for admissions
• Complete online orientation
• Complete and/or update financial aid (FAFSA) application
• WebAdvisor
• Add or Drop classes
• EOPS and/or CalWORKs forms

Student Activities
Many activities and services are available to students who attend Victor Valley College. College services help facilitate each student’s educational career and should make college life more pleasant and productive while students pursue their educational goals.

Student Body Privileges
Every student enrolled at Victor Valley College is a member of the student body and is entitled to participate in both academic and extracurricular activities at the college.

The Associated Student Body (ASB) is the organization which constitutes official membership in the community of students at Victor Valley College.

ASB fees are $10 for all students during the Fall and Spring Semester and $5 during the Winter Intersession and Summer Session. These fees are used to support the Athletic programs, Theatre Arts productions, student events and also afford the student availability to scholarship programs, community discounts and access to the ASB Computer Lab.

Students receive an ASB card which entitles them to free admission to all VVC dance, music and theater performances, discounts to other activities, and free copies of the Victor Valley College newspaper/newsletter and other campus publications such as the college viewbook. In addition, ASB card holders are eligible to compete for Associated Student awards, scholarships, and to hold office in student government.

Student Clubs
Clubs for students with a variety of special interests are an on-going part of campus life. A complete listing of clubs is available from the Office of the Associated Student Body (ASB).

Students interested in a particular activity find that campus clubs are a good way to meet other students and share ideas and information. Interested students may join a club of their choice by contacting the club’s president or advisor. Among the clubs on campus are the Model United Nations, California Nursing Students Association, HOSA, Nursing Process 4 Club, EMT Club, Ready Rams, Art Club, Biology Club, Cornerstone Christian Club, AWARE (Adults Who Are Returning to Education) Club, Puente, Art Club, Phi Theta Kappa Honor Society, Physics Club, LGBTQA, Math Club, American Sign Language, BSU, and Off- Broadway Club.

Student Government
As members of the Associated Student Body of Victor Valley College, all students are eligible to vote for student representatives to student government and to participate in the government of their campus.

Elections for the ASB Council are held in the spring of each year. ASB election information is available through the ASB office located on the 2nd floor of the Student Activities Center. ASB Council meets on a regular basis and determines social policies and program activities for students at Victor Valley College. Students on campus are encouraged to bring matters of interest before the council or to sit in on student council meetings.
According the ASB Constitution, ASB students who are taking six or more units with a cumulative grade point average of 2.0 are eligible to run for office or be appointed to student government positions.

The student council’s executive board consists of a President, Vice President, Executive Senator, Secretary and Treasurer.

Air Force ROTC

Through arrangements with California State University, San Bernardino (CSUSB), students may participate in the Air Force Reserve Officer Training Corps (AFROTC) program. Aerospace Studies classes and Leadership Laboratories are conducted each Friday on the main campus of CSU-San Bernardino.

Air Force ROTC is a college-level program designed to select and train highly qualified men and women to become commissioned Air Force officers. After graduation from college and completion of all Air Force ROTC requirements, cadets are commissioned as second lieutenants in the U.S. Air Force. Typical service is four years; however, service duration for pilots, navigators and nurses is longer. These individuals serve in a broad range of careers to include actual flying, engineering, administration and a host of other fields, depending on the individual’s academic background.

To enter Air Force ROTC, an individual must have at least two years of college remaining, which may include graduate study. In addition, the individual must be a United States citizen prior to entering the last two years of the program, be available to pass an Air Force medical exam, be of high moral character and be in good academic standing in school. Entry into the last two years of the program is on a competitive basis. Students are required to graduate with a bachelor’s degree, in any academic major, and complete one of the two program options. AFROTC offers 2, 3, and 4-year scholarships of up to $15,000, but scholarships are not required to participate in the program. AFROTC cadets under scholarship and all juniors and seniors receive a $300- $500 per month tax-free stipend, plus a $900 textbook allowance each year. Currently, CSU-SB does not charge for courses. No military commitment is incurred until entering the last two years of the program (Professional Officer Course) or accepting an AFROTC scholarship.

Classes consist of one hour of academics plus two hours of leadership laboratory for freshman and sophomores. Juniors and seniors will have three hours of academics plus two hours of leadership laboratory. The academic hours earned can normally be counted as elective credit toward graduation. All AFROTC classes and laboratories are held on Fridays to better accommodate students commuting from other colleges and universities.

For more information, contact the California State University, San Bernardino (CSU-SB) Department of Aerospace Studies (AFROTC) at (909) 537-5440. Details are also available here: afrotc.csusb.edu (http://afrotc.csusb.edu).

Policies and Regulations

Open Class Policy

Victor Valley College strives to maintain an “open class” policy which allows any person admitted to the college to enroll in any course section. Per section 51006 of the Title 5, this includes all students who meet such prerequisites as may be established pursuant to section 55003 of division 6 of title 5 of the California Code of Regulations.

Academic Freedom

Teachers must be free to think and to express ideas, free to select and employ materials and methods of instruction, free from undue pressures of authority, and free to act within their professional group. Such freedom should be used judiciously and prudently to the end that it promotes the free exercise of intelligence and student learning.

Academic freedom is not an absolute. It must be exercised within basic ethical responsibilities of the teaching profession.

Student Handbook

Important procedural and policy information is contained in the Student Handbook, which is available to all Victor Valley College students at no cost. Copies can be downloaded from the VVC website. The Student Handbook includes important information on:

- Activities
- College Regulations
- Matriculation
- Student Services

Student Responsibilities

Students have a responsibility to understand and follow all college policies and procedures.

Students should study the schedule of classes as well as this catalog, which provides a wealth of information on admissions, registration, graduation, transfer, and managing and financing a college education.

Students must plan their own education by carefully considering the courses they take and the requirements for the educational degrees and certificates which they seek.

Student responsibilities include the selection of courses which will complete the general education and major requirements of the area in which they are studying (See “Moving On”).

Counseling and guidance services are available to help students plan and successfully complete their education at Victor Valley College.

Student Grievances

A student may use the following process to file a grievance if they feel they have been unjustly treated academically or administratively:

- **Step 1:** Initial Level - Meet and confer with the person with whom you have a grievance.
- **Step 2:** Chairperson/Dean Level - If the grievance is not resolved in Step 1, you may then take the matter, in writing, to the appropriate department or program Chair, Director, Coordinator or Dean, if there is no chair, within 10 working days. The Chair or Dean will render a decision in writing within 10 working days.
- **Step 3:** Dean/Vice President Level - If the problem is not resolved at Step 2, you may appeal in writing to the appropriate Dean (if the Dean was not involved in Step 2) or Vice President within 10 working days. The Dean/Vice President will render a decision in writing within 10 working days.
- **Step 4:** Final Review - If the problem is not resolved at Step 3, you may appeal in writing to the appropriate Vice President (if the Vice President was not involved in Step 3) or the President within 10 working days, but only on the following grounds:
• There was a significant lack of due process that deprived you of a fair and equitable result.
• The Step 3 decision is clearly unreasonable or arbitrary.
• There is significant newly discovered information which, in spite of reasonable diligence on your part, could not have been produced earlier.

The decision will be rendered in writing within 10 working days and will be final.

**Student I.D. Card**

The ASB/Student Identification Card is required for all VVC students and must be presented to access certain classes, computer labs, the weight room, the library and to ride the Victor Valley Transit Authority (VVTA) bus. It can be obtained in the Student Activities Center, 2nd floor. A current Registration Statement and valid picture ID (driver’s license, CA ID, military ID, or passport) must be presented at the time card is issued. All fees must be paid prior to receiving a ASB/Student ID Card

**Student Accident Insurance**

Board of Trustees Policy 5205 states that all students who are properly registered at Victor Valley College are provided student accident insurance for accidents which occur in class or during college-sponsored activities such as sporting events. This insurance is secondary to other insurances. If a student is injured, claim forms are available in the Risk Management Office or on the VVC website under Risk Management http://www.vvc.edu/offices/admin-services/risk-management.shtml.

**VAWA**

The Violence Against Women Act (VAWA) is a United States Federal Law signed by President Bill Clinton on September 13, 1994 and renewed in 2005 and again in 2013. It was passed in recognition of the severity of crimes associated with domestic violence, sexual assault, and stalking (http://www.justice.gov/ovw/about-office).

In an effort to comply with the law in combating and reducing violence against women in many different areas, Victor Valley College has created a program and policies. More information can be found on our Web site at www.vvc.edu or by visiting the Campus Police Department.

**Student Conduct**

Each student has the right to pursue their education free of any undue infringement on their lawful rights. Victor Valley College follows a “zero tolerance” philosophy when it comes to any behavior or incident that disrupts the learning environment. Student conduct issues are handled in a fair, just manner. AP 5520 provides guidance for this process. In general, student misconduct constitutes good cause for discipline, including but not limited to the removal, suspension or expulsion of a student. Due process for student conduct issues in Administrative Procedure AP 5520. All students are expected to read and follow this important information. In addition, copies are also available on the VVC website, the office of Campus Police and Public Safety, and in the Dean of Student Services Office.

Generally, VVC’s jurisdiction is limited to conduct that occurs on college premises, or at official VVC off-campus activities, except as noted.

**Student Conduct Code - Rules and Regulations**

Any student found to have committed the following misconduct is subject to disciplinary sanctions. The Discipline Procedures are described in the following section of this publication and they are available in the Office of the Dean of Student Services and the Office of the Director of Campus Police and Public Safety. Normally, any student found guilty of misconduct or more specifically, violence or threats of violence against another will be suspended from the College for a least one semester.

1. Open contempt for any of the following safety rules and regulations. Acts of dishonesty, including, but not limited to the following:
   a. Cheating, plagiarism, or other forms of academic dishonesty.
   b. Furnishing false information to any Victor Valley College official, faculty member or office.
   c. Forgery, alteration, or misuse of any VVC document, record or instrument of identification.
   d. Tampering with the election of any Victor Valley College recognized student organization.

2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, other Victor Valley activities, including its public Service functions on or off campus, or other authorized non-Victor Valley College activities, when the act occurs on Victor Valley College premises.

3. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct which threatens or endangers the health and safety of any person.

4. Committing sexual harassing or discriminatory behavior based on race, sex, religion, age, national origin, disability, or any other status protected by law.

5. Attempted or actual theft of and/or damage to property of Victor Valley College or property of a member of the Victor Valley College community or other personal or public property.

6. Any fighting or challenging a fight, which threatens or endangers the health or safety of any person is immediate grounds for dismissal or removal from campus.

7. Hazing, defined as an act which endangers the mental or physical health or safety of a student or which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization.

8. Failure to comply with directions of Victor Valley College officials (including faculty) or law enforcement officers acting in performance of their duties and/or failure to identify oneself to one of these persons when requested to do so.

9. Unauthorized possession, duplication or use of Keys to any Victor Valley College premises or unauthorized entry to or use of Victor Valley College premises.

10. Violation of published Victor Valley College policies, rules or regulations, including those concerning student organization and the use of college facilities or the time, place and manner of public expression or distribution of materials.

11. Violation of federal, state or local law on Victor Valley College premises or at Victor Valley College sponsored or supervised activities.

12. Use, possession or distribution of narcotic or other controlled substances or poison classified as such by Schedule D (Section 4160
of the Business and Professions Code) except as expressly permitted by law.
13. Use, possession or distribution of alcoholic beverages except as expressly permitted by law and Victor Valley College regulations, or public intoxication.
14. Illegal or unauthorized possession of firearms, explosives, other weapons or dangerous chemicals on Victor Valley College premises.
15. Possession of any article, not usually designated as a weapon, when used to threaten bodily harm on Victor Valley College premises.
16. Participation in a campus demonstration which disrupts the normal operations of Victor Valley College and infringes on the rights of other members of the Victor Valley College community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area, intentional obstruction which unreasonably interferes with freedom of movement, either pedestrian or vehicular on campus. Obstruction of the free flow of pedestrian or vehicular traffic on Victor Valley College premises or at Victor Valley College sponsored or supervised functions.
17. Conduct which is disorderly, lewd, indecent, or obscene or expression which interferes with the college’s primary educational responsibility or which adversely affects a student’s standing as a member of the college community, breach of peace, or aiding, abetting, or procuring another person to breach the peace on Victor Valley College premises or at functions sponsored by, or participated in by, Victor Valley College.
18. Theft or other abuse of phones, electronic devices or computer time, including but not limited to:
   a. Unauthorized entry into a file to use, read, or change the contents, or for any other purpose.
   b. Unauthorized transfer of a file (not educational related).
   c. Unauthorized use of another individual’s identification and password.
   d. Unauthorized use of electronic devices in the classroom including but not limited to head phones, cellular phones and pagers.
   e. Use of computing facilities to interfere with the work of another student, faculty member or Victor Valley College staff official.
   f. Use of computing facilities to download or view material deemed to be lewd, indecent and/or obscene matter that is not educational related.
   g. Use of computing facilities to send obscene or abusive threatening messages.
   h. Use of computing facilities to interfere with the normal operation of Victor Valley College computing systems.
19. Abuse of the Student Conduct System, including but not limited to:
   a. Failure to obey the summons of the Student Conduct Hearing Committee or Victor Valley College official.
   b. Falsification, distortion, or misrepresentation of information.
   c. Disruption or interference with the orderly conduct of a judicial proceeding or Student Conduct Hearing Committee.
   d. Institution of a judicial proceeding or Student Conduct Hearing Committee knowingly without cause.
   e. Attempting to discourage an individual’s proper participation in, or use of, the Victor Valley College judicial system.
   f. Attempting to influence the impartiality of a member of a judicial body prior to, and/or during the course of, the judicial proceeding or Student Conduct Hearing Committee.
   g. Failure to comply with the sanctions imposed under the Student Code of Conduct and/or Education Code.
   h. Influencing or attempting to influence another person to commit an abuse of the judicial system.

**Campus Regulations**
1. Only officially registered students are allowed to attend classes. Minors or other students who are not registered or do not have permission to be in the class may not remain in the classroom.
2. Students are not permitted to eat or drink in classrooms.
3. Smoking is prohibited in all college buildings or within 20 feet of building entrance.
4. Card playing on Victor Valley College premises is prohibited except in a designated game or recreation area.
5. Only authorized service animals for individuals with disabilities are allowed on Victor Valley College premises. No pets. Visit the Office of Campus Police and Public Safety or ACCESS for more information.
6. Printed materials that are not class-related to be distributed must be approved for distribution by the Office of Student Activities.
7. Students must be fully attired, including shoes, while in the classroom or on Victor Valley College premises.
8. Library books and materials must be returned promptly.
9. Use of audio equipment on Victor Valley College premises is restricted to personal headphones or preapproved authorized activities.
10. Children must be under the supervision of parents at all times.

**Violation of Law and Victor Valley College Discipline**
1. If a student is charged only with an off-campus violation of federal, state, or local laws, but not with any other violation of this Code, disciplinary action may be taken and sanctions imposed for grave misconduct which demonstrated flagrant disregard for the Victor Valley College community. In such cases, no sanctions may be imposed unless the student has been found guilty in a court of law or has declined to contest such charges, although not actually admitting guilt (e.g., “no contest” or “nolo contendere”).
2. Victor Valley College disciplinary proceedings may be instituted against a student charged with violation of a law which is also a violation of this Student Code; for example, if both violations result from the same factual situation, without regard to the pendency of civil litigation in court or criminal arrest and prosecution. Proceedings under this Student Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings off-campus.
3. When a student is charged by federal, state or local authorities with a violation of law, Victor Valley College will not request or agree to special consideration for that individual because of his or her status as a student. Victor Valley College will cooperate fully with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators.

**Principle of Progressive Discipline**
The campus follows a “progressive” discipline process. Complaint forms should be completed and forwarded to either the Coordinator of Student Services or the Coordinator of Student Discipline. Unless inappropriate conduct is egregious and/or requires intervention by law enforcement, the initial contact will result in a verbal warning. Infractions after an initial meeting may result in short or long-term suspension and/or expulsion.
The following are examples of student conduct which may require immediate law enforcement intervention: providing false information; harassment; sexual harassment; fighting narcotics possession, use, and/or sale, campus demonstrations; lewd behavior; breach of the peace; forging documents; threats; coercion; discrimination; hazing; issues with firearms/explosives; inciting disruptive behavior; indecent and/or obscene behavior; election tampering; physical abuse; intimidation; endangerment; theft or damage to property; failure to comply; issues related to dangerous / illicit chemicals; disorderly conduct.

Cheating and Plagiarism Defined
The term “cheating” includes, but is not limited to:

• Use of any unauthorized assistance in taking quizzes, tests, or examinations.

• Dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments, or acquisition, without permission, of tests or other academic material belonging to a member of the VVC faculty or staff.

• Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty as defined on the next pages.

The term “plagiarism” includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

Because VVC is an institution of higher learning, plagiarism and cheating offenses are taken very seriously. A verbal warning may or may not be issued prior to a disciplinary action. Disciplinary actions may include, short term or long-term suspension and/or expulsion. The instructor maintains the right to give a verbal warning; give the plagiarized or cheated work a zero or an “F”; or report the student for further disciplinary action (see aforementioned actions).

Classroom Discipline
Instructors need to outline classroom rules and behavioral expectations on their syllabus. Examples may include a prohibition on the use of cell phones, the wearing of appropriate lab attire, etc. Faculty may suspend students from class for up to two consecutive class meetings for misconduct and/or class disruption. Instructors must complete an incident report on all suspensions and forward the form to the Dean of Student Services.

An instructor may assign a failing grade on a particular assignment or examination if the student was found to have plagiarized in preparing that assignment or cheated on a particular examination. An instructor cannot automatically fail a student for the entire course where the student is only known to have cheated or plagiarized with respect to one of several assignments that count toward the final grade. An instructor may not administratively drop a student for cheating or plagiarism. A student may only be involuntarily removed from a course due to excessive absences or as a result of a disciplinary action taken pursuant to law or the student code of conduct.

Equal Opportunity Policy
Victor Valley College is an equal educational opportunity college. It follows all federal guidelines including Title IX of the Educational Amendments of 1972 relating to the recruitment, employment and retention of employees. VVC does not discriminate on the basis of race, color, national origin, sex, age, or disability in any of its policies, procedures or practices. This nondiscrimination policy covers admission and access to, and treatment and employment in, college employment programs and activities. The Section 504-Disabled Counselor/Enabler at Victor Valley College may be reached at (760) 245-4271, extension 2212.

Reglamento Imparcial de Oportunidad
El Colegio de Victor Valley es un colegio de oportunidad educacional imparcial; sigue las guías federales incluyendo el Título IX de la Enmienda Educacional de 1972 la cual se relata al reclutamiento, empleo y la retención de empleados. VVC no hace distinción en base de raza, color, origen de nacionalidad, sexo, edad, o discapacidad, en ninguna de sus reglamentos, prácticas o procedimientos. Este reglamento imparcial abarca admisión y acceso así como también tratamiento y empleo en las actividades y programas de empleo del colegio. Puede llamar a la consejera y habilitadora bajo la sección 504 de el Colegio Victor Valley al (760) 245-4271, extensión 2212.

Nondiscrimination Policy
Victor Valley Community College District provides opportunities for the pursuit of excellence through educational programs and services primarily for college district residents. The purpose of these programs and services is to enhance the quality of human life by providing public access to college education without regard to race, ethnic or national origin, sex, age, disability, sexual orientation, or prior educational status or any other unreasonable basis for discrimination. The lack of English language skills will not be a barrier to admission and participation in vocational education programs. Inquiries regarding the application of this policy may be directed to the appropriate compliance officer for Title 5 and Coordinator for Title IX, Regulation 504ADA.

Director of Human Resources
Victor Valley College
18422 Bear Valley Rd.
Victorville, CA 92395
(760) 245-4271, extensión 2455

Política No Discriminatoria
El Colegio Victor Valley proporciona, principalmente a los residentes de su distrito, oportunidades a fin de alcanzar metas de excelencia por medio de sus programas educativos y de otros servicios. El propósito de estos programas y servicios es mejorar la calidad de la vida humana haciendo accesible la educación universitaria al público en general, sin prestar atención asu raza, origen étnico o nacional, sexo, edad, insuficiencias o incapacidad física, su orientación sexual, previa situación educacional, o cualquier otra base irrazonable de discriminación. La falta de habilidad en el lenguaje inglés no será una barrera más acceso o participación en el programa de educación vocacional. Preguntas respecto a la aplicación de esta política pueden dirigirse al oficial designado responsable de la aplicación del Título 5 y al coordinador del Título IX, Regulación 504/ADA.

Oficial de Recursos Humanos
Colegio del Victor Valley
Calle Bear Valley 18422
**Discrimination Complaint Procedure**

Any student who feels he or she has been discriminated against has the right to file a complaint of unlawful discrimination with the

**Director of Human Resources**
Victor Valley College
18422 Bear Valley Rd.
Victorville, CA 92395
(760) 245-4271, extension 2455.

**ADA**

Victor Valley College does not unlawfully discriminate based on disability. Complaints from students, employees or the public about unlawful discrimination in academic accommodation or access to facilities due to disability should be directed to the ADA504 Coordinator, who is the Director of Human Resources. Students with disabilities are encouraged to seek services at the Access Resource Center, located in Building 50.

**Sexual Harassment**

It is the policy of Victor Valley Community College District to provide an academic and work environment that is free of sexual harassment and all forms of sexual intimidation and exploitation, as defined and prohibited by federal and state statutes. The District strongly encourages employees and students who believe they are being harassed or discriminated against to file a complaint. All complaints are taken seriously and will be reviewed promptly. All employees have a mandatory duty to report incidents of harassment and discrimination. The Director of Human Resources is charged with receiving complaints of discrimination or harassment and coordinating their investigation. Anyone with questions about this policy or anyone who wishes to file a complaint should contact the Director of Human Resources at (760) 245-4271, extension 2455. Procedures for filing a complaint of sexual harassment are in accordance with Board Policy 3430 and Administrative Procedure 3430. The complaint procedure is available at the Victor Valley Community College website, under Quick Links. A copy of this procedure may be obtained from the Office of the Director of Human Resources

18422 Bear Valley Road
Building 10
Victorville, CA 92395.

**Acoso Sexual**

Es reglamento del Colegio de Victor Valley proveer un ambiente académico y de trabajo libre de acoso sexual y de todas las formas de intimidación sexual y explotación, así como está definido y prohibido por las leyes federales y estatales. El Distrito anima fuertemente a empleados y estudiantes que creen que están siendo acosados o discriminados a presentar una queja. Todas las quejas se toman en serio y se revisarán puntualmente. Todos los empleados tienen el deber de reportar incidentes de acoso y discriminación. El Director de Recursos Humanos se encarga de recibir las quejas de discriminación o acoso y coordina las investigaciones. Cualquier persona con preguntas sobre este reglamento o que desee presentar una queja debe comunicarse con el Director de Recursos Humanos al (760) 245-4271, extensión 2455. Procedimientos para llenar una queja de acoso sexual son basados en la Directiva 3430 y el Proceso Administrativo 3430 del Colegio. El procedimiento de queja está disponible en la página electrónica del Colegio de Victor Valley. Una copia de este procedimiento también puede obtenerse en la oficina del Director de Recursos Humanos

18422 Bear Valley Road
Edificio 10
Victorville, CA 92395.

**Student Record Notice/Directory Information**

The Federal Family Education Rights and Privacy Act of 1974 protects the privacy of student records. Student records primarily include those found in the Admission and Records Office (admission application, transcripts, petitions, etc.) and the Office of the Dean of Students (discipline). The required log of access to these records is kept in each office. Officials may access these records when operating within the scope of their assigned duties. Students may have access to their records with appropriate notice and when payment of appropriate cost is made; they may challenge the content as determined by campus policy.

The college is authorized to release directory information, which at VVC includes degrees, certificates, and awards received by students, including honors, scholarship awards, athletic awards, academic recognition and Dean’s List recognition. Also included is student participation in officially recognized activities and sports, including height, weight, and high school graduation of athletic team members. A student may prohibit the release of this information on the initial application for admission.

**Student Affirmative Action Plan**

Victor Valley College strives to overcome any remaining ethnic, economic, disabled, and gender under-representation in the composition of the student body or any factors that discriminate against students who seek to be educated here. The college has responsibility for ensuring equal educational opportunity for all eligible residents of the district. Within its financial capacity, Victor Valley College will provide for the prompt, fair, and impartial consideration of all student grievances regarding race, color, religion, gender, disability, sexual orientation, or national origin. The college provides access to counseling or grievance procedures for all students and encourages the resolution of students’ problems on an informal basis. As an equal educational opportunity campus, Victor Valley College complies with Title IX of the 1972 Education Amendments and Section 504 of the Rehabilitation Act of 1974.

The college will make every attempt to eliminate any remaining barriers that cause significant under-representation of minority, disabled, or economically, educationally, or socially disadvantaged students

**Campus Police**

Safety - What can I do to protect myself?

- Be alert!
- Be concerned at all times for your safety and the safety of others.
- Immediately report any suspicious activity and/or persons to the Campus Police.
- Walk and park your vehicle in lighted areas at night.
- Share any safety concerns you have with your Campus Police Department.
- Know emergency numbers and locations of the nearest telephone.
• Report all criminal activity you observe to the Campus Police Department immediately.

Important Campus Telephone Numbers

Emergency 911
Campus Police (760) 245-4271 x2329 (after hours & weekends x2555)
Campus Police Emergency X2555

Parking Rules and Regulations

All vehicles parking on the campus must abide by the parking rules and regulations. Semester permits are available online through WebAdvisor. Additional parking is available at the meters. Daily permits can be purchased for $2.00 at the dispensers in parking lots G, J1, A, C, Q and at the Public Safety Training Center. Permits are not valid in metered stalls. Permits must be displayed in plain view. Parking permits are required Monday thru Saturday on the main campus and the Public Safety Training Center in Apple Valley. The College provides officers for patrol of the parking lots. However, persons parking on district property do so at their own risk. Victor Valley College does not assume any responsibility for loss or damage to vehicles or their contents while parked anywhere on District property.

Parking Enforcement & Regulations

All vehicles parking on the campus must abide by the parking rules and regulations.

Parking violations may include:

• Not displaying a valid parking permit
• Backed into stalls/head-in parking only
• Not parked in marked parking stall
• Possession of a lost/stolen permit
• Unauthorized parking in Disabled parking stalls
• Improper display of permit
• Unauthorized parking in faculty/staff parking stalls
• Exceeded time at a parking meter
• Unauthorized parking in Red, Green or Yellow zones
• Parking in unauthorized dirt areas

Citations

The VVC Campus Police Department receives its authority to enforce traffic and parking regulations from the California Penal Code, the California Vehicle Code, and provisions established by the California State Legislature. Ignoring a citation will result in immediate legal action in the form of substantial additional penalties and a transcript hold placed on your vehicle registration with the DMV, and a transcript hold at VVC.

• Motorcycles. A motorcycle parked at VVC must display a student parking permit which must be affixed to the motorcycle and clearly visible. A staff permit is required on all motorcycles parked in staff stalls.
• Disabled Persons Parking. Vehicles parked in the blue-lined disabled persons parking stalls are required to properly display a state-issued disabled person's license placard and a VVC student parking permit.
• Habitual Parking Offenders. Any vehicle that has been issued five (5) or more parking citations that are unpaid is subject to tow-away, per CVC 22651.

• Traffic Rules. All California vehicle laws are enforced. Violators are issued citations to the Victorville Traffic Court.

Prohibited Conduct On Campus

The following behavior is prohibited on college property or at college-sponsored or college-supervised functions:

• Disorderly, lewd, indecent, obscene or offensive conduct.
• Alcohol or drug use.
• Gambling.

Drug and Alcohol-Free Campus

Victor Valley College is a drug and alcohol-free campus. This means that the use, possession, or distribution of either illicit drugs or alcohol by students or their guests is prohibited on college property or at any college sponsored activity. Students or their guests who violate these requirements may be suspended or expelled from Victor Valley College. Counseling and referral services are available through the Counseling Department for students who have concerns about alcohol or drugs.

Smoke-Free Campus

"Victor Valley College is a smoke-free institution. Smoking, smoking marijuana or the use of any tobacco products or smokeless devices such as e-cigarettes, is prohibited at all campus sites. Students, staff members and visitors to the campuses of Victor Valley College are permitted to use tobacco products or smokeless devices in their personal vehicles only.

Reference: BP 3570"

Co-Curricular Programs

Performing Arts Center

Located off Jacaranda Road and Bear Valley Road at the center of the campus, the PAC (Building 54) is a 493-seat proscenium theatre that supports professional dance, ballet, symphony, musical and dramatic stage productions, choral concerts and a wide variety of community events. In addition to the Main Stage, we have our Experimental Theatre otherwise known as the Black Box Seminars, travel lecture series, public forums are also supported. For rental information call (760) 245-4271, ext. 2495.

The PAC houses the Communication Studies (CMST) and Theater Arts (TA) classes. The design lab, lighting lab, costume lab, rehearsal room, make-up lab, and scene shop are located on the first floor of the PAC. The CMST classrooms and the communications lab are located on the second floor of the PAC.

Ticket Information Center

The Performing Arts Center is located on the Victor Valley College Campus. This venue contains two theaters, the Main Stage Theater and the Black Box Experimental Theater. We support instructional, community and professional entertainment and informational programs.

Tickets for college sponsored events may be purchased in person at the Ticket Office or 1 hour prior to performance time at the Box Office.

• Ticket Office: Located at the south entrance of the Student Activities Center (Building 44). Hours are Monday – Thursday 8:30am – 5:00pm and Fridays 8:30am – 2:00pm
Clubs

Clubs for students with a variety of special interests are an on-going part of campus life. A complete listing of clubs is available from the Office of the Associated Student Body (ASB).

Students interested in a particular activity find that campus clubs are a good way to meet other students and share ideas and information. Interested students may join a club of their choice by contacting the club’s president or advisor. Among the clubs on campus are the Model United Nations, California Nursing Students Association, Psychology Club, Robotics Club, Ready Rams, Art Club, Biology Club, Cornerstone Christian Club, Art Club, Phi Theta Kappa Honor Society, Physics Club, LGBTQA, Math Club, American Sign Language, Black Scholars United, and Off-Broadway Club.

Athletics

Victor Valley College encourages its students to participate in athletic activities to further their physical, emotional, and mental development as individuals.

Athletic facilities are located on the lower campus and include the main gymnasium (Building 71) with a seating capacity of 2,040, 6 outdoor tennis courts, softball diamond, baseball diamond, football field, and two soccer fields.

The intercollegiate sports offered are football, softball, baseball, men’s/ women’s tennis, men’s/women’s soccer, women’s volleyball, men’s/ women’s basketball, wrestling, men’s golf, men’s/women’s cross country, and women’s beach volleyball. Victor Valley College Rams compete against other teams within the Inland Empire Athletic Conference, as well as teams from other colleges and universities.

Athletics Eligibility

To be eligible for competition, student-athletes must be enrolled in a minimum of 12 units during the season of sport (9 of those units must be degree/certificate applicable). Between season, student-athletes are required to compete 24 units and maintain a minimum 2.00 GPA. Consult the athletic counselor or coach to determine athletic eligibility and to complete a student educational plan.

Regarding availability and rental fees, community groups wishing to use any facilities must contact the Facilities Scheduling Office at (760) 245-4271, extension 2707.
DEGREES AND CERTIFICATES

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General Education Patterns

VVC has three different general education patterns for students to follow. Please work with a counselor to determine which one is appropriate for you.

• **VVC General Education** (p. 241)
  General education pattern for AA and AS degrees. A pdf version can be found by clicking this "green sheet (http://www0.vvc.edu/offices/guidance_and_counseling/VVCGE.pdf)" link.

• **CSU GE-Breadth** (p. 143)
  General education pattern for ADT degrees and transfer. A pdf version can be found by clicking this "pink sheet (http://www0.vvc.edu/offices/guidance_and_counseling/CSUGE.pdf)" link.

• **IGETC** (p. 180)
  General education pattern for ADT degrees and transfer. A pdf version can be found by clicking this "blue sheet (http://www0.vvc.edu/offices/guidance_and_counseling/20_21IGETC.pdf)" link.

You may also find these resources helpful if you have taken and successfully completed Advanced Placement (AP) or College Level Examination Program (CLEP) exams. These charts will show you how those exams will count towards your general education at VVC.

• **Advanced Placement** (p. 52)
• **College Level Examination Program** (p. 54)
**3D Animation (formerly Media Arts)**

Do you like to play video games? Do you enjoy movie special effects? Are you the creative type that’s looking for a great way to unleash your imagination?

Victor Valley College offers state of the art training in 3D Computer Animation for all age levels and skill sets. Courses range from beginning to advanced, with no previous experience needed for any of the department’s beginning classes. Several certificates are also available for students who complete a series of courses. Talk to a department representative for more details.

The field of 3D animation encompasses a wide range of applications, both in the entertainment industry and in business. Most individuals are familiar with the opportunities that the field of entertainment offers; video games, television shows and commercials, and film-based effects. There are also many other ‘practical’ applications that many aren’t aware of, including the use of 3D animation in architecture, mechanical design, the medical field and the courtroom.

Architects use computer-generated graphics to show visual walk-throughs and flybys of new or upcoming projects. Doctors use 3D animation in both their practices and training facilities to illustrate a wide range of medical procedures, like knee replacements and heart valve surgery. Lawyers reinforce their court cases using 3D animation to convince juries of specific details for insurance lawsuits, or providing forensic evidence for an accident or injury that would otherwise be difficult to visually re-create. Mechanical designers use motion graphics to demonstrate how equipment and new innovations work. Even the military and NASA take advantage of the benefits of 3D animation; visually depicting military strategies and space exploration that might otherwise be hard to visualize.

Victor Valley College’s 3D animation courses teach students how to ‘use the tool’. Students are then given the flexibility to apply the skills that they’ve learned in whatever area or discipline they choose. Individuals learn the important core concepts and principles while being able to concentrate on the applications that most interest them.

New opportunities for skilled 3D animators continue to expand. The field is competitive, as the work is not just fun but also has the potential to be financially rewarding. Although not required in order to be successful, a background in the field of art is helpful. Most importantly, individuals interested in becoming successful as a 3D animator must be willing to use their creativity and imagination. Victor Valley College’s 3D Animation program offers a terrific springboard to the possibilities that the industry offers. Come see what all the buzz is about!

**Career Opportunities**

Modeler, Texture Artist/Painter, Lighting Specialist, Character Designer, Character Animator, Special FX Animator, Environment Designer, Game Level Designer, Architectural Animator, Mechanical Design Animator, Medical Visualization Artist, Courtroom Visualization Artist, Web Graphics Animator, Storyboard Artist, Layout Artist, Graphic Designer, Compositor

** Faculty**

Claude Oliver

Steve Nelle

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**Transfer**

- UC campuses offering 3D Animation courses and degrees include UCLA, USC, Irvine and Santa Cruz.
- CSU campuses offering 3D Animation courses and degrees include Fullerton, Long Beach, Northridge, Los Angeles and Chico.
- Private schools include Academy of Art College, Art Center, The Art Institutes, Cal Arts, Otis College of Art & Design and the Los Angeles Film School.

Because of the need for highly-skilled 3D animators, many state college and universities now offer bachelor degrees in Digital Animation. Some have also branched out to offer more specific degrees within the general discipline, like Video Game Design. Private schools dedicated to the subject of 3D Animation also offer advanced training and degree possibilities. For the most up to date information on these programs and others, visit assist.org (http://www.assist.org), or for private schools, aiccu.edu (http://www.aiccu.edu). Interested students should also consider visiting the college's Transfer Center in Bldg 23, or making an appointment with a counselor for more in depth planning alternatives. Department instructors can also provide input and additional details.

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**Digital Media - Animation and Motion Graphics 3ds Max Certificate of Achievement (38844)**

The Digital Media - Animation & Motion Graphics 3ds Max Certificate of Achievement is designed to offer students a detailed look at one of the Animation industry's premier 3D objects packages. The courses taken to complete the certificate provide students an opportunity to learn a variety of topics, including how to model 3D objects, how to create realistic textures and materials, the art of camera and lighting techniques, and a variety of keyframing solutions to bring their ideas to life. In addition to completing both individual and group projects, students also delve into the traditional principles of animation that serve to heighten the level of realism and believe ability of an individual's work.

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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ANIM 160</td>
<td>3ds Max Fundamentals</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 260</td>
<td>3ds Max Advanced Modeling and Materials</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 261</td>
<td>3ds Max Character Animation and Advanced Keyframing Techniques</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 65</td>
<td>3ds Max Advanced Effects &amp; Compositing</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 56</td>
<td>Photoshop for Animators</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 53</td>
<td>Advanced Animation/Demo Reels</td>
<td>3.0</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

**Digital Media - Animation and Motion Graphics Maya Certificate of Achievement (38843)**

This certificate is designed to offer students a detailed look at one of the Animation industry's premiere 3D packages. Students will study a variety of topics, including how to model 3D objects, creation of a realistic material, the art of camera and lighting techniques, and an introduction to advanced keyframing. In addition to completing several animation projects, students learn about both the history of Animation and the
traditional principles involved in making an individual’s work look both realistic and believable.

### Digital Animation Technician I 3ds Max Certificate of Career Preparation

The 3ds Max certificate is designed to offer students a detailed look at one of the Animation industry’s premiere 3D packages. The courses taken to complete the certificate provide students an opportunity to learn a variety of topics, including how to model 3D objects, how to create realistic textures and materials, the art of camera and lighting techniques, and a variety of keyframing solutions to bring their ideas to life. In addition to completing both individual and group projects, students also delve into the traditional principles of animation that serve to heighten the level of realism and believability of an individual’s work.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANIM 160</td>
<td>3ds Max Fundamentals</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 260</td>
<td>3ds Max Advanced Modeling and Materials</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 261</td>
<td>3ds Max Character Animation and Advanced Keyframing Techniques</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Total Units:** 9

### Digital Animation Technician I Maya Certificate of Career Preparation

The Maya certificate is designed to offer students a detailed look at one of the Animation industry’s premiere 3D packages. Students will study a variety of topics, including how to model 3D objects, creation of a realistic material, the art of camera and lighting techniques, and an introduction to advanced keyframing. In addition to completing several animation projects, students learn about both the history of Animation and the traditional principles involved in making an individual’s work look both realistic and believable.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANIM 50</td>
<td>Principles of Animation in Maya</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 51</td>
<td>Advanced Materials, Lighting and Rendering With Maya</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 52</td>
<td>Digital Character Animation With Maya</td>
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</tr>
</tbody>
</table>

**Total Units:** 9

### Digital Animation Artist 3ds Max Certificate of Career Preparation

The Digital Animation Artist certificate is designed to expand an individual’s expertise in 3D Animation by requiring additional training in traditional art principles and techniques. Employers many times view an animator who possesses the ability to both draw and more thoroughly understand concepts and practices specific to traditional art painting as more well-rounded and work-ready. By earning the Digital Animation Artist certificate, students will better position themselves for employment opportunities in this fast-paced and competitive field. An Adobe Photoshop course specific to 3D Animation applications is also required to earn a certificate.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANIM 160</td>
<td>3ds Max Fundamentals</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 260</td>
<td>3ds Max Advanced Modeling and Materials</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 261</td>
<td>3ds Max Character Animation and Advanced Keyframing Techniques</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 56</td>
<td>Photoshop for Animators</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Total Units:** 15

### Digital Animation Artist Maya Certificate of Career Preparation

The Digital Animation Artist - Maya certificate is designed to expand an individual’s expertise in 3D Animation by requiring additional training in traditional art principles and techniques. Employers many times view an animator who possesses the ability to both draw and more thoroughly understand concepts and practices specific to traditional art painting as more well-rounded and work-ready. By earning the Digital Animation Artist certificate, students will better position themselves for employment opportunities in this fast-paced and competitive field. An Adobe Photoshop course specific to 3D Animation applications is also required to earn a certificate.

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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ANIM 50</td>
<td>Principles of Animation in Maya</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 51</td>
<td>Advanced Materials, Lighting and Rendering With Maya</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 52</td>
<td>Digital Character Animation With Maya</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 56</td>
<td>Photoshop for Animators</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Total Units:** 9
Expanded Animation Technician 3ds Max Certificate of Career Preparation

This certificate crosses over all the software taught under the CIDG and ANIM programs, any student who achieves this certificate has gone through the program and successfully completed the demo reel project, they have learned to work in a large complex environment and complete assigned tasks on an individual and group level. The student has learned the functions required to work on a large structured project in which their skill sets in a CG environment are tested and judged by peers in the class and the instructor when the project is finalized.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ART 104</td>
<td>Film As an Art Form</td>
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</tr>
<tr>
<td>ART 112</td>
<td>Design I</td>
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</tr>
<tr>
<td>ART 113</td>
<td>Design II</td>
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<tr>
<td>ART 122</td>
<td>Life Drawing I</td>
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<td>ART 124</td>
<td>Anatomy of Life Drawing</td>
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<tr>
<td>ART 125</td>
<td>Drawing I</td>
<td></td>
</tr>
<tr>
<td>ART 141</td>
<td>Sculpture I</td>
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</tr>
</tbody>
</table>

Expanded Animation Technician Maya Certificate of Career Preparation

This certificate crosses over all the software taught under the ANIM program, any student who achieves this certificate has gone through the program and successfully completed the demo reel project, they have learned to work in a large complex environment and complete assigned tasks on an individual and group level. The student has learned the functions required to work on a large structured project in which their skill sets in a CG environment are tested and judged by peers in the class and the instructor when the project is finalized.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 104</td>
<td>Film As an Art Form</td>
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</tr>
<tr>
<td>ART 74</td>
<td>Digital Video Production</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Units</td>
<td>6</td>
</tr>
</tbody>
</table>

3D Animation Courses

**ANIM 50 Principles of Animation in Maya (3.0 Units)**

Students will learn the basics of 3D modeling in Maya, how to create and apply realistic textures, lighting principles and techniques, camera types and their appropriate usage, and fundamental keyframing procedures. Other topics to be covered include storyboards, the traditional principles of animation, current industry trends and issues pertaining to rendering output for different mediums (film, video, Internet, etc.) (Former course number MERT 50.)

Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

**ANIM 51 Advanced Materials, Lighting and Rendering With Maya (3.0 Units)**

This course covers advanced material techniques using Hypershade, rendering with Mental Ray and advanced lighting techniques. Students will complete a combination of exercises, individual and group projects. (Former course number MERT 51.)

Recommended Preparation: ANIM 50
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

**ANIM 52 Digital Character Animation With Maya (3.0 Units)**

This course is an advanced study in digital character animation and feature-length digital media production. This course explores the relationships between; anatomy, motion, weight, and timing through a balanced combination of exercises, individual and group projects. (Former course number MERT 52.)

Recommended Preparation: ANIM 50 and ANIM 51 or familiarity with a current 3D application, preferably MAYA.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable
ANIM 53 Advanced Animation/Demo Reels (3.0 Units)
This course is an indepth look at creating an animation production with a final reel being the goal of the class. The course covers camera techniques, staging, modeling, texturing, character development, story development, plot development, storyboarding, titling, and final production using industry standards as guidelines from start to finish. (Formerly course number MERT 53) Grade Option.
Prerequisite(s): ANIM 50 or ANIM 160
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

ANIM 56 Photoshop for Animators (3.0 Units)
Students will learn the concepts and procedures required for creating high quality texture maps and imagery for use in 3D computer animation. Topics include basic and advanced editing techniques, managing tone/color, layer management, optimization strategies and the use of filters. Compositing techniques will be addressed in detail. Relevant issues dealing with the pre-production process, and industry trends and analysis will also be discussed. (Formerly course number CIDG 56) Grade Option.
Recommended Preparation: ANIM 160 or ANIM 50;
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

ANIM 65 3ds Max Advanced Effects & Compositing (3.0 Units)
Students will learn advanced concepts and procedures required for creating high quality 3D special effects. Topics will include particle systems, space warps, and reactor. Rendering techniques incorporating depth of field, motion blur and anti-aliasing filters will also be discussed. Alpha channel compositing techniques will be addressed in detail. Students will also explore and analyze issues pertaining to the computer animation industry. Grade Option. (Formerly Course number CIDG 65).
Prerequisite(s): ANIM 160 Minimum grade C
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

ANIM 74 Digital Video Production (3.0 Units)
This course introduces digital video production techniques. Course topics include the operation of digital camcorders, lighting, sound equipment and post production digital editing suites, and the principles of aesthetics of film and video editing. (former course number MERT 74) Grade Option.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

ANIM 80 Zbrush Fundamentals (3.0 Units)
Students will learn the concepts and procedures required for creating high quality texture maps and Zbrush models for use in 3D computer animation. Topics will include basic and advanced editing techniques with Hard Surface modelling, ZSpheres, detailing models with various brushes and masks, layer management and optimization strategies for high resolution models. Relevant issues dealing with ZBrush models and other 3D packages and industry trends and analysis will also be discussed. (Formerly course number MERT 80) Grade Option.
Recommended Preparation: ANIM 50 or ANIM 160
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

ANIM 160 3ds Max Fundamentals (3.0 Units)
Students will learn the basics of 3D modeling, how to create and apply realistic textures, lighting principles and techniques, camera types and their appropriate usage, and fundamental keyframing procedures. Other topics to be covered include storyboards, the traditional principles of animation, current industry trends and issues pertaining to rendering output for different mediums (film, video, Internet, etc.). (Former course number CIDG 160) Grade Option.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ANIM 260 3ds Max Advanced Modeling and Materials (3.0 Units)
Students will learn the more advanced modeling features of 3ds Max. Complex aspects of building materials and textures will be covered in depth. The course will culminate with students being introduced to the video game environment, having the opportunity to create their own game level. The course will prepare students for work in the entertainment, commercial and computer gaming industries. (Formerly CIDG 260)
Prerequisite(s): ANIM 160
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ANIM 261 3ds Max Character Animation and Advanced Keyframing Techniques (3.0 Units)
Students will learn advanced animation techniques including editing keyframes through Track View, animating with controllers and constraints, wiring parameters, and using hierarchies. Character animation will be addressed in depth. Character Studio and BONES will be utilized to build skeletal systems for both characters and creatures. The course will prepare students for work in the entertainment, commercial and computer gaming industries. (Former course number CIDG 261.) Grade Option.
Prerequisite(s): ANIM 160 Minimum grade C
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
• To discuss the key components of design, process, layout, and function as it relates to the real world
• To develop scene aesthetics that emphasizes creativity and storytelling

Adapted Physical Education
Adapted Physical Education (APE) is the art and science of developing, implementing, and monitoring a carefully designed physical education instructional program for a learner with a disability, based on a comprehensive assessment, to give the learner the skills necessary for a lifetime of rich leisure, recreation, and sport experiences to enhance physical fitness and wellness. Federal law mandates that physical education be provided to students with disabilities. Physical Education is defined as the development of physical and motor skills, fundamental motor skills and patterns, skills in aquatics, dance and individual and group games and lifetime sports.

Associate Degree
No associate degree with a major in Adapted Physical Education if offered at this time. Adapted Physical Education courses may be used to fulfill graduation requirements for AA and AS degrees. See specific listings for degree requirements.
Adapted Physical Education Courses

APE 160A Introduction to Adapted Physical Exercise (1.0 Units)
An introductory individualized fitness program designed to maintain or increase current fitness level. Activities include postural skills, elements of fitness, relaxation and body concepts. Medical release applicable. Grade option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 160B Intermediate Adapted Physical Exercise (1.0 Units)
An individualized fitness program designed to maintain or increase current fitness level. Activities include postural skills, elements of fitness, relaxation and body concepts. Medical release applicable. Grade option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 160C Advanced Adapted Physical Exercise (1.0 Units)
An advanced individualized fitness program designed to maintain or increase current fitness level. Activities include postural skills, elements of fitness, relaxation and body concepts. Medical release applicable. Grade option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 166A Introduction to Adapted Cardiovascular Training (1.0 Units)
This introductory course is designed to meet the needs of students who require restricted or modified activities. Individualized cardiovascular exercise programs will be performed by students with instruction covering the elements of physical fitness. Emphasis will be placed on cardiovascular training principles and techniques. Medical release required. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 166B Intermediate Adapted Cardiovascular Training (1.0 Units)
This intermediate course is designed to meet the needs of students who require restricted or modified activities. Individualized cardiovascular exercise programs will be performed by students with instruction covering the elements of physical fitness. Emphasis will be placed on cardiovascular training principles and techniques. Medical release required. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 166C Advanced Adapted Cardiovascular Training (1.0 Units)
This advanced course is designed to meet the needs of students who require restricted or modified activities. Individualized cardiovascular exercise programs will be performed by students with instruction covering the elements of physical fitness. Emphasis will be placed on cardiovascular training principles and techniques. Medical release required. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 167A Introduction to Adapted Weight Training (1.0 Units)
This introductory course is designed to meet the needs of students with disabilities who require restricted or modified activities. Individualized exercise programs will be performed by students with instruction covering the elements of physical fitness through weight training. Emphasis will be placed on principles and techniques. Medical release applicable. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 167B Intermediate to Adapted Weight Training (1.0 Units)
This intermediate course is designed to meet the needs of students with disabilities who require restricted or modified activities. Focus on the elements of physical fitness through weight training. Medical release applicable. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 167C Advanced Adapted Weight Training (1.0 Units)
This advanced course is designed to meet the needs of students with disabilities who require restricted or modified activities. Emphasis will be placed on principles and techniques. Medical release applicable. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 183A Introduction to Adapted Walking for Fun Fitness (1.0 Units)
This introductory course is designed to meet the needs of students who require restricted or modified activities. Individualized cardiovascular exercise programs will be performed by students with instruction covering the elements of physical fitness. Emphasis will be placed on cardiovascular training principles and techniques through walking. Medical release required. Medical release applicable. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 183B Intermediate Adapted Walking for Fun Fitness (1.0 Units)
This intermediate course is designed to meet the needs of students who require restricted or modified walking activities. Medical release applicable. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
APE 183C Advanced Adapted Walking for Fun Fitness (1.0 Units)
This advanced course is designed to meet the needs of students who require restricted or modified walking activities. Medical release applicable. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

Agriculture and Natural Resources

The Agriculture and Natural Resource (AGNR) Department prepares students with the workforce skills to enter the rapidly evolving career fields in Agriculture and Natural Resource Management. The AGNR department also provides educational pathways to assist students to move on to higher education.

The rapid evolution in the scope and type of these career opportunities are driven by some of the most stringent environmental laws and policy in the world. The implementation of these laws requires innovative thinking, long term planning and sustainable best practice. A new kind of educational approach is needed to prepare applicants with the necessary science, understanding of social/political frameworks, technical expertise and soft skills. It is essential that our society be taught a greater awareness of the need to conserve and wisely manage these resources. Careers in the public and private entities that manage and use these resources are expanding rapidly as the critical nature of these issues becomes more apparent.

Individuals that are trained in agricultural and natural sciences (a High School through University Educational Pathway is being designed in the area), technologies, practices, principles and issues are well positioned to take advantage of these exciting opportunities.
The department has designed its educational programs on the following premises:

1. A focus on the applied sciences (Animal, Soil, Plant and Environmental) that support the disciplines of agriculture and natural resource management.

2. Application of evolving technologies that are essential to manage the complex agriculture and natural resource issues that society faces today. Examples include: natural building, organic gardening, water and soils testing, drip irrigation, ecological restoration, plant propagation, animal ultrasound and artificial insemination, Geographic Information Systems (GIS) and Global Positioning Systems (GPS).

3. Students will become aware of the importance of political and other social sciences that support sustainable development, so that communities can seek an appropriate balance of the environmental, social and economic needs of their region.

4. Increased “hands-on” learning and field experiences. The skills needed to be successful in these areas are best taught through actual experience via laboratories, investigative field experiences, internships, field trips and local case studies.


**Career Opportunities**


**Faculty**

Neville Slade

**Transfer**

- University of California, Riverside College of Natural and Agricultural Sciences
- University of California, Davis College of Agriculture and Environmental Science
- California State University

CSU campuses that offer majors or concentrations in Agricultural Science, Agriculture Business and Management, Environmental Horticulture, Plant Science, Natural Resource Management, Environmental Science, Animal Science include: Bakersfield, Chico, Fresno, Humboldt, Cal Poly Pomona and San Luis Obispo, San Bernardino, Stanislaus.

For the most up-to-date information on these programs and others, visit assist.org (https://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

**Environmental Horticulture, AS (04938)**

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Environmental Horticulture major requires 18 units from any landscape certificates or horticulture coursework. AGNR 138 Coop Ed Agnr may be used as elective credit, but may not be used to fulfill major requirements.

**Agriculture Animal Sciences AS-T (37514)**

To earn this degree complete the major coursework listed here with “C” grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>AGRN 100</td>
<td>General Animal Science</td>
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</tr>
<tr>
<td>AGRN 178</td>
<td>Agriculture Economics</td>
<td>3.0</td>
</tr>
<tr>
<td>or ECON 102</td>
<td>Principles of Economics: Micro</td>
<td></td>
</tr>
<tr>
<td>CHEM 100</td>
<td>Introductory Chemistry</td>
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</tr>
<tr>
<td>MATH 120/120H</td>
<td>Introduction to Statistics</td>
<td>4.0-5.0</td>
</tr>
<tr>
<td>or MATH 120S</td>
<td>Introduction to Statistics With Skills Support</td>
<td></td>
</tr>
</tbody>
</table>

**List A**

Complete one course from each of the following areas: 6.0-7.0

<table>
<thead>
<tr>
<th>Area 1: Animal Production</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGRN 102</td>
</tr>
<tr>
<td>AGRN 101L</td>
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</tbody>
</table>

**List B**

Complete up to 8 units of the following (any List A course not already used or choose a course below):

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>AGRN 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
</tr>
<tr>
<td>ALDH 125</td>
<td>Medical Aspects of Drugs &amp; Alcohol</td>
</tr>
<tr>
<td>BADM 103</td>
<td>Financial Accounting Fundamentals</td>
</tr>
<tr>
<td>BADM 104</td>
<td>Managerial Accounting</td>
</tr>
<tr>
<td>BIOL 100</td>
<td>General Biology</td>
</tr>
<tr>
<td>CHEM 201</td>
<td>General Chemistry</td>
</tr>
</tbody>
</table>
Agriculture Plant Sciences AS-T (37515)

To earn this degree complete the major coursework listed here with “C” grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>AGNR 100</td>
<td>General Animal Science</td>
<td>3.0</td>
</tr>
<tr>
<td>AGNR 101L</td>
<td>Livestock Feeding and Nutrition</td>
<td>3.0</td>
</tr>
<tr>
<td>AGNR 106</td>
<td>Veterinary Terminology and Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AGNR 107</td>
<td>Livestock Selection and Evaluation</td>
<td>3.0</td>
</tr>
<tr>
<td>Complete one course from the following:</td>
<td>2.0-4.0</td>
<td></td>
</tr>
<tr>
<td>AGNR 102</td>
<td>Equine Science</td>
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<tr>
<td>AGNR 105</td>
<td>Equine Health</td>
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<tr>
<td>AGNR 123</td>
<td>Introduction to Plant Science</td>
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<tr>
<td>AGNR 131</td>
<td>Introduction to Soil Science</td>
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<tr>
<td>AGNR 138</td>
<td>Coop Ed Agrn</td>
<td></td>
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<tr>
<td>AGNR 170</td>
<td>Environmental Science and Sustainability</td>
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<tr>
<td>AGNR 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
<td></td>
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<tr>
<td>AGNR 177</td>
<td>Principles of Wildlife Management</td>
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<tr>
<td>AGNR 178</td>
<td>Agriculture Economics</td>
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<td>CHEM 100</td>
<td>Introductory Chemistry</td>
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<tr>
<td>GUID 100</td>
<td>Career and Life Planning</td>
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<tr>
<td>MATH 120/120H</td>
<td>Introduction to Statistics</td>
<td>4.0-5.0</td>
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<tr>
<td>or MATH 120S</td>
<td>Introduction to Statistics With Skills Support</td>
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<tr>
<td>List A</td>
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<tr>
<td>AGNR 141</td>
<td>Plant Materials and Usage II</td>
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<tr>
<td>CHEM 281</td>
<td>Organic Chemistry</td>
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<td>List B</td>
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<td>AGNR 120</td>
<td>Integrated Pest Management</td>
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<td>AGNR 122</td>
<td>Plant Propagation/Greenhouse Production</td>
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<tr>
<td>AGNR 131</td>
<td>Introduction to Soil Science</td>
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<td>AGNR 138</td>
<td>Coop Ed Agrn</td>
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<td>AGNR 170</td>
<td>Environmental Science and Sustainability</td>
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<td>AGNR 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
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<td>AGNR 177</td>
<td>Principles of Wildlife Management</td>
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<td>AGNR 178</td>
<td>Agriculture Economics</td>
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<tr>
<td>CHEM 100</td>
<td>Introductory Chemistry</td>
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<td>GUID 100</td>
<td>Career and Life Planning</td>
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<tr>
<td>MATH 120/120H</td>
<td>Introduction to Statistics</td>
<td>4.0-5.0</td>
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<td>or MATH 120S</td>
<td>Introduction to Statistics With Skills Support</td>
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<td>Total Units</td>
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Ecological Restoration Certificate of Achievement (39101)

This certificate provides a broad overview of the concepts and technologies that support ecological restoration, of the ecological, physical and biological processes to an environmentally damaged site. This program also focuses on reclamation to minimize adverse effects of surface-mining and return lands to beneficial end-use. Skills attained include: native plant propagation; plant material selection and planting; soil analysis and management; soil erosion control; performance standards and monitoring. This certificate prepares the student for entry-level positions within the nursery, recreational, restoration and land-use planning industry.

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>AGNR 60B</td>
<td>Environmental Horticulture Laboratory</td>
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<td>AGNR 74D</td>
<td>Ecological Restoration</td>
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<td>AGNR 121</td>
<td>Introduction to Environmental Horticulture</td>
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<tr>
<td>AGNR 141</td>
<td>Plant Materials and Usage II</td>
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<tr>
<td>AGNR 172</td>
<td>Natural Resource Remote Sensing &amp; GIS</td>
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<tr>
<td>AGNR 173</td>
<td>Watershed Management and Restoration</td>
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<td>Complete one course from the following:</td>
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<tr>
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<td>Integrated Pest Management</td>
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<tr>
<td>AGNR 122</td>
<td>Plant Propagation/Greenhouse Production</td>
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<tr>
<td>AGNR 131</td>
<td>Introduction to Soil Science</td>
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<tr>
<td>AGNR 138</td>
<td>Coop Ed Agrn</td>
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</tr>
<tr>
<td>AGNR 150</td>
<td>Landscape Design</td>
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</tbody>
</table>
### Environmental Horticulture and Landscaping Certificate of Achievement (38574)

The Environmental Horticulture and Landscaping Certificate prepares the student with the best management practices, science and technology skills to be successful in the horticulture and landscape industry. Career opportunities include: landscape design, construction and management; nursery and greenhouse production; hydroponics, tree pruning; conservation; pest control; horticulture and fertilizer industry sales; irrigation design, installation and maintenance; floral design; agriculture production; country club and botanic garden horticulture and plant material sales. Pressure on our natural resources and stringent environmental policies, dictate socially acceptable and ecological compatible solutions. These solutions include: native and drought tolerant plant palettes; natural fertilizers; natural pesticides and integrated pest management; drip irrigation to reduce water consumption and soil erosion. Students receive training and are encouraged to take industry certifications in: Qualified Water Efficient Landscaper (QWEL); Certified Irrigation Technician (CIT); and the Pesticide Applicator License (PA). This certificate also serves as a good crossover for students wishing to enter a environmental/natural resource management career.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>AGNR 120</td>
<td>Integrated Pest Management</td>
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<td>AGNR 121</td>
<td>Introdcnt to Environmental Horticulture</td>
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<td>Plant Propagation/Greenhouse Production</td>
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<td>AGNR 140</td>
<td>Plant Material &amp; Usage I</td>
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<td>AGNR 150</td>
<td>Landscape Design</td>
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<tr>
<td>AGNR 152</td>
<td>Irrigation and Water Management</td>
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<td>AGNR 60A</td>
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<tr>
<td>AGNR 153</td>
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<td>AGNR 60B</td>
<td>Environmental Horticulture Laboratory</td>
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<tr>
<td>AGNR 60C</td>
<td>Environmental Horticulture Laboratory</td>
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<tr>
<td>AGNR 123</td>
<td>Introduction to Plant Science</td>
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<tr>
<td>AGNR 131</td>
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<td>AGNR 171</td>
<td>Introduction to GIS in Natural Resources</td>
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<td>AGNR 173</td>
<td>Watershed Management and Restoration</td>
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<tr>
<td>AGNR 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
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</tbody>
</table>

Total Units: 23-26

### Equine Science Specialist Certificate of Achievement (38850)

This certificate focuses on basic husbandry, preventative care and veterinary technology in horses. The anatomy and physiology of the horse is studied in comparison to other farm animals to give the student a picture of the need for specialized animal husbandry in the horse.

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
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<tr>
<td>AGNR 102</td>
<td>Equine Science</td>
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<tr>
<td>AGNR 105</td>
<td>Equine Health</td>
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<tr>
<td>AGNR 106</td>
<td>Veterinary Terminology and Technology</td>
<td>3.0</td>
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<tr>
<td>AGNR 100</td>
<td>General Animal Science</td>
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<tr>
<td>AGNR 101L</td>
<td>Livestock Feeding and Nutrition</td>
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<tr>
<td>AGNR 107</td>
<td>Livestock Selection and Evaluation</td>
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</tr>
<tr>
<td>AGNR 108</td>
<td>Animal Health &amp; Sanitation</td>
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<tr>
<td>AGNR 123</td>
<td>Introduction to Plant Science</td>
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<tr>
<td>AGNR 131</td>
<td>Introduction to Soil Science</td>
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<tr>
<td>AGNR 138</td>
<td>Coop Ed Agnr</td>
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<tr>
<td>AGNR 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
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<td>AGNR 177</td>
<td>Principles of Wildlife Management</td>
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<tr>
<td>AGNR 178</td>
<td>Agriculture Economics</td>
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</tr>
<tr>
<td>ALDH 125</td>
<td>Medical Aspects of Drugs &amp; Alcohol</td>
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<tr>
<td>BIOL 100</td>
<td>General Biology</td>
<td></td>
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</table>

Total Units: 13-14

### Floral Design Technician Certificate of Career Preparation

This specialized certificate prepares the student for employment in a commercial flower shop as a designer or assistant to the manager. These classes are taught by professionals in the industry and opportunities for success as a florist are unlimited. Whether for fun or profit, floral design is rapidly becoming a growing industry.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>AGNR 120</td>
<td>Integrated Pest Management</td>
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<td>AGNR 122</td>
<td>Plant Propagation/Greenhouse Production</td>
<td>3.0</td>
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<tr>
<td>AGNR 123</td>
<td>Introduction to Plant Science</td>
<td>3.0</td>
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<tr>
<td>AGNR 138</td>
<td>Coop Ed Agnr</td>
<td>3.0</td>
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<tr>
<td>AGNR 141</td>
<td>Plant Materials and Usage II</td>
<td>3.0</td>
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<tr>
<td>AGNR 150</td>
<td>Landscape Design</td>
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<td>AGNR 152</td>
<td>Irrigation and Water Management</td>
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<tr>
<td>CMST 109</td>
<td>Public Speaking</td>
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</table>

Total Units: 11-12
**Geospatial Technology Certificate of Achievement (39102)**

The Geospatial Technology Certificate introduces students to the scientific techniques, theoretical and practical applications associated with this field and prepares them to enter this exciting field as Geographic Information Systems (GIS) Technician or Analyst. Includes a "hands on" focus where students are introduced to the highly sophisticated software packages through modeling real-world agricultural, conservation, natural resource and sustainability projects with local agencies and businesses. This focus values quick student transition from classroom setting to "real-world" problem solving. Students get familiarity and experience with: Geographic Information Systems (GIS); Global Positioning Systems (GPS); Remote Sensing and Systems Control and Data Acquisition (SCADA) and Telemetry.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>AGNR 74B</td>
<td>Biodiversity Management and Technology</td>
<td>1.0</td>
</tr>
<tr>
<td>AGNR 74D</td>
<td>Ecological Restoration</td>
<td>1.0</td>
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<tr>
<td>AGNR 171</td>
<td>Introduction to GIS in Natural Resources</td>
<td>3.0</td>
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<tr>
<td>AGNR 172</td>
<td>Natural Resource Remote Sensing &amp; GIS</td>
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<td>AGNR 173</td>
<td>Watershed Management and Restoration</td>
<td>3.0</td>
</tr>
<tr>
<td>AGNR 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Complete one course from the following: 3.0-4.0

- AGNR 150 Landscape Design
- AGNR 170 Environmental Science and Sustainability
- AGNR 177 Principles of Wildlife Management
- BET 112 Spreadsheet: Excel for Windows A/B/C
- CIS 280 Fundamentals of Database Management Systems
- FIRE 109 Wildland Fire Control
- GEOG 101 Introduction to Physical Geography
- GEOG 110 Introduction to Geographic Information Systems
- POLS 206 Introduction to Environmental Policy And Natural Resource Management

**Total Units**: 17-21

**Irrigation and Water Management Certificate of Achievement (38852)**

This Certificate prepares students with the best management practices, technology and skills to enter careers in the rapidly emerging fields of water management. Water is arguably California, the South West United States and the world's most critical resource. Water managers are required to sustainably manage and balance the water needs for agricultural, environmental, and urban needs. Agricultural irrigation is the largest user in California at 41%, and outdoor irrigation can represent up to 75% of urban use. Focus is on California's sophisticated water storage, transportation and distribution infrastructure and progressive water legislation. Technologies introduced include: irrigation management systems; potable water distribution and treatment; Geospatial Technology; Supervisory Control and Data Acquisition (SCADA); waste water treatment; water quality analysis and hydroculture. This certificate prepares students to take the Qualified Water Efficient Landscaper (QWEL) and Certified Landscape Irrigation Auditor (CLIA) industry certification exams, and serves as a good crossover for students wishing to enter other natural resource management careers.

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>AGNR 74A</td>
<td>Sustainable Community Leadership</td>
<td>1.0</td>
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<tr>
<td>AGNR 74B</td>
<td>Biodiversity Management and Technology</td>
<td>1.0</td>
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<tr>
<td>AGNR 170</td>
<td>Environmental Science and Sustainability</td>
<td>4.0</td>
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<tr>
<td>AGNR 170L</td>
<td>Environmental Science &amp; Sustainability Lab</td>
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<tr>
<td>AGNR 172</td>
<td>Natural Resource Remote Sensing &amp; GIS</td>
<td>3.0</td>
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<tr>
<td>AGNR 173</td>
<td>Watershed Management and Restoration</td>
<td>3.0</td>
</tr>
<tr>
<td>AGNR 177</td>
<td>Principles of Wildlife Management</td>
<td>3.0</td>
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</table>

Complete one course from the following: 1.0-4.0

- AGNR 74C Waste and Pollution Management
- AGNR 74D Ecological Restoration
- AGNR 74E Sustainable Agriculture Practices
- AGNR 74F Sustainable Bldg & Energy Practices
- AGNR 121 Inductctn to Environmental Horticulture
- AGNR 122 Plant Propagation/Greenhouse Production
- AGNR 123 Introduction to Plant Science

**Natural Resource and Environmental Technology Certificate of Achievement (39103)**

This certificate prepares students for the emerging "green" careers in industry and with natural resource management agencies such as: The Natural Resource Conservation Service, US Forestry Service, National Park Service, Bureau of Land Management, and other air and water management agencies. Students will learn the scientific concepts and skills needed to become technicians in: water and soils conservation, habitat restoration, ecological field data collection and interpretation, geospatial technologies, biodiversity management, and sustainable agriculture practices.
### Plant Science Certificate of Achievement (38516)

The Plant Science Certificate prepares students with the best management practices, technology and skills to enter plant science related careers which include: Agriculture and Conservation Extension Officers; Agricultural Food Inspectors; Ecological Restoration Technicians; Farm, Ranch and Aquaculture Managers; Irrigation Designers and Installers; Golf Course and Turf Grass Managers; Irrigation and Fertilizer Industry Sales Representatives; Environmental Science/Natural Resource Management Technicians; Nursery and Greenhouse Technicians and Managers; Organic Practices Advisors, Park and Wildlife Managers; Pest Control Technicians and Advisors; Plant Propagators and Growers; Water Management and Conservation Technicians; Soils and Water Analysis Lab Technicians; and City, Country Club and Botanic Garden Horticulturists. Emerging technologies in integrated pest management (IPM), natural soil management, hydro-culture, ecological restoration and water management are emphasized. Students receive training and are encouraged to take the Pest Control Advisor (PCA) industry certification exam. This certificate also serves as a good crossover for students wishing to enter a natural resource management career.

### Required courses

<table>
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<tr>
<th>Code</th>
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<tr>
<td>AGNR 74D</td>
<td>Ecological Restoration</td>
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<tr>
<td>AGNR 120</td>
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<td>Plant Propagation/Greenhouse Production</td>
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<tr>
<td>AGNR 123</td>
<td>Introduction to Plant Science</td>
<td>4.0</td>
</tr>
<tr>
<td>AGNR 131</td>
<td>Introduction to Soil Science</td>
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<td>AGNR 141</td>
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</tr>
<tr>
<td>AGNR 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
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Complete one of the following 1-4

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<td>AGNR 60B</td>
<td>Environmental Horticulture Laboratory</td>
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<td>Irrigation and Water Management</td>
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<td>Environmental Science and Sustainability</td>
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<tr>
<td>AGNR 171</td>
<td>Introduction to GIS in Natural Resources</td>
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**Total Units: 17-23**

### Agriculture and Natural Resources Courses

**AGNR 60 Environmental Horticulture Laboratory (1-4 Units)**
Horticulture laboratory setting for horticulture experience and traditional lecture/lab classes. This setting will further prepare students for employment in the horticulture industry.

Lab Hours: 54.00
Transfer: Not transferable

**AGNR 60A Environmental Horticulture Laboratory (1.0 Units)**
Horticulture laboratory setting for students to further develop skills taught in traditional lecture/lab classes. Particular emphasis on best practice, and technology for the production of vegetables, herbs, fruit and other food plants.

Lab Hours: 54.00
Transfer: Not transferable

**AGNR 60B Environmental Horticulture Laboratory (1.0 Units)**
Horticulture laboratory setting for students to further develop skills in the best practices and technology used for the production and maintenance of California Native plants for Ecological Restoration. Students learn propagation, seed collection and processing, pruning, organic fertilizing, pest management, drip irrigation and monitoring.

Lab Hours: 54.00
Transfer: Not transferable

**AGNR 60C Environmental Horticulture Laboratory (1.0 Units)**
Horticulture laboratory setting for students to further develop skills in the best practices, and technology used for the design, installation and management of low pressure and drip irrigation systems.
Lab Hours: 54.00
Transfer: Not transferable

**AGNR 61 Natural Landscape Practices (4.0 Units)**
Introduction to the basics of landscape design; plant material selection; planting and care; composting; irrigation design and maintenance; organic and natural methods; soil factors; landscape redesign and renovation; integrated pest management; creating a custom landscape. Emphasis is on the use of water-conserving and resource-efficient practices in establishing functional, attractive landscapes.

Lecture Hours: 72.00
Transfer: Not transferable

**AGNR 61C Recycling & Essentials of Composting (0.5 Units)**
Students learn how to make productive use of unwanted yard waste and other biomass. Topics include: benefits of composting; the biological process of composting; materials that can and cannot be composted; composting methods; vermiculture; using the finished product as a soil conditioner or mulch; and using other solid waste such as straw and concrete in the landscape.

Lecture Hours: 9.00
Transfer: Not transferable
AGNR 74 Conservation & Sustainability Practices (5.0 Units)
This class introduces students to the exciting and rapidly expanding practices in the conservation and sustainable use of our natural resources. Local case studies and emerging green technology is presented. Students explore the social, economic, and environmental issues that underlie this new frontier in societal development. The Mojave Desert provides a wonderful natural laboratory where many of these sustainability issues can be explored.
Lecture Hours: 90.00
Transfer: Not transferable

AGNR 74A Sustainable Community Leadership (1.0 Units)
Students learn to plan, manage and implement sustainable development practices; development that meets the needs of the present generation without compromising the ability of future generations to meet their own needs. Focus is on the principles of Sustainable Development that ensure effective leadership and a balance of environmental, social, and economic issues. Extensive use is made of case studies and practical on-site experiences in the Mojave Desert.
Lecture Hours: 18.00
Transfer: Not transferable

AGNR 74B Biodiversity Management and Technology (1.0 Units)
The reduction of species diversity is a major indicator of the health of complete ecosystem. This class explores the science, tools and practice of conserving and managing biodiversity. Students learn to implement the exciting tools of Geographic Information Systems (GIS), Global Positioning Systems (GPS), Satellite Imaging and Database Management, along with an understanding of the expanding career opportunities in these fields. Extensive use is made of local Mojave Desert case studies.
Lecture Hours: 18.00
Transfer: Not transferable

AGNR 74C Waste and Pollution Management (1.0 Units)
Students study the use of our natural resources on the environmental, social and economic health of our planet. Focus on best practice and technologies for solid waste, green waste and water waste treatment. Careers in this rapidly expanding and dynamic field are highlighted. The consequences of poor management on the quality of our water and air are explored using real-world examples in the Mojave Watershed.
Lecture Hours: 18.00
Transfer: Not transferable

AGNR 74D Ecological Restoration (1.0 Units)
Students study ecological restoration that effectively repairs the damage done by human activities to natural habitats and ecosystems. The restoration methodologies study include: native materials acquisition, seed banking, Mycorrhizal relationships, seed treatments, greenhouse propagation, plant nutrient requirements, water requirements, transplanting protocols, soil evaluation and rehabilitation. Case studies will include riparian and surface mine reclamation in the Mojave Desert.
Lecture Hours: 18.00
Transfer: Not transferable

AGNR 74E Sustainable Agriculture Practices (1.0 Units)
This class explores the emerging practices of sustainable agriculture, in response to the negative consequences of industrialized agriculture. Tremendous progress has been made towards farming with nature and restoring ranches to be part of the natural ecosystem. This "farming with the wild" is not only producing more food but enhancing the environment. Students study sustainable practices such as: use of Heirloom seeds, natural fertilizers, drip irrigation, Integrated Pest Management, rotational grazing, organic farming, native hedgerows and natural pollination.
Lecture Hours: 18.00
Transfer: Not transferable

AGNR 74F Sustainable Bldg & Energy Practices (1.0 Units)
Introduction to renewable energy technology for home use and ecological design. Students study the latest technology to produce energy from the sun, wind, Geothermal and biomass. The sustainable building practices of straw-bale, Super Adobe, Cob, grey-water and solar radiant heating are explored.
Lecture Hours: 18.00
Transfer: Not transferable

AGNR 100 General Animal Science (3.0 Units)
A Scientific overview of livestock and poultry production industry. Highlights anatomy, physiology, reproduction, nutrition, behavior, and health. Focuses on marketing pertinent to environmental and social issues, such as animal welfare.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

AGNR 101 Livestock Feeding and Nutrition (3.0 Units)
The science of animal nutrition including the fundamentals of digestion and absorption in both ruminants and non-ruminants. Anatomy of large animal digestive systems will be discussed along with feed requirements. Students will formulate rations for a variety of livestock for maximum performance and growth. Laboratory required.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

AGNR 102 Equine Science (4.0 Units)
Survey of the equine industry, encompassing the evolution and role of the equine species throughout history, breed selection and development, nutrition, disease, preventative health, reproductive management, basic horsemanship, stabling alternatives and career opportunities. Laboratory required.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

AGNR 105 Equine Health (3.0 Units)
Students learn the basics of proper veterinary care of the horse, including what to do before the veterinarian is called. Course introduces the diseases and lameness associated with the musculoskeletal system, as well as diseases of the respiratory, digestive, neurological, and reproductive systems. Emphasis is on preventive maintenance and managerial practices needed to keep the equine athlete, broodmare or family horse in good health in the High Desert region of California. Grade option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

AGNR 106 Veterinary Terminology and Technology (3.0 Units)
Introduction to veterinary terminology and technology for small and large animal diagnostic evaluation. (Formerly AGNR 51)
Lecture Hours: 54.00
Transfer: Transfers to CSU only

AGNR 107 Livestock Selection and Evaluation (3.0 Units)
Detailed analysis of various visual and physical methods of appraising beef, sheep, swine and horses concerning functional and economic value. Written and oral summaries of evaluation will be learned. Specific reference will be made to performance data, preparing animals for market and show.
Lecture Hours: 54.00
Transfer: Transfers to CSU only
AGNR 108 Animal Health & Sanitation (3.0 Units)
Study of common livestock diseases and fundamentals of immunity to include the livestock technician’s role in promoting animal health and the foundation of disease control programs. Students are introduced to state-of-the-art animal health care technology to include Endoscopy, Tomography (CT Scan), Magnetic Resonance Imaging, Radiography, Fluoroscopy, and Ultrasoundography. Lecture Hours: 54.00
Transfer: Transfers to CSU only

AGNR 120 Integrated Pest Management (3.0 Units)
Students will learn to employ the principles and concepts of managing insects, diseases and weeds in the landscape and nursery industry. The class will focus on pest identification and the emerging practices of Integrated Pest Management. Effective use of pesticides and weedicides under the existing laws and regulations, will be emphasized. Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 121 Introduction to Environmental Horticulture (3.0 Units)
Introduction to environmental horticulture with an emphasis on propagation, nursery operations and sales, landscaping and ecological restoration. Topics include: plant structure, physiology and identification, propagation, landscape design, seed management, soil analysis, integrated pest management, and career opportunities. Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 122 Plant Propagation/Greenhouse Production (3.0 Units)
Students will explore the challenges of propagation and production of native and drought tolerant plants that are adapted to the extreme climate of the High Desert using techniques commonly used in a professional greenhouse environment. Topics include sexual and asexual propagation techniques. The nursery operations of growing structures; site layout; preparation of planting media are emphasized. Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 123 Introduction to Plant Science (4.0 Units)
This course provides an introduction to plant science with topics in plant structure and function and the environmental factors involved in plant growth and development. Students will learn: plant physiology; plant reproduction and propagation; effects of soil; water and climate; use of plants to meet human needs; sustainable horticultural practices; integrated pest management; the role of new technologies in contemporary plant science. Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 131 Introduction to Soil Science (4.0 Units)
The study of soil derivation, classification, and characteristics. Soil use and management including erosion, moisture retention, structure, cultivation, organic matter and microbiology. Laboratory topics include soil type, classification, soil reaction, soil fertility and physical properties of soil. Laboratory included. Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

AGNR 138 Cooperative Education (1-8 Units)
Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p.m., and by appointment.
Transfer: Transfers to CSU only

AGNR 140 Plant Material & Usage I (3.0 Units)
Students will learn how to identify and use an array of plants appropriate for the climate of Southern California and the Mojave Desert. The growth habits and cultural requirements of drought tolerant landscape plants, vegetables, fruit trees, herbs, and houseplants will be discussed. This class is essential for landscape designers/installers and horticulturalists working in Southern California. Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 141 Plant Materials and Usage II (3.0 Units)
Students study the identification and usage of plants native to Southern California's mountains, deserts, & coastal areas. Emphasis will be placed on Mojave Desert native plants. Class will focus on the uses of these plants: commercially; for landscaping, in sustainable agriculture; fire ecology, land development; and ecological restoration. Class includes field trips to experience native plants in their natural environment. Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

AGNR 150 Landscape Design (3.0 Units)
Fundamentals and history of landscape design. Study of color, texture, form and use of landscape material. Emphasis will be on selection and placement of plant material, walks, patios, decks and other structures for landscape use. Students design and draft actual landscape projects. Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 152 Irrigation and Water Management (3.0 Units)
This course prepares students to design, install and maintain a water efficient irrigation system. Topics include water supply, basic hydraulics, component identification and terminology, system layout, pipe sizing, types of heads, valves, controllers, and practices related to appropriate horticulture and small scale agriculture in California. UC, Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU
AGNR 153 Natural Landscape Maintenance (3.0 Units)
This course prepares students to enhance the function and aesthetic value of public and private landscapes by applying appropriate maintenance techniques. Topics include planting, pruning, watering, soil fertility, pest management, weed control, and landscape maintenance business practices. Sustainable landscape practices will be emphasized throughout the course.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 160 Beginning Floral Design (3.0 Units)
An introduction to the fundamental theories, techniques and skills currently practiced in the floral industry. Includes applied art principles, cut flower care, handling practices, proper use of florist tools and materials, pricing of floral products and use of current floral business technology. Students construct corsages, floral arrangements, and foliage plant items, which meet floral industry standards.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 161 Advanced Floral Design (3.0 Units)
Contemporary design theory emphasizing creativity, self expression, and professional design situations. Students learn the skills and techniques of the floral industry, including wedding, sympathy, party, holiday, high style and advanced floral designs and displays. Other techniques include working with the customers, consultations, pricing and the use of computers.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 170 Environmental Science and Sustainability (4.0 Units)
A study of the applied natural sciences that support the sustainable use and conservation of the world’s natural resources including: soil, water, forests, minerals, plant and animal life. Focused on implementing sustainability principles to balance environmental policy, economic stability and social equity to manage modern problems in resource use and global environmental issues. Emphasis on the the citizen’s role in conservation with particular attention to California conditions.
Lecture Hours: 72.00
Transfer: Transfers to CSU only

AGNR 170L Environmental Science & Sustainability Lab (1-4 Units)
(Formerly AGNR 75) Students gain hands-on skills and experience with the appropriate technology that supports environmental science and conservation. Students will learn about the diverse agencies that manage our resources along with their history and philosophies. Each of the major natural resources such as water, air, sustainable building, renewable energy, forests, wildlife, agriculture, and soils will be covered and the environmental policies that govern the use of these resources.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

AGNR 171 Introduction to GIS in Natural Resources (3.0 Units)
Focus on electronic methods of cartography following a presentation of mapping concepts and methods in AGNR applications. This course covers the history, structure and uses of the basic operations of Geographic Information Systems (GIS), including hardware and software requirements used in AGNR. Examination of the role of other spatial technologies: aerial photography, remote sensing, and Global Positioning Systems - GPS.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

AGNR 172 Natural Resource Remote Sensing & GIS (3.0 Units)
This course examines Geographic Information Systems (GIS) in an interdisciplinary approach for analysis and decision making in diverse natural resource industries. Aerial photographs, Global Positioning Systems (GPS) and satellite imagery will be used to interpret, recognize and delineate vegetation types, land management practices, wildlife habitat, water resource management and other significant environmental parameters. (Formerly AGNR 72)
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

AGNR 173 Watershed Management and Restoration (3.0 Units)
An introduction to the methods, techniques, and tools used to restore and enhance watershed health. This class focuses on water resource management in the West Mojave Desert and makes appropriate linkages to the critical nature of water management in California and around the world. Students explore the economic, political, social, and environmental pressures that must be balanced in providing sustainable water supplies. Students learn the scientific principles that support habitat restoration, groundwater management, soil erosion prevention, and water quality. (Formerly AGNR 73)
Lecture Hours: 54.00
Transfer: Not transferable

AGNR 175 Sustainable Agriculture, Environment and Society (3.0 Units)
This course explores how society is moving away from an industrialized to a sustainable agricultural model. Emphasis on sustainable agriculture’s use of technology and the corresponding improvement of the health of the environment, economy, and society.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

AGNR 176 Advanced Irrigation Technology (3.0 Units)
(Formerly AGNR 76) Students will be introduced to the proper steps to design an irrigation system. They will learn about equipment, water management techniques and water quality technology that supports better management of our limited water supply. Exciting new technology in domestic water conservation and water quality will be introduced.
Lecture Hours: 54.00
Transfer: Not transferable

AGNR 177 Principles of Wildlife Management (3.0 Units)
The study of plant and animal ecology in relation to principles of wildlife management with an emphasis on sustainability principles.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

AGNR 178 Agriculture Economics (3.0 Units)
The place of agriculture and farming in the economic system; basic economic concepts, and problems of agriculture; pricing and marketing problems, factors of production; and state and federal farm programs affecting the farmer’s economic position.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Evaluate and communicate analytically including synthesis, and research on the relationship between natural social and economic systems; principles and values that enhance leadership, personal/social responsibility, community involvement and respect for others and the practices that support sustainability.
Associate Degree

No associate degree is awarded with a major in Allied Health. Some Allied Health courses fulfill requirements for certificates and majors in Business Education Technologies and Medical Assistant. See specific department listings for certificate and degree requirements. ALDH 138 Coop Ed Ald Health may be used as elective credit but may not be used to fulfill major requirements.

Allied Health Courses

ALDH 60 Nursing Assistant (6.5 Units)
Enables students to become familiar with basic principles of nursing, including procedures and techniques. State approved precertification program. Does not guarantee certification. Must achieve grade C or better to take state certification examination. Finger prints must be obtained upon enrollment in program and Department of Justice (DOJ) clearance obtained. Proof of ability to read, write and comprehend the English language at a sixth grade level.
Lecture Hours: 72.00; Lab Hours: 135.00
Transfer: Not transferable

ALDH 61 Home Health Aide (2.0 Units)
Enable students to become familiar with basic principles of nursing care in a home style setting. Clinical experience is provided in residential care facilities. Students will learn to provide and meet the patient’s basic physical and psychological needs and to promote a spirit of rehabilitation and independence in a safe, efficient and competent manner. State approved certification course. A grade of C or above must be earned to receive state certification. Students who have completed VVC’s ALDH 60 Nursing Assistant course this semester, but have not completed the state exam, may enter the course. State Home Health Aide certification will be contingent upon passing the State CNA Certification Exam.
Prerequisite(s): ALDH 60, current and active California CNA certificate.
Co-requisite: current CPR card
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Not transferable

ALDH 62 Acute Care C.N.A. (4.5 Units)
Students who have completed Victor Valley ALDH 60 Nursing Assistant course this semester may enter the program prior to taking state exam. Certification of completion will be contingent upon the student also passing the State CNA Certification exam. Corequisite: Current Healthcare Provider CPR card. This course will allow the Certified Nursing Assistant to expand upon basic nursing practices to include those specific for the acute care setting. Clinical experience is provided in acute care facilities. Students will learn nursing practice skills related to the medicalsurgical patient and will have an understanding of physical and psychosocial changes seen in the acute setting. Also introduces the student to ancillary departments & provides an opportunity for student to learn how all departments work together to care for patients. Must achieve a grade C or better to receive Victor Valley College Certification.
Prerequisite(s): ALDH 60 A current, active State of California CNA.
Lecture Hours: 54.00; Lab Hours: 81.00
Transfer: Not transferable

ALDH 80 Pharmacology (3.0 Units)
Current concepts of pharmacology, basic mechanisms of drug action, administration, toxicity, side effects and dosages.
Lecture Hours: 54.00
Transfer: Not transferable
ALDH 81 Medical Insurance (3.0 Units)
Intensive instruction in completing medical insurance forms for the private, industrial, Medi-Care/Cal patient. Also, billing, collecting, ICD-9-CM, CPT, and HCPCS procedures.
Lecture Hours: 54.00
Transfer: Not transferable

ALDH 82 Medical Office Procedures (4.0 Units)
This course provides practice in medical office procedures, proficiency in typing medical correspondence, case histories, insurance forms, and reports. Study of telephone techniques, medical record keeping, and filing. Verbal communication with patients, other offices, and facilities. In addition, a lab component for students to become familiar with preparation and assistance with common back office procedures.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ALDH 82C Medical Office Procedures - Clinical (5.0 Units)
This course is designed to provide the externship component of ALDH 82, Medical Office Procedures. The individual students will be presented with 270 hours of practical clinical experience. This will be performed in rotation sequence in the offices and clinics of qualified physicians located throughout the High Desert.
Prerequisite(s): ALDH 82
Lab Hours: 270.00
Transfer: Not transferable

ALDH 82D Medical Assisting Exam Review (3.0 Units)
This class will prepare the student for the medical assisting certification exam. The student will learn strategies to help identify strengths and weaknesses and develop a realistic study plan.
Prerequisite(s): ALDH 82 AND ALDH 82C;
Lecture Hours: 54.00
Transfer: Not transferable

ALDH 83 Basic Arrhythmia (3.0 Units)
A review of the general anatomy and physiology of the heart and coronary system, with complications associated with acute myocardial infarction with strong electrophysiological/arrhythmogenic component. Upon successful completion, the student will receive a certificate in Basic Electrocardiography and Arrhythmia interpretation. This course has been approved by the Board of Registered Nursing for Continuing Education credit.
Lecture Hours: 54.00
Transfer: Not transferable

ALDH 125 Medical Aspects of Drugs & Alcohol (3.0 Units)
This course will provide an in-depth study of the physiological effects and medical consequences of drug and alcohol use and abuse, including the effects on the central nervous system and behavior. The pharmacological aspects of drug and alcohol use will be presented including metabolism of various drugs, the meaning and implication of "half-life", tolerance, dependence, addiction process, and withdrawal. Categories of substances covered will include major and minor stimulants, alcohol, depressants, psychotropic drugs, opiates, marijuana, hallucinogens, and other prescription and over-the-counter drugs.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ALDH 138 Coop Ed Aid Health (1-8 Units)
Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. This course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must createocomplete new learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p.m., and by appointment.
Transfer: Transfers to CSU only

ALDH 139 Medical Terminology (3.0 Units)
This course describes the body’s anatomical systems with stress placed on medical terms, their use, spelling, and pronunciation. The use of these terms is defined in regard to anatomy, physiology, treatment, and surgery.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ALDH 141 Athletic Training I (3.0 Units)
Introduction to principles of athletic training, including prevention, evaluation, treatment and rehabilitation of common athletic injuries. Recommended preparation: Interest and/or experience in athletics and sports. Crosslisted with KIN 141.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ALDH 142 Athletic Training II (3.0 Units)
This course will build on the students basic knowledge of human anatomy and athletic injuries. Topics will include emergency procedures, current health concerns of the athlete, protective devices, advanced taping techniques and injury management. Crosslisted with KIN 142.
Prerequisite(s): ALDH 141, KIN 141 or PE 141;
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ALDH 176 Athletic Training III (2-6 Units)
In this course, students will provide pre-participation, on-site first aid and event maintenance for fall/winter/spring sports programs at VVC. Experience will include but is not limited to, prophylactic taping and padding, immediate first aid, monitoring vital signs, completion of accident forms, proper use of universal biohazard precautions, supervision of safe playing conditions and coaching techniques, recognition of medical emergencies, assisting other medical personnel as needed, game preparation and pre-participation medical screenings. Crosslisted with KIN 176.
Prerequisite(s): ALDH 141 or PE 141;
Lab Hours: 108.00
Transfer: Transfers to both UC/CSU
American Sign Language

Program Learning Outcomes

- Execute basic principles of bedside nursing, including procedures and techniques for basic patient care
- Demonstrate the ability to meet the patient’s basic physical and psychological needs and promote a spirit of restoration and independence in a safe, efficient and competent manner

American Sign Language

An individual embarking on a study of American Sign Language will not only discover a language having its own grammar, syntax and structure, but also a Deaf Community possessing a rich history and culture. Although American Sign Language classes are a pre-requisite for those wishing to enter an interpreter training program, individuals achieving fluency in the language can pursue non-interpreting careers such as educators, paraprofessionals, counselors, etc.

The advent of video relay companies, coupled with the ongoing national shortage of Sign Language interpreters has created a demand for this profession. Interpreters have the additional benefit of choosing to work independently or as a staff interpreter in a variety of unique settings that can vary by day or hour if so desired- resulting in a fulfilling and stimulating career. Below are just a few examples of these settings.

Although interpreters may complete a certificate program, this does not make them a “Certified Interpreter”. National certification can be achieved by successful evaluation through the Registry of Interpreters for the Deaf (https://rid.org) (RID).

Career Opportunities

This listing includes career positions and settings for Sign Language interpreters. Video Relay, Medical, Mental/Behavioral Health, Education, Performing Arts, Theme Parks, Cruise Lines, News/Media, Legal/Court, Forensic, Religious, Social/community

ASL 121 Fingerspelling (1.0 Units)
An introductory course that teaches the student the appropriate application of fingerspelling and its production. The course will include strategies for improvement. Also included will be the articulation of loan signs and one to three-digit numbers. Emphasis on both receptive and expressive fluency.
Lecture Hours: 18.00
Transfer: Transfers to CSU only

ASL 122 American Sign Language I (4.0 Units)
Introduction to American Sign Language as it is used within the Deaf Community. Instruction includes the development and basic structure of the language as well as Deaf Culture. With emphasis on both expressive and receptive skills, students will learn songs, poetry and story-telling.
UC, Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

ASL 123 American Sign Language II (4.0 Units)
A continuation in the study of American Sign Language. Instruction includes the development and basic structure of the language as well as Deaf Culture. Emphasis is placed on both expressive and receptive skills and students will learn songs, poetry and storytelling.
Prerequisite(s): ASL 122 Minimum grade C
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

ASL 124 American Sign Language III (4.0 Units)
A continuation of the development of skills in American Sign Language with emphasis on intermediate comprehension and expression. With emphasis on both expressive and receptive skills, students will learn songs, poetry and storytelling. US,
Prerequisite(s): ASL 123 Minimum grade C
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

ASL 125 American Sign Language IV (4.0 Units)
A continuation in the study of American Sign Language and the Deaf Community including its history and culture. Emphasis will be on receptive and expressive skills as they relate to narrating life events. Students will learn techniques such as role shifting, use of space and classifiers in addition to appropriate non-manual behaviors. This course will prepare the student for entrance into an interpreter training program.
Prerequisite(s): ASL 124 Minimum grade C
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

ASL 126 Introduction to Interpreting (4.0 Units)
This course introduces the field of American Sign Language interpreting and includes models of interpreting, ethical principles, and its history and development in modern times. Attention will be given to the development of necessary processing skills for consecutive interpretation. Grade Option.
Co-requisite(s): ASL 125 concurrently or prior
Lecture Hours: 72.00
Transfer: Transfers to CSU only

Anthropology

Training in anthropology will prepare one for any career that involves working on the interface between cultures. Specialized preparation in this subject can lead to some of the world’s most interesting work - the study of existing life ways, archaeological excavation and interpretation, primate behavior, and social research into economics, politics, law, religion, art, and music.

Career Opportunities

Careers in anthropology are diverse, specialized, and related to the various areas of concentration which are offered at four-year college and universities: Listed below are just a few examples:


**Faculty**
Richard Cerreto

**Transfer**
- California State University, San Bernardino: Anthropology major
- University of California, Riverside: Anthropology major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

**Associate Degree**
No associate degree awarded with a major in Anthropology. Anthropology courses may be used to fulfill requirements for an Associate in Arts degree with a major in Liberal Arts and various ADTs. Please see the department listings for degree requirements.

**Anthropology Courses**

**ANTH 101 Introduction to Physical Anthropology** (3.0 Units)
Biological anthropology explores the biological development and adaptations of humans in relation to their different natural environments through the biocultural approach. This course provides information on how and why human populations vary within and between themselves; how and why humans have changed biologically and behaviorally through time; physical and behavioral comparisons between human and non-human primates; and biological and behavioral/technological development from the earliest to modern humans. Grade Option.
Lecture Hours: 54.00; Lecture Hours: 48.00
Transfer: Transfers to both UC/CSU

**ANTH 101L Physical Anthropology Laboratory** (1.0 Units)
Coordinated with the lecture, this optional lab provides hands-on experience in human genetics, variation, and evolution; comparisons of non-human primate behavior; knowledge of the human skeleton, and forensic identification methods. Grade Option.
Co-requisite(s): ANTH 101
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

**ANTH 102 Introduction to Cultural Anthropology** (3.0 Units)
This course compares aspects of culture: societal organization, economy, marriage, family, language, gender issues, religion, traditions, rituals. The development and evolution of culture/society is discussed. Drawing from the social sciences, the history/development of the modern World System and its effect on cultures worldwide is outlined. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**ANTH 103 Introduction to Archaeology** (3.0 Units)
This course provides information on the history and development of archaeology, the archaeological methods used to excavate sites, how archaeologists relate the artifacts and other remains found on the sites to human behavior, how the sites within a region relate to each other and the natural surroundings, and the theoretical framework that helps to explain the behavioral and technological changes through time. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**ANTH 103F Archaeology Field Class** (3.0 Units)
This course provides the student with hands-on experience in the excavation and investigation of an archaeology site and the materials contained in archaeology sites, the archaeological methods used to excavate sites, and how archaeologists relate the artifacts and other remains found on the sites to human behavior. Grade Option.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

**ANTH 103LA Basic Archaeology Lab** (3.0 Units)
This course is the first of four courses designed as a laboratory class that complements the Archaeology Field Courses. The class introduces the students to laboratory work in archaeology, providing entry level hands-on experience. Students learn to process the materials collected from the field class archaeology site, from cleaning and identification to their analysis. Grade Option.
Lecture Hours: 18.00; Lab Hours: 108.00
Transfer: Transfers to CSU only

**ANTH 103LB Basic Archaeology Lab** (3.0 Units)
This course is the second of four courses designed as a laboratory class that complements the Archaeology Field Courses. The class introduces the students to laboratory work in archaeology, providing additional practical hands-on experience. Students learn to process the materials collected from the field class archaeology site, from cleaning and identification to their analysis.
Lecture Hours: 18.00; Lab Hours: 108.00
Transfer: Transfers to CSU only

**ANTH 103LC Archaeology Lab III** (3.0 Units)
This course is the third of four courses designed as a laboratory class that complements the Archaeology Field Courses. The class introduces the students to laboratory work in archaeology, providing additional practical hands-on experience. Students learn to process the materials collected from the field class archaeology site, from cleaning and identification to their analysis. Grade Option.
Lecture Hours: 18.00; Lab Hours: 108.00
Transfer: Transfers to CSU only

**ANTH 106 Introduction to Linguistic Anthropology** (3.0 Units)
This course examines human language systems and their significance in social context. Topics that will be covered include: the origins and evolution of language; nonhuman primate communication systems; language classification; language structure; semantic systems; the social and cultural function of language; language acquisition; language change and the reconstruction of language at earlier stages. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
ANTH 107 Introduction to Forensic Anthropology And Archaeology (3.0 Units)
This course is designed to introduce the student to the specialty fields of forensic anthropology and forensic archaeology. The student will become familiar with archaeological field methods and many of the basic techniques used by forensic anthropologists. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

Architecture

Victor Valley College does not offer an Architecture program for transfer but does however offer preparatory courses for transfer into a School of Architecture. These courses are offered through our Architecture Drafting and Design Program. Students can obtain Architecture related certificates that will prepare them to enter into a School of Architecture at the university level with an Associate in Science degree or go directly into the workforce.

An architect develops concepts for design projects which range from single objects such as a piece of furniture, designing homes to complex high-rise office buildings. Our Architecture program is centered on learning the necessary software programs, such as AutoCAD and REVIT that are used in architectural studios across the country. You will also have a design laboratory experience with students progressing toward comprehensive architectural projects, model building and rendering. Architecture is an impacted major at some universities. As a result, students need to maintain a high GPA, complete as many course requirements as possible before applying for admission and research all additional program requirements for specific colleges to which they will be applying. A portfolio of each prospective student’s work is usually required with the application. Therefore, students need to contact the college of choice early in their education to assure proper preparation and presentation of their work.

Career Opportunities


Note: Associate of Science Degree programs require completion of at least 60 units of credit, which normally will take 4 semesters. Certificate programs, many of which lead to an Associate of Science degree, vary in the number of units required. Most can be completed in 2 - 4 semesters. Each course required for a certificate must be completed with a “C” grade or better. All can be counted toward its related degree.

Faculty

Oliver, Claude

Transfer

• UC campuses offering Architecture include Berkeley and Los Angeles
• CSU campuses that offer Architecture include Pomona, San Luis Obispo and Chico
• Private schools offering Architecture include University of Southern California (USC); New School of Architecture and Design San Diego; California College of the Arts, San Francisco; Academy of Art University, San Francisco; and University of Nevada Las Vegas

For the most up-to-date information on these programs and others, visit assist.org (https://www.assist.org), or, for private schools, aiccu.edu (https://www.aiccu.edu). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Architectural Drafting and Design, AS (37152)
To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC: Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

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<tr>
<th>Code</th>
<th>Title</th>
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<tr>
<td>ENGD 101</td>
<td>Introduction to Drafting</td>
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<td>ENGD 103</td>
<td>Blueprint Reading for Construction</td>
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<td>ARCH 108</td>
<td>Architectural Presentation</td>
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<tr>
<td>ENGD 210</td>
<td>Advanced 2-D Autocad</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 250</td>
<td>Introduction to REVIT for Architectural CAD</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units: 18

Architectural CADD Technician I Certificate of Achievement (37137)
The Architectural CADD (Computer-Aided-Drafting and Design) Technician I certificate prepares students to work in the field of Architecture as a CADD drafter. Students will be knowledgeable in REVIT and AutoCAD software and understand the basics of producing construction documents using both REVIT and AutoCAD. Students will have a conceptual knowledge of 3-D modeling and rendering. Students will also be able to perform print reading tasks as they relate to commercial and residential architecture.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGD 101</td>
<td>Introduction to Drafting</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 103</td>
<td>Blueprint Reading for Construction</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 110</td>
<td>Introduction to 2-D AutoCAD</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 210</td>
<td>Advanced 2-D Autocad</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 108</td>
<td>Architectural Presentation</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 250</td>
<td>Introduction to REVIT for Architectural CAD</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units: 18
Architecture & Engineering Drafting Courses

ARCH 108 Architectural Presentation (3.0 Units)
A study of two common architectural presentation techniques: model making and illustration. Students will develop skill in creating architectural models using paper, mat board, wood, plastic, and styrene foam. The illustration portion of this course will include work with perspectives in pencil, watercolor and airbrush (Former CIDG 108). Grade Option.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ARCH 138 Coop Education Architecture (1-8 Units)
Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p.m., and by appointment.
Transfer: Transfers to CSU only

ARCH 140 History of Architecture: Early Design Through Gothic (3.0 Units)
This course is a survey of Western architectural history from the early Egyptians through the Gothic period, including a comparative study of architecture and architects with emphasis on the people, locations, structures, materials, and methods of construction and additional influences on the built environment.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ARCH 142 History of Architecture: Renaissance Through Modern (3.0 Units)
This is a survey course of Western architectural history from Renaissance period to modern times, including a comparative study of architecture and architects with an emphasis on people, locations, structures, materials, and methods of construction.
Lecture Hours: 54.00
Transfer: Not transferable

ARCH 250 Introduction to REVIT for Architectural CAD (3.0 Units)
This course is designed to develop computer drafting skills necessary to produce residential working and presentation drawings using the REVIT software. Design principles will be explored through the use of the AutoDESK Revit Architecture software. Grade Option.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ENGD 95 Introduction to Solidworks (3.0 Units)
This course is designed to introduce the student to three-dimensional parametric solid modeling with SolidWorks. Students will begin with basic parametric solid modeling techniques and advance into complex assemblies requiring animation.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

ENGD 101 Introduction to Drafting (3.0 Units)
This survey course will explore the basic techniques used in the drafting industry. The course will emphasize proper use of hand drafting instruments, lettering, and line quality. Course includes work in the fields of architectural, engineering and mechanical drafting.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ENGD 103 Blueprint Reading for Construction (3.0 Units)
A course designed to develop the skills necessary to interpret both residential and commercial construction drawings and blueprints.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ENGD 110 Introduction to 2-D AutoCAD (3.0 Units)
An introduction to the AutoCAD program including all necessary basic commands required for computer aided drafting. Students will master drawing setup, common draw, edit and view commands, and plotting. Lectures and exercises are designed to provide a comprehensive knowledge of all basic computer drafting functions. Grade option.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ENGD 120 Introduction to Inventor (3.0 Units)
Solid Modeling and Three Dimensional CADD will introduce students to a new Autodesk software package entitled INVENTOR. Students will understand the concepts involved in Parametric Modeling. Students will begin by constructing basic shapes and proceed to building intelligent solid models and create multi-view drawings. Assembly drawings, section views, auxiliary views, sheet metal drawings, and details will also be produced. Students will develop their drafting and computer skills through drawings and projects that emphasize teamwork and the design process. Students will also learn various hardware, software and peripheral components related to operating a CADD station.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ENGD 130 Introduction to Solidworks (3.0 Units)
This course is designed to introduce the student to three-dimensional parametric solid modeling with SolidWorks. Students will begin with basic parametric solid modeling techniques and advance into complex assemblies requiring animation.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only
ENGD 138 Cooperative Education Engineering (1-8 Units)
Cooperative Education is a key element of Victor Valley College's comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education Transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p.m., and by appointment. Transfer: Transfers to CSU only

ENGD 210 Advanced 2-D Autocad (3.0 Units)
A working knowledge of AutoCAD is necessary. This course will explore the more advanced two-dimensional features of the AutoCAD program including entity filters, attributes, external reference files, paper space and slide presentations. Projects include sectional description of compound shapes and developments. Recommended Preparation: ENGD 110
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
• To create compelling two and three dimensional projects that meet current industry standards.
• To discuss the key components of design, process, layout, and function as it relates to the real world.

Art and Design
Art and design are an integral part of our daily lives as creative expression and as commercial applications. Humankind is reflected in great works of art throughout time, depicting our deeds and actualization. A study in art and design will lead to the development of a diverse range of career possibilities that span from self-expression to commercial design.

Students may choose a program leading to an AA degree, and courses in Art are transferable to four-year colleges. Consult with the department chairperson for specialized areas of interest.

Career Opportunities

Faculty
Foster, John Franklin
Veloz, Anna-Marie

Transfer
• California State University, San Bernardino: Art major
• University of California, Riverside: Art major
• California State University, Fullerton: Art major
• California State University, Long Beach: Art major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Associate Degree
No associate degree awarded with a major in Art. Art courses may be used to fulfill requirements for an Associate of Arts degree with a major in Fine Arts or Liberal Arts. See department listings for more information.

ART 138 Coop Ed Art may be used as elective credit, but may not be used to fulfill major requirements.

Art and Design Courses
ART 101 Survey of Art History (3.0 Units)
An historical survey of significant art from prehistoric times through the medieval period. Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 102 Survey Art History (3.0 Units)
An historical survey of significant art from the early Renaissance through the contemporary period. Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 103 The Art of American Cinema (3.0 Units)
This class traces the development of cinema in America from silent to contemporary films. The course will address the evolution of moving images as an expression of art and meaning. Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 104 Film As an Art Form (3.0 Units)
Film as a form of art and its construction as a communicative expression of global culture, politics, literature and gender will be studied. Important films will be viewed that address these topics. Students will learn to be more critical viewers of media and its presentation of world culture. Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 105 Introduction to Art (3.0 Units)
This course is a general introduction to the visual arts, its nature, vocabulary, media, and history. The course examines the historical and contemporary value of art to both the individual and society. Consideration will also be given to a study of the organization and component parts of visual art and the various media used in the making of art. Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
ART 106 Art Concepts (3.0 Units)
This lecture course will introduce students to the practice, theory and history of art. The course will also investigate the impact art has upon our contemporary society.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 107 Art & Life of Greece (3.0 Units)
This is an illustrated lecture course focusing on art of the ancient Greek world from c 1100 BCE to the 1st Century. Emphasis is placed upon analysis of the various styles of Greek art from the formative period of Hellenism. The art works are studied and analyzed within the cultural/historical context of the Greek world including mythology, philosophy, and social structure as these relate to the development of Greek art. CUS/UC
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 108 Art and Life of Italy (3.0 Units)
This is an illustrated lecture course focusing on the arts of ancient Rome and the influence Rome had upon the development of the Western art world. This course focuses on the role of the Etruscans in the development of the early arts of the Roman Empire including the changes brought by the influence of Christianity. The later development of the arts of Italy will also be covered.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 109 Survey of African American Art (3.0 Units)
This course will survey the arts of the African peoples in diaspora from traditional African arts to contemporary times. Focus will be on identification of artists, art styles within their historical, cultural, political framework and exploration of aesthetic preferences.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 110 Introduction to the Arts of Africa (3.0 Units)
This course will introduce the art of the African continent.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU only

ART 112 Design I (3.0 Units)
This course will focus on the basics of design utilizing the principles and practices involved in the production of art forms.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 113 Design II (3.0 Units)
A continuation of ART 112 utilizing the same principles of design expanded to three-dimensions.
Recommended Preparation: ART 125
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 114 Color Theory (3.0 Units)
This course traces the development of color theory and provides exercises in color and design in a variety of media that have practical applications in the visual arts profession.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 115 Water-Based Media (3.0 Units)
This is an introductory course in water-based painting media with an emphasis in foundational painting techniques including, process, color theory, visual perception, composition and creative skills.
Recommended Preparation: ART 125
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 120 Acrylic Painting I (3.0 Units)
This course is an introduction to acrylic painting with an emphasis on color mixing, modeling, composition, likeness, and application of general design principles.
Recommended Preparation: ART 112, ART 113 or ART 125
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 121 Acrylic Painting II (3.0 Units)
This is an intermediate course in acrylic painting methods and techniques with continuing study of the theory and practice of painting.
Recommended Preparation: Recommended Preparation ART 120
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 122 Life Drawing I (3.0 Units)
A beginning life drawing course emphasizing the study and analysis of the human form using basic art materials and fundamental drawing concepts.
Recommended Preparation: ART 125 or ART 126
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 123 Life Drawing II (3.0 Units)
An intermediate life drawing course emphasizing the continued study and analysis of the human form using drawing of the human figure from life.
Recommended Preparation: ART 125, ART 126 or ART 122
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 124 Anatomy of Life Drawing (3.0 Units)
Critical dissection of anatomical and physiological studies incorporated into the fine art of life drawing.
Recommended Preparation: ART 122 ART 123 ART 125 or ART 126
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 125 Drawing I (3.0 Units)
This course is an introduction to principles, and techniques in drawing. Students will gain a working knowledge of line; shape, perspective; proportion; volume; and composition. Students will learn how to look at, evaluate and present art work as well as be introduced to traditional and contemporary drawing with an emphasis on the development of observational skills and creative thinking.
Recommended Preparation: ART 112
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 126 Drawing II (3.0 Units)
An intermediate drawing course emphasizing development of skills such as proportion, value, line, and space with an emphasis on personal expression, thematic development and the use of color. A variety of drawing media will be explored such as graphite, charcoal, color pencil, ink, pastel, and mixed media.
Recommended Preparation: ART 125
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU
ART 128 Special Topics Art (1-5 Units)
These courses are designed to permit investigation in depth of topics not covered by regular catalog offerings. Course content, hours, and unit credit to be determined by the instructor in relation to community/ students interest and/or available staff. May be offered as a seminar, lecture, or laboratory class. Individual course descriptions approved by the Curriculum Committee are on file in Office of Instruction.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ART 129 Independent Study (1-5 Units)
These courses are designed to permit investigation in depth of topics not covered by regular catalog offerings. Course content, hours, and unit credit to be determined by the instructor in relation to community/ students interest and/or available staff. May be offered as a seminar, lecture, or laboratory class. Individual course descriptions approved by the Curriculum Committee are on file in Office of Instruction.
Transfer: Transfers to CSU only

ART 135 Introduction to Time Based Art/ Communication (4.0 Units)
This is a foundation course that introduces the fundamental concepts for developing and producing digital video.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 138 Coop Ed Art (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only

ART 141 Sculpture I (3.0 Units)
This course is an introduction to the principles, theories, and techniques of sculptural objects, and the three-dimensional format. Students explore a variety of materials and processes, including additive and subtractive methods, assemblage and construction, and relief mold-making and casting. Concepts and trends in sculpture and three-dimensional art from pre-history to the contemporary will be studied. Students will develop an understanding of personal expression through form, and learn visual and verbal analysis pertaining to three-dimensional art.
Recommended Preparation: ART 101, ART 102, ART 105 or ART 106
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 150 Oil Painting I (3.0 Units)
This is an introductory course in oil painting. An emphasis in building a foundation in painting, techniques, process, color theory, visual perception, composition, and creative skills. (UC credit limitation).
Recommended Preparation: Take ART 125
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ART 151 Intermediate Oil Painting (3.0 Units)
This is an intermediate course in oil painting. The student will be encouraged to expand on their existing technical vocabulary and further their knowledge of the historical and contemporary media and materials available to this discipline. Readings from contemporary and historical artists will be assigned as necessary.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

Astronomy
Astronomy is one of the fastest growing fields of sciences, in which we seek an understanding of the physics of the Universe to explain current observations. Courses in this field range from broad topics such as the Solar System and Extragalactic Astronomy to specific courses in Astronomy, Physics, and Mathematics. Solar system formation, galaxy evolution, and the origin and fate of the Universe/Cosmology are foundational topics. Within them astronomers study the planets, and other objects within the solar system such as asteroids, comets, and classic Kuiper Belt Objects. Astronomers seek precision measurements of stellar positions and properties, the use of telescopes above and beneath Earth’s atmosphere in every part of the electromagnetic spectrum to observe everything from stellar birth to black hole dynamics, and some of the most energetic processes in the Universe such as the collision and inspiraling of massive objects. Planets beyond the Sun, and the life and death processes of stars, galaxy formation, as well as the inclusion of gravitational wave astronomy provide clues and testbeds for theories to explain the changing universe around us. Space exploration both robotic and human take us to the Moon, in-situ on planets, and into interstellar space. Unique fields such as astrobiology and the search for intelligent life in the Universe are all part of this dynamical field.

Career Opportunities
Positions are available in both government and private sector: Astronomer, Planetary Scientist, Astrophysicist, Astrobiologist, Theoretical Physicist, Cosmologist, Space Scientist and multiple, related Engineer and Researcher

Transfer
- University of California, Riverside: Astronomy or Physics Major

For the most up-to-date information on this program and others, visit assist.org (https://assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Astronomy Courses
ASTR 101 Descriptive Astronomy (3.0 Units)
A comprehensive study of astronomy. The historical development of astronomy, the structure of the solar system, modern techniques and instruments, the character of nebulae and galaxies, stellar character and theories, the philosophical implications of astronomical discoveries.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Athletics
In keeping with the philosophy of providing programs to meet the diverse needs of students so that they may continue to develop physically, mentally, and emotionally throughout their lifetime, Victor Valley College supports and encourages students to participate in its athletic programs.
To meet this philosophic commitment, Victor Valley College athletic offerings include football, softball, men's and women's tennis, women's volleyball, men's and women's basketball, wrestling, golf, men's and women's soccer, men's and women's cross country, women's beach volleyball, and baseball.

Victor Valley College is a member of the Foothill Athletic Conference and also competes with other community college conferences, California
State and University junior varsity teams, private colleges, and service teams. A student must be enrolled in 12 units to participate in the intercollegiate athletic program. Student athletes are granted up to two years of eligibility per sport but must complete 24 units between seasons of competition with a "C" or better grade average in order to be eligible for the second year.

There are other factors that are essential in determining eligibility, and athletes should consult with the Eligibility Evaluator regarding eligibility matters. All varsity athletic classes meet 10 laboratory hours per week for 3 units. CSU, UC (UC credit limitation).

### Men's And Women's Sports by Season

<table>
<thead>
<tr>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketball (M &amp; W)</td>
<td>Beach Volleyball (W)</td>
</tr>
<tr>
<td>Cross Country (M &amp; W)</td>
<td>Golf (M)</td>
</tr>
<tr>
<td>Football (M)</td>
<td>Soccer (M &amp; W)</td>
</tr>
<tr>
<td>Volleyball (W)</td>
<td>Tennis (M &amp; W)</td>
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<tr>
<td>Wrestling (M)</td>
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</tbody>
</table>

### Athletics Courses

**ATHL 120  Varsity Baseball (3.0 Units)**
Students will learn the intermediate and advanced skills, rules, and strategies for competition in baseball. (UC maximum credit allowed: 4 units)

*Recommended Preparation:* ATHL 120P  
*Lab Hours:* 162.00  
*Transfer:* Transfers to both UC/CSU

**ATHL 120P  Preparation for Intercollegiate Men's Baseball (0.5-1 Units)**
This men's baseball course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.

*Lab Hours:* 54.00  
*Transfer:* Transfers to CSU only

**ATHL 121  Varsity Basketball Men (1.5 Units)**
Students will learn the basic skills, rules, and strategies for competition in basketball. (UC maximum credit allowed: 4 units)

*Lab Hours:* 91.00  
*Transfer:* Transfers to both UC/CSU

**ATHL 121P  Preparation for Intercollegiate Men's Basketball (0.5-1 Units)**
This men's basketball course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.

*Lab Hours:* 54.00  
*Transfer:* Transfers to CSU only

**ATHL 122  Varsity Basketball Women (1.5 Units)**
Students will learn the basic skills, rules, and strategies for competition in basketball. (UC maximum credit allowed: 4 units).

*Recommended Preparation:* ATHL 122P  
*Lab Hours:* 81.00  
*Transfer:* Transfers to both UC/CSU

**ATHL 122P  Preparation for Intercollegiate Women's Basketball (0.5-1 Units)**
This women's basketball course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.

*Lab Hours:* 54.00  
*Transfer:* Transfers to CSU only

**ATHL 123  Women's Cross Country (3.0 Units)**
A cross country course designed to develop the knowledge, skills and strategy for the serious and recreational competitive athlete in collegiate long distance running. The course is designed to emphasize competition and will help the athlete achieve a higher level of competitive ability through instruction of skills, techniques, strategy, and personal evaluation during or after competition. Students will be given an opportunity to compete at a wide range of competitive levels.

*Recommended Preparation:* ATHL 123P  
*Lab Hours:* 162.00  
*Transfer:* Transfers to both UC/CSU

**ATHL 123P  Preparation for Intercollegiate Women's Cross Country (0.5-1 Units)**
This course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.

*Lab Hours:* 54.00  
*Transfer:* Transfers to CSU only

**ATHL 124  Varsity Football (3.0 Units)**
Students will learn the intermediate/advanced skills, rules, and strategies for competition in football. (UC maximum credit allowed:4 units).

*Recommended Preparation:* ATHL 124P  
*Lab Hours:* 162.00  
*Transfer:* Transfers to both UC/CSU

**ATHL 124P  Preparation for Intercollegiate Football (1.0 Units)**
This football course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition.

*Lab Hours:* 54.00  
*Transfer:* Transfers to CSU only

**ATHL 125  Varsity Golf (3.0 Units)**
Students will learn the basic skills, rules, and strategies for competition in golf. (UC maximum credit allowed: 4 units)

*Recommended Preparation:* ATHL 125P  
*Lab Hours:* 162.00  
*Transfer:* Transfers to both UC/CSU

**ATHL 125P  Preparation for Intercollegiate Golf (1.0 Units)**
This course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition.

*Lab Hours:* 54.00  
*Transfer:* Transfers to CSU only

**ATHL 126  Varsity Soccer Women (3.0 Units)**
Students will learn the intermediate/advanced skills, rules, and strategies for competition in soccer. (UC maximum credit allowed: 4 units).

*Recommended Preparation:* ATHL 126P  
*Lab Hours:* 162.00  
*Transfer:* Transfers to both UC/CSU
ATHL 126P Preparation for Intercollegiate Women's Soccer (0.5-1 Units)
This women's soccer course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

ATHL 127 Varsity Softball (3.0 Units)
Students will learn the intermediate/advanced skills, rules, and strategies for competition in softball. (UC maximum credit allowed: 4 units)
Recommended Preparation: ATHL 127P
Lab Hours: 162.00
Transfer: Transfers to both UC/CSU

ATHL 127P Preparation for Intercollegiate Women's Softball (1.0 Units)
This women's softball course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

ATHL 128 Varsity Tennis Women (3.0 Units)
Students will learn the intermediate/advanced skills, rules, and strategies for competition in tennis. (UC maximum credit allowed: 4 units)
Recommended Preparation: ATHL 128P
Lab Hours: 162.00
Transfer: Transfers to both UC/CSU

ATHL 128P Preparation for Intercollegiate Women's Tennis (1.0 Units)
This course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ATHL 129 Varsity Tennis Men (3.0 Units)
Students will learn the intermediate/advanced skills, rules, and strategies for competition in tennis. (UC maximum credit allowed: 4 units)
Recommended Preparation: ATHL 129P
Lab Hours: 162.00
Transfer: Transfers to both UC/CSU

ATHL 129P Preparation for Intercollegiate Men's Tennis (0.5-1 Units)
This men's tennis course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

ATHL 130 Varsity Volleyball Women (3.0 Units)
Students will learn the intermediate to advanced skills, rules, and strategies for competition in intercollegiate volleyball. (UC maximum credit allowed: 4 units).
Recommended Preparation: ATHL 130P
Lab Hours: 162.00
Transfer: Transfers to both UC/CSU

ATHL 130P Preparation for Intercollegiate Volleyball (1.0 Units)
This volleyball course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

ATHL 132 Varsity Wrestling (3.0 Units)
In order to participate in intercollegiate athletics, a participant MUST be enrolled in twelve or more units at the time of participation and MUST maintain the twelve units for that semester. High school or club wrestling recommended. Students will learn the basic skills, rules, and strategies for competition in wrestling. Recommended preparation: Experience in high school or club level competition. (UC maximum credit allowed: 4 units)
Lab Hours: 162.00
Transfer: Transfers to both UC/CSU

ATHL 132P Preparation for Intercollegiate Wrestling (0.5-1 Units)
This wrestling course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

ATHL 133 Men's Cross Country (3.0 Units)
A cross country course designed to develop the knowledge, skills and strategy for the serious and recreational competitive athlete in college long distance running. The course is designed to emphasize competition and will help the athlete achieve a higher level of competitive ability through instruction of skills, techniques, strategy, and personal evaluation during or after competition. Students will be given an opportunity to compete.
Lab Hours: 162.00
Transfer: Transfers to both UC/CSU

ATHL 133P Preparation Intercollegiate Men's Cross Country (0.5-1 Units)
This course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

ATHL 134 Varsity Soccer Men (3.0 Units)
Students will demonstrate knowledge of rules, intermediate/advanced skills, and offensive and defensive strategies necessary to compete at collegiate level for soccer. (UC maximum credit allowed: 4 units).
Recommended Preparation: ATHL 134P
Lab Hours: 162.00
Transfer: Transfers to both UC/CSU

ATHL 135P Preparation Intercollegiate Men's Soccer (0.5-1 Units)
This men's soccer course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only
ATHL 143  Sports Performance Training  (1.0 Units)
During this course, student athletes will use a wide variety of effective power training principles to achieve maximum athletic performance and conditioning. Grade option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ATHL 144  Varsity Sand Volleyball Women  (3.0 Units)
Students will learn the intermediate to advanced skills, rules and strategies for competition in intercollegiate sand volleyball.
Recommended Preparation: ATHL 144P
Lab Hours: 162.00
Transfer: Transfers to both UC/CSU

ATHL 144P  Preparation for Intercollegiate Sand Volleyball  (1.0 Units)
This volleyball course is designed to satisfy the interest, development and needs of the highly skilled student athlete. It will provide students with high level instruction and experience required for intercollegiate competition.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

**Automotive Technology**

It is the mission of the Automotive Department of Victor Valley Community College to provide quality automotive instruction to a diverse community of students; the array of courses offered shall serve the educational needs of the beginning student as well as the employed professional. Through industry input the department shall strive to create and maintain the most up to date curriculum based on current industry trends. The department will acquire and maintain the appropriate equipment that will augment the current course curriculum.

Each year the Bureau of Labor Statistics lists the need for Automotive Technicians as one of the nation’s highest. This shortage of well-trained technicians has been created by the technological advances caused by the addition of the computerized engine controls and the need to control automotive pollution.

VVC’s automotive program is designed to give the student a thorough and complete knowledge of the basics of the modern automobile. The program is capable of training the student to entry-level performance on the latest industry approved equipment.

**Career Opportunities**

Federally recognized ASE certification in eight (8) categories, Parts Salesperson, Repair Shop Owner or Operator State Certified Pollution Control Technician, Tune-up Technician

**Faculty**

Bennett, Harry Lee
Coul tas, Steven
Rowland, Daniel
Shaner, Keith

**Automotive Technology, AS (04946)**

To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Automotive Technology major requires 18 units from any of the certificates or from any Automotive Technology courses. AUTO 138 Coop Ed Automotive may be used as elective credit, but may not be used to fulfill major requirements.

**Automotive Alternative Propulsion Certificate of Achievement (37006)**

When these classes are completed with a grade of a C or better the student should have the entry level skills to perform diagnosis’s and repairs as an Alternative Propulsion Technician.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 50</td>
<td>Introduction to Automotive Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 77.3</td>
<td>Automotive Workplace Professionalism</td>
<td>2.0</td>
</tr>
<tr>
<td>AUTO 82.0</td>
<td>Automotive Electrical Repair</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 89.3</td>
<td>Introduction to Hybrid, Electric Vehicle And Alternative Propulsion Vehicle Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 89.4</td>
<td>Hybrid Vehicle Propulsion</td>
<td>3.0</td>
</tr>
<tr>
<td>AUTO 89.5</td>
<td>Electric Vehicle &amp; Alternate Propulsion</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 89.6</td>
<td>Advanced Hybrid, Electric Vehicle, and Alternate Propulsion Technology</td>
<td>4.0</td>
</tr>
</tbody>
</table>

Total Units 25

**Automotive Brake and Suspension Specialist Certificate of Achievement (37007)**

When these classes are completed with a grade of a C or better the student should have the entry level skills to perform automotive brake and suspension diagnosis and repair.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 50</td>
<td>Introduction to Automotive Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 60</td>
<td>Automotive Suspension and Alignment</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 61.0</td>
<td>Automotive Brakes</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 77.3</td>
<td>Automotive Workplace Professionalism</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Total Units 14

**Automotive Detailer and Porter Certificate of Achievement (37076)**

When these classes are completed with a grade of a C or better the student should have the entry level skills to perform vehicle detailing and porter duties.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 50</td>
<td>Introduction to Automotive Technology</td>
<td>4.0</td>
</tr>
</tbody>
</table>

Complete all of the following with a C or better
### Automotive Electrical Specialist Certificate of Achievement (38352)

When these classes are completed with a grade of a C or better the student should have the entry level skills to perform diagnosis and repairs as an Automotive Electrical Specialist.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 50</td>
<td>Introduction to Automotive Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 77.3</td>
<td>Automotive Workplace Professionalism</td>
<td>2.0</td>
</tr>
<tr>
<td>AUTO 80.1</td>
<td>Automotive Electrical &amp; Electronics I</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 80.2</td>
<td>Automotive Electrical &amp; Electronics II</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 82.0</td>
<td>Automotive Electrical Repair</td>
<td>4.0</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
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<td><strong>18</strong></td>
</tr>
</tbody>
</table>

### Automotive Emission Testing Specialist Certificate of Achievement (38355)

When these classes are completed with a grade of a C or better the student should have the entry level skills to perform testing, diagnosis and repairs as an Emission Testing Specialist.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 50</td>
<td>Introduction to Automotive Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 77.3</td>
<td>Automotive Workplace Professionalism</td>
<td>2.0</td>
</tr>
<tr>
<td>AUTO 80.1</td>
<td>Automotive Electrical &amp; Electronics I</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 85D</td>
<td>BAR Specified Diagnostic and Repair Training</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 85.5</td>
<td>Engine and Emission Control Training</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 85.6</td>
<td>Emission Control Training</td>
<td>4.0</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

### Automotive Engine Performance Specialist Certificate of Achievement (38354)

When these classes are completed with a grade of a C or better the student should have the entry level skills to perform diagnosis’s and repairs as an Alternative Propulsion Technician.

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>AUTO 50</td>
<td>Introduction to Automotive Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 77.3</td>
<td>Automotive Workplace Professionalism</td>
<td>2.0</td>
</tr>
<tr>
<td>AUTO 79.1</td>
<td>Basic Automotive Engine Performance and Emission Controls</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 79.2</td>
<td>Advanced Automotive Engine Performance Emission Controls</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 79.3</td>
<td>Advanced Automotive Engine Performance Diagnostics</td>
<td>4.0</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

### Automotive Heating and Air Conditioning Specialist Certificate of Achievement (38356)

When these classes are completed with a grade of a C or better the student should have the entry level skills to perform diagnosis and repairs as an Air Conditioning Specialist.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 50</td>
<td>Introduction to Automotive Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 77.3</td>
<td>Automotive Workplace Professionalism</td>
<td>2.0</td>
</tr>
<tr>
<td>AUTO 80.1</td>
<td>Automotive Electrical &amp; Electronics I</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 80.2</td>
<td>Automotive Electrical &amp; Electronics II</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 97.0</td>
<td>Automotive Air Conditioning and Heating Systems</td>
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<tr>
<td><strong>Total Units</strong></td>
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</tr>
</tbody>
</table>

### Automotive Service Advisor and Manager Certificate of Achievement (36999)

Upon completion of these courses the student should be prepared to pass the ASE C1 Automotive Service Consultant exam and be prepared for employment as a professional automotive service advisor and or shop manager.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 50</td>
<td>Introduction to Automotive Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 77</td>
<td>Automotive Service Writing and Shop Management</td>
<td>3.0</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>
Automotive Transmission Specialist Certificate of Achievement (37008)

When these classes are completed with a grade of a C or better the student should have the entry level skills to perform diagnosis’s and repairs as an Automotive Transmission Specialist Technician.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 50</td>
<td>Introduction to Automotive Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 55.0</td>
<td>Manual Transmission and Differential Overhaul</td>
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</tr>
<tr>
<td>AUTO 56.0</td>
<td>Automatic Transmission and Overhaul</td>
<td>4-5</td>
</tr>
<tr>
<td>AUTO 56A</td>
<td>Transmission Computer Systems</td>
<td>2.0</td>
</tr>
<tr>
<td>AUTO 77.3</td>
<td>Automotive Workplace Professionalism</td>
<td>2.0</td>
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<tr>
<td>Total Units</td>
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<td>16-18</td>
</tr>
</tbody>
</table>

Light Duty Diesel Technician Certificate of Achievement (37000)

When these classes are completed with a grade of a C or better the student should have the entry level skills to perform diagnosis’s and repairs as a Light Duty Diesel Technician.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 50</td>
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<td>4.0</td>
</tr>
<tr>
<td>AUTO 77.3</td>
<td>Automotive Workplace Professionalism</td>
<td>2.0</td>
</tr>
<tr>
<td>AUTO 99.1</td>
<td>Light Duty Diesel Systems 1</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 99.2</td>
<td>Light Duty Diesel Systems 2</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 99.3</td>
<td>Light Duty Diesel Systems 3</td>
<td>4.0</td>
</tr>
<tr>
<td>AUTO 99.4</td>
<td>Light Duty Diesel Systems 4</td>
<td>4.0</td>
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<tr>
<td>Total Units</td>
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<td>22</td>
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</tbody>
</table>

Automotive Technology Courses

AUTO 50 Introduction to Automotive Technology (4.0 Units)

This course provides the student with a basic knowledge of automotive systems and components. Information covered will serve as a foundation and Topics covered will include safety, tool and shop equipment uses, industry practices, technician certification, theory and design of the major automotive systems.

Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable
AUTO 56A Transmission Computer Systems (2.0 Units)
This course covers techniques used by the automotive industry to
diagnose and repair transmission computer systems. Instruction will
cover the diagnosis and repair of runability problems relating to electronic
malfunctions of the computer controlled transmission.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Not transferable

AUTO 57.1 Automotive Brakes, Theory and Function (3.0 Units)
This course covers safety practices, theory, applications, braking
systems, and antilock brakes.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 54.00
Transfer: Not transferable

AUTO 58 Automotive Lubrication Technician (2.0 Units)
This course covers techniques used by the automotive industry to
perform routine preventative maintenance. Instruction will cover
changing automotive fluids, lubrication, safety inspections, installing
filters and ignition components.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Not transferable

AUTO 59.0 Automotive Tire Technician (2.0 Units)
This course covers techniques used by the automotive industry to
perform duties of a tire technician. Instruction will cover brake and
suspension inspections, mounting, balancing, and repairing tires.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Not transferable

AUTO 60 Automotive Suspension and Alignment (4.0 Units)
This course covers diagnosis and repair of the components of the
automotive suspension system. All related parts of the suspension
and steering are inspected and determination made of the serviceability of
the front and rear of the vehicles will be covered, both
manual and computer alignment.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 60.1 Automotive Suspension, Steering and Alignment (4.0 Units)
This course covers the components and principles of operation systems
used on automobiles and light trucks along with the diagnosis, repair and
alignment procedures used for those vehicles.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 60.2 Advanced Alignment (4.0 Units)
This course covers the advanced diagnosis, adjustments and alignment
of automotive steering systems using both analog and digital alignment
equipment.
Prerequisite(s): AUTO 60.1; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 60.5 Advanced Alignment and ADAS (advanced Driver Assistance
Systems) (4.0 Units)
Advanced Alignment and ADAS (Advanced Driver Assistance Systems)
This class will cover operation, calibration, diagnosis and repair of driver
assistance systems including: 1. Perimeter camera systems 2. Parking
warning and assist systems 3. Lane departure warning and lane centering
avoidance and pedestrian crash avoidance mitigation
Prerequisite(s): AUTO-60.1; Minimum grade C
Recommended Preparation: AUTO 79.1
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 61.0 Automotive Brakes (4.0 Units)
This course covers diagnosis and repair of the components of automotive brake systems: basic hydraulics, drum brakes, disc brakes, turning drum and rotors and related parts will be
reconditioned inspected and determination made of the serviceability of
existing parts. The need for replacement parts will be established as the
components are disassembled inspected and reassembled.
Prerequisite(s): AUTO 50 Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 62 Automotive Detailing (4.0 Units)
This course provides students with the knowledge and skills necessary
to correctly perform an automotive detail. Topics covered will include
exterior paint polishing and treatment, interior and upholstery cleaning
techniques, proper chemical and equipment usage, and dealership porter
responsibilities.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 67 Automotive Service Writing and Shop Management (3.0
Units)
This course prepares students to manage an automotive repair
shop. Topics covered include work order preparation, parts and labor
estimating, parts ordering, office and shop organization, writing a legal
work order, sales skills, and customer relations.
Lecture Hours: 54.00
Transfer: Not transferable

AUTO 77.1 Automotive Leadership and Team Building (3.0 Units)
This course provides the student with the knowledge necessary to
successfully build a functional automotive team and be an effective
automotive team leader. Topics covered will include automotive industry
team development, recruitment and retention of team members. The
course will also cover automotive industry motivation and compensation
and the creation and maintenance of employee policies and procedures
handbooks.
Lecture Hours: 54.00
Transfer: Not transferable

AUTO 77.2 Automotive Safety Training for Managers (3.0 Units)
This course provides the student with the knowledge necessary to
initiate and maintain an effective automotive safety training program
in an automotive repair facility. Topics covered will include employee
"Right to Know" laws and training requirements, safety audits and facility
assessment, hazardous communications guidelines, personal protective
equipment, and material handling and storage.
Lecture Hours: 54.00
Transfer: Not transferable
AUTO 77.3 Automotive Workplace Professionalism (2.0 Units)
This course presents information for working professionals in the automotive industry. Topics covered will include etiquette, dress, ethics, diversity, accountability, organization, communication and conflict resolution as they apply to the automotive industry.
Lecture Hours: 36.00
Transfer: Not transferable

AUTO 77L Automotive Service Writing and Shop Manager Laboratory (2.0 Units)
This course prepares students to effectively write automotive service orders and manage an automotive repair shop. Topics include labor guide look up and labor calculation, work order preparation, parts and labor estimating, parts ordering, office and shop organization, writing a legal work order, sales skills, and customer relations.
Lab Hours: 108.00
Transfer: Not transferable

AUTO 79.1 Basic Automotive Engine Performane and Emission Controls (4.0 Units)
This course provides theory and hands-on experience in the fundamentals of automotive engine management including: basic fuel injection, ignition systems and emission systems. The focus is then placed on foundational engine management components and systems including: fuel injection, electronic ignition and emission control systems with an emphasis on servicing, troubleshooting, diagnosis and repair of common engine management malfunctions.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 79.2 Advanced Automotive Engine Performance Emission Controls (4.0 Units)
This course provides theory and hands-on experience in the fundamentals of automotive engine management including: basic fuel injection, ignition systems and emission systems. The focus is then placed on foundational engine management components and systems including: fuel injection, electronic ignition and emission control systems with an emphasis on servicing, troubleshooting, diagnosis and repair of common engine management malfunctions.
Prerequisite(s): AUTO 79.1; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 79.3 Advanced Automotive Engine Performance Diagnostics (4.0 Units)
This course provides advanced-level theory and hands-on lab experience in the area of Diagnostics related to Automotive engine management systems including: fuel injection, ignition systems and emission systems. This class will also focus on electronic components, their functions and application to Automotive engine control systems. Projects will include the construction of electrical circuits for the application understanding solid-state device functions and applications. Additionally, this course will have preparatory instruction for the technician-level ASE L-1 (Advanced Engine Performance) Trade examination. The focus is placed on advanced engine management components and emission systems including: Fuel Delivery, Fuel Injection, Direct Injection, Variable Valve Timing, Variable Valve Lift, and Variable Displacement engine systems, Electronic Ignition, Emission Control Systems, computer networks and Bus systems with an emphasis on the interaction of these systems on late-model vehicles. Advanced-level troubleshooting techniques including the use of Diagnostic Scanners to interface with vehicle onboard computer systems for data analysis, electronics and their function, and Lab Scopes for the testing of computer controlled electrical circuits are large components in the lab portion of this class.
Prerequisite(s): AUTO 79.2; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 80.1 Automotive Electrical & Electronics I (4.0 Units)
This course covers the theory of electricity, use of meters and text equipment, use of wiring diagrams, diagnosis and repair or replacement of major electrical components of automotive and light trucks. Major areas of study include batteries, starting, charging and ignition systems as well as electrical accessories. This course will assist the student in preparing for the ASE A6 exam.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 80.2 Automotive Electrical & Electronics II (4.0 Units)
This course covers electricity and electronics, use of electrical test equipment, wiring diagrams, diagnosis and repair/replacement/diagnosis of major electrical components of automobiles.
Prerequisite(s): AUTO 80.1; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 80.6 Introduction to Automotive Electricity (4.0 Units)
This course covers electrical theory, basic electricity, electrical safety procedures, electrical diagnostic equipment, and industry approved procedures to diagnose and repair electrical malfunctions in the automobile.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 72.00
Transfer: Not transferable

AUTO 80A Automotive Computers, Electronics and Electrical Systems (4.0 Units)
This course covers techniques used by the automotive industry to diagnose and repair computer and fuel injection systems. Topics covered include the diagnosis and repair of electronic ignition systems, alternators and starters. Basic electrical and electronic concepts as they apply to the automobile.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable
AUTO 82.0 Automotive Electrical Repair (4.0 Units)
This course provides the student with the knowledge necessary to diagnose and repair automotive malfunctions including lighting systems, electrical instruments and accessories, electrical door components, air bags, and alarm systems. Information covered will include electrical fundamentals, test equipment, electrical circuits, electrical malfunctions, wiring diagrams, and electrical diagnosis.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 085.8 Smog Technician Update (0.0 Units)
BAR (Bureau of Automotive Repair) Smog Repair Technician 12 Hour Update
Lecture Hours: 9.00
Transfer: Not transferable

AUTO 85.1 Introduction to Engine Performance Theory (4.0 Units)
This course covers engine performance theory and techniques used by the automotive industry to diagnose and repair driveability malfunctions.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 72.00
Transfer: Not transferable

AUTO 85.5 Engine and Emission Control Training (4.0 Units)
The Engine and Emission Control Training is intended to provide students with fundamental knowledge of engine and emission control theory, design and operation. This course satisfies the BAR (Bureau of Automotive Repair) requirements for Level One Training.
Prerequisite(s): AUTO 85.5; Minimum grade C or ASE Certification in A-6, A-8 and L-1 or instructor Experience Evaluation
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 85.6 Emission Control Training (4.0 Units)
Emission Control Training is intended to provide students with knowledge of emission control theory, design and operation. This course satisfies the BAR (Bureau of Automotive Repair) requirements for Level Two Training.
Prerequisite(s): AUTO 85.5; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 85D BAR Specified Diagnostic and Repair Training (4.0 Units)
This course covers information required by the Bureau of Automotive Repair pertaining to diagnosis and repair of emission systems. Topics covered are: safety, electrical, emissions, and diagnostic strategies.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 89.3 Introduction to Hybrid, Electric Vehicle And Alternative Propulsion Vehicle Technology (4.0 Units)
This course explores the use of Hybrid, Electric power and alternative fuels for the vehicle transportation. Physics of battery storage, Hybrid generation systems, Electric vehicle applications and tier integrated systems from many manufacturers will be discussed. This course is suitable for students entering into and automotive alternative fuels or power generation and energy technology field. This course is a required course for the Alternative Vehicle Propulsion Certificate/Degree.
Prerequisite(s): AUTO 50
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 89.4 Hybrid Vehicle Propulsion (3.0 Units)
This course explores the use of Hybrid vehicle propulsion for vehicle transportation. Topics will include: safety when using high voltage, Hybrid vehicle drive systems, Battery technology, Hybrid generation systems, energy management systems, Hybrid vehicle peripheral systems. Hybrid vehicle maintenance, service, diagnostic and repair procedures will also be covered.
Prerequisite(s): AUTO-89.3 AUTO-50 with a minimum grade of C
Recommended Preparation: AUTO 79 AUTO 80 AUTO 80.6 AUTO 80A or AUTO 82
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 89.5 Electric Vehicle & Alternate Propulsion (4.0 Units)
This is an intermediate level course on alternative fuel systems used to power Modern vehicles. Emphasis will be placed on the theory, operation, maintenance, diagnosis, and repair of EV (Electronic Vehicles) and HEV (hydrogen electric vehicles). The course will also cover the basics of install action, diagnostic procedures, laptop computers, and computer monitoring of Compressed Natural gas (CNG), and Liquid Natural Gas (LNG) Hydrogen, LPG, and Bio Fuels. Students will develop skills that interface with modern technology computer based automotive electronic and network controls. SAE and CAN network control systems. This courses is designed for intermediate level technicians working the field of stationary power engines, transportation and clean energy fuels seeking to improve skills related to the diagnosis and repair of EV, HEV, and gaseous fueled vehicles.
Prerequisite(s): AUTO 89.3 Minimum grade C;
Recommended Preparation: AUTO 80.1 AUTO 80.2 OR AUTO 82;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 89.6 Advanced Hybrid, Electric Vehicle, and Alternate Propulsion Technology (4.0 Units)
This course explores advanced level theory, operation, diagnosis and repair of Hybrid, EV (electric vehicle), HEV (hydrogen electric vehicle), and Alternative propulsion systems in the modern automobile. This course is suitable for experienced students and technicians who intend to perform diagnosis and repair high voltage battery and management systems, electric propulsion systems, onboard computer systems, and gaseous fuel systems.
Prerequisite(s): AUTO 89.3, AUTO 89.4 and AUTO 89.5 Minimum Grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 90 Introduction to Automotive Fabrication (4.0 Units)
This course will provide the student with the knowledge and fundamentals of basic metal fabrication in the automotive industry. Areas of inspection includes safety, understanding measurement reading and calculations, and the proper use and application of fabrication equipment.
Prerequisite(s): AUTO 50 Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 90.A Automotive Exhaust System and Fabrication (4.0 Units)
This course is designed to provide the training needed to safely diagnose repair or legally modify the automotive exhaust system. This course and the emission courses are needed to help the student with the X1 ASE Certificate.
Prerequisite(s): AUTO 50 and WELD 58A Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable
AUTO 90.B Introduction to Automotive Sheet Metal Fabrication (4.0 Units)
This course is designed to provide the student with the basic knowledge and understanding of sheet metal fabrication as it applies to the automotive and automotive accessory industry.
Prerequisite(s): AUTO 50 and WELD 58A Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 90.C Introduction to Automotive Tube Fabrication (4.0 Units)
This course is designed to provide the student with basic knowledge and understanding of tube fabrication as it applies to the Automobile Industry
Prerequisite(s): AUTO 50 and WELD 58A Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Not transferable

AUTO 97.0 Automotive Air Conditioning and Heating Systems (4.0 Units)
This course covers diagnosis and repair of the components of the automobile air conditioning and heating systems; evaporators, compressors, control valves, condensers, blowers, heater cores, lines and hoses. Mechanical and electronic temperature controls. Air conditioning and heating related parts will be disassembled, inspected and determination made of serviceability of existing parts. The need for replacement parts will be established as the components are reassembled. Recovery and charging of different systems will be covered from both R-12 and R134A systems.
Prerequisite(s): AUTO 50; Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 99.1 Light Duty Diesel Systems 1 (4.0 Units)
This course covers the theory, design, diagnosis and repair of the light duty diesel power plant systems. Topics covered will include the fuel and emission systems.
Prerequisite(s): AUTO 50; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 99.2 Light Duty Diesel Systems 2 (4.0 Units)
This course covers the theory, design, diagnosis and repair of the light duty diesel power plant systems. Topics covered will include charging and starting systems, engine electronics, service and maintenance.
Prerequisite(s): AUTO 50 Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 99.3 Light Duty Diesel Systems 3 (4.0 Units)
This course covers the theory, design, diagnosis and repair of the light duty diesel power plant systems. Topics covered will include intake and exhaust systems, cooling and lubrication circuits and forced air induction.
Prerequisite(s): AUTO 50 Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 99.4 Light Duty Diesel Systems 4 (4.0 Units)
This course covers the theory, design, diagnosis and repair of the light duty diesel power plant systems. Topics covered will include cylinder block assemblies and cooling and lubrication circuits.
Prerequisite(s): AUTO 50 Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AUTO 138 Coop Ed Automotive (1-8 Units)
Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p.m., and by appointment.
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:
Perform automotive repairs to a professional level that ensures compliance with industry standards for vehicle safety and functions while maintaining a workplace that meets local, state and federal safety and environmental regulations and complies with state regulatory agency standards for professionalism and ethics.

Aviation
Aviation Maintenance Technology training is offered locally at Southern California Logistics Airport (SCLA). This program includes all classroom and practical training required to prepare for the Federal Aviation Administration (FAA) licensing exams for Airframe and Power Plant Technicians. The program includes the following:

- General Aviation;
- Aviation – Power plant
- Aviation – Airframe

For more information about this program including registration for the next class session, visit the Aviation Maintenance Technology (http://www.vvc.edu/academic/aviation-tech) website.

Faculty
Flores, Ricardo
Oshita, Christopher

Aviation Maintenance Technology, AS (35439)
To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements:
60 minimum degree-applicable units (including a maximum 4 units of
activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

### Aviation Airframe Technician Certificate of Achievement (17586)

To earn an Aviation Technician Certificate of Achievement complete the three courses focusing in airframe maintenance technology. The airframe certificate of achievement will allow students to find employment as apprentice level airframe technician.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVA 51</td>
<td>General Aviation I</td>
<td>9.5</td>
</tr>
<tr>
<td>AVA 52</td>
<td>General Aviation 2</td>
<td>9.5</td>
</tr>
<tr>
<td>AVA 61</td>
<td>Airframe 1</td>
<td>9.5</td>
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<tr>
<td>AVA 62</td>
<td>Airframe 2</td>
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<tr>
<td>AVA 63</td>
<td>Airframe 3</td>
<td>9.5</td>
</tr>
<tr>
<td>AVA 71</td>
<td>Powerplant 1</td>
<td>10.5</td>
</tr>
<tr>
<td>AVA 72</td>
<td>Powerplant 2</td>
<td>10.5</td>
</tr>
<tr>
<td>AVA 73</td>
<td>Powerplant 3</td>
<td>10.5</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
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<td><strong>80</strong></td>
</tr>
</tbody>
</table>

### Aviation Powerplant Technician Certificate of Achievement (17587)

To earn an Aviation Powerplant Technician Certificate of Achievement complete the three courses focusing in powerplant maintenance technology. The powerplant certificate of achievement will allow students to find employment as apprentice level powerplant technician.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>AVA 50</td>
<td>Aviation Technology Survey</td>
<td>4.0</td>
</tr>
<tr>
<td>AVA 50B</td>
<td>Aircraft Metallic Fabrication</td>
<td>4.0</td>
</tr>
<tr>
<td>AVA 75</td>
<td>Composites 1: Introduction to Composites</td>
<td>4.0</td>
</tr>
<tr>
<td>AVA 76</td>
<td>Composites 2: Advanced Composite Repair</td>
<td>3.5</td>
</tr>
<tr>
<td>AVA 77</td>
<td>Composites 3: Manufacturing Process for Advanced Composites</td>
<td>6.0</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>29.5</strong></td>
</tr>
</tbody>
</table>

### General Aircraft Maintenance Technician Certificate of Achievement (35957)

To earn a General Aircraft Maintenance Technician Certificate of Achievement complete the three courses focusing in general aviation maintenance technology. The General Aircraft Maintenance Certificate will allow students to find employment as apprentice level technician.

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVA 51</td>
<td>General Aviation I</td>
<td>9.5</td>
</tr>
<tr>
<td>AVA 52</td>
<td>General Aviation 2</td>
<td>9.5</td>
</tr>
</tbody>
</table>

### Composite Aerospace Manufacturing Certificate of Achievement (37051)

Prepares students for employment opportunities as an advanced composite technician, and or a career as an entry level aerospace composite technician.

<table>
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</tr>
</thead>
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<tr>
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</tr>
<tr>
<td>AVA 76</td>
<td>Composites 2: Advanced Composite Repair</td>
<td>3.5</td>
</tr>
<tr>
<td>AVA 77</td>
<td>Composites 3: Manufacturing Process for Advanced Composites</td>
<td>6.0</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
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</table>

### Aviation Courses

#### AVA 50 Aviation Technology Survey (4.0 Units)

This course is designed to allow interested students the ability to explore aviation maintenance career pathways. This course will focus on principles and practices of modern aircraft maintenance technology.

- Lecture Hours: 54.00; Lab Hours: 54.00
- Transfer: Not transferable

#### AVA 50B Aircraft Metallic Fabrication (4.0 Units)

This course will provide students with the techniques and procedures necessary for fabricating metallic aircraft structures. Upon completion of this course students will have practical knowledge and skill sets in the following areas: Types of aircraft structures and applications. Setting up - using sheet metal shop equipment (Box Brakes - Shears - Slip Formers etc). Reading and applying Metal - Composite Blueprints. Sheet Metal Fabrication practices - Drilling operations. Aircraft Fastener installation - removal practices.

- Prerequisite(s): AVA 50; Minimum grade C;
- Lecture Hours: 54.00; Lab Hours: 54.00
- Transfer: Not transferable

#### AVA 51 General Aviation I (9.5 Units)

This course is designed to prepare students for a career in aviation maintenance technology. Topics include math, basic electricity, basic physics, fluid lines and fittings and materials and processes.

- Lecture Hours: 135.00; Lab Hours: 108.00
- Transfer: Not transferable

#### AVA 52 General Aviation II (9.5 Units)

This course is designed to prepare students for a career in aviation maintenance technology. Topics include maintenance and ground operations.

- Prerequisite(s): AVA 51
- Lecture Hours: 135.00; Lab Hours: 108.00
- Transfer: Not transferable
AVA 71 Airframe 1 (9.5 Units)
This course is designed to prepare students for a career in aviation maintenance technology. Topics include aircraft materials, coverings and finishes, inspection, assembly and rigging and welding.
Prerequisite(s): AVA 51 AVA 52;
Lecture Hours: 108.00; Lab Hours: 189.00
Transfer: Not transferable

AVA 72 Powerplant 1 (10.5 Units)
This course is designed to prepare students for a career in aviation maintenance technology. Topics include reciprocating engines, turbine engines, and engine inspection.
Prerequisite(s): AVA 51 AVA 52; Minimum grade C;
Lecture Hours: 144.00; Lab Hours: 135.00
Transfer: Not transferable

AVA 73 Airframe 2 (10.5 Units)
This course is designed to prepare students for a career in aviation maintenance technology. Topics include aircraft electrical, positioning, warning, ice, rain control, and fire protection systems.
Prerequisite(s): AVA 51 and AVA 52; Minimum grade C;
Lecture Hours: 108.00; Lab Hours: 189.00
Transfer: Not transferable

AVA 74 Aviation Technology Capstone Course (4.0 Units)
This course is designed to prepare students for FAA licensure testing. Topics include a review of general, airframe, and power plant curricula.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AVA 75 Composites 1 Introduction to Composites (4.0 Units)
Introduction into Advanced Aerospace Composite Manufacturing and Repair Processes. This introductory course instructs students how to understand the practical applications of composite materials.
Prerequisite(s): AVA 50B; Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

AVA 76 Composites 2 Advanced Composite Repair (3.5 Units)
This course will explore practices and techniques employed in advanced composite repair practices. This course covers how to make repairs to composite structures and adhesive bonding. Upon completion of Composite 2 students will have knowledge and skills in advanced composite repair practices and techniques.
Prerequisite(s): AVA 75; Minimum grade C;
Lecture Hours: 27.00; Lab Hours: 108.00
Transfer: Not transferable

AVA 77 Composites 3 Manufacturing Process for Advanced Composites (6.0 Units)
Composites 3 Manufacturing Processes for Advanced Composites will explore techniques and applications applicable to manufacturing advanced composites including composite design criteria and in use applications, bonding techniques, composite tool making and machining and processing advanced composites.
Prerequisite(s): AVA 76; Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 162.00
Transfer: Not transferable

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Safely and responsibly perform aviation repairs while minimizing impact on the environment
- Determine necessary repairs to bring the aircraft into industry compliance for general maintenance

Basic Skills
The Basic Skills program will offer noncredit classes in English and math beginning fall 2020 semester. The program consists of several English and math courses designed to prepare students for English and math and to allow more advanced students to review core English and math skills.

The courses offer instruction in both lecture and lab formats, which allow students to receive direct noncredit lecture format, which allows instruction in a classroom setting while also practicing essential skills at their own pace.

For English, students should enroll in BSKL 3 Essential Reading and Writing, (0 units).

For Math, students should enroll in BSKL 9 Essential Mathematics, (0 units).

Faculty
Golder, Patricia
Pendleton, Joseph

Basic Skills Courses
BSKL 3 Essential Reading and Writing (0.0 Units)
The course focuses on essential reading and writing skills and prepares students to begin their academic or vocational college careers. This course does not apply to the Associate Degree.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable
BSKL 9 Essential Mathematics (0.0 Units)
The course focuses on essential mathematical skills in arithmetic, fractions, decimals and word problems and prepares them to begin their college careers. Percentages, ratios, and proportions are also introduced. This course does not apply to the Associate Degree.
Lecture Hours: 72.00
Transfer: Not transferable

Biology Courses

BIOL 98A Research Experience in International Natural History (3-4 Units)
This study abroad course offers students the opportunity to travel, and to learn about and experience first-hand biological research. The experience is designed to extend beyond the natural environment and the local geography by including the history and the culture of the trip destination(s). Pre-trip preparation may include lectures as well as reading and/or writing assignments. Participation in the travel portion of the course is mandatory. No 16-18 lecture hours plus 96-162 hours laboratory. Grade option. Trips vary in length from 9-13 days.
Lecture Hours: 18.00; Lab Hours: 162.00
Transfer: Not transferable

BIOL 98B Research Concepts in International Natural History (4.0 Units)
This study abroad course offers students the opportunity to travel, and to learn about and conceptualize biological research first-hand. The experience is designed to extend beyond the natural environment and the local geography by including the history and the culture of the trip destination(s). Pre-trip preparation may include lectures as well as reading and/or writing assignments. Participation in the travel portion of the course is mandatory. No 16-18 lecture hours plus 144-162 hours laboratory. Grade or Pass/No Pass. Trips vary in length from 14-18 days.
Lecture Hours: 18.00; Lab Hours: 162.00
Transfer: Not transferable

BIOL 98C Research in International Natural History (5.0 Units)
This study abroad course offers students the opportunity to travel, and to learn about and conduct first-hand biological research. The experience is designed to extend beyond the natural environment and the local geography by including the history and the culture of the trip destination(s). Pre-trip preparation may include lectures as well as reading and/or writing assignments. Participation in the travel portion of the course is mandatory. No 16-18 lecture hours plus 192-216 hours laboratory. Grade or Pass/No Pass. Trips vary in length from 19-25 days.
Lecture Hours: 18.00; Lab Hours: 216.00
Transfer: Not transferable

BIOL 100 General Biology (4.0 Units)
This is an introductory course with emphasis on the scientific method, analysis of scientific data, metric system, current biological problems, cellular biology, genetics and heredity, classification and systematics, evolution, ecology, behavior, and environmental issues. The laboratory will include a survey of the morphological characteristics of various organisms on this planet. (UC credit limitation)
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

BIOL 107 Introduction to Human Biology (4.0 Units)
An introduction to biological principles with a human perspective. Emphasis on cellular structure and function, organ systems, the concept of homeostasis, adaptation, cellular and population genetics, and the interaction of the human species with the ecosystem.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

BIOL 110 Introduction to Human Nutrition (3.0 Units)
Introduction to the medical aspects of nutrition, intended for students pursuing a career in health care. Biological function and chemical classification of nutrients. Nutritional needs throughout the lifespan. Effects of nutritional deficiencies and excesses. Recommended nutrient intakes and the role of diet in the development of chronic disease.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Biological Science

The biology department offers courses in a variety of interconnected topics, including microbiology, molecular biology, cellular biology, genetics, anatomy, physiology, and ecology. Many of the topics address important social problems including public health, natural resource management, nutrition and the law.

Students and faculty collaborate on laboratory research, fieldwork, and publications with real-world application. The department provides students with a broad exposure to biological processes and systems and a deep understanding of biology at environmental, organismal, cellular, and molecular levels. Through these experiences our students will gain a conceptual and experiential understanding of the biological sciences spanning from molecules to ecosystems.

Career Opportunities
(May require advanced degree)

Environmental Analyst, Healthcare, Life Science Education, Forensic Science, Biological Research

Faculty
Gibbs, David
Gibbs, Jessica
Harvey, Lisa
Howard, Kristy
Jalota, Naveen
Kaiser, Hinrich
Meyer, Archie
Sauer, Frank

Transfer
- California State University, San Bernardino: Biology major
- University of California, Riverside: Biology major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Associate Degree

No associate degree offered with a major in Biological Science. Biology courses may be used to fulfill requirements for an Associate in Science degree with a major in Math/Science or Liberal Arts. See department listings for more information. BIOL 138 Coop Ed Biology may be used as elective credit but may not be used to fulfill major requirements.

For the most up-to-date information on these programs and others, visit assist.org. Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.
BIOL 118 Principles of Heredity (4.0 Units)
A survey of Mendelian inheritance, quantitative traits, and population genetics. Also includes sections on DNA technology, immune genetics, and genetics of cancer. This course places special emphasis on human inheritance and family pedigree analysis, and will stress development of critical thinking and problem-solving skills.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

BIOL 138 Coop Ed Biology (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only

BIOL 145 Forensic Pathology (3.0 Units)
The scientific techniques used in forensic pathology investigations of regional injuries and death including firearm, transportation and physical injuries, trauma and disease, child abuse, sexual assaults, diagnosis of rape, pregnancy, abortion and delivery, infanticide, asphyxial and drug deaths. The course will cover forensic medical evidence and records for the court.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BIOL 149 Independent Study (3.0 Units)
Assigned projects involving research, laboratory work, or directed study for selected students who are interested in furthering their knowledge of anatomy and physiology on an independent study basis. For each unit earned, students are required to devote three hours per week throughout the semester. Enrollment limited to those who meet independent study criteria. Prior to registration, a contract must be prepared. See instructor for details.
Transfer: Transfers to CSU only

BIOL 200 Botany: Plant Diversity and Ecology (4.0 Units)
This course is intended for majors and covers comparative diversity, structure, and function of plant, fungal, and protistan phyla. Topics include development, morphology and physiology, taxonomy and systematics. Principles of population and community ecology and ecosystem interactions are emphasized.
Prerequisite(s): MATH 105 MATH 105H MATH 120 MATH 120H or MATH 120S Minimum grade C
Recommended Preparation: BIOL 201 and ENGL 101.0
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

BIOL 201 Biology of Cells (5.0 Units)
This rigorous course will provide students with a comprehensive introduction to biological principles at the cellular and molecular level. Emphasis will be placed on the scientific method, molecular biology, biochemistry, structure and function of cells, cellular reproduction and Mendelian and molecular genetics. This course is designed for pre-professional and biology majors, but is open to all students.
Prerequisite(s): (MATH 105 or higher Minimum grade C) and (CHEM 201 Minimum grade C)
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

BIOL 202 Biology of Organisms (5.0 Units)
This course provides students with a comprehensive introduction to the diversity of biological organisms. Emphasis is placed on the origin of life, evolutionary relationships among groups of organisms and the basic anatomy and physiology of the major groups of living organisms and an introduction to the principles of ecology. Biology majors should also take Biology 201.
Prerequisite(s): MATH 90 or Higher; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

BIOL 203 Population and Environmental Biology (4.0 Units)
An introduction to the structure and organization of populations, communities, and ecosystems. Emphasis will be on demography, population growth, life history traits, extinction, species interactions, ecosystem dynamics, and evolution, as well as selected current environmental issues. Students will participate in field laboratories, use simple statistics to analyze data, and compose scientific papers.
This course is designed for biological science majors but is open to all students.
Prerequisite(s): MATH 90; Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

BIOL 211 Human Anatomy (5.0 Units)
An introduction to the gross and microscopic anatomy of the human body. Lab includes dissection of a cat, sheep eye, kidney, heart, and larynx with demonstrations on anatomical models and including demonstration on human cadavers when available. Lecture covers cells, tissues, organs, and the major human systems such as the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, respiratory, urinary, and reproductive.
Prerequisite(s): BIOL 107 or BIOL 201 minimum grade C
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

BIOL 213 Sexually Transmitted Diseases (3.0 Units)
The pathogenesis, treatment and diagnosis of the prominent sexually transmitted diseases. Impact of current biotechnology in relation to vaccine development, experimental treatments, and improved diagnostics and screening.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

BIOL 215 Human Gross Anatomy (4.0 Units)
An advanced anatomy class that utilizes a regional approach to the study of the thorax, abdomen, and pelvis. Lecture will include medical/clinical applications and case studies on these regions. Laboratory includes hands on group dissection of these regions on a whole cadaver; as well as work on high-level anatomy software.
Prerequisite(s): BIOL 211; Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

BIOL 221 General Microbiology (5.0 Units)
Introduction to microbiology with emphasis on: morphology, reproduction, growth, metabolism, genetics and taxonomy of micro organisms; methods of biotechnology applicable to microbiology; and the role of micro organisms in infectious disease, methods of control of the disease, and the immune response of the host.
Prerequisite(s): Take BIOL 100, BIOL 107 or BIOL 201 and CHEM 100 or CHEM 201; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU
BIOL 231 Human Physiology (5.0 Units)
Study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, digestive system, endocrine system, and reproductive system. This course is primarily intended for Nursing, Allied Health, Kinesiology, and other health related majors.
Prerequisite(s): BIOL 100, BIOL 107 or BIOL 201 and BIOL 211 and CHEM 100 OR CHEM 201; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

BIOL 232 Human Physiology (4.0 Units)
Study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, digestive system, endocrine system, and reproductive system. This course is primarily intended for Nursing, Allied Health, Kinesiology, and other health related major.
Prerequisite(s): BIOL 100, BIOL 107 or BIOL 201; and BIOL 211; and CHEM 100 OR CHEM 201; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Transfers to CSU only

BIOL 233 Pathophysiology (3.0 Units)
This introductory pathophysiology course uses a conceptual approach to introduce pathological mechanisms of altered human states of physiology. Topics include etiology, cellular metabolism, tissue perfusion, tissue alterations, functional changes and age-related differences when applicable. Specific disease processes are discussed to demonstrate application of the mechanisms.
Prerequisite(s): BIOL 231; Minimum grade C;
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BIOL 250A Ecosystem Field Biology (3.0 Units)
Students will learn research techniques hands-on, from basic specimen collecting, species identification, and data gathering in the field to data analysis and scientific writing and will apply these in biodiversity surveys of terrestrial or aquatic habitats or both. This course is intended for biology majors but is open to all students. Non-majors who wish to participate with less rigorous course requirements may wish to enroll in BIOL 98, Comparative Natural History Studies, which is offered concurrently.
Prerequisite(s): Take BIOL 100 or BIOL H100
Lecture Hours: 18.00; Lab Hours: 108.00
Transfer: Transfers to CSU only

BIOL 295A Biological Research I (4.0 Units)
Students who would like to explore biological research for the first time will experience basic research techniques using the scientific method. During this course, the essential elements of research will be stressed, such as literature review, writing a research proposal and conducting an experiment. Undergraduate research helps students develop valuable skills, and provides an opportunity to apply scientific knowledge in the context of "real world" problems.
Prerequisite(s): BIOL 100 BIOL 107 or BIOL 201; Minimum grade C
Recommended Preparation: MATH 90
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

BIOL 295BH Biological Research II - Experimental Design (4.0 Units)
Students who would like to further explore biological research will use various research techniques following the scientific method. During this course, many essential elements of research will be stressed, such as literature review, writing a research proposal and conducting an experiment. Undergraduate research helps students develop valuable skills, and provides an opportunity to apply scientific knowledge in the context of "real world" problems.
Prerequisite(s): BIOL 100, BIOL 107 or BIOL 201; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

BIOL 295CH Biological Research III - Research Design & Analysis (4.0 Units)
Construction of basic experimental designs based upon literature and data analyses. Students develop and participate in experimental designs of selected research projects including measurements, statistical analyses, and interpretation of data. Special emphasis will be placed on the development of laboratory skills.
Prerequisite(s): Take BIOL 100 BIOL 107 or BIOL 201; Minimum Grade C
Recommended Preparation: MATH 90 or higher
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

• Demonstrate a breadth of knowledge in biological concepts and principles.
• Communicate scientifically to peers and to the community.
• Apply the scientific method to discover the living world around us and recognize its value to human advancements in health and impact on the environment.

Business
The Business Administration Department offers a variety of courses in business which allows a student to comply with the lower-division requirements for transfer to university level programs. Courses are also offered which allow the student to prepare for career entry-level positions and for upgrading of job skills for the already career-oriented student.

Students planning to transfer with a Business major should select their courses with the assistance of a counselor since each transfer institution has unique requirements.

Career Opportunities
Positions from entry-level to mid-management may be reasonable expectations upon completion of either the Degree or the Certificate programs in the fields of retailing, merchandising, service-related businesses, bookkeeping, and manufacturing firms. Some possible position titles include:

Accounting Clerk/Bookkeeper Administrative Assistant Department Manager, Human Resource Manager, Marketing Manager, Merchandise Buyer, Merchandise Manager, Office Manager, Purchasing Management, Salesperson, and Store Manager.

Associate in Science, Business (37067)
To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements:
60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Required Courses</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Select 18 units from the following:</td>
<td>18.0</td>
</tr>
<tr>
<td>ALDH 80</td>
<td>Pharmacology</td>
<td></td>
</tr>
<tr>
<td>ALDH 81</td>
<td>Medical Insurance</td>
<td></td>
</tr>
<tr>
<td>ALDH 82</td>
<td>Medical Office Procedures</td>
<td></td>
</tr>
<tr>
<td>ALDH 139</td>
<td>Medical Terminology</td>
<td></td>
</tr>
<tr>
<td>CIS 101</td>
<td>Computer Literacy</td>
<td></td>
</tr>
<tr>
<td>ECON 101</td>
<td>Principles of Economics: Macro</td>
<td></td>
</tr>
<tr>
<td>ECON 102</td>
<td>Principles of Economics: Micro</td>
<td></td>
</tr>
<tr>
<td>MATH 105</td>
<td>College Algebra ²</td>
<td>3</td>
</tr>
<tr>
<td>MATH 120</td>
<td>Introduction to Statistics</td>
<td></td>
</tr>
</tbody>
</table>

Students may also select any Business Administration (BADM), Business Education Technology (BET), or Business Real Estate (BRE) courses ³

Total Units 18


Those students planning to transfer to an upper-division institution should select their courses with the assistance of a counselor since each transfer institution has unique requirements.

**Career Opportunities**

Positions from entry-level to mid-management may be reasonable expectations upon completion of either the degree or the certificate programs in the fields of retailing, merchandising, service-related businesses, bookkeeping, and manufacturing firms. Some possible position titles include:

- Accounting Clerk/Bookkeeper, Administrative Assistant, Department Manager, Human Resource Manager, Marketing Manager, Merchandise Buyer, Merchandise Manager, Office Manager, Purchasing Management, Salesperson, Store Manager

**Faculty**

- Holloman, David
- Quarles, Brian
- Young, Henry

**Transfer**

- California State University, San Bernardino: Administration and Information Systems and Technology majors
- University of California, Riverside: Business Administration major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

**Business Administration, AS (10787)**

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements:

- 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Business Administration major requires 18 units from any of the certificates or from any Business Administration coursework. BADM 138 Coop Ed Bus Admin. may be used as elective credit, but may not be used to fulfill major requirements.

**Business Administration, AS-T (37582)**

Completion of the Associate in Science for Transfer Degree in Business Administration will allow students to achieve the required lower division common core courses for a bachelor’s degree. This includes business degrees with options such as accounting, finance, entrepreneurship, human resource management, international business, management, operations management, public administration, real estate, and marketing.

To earn this degree complete the major coursework listed here with “C” grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum
overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BADM 103</td>
<td>Financial Accounting Fundamentals</td>
<td>3.0</td>
</tr>
<tr>
<td>BADM 104</td>
<td>Managerial Accounting</td>
<td>3.0</td>
</tr>
<tr>
<td>ECON 101</td>
<td>Principles of Economics: Macro</td>
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<tr>
<td>ECON 102</td>
<td>Principles of Economics: Micro</td>
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</tr>
<tr>
<td>BADM 117</td>
<td>Legal Environment of Business</td>
<td>3.0</td>
</tr>
<tr>
<td>or BADM 118</td>
<td>Business Law</td>
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</tr>
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<td>MATH 120/120H</td>
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List B

<table>
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<tr>
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<tbody>
<tr>
<td>CIS 101</td>
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</tr>
<tr>
<td>BADM 100</td>
<td>Introduction to Business Organizations</td>
<td>3.0</td>
</tr>
<tr>
<td>or BADM 144</td>
<td>Business Communications</td>
<td></td>
</tr>
</tbody>
</table>

Total Units 26-27

**Bookkeeping I Certificate of Career Preparation**

The Bookkeeping I Certificate is designed to give the student entry-level skills as an accounting clerk or bookkeeper. These skills include the ability to sort, record, and file accounting data, as well as perform general accounting tasks and assist in the processes of summarizing and analyzing accounting information, both manually and using a computerized accounting program.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>BADM 50</td>
<td>Applied Accounting I</td>
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</tr>
<tr>
<td>BADM 51</td>
<td>Applied Accounting II</td>
<td>3.0</td>
</tr>
<tr>
<td>BADM 100</td>
<td>Introduction to Business Organizations</td>
<td>3.0</td>
</tr>
<tr>
<td>BADM 106</td>
<td>Accounting Software Applications Part A</td>
<td>3.0</td>
</tr>
<tr>
<td>BADM 107</td>
<td>Accounting Software Applications Part B</td>
<td>2.0</td>
</tr>
<tr>
<td>BADM 142</td>
<td>Business Mathematics</td>
<td>3.0</td>
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</table>

Total Units 16

**Management Certificate of Achievement (04941)**

The Management Certificate will give the student basic skills and education to become an entry-level manager in retailing, merchandising, service-related businesses, and manufacturing firms.

Note: ENGL 101.0 English Composition and Reading is strongly recommended for success in the required classes.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BADM 103</td>
<td>Financial Accounting Fundamentals</td>
<td>3.0</td>
</tr>
<tr>
<td>BADM 110</td>
<td>Principles of Management</td>
<td>3.0</td>
</tr>
<tr>
<td>BADM 117</td>
<td>Legal Environment of Business</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Business Administration Courses**

**BADM 50 Applied Accounting I (3.0 Units)**

Introduction to the bookkeeping problems of a small business enterprise for both merchandising and service-type organization. Emphasis on the development of skills for both cash and accrual methods of recording, including procedures for completion of an accounting cycle. Attention is given to special journals, subsidiary ledgers, and payroll and control systems.

- Lecture Hours: 54.00
- Transfer: Not transferable

**BADM 51 Applied Accounting II (3.0 Units)**

Continuance of bookkeeping procedures with special emphasis on the development of skills in the valuation of assets, business taxes, accruals and deferrals, preparation of financial statements, and payroll tax analysis.

- Lecture Hours: 54.00
- Transfer: Not transferable

**BADM 52 Elements of Supervision (3.0 Units)**

This course is designed to introduce the student to the concepts of effectively supervising employees. Students will be introduced to the elements of directing the work of others and the specific skills required for goal setting, budgeting, scheduling, delegating, interviewing, negotiation, handling grievances, counseling employees, and performance evaluations.

- Lecture Hours: 54.00
- Transfer: Not transferable

**BADM 100 Introduction to Business Organizations (3.0 Units)**

This is an introductory course for both business and non-business majors. This course is designed to introduce the student to contemporary issues and principles of business as well as the different business disciplines such as management, marketing, accounting, finance, human resource management, and entrepreneurship. In addition, other topics include the global dimension of business, the various forms of business ownership, teamwork, securities, ethics and social responsibility, and economic challenges facing the 21st century.

- Lecture Hours: 54.00
- Transfer: Transfers to both UC/CSU
BADM 103 Financial Accounting Fundamentals (3.0 Units)
This course is the study of accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and statement analysis. Includes issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics.
Recommended Preparation: ENGL 45 AND BADM 142
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

BADM 104 Managerial Accounting (3.0 Units)
This is the study of how managers use accounting information in decision-making, planning, directing and controlling operations. Focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Additional coverage on performance analysis of manufacturing and service organizations. (UC credit limitation).
Recommended Preparation: BADM 103
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

BADM 106 Accounting Software Applications Part A (2.0 Units)
Basic application of accounting software for small business.
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Transfers to CSU only

BADM 107 Accounting Software Applications Part B (2.0 Units)
This course is a continuation and expansion of the accounting procedures covered in BADM 106. Using accounting software, topic covered include setting up a business accounting system including customers, vendors and accounts, payroll, cash and accrual systems, inventory control, budgeting, taxation, financing, and investing.
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Transfers to CSU only

BADM 109 Human Resource Management (3.0 Units)
This introductory course is designed to acquaint the student with the important functions performed by the human resource department in a business organization. These functions include recruiting, staffing, training and development, compensation, strategic human resource planning, personnel evaluation, and management-labor relations. Other topics include global issues, the legal environment, EEO, sexual harassment, and design of work.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BADM 110 Principles of Management (3.0 Units)
This is an introductory course to the management functions of planning, organizing, leading and controlling. The concepts of corporate culture, the impact of the external environment, business ethics and social responsibility, motivation, communication and teamwork, globalization, and quality control are a few of the topics covered. It is designed for the managerial candidate or for the individual who has worked but not had formal training in business management.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BADM 112 Introduction to Marketing (3.0 Units)
This course is an introduction to contemporary marketing principles. Included in this course will be relationship marketing, the global dimension of marketing, e-commerce, marketing plan development, research, market segmentation, product strategy, distribution, promotional, and pricing strategies. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BADM 116 Human Relations in Business (3.0 Units)
Human relation skills means interactions among people and represent the single biggest reason for career success and failure. This course provides a clear understanding of human relations concepts, the application of human relations concepts for critical thinking in the business world, and the ability to increase the student’s development of human relation skills.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BADM 117 Legal Environment of Business (3.0 Units)
The study of the American legal system and principles of law as applied to business. Course content includes: the legal environment of business, nature and source of law, court systems, dispute resolution, common and statutory law, constitutional law, administrative agencies, torts and business torts, contract law, and the Uniform Commercial Code as it relates to the sale of goods. Additionally, the legal forms of business will be addressed as to the formation, operation, and termination of proprietorships, partnerships, and corporations. (UC credit limitation)
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

BADM 118 Business Law (3.0 Units)
The study of business law, both case and statutory, as it applies to the Uniform Commercial Code dealing with negotiable instruments; secured transactions and bankruptcy; employment law and agency; property, real and personal to include bailments; and governmental agencies’ regulation of business to include anti-trust and fair business practices. (UC credit limitation)
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

BADM 122 Small Business Management (3.0 Units)
An introduction to contemporary management techniques used by small businesses in the free enterprise system. The course focuses on entrepreneurial opportunities, developing a business plan for a planned or existing small business, small business marketing, operations, and financial management.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BADM 138 Coop Ed Bus Admin. (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in this catalog for more information.
Transfer: Transfers to CSU only
BADM 142 Business Mathematics (3.0 Units)
An introduction to a variety of business computations and applications such as percents, payroll, markup/markdown, cash and trade discounts, simple and compound interest, annuities, credit, mortgages, financial statements and analysis, inventory, depreciation, taxes and securities.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BADM 144 Business Communications (3.0 Units)
This course studies the principles and role of business communication and the need for proficient, legal and ethical communication skills within current, professional, diverse, technological, and global environments. Emphasis is placed on verbal, nonverbal, and written communication to include persuasive, analytical, business letters, memorandums, and reports. The course also covers resumes and other employment related correspondence. Students will develop planning, organizing, and outlining skills, as well as editing proficiency. Evaluates grammar skills and improves writing style.
Prerequisite(s): ENGL 101.0 Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BADM 180 Introduction to Global Business (3.0 Units)
There is a rapidly expanding global economy and marketplace. This course will introduce the topics of culture and national differences, global trade, international monetary system, global business strategies, and international business operations. Additionally, global challenges, ethics, social responsibility, and sustainability will be integrated throughout the course.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Effectively use various channels of communication.
- Successfully solve business related mathematical computations.
- Apply ethical principles (behavior) in a business environment.
- Demonstrate appropriate human relation skills in a work environment.
- Describe how the nature of management varies at different organizational levels.
- Demonstrate entry-level competence in recognizing and applying accounting principles and concepts to record and interpret business transactions.
- Perform financial and microcomputer accounting activities.

Business Education Technologies
The study of Business Education Technologies is designed to prepare students for a variety of careers in high-tech business offices. Transfer level courses are available for students preparing for a bachelor's degree. The Associate in Science degree and Certificates of Achievement are awarded.

Career Opportunities
Administrative Assistant, Data Entry, Desktop Publishing, Executive Secretary, General Clerk, Office Manager, Receptionist, Stenographer, Teacher, Typist, Transcription Machine Operator

Faculty
Becker, Barbara

Transfer
The following CSU campuses offer a BS degree in Business Education for students who plan to teach business in grades 7-12:
- California State University, Los Angeles
- California State University, Northridge

Not usually a transfer major. Some Business Education Technologies courses fulfill subject credit requirements, but most transfer as electives. For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Business Education Technology, AS (04943)

To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements:
60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

This curriculum is designed to prepare students for employment in business/industry/government. Duties include office supervision, word processing, maintaining office records and accounts.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BET 104</td>
<td>Beginning Word Processing/Typing for Windows ABC</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 124</td>
<td>Records Management</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 136</td>
<td>Career Applications for Word Processing</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 142</td>
<td>Office Technologies &amp; Procedures</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Complete two courses from the following: 6.0

| BET 68 | Proofreading                                     |
| BET 74 | Office Machine Calculations                      |
| BET 112 | Spreadsheet: Excel for Windows A/B/C           |
| BET 122 | Intermediate Keyboard/Typing                    |
| BET 131 | Presentation Software: Powerpoint A/B/C         |
| BET 143 | Business English                                |

Total Units 18

Administrative Assistant Certificate of Achievement (10789)

This curriculum is designed to prepare students for employment in business/industry/government for higher-level executives. Duties include office supervision, word processing, maintaining office records and accounts.
### Computer Systems I Certificate of Career Preparation

This curriculum is designed to prepare students for entry-level word processing or data entry positions.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BET 104</td>
<td>Beginning Word Processing/Typing for Windows ABC</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Complete 7 units from the following: 7.0

- BET 68 Proofreading
- BET 100 Introduction to Computers
- BET 107 Internet A/B/C
- BET 112 Spreadsheet: Excel for Windows A/B/C
- BET 123T Machine Transcription
- BET 131 Presentation Software: Powerpoint A/B/C
- BET 136 Career Applications for Word Processing
- BET 143 Business English

Total Units 31-32

### Spreadsheet Processor Certificate of Career Preparation

This curriculum is designed to prepare students for entry-level office/bookkeeping positions.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BET 112</td>
<td>Spreadsheet: Excel for Windows A/B/C</td>
<td>3.0</td>
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</table>

Total Units 10

### Word Processor Certificate of Career Preparation

This curriculum is designed to prepare students for entry-level secretarial positions.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BET 104</td>
<td>Beginning Word Processing/Typing for Windows ABC</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units 3

### Computer Systems II Certificate of Achievement (10791)

This curriculum is designed to prepare students for the modern computer office. It includes instruction in the most popular business software.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BET 104</td>
<td>Beginning Word Processing/Typing for Windows ABC</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 107</td>
<td>Internet A/B/C</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units 3

### Data Typist Certificate of Career Preparation

This curriculum is designed to prepare students for entry-level positions as a data entry operator. Duties for this position include general clerical tasks, data entry, and word processing.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BET 104</td>
<td>Beginning Word Processing/Typing for Windows ABC</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 124</td>
<td>Records Management</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Complete 6 units from the following: 6.0

- BET 68 Proofreading
- BET 77 Speed and Accuracy Development
- BET 107 Internet A/B/C
- BET 112 Spreadsheet: Excel for Windows A/B/C
- BET 118 Microsoft Access
- BET 122 Intermediate Keyboard/Typing
- BET 123T Machine Transcription
Medical Office Certificate of Achievement (07546)

This curriculum is designed to prepare students to effectively carry out front medical office functions. Administrative duties include scheduling and receiving patients, maintaining medical records, office accounts, insurance forms, and transcription. See Medical Assistant for a program which includes both front and back office preparation and a clinical component.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALDH 80</td>
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</tr>
<tr>
<td>ALDH 81</td>
<td>Medical Insurance</td>
<td>3.0</td>
</tr>
<tr>
<td>ALDH 82</td>
<td>Medical Office Procedures</td>
<td>4.0</td>
</tr>
<tr>
<td>ALDH 139</td>
<td>Medical Terminology</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 104</td>
<td>Beginning Word Processing/Typing for Windows ABC</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 123M</td>
<td>Machine Transcription-Medical</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 124</td>
<td>Records Management</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 136</td>
<td>Career Applications for Word Processing</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 142</td>
<td>Office Technologies &amp; Procedures</td>
<td>3.0</td>
</tr>
<tr>
<td>BET 143</td>
<td>Business English</td>
<td>3.0</td>
</tr>
<tr>
<td>or BET 68</td>
<td>Proofreading</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units: 34

Business Education Technologies Courses

Code  Title                                      Units
BET 100  Introduction to Computers            (3.0 Units)
BET 112  Spreadsheet: Excel for Windows A/B/C (3.0 Units)
BET 118  Microsoft Access                      (3.0 Units)
BET 122  Intermediate Keyboard/Typing          (3.0 Units)
BET 123T Machine Transcription                (3.0 Units)
BET 131  Presentation Software: Powerpoint A/B/C (3.0 Units)
BET 136  Career Applications for Word Processing (3.0 Units)
BET 137  Desktop Publishing: Ms Publisher      (3.0 Units)
BET 142  Office Technologies & Procedures      (3.0 Units)
BET 143  Business English                      (3.0 Units)

Total Units: 12

Office Services Certificate of Preparation

This curriculum is designed to prepare students for entry-level positions in the clerical field and as a receptionist. Entry-level duties include general clerical tasks, filing, and word processing.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BET 104</td>
<td>Beginning Word Processing/Typing for Windows ABC</td>
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</tr>
<tr>
<td>BET 124</td>
<td>Records Management</td>
<td>3.0</td>
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<tr>
<td>or BET 68</td>
<td>Proofreading</td>
<td>3.0</td>
</tr>
<tr>
<td>or BET 74</td>
<td>Office Machine Calculations</td>
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<tr>
<td>or BET 107</td>
<td>Internet A/B/C</td>
<td>3.0</td>
</tr>
<tr>
<td>or BET 112</td>
<td>Spreadsheet: Excel for Windows A/B/C</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units: 34
BET 107 Internet A/B/C (3.0 Units)
This course is designed to teach students concepts and business skills of the internet including creating an e-mail account; creating, editing, and printing effective web pages; and understanding internet technologies and security. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 112 Spreadsheet: Excel for Windows A/B/C (3.0 Units)
This course offers spreadsheet operations for creating, editing, formatting, and enhancing charts in workbooks. Students learn to manage workbooks and prepare them for the web. Students plan, create, and then filter lists using Excel's database.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 118 Microsoft Access (3.0 Units)
Familiarity with computers is recommended. Introduces database concepts through advanced skill levels including advanced queries, briefcase replication, macros and use of Visual Basic for applications code.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 122 Intermediate Keyboard/Typing (3.0 Units)
This course is designed to build speed and skills learned in Beginning Typing/Keyboarding, using the current version of Microsoft Word and Keyboarding Pro with an emphasis of obtaining straight copy rate of 45-60 gross wpm with a predetermined error limit. Additionally, students will develop skills needed to effectively format a variety of business documents.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 123L Machine Transcription-Legal (3.0 Units)
Develop machine transcription skills used in a typical law firm. Learn to prepare legal documents and correspondence.
Recommended Preparation: BET 104
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 123M Machine Transcription-Medical (3.0 Units)
Develop machine transcription skills for a medical transcriber. Learn use and meaning of medical terminology used in Allied Health field.
Recommended Preparation: BET 104
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 123T Machine Transcription (3.0 Units)
Introduces students to word processing transcription of business letters and memos.
Recommended Preparation: BET 104
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 124 Records Management (3.0 Units)
Principles and procedures of establishing and maintaining records systems in the use of alphabetic, geographic, numeric, and subject filing systems.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 131 Presentation Software: Powerpoint A/B/C (3.0 Units)
This course is designed to teach students concepts and business skills of PowerPoint including creating, editing, and printing effective presentations. Students learn advanced PowerPoint features such as creating graphs and tables, and customizing, and inserting artwork, WordArt, and slide show effects. Students learn embedded concepts and business skills of PowerPoint. The concepts and skills include working with embedded and linked objects, hyperlinks, and delivering and publishing presentations.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 133 Microsoft Office (3.0 Units)
This class is designed to introduce students to the basic functions of Microsoft Office WORD, EXCEL, POWERPOINT, and ACCESS, as well as a brief overview of operating systems and the Internet.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 136 Career Applications for Word Processing (3.0 Units)
This course is designed for the student who is familiar with word processing functions and formatting principles. Topics will include terminology and methodology used in a variety of business careers by applying formatting and keyboarding skills to complex professional documents including letters, memos, forms, tables and reports. Grade Option.
Recommended Preparation: BET 104 and the Ability to use word processing functions to create, format and edit advanced business documents.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 137 Desktop Publishing: Ms Publisher (3.0 Units)
This course is designed to teach students practical, professional quality publications using the current version of Microsoft Publisher.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 138 Cooperative Education Business Education Technology (1-8 Units)
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in the catalog for more information.
Transfer: Transfers to CSU only

BET 141 Os: Windows A/B/C (3.0 Units)
Introduction to Windows operating system and features through extensive hands-on exercises.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 142 Office Technologies & Procedures (3.0 Units)
Students will learn practical application of current automated office procedures, duties, and human relations. Specific topics include telephone, electronic mail, internet activities, data entry, reference resources, job seeking, mail and shipping services and procedures, office relations, office etiquette and dress, time management, travel arrangements, meetings, minutes, and office equipment. Development of critical thinking skills and decision-making skills throughout the course.
Lecture Hours: 54.00
Transfer: Transfers to CSU only
BET 143 Business English (3.0 Units)
This is a technical course to develop a proficiency in written business communication. A comprehensive review of proofreading, grammar, punctuation, sentence structure, and letter and memo formats emphasizes the function of business English in various types of business communication. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 145 Communications for Business (3.0 Units)
A course designed for Business Office Technologies to create proficiency in the mechanics of writing, reading, and critically analyzing various types of business correspondence. This course includes a review of grammar, reading, proofreading, and editing: an analysis of writing styles in business correspondence and report format. Principles of communication psychology as it applies to human relations will be reviewed in solving business communications problems.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BET 149 Independent Study (1.0 Units)
Independent Study/Office Systems - Practical experience, activities, or individual project(s) based on skills learned in previously completed Business Office Technology courses.
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

• Demonstrate the ability to use software, and peripheral components at their own direction in a business environment.
• Implement and relate skills to communicate and produce professional business documents in an office environment.
• Demonstrate the ability to competently use a wide variety of office equipment.
• Demonstrate general research standards to analyze Online documentation to produce and integrate material.
• Demonstrate proper techniques to complete tasks thoroughly and precisely.

Business Real Estate and Escrow
This program is designed to provide the student with the comprehensive knowledge needed to enter or invest in the real estate industry. A progressively challenging course curriculum starts with the Principles class, learning the language of real estate. This is a state-mandated course for those testing for a real estate salesperson’s license. From there an “investor” student might pursue the more difficult Finance, Law, or Appraisal courses. The certificate program provides a structured approach to the course work. The Business Real Estate Apprentice Certificate includes the courses and electives necessary to take the state’s Real Estate Salesperson’s examination.

The single largest business transaction entered into by most people is the sale or purchase of a home or other real estate. Consequently, people often seek the professional opinions and assistance of real estate salespersons, brokers, and appraisers. These professionals are familiar with the various forms of financing available in any given market. They keep abreast of actions taken by their county or city planners and become familiar with the zoning laws, tax laws, and real estate and contract law in order to better serve their clients. Real estate agents and brokers are not limited to selling real estate for they can also manage or develop property.

Career Opportunities
Banking Developer, Escrow Officer, Escrow Secretary, Loan Broker/Salesman, Property Manager, Real Estate Appraiser, Real Estate Broker, Real Estate Lawyer, Real Estate Salesperson, Real Estate Secretary, Securities Broker, Title Insurance Representative

Faculty
Brown, Regina

Transfer
Not usually a transfer major. Many Business Escrow and Business Real Estate courses transfer as electives or fulfill subject credit requirements. Students in this program often choose to pursue a bachelor’s degree in Business Administration. See Business Administration for transfer requirements.

Business Real Estate and Escrow, AS (10788)
To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Business Real Estate and Escrow major requires 18 units from any of the certificates or from any Business Escrow or Business Real Estate coursework. BESC 138 Coop Ed Bus Escrow and BRE 138 Coop Ed Business Real Estate may be used as elective credit, but may not be used to fulfill major requirements.

Business Real Estate Apprentice Certificate of Career Preparation
To sit for the real estate salesperson’s exam, California Real Estate Law requires that prospective real estate licensees complete college level courses in Real Estate Principles, Real Estate Practices and one additional elective from the Group II list. This certificate program provides students with courses they need to comply with that law. This certificate, along with the successful completion of the California Real Estate Salesperson’s exam, enables students to obtain employment as a real estate licensee within the state of California.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>BRE 100</td>
<td>Real Estate Principles</td>
<td>3.0</td>
</tr>
<tr>
<td>BRE 101</td>
<td>Real Estate Practices</td>
<td>3.0</td>
</tr>
<tr>
<td>Complete one course from the following:</td>
<td>3.0</td>
<td></td>
</tr>
<tr>
<td>BRE 110</td>
<td>Legal Aspects of Real Estate I</td>
<td></td>
</tr>
<tr>
<td>BRE 120</td>
<td>Real Estate Appraisal</td>
<td></td>
</tr>
<tr>
<td>BRE 126</td>
<td>Real Estate Finance</td>
<td></td>
</tr>
<tr>
<td>BRE 127</td>
<td>Real Estate Office Administration</td>
<td></td>
</tr>
</tbody>
</table>
Basic Business Real Estate Certificate of Achievement (04942)

This certificate program thoroughly prepares the student to become a professional real estate sales-person in the state of California.

Business Real Estate Courses

BESC 138 Coop Ed Bus Escrow (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.

Transfer: Transfers to CSU only

BRE 100 Real Estate Principles (3.0 Units)
Introductory course stressing the study of basic information of fundamental subjects in the field of real estate. Topics include legal aspects, property descriptions, encumbrances, financing, escrow, contracts, taxation, subdivisions and zoning, appraisal, landlord/tenant relations, and arithmetic. Required course before testing for the California Department of Real Estate Salesman's license. Elective for the Real Estate Broker's license.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BRE 101 Real Estate Practices (3.0 Units)
Working practices in listings and sales methods leading to competence. General basic course leading toward professionalism in real estate practice. Advanced topics involve prospecting and listing techniques, real estate agency and disclosure, selling and marketing techniques, advertising, office operations, finance, property management and real estate investment. This course meets the educational requirements and is required by the California Department of Real Estate for both the California Real Estate Salesperson's license and the California Real Estate Broker's license.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BRE 110 Legal Aspects of Real Estate I (3.0 Units)
A practical, applied study of California Real Estate law which will help avoid legal difficulties arising from real estate transactions, instruments, zoning and planning. This class is required for the Real Estate Broker's license and meets an elective educational requirement for the California Real Estate Salesperson's license.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BRE 120 Real Estate Appraisal (3.0 Units)
This course examines narrative appraisal reports, theories of valuation, studies in specific properties, neighborhood data, market research, cost analysis, causes of depreciation and how to treat the misplaced valuation of residential properties. Required course for the Real Estate Brokers license. Meets the educational requirements as an elective for the California Real Estate Salesperson's license.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BRE 121 Advanced Real Estate Appraisal: Income Property (3.0 Units)
Special emphasis given to income properties, how to obtain significant data and relate to the subject property, the importance of thorough research, and the introduction of capitalization methods. This class is an elective for California Real Estate Broker's license.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BRE 126 Real Estate Finance (3.0 Units)
This course offers a practical, applied study and analysis of money markets, interest rates, and real estate financing with actual case illustrations. Cases explain lending policies, problems, and rules involved in financial commercial and special purpose properties. This course is required for the Real Estate Broker's license and meets educational requirements for the California Real Estate Salesperson's license.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

BRE 127 Real Estate Office Administration (3.0 Units)
A practical approach to real estate office management. Explores the factors for the successful operation of a real estate brokerage. Emphasizes marketing, office location, office organization, accounting and finance, professional relations and more. Elective for the Real Estate Broker's license.
Lecture Hours: 54.00
Transfer: Transfers to CSU only
**BRE 138 Coop Ed Business Real Estate (1-8 Units)**
Cooperative Education is a key element of Victor Valley College's comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance throughout the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient, and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create complete new learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p.m., and by appointment. Transfer: Transfers to CSU only

**Program Learning Outcomes**
A student receiving a degree or certificate in this field will be able to:
- Demonstrate the ability to use software, and peripheral components at their own direction in a business environment.
- Demonstrate the ability to competently use a wide variety of office equipment.
- Demonstrate general research standards to analyze Online documentation to produce and integrate material.
- Demonstrate proper techniques to complete tasks thoroughly and precisely

**Chemistry**
Chemistry is a central science. It is an integral part of biological, geological, medical and environmental sciences. Every sight, sound, touch, smell, taste, and even thought is a result of chemical processes. An understanding of chemistry helps to make sound decisions in our increasingly technological society.

Courses for non-majors are offered in addition to the rigorous sequence designed for majors and transfer students.

**Career Opportunities**
Agricultural Technician, Analytical Chemist, Biochemist, Synthetic Organic Chemist, Environmental Chemist and Attorney Geochemist, Chemical Engineer, Materials Scientist, Pharmaceutical Technician, Laboratory Technician, Science Teacher Technical Salesperson

**Faculty**
Kennedy, Thomas
Montgomery, Jane
Negrete, Alejandro

**Transfer**
- California State University, San Bernardino: Biochemistry and Chemistry majors
- University of California, Riverside: Biochemistry and Chemistry majors

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.
**Associate Degree**

No associate degree is offered with a major in Chemistry. Chemistry courses may be used to fulfill requirements for an Associate in Science degree with a major in Math/Science or an Associate of Arts degree with a major in Liberal Arts. See respective listings for each major. CHEM 138 Coop Ed Chemistry may be used as elective credit, but may not be used to fulfill major requirements.

**Chemistry Courses**

**CHEM 100 Introductory Chemistry (4.0 Units)**
An introductory course in general, organic, and biological chemistry. This course is specifically designed for students preparing for careers in allied health, such as nursing and various fields of therapy. The course satisfies general education requirements for non-majors and assumes no background in chemistry. Basic math skills are highly recommended. (UC credit limitation)
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

**CHEM 138 Coop Ed Chemistry (1-8 Units)**
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in this catalog for more information
Transfer: Transfers to CSU only

**CHEM 201 General Chemistry (5.0 Units)**
The theories of atomic structure, and the application of these theories to an understanding of bonding, solution processes, states of matter, gas laws, general properties of matter, and principles of stoichiometric calculations. Laboratory emphasis is on the development of experimental skills.
Prerequisite(s): MATH 105; Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

**CHEM 202 General Chemistry (5.0 Units)**
Use of atomic theory developed in Chemistry 201 to examine the principles of periodic classification of the elements, thermodynamics, acids and bases, chemical equilibrium, reaction kinetics, coordination compounds. A basic survey of nuclear, organic, and biochemistry is included. Laboratory emphasis is on the development of technical skills.
Prerequisite(s): (CHEM 201 Minimum Grade C) and ( MATH 90 or higher Minimum grade C)
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

**CHEM 206 Introductory Chemistry II: Organic Chemistry (4.0 Units)**
An introduction to fundamental concepts of organic chemistry for students entering professional careers in allied health. Emphasis is on the structure, reactivity and mechanisms, chemical properties and nomenclature of major organic functional groups and their relationship to biological systems. (UC credit limitation)
Prerequisite(s): CHEM 100 Minimum Grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

**CHEM 207 Introductory Chemistry III:Biochemistry (4.0 Units)**
A one semester survey course in the fundamental principles of biochemistry for students entering professional careers in allied health. Emphasis is on the structure, function and physiological role of carbohydrates, lipids, proteins and nucleic acids. UC/Prerequisite(s): CHEM 100; Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

**CHEM 281 Organic Chemistry I (4.0 Units)**
An introduction to general principles of organic chemistry covering the structures, properties and reactivity of organic compounds. Emphasis is on molecular orbital theory, functional group reactivity, nomenclature, substitution and elimination mechanisms, stereochemistry, chemical equilibria and spectroscopy. Laboratory techniques include isolation, purification, synthetic procedures and spectroscopy. This is the first semester of a two semester sequence. (UC credit limitation)
Prerequisite(s): CHEM 202; Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

**CHEM 282 Organic Chemistry II (4.0 Units)**
Principles and experimental techniques developed in CHEM 281 are extended to include synthesis and identification, nomenclature, derivatives, spectroscopy, and reactions of functional groups, heterocyclics, and aromatic compounds. Biochemistry of carbohydrates, lipids, proteins, nucleic acids, and other biologically significant compounds is also examined.
Prerequisite(s): CHEM 281(32695); Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

**Child Development**

The Child Development program provides courses that prepare students to enter the field of early childhood education. Courses are designed to give students fundamental skills in working with children in a variety of settings, as well as a strong theoretical understanding of children’s development.

**Career Opportunities**

Infant/Toddler Caregiver, Early Childhood Teacher, Early Childhood Program Administrator, Family Child Care Provider, Child Life Specialist, Elementary School Teacher, Early Intervention Teacher, Nanny, Social Worker, Therapist

**Faculty**

Cole, Marsha
Visser-Jones, Sandy

**Transfer**

- California State University, San Bernardino: Human Development major

Local Bachelors Programs - Visit the High Desert Four-Year Universities (http://www0.vvc.edu/offices/transfer-center/High%20Desert%20Four %20Year%20Universities.pdf) website.

- Brandman University, Victor Valley Campus: Early Childhood Development major
Child Development, AS (10802)

To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

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<thead>
<tr>
<th>Code</th>
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</thead>
<tbody>
<tr>
<td>CHDV 100</td>
<td>Child Growth &amp; Development</td>
<td>3.0</td>
</tr>
<tr>
<td>CHDV 106</td>
<td>Child, Family, and Community</td>
<td>3.0</td>
</tr>
<tr>
<td>CHDV 110</td>
<td>Principles and Practices of Teaching Young Children</td>
<td>3.0</td>
</tr>
<tr>
<td>CHDV 142</td>
<td>Child Health, Safety, and Nutrition</td>
<td>3.0</td>
</tr>
<tr>
<td>CHDV 150</td>
<td>Introduction to Curriculum</td>
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</tr>
<tr>
<td>CHDV 160</td>
<td>Observation and Assessment</td>
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<tr>
<td>CHDV 200</td>
<td>Teaching in a Diverse Society</td>
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</tr>
<tr>
<td>CHDV 210</td>
<td>Practicum</td>
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</tr>
</tbody>
</table>

Total Units 25

Early Childhood Education, AS-T (31802)

The Associate in Science in Early Childhood Education for Transfer degree is to prepare students for transfer to the California State University system. The Victor Valley College (VVC) Child Development Program has aligned with the state-wide early childhood Curriculum Alignment Project (CAP); providing students a discipline-wide accepted core of eight quality courses that lay the foundation for transfer into upper division programs in Child Development, Human Development, Early Childhood Education and related majors. This TMC degree is in full alignment with our existing AS in Child Development degree and will provide an additional option for those students desiring to transfer to a CSU.

To earn this degree complete the major coursework listed here with "C" grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

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<td>CHDV 110</td>
<td>Principles and Practices of Teaching Young Children</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Level I: Associate Teacher (Pre School) Certificate of Achievement (04968)

State and Federally Funded programs such as Head Start and State Preschool: This certificate satisfies all educational requirements for the Associate Teacher Permit, issued by the State of California. Students must also show evidence of meeting the Experience Requirement before applying for the Permit (see below). Permit applications can be obtained through the Child Development Department.

Private (Title 22) programs: This certificate satisfies all educational requirements to be a fully qualified preschool teacher in such programs.

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>ENGL 101.0</td>
<td>English Composition and Reading</td>
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</tr>
<tr>
<td>CHDV 100</td>
<td>Child Growth &amp; Development</td>
<td>3.0</td>
</tr>
<tr>
<td>CHDV 106</td>
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<td>CHDV 110</td>
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<td>CHDV 142</td>
<td>Child Health, Safety, and Nutrition</td>
<td>3.0</td>
</tr>
<tr>
<td>CHDV 150</td>
<td>Introduction to Curriculum</td>
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</table>

Experience Requirement necessary to apply for Child Development Permit. Students must complete 50 days of experience, of 3 or more hours per day, within the last two years. Select Option A or B.²

| Option A – For students already working in the field |

A Verification of Experience Form must be completed and submitted with Permit Application.

| Option B – For students with no work experience in the field |

<table>
<thead>
<tr>
<th>Code</th>
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<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHDV 210</td>
<td>Practicum</td>
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<tr>
<td>CHDV 138</td>
<td>Coop Ed Child Development</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Total Units 25

1. Returning students may substitute CHDV 127A for CHDV 110 Principles and Practices of Teaching Young Children. Submit the "Course Substitution for Certificate Requirements" form, which can be obtained in the Admission & Records and Counseling Departments.
2. This is not necessary for obtaining certificate.
3. Spread over two terms, completed within the last two years.

Level II: Teacher (Pre School) Certificate of Achievement (07589)

This certificate satisfies all requirements for the Teacher Permit, issued by the State of California. The permit qualifies one to hold positions at the teacher level in State and Federally Funded programs such as Head Start and State Preschool. Choose either Option A or Option B.
(Permit applications can be obtained through the Child Development Department.)

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
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<td>Child Health, Safety, and Nutrition</td>
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<td>Introduction to Curriculum</td>
<td>3.0</td>
</tr>
<tr>
<td>CHDV 160</td>
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<td>3.0</td>
</tr>
<tr>
<td>CHDV 200</td>
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<tr>
<td>CHDV 210</td>
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1 18 additional General Education Units. Must be Associate Degree Applicable from the following categories: 6 units from Social and Behavioral Science, 6 units from Humanities, 3 units from Language and Rationality, and 3 units from Math or Science.

Experience requirement necessary to apply for the Child Development Permit: Evidence of working in an early childhood program for 175 days of 3+ hours per day within the past 4 years. Use the Verification of Experience Form, which is included in the Permit Application, to document this experience. (This is not necessary for obtaining certificate)

**Level III: Site Supervisor (Pre School) Certificate of Achievement (07591)**

This certificate satisfies all educational requirements for the Site Supervisor Permit, issued by the State of California. This permit qualifies one to hold positions at the Site Supervisor level in State and Federally Funded programs such as Head Start and State Preschool. (See note below for information on how to obtain the experience requirements.)

<table>
<thead>
<tr>
<th>Code</th>
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<tr>
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<td></td>
<td>Elective Specialization Courses</td>
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</table>

**Child Development Courses**

**CHDV 50 Working With Young Children (3.0 Units)**

This survey course provides an introduction to early childhood education. Classroom instruction and practical experiences will include child development, child guidance, health and safety issues and curriculum exploration. This course will provide a foundation for continued course work in the field. Recommended Preparation: ENGL 45 Lecture Hours: 54.00 Transfer: Not transferable

**CHDV 100 Child Growth & Development (3.0 Units)**

This course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. Recommended Preparation: ENGL 45 or Eligibility for ENGL 101 is Strongly Advised Lecture Hours: 54.00 Transfer: Transfers to both UC/CSU

**CHDV 105 Introduction to Elementary Education (3.0 Units)**

This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools; kindergarten through grade 12 (K-12). As this course is a requirement for the AA-T in Elementary Teacher Education, there is a specific emphasis on grades K-6. Topics include: teaching as a profession and career; historical and philosophical foundations of the American education system; contemporary educational issues; California’s content standards and frameworks; and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork/observation in a public school elementary general education classroom that represents California’s diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. Prerequisite(s): CHDV 100 Minimum grade C Lecture Hours: 54.00 Transfer: Transfers to CSU only
CHDV 106 Child, Family, and Community (3.0 Units)
An examination of the developing child in a societal context focusing on the interrelationship of family, school and community, with emphasis on historical and socio-cultural factors. The processes of socialization and identity development will be highlighted, showing the importance of respectful reciprocal relationships that support and empower families. Recommended Preparation: Recommended Preparation: ENGL 45 Minimum grade C or eligibility for ENGL 101 is strongly advised. Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CHDV 110 Principles and Practices of Teaching Young Children (3.0 Units)
This course provides an introduction to the critical principles and practices of the field of early childhood education. Emphasis is placed on introducing students to interaction strategies that build meaningful relationships, provide for guidance and discipline, and support play and exploration. Students will consider developmental theory and its implications on interaction through play and relationships. The course will provide a brief overview of the field of early childhood education, and introduce students to developmentally appropriate practices of observation, assessment and curriculum planning. Recommended Preparation: ENGL 45; Minimum grade C or eligibility to ENGL 101 is strongly advised. Lecture Hours: 54.00
Transfer: Transfers to CSU only

CHDV 111 Infant and Toddler Caregiving (3.0 Units)
Applies current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months. Lecture Hours: 54.00
Transfer: Transfers to CSU only

CHDV 133 Art Experiences for Young Children (3.0 Units)
This course prepares students to support the young child’s creative development. Students will select, develop and present art materials and activities for young children. An understanding of appropriate developmental art experiences and the creative process will be stressed. Emphasis is placed on developing a classroom environment that promotes creative expression. Lecture Hours: 54.00
Transfer: Transfers to CSU only

CHDV 134 Language and Early Literacy Development (3.0 Units)
This course will focus on the young child’s language acquisition and early literacy development. Emphasis will be on introducing students to developmentally appropriate activities and practices, which will foster language and early literacy. The course will allow students to develop language curriculum materials. It will satisfy the program/curriculum requirement for licensing and credentialing. Lecture Hours: 54.00
Transfer: Transfers to CSU only

CHDV 137 Introduction to Children With Special Needs (3.0 Units)
Introduces the variations in development of children with special needs ages birth through eight and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with special needs, and the identification and referral process. Recommended Preparation: ENGL 45 Lecture Hours: 54.00
Transfer: Transfers to CSU only

CHDV 138 Coop Ed Child Development (1-8 Units)
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in this catalog for more information.
Transfer: Transfers to CSU only

CHDV 141 Basics of School-Age Child Care (3.0 Units)
An introduction to appropriate practices in school-aged programs and curriculum based upon knowledge of the development of the child ages six to twelve. Exploration of curriculum units that include creative art, music, and literature. Recommended Preparation: ENGL 101.0 or ENGL 101H Lecture Hours: 54.00
Transfer: Transfers to CSU only

CHDV 142 Child Health, Safety, and Nutrition (3.0 Units)
This course introduces the laws, regulations, standards, policies and procedures of health, safety and nutrition which promote optimal health and positive attitudes toward wellness in the growing child at home and at school. Included will be identification and prevention of health problems; practical aspects of developing safe and healthy environments; and promoting good nutrition and food habits. Recommended Preparation: ENGL 45; Minimum grade C or eligibility for ENGL 101 strongly advised. Lecture Hours: 54.00
Transfer: Transfers to CSU only

CHDV 144 Math/Science Experiences for Children (2.0 Units)
This course emphasizes developmentally appropriate activities which will foster the preschool child’s knowledge of mathematical and science concepts. Students will be assisted in developing science and math curriculum activities and will gain knowledge of how to provide rich and stimulating environments for children. Lecture Hours: 36.00
Transfer: Transfers to CSU only

CHDV 145 Music and Movement Experiences for Young Children (2.0 Units)
This course focuses on musical activities and experiences through which children develop skills, concepts and attitudes. It will introduce students to gross motor development in the early years and how to facilitate this development with music and movement activities. Students will select, develop and present music and movement activities leading to a comprehensive file of classroom activities to be implemented in one’s own early childhood setting. Lecture Hours: 36.00
Transfer: Transfers to CSU only

CHDV 150 Introduction to Curriculum (3.0 Units)
The study and application of curriculum design principles for early childhood educational programs. Course includes planning and evaluating developmentally appropriate activities and experiences that promote physical cognitive, creative, social and emotional growth in children. Planning a comprehensive unit of study is also included. Recommended Preparation: CHDV 100 AND CHDV 110; ENGL 45 or Eligibility for ENGL 101 is strongly advised. Lecture Hours: 54.00
Transfer: Transfers to CSU only
CHDV 239 Administration of Children's Programs I (3.0 Units)
Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program. This course is designed to fulfill three of the six semester units of administration required for the site supervisor permit.
Prerequisite(s): Completion of State Department of Health Standard and CHDV 210 CHDV 200 CHDV 160 CHDV 150 CHDV 142 CHDV 110 CHDV 100 CHDV 106 Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CHDV 240 Administration of Children's Programs II (3.0 Units)
Effective strategies for personnel management and leadership in early care and education settings. Includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program. This course is designed to fulfill three of the six semester units of administration required for the Site Supervisor Permit.
Prerequisite(s): CHDV 100 CHDV 106 CHDV 110 CHDV 142 CHDV 150 CHDV 160 CHDV 200 and CHDV 210; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Integrate knowledge of the needs, the characteristics, and multiple influences on development of children birth to age eight as related to high quality care and education of young children.
- Design, implement, and evaluate environments and activities that support positive, developmental play and learning outcomes for all young children.
- Apply effective guidance and interaction strategies that support all children’s social learning, identity, and self-confidence.
- Develop and implement strategies that promote partnerships between programs, teachers, families, and their communities.
- Apply ethical standards and professional behaviors that demonstrate understanding and knowledge, deepening the commitment to the early care and education profession.

Commercial Art

Commercial Art is a course of study that uses art as the basis for practical and creative commercial applications. Such applications
Communication Studies is an expansive field which aims to:

- Analyze, understand, and facilitate effective expression of organized thought
- Facilitates successful interaction with self, others, society and the world

Skills developed within this field are readily applicable in daily life. A bachelor's degree in Communication Studies offers pathways to careers in law, education, government, public relations and advertising, arts and entertainment, social and human services, international relations and negotiations. The Communication Studies Program features an advanced Communication Center, located on the 2nd floor of the Performing Arts Center, Room 54-213. The center is available to help with the development and delivery of oral presentations from research, outlining and delivery, to visual aids including PowerPoint presentations.

### Career Opportunities

Administrator, Advertising, Counselor, Lobbyist, Marketing Specialist, Ministry, News Anchor, Public Information Officer, Publicity Manager, Speech Writer, Teacher

### Faculty

Shuron Taylor

### Commercial Art Courses

CART 71 Survey of Computer Graphics Studio (4.0 Units)
This course will introduce students to industry standard software packages used in visual communications. Students will be instructed in the basic use of draw, paint/photo, layout, multimedia, web, digital video, and 3D. Topics covered include: operating systems basics, drawing and painting on the computer, digitizing and editing sound and video and designing for interactivity.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

CART 72 Adobe Illustrator (3.0 Units)
This course covers the fundamental elements of Adobe Illustrator including, design, color theory, typography and appropriateness for specified uses in the graphics industry.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

CART 133 Digital Imaging (3.0 Units)
An introductory course that explores a fine arts approach to computer generated imaging using Adobe Photoshop. (see cross listing for ART 133)
Recommended Preparation: Take ART 112 or ART 113
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

CART 134 The Art of Web Design (4.0 Units)
An overview of industry standard software used for creating web pages. This course does not focus on HTML, or scripting language, but is focused on the development of effective communication design. (see cross listing ART 134)
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CART 160 Survey of Visual Communication Technologies (4.0 Units)
An overview of Adobe Creative Suite. Students are given the opportunity to sample professional digital design tools while applying the fundamentals of design. Recommended Preparation: Computer Literacy.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

### Communication Studies

Communication Studies is instrumental in the creation of a wide variety of client’s needs, ranging from print to web design.

### Career Opportunities

The career potential produces such jobs as web designer, graphic designer, product designer, packaging designer, typographer and film production.

### Faculty

Fowlie, Jennifer
Heaberlin, Jr., W. Edward

### Transfer

- California State University, San Bernardino: Communication major

For the most up-to-date information on this program and others, visit assist.org. Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

### Communication Studies, AA-T (31612)

The Associate in Arts for Transfer Degree in Communication Studies provides an overview of the knowledge and skills students will demonstrate upon completion and conveys what students can expect as an outcome. The degree (1) encourages students to analyze, understand, and facilitate effective expression of organized thought, and (2) facilitates successful interaction with self, others, society and the world. Students are given the opportunity to transfer to a CSU with junior standing.

This degree is in full alignment with our existing Communication Studies Program and provides an additional option for those students desiring to transfer to a CSU Communication Studies Major.

To earn this degree complete the major coursework listed here with "C" grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

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<td>Group Discussion</td>
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<tr>
<td>JOUR 108</td>
<td>Fundamentals of Journalism</td>
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</table>
Communication Studies Courses

CMST 104 Argumentation and Oral Debate (3.0 Units)
The study of argumentation within an oral debate setting. Treatment of the theories and practices of argument, both formal and informal. Emphasis on language as a tool of argument. Fallacies of reasoning, practical problem-solving situations, and systems of logic. Oral exercises including debates, extensive writing requirements including advocacy papers, and analysis of refutations of arguments.
Recommended Preparation: ENGL 101.0 CMST 109;
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CMST 105 Intercultural Communication (3.0 Units)
A course designed for the student to learn relevant intercultural communication elements, factors, and theories. Students will learn and be evaluated on: describing their cultural roots, creating an identity collage, defining worldview and cultural values, analyzing an intercultural encounter, describing an intercultural communication context, and exploring a specific intercultural topic. Students will demonstrate proficiency in the above through exams, individual and group presentations, and essays.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CMST 106 Interpersonal Communication (3.0 Units)
A course which examines human communication theory and principles across a variety of contexts. The course emphasizes analysis of communication variables as well as skill development and application.
(UC credit limitation)
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CMST 107 Family Communication (3.0 Units)
An introduction to human communication in the setting of the family. The goal is to help the student understand how, through communication, people develop, maintain, enhance, or destroy family relationships. Students will study the variables and the process of communication as they affect the interaction of their families and to develop insight that will make it possible to apply this knowledge.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CMST 108 Group Discussion (3.0 Units)
Practical application of the processes involved in group discussion with an emphasis on problem solving and decision making. Attention to structured and unstructured situations. Principles applicable to groups found in schools, businesses, professions, and the family. Development on interpersonal skills for thoughtful participation in a democratic society. (UC credit limitation).
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CMST 109 Public Speaking (3.0 Units)
A course designed for the student to learn how to prepare, organize, and deliver public speeches. Students will learn and be evaluated on: constructing a speaking outline, analyzing an audience, adapting to the occasion, and using effective speaking delivery techniques. Students will demonstrate proficiency in the above through the delivery of speeches in the classroom.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CMST 110 Introduction to Mass Media (3.0 Units)
This course introduces students to the influences and contributions of mass media in popular culture. It traces the historical development of each of the mass media, from earliest inventions to today's state-of-the-art digital technologies. This course surveys the impact of mass media on each of us as individuals and on American and world culture: where we might be going and what we can do about it. The course also examines how mass culture continually influences and shapes the media.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CMST 128 Special Topic (1-5 Units)
Lecture Hours: 9.00; Lab Hours: 27.00
Transfer: Not transferable

CMST 129 Independent Study (1-3 Units)
Transfer: Transfers to CSU only

CMST 138 Coop Ed Communication Studies (1-8 Units)
Cooperative Education is a key element of Victor Valley College's comprehensive approach to career developments. Cooperative Education is a 16-, 12-, or 9-week course that enables students to receive college credit for paid or unpaid opportunities. The course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work sites.
Transfer: Transfers to CSU only

CMST 160 Streaming Video Production and Distribution (4.0 Units)
This course will expand on streaming video technology used in today's communication market place, including all technical aspects of video and multimedia with the focus on theoretical and practical video technology issues. Basic video and TV principals, video fundamentals, digital video, video compression, video streaming, multicast, IP Video, multimedia compression and transmission, multimedia signal processing, distributed video systems, and visualization. Streaming video production equipment and mobile technologies will be explored. This course will cover all the aspects of the current and future video interfaces and networks used to distribute video.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only
CMST 180 Survey of Visual Communication Technologies (4.0 Units)
Recommended Preparation: Computer Literacy. An overview of Adobe Creative Suite. Students are given the opportunity to sample professional digital design tools while applying the fundamentals of design.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CMST 181 Principles of Communication Design (3.0 Units)
An introductory survey course demonstrating the methods and principles common to the communication design disciplines, including problem-solving, composition, idea generation, and storytelling.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CMST 184 Interactive Design for Internet Communication (4.0 Units)
An overview of most current industry standard software used for creating web pages. This course does not focus on HTML or scripting language but is focused on the development of effe"ctive communication in the design.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

CMST 188 Fundamentals of Journalism (3.0 Units)
This course covers the basics of news and feature reporting and writing, including interviewing techniques, legal/ethical issues, writing strategies, and desk-top publishing. Students produce the campus newspaper and learn about career opportunities. Crosslisted with JOUR 108.
Prerequisite(s): ENGL 45
Co-requisite(s): CMST 188LA
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CMST 188LA Journalism Lab A (1-3 Units)
This is the laboratory course which requires CMST 188 as a co-requisite. The students will improve their writing skills; learn techniques for copy editing, design, and layout; and learn the fundamentals of advertising, photo-journalism, business, and desk-top publishing as they apply to newspaper production and distribution.
Prerequisite(s): ENGL 45; Minimum grade C
Co-requisite(s): CMST 188
Lab Hours: 54.00
Transfer: Transfers to CSU only

CMST 188LB Journalism Lab B (1-3 Units)
This laboratory only course focuses on intermediate writing and producing the school newspaper, RamPage, and its online version. Students will research, write, and edit articles for both publications. Students will also take photographs, design and/or layout pages, create graphic illustrations, and develop multimedia stories. Throughout this course, students will also apply media ethics and learn fundamentals of media law. Leadership and management skills are also covered.
Prerequisite(s): CMST 188LA Minimum grade C
Lab Hours: 54.00
Transfer: Transfers to CSU only

CMST 282 Social Media (4.0 Units)
In this course students will explore the emerging social media career. Students will learn to use tools and techniques used to create social media content and to effectively communicate and disseminate information to the masses and niche media groups. The challenges faced by content creators will also be discussed.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

• Communicate ethically, responsibly, and effectively as local, national, international, and global citizens and leaders.
• Communicate competently in dyads, groups and organizations demonstrating an understanding of communication theories and principles.
• Monitor and model interpersonal communication competence demonstrating an ability to construct effective messages both oral and written in various formats, including the ability to interpret and evaluate feedback, for a variety of audiences.
• Possess skills to effectively compose and deliver formal and informal oral presentations to a variety of audiences in multiple contexts.

Computer Information Systems
The Computer Information Science (CIS) department provides training for those persons who plan to work within a technical, computer-centered environment. Because of the widespread use of computers in our society, employment opportunities are found in a multitude of different environments such as general business, communications industries, manufacturing, environmental engineering, education, medical technology, and banking and finance as well as computer information science. The program is specifically designed to provide the student with practical training which would be valuable and useful in the computer programming workplace.

Career Opportunities

Faculty
Burg, Edward
Cass, Reiji
Thomas, Shane
Toning, Paul

Transfer
• California State University, San Bernardino: Computer Science, Computer Systems, and Computer Engineering majors
• University of California, Riverside: Computer Science and Computer Engineering majors

Note: Typically, majors in Computer Science require the following courses taken prior to transfer: CHEM 201 General Chemistry, CIS 201 Programming Concepts and Methods I, CIS 202 Programming Concepts and Methods II; ECON 102 Principles of Economics: Micro; MATH 226 Analytic Geometry and Calculus I, MATH 227 Analytic Geometry and
Calculus II, MATH 228 Analytic Geometry and Calculus III, MATH 231 Linear Algebra, PHYS 201 Engineering Physics I - Mechanics, PHYS 202 Engineering Physics II - Fluids, Sound, and Thermodynamics, PHYS 203 Engineering Physics III Electricity And Magnetism, and PHYS 204 Engineering Physics IV - Optics and Modern Physics. An alternative to the CIS transfer major that appeals to many students is Administration, with an emphasis in CIS. See Business Administration.

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Computer Information Systems, AS (07547)

To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Computer Information Systems major requires 18 units from any of the certificates or from any Computer Information Systems coursework. CIS 138 Coop Ed Computer Information Systems may be used as elective credit, but may not be used to fulfill major requirements.

MySQL Database Developer Certificate of Achievement (37849)

The MySQL Database Developer Certificate is a high quality certification process that will provide evidence that a qualifying individual has skill in developing production relational MySQL database applications. By being certified, clients, customer, and employers are ensured that the database developer is competent and professional.

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<th>Units</th>
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<tbody>
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<td>Required Courses</td>
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<tr>
<td>Complete all of the following with a C or better</td>
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<tr>
<td>CIS 91A MySQL Admin A</td>
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<tr>
<td>CIS 91B MySQL Admin B</td>
<td>2.0</td>
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</tr>
<tr>
<td>CIS 280 Fundamentals of Database Management Systems</td>
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<td>CIS 282 Structured Query Language</td>
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<td>Total Units</td>
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</table>

Network Specialist Certificate of Achievement (37434)

This certificate program prepares the student to begin a career in the computer networking field. Scope includes administering a variety of popular network platforms including Linux and Microsoft systems.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 50 Computer Ethics</td>
<td>2.0</td>
<td></td>
</tr>
<tr>
<td>CIS 67 Fundamentals of Networking</td>
<td>3.0</td>
<td></td>
</tr>
<tr>
<td>CIS 190 Introduction to the Unix Operating System</td>
<td>4.0</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
<td>14</td>
<td></td>
</tr>
</tbody>
</table>

Programming I Certificate of Achievement (10796)

This certificate trains the student to become a programmer with some of the most popular programming such as C and Visual BASIC.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Complete all of the following with a C or better</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 104 Object Oriented Analysis and Design</td>
<td>3.0</td>
<td></td>
</tr>
<tr>
<td>CIS 264 Discrete Structures</td>
<td>3.0</td>
<td></td>
</tr>
<tr>
<td>CIS 201 Programming Concepts and Methods I</td>
<td>4.0</td>
<td></td>
</tr>
<tr>
<td>CIS 202 Programming Concepts and Methods II</td>
<td>4.0</td>
<td></td>
</tr>
<tr>
<td>Complete one course from the following:</td>
<td>4.0</td>
<td></td>
</tr>
<tr>
<td>CIS 83 Programming in Python</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 94 PHP Programming</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 205 Javascript</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 206 Programming Java</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
<td>18</td>
<td></td>
</tr>
</tbody>
</table>

Unix Administrator Certificate of Achievement (37565)

The UNIX Administrator Certificate is a high quality certification process that will provide evidence that a qualifying individual has skill in designing, implementing and maintaining UNIX and Linux based networks. By being certified, clients, customers, and employers are ensured that the UNIX administrator is well equipped to handle the day-to-day operations associated with a UNIX based network as well as the unforeseen problems that tend to arise in any network.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Complete all of the following with a C or better</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 50 Computer Ethics</td>
<td>2.0</td>
<td></td>
</tr>
<tr>
<td>CIS 190 Introduction to the Unix Operating System</td>
<td>4.0</td>
<td></td>
</tr>
<tr>
<td>CIS 261 Unix System Administration</td>
<td>4.0</td>
<td></td>
</tr>
<tr>
<td>CIS 83 Programming in Python or CIS 94 PHP Programming</td>
<td>4.0</td>
<td></td>
</tr>
<tr>
<td>Total Units</td>
<td>14</td>
<td></td>
</tr>
</tbody>
</table>

Web Authoring Certificate of Achievement (37442)

This certificate provides the student solid training in developing web pages.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIS 50 Computer Ethics</td>
<td>2.0</td>
<td></td>
</tr>
<tr>
<td>CIS 136 Introduction to the Internet</td>
<td>2.0</td>
<td></td>
</tr>
<tr>
<td>CIS 137 Introduction to Html</td>
<td>3.0</td>
<td></td>
</tr>
</tbody>
</table>
Computer Information Systems Courses

CIS 50 Computer Ethics (2.0 Units)
Computer Ethics is an introduction to the theories and issues of ethical behavior as applied to our rapidly changing, information-oriented, computer-driven society. Various ethical theories are introduced and numerous case histories are presented. Recommended Preparation: Know how to use a personal computer, functions of mouse buttons and control of mouse movement (right click, left click, single click, double click, drag-and-drop, etc.), create, open and save files, install and run applications. Type about 30 WPM to keep up with class assignments.
Lecture Hours: 36.00
Transfer: Not transferable

CIS 67 Fundamentals of Networking (3.0 Units)
This course presents a broad overview of the fundamentals of networking computers. This course discusses in some detail the various network topologies, architectures, industrial standard, standards-defining organization, and the practical use of networks. Windows, NetWare and Linux NOS's will be introduced.
Recommended Preparation: CIS 101
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

CIS 75 Introduction to Network Security: Security + (3.0 Units)
Presents security topics covering general security concepts, communications security, infrastructure security, basics of cryptography, operational and organizational security. Topics include hacking, viruses, cryptography, detection and prevention on both wired and wireless LANs.
Recommended Preparation: CIS 67
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

CIS 83 Programming in Python (4.0 Units)
Python is a popular programming language that has taken a primary role in many companies including NASA, Google, and Industrial Lights and Magic. The foundation that students achieve can be applied to digital animation programs, and game programming. No prior programming experience is assumed.
Recommended Preparation: MATH 90 CIS 101;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

CIS 91A MySQL Admin A (2.0 Units)
This course is designed to provide students with an introduction to the MySQL relational database management system. Students will learn how to design, install, configure and secure MySQL databases. The student should have prior experience with the fundamentals of databases.
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Not transferable

CIS 91B MySQL Admin B (2.0 Units)
This second course in MySQL database administration is designed to provide students with an advanced approach to current database administration issues in enterprise level databases. Topics include: Transactions, Multiple Servers, Replication, Locking and Administration Interfaces.
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Not transferable

CIS 94 PHP Programming (4.0 Units)
This course is designed to provide students with an introduction to programming web-based applications using PHP. Students will learn how to design, code and implement dynamic web sites. This course will move the student from an understanding of XHTML to the development of powerful web sites. This course will move the student from an understanding of XHTML to the development of powerful web applications that can be deployed over the Internet.
Recommended Preparation: MATH 90;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

CIS 101 Computer Literacy (4.0 Units)
This is a survey course which provides an overview of computer technology for multidisciplinary majors. Using laboratory projects supported by the lecture, the student gains "hands-on" familiarity with different operating systems, word processors, spreadsheets, database management systems, programming, networks and the use of the Internet. Recommended preparation: Mouse skills: know difference between, be able to perform, and know when to utilize: left click, right click, single click, double click, and drag and drop motion. Keyboarding skills: nominal typing speeds of about 30 words per minute (WPM).
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

CIS 105 Introduction to Systems Analysis (3.0 Units)
Introduces the three major skills required to perform effectively as a beginner in a systems analysis environment. Defines the specific steps in the determination of new systems requirements, system design, and the creative process used to select and make recommendations as to one or more solutions to system development.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CIS 121 Introduction to Web Animation (4.0 Units)
This is a beginning course on web animation, teaching students how to create captivating web user-interfaces and contents. This course focuses on creating animations using industry leading software.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only
CIS 136 Introduction to the Internet (2.0 Units)
Recommended Prep: Know how to use a personal computer: functions of mouse buttons and control of mouse movement (right click, left click, single click, double click, drag-and-drop, etc.), create, open and save files, install and run applications. Type about 30 WPM to keep up with class assignments. This course of instruction is designed for the student or savvy business person who wants to acquire the skills needed to effectively interact and utilize the resources of the Internet and including its main component, the World Wide Web (WWW). By completing this course, a student will become well versed in the understanding and use of browsers and viewers, File Transfer Protocol (FTP), news groups, e-mail, and chat/conversation utilities. They will also be made aware of some of the other concerns relating to using the Internet, such as privacy and security issues.
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Transfers to CSU only

CIS 137 Introduction to Html (3.0 Units)
A course designed for the student or business person who wants to acquire the skills needed to create a presence on the WWW in the form of a web page. Subjects covered include HTML, CSS, and web authoring (design, implementation, and maintenance of web pages.)
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CIS 138 Coop Ed Computer Information Systems (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only

CIS 190 Introduction to the Unix Operating System (4.0 Units)
This course introduces the Unix and Linux operating systems. Topics include the history of Unix, commands and utilities, file system structure, shells, graphical user interfaces, networking, text editing and shell programming.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CIS 201 Programming Concepts and Methods I (4.0 Units)
Introduces the discipline of computer science using a high level language utilizing programming and practical hands-on problem solving.
Recommended Preparation: CIS 101
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

CIS 202 Programming Concepts and Methods II (4.0 Units)
Application of software engineering techniques to the design and development of large programs; data abstraction and structures and associated algorithms.
Prerequisite(s): CIS 201 Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

CIS 205 Javascript (4.0 Units)
JavaScript is the front-end programming language for web development. The course covers Javascript language itself, the DOM (Document Object Model which is the structure upon which all web pages are based), event driven programming, jQuery, AJAX, and JSON. Recommended preparation: familiarity with at least one programming language and experience with HTML/CSS.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CIS 206 Programming Java (4.0 Units)
This is a course for programming in Java. The course will cover the basics of the Java programming language and object-oriented programming method. Some of the more advanced topics such as applets, programming data structure implementation in Java will also be covered.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

CIS 208 Computer Architecture and Organization (3.0 Units)
(Formerly CIS 108) Designed to train students to understand microcomputer systems low level (hardware) organizations and architecture through assembly language programming.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

CIS 240A Windows Enterprise Administration (4.0 Units)
An introduction to operating system design and operation using Windows Enterprise in a client/server environment. Topics include: the design and philosophy of Windows Enterprise, the differences between various Windows versions, user issues in Windows Enterprise such as using the command prompt vs the Graphical User Interface, and basic installation issues. Hands-on experience will be stressed.
Prerequisite(s): CIS 101 Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CIS 261 Unix System Administration (4.0 Units)
UNIX system administrators are responsible for the operation of UNIX systems—the most common server platform on the Internet. Learn how to setup, manage, and maintain UNIX systems. Topics include: the role of the system administrator in an organization; UNIX variants; installation; booting and shutting down; backups; managing users.
Prerequisite(s): CIS 90; Minimum grade C;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CIS 264 Discrete Structures (3.0 Units)
This course will cover logic in computer science as a tool to establish truth through various techniques of proof. The goal of this course is for us to learn formal logic as a theoretical foundation and its application to topics in discrete mathematics and computer science.
Prerequisite(s): CIS 201 minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CIS 280 Fundamentals of Database Management Systems (3.0 Units)
This course provides an in-depth knowledge of several different database management systems (DBMS) and an understanding of the basic relational, network, or hierarchical database structures which they use. Issues of privacy, security, protection, integrity, redundancy, distributed database concepts, data manipulation and query languages are covered.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CIS 282 Structured Query Language (4.0 Units)
This course covers Structured Query Language using the MySQL database management system. Topics include: concepts of relational databases, DML, DDL, Joins, IF/Case statements, batch operations and locking.
Recommended Preparation: CIS 101 CIS 280;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only
Program Learning Outcomes

- CIS students will attain Technical knowledge and key skills needed to be successful in the IT industry and transfer to university programs.

Computers

VVC has six departments that offer associate’s degree and certificate programs for students interested in computers. See the specific listings for more information. Students can transfer from VVC to a university and study the computing field in more depth, earning a Bachelor of Arts (BA) or a Bachelor of Science (BS) degree.

Programs range from:

- “Pure” computing in such university departments as Computer Information Science and Computer Science (lots of math and science required), to
- Game Design, Web Programming, and Graphics Programming (math through calculus required), to
- Management Information Systems (MIS) within a Business major.

Visit assist.org (http://www.assist.org) to explore which universities offer programs in these fields, and to learn about what courses you can take at VVC before transferring.

3D Animation (ANIM)

Victor Valley College offers state of the art training in 3D Computer Animation for all age levels and skill sets. Courses range from beginning to advanced, with no previous experience needed for any of the department’s beginning classes. Several certificates are also available for students who complete a series of courses. Talk to a department representatives for more details. Victor Valley College’s 3D animation courses teach students how to ‘use the tool’. Students are given the flexibility to apply the skills that they’ve learned in whatever area or discipline they choose. Individuals learn the important core concepts and principles while being able to concentrate on the application that most interest them.

Architectural Drafting and Design (ARCH)

Victor Valley College offers an Architecture program with preparatory courses for transfer into a School of Architecture. These courses are offered through our Architecture Drafting and Design Program. Students can obtain Architecture related certificates that will prepare them to enter into a School of Architecture at the university level with an Associate in Science degree or go directly into the workforce. A portfolio of each prospective student’s work is usually required with the application. Therefore, students need to contact the college of choice early in their education to assure proper preparation and presentation of their work.

Business Education Technologies (BET)

Programs in this department prepare students with professional office skills and procedures to function in high-tech business offices. Instruction is offered in most of the major software programs currently in use, such as Microsoft Word, Excel, PowerPoint, Access, etc. Certificates include Administrative Assistant, Medical Office Management, among others.

Computer Information Systems (CIS)

CIS represents computing within both the Computer Science and Business disciplines. The computer science areas are oriented toward computer programming as used in writing programs and applications, and web authoring. The business areas include developing and managing database applications, networking, and operating systems. Transfer units, vocational (employment), and industry certification tracks are available.

Engineering Drafting and Design (ENGD)

Victor Valley College does not offer an Engineering program for transfer, but does however offer preparatory courses needed for transfer into a School of Engineering. These courses are offered through our Engineering Drafting and Design, Physics, and Electronics Programs. Students can obtain Engineering related certificates that will assist in preparing them to enter into a School of Engineering at the university level. An Associate of Science for Transfer degree in Mathematics or A.S. in Math/Science is highly recommended for those students wanting to transfer into a School of Engineering. Students seeking an Associate of Science degree for Engineering Drafting and Design are positioned to enter straight into the workforce.

Electronics and Computer Technology (ELCT)

Prepares students for high-tech careers in engineering and technology, computer technology, tele-communication, CISCO networking, cabling, PC Microsoft Certified Systems Engineer (MCSE), etc.

Construction and Manufacturing Technology

The Construction Technology program provides preparation for a wide variety of positions in the construction field as a contractor, supervisor, building inspector or tradesperson. The program offers the opportunity to be self-employed and the pride and satisfaction of creating and building with your own hands.

Certificates of achievement can be earned in Construction Technology, Construction Management, Building Construction, Building Inspection, Public Works, HVAC/R, Plumbing, Electrical, Residential Maintenance, Renewable Energy and Solar (Photovoltaics). The Associate in Science degree is awarded upon completion of 22.5 semester units in Construction Technology courses and the required general education and elective courses. Transfer to the CSU system for a bachelor’s degree in Industrial Technology is available.

Career Opportunities


Faculty

Bonato, Anthony
Transfer

Some Construction Technology courses transfer to CSU as electives or may fulfill subject credit requirements. Some students in this program choose to pursue a bachelor’s degree in Construction Management, Architecture or Engineering. See Architecture and Engineering for transfer requirements for these majors.

CSU Stanislaus, located in the Central Valley not far from the San Francisco Bay area, offers a BS degree in Applied Studies Leadership, to which up to 30 units of VVC’s Construction and Manufacturing Technology courses can be applied. Prerequisites: CIS 101 Computer Literacy, ECON 102 Principles of Economics: Micro, and MATH 120 Introduction to Statistics, plus complete the remaining CSU General Education-Breadth requirements (you can use ECON 102 Principles of Economics: Micro and MATH 120 Introduction to Statistics for both). Visit assist.org (http://www.assist.org) for the most up-to-date information.

Construction Technology, AS (07564)

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 101</td>
<td>Careers in Construction &amp; Manufacturing</td>
<td>1.5</td>
</tr>
<tr>
<td>CT 103</td>
<td>Construction Management</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 104</td>
<td>Construction Law</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 106</td>
<td>Materials of Construction</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 110</td>
<td>Bldg Codes and Zoning</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 116</td>
<td>Construction Safety</td>
<td>2.0</td>
</tr>
<tr>
<td>CT 131</td>
<td>Computer Applications for Technology</td>
<td>4.0</td>
</tr>
</tbody>
</table>

Select one course from the following: 3.0

- CT 105 Technical Sketching
- CT 107 Technical Mathematics

Total Units: 22.5

Building Construction Certificate of Achievement (10799)

Provides the basic knowledge and skills necessary for job opportunities in a wide variety of specific construction trades including masonry, finish carpentry, framing, construction sales, drywall, painting, plumbing, electrical, roofing, heating, ventilation and air conditioning, and surveying.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGD 103</td>
<td>Blueprint Reading for Construction</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Complete two courses from the following: 8.0-10.0

- CT 120A Electrical Wiring
- CT 120B Commercial Wiring
- CT 121 Finish Carpentry
- CT 122A Heat and Air Conditioning
- CT 122B Commercial Refrigeration
- CT 123 Surveying
- CT 124 Plumbing
- CT 125 Concrete/Masonry
- CT 127 Framing
- CT 144 Photovoltaic Systems and Installation

Complete 4-6 units from the following: 4.0-6.0

- CT 60A Construction Lab
- CT 60B Construction Lab
- CT 60C Construction Lab
- CT 60D Construction Lab
- CT 130 Residential Remodeling
- CT 148 Introduction to Construction And Installation

Total Units: 40.5-44.5

Construction Technology Certificate of Achievement (36761)

Provides the core knowledge and skills that are common and fundamental to success in a wide variety of construction trades.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 101</td>
<td>Careers in Construction &amp; Manufacturing</td>
<td>1.5</td>
</tr>
<tr>
<td>CT 105</td>
<td>Technical Sketching</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 106</td>
<td>Materials of Construction</td>
<td>3.0</td>
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<tr>
<td>CT 107</td>
<td>Technical Mathematics</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 116</td>
<td>Construction Safety</td>
<td>2.0</td>
</tr>
<tr>
<td>CT 131</td>
<td>Computer Applications for Technology</td>
<td>4.0</td>
</tr>
</tbody>
</table>

Total Units: 22.5

Building Inspection Certificate of Achievement (07565)

Provides a thorough background and skill level for employment in the building inspection field. This certificate prepares the student for employment in City and County Building and Safety departments as a private industry or corporate job site inspector.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 101</td>
<td>Careers in Construction &amp; Manufacturing</td>
<td>1.5</td>
</tr>
</tbody>
</table>
Construction Management Certificate of Achievement (07566)

Provides the skills and background necessary for employment as a contractor, construction business manager, construction supervisor, or foreman when linked with appropriate, trade-specific knowledge.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 101</td>
<td>Careers in Construction &amp; Manufacturing</td>
<td>1.5</td>
</tr>
<tr>
<td>CT 103</td>
<td>Construction Management</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 104</td>
<td>Construction Law</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 106</td>
<td>Materials of Construction</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 109</td>
<td>Construction Financing</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 110</td>
<td>Bldg Codes and Zoning</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 116</td>
<td>Construction Safety</td>
<td>2.0</td>
</tr>
<tr>
<td>CT 131</td>
<td>Computer Applications for Technology</td>
<td>4.0</td>
</tr>
<tr>
<td>ENGD 103</td>
<td>Blueprint Reading for Construction</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 105</td>
<td>Technical Sketching</td>
<td>2.0-3.0</td>
</tr>
<tr>
<td>CT 107</td>
<td>Technical Mathematics</td>
<td></td>
</tr>
<tr>
<td>CT 116</td>
<td>Construction Safety</td>
<td></td>
</tr>
</tbody>
</table>

Total Units: 31.5

Basic Electrician Technician Certificate of Career Preparation

This certificate provides the necessary knowledge and skill level required for employment in the electrical industry.

Students must complete their Construction Technology Certificate (p. 129) plus all the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 114</td>
<td>National Electrical Code</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 116</td>
<td>Construction Safety</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Total Units: 16

Basic Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) Service Technician Certificate of Career Preparation

This certificate provides the basic knowledge and skills necessary for job opportunities in heating, ventilation and air conditioning.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 116</td>
<td>Construction Safety</td>
<td>2.0</td>
</tr>
<tr>
<td>CT 122A</td>
<td>Heat and Air Conditioning</td>
<td>4.0</td>
</tr>
<tr>
<td>CT 122B</td>
<td>Commercial Refrigeration</td>
<td>4.0</td>
</tr>
<tr>
<td>CT 136</td>
<td>Hvac Circuits and Controls</td>
<td>4.0</td>
</tr>
<tr>
<td>CT 107</td>
<td>Technical Mathematics</td>
<td>3.0</td>
</tr>
<tr>
<td>or CT 108</td>
<td>Advanced Technical Math</td>
<td></td>
</tr>
</tbody>
</table>

Total Units: 17

Plumbing Technician Certificate of Career Preparation

This certificate provides the necessary knowledge and skill level required for employment in the plumbing industry.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 113</td>
<td>Uniform Plumbing Code</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 116</td>
<td>Construction Safety</td>
<td>2.0</td>
</tr>
<tr>
<td>CT 124</td>
<td>Plumbing</td>
<td>4.0</td>
</tr>
<tr>
<td>CT 126</td>
<td>Plumbing Repair</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 107</td>
<td>Technical Mathematics</td>
<td>3.0</td>
</tr>
<tr>
<td>or CT 108</td>
<td>Advanced Technical Math</td>
<td></td>
</tr>
</tbody>
</table>

Total Units: 15

Public Works Certificate of Achievement (07569)

This certificate provides the necessary skill level for employment on public works projects. Public works includes construction of streets and highways, water distribution systems, and waste water systems.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 101</td>
<td>Careers in Construction &amp; Manufacturing</td>
<td>1.5</td>
</tr>
<tr>
<td>CT 103</td>
<td>Construction Management</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 104</td>
<td>Construction Law</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 106</td>
<td>Materials of Construction</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 116</td>
<td>Construction Safety</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Total Units: 15
Basic Residential Maintenance Technician Certificate of Career Preparation

This certificate provides the necessary knowledge and skill level required for employment in the residential maintenance and repair industry.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 116</td>
<td>Construction Safety</td>
<td>2.0</td>
</tr>
<tr>
<td>CTMT 120</td>
<td>Residential Maintenance &amp; Repair</td>
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</tr>
<tr>
<td>CTMT 121</td>
<td>Plumbing Repair</td>
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</tr>
<tr>
<td>CTMT 122</td>
<td>Electrical Repair</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 107</td>
<td>Technical Mathematics</td>
<td>3.0</td>
</tr>
<tr>
<td>or CT 108</td>
<td>Advanced Technical Math</td>
<td></td>
</tr>
</tbody>
</table>

Total Units: 15

Basic Woodworking Certificate of Career Preparation

This certificate demonstrates a basic understanding of wood, joinery and woodworking skills and the ability to safely and appropriately use common hand tools, power tools and equipment to perform common woodworking tasks. This certificate can lead to employment in a wide variety of woodworking trades.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTMF 120A</td>
<td>Woodworking Tools &amp; Equipment</td>
<td>2.0</td>
</tr>
<tr>
<td>CTMF 121A</td>
<td>Basic Woodworking</td>
<td>3.0</td>
</tr>
<tr>
<td>CTMF 121B</td>
<td>Intermediate Woodworking</td>
<td>3.0</td>
</tr>
<tr>
<td>CTMF 122</td>
<td>Advanced Wood Topics</td>
<td>3.0</td>
</tr>
<tr>
<td>CTMF 129A</td>
<td>Woodturning</td>
<td>3.0</td>
</tr>
<tr>
<td>CTMF 129B</td>
<td>Advanced Woodturning</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units: 17

Photovoltaic Technician Certificate of Career Preparation

This certificate provides the basic knowledge and skills for employment in the Photovoltaic Industry as a System Installer, Designer, or Electrician and include preparation to take the National Association of Certified Energy Providers (NABCEP) Entry-Level exam.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 114</td>
<td>National Electrical Code</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 120A</td>
<td>Electrical Wiring</td>
<td>4.0</td>
</tr>
<tr>
<td>CT 142</td>
<td>Renewable Energy Fundamentals</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 144</td>
<td>Photovoltaic Systems and Installation</td>
<td>6.0</td>
</tr>
</tbody>
</table>

Total Units: 17.5

Construction and Manufacturing Technology Courses

**CT 60A Construction Lab (1-4 Units)**

This is a variable unit (1-4) laboratory class to provide advanced skill development in the following areas: electrical wiring, finish carpentry, heating and air conditioning, framing, plumbing and concrete and masonry construction. Students will complete 48-54 hours per unit of projects over the course of the class.

Lab Hours: 54.00
Transfer: Not transferable

**CT 60B Construction Lab (1-4 Units)**

A laboratory class to provide additional skill development in the following areas: electrical wiring, finish carpentry, heating and air conditioning, framing, plumbing and concrete and masonry construction. Students will complete contract projects.

Lab Hours: 54.00
Transfer: Not transferable
CT 60C Construction Lab (1-4 Units)
A laboratory class to provide additional skill development in the following areas: electrical wiring, finish carpentry, heating and air conditioning, framing, plumbing and concrete and masonry construction.
Lab Hours: 54.00
Transfer: Not transferable

CT 60D Construction Lab (1-4 Units)
A laboratory class to provide advanced skill development in the following areas: electrical wiring, finish carpentry, heating and air conditioning, framing, plumbing and concrete and masonry construction.
Lab Hours: 54.00
Transfer: Not transferable

CT 90 Introduction to Construction (3.0 Units)
A foundational Construction course that prepares students for further Construction education and training. Topics include: tool safety and use, construction drawings, math, safety, and basic employability skills. Students who successfully complete CT 90 and CT 91 earn the Multi-Craft Core Curriculum (MC3) Certification for Pre-Apprenticeship, a national construction union certification.
Lecture Hours: 54.00
Transfer: Not transferable

CT 91 Introduction to Construction Lab (2.0 Units)
Lab and skill performance companion to CT 90, prepares students for further Construction education and training. Topics include: tool safety and use, construction drawings, math, safety, and basic employability skills. Students who complete both CT 90 and CT 91 earn the Multi-Craft Core Curriculum (MC3) Pre-Apprenticeship certification.
Co-requisite(s): CT 90
Lab Hours: 2.00
Transfer: Not transferable

CT 101 Careers in Construction & Manufacturing (1.5 Units)
This course is designed to provide the construction and manufacturing technology student with information and skills necessary to understand current job market needs and provide a successful educational plan to obtain their desired goals. Students will develop an awareness of occupations and develop an awareness of occupations and develop skills for seeking employment and completing job applications, resumes and interviews.
Lecture Hours: 27.00
Transfer: Transfers to CSU only

CT 103 Construction Management (3.0 Units)
Principles of management as they specifically relate to the construction industry. This course explores the relationship and importance of proper planning, estimating, contracting, financing and building. Also covered are leadership and supervisory skills and employer/employee relationship and safety.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CT 104 Construction Law (3.0 Units)
Principles of contracting, real estate and construction law. Course includes legal aspects of building codes, contractors licenses, workmen's compensation, social security, state safety regulations and lien laws as they apply to the construction trade.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CT 105 Technical Sketching (3.0 Units)
A course designed to develop sketching skills and introduce sketching techniques currently used in the industrial and architectural fields. Course will include principals of oblique, isometric and perspective sketching, including shading and shadows.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CT 106 Materials of Construction (3.0 Units)
A study of common materials used in residential and commercial construction. Course includes use and limitations of soil, paving materials, concrete, lumber, wall materials, roofing, insulation, siding, sheet material, electrical and plumbing materials and fixtures. This course will also explore the use of steel, aluminum and plastics in modern construction.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CT 107 Technical Mathematics (3.0 Units)
Review of basic arithmetic, fractions, decimals and percentages. Introduction to basic algebra and trigonometry as they apply to manufacturing and construction trades.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CT 108 Advanced Technical Math (3.0 Units)
This course will include the practical applications of algebra, geometry and trigonometry. Class emphasis will be on the solution of technical problems commonly found in the fields of engineering, drafting, manufacturing and construction.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CT 109 Construction Financing (3.0 Units)
This course introduces the basic issues and concepts of construction finance. Course examines the procedures for evaluation of all types of real estate credit and is designed to enable borrowers to utilize their resources to obtain financing.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CT 110 Bldg Codes and Zoning (3.0 Units)
Use of the International Building Code and the various related state and local ordinances for plan checking and building compliance. Course includes a basic understanding of building codes and zoning as they apply to the construction and inspection of residential and light commercial buildings.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CT 111A International Bldg Code I (3.0 Units)
The first of a two part, in-depth study of the contents and applications of the Uniform Building Code and California amendments with emphasis on residential construction. Course includes building classifications by occupancy and type, engineering regulations and design requirements applicable to plan checking and structural building inspection.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CT 111B International Bldg Code II (3.0 Units)
A continuing in-depth study of the International Building Code and California amendments with emphasis on commercial applications. Course includes energy conservation standards, specialized commercial structures, public safety and standards for handicapped accessibility.
Lecture Hours: 54.00
Transfer: Transfers to CSU only
CT 112 Uniform Mechanical Code (3.0 Units)  
This class is an indepth study of the contents and applications of the Uniform Mechanical Code. Course covers the use of this code for plan checks and inspection of residential and commercial structures.  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

CT 113 Uniform Plumbing Code (3.0 Units)  
This course is an indepth study of the contents and applications of the Uniform Plumbing Code. Course includes underground and above ground water, gas and air pipe installations for residential and commercial structures.  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

CT 114 National Electrical Code (3.0 Units)  
This class is an indepth study of the contents and applications of the National Electrical Code. Course covers the use of the Code for plan checks and inspection of residential and commercial structures. Plan reading, electrical theory, wiring methods and installation of electrical components and fixtures are also included.  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

CT 115 Technical Office Procedures and Field Inspection (3.0 Units)  
Office organization, procedures and necessary paperwork pertinent to building and safety office management and inspection. Field inspection for completed buildings, zoning, health and safety ordinance applications. Course includes several field trips.  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

CT 116 Construction Safety (2.0 Units)  
Covers OSHA policies, procedures, and standards, as well as safety for general industry and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Upon successful course completion, the student will receive either an OSHA 10 or 30 hour general industry or construction industry training completion card. 36 hours lecture.  
Lecture Hours: 36.00  
Transfer: Transfers to CSU only

CT 119 Load Calculations/Circuit Design (2.0 Units)  
This course is designed to develop the skills necessary to visualize and correctly interpret drawings, diagrams, blueprints, and schematics common to the electrical industry. Course includes branch and feeder circuit design and load calculations as they apply to residential, multi-family, commercial and industrial applications.  
Lecture Hours: 27.00; Lab Hours: 27.00  
Transfer: Transfers to CSU only

CT 120A Electrical Wiring (4.0 Units)  
Theory, procedure and techniques for electrical wiring of residential and light commercial construction. Topic areas include blueprint reading, power panels, wire sizing, conduit bending and installation, pulling and installation of wires, lighting and plug circuitry, designated circuits, underground and swimming pool wiring.  
Lecture Hours: 36.00; Lab Hours: 108.00  
Transfer: Transfers to CSU only

CT 120B Commercial Wiring (4.0 Units)  
Learn the techniques necessary for commercial wiring. Size conductors for motor, intermittent and continuous loads. Wire for single and three phase services. Course includes wiring techniques common to commercial applications, running circuits with flex, electrical metallic tubing, rigid and liquid tight conduits and use of common conductors, cables, boxes and raceways. Includes transformer and motor load calculations, starters and over current protection devices.  
Prerequisite(s): CT 120A  
Lecture Hours: 36.00; Lab Hours: 108.00  
Transfer: Transfers to CSU only

CT 121 Finish Carpentry (4.0 Units)  
Course covers use of hand and machine woodworking tools and techniques common to finish carpentry and cabinet making. Students will develop skill in safe and efficient operation of common tools, layout, cutting, assembly and finish of woodworking projects.  
Lecture Hours: 36.00; Lab Hours: 108.00  
Transfer: Transfers to CSU only

CT 122A Heat and Air Conditioning (4.0 Units)  
This course provides instruction for layout, installation and repair of common residential and light commercial heating and air conditioning systems. Heating and air conditioning theory and energy calculations will be treated in detail. Course also includes use of solar energy for heating and cooling.  
Lecture Hours: 36.00; Lab Hours: 108.00  
Transfer: Transfers to CSU only

CT 122B Commercial Refrigeration (4.0 Units)  
Explore the more complex commercial and industrial uses of refrigeration, heating and air conditioning. Course covers installation and repair of the most common commercial refrigeration systems found in the food industry and industrial and manufacturing environments. Also included are computer controlled and central plant environmental systems, high and low pressure chillers, cooling towers and air handlers.  
Prerequisite(s): CT 122A  
Lecture Hours: 36.00; Lab Hours: 108.00  
Transfer: Transfers to CSU only

CT 122C Heat Pump Fundamentals/Controls (4.0 Units)  
This course explores electrical and mechanical circuitry fundamentals, along with theory, operation and application of heat pump systems used in residential and light commercial heating installations including the heat pump refrigeration cycle, reversing valves, defrost methods of supplemental heat, balance point, air flow, and heat pump thermostats.  
Lecture Hours: 54.00; Lab Hours: 54.00  
Transfer: Transfers to CSU only

CT 123 Surveying (4.0 Units)  
A course designed to explore the principles and applications of surveying. Students will develop skill in the operation of surveying equipment used for measuring, leveling and locating of points. Course includes surveying techniques common to building and highway construction, general land surveying, hydrographic surveys and photogrammetric mapping.  
Lecture Hours: 36.00; Lab Hours: 108.00  
Transfer: Transfers to CSU only
CT 124  Plumbing  (4.0 Units)  
This course provides instruction for layout and installation of residential and light commercial plumbing systems and fixtures. Rough and finish stages of plumbing will be introduced and students will become familiar with reading plans and calculating and constructing the plumbing system.  
Lecture Hours: 36.00; Lab Hours: 108.00  
Transfer: Transfers to CSU only

CT 125  Concrete/Masonry  (4.0 Units)  
The course covers use of hand and machine tools and techniques common to residential and light commercial concrete and masonry construction, plan reading, layout, forming, pouring of concrete, tilt-up and various finishing techniques, and construction with brick, stone, concrete blocks, and other masonry shapes.  
Lecture Hours: 36.00; Lab Hours: 108.00  
Transfer: Transfers to CSU only

CT 126  Exploring Brick and Block  (1.5 Units)  
Grade Option. This course includes techniques used for construction of brick and block walls, decorative brick patios, planter edging and concrete slabs, curbs and walks. Class covers information on concrete and mortar mixes and proper finishing, pouring and finishing of concrete slab wall footings.  
Lecture Hours: 18.00; Lab Hours: 27.00  
Transfer: Transfers to CSU only

CT 127  Framing  (4.0 Units)  
The course covers use of hand and machine tools and techniques common to rough carpentry and residential and light commercial framing. Students will develop skill in safe and efficient operation of common tools, layout techniques, cutting and assembly of wall, ceiling and roof framing, and installing sheathing and insulation.  
Lecture Hours: 36.00; Lab Hours: 108.00  
Transfer: Transfers to CSU only

CT 129  Independent Study  (3.0 Units)  
Transfer: Not transferable

CT 130  Residential Remodeling  (3.0 Units)  
Grade Option. Learn the skills and techniques necessary for remodeling of structures. Course includes project planning, estimation and layout. Gain experience in framing, plumbing, electrical, drywall, floor and finish painting and concrete with projects that include patio and deck construction, room additions and kitchen and bathroom remodeling.  
Lecture Hours: 36.00; Lab Hours: 54.00  
Transfer: Transfers to CSU only

CT 131  Computer Applications for Technology  (4.0 Units)  
The course is designed to introduce the student to the potentials of the computer as it directly applies to the construction industry. Course includes instruction and practice in the following common program types: operating system, word processing, presentation, spreadsheet, e-mail, web-page design, publishing, estimation, and introductory computer aided drafting.  
Lecture Hours: 54.00; Lab Hours: 54.00  
Transfer: Transfers to CSU only

CT 132  Construction Estimation  (3.0 Units)  
Learn how to bid accurately and profitably. Course will teach you how to account for materials, labor, taxes, insurance, overhead, and profits across various trades in preparing winning estimates. Speed up your estimating process and increase your accuracy using today's leading construction estimation software. Estimating software allows take-offs using quick, single and assembly methods to meet your particular estimating needs.  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

CT 133  Precision Estimation  (3.0 Units)  
Learn how to speed up your estimating process and increase your accuracy using today's leading construction estimation software. Estimating software allows take-off using quick, single and assembly methods. Course includes development and maintenance of your database. Create your own crews, add-ons, formulas and assemblies to meet your particular estimating needs.  
Lecture Hours: 36.00  
Transfer: Transfers to CSU only

CT 136  Hvac Circuits and Controls  (4.0 Units)  
The course explores electrical fundamentals common to the heating, ventilation, air conditioning and refrigeration fields. Course includes electrical theory, control circuitry and electronics, system supply circuitry and alternating and direct current troubleshooting.  
Lecture Hours: 54.00; Lab Hours: 54.00  
Transfer: Transfers to CSU only

CT 137  Sheet Metal Fabrication  (3.0 Units)  
The course introduces the student to the fundamental elements, methods and principals of sheet metal design, fabrication and installation. Course includes air handling systems, gutters, flashings, coping, tanks and exhaust systems. Students will gain valuable hands-on skills in the proper use of metal working hand and machine tools through the completion of multiple projects.  
Lecture Hours: 36.00; Lab Hours: 54.00  
Transfer: Transfers to CSU only

CT 138  Coop Ed Construction Technology  (1-8 Units)  
The course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.  
Transfer: Transfers to CSU only

CT 140  Construction Internship  (4.0 Units)  
Gain valuable hands-on construction skills by participating in the creation and operation of a small construction business. Students will research the market, design the project, estimate the costs, develop a business plan, secure a construction loan, prepare a schedule and analyze the projects progress and perform customer service and sales. Grade Option.  
Lecture Hours: 72.00  
Transfer: Transfers to CSU only

CT 142  Renewable Energy Fundamentals  (3.0 Units)  
The course explores methods of generation and use of renewable energy. Topics include renewable fuel based generators, fuel cells, wave and tidal generation, geothermal, wind turbines, photovoltaic, barometric pressure, and hydroelectric generation. Course also covers active and passive solar heating and cooling, alternate fueled vehicles and electric transportation.  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only
CT 143A Renewable Energy Laboratory A: Photovoltaic (2-5 Units)
This course explores using photovoltaic technology to generate electricity for various applications: residential, remote, portable, auxiliary, or mobile.
Co-requisite(s): CT 142
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CT 143B Renewable Energy Lab B: Solar Thermal (2-5 Units)
This course explores using solar thermal technology for various applications including passive/active heating/cooling and generating electricity.
Co-requisite(s): CT 142
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CT 143C Renewable Energy Laboratory C: Wind (2-5 Units)
This course explores renewable energy with a focus on wind electrical generation through the completion of actual projects.
Co-requisite(s): CT 142
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CT 143D Renewable Energy Lab D: Alternative Fuels (2-5 Units)
This course explores using alternative fuels for transportation, heating systems, and generating electricity through the construction of an actual project.
Co-requisite(s): CT 142
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CT 144 Photovoltaic Systems and Installation (6.0 Units)
Residential Solar Industry preparation: PV system components/function, building codes, sizing/design, and solar principles. Lab: design, safely install, and troubleshoot multiple systems.
Lecture Hours: 72.00; Lab Hours: 108.00
Transfer: Transfers to CSU only

CT 148 Introduction to Construction And Installation (5.0 Units)
A foundational construction course that prepares students for further construction education and training. Topics include: tool safety and use, construction drawings, math, safety, and basic employability skills. Students who complete the course can test to be certified in the Core Curriculum of the National Center for Construction Education and Research, a national construction certification. CSI-J.
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Transfers to CSU only

Construction Technology Manufacturing Courses

CTMF 120A Woodworking Tools & Equipment (2.0 Units)
This course is designed to give the woodworking student an in-depth knowledge of common woodworking tools and equipment. Students will explore the safety, use and maintenance of saws, lathes, routers, planers, jointers, Sanders and common power and hand tools used for basic woodworking projects.
Lecture Hours: 36.00
Transfer: Transfers to CSU only

CTMF 120B Woodturning (3.0 Units)
This course is designed to give the woodworking student an in-depth knowledge of common woodworking tools and equipment. Students will explore the safety, use and maintenance of saws, lathes, routers, planers, jointers, Sanders and common power and hand tools used for basic woodworking projects.
Lecture Hours: 36.00
Transfer: Transfers to CSU only

CTMF 121A Basic Woodworking (3.0 Units)
This is a beginning woodworking class. Topics covered include safety, tools, the composition of wood and its characteristics, design and sketching, project planning, measuring and cutting, use of large and small power tools, and general woodworking techniques. Students are expected to complete multiple projects as part of their grade.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CTMF 121B Intermediate Woodworking (3.0 Units)
This course is designed to give the woodworking student an in-depth knowledge of common woodworking tools and equipment. Students will explore the safety, use and maintenance of saws, lathes, routers, planers, jointers, Sanders and common power and hand tools used for basic woodworking projects.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CTMF 121C Advanced Woodworking I (3.0 Units)
This is an advanced course in fine woodworking using techniques common to custom wood products, furniture making and wood art. Learn the artisan's techniques for wood joining, carving, turning and finishing by completing various wood projects. Course includes a study of common woods, tools and methods for shaping and finishing.
Prerequisite(s): CTMF 121B; Minimum grade C;
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CTMF 121D Advanced Woodworking II (3.0 Units)
The second advanced course in fine woodworking using techniques common to custom wood products to learn the artisan's techniques for wood joining, carving, and finishing.
Prerequisite(s): CTMF 121B; Minimum grade C;
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CTMF 122 Advanced Wood Topics (3.0 Units)
Come develop your skills and learn the methods and procedures necessary for completing an advanced woodworking project. One specific advanced woodworking project is selected as the focus for each semester. Check with the Construction Technology department for the current project. Course may also include specialized techniques of turning, marquetry, parquetry, carving and intarsia. Grade option.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CTMF 129A Woodturning (3.0 Units)
This introductory course will provide the woodworking student with information and skills necessary to successfully design, turn and finish typical woodturning projects. Course includes lathe, spindle, faceplate and drive chuck turning. Students will complete a variety of projects that can include pens and pencils, games and toby pieces, decorations, lamps, spinles, bowls and boxes.
Prerequisite(s): CTMF 120A;
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only
CTMF 129B Advanced Woodturning (3.0 Units)
This advanced woodturning course includes green, seasoned and laminated wood and acrylic projects. Students will explore turning of large bowls and platters, maintaining natural edges, turning burls, proper box and lid construction, off center turning, chatter finishes and construction of tuning fixtures, centers and drives. Grade option.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

Construction Technology Maintenance Courses

CTMT 120 Residential Maintenance & Repair (4.0 Units)
This class covers all major aspects of preventative maintenance and repair for residential and light commercial buildings. Topics covered include but are not limited to repairing roofing, plumbing, electrical, framing, installation, drywall, painting, concrete, flooring, safety, tools, heating and cooling, etc., as they apply to the maintenance and repair industry.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CTMT 121 Plumbing Repair (3.0 Units)
This class covers most aspects of residential and light commercial plumbing repair. Topics covered include but are not limited to plumbing tools, water supply systems, drainage systems, drainage problems, faucets and valves, piping, soldering and threading, water heating systems, plumbing fixtures, pricing, billing, and inventory management as they apply to the plumbing repair business.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CTMT 122 Electrical Repair (3.0 Units)
This class covers most aspects of residential and light commercial electrical repair. Topics covered include but are not limited to electrical tools, electrical theory, wiring systems, electrical materials, electrical services, trouble shooting electric circuits, low voltage circuits, appliances and motors, and mathematics for electricians.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

CTMT 123 Custodial Maintenance (4.0 Units)
This course covers the major aspects of custodial and janitorial work. Course includes general cleaning techniques, cleaning equipment use and maintenance, cleaning chemicals, window care, maintaining hard floors, carpet and upholstery care, chemical hazards, Cal OSHA regulations, and handling of infectious waste as they apply to the janitorial industry.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

Construction Technology Public Works Courses

CTPW 111 Introduction to Public Works (3.0 Units)
Working knowledge of the aspects of Public Works organization and maintenance requirements of local government recommended. Introduction to techniques, materials and equipment used in Public Works maintenance and construction. Meets the standards of the American Public Works Association, Street Superintendents’ Association and Inspectors’ Association.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CTPW 112 Plan Reading for Public Works (3.0 Units)
Plan reading for the construction of water, sewers, storm drain, and sewage facility projects. Basic survey methods, symbols, mathematical conversions, and determination of slope and grade.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CTPW 113 Public Works Administration (3.0 Units)
General public works inspection techniques. Includes Portland Cement and asphalt concretes, soils, base and subgrade, safety, contracts, and specifications. Responsibilities of the contractor, engineer, agency, and inspector.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CTPW 114 Public Works Administration II (3.0 Units)
Introduction to the organizational concepts used by the Public Works Departments. Includes typical organizational and management concepts, political considerations, planning, budget management and public relations.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CTPW 115 State and Hwy Construction (3.0 Units)
Methods of estimating costs and construction for street construction and maintenance. Includes codes and ordinances, management and budget principles; equipment maintenance records and safety practices.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CTPW 116A Water Distribution Systems I (3.0 Units)
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CTPW 117 Portland Cement Concrete (3.0 Units)
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CTPW 118 Solid Waste Management (3.0 Units)
Methods used in collection of solid waste materials. Includes equipment, scheduling, and customer relations. Ultimate disposal of solid waste matter as well as projections concerning future collection and disposal operations. Special emphasis on municipal resource recovery, salvaging, and recycling.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CTPW 119 Wastewater Operations (3.0 Units)
A comprehensive examination of wastewater operations, impact of waste contributions from home and industry, effects of wastewater treatment, water reclamation and by-product disposal.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:
• Identify procedures and strategies to minimize safety hazards and environmental impact associated with construction and manufacturing projects.
• Properly perform construction and manufacturing trade work following standard industry practice.
• Describe building code and legal requirements associated with construction and manufacturing projects.

Cooperative Work Experience Education

Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables the student to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current work-site for upward mobility, seeking career changes, or looking for entry-level occupational training through work-based learning experience such as through an internship. Cooperative Education transforms community business, industries, and public agencies into expanded educational training laboratories.

Cooperative Education Work Experience is offered in the following areas:


For further information and individual guidance, contact the Cooperative Education Office (http://www.vvc.edu/offices/coopedu) or call (760) 245-4271, ext. 2281.

Credit is awarded on the basis of number of learning objective completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work-sites.

• Practical experience
• An opportunity to apply classroom learning on the job
• College credit
• Career guidance in a realistic setting
• A chance to learn what you do well and what you enjoy doing
• A reason for staying in college
• Up-to-date laboratory experience
• Orientation to changing job conditions
• New ways of getting ahead

• Opportunity to experience socialization in the work place
• Transferable college elective units

Students will need a minimum of 75 hours of paid work for each unit of credit or 60 hours of unpaid work for each unit of credit.

<table>
<thead>
<tr>
<th>Paid</th>
<th>Total semester hours</th>
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<tbody>
<tr>
<td>05 hrs/wk 1.0 unit</td>
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<tr>
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<tr>
<td>40 hrs/wk 8.0 units</td>
<td>600</td>
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</table>

<table>
<thead>
<tr>
<th>Unpaid</th>
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</tr>
</thead>
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<td>04 hrs/wk 1.0 unit</td>
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</tr>
<tr>
<td>08 hrs/wk 2.0 units</td>
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</tr>
<tr>
<td>12 hrs/wk 3.0 units</td>
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</tr>
<tr>
<td>16 hrs/wk 4.0 units</td>
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<td>20 hrs/wk 5.0 units</td>
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<td>24 hrs/wk 6.0 units</td>
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<tr>
<td>27 hrs/wk 7.0 units</td>
<td>420</td>
</tr>
<tr>
<td>32 hrs/wk 8.0 units</td>
<td>480</td>
</tr>
</tbody>
</table>

Students may earn between 1 and 8 units of Cooperative Education credit per semester, depending on the number of hours completed. Students may enroll again in Occupational Work Experience classes but may not exceed 16 units total. A maximum of 16 units of Cooperative Education credit may be used towards the AA/AS degree as elective credits only. Units cannot be applied towards major or general education degree requirements. These units also transfer to the CSU and some UC’s as elective credits only. General Work Experience does not transfer. Students may repeat a failed Cooperative Education class and both grades will be listed on the student’s transcript.

Students must utilize their present work site, or internship site if selected. We do not place students at work sites. Students do not need a declared major and do not need to be working in a major to enroll in Cooperative Work Experience Education.

To be eligible for Cooperative Education, students must:

• Be enrolled as a Victor Valley Community College student.
• Spend at least five (5) hours a week at a work site.
• Pursue a planned program of Cooperative Education that includes new or expanded responsibilities or learning opportunities beyond those of previous employment and training.

Criminal Justice (Formerly Administration of Justice)

All areas of Criminal of Justice require that individuals possess the personal and physical qualities essential to become effective peace officers. Many employment opportunities currently exist for individuals...
desiring entrance into law enforcement and corrections related fields at various governmental levels. Security and corrections are fast-growing professions. Individuals interested in these professions should understand that the work is demanding, requiring a combination of training, education, and experience, along with mental and physical stamina.

The Criminal Justice program is designed to develop a student’s understanding of the various operational functions within the criminal justice system. The educational emphasis will be the examination of crime causation, functions of law enforcement, criminal court system, and corrections. Students majoring in this subject area can prepare themselves for careers in law enforcement, corrections, and security at both the operational and administrative levels.

**Career Opportunities**

Communication Technician, Correctional Officer, Criminalist, Criminologist, Deputy Sheriff, Forensic Technician, Juvenile Correctional Officer, Police Officer, Probation Officer, Security Manager, Security Officer, Special Agent/Investigator, Deputy Coroner, School Police Officer, Reserve Police Officer/Sheriff's Deputy

Careers in the criminal justice field are found at the federal, state, county, and city levels.

Careers at the state, county, or city level usually require a high school diploma, but an associate’s degree is preferable. Careers in law enforcement usually start with Police Academy Training. The modular format provides the opportunity to become a reserve officer while completing Module II and III of training. A Module I graduate may elect to become a reserve officer or may apply for a full-time position with a law enforcement agency in California.

Careers in Forensics - the application of science and technology to the analysis of physical evidence - may be entered through the Crime Scene Investigation course (CJ 67 Crime Scene Investigation) and the Fingerprint Recognition and Classification course (CJ 31 Fingerprint Recognition & Classification). CSU Los Angeles offers Criminalistics, MA degree.

**Faculty**

Padgett, Rand

**Transfer**

- California State University, San Bernardino: Criminal Justice major
- University of California Riverside Extension

Local Bachelors Programs - Visit the Four-Year Universities in the High Desert (http://www0.vvc.edu/offices/transfer-center/High%20Desert%20Four%20Year%20Universities.pdf) website.

- Brandman University, Victor Valley Campus: Criminal Justice major
- Park University, Victor Valley: Criminal Justice major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

### Criminal Justice, AS (04967)

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements:

- 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Criminal Justice major requires 18 units from any of the certificates or from any Criminal Justice coursework. CJ 138 Coop Ed Admin of Justice may be used as elective credit but may not be used to fulfill major requirements.

### Administration of Justice, AS-T (31296)

The program leading to the Associate in Science for Transfer in Administration of Justice is designed to acquaint pre-service and in-service students with the principles and practices of criminal justice systems in America.

Students will be prepared to work in a variety of fields, including: public law enforcement agencies such as municipal police, probation officers, county deputy sheriffs, correctional officers, game wardens, state parks, and private security.

Students completing the AS-T in Administration of Justice will be able to transfer to the California State University system and be prepared to study in the following areas: Administration of Justice, Law Enforcement, Correctional Science, Social Science/Criminology, Forensics, and Pre-Law.

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements:

- 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CJ 101</td>
<td>Introduction to Criminal Justice</td>
<td>3.0</td>
</tr>
<tr>
<td>CJ 103</td>
<td>Criminal Law</td>
<td>3.0</td>
</tr>
<tr>
<td>CJ 120</td>
<td>Introduction to Corrections</td>
<td>6.0</td>
</tr>
<tr>
<td>CJ 121</td>
<td>Criminal Trial Processes</td>
<td></td>
</tr>
<tr>
<td>CJ 122</td>
<td>Legal Aspects of Evidence</td>
<td></td>
</tr>
<tr>
<td>CJ 123</td>
<td>Introduction to Forensic Science</td>
<td></td>
</tr>
<tr>
<td>CJ 124</td>
<td>Juvenile Law &amp; Procedures</td>
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<tr>
<td>CJ 125</td>
<td>Community and the Justice System</td>
<td></td>
</tr>
<tr>
<td>CJ 126</td>
<td>Forensic Science</td>
<td></td>
</tr>
<tr>
<td>CJ 127</td>
<td>Financial Accounting Fundamentals</td>
<td></td>
</tr>
<tr>
<td>CIS 101</td>
<td>Computer Literacy</td>
<td></td>
</tr>
<tr>
<td>GEOG 101</td>
<td>Introduction to Physical Geography</td>
<td></td>
</tr>
</tbody>
</table>
Code | Title | Units
--- | --- | ---
GEOG 101L | Geography 1 Laboratory | 
GEOG 102 | Introduction to Cultural Geography | 
MATH 120 | Introduction to Statistics | 
or MATH 120H (Honors Introduction to Statistics) |
MATH 120S | Introduction to Statistics With Skills Support | 
PSYC 101 | Introductory Psychology | 
PSYC 215 | Introduction to Statistics in Social and Behavioral Sciences | 

Or, any CSU transferable Criminal Justice lower division course, 
or courses outside of the Criminal Justice discipline that are 
articulated as lower division major preparation for the Criminal 
Justice/Criminology major at any CSU.

**Total Units** 18

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**Autopsy Assistant Trainee Exam**

Students who wish to take the Autopsy Assistant Trainee exam to 
seek positions as trainees or interns should take CJ 67 Crime Scene 
Investigation, CJ 145 Introduction to Criminal Investigations; ALDH 139 
Medical Terminology; BIOL 211 Human Anatomy (prerequisite: BIOL 107 
Introduction to Human Biology); and PHOT 101 Intermediate 
Photography.

**Criminal Justice Certificate of 
Achievement (20548)**

Prepares the student for a variety of employment opportunities within the 
Criminal Justice System. Employment opportunities include Corrections, 
Law Enforcement, Traffic Enforcement, Probation, Parole, Security, 
Prevention Loss officer, and related Social Worker positions.

**Code | Title | Units**
--- | --- | ---
Required Courses
CJ 92 | Writing for Criminal Justice | 3.0
CJ 93 | Traffic Enforcement and Investigation | 3.0
CJ 101 | Introduction to Criminal Justice | 3.0
CJ 102 | Criminal Trial Processes | 3.0
CJ 103 | Criminal Law | 3.0
CJ 104 | Legal Aspects of Evidence | 3.0
CJ 127 | Introduction to Criminology | 3.0
CJ 201 | Community and the Justice System | 3.0

**Total Units** 24

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**Campus Law Enncoracement Course: PC 832.3 Certificate of Career Preparation**

**Code | Title | Units**
--- | --- | ---
Required Courses
CJ 8 | Pc 832.3 Campus Law Enforcement | 2.0

**Total Units** 2

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**Corrections Officer Core Course Certificate of Career Preparation**

Prepares the student to meet the legal requirements established by 
Standards and Training for Corrections (STC), in order to be employed as 
a city or county correctional officer.

**Code | Title | Units**
--- | --- | ---
Required Courses
CJ 64 | Basic Corrections Officer Academy | 8.5

**Total Units** 8.5

---

**Fingerprint Recognition and Classification Certificate of Career Preparation**

**Code | Title | Units**
--- | --- | ---
Required Courses
CJ 31 | Fingerprint Recognition & Classification | 2.5

**Total Units** 2.5

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**Forensic Specialist Certificate of Career Preparation**

This certificate meets the standards required of a Forensic Specialist 
whose duties include processing evidence at crime scenes, packaging 
and transporting evidence to a crime lab, and testifying in court. The 
certificate requirements meet the standards set by the Commission 
on Peace Officer Standards and Training and the College Advisory 
Committee.

**Code | Title | Units**
--- | --- | ---
Required Courses
CJ 67 | Crime Scene Investigation | 3.5

**Total Units** 3.5

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**Law Enforcement Module III Basic Course Certificate of Career Preparation**

This certificate will be awarded to students who have successfully 
completed the Level III Modulated Course. This course is certified by the 
Commission on Peace Officer Standards and Training.

**Code | Title | Units**
--- | --- | ---
Required Courses
CJ 80 | Module III Law Enforcement Basic Course | 6.5

**Total Units** 6.5

---

**Law Enforcement Module II Basic Course Certificate of Career Preparation**

This certificate will be awarded to students who have successfully 
completed the Level II Modulated Course. This course is certified by the 
Commission on Peace Officer Standards and Training.

**Code | Title | Units**
--- | --- | ---
Required Courses
CJ 80 | Module III Law Enforcement Basic Course | 6.5
**Criminal Justice (Formerly Administration of Justice) Courses**

**CJ 8  Pc 832.3 Campus Law Enforcement (2.0 Units)**
This course complies with the state requirements for K-12 and Community College peace officer training per Penal Code 832.3g. certified by the state Commission on Peace Officer Standards and Training. This course includes the role and responsibilities of campus police, search and seizure, student discipline and records, Crimes against persons and property, mandatory reporting of child abuse, and Disaster Preparedness. Lecture Hours: 36.00
Transfer: Not transferable

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJ 8</td>
<td>PC 832.3 Campus Law Enforcement</td>
<td>2.0</td>
</tr>
</tbody>
</table>

**PC 832 Firearms Only Certificate of Career Preparation**

**Required Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJ 30</td>
<td>PC 832 Firearms</td>
<td>0.5</td>
</tr>
</tbody>
</table>

Total Units: 0.5

**PC 832 Laws of Arrest Course Certificate of Career Preparation**

Prepares the student to meet the minimum requirements as a non-designated Level III Reserve Peace Officer, or, as a designated limited-duty peace officer. This certificate program complies with the Commission on Peace Officer Standards and Training.

**Required Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CJ 58</td>
<td>PC 832 Laws of Arrest</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units: 3

**Police Technician Specialist Certificate of Career Preparation**

Prepares the student for a variety of employment opportunities with any Law Enforcement Agency, in a civilian capacity, as a Forensic Specialist or as an Evidence Technician.

**Required Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CJ 67</td>
<td>Crime Scene Investigation</td>
<td>3.5</td>
</tr>
<tr>
<td>CJ 92</td>
<td>Writing for Criminal Justice</td>
<td>3.0</td>
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<td>CJ 93</td>
<td>Traffic Enforcement and Investigation</td>
<td>3.0</td>
</tr>
<tr>
<td>CJ 103</td>
<td>Criminal Law</td>
<td>3.0</td>
</tr>
<tr>
<td>CJ 201</td>
<td>Community and the Justice System</td>
<td>3.0</td>
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</table>

Total Units: 15.5

**Criminal Justice (Formerly Administration of Justice) Courses**

**CJ 30  PC 832 Firearms (0.5 Units)**
This course satisfies the Commission on Peace Officer Standards and Training (POST) firearms certification for PC 832. Additional, this course exceeds the State of California firearms safe handling and use certification required from any person purchasing a firearm in California. This course does not apply to the Associate Degree. Pass/No Pass.
Lecture Hours: 27.00
Transfer: Not transferable

**CJ 31  Fingerprint Recognition & Classification (2.5 Units)**
This course is designed to give instruction and training to a person without any prior knowledge in fingerprint classification. Every person who successfully completes this course will be able to recognize and identify a known fingerprint and have the skills to recognize and identify an unknown fingerprint to known fingerprint. Pass/No Pass.
Lecture Hours: 45.00
Transfer: Not transferable

**CJ 58  PC 832 Laws of Arrest (3.0 Units)**
This course complies with the requirements of the Commission on Peace Officers Standards and Training for certification in PC 832. This course includes professionalism, law, evidence, investigation, arrest methods and control, community relations, and communication skills for interviewing and interrogation. Pass/No Pass.
Lecture Hours: 54.00
Transfer: Not transferable

**CJ 64  Basic Corrections Officer Academy (8.5 Units)**
This course satisfactorily meets the requirements of section 1020 of the California Administrative code, Minimum Jail Standards and the Basic Jail/Adult Institution requirements of the Standardized Training for Corrections. program through the BSCC (Bureau of State and Community Corrections).
Lecture Hours: 126.00; Lab Hours: 81.00
Transfer: Not transferable

**CJ 67  Crime Scene Investigation (3.5 Units)**
This course will focus on the technical aspects of evidence collection, crime scene reconstruction, crime scene photography, evidence packaging, and courtroom testimony. This course will prepare the student to distinguish between trace, stain, and impression evidence and the role of these types of evidence in criminal investigations.
Lecture Hours: 54.00; Lab Hours: 27.00
Transfer: Not transferable

**CJ 76  Level III Pre-Academy Orientation (0.5 Units)**
This course is a pre-academy orientation to CJ 80 and is intended to prepare the student for the strenuous and academically challenging academy they are about to undertake. Students must complete an academy application packet to include a DOJ live scan, Medical Clearance, and other associated forms. CJ 76 is a co-requisite to CJ 80 and MUST be completed prior to taking CJ 80.
Lecture Hours: 9.00
Transfer: Not transferable

**CJ 77  Level II Pre-Academy Orientation (0.5 Units)**
This course is a pre-academy orientation to CJ 81 and is intended to prepare the student for the strenuous and academically challenging academy they are about to undertake. Students must complete an academy application packet to include a DOJ live scan, Medical Clearance, and other associated forms. CJ 77 is a co-requisite to CJ 81 and MUST be completed prior to taking CJ 81.
Lecture Hours: 9.00
Transfer: Not transferable
CJ 80  Module III Law Enforcement Basic Course (6.5 Units)
This course complies with the Commission on Peace Officer Standards and Training (POST) requirements for the Module III Law Enforcement Basic Course. This course includes professionalism and ethics, criminal law, laws of arrest and search and seizure, report writing, vehicle operations, use of force and force options, chemical agents, and firearms training. State Mandated.
Lecture Hours: 90.00; Lab Hours: 81.00
Transfer: Not transferable

CJ 81  Module II Law Enforcement Basic Course (9.5 Units)
This course includes community relations, victimology, crimes against property and persons, crimes against children, specific sex crimes, search and seizure law, investigative report writing, crimes in progress and patrol tactics, use of force, defensive tactics, and firearms training. 
Prerequisite(s): CJ 80 and DOJ Criminal Record Clearance. Must have completed Module III within three years and passed the End of Course Final Exam within one year.
Lecture Hours: 135.00; Lab Hours: 108.00
Transfer: Not transferable

CJ 92  Writing for Criminal Justice (3.0 Units)
Techniques of communicating facts, information, and ideas effectively in a simple, clear, and logical manner in the various types of criminal justice system reports: letters, memoranda, directives, and administrative reports with an emphasis on criminal justice terminology in note taking and report writing.
Lecture Hours: 54.00
Transfer: Not transferable

CJ 93  Traffic Enforcement and Investigation (3.0 Units)
A study of the fundamentals of accident investigation and reconstruction employing the principles of crime scene initial survey, evidence collection, skid mark analysis, and interviewing techniques. Includes the study and application of the California Vehicle Code and CHP traffic collision manual.
Lecture Hours: 54.00
Transfer: Not transferable

CJ 101  Introduction to Criminal Justice (3.0 Units)
This course introduces students to the characteristics of the criminal justice system in the US. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. This course will examine the evolution and practices of the police, courts, corrections and their respective role players. This course will examine the ethics, education and training requirements for the respective role players in the criminal justice system.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CJ 102  Criminal Trial Processes (3.0 Units)
Legal processes from pre-arrest through trial, sentencing and correctional procedures. An analysis of ethical decisions made by police, prosecutors, defense attorney, and the judiciary; conceptual interpretations of criminal trial procedural law as reflected in court decisions. A study of case law methodology and case research as the decisions impact upon the procedures of the justice system.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CJ 103  Criminal Law (3.0 Units)
This course offers an analysis of the doctrines of criminal liability in the US and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case law and case studies to introduce students to criminal law. The completion of this course offers a foundation upon which upper-division criminal justice course will build. This course also includes criminal culpability and defenses to crimes.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CJ 104  Legal Aspects of Evidence (3.0 Units)
Origin, development, philosophy, and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility and exclusion; judicial decisions interpreting individual rights and case studies viewed from a conceptual level.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CJ 127  Introduction to Criminology (3.0 Units)
An introduction to major types of criminal behavior, characteristics of offenders, factors which contribute to crime and delinquency. An examination of the criminal justice process; the function of law enforcement, the courts, probation, parole and institutions. Explore the changes in crime control and treatment processes, the role of society.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

CJ 132  Introduction to Corrections (3.0 Units)
A survey of the field of correctional science. Historical development, current concepts and practice; explanations of criminal behavior; functions and objectives of the criminal justice system concerned with institutional, probation, and parole processes as they modify the offender's behavior; survey of professional career opportunities in public and private institutions.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CJ 135  Juvenile Law & Procedures (3.0 Units)
An overview and history of the Juvenile Justice System that evolved in the American Justice System. This course examines the sociological theories of delinquency, constitutional rights of juveniles, investigative procedures regarding juveniles, and the judicial proceedings of juveniles from intake to custodial resolutions.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CJ 138  Coop Ed Admin of Justice (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only
CJ 145 Introduction to Criminal Investigations (3.0 Units)
This course explores the techniques, procedures, and ethical issues in the
investigation of crime, including organization of the investigative process,
crime scene searches, interviewing and interrogating, surveillance, source
of information, utility of evidence, scientific analysis of evidence and the
role of the investigator in the trial process.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CJ 148 Special Topics (0.5-3 Units)
Special Topics
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

CJ 150 Introduction to Forensic Science (3.0 Units)
This course introduces the role of forensics in the criminal justice
system. The course includes: crime scene processes and analysis;
interpretation of patterns for reconstruction; physical pattern
evidence; fingerprint identification and patterns; questioned document
examination; toolmarks and firearms examination; biological evidence
and DNA; arson and explosives evidence, and drug analysis.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

CJ 201 Community and the Justice System (3.0 Units)
This course examines the complex, dynamic relationship between
communities and the justice system in addressing crime and social
conflict with an emphasis on the challenges and prospects of
administering justice within a diverse multicultural population. Topics
may include ethics, consensus and conflicting values in culture,
religion, and law.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

• Critically analyze and evaluate behaviors and situations for violations
  of law; evaluate the lawful admissibility of evidence; and assess legal
defenses.
• Communicate effectively, orally and in written formats, to the various
  professional role players within the Criminal Justice system.
• Critically evaluate Vehicle Code violations to determine the cause for
  an accident.
• Perform the fundamentals of firearm safety, shooting accurately, and
  cleaning a pistol.
• Critically analyze and assess various sample fingerprints and
  accurately classify each fingerprint.
• Critically evaluate the search and/or seizure of evidence and
determine the admissibility of evidence based on current Federal
Supreme Court Decisions.
• Critically analyze and evaluate the procedures in the preliminary
  investigation of specific crimes.
• Critically examine and evaluate the types of evidence, admissibility
  of evidence given fourth and fifth amendment restrictions; analyze
  exceptions to the exclusionary rule.
• Critically evaluate the processes involved in recognizing evidence and
investigating any specific crime scene; recognize the barriers to an
  effective interviews and/or interrogations
• Critically analyze and describe the criminal trial processes from
  pre-arrest to sentencing.
• Critically analyze and evaluate the proper procedures in conducting a
  criminal investigation involving crimes against persons, property, sex
  crimes, crimes against children, bombs and explosions, and vice and
  narcotics.
• Critically evaluate and analyze the development of the role players,
  training and education, and present day challenges of the criminal
justice system to include police, courts, and corrections.
• Perform the duties and responsibilities of a Level II Reserve.
• Critically appraise the legal restraints imposed on a peace officer by
  the US Constitution; critically evaluate the duties and responsibilities
  of a Level III Reserve.
• Explain the sociological theories of criminology that relate specifically
to juvenile delinquency.
• Recognize and explain the development of the Juvenile court system
• Recognize and explain the role of parens patriae and its role in the
  social development of the juvenile offender.
• Perform the duties, role, and function of a state certified correctional
  officer in a county jail or private prison.

CSU GE-Breadth
CSU General Education Certification
Students who plan to transfer to the CSU system only, should follow
the CSU GE-Breadth pattern to complete their general education
requirements. Completion of this pattern while at the community
college will ensure that you have completed all lower division, general
education requirements prior to transfer at any of the 23 CSU campuses.
A minimum of 9 additional upper division general education requirements
will still be needed to be completed at the CSU campus.

Important points for certification:
1. All “Golden Four” GE Areas: A1, A2, A3, and B4 must be complete.
2. If a student completes a course in a year it did not appear on the CSU
   General Education course list, it cannot be used for GE certification.
3. Credit is awarded for either an honors or non-honors course, not
   both. For example, students may receive credit for MATH 105 College
   Algebra or MATH 105H Honors College Algebra, not both.
4. A single course may not fulfill more than one general education
   requirement even though it may be listed in more than one area.
5. VVC awards full or partial certification by subject area for completion
   of the lower-division, general education requirements and students
   will not be held to any additional lower division, general education
   requirements in the certified areas. However, students may be held to
   other lower division graduation requirements.

Certification
For full certification submit an application for certificate to Admission &
Records Office prior to your final semester at VVC.

Full Certification - All areas completed with a minimum of 39 units.
Full Certification after transfer is subject to the particular rules of the
receiving university.

For partial certification submit the CSU and UC General Education
Certification request form to the VVC Transfer Center prior to your final
semester at VVC.

Partial GE Certification - Completion of any of the A-E general education
areas.
If not fully certified before transfer, students may be required to complete the general education pattern of the specific campus to which they transfer and this may result in additional coursework.

**California State University, General Education Breadth Certificate (36902)**

Students who complete the CSU GE Breadth pattern, commonly referred to as the "pink sheet (http://www0.vvc.edu/offices/guidance_and_counseling/CSUGE.pdf)" at VVC, may be awarded a Certificate of Achievement. A single course may fulfill only one area even though it may be listed in more than one area with the exception of the CSU US History, Constitution and American Ideals requirement. Completion of the CSU GE Breadth pattern satisfies the lower-division, general education requirements for the California State University (CSU) system and for any in-state private or out-of-state institutions that honor this pattern. Although this certificate recognizes completion of the lower-division, general education requirements, it does not guarantee admission to a university. For assistance with transfer admission processes, please contact a counselor.

### Code Title Units

**Area A Communication in the English Language and Critical Thinking** 9.0

Select one course from each area

**A1 Oral Communication**

CMST 106 Interpersonal Communication 1
CMST 107 Family Communication 1
CMST 108 Group Discussion 1
CMST 109 Public Speaking 1

**A2 Written Communication**

ENGL 101.0/101H English Composition and Reading 1

**A3 Critical Thinking**

CMST 104 Argumentation and Oral Debate 1
ENGL 104/104H Critical Thinking & Composition 1
PHIL 109 Introduction to Logic 1
PHIL/RLST 207 Introduction to Critical Thinking 1

**Area B Scientific Inquiry and Quantitative Reasoning** 9.0

Select one course from each area

**B1 Physical Science**

Courses which include a laboratory

CHEM 100 Introductory Chemistry 1
CHEM 201 General Chemistry 1
CHEM 202 General Chemistry 1
CHEM 206 Introductory Chemistry II: Organic Chemistry 1
CHEM 207 Introductory Chemistry III: Biochemistry 1
CHEM 281 Organic Chemistry 1
CHEM 282 Organic Chemistry II 1
GEOG 101 Introduction to Physical Geography 1
GEOG 101L and Geography 1 Laboratory 1
GEOG 130 Introduction to Weather and Climate 1
GEOL 101 Physical Geology 1
PHYS 100 Introductory Physics 1
PHYS 201 Engineering Physics I-Mechanics 1

**B2 Life Science**

Courses which include a laboratory

ANTH 101 Introduction to Physical Anthropology 1
BIOL 100 General Biology 1
BIOL 107 Introduction to Human Biology 1
BIOL 201 Biology of Cells 1
BIOL 202 Biology of Organisms 1
BIOL 203 Population and Environmental Biology 1
BIOL 211 Human Anatomy 1
BIOL 221 General Microbiology 1
BIOL 231 Human Physiology 1

Courses which do not include a laboratory

AGNR 123 Introduction to Plant Science 1
ANTH 101 Introduction to Physical Anthropology 1
BIOL 118 Principles of Heredity 1
PSYC 109 Biopsychology 1

**B3 Lab Activity**

Any science course taken for Area B1 or B2, which includes a lab, fulfills this requirement

**B4 Mathematics**

MATH 104 Trigonometry 1
MATH 105/105H College Algebra 1
MATH 113/113H Introduction to Statistics 1
MATH 120/120H Introduction to Statistics With Skills Support 1
MATH 132 The Ideas of Math 1
MATH 226/226H Analytic Geometry and Calculus I 1
MATH 227/227H Analytic Geometry and Calculus II 1
MATH 228/228H Analytic Geometry and Calculus III 1
MATH 231 Linear Algebra 1
MATH 270 Differential Equations 1
PSYC 215 Introduction to Statistics in Social and Behavioral Sciences 1

**Area C Arts and Humanities** 9.0

Select three courses with at least one from C1 and one from C2

**C1 Arts**

Select three courses with at least one from C1 and one from C2

Select three courses with at least one from C1 and one from C2

Select three courses with at least one from C1 and one from C2

Select three courses with at least one from C1 and one from C2
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tr>
<td>ART 101</td>
<td>Survey of Art History</td>
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<td>ART 102</td>
<td>Survey Art History</td>
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<tr>
<td>ART 104</td>
<td>Film As an Art Form</td>
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<tr>
<td>ART 105</td>
<td>Introduction to Art</td>
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<td>ART 106</td>
<td>Art Concepts</td>
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<td>ART 107</td>
<td>Art &amp; Life of Greece</td>
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<td>ART 108</td>
<td>Art and Life of Italy</td>
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<td>ART 109</td>
<td>Survey of African American Art</td>
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<td>Introduction to the Arts of Africa</td>
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<td>Design II</td>
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<td>ART 120</td>
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<td>ART 122</td>
<td>Life Drawing I</td>
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<td>ART 125</td>
<td>Drawing I</td>
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<td>ART 150</td>
<td>Oil Painting I</td>
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<td>CART 133</td>
<td>Digital Imaging</td>
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<td>ENGL 116</td>
<td>Authors of the Theatre</td>
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<td>KIN 103</td>
<td>History and Appreciation of Dance</td>
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<td>MUSC 100</td>
<td>Introduction to Music</td>
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<td>Fundamentals of Music</td>
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<td>Music Theory II</td>
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<td>Music in America</td>
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<td>MUSC 117</td>
<td>History of Jazz</td>
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<td>MUSC 118</td>
<td>Survey of Rock and Roll</td>
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<td>MUSC 202</td>
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<td>Introduction to Theatre</td>
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<td>History of Theatre</td>
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<td>Intermediate Acting</td>
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<td>Principles of Design for Theatre</td>
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<td>Authors of the Theatre</td>
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<td>ASL 123</td>
<td>American Sign Language II</td>
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<td>American Sign Language III</td>
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<td>Poetry</td>
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<td>Survey of American Literature 1600-1865</td>
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<td>Survey of American Literature 1865 to Present</td>
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<td>Chicanox and Latino/A Literature</td>
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<td>ENGL 233</td>
<td>African American Literature</td>
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<td>World Literature Ancient-Early Renaissance</td>
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<td>World Literature Renaissance-Modern</td>
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<td>Survey of British Literature Early Medieval-Neclassics</td>
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<td>HIST 103</td>
<td>World History to 1500</td>
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<td>World History Since 1500</td>
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<td>Introduction to Philosophy</td>
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<td>Introduction to Ethics and Contemporary Moral Issues</td>
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<td>PHIL 114</td>
<td>Political Philosophy</td>
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<td>PHIL 120</td>
<td>History of Ancient Philosophy</td>
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<td>History of Modern Philosophy</td>
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<td>POLS 114</td>
<td>Political Philosophy</td>
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<td>RLST 101</td>
<td>Introduction to Religious Studies</td>
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<td>RLST 105</td>
<td>Old Testament, Hebrew Bible, Religions Of the Ancient Near East</td>
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<td>RLST 106</td>
<td>Introduction to the New Testament And Early Christian Literature</td>
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<td>RLST 110</td>
<td>Religions of the Middle East &amp; the West</td>
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<td>RLST 111</td>
<td>Religions of South and East Asia</td>
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<td>RLST 115</td>
<td>Religion in America</td>
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<td>RLST 117</td>
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<td>SPAN 101</td>
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<td>Intermediate Spanish</td>
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<td>SPAN 104</td>
<td>Intermediate Spanish</td>
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<td>TA 104</td>
<td>Oral Interpretation of Literature</td>
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<td>TA 116</td>
<td>Authors of the Theatre</td>
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<td>ANTH 106</td>
<td>Introduction to Linguistic Anthropology</td>
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<td>Introduction to Physical Anthropology</td>
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<td>Introduction to Cultural Anthropology</td>
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<td>Introduction to Archaeology</td>
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<td>AGNR 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
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<td>AGNR 178</td>
<td>Agriculture Economics</td>
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<td>ANTH 101</td>
<td>Introduction to Physical Anthropology</td>
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**Area D Social Sciences**

Select three courses from at least TWO different subject areas

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<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tr>
<td>AGNR 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
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<td>AGNR 178</td>
<td>Agriculture Economics</td>
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<tr>
<td>ANTH 101</td>
<td>Introduction to Physical Anthropology</td>
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<td>ANTH 102</td>
<td>Introduction to Cultural Anthropology</td>
<td></td>
</tr>
<tr>
<td>ANTH 103</td>
<td>Introduction to Archaeology</td>
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</tr>
</tbody>
</table>
## Area E: Lifelong Learning and Self-Development

Select three units from the following:

- **ALDH 125** Medical Aspects of Drugs & Alcohol
- **APE 160A** Introduction to Adapted Physical Exercise

### Courses from these areas are part of the Basic/Golden Four and must be completed with a "C" grade or better.

### These courses may be double-counted to meet the CSU US History, Constitution, and American Ideals graduation requirement.

### Military veterans who submit a DD214 to Admissions & Records will fulfill Area E and be awarded 3.0 CSU transferable units.

### These courses will fulfill the VVC Global Citizenship competency graduation requirement for the AA/AS degrees. Global Citizenship is not required for ADT degrees.

### Developmental Studies

Developmental Studies courses offer language analysis curriculum specifically designed for students with language based disabilities. Courses are designed to help students succeed in college through a multisensory, sequential, and cognitive approach which includes both perceptual and neurological deficit therapy. Developmental Studies also offers assessment for learning disability services eligibility, which is determined through comprehensive testing.

### Faculty

Marquez, Evelyn
Developmental Studies Courses

DVST 1 Language Analysis Development 1 (3.0 Units)
This course is designed for students who would like to learn how to read and spell phonetically. The sounds and rules governing the sounds are introduced to the students. The students are then given an opportunity to encode and decode words using this phonetic instruction. This course will not apply to the Associate Degree. Pass/No Pass.
Lecture Hours: 54.00  
Transfer: Not transferable

DVST 2 Language Analysis Development 2 (3.0 Units)
Language Analysis 2 uses a multisensory, sequential approach to teaching the encoding and decoding of multisyllabic words according to the phonetic structure of the words. Students will also learn how to apply the rules governing the phonetic structure in order to enhance reading, spelling and comprehension. This course does not apply to the Associate Degree. Pass/No Pass.
Lecture Hours: 54.00  
Transfer: Not transferable

DVST 3 Language Analysis Development 3 (3.0 Units)
Language Analysis 3 is a course designed to enhance the comprehension of college-level reading assignments. Key words and relational patterns will be identified and methods to organize these thought patterns will be presented. This course will not apply to the Associate Degree. Pass/No Pass.
Lecture Hours: 54.00  
Transfer: Not transferable

DVST 4A Basic Math Reasoning (3.0 Units)
Basic Math Reasoning is an experiential math course that helps students overcome language or perceptual deficits that interfere with the ability to comprehend or perform mathematical operations. This course does not apply to the Associate Degree. Pass/No Pass.
Lecture Hours: 54.00  
Transfer: Not transferable

DVST 4B Developmental Algebra (3.0 Units)
This course is a continuation of DVST-4A. The course includes the following topics in algebraic context: mathematical methods, techniques, ways of thinking, and problem-solving. Students will be given hands-on experience to increase their visual perception. Graphing is introduced, and geometric applications are stressed. The course develops skills in operations with algebraic expressions, polynomials, algebraic fractions, and solving linear equations. This course does not apply to the Associate Degree. Pass/No Pass.
Prerequisite(s): DVST 4A;  
Lecture Hours: 54.00  
Transfer: Not transferable

DVST 50 Language Analysis Development 3 (1.0 Units)
Assessment for learning disability services eligibility. Group and individual testing; basic instruction in study skills, academic accommodations and learning styles. Through both assessment and class exercises, an individual learning profile including strengths and weaknesses and recommended compensating strategies will be developed. Pass/No Pass.
Lecture Hours: 18.00  
Transfer: Not transferable

DVST 52 Orient to College for Students W/Disabl (1.0 Units)
Information and assistance for students with disabilities transitioning to college: Application completion, financial aid resources and application process, and Student Educational Plan (SEP) development; successful navigation through the Community College System and Disability Services. Pass/No Pass.
Lecture Hours: 18.00  
Transfer: Not transferable

Economics

Economists study how society can best use resources such as land, raw materials, capital, and labor. They analyze the relationship between the supply of goods and services and the demand as well as how these goods and services are produced, distributed, and consumed. Some economists work on public issues such as the control of inflation, business cycles, un-employment, wage, tax, and tariff policies. Others collect, analyze, and interpret data on a wide variety of economic problems, develop theories to explain causes of these problems, and identify possible solutions.

Economics provides both a general academic experience and professional preparation. The program emphasizes economic analysis, institutions, and policy in America, regional, and urban settings. Economics is designed to facilitate the student's matriculation to the four-year college or to provide an understanding of the economic world in which we live. Key concepts and methodology for analysis are emphasized.

Career Opportunities


Faculty

Young, Henry

Transfer

• California State University, San Bernardino: Economics major  
• University of California, Riverside: Economics major

For the most up-to-date information on these programs and others, visit assist.org. (http://www.assist.org/) Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Associate Degree

No associate degree is offered with a major in Economics. Economics courses may be used to fulfill requirements for an Associate in Arts degree with a major in Liberal Arts as well as Business and Business Administration majors. See degree listings for these programs.
Economics Courses

**ECON 101 Principles of Economics: Macro (3.0 Units)**
Introduction of macroeconomic theory analysis with emphasis on concepts related to the global economic systems, production possibilities, supply and demand, international trade, national income, employment, and inflation analysis. Including the study of money creation, banks, and financial institutions. Additionally, the examination of the Classical and Keynesian economic stability models. Finally, discussions and concentration on fiscal and monetary policy, economic growth and economic theories underneath macroeconomic schools of thought.
Prerequisite(s): MATH 105 Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**ECON 102 Principles of Economics: Micro (3.0 Units)**
Introduction to economic theory and analysis with emphasis on basic concepts, the economics of business organizations and resource allocation, domestic, international, and world economics. Emphasizes Micro-economic Market Structure analysis.
Prerequisite(s): MATH 90 or higher Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Education

The Department of Education and Educational Technology at Victor Valley College offers certificate programs for transfer into teaching credential programs offered at accredited four-year colleges. These preparatory courses may transfer to Education and Educational Technology majors when and where articulation agreements exist. Education is the career field for those individuals who desire to teach in elementary and secondary schools, as well as in colleges and professional education. This field of study prepares students to participate as teachers and learning facilitators. Graduates in this field—bachelor’s degree and postgraduate study required—qualify for a variety of positions including teaching at the elementary, secondary, and college levels. Education remains on the national list of growing occupations.

To obtain a California teaching credential, students must follow a five-year program by first pursuing a four-year bachelor’s degree and then completing a fifth year teaching credential program in which they complete mostly education courses, including student teaching.

**Credentials** - California Commission on Teacher Credentialing is responsible for setting standards for licensure of teachers and for accreditation of institutions that prepare teachers. The Commission is working toward meeting the standards set by the Senate Bill 2042. Some institutions may still be in the process of making changes to comply with the Commission's new standards. If you are thinking of a career in teaching, you should see a counselor for the latest information.

Also, spend some time at the California Commission on Teacher Credentialing (https://www.ctc.ca.gov/credentials/teach) and Teach California (https://www.teachcalifornia.org) websites for important, up-to-the-minute information about the teaching profession in California.

A minimum 2.6-3.0 GPA is required for acceptance into most credential programs. Minimum GPA accepted varies according to the major and the university the student chooses.

**CBEST** - Students will usually student teach during the last two quarters of their credential program. Before student teaching, all students must take the California Basic Educational Skills Test (CBEST). Most students take the CBEST during their junior year, a quarter or two after transfer to a university.

**CSET** - All Multiple Subject (K-6) candidates are required to pass the California Subject Examinations for Teachers (CSET); there are no longer waiver programs for this requirement

Career Opportunities

Administrative Services, Elementary Teacher, ESL Teacher, High School Teacher, College Instructor, Education Consultant, Training Facilitator, Instructional Designer, Distance Learning Specialist, MGM Teacher, Physically Handicapped Teacher, Pupil Personnel Services, Reading Teacher, Special Education Teacher, Vocational Teacher

**Faculty**

Mike Smith

**Transfer**

**Multiple-Subject (K-6) Teaching Credential**
- California State University, San Bernardino - CSUSB offers multiple-subject programs in the Liberal Studies and Human Development/Child Development (Track II) majors
- University of California, Riverside - UCR offers multiple-subject programs in the following majors: English, Ethnic Studies, History, Human Development, Liberal Studies, Political Science, Sociology

Local Bachelors Programs offering preparation for Multiple Subjects credentials
- Azusa Pacific University, High Desert Regional Center: Human Development major
- Brandman University, Victor Valley Campus: Social Sciences major
- University of La Verne, High Desert Campus: Liberal Studies major

**Single Subject (7-12)Teaching Credential**

Students pursuing a Single Subject Teaching Credential to teach a specific subject in Grades 7-12 should follow the bachelor’s degree major requirements for that specific subject waiver program and complete the appropriate general education requirements. For example, a student who plans to teach English in high school should complete the transfer requirements for an English major or an English waiver and all general education transfer requirements for the specific university.

- California State University, San Bernardino: Art, English, English with a concentration in Communication Studies, English with a concentration in Theatre Arts, French, Health Sciences, History, Mathematics, Music, Physical Education, Political Science, Social Sciences, Spanish, any of the sciences
- University of California, Riverside: Biological Sciences, English, History, Mathematics, Political Science, Physical Sciences (Physics), Social Sciences

**Vocational Subjects**

The following California State University (CSU) campuses offer Bachelor’s Degrees in Vocational Ed./Occupational Studies. Contact them for admissions requirements:
- Los Angeles, Long Beach, San Bernardino, San Diego, San Francisco, and San Luis Obispo
For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

## Educational Technology Certificate of Career Preparation

The Educational Technology Certificate Program significantly enhances transfer readiness for students who intend to pursue a career in public education (K-12 teacher, community college teacher, school administration, academic counseling, special education, etc.) or a career in professional education (instructional designer, business/corporate trainer, educational software engineer, educational consultant.) Additionally, the program:

1. prepares students/teachers of all levels in the use and integration of computer technology in their practice, and
2. prepares students/teachers for work as paraprofessionals or para-educators in technology-enhanced school settings, such as computer labs and networked classrooms.

The Educational Technology Certificate Program exceeds the rigorous standards set by version two of the California Technology Assessment Profile.

### Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDUC 51</td>
<td>Introduction to Educational Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>EDUC 60</td>
<td>Introduction to Online Teaching and Learning</td>
<td>2.0</td>
</tr>
<tr>
<td>EDUC 101</td>
<td>Introduction to Teaching</td>
<td>3.0</td>
</tr>
<tr>
<td>EDUC 138</td>
<td>Cooperative Education/Education (1-8 Units)</td>
<td></td>
</tr>
<tr>
<td>ETEC 106</td>
<td>Introduction to Computer Technology For Educators (4.0 Units)</td>
<td></td>
</tr>
</tbody>
</table>

**Total Units:** 13-20

## Education Courses

**EDUC 51 Introduction to Educational Technology (3.0 Units)**

This course examines educational technology and its roles, as well as fundamental theoretical concepts of human development, learning and performance, information and communication, instruction and instructional design. Students will analyze technology from three integrated perspectives: technology as a tool, a medium, and a setting for learning and will use internet tools as they survey a variety of strategies for integrating technology into classrooms. The course will also introduce students to basic methods for integrating technology into classroom lessons and for creating online learning activities. Students will have the opportunity to create projects relevant to their educational setting.

Lecture Hours: 54.00

Transfer: Not transferable

**EDUC 60 Introduction to Online Teaching and Learning (2.0 Units)**

(Formerly ETEC-60) A course for education students or current teachers to acquire the skills needed to effectively create and utilize a virtual classroom, with particular emphasis on computer-mediated communication, cyber-scaffolding, construction and facilitation of learning activities, building online learning communities, managing virtual classrooms, performing formative and summative assessments, and online instructional design. The overall focus of the course will be understanding course design, best practices, and applicable theory for online teaching and learning.

Lecture Hours: 27.00; Lab Hours: 27.00

Transfer: Not transferable

**EDUC 101 Introduction to Teaching (3.0 Units)**

Introduction to teaching as a career and education as a social institution. Crucial issues facing schools in American democratic society are considered, especially K-12 goals, curriculum, and methods. Opportunities, challenges, and requirements of the profession are presented. This course is not designed to be a course in professional education. A minimum 30 hours of observation/participation in public schools grades K-8 by arrangement with the instructor.

Lecture Hours: 54.00

Transfer: Transfers to both UC/CSU

**EDUC 138 Cooperative Education/Education (1-8 Units)**

Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education transforms at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p. m., and by appointment.

Transfer: Transfers to CSU only
Education Technology Courses

ETEC 106 Introduction to Computer Technology For Educators (4.0 Units)
A survey course which provides an overview of computer technology for multi-disciplinary majors, but with emphasis on its role in educational settings. The course provides instruction in a variety of topics supported by hands-on laboratory work with operating systems, word processing, spreadsheets, presentations, social media, and the Internet. Application and evaluation of computer technology in learning environments serves as the overall framework.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

• Demonstrate an understanding of emerging classroom technologies
• Facilitate instruction in the new literacies that emerge within digital interactive learning environments

Electronics and Computer Technology

The Electronics and Computer Technology Department offers several concentrations in electronics and computer technology that are designed to prepare students for a variety of high-tech job/career opportunities in the fields of engineering and technology; electronics technology; computer technology; telecommunication technology; and related technologies.

Career Opportunities
Electronics Engineering Technologist, Computer Engineering Technologist, Network Engineering Technologist, Telecommunications Engineering Technologist, Certified Electronics Technician - CET, A+ Certified Computer Technician, N+ Certified Network Technician, Certified Telecommunication Technician, CISCO Certified Network Associate (CCNA), CISCO Certified Network Professional (CCNP), Microsoft Certified Professional (MCP), Microsoft Certified Systems Engineer (MCSE), Networking Cable Installer, Fiber Optics Installer, Microwave/Radar Technician, Laser/Optical Technician, Industrial Electronics Technician, Consumer Electronics Technician, Biomedical Instrument Technician, Audio/Visual Systems Technician, Broadcast Radio and Television, Research and Development, Sales Representative, electronics and computer equipment, Quality Control Technician,

Faculty
Rubaiy, Khalid

Transfer
Most Electronics and Computer Technology courses transfer as electives or fulfill subject credit requirements. Students in this field sometimes choose to pursue a bachelor’s degree in technology fields such as Industrial Technology at California State Polytechnic University, San Luis Obispo, or Engineering Technology at California State Polytechnic University, Pomona. Other students choose to pursue an Engineering degree which requires a more intense curriculum in mathematics, chemistry, and physics.

Campuses that offer Electronics and Computer Technology majors include: CSU - Chico, Fullerton, Long Beach, Pomona and Sacramento.

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Electronics and Computer Technology, AS (07558)
To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Electronics and Computer Technology major requires 18 units from any of the certificates or from any Electronics and Computer Technology coursework. ELCT 138 Coop Ed Electronics may be used as elective credit, but may not be used to fulfill major requirements.

Electronics Engineering Technology:
Electronics, AS (07557)
To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

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<thead>
<tr>
<th>Code</th>
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<th>Units</th>
</tr>
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<tbody>
<tr>
<td>ELCT</td>
<td>Required Courses</td>
<td></td>
</tr>
<tr>
<td>50</td>
<td>A+ Operating Systems Technologies</td>
<td>4.0</td>
</tr>
<tr>
<td>51</td>
<td></td>
<td></td>
</tr>
<tr>
<td>71</td>
<td>Principles of Digital Logic and Circuits</td>
<td>4.0</td>
</tr>
<tr>
<td>73</td>
<td>Microprocessor Principles</td>
<td>4.0</td>
</tr>
<tr>
<td>131</td>
<td>Dc Circuit Theory and Analysis</td>
<td>4.0</td>
</tr>
<tr>
<td>132</td>
<td>A C Circuit Theory and Analysis</td>
<td>4.0</td>
</tr>
<tr>
<td>133</td>
<td>Solid State Devices and Circuits</td>
<td>4.0</td>
</tr>
<tr>
<td>134</td>
<td>Solid State Circuit Analysis</td>
<td>4.0</td>
</tr>
<tr>
<td>53</td>
<td></td>
<td></td>
</tr>
<tr>
<td>54</td>
<td></td>
<td></td>
</tr>
<tr>
<td>57</td>
<td>Technical Mathematics for Electronics I</td>
<td>3.0</td>
</tr>
<tr>
<td>58</td>
<td>Technical Math for Electronics II</td>
<td>3.0</td>
</tr>
<tr>
<td>59</td>
<td>Technical Calculus for Electronics I</td>
<td>3.0</td>
</tr>
<tr>
<td>60</td>
<td>Technical Calculus for Electronics II</td>
<td>3.0</td>
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</table>

Students planning to transfer to an Electrical Engineering, BS program should take the following mathematics courses instead of Technical math and calculus.

<table>
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<tbody>
<tr>
<td>MATH</td>
<td>104 Trigonometry</td>
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<tr>
<td>MATH</td>
<td>105 College Algebra</td>
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<tr>
<td>MATH</td>
<td>226 Analytic Geometry and Calculus I</td>
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<td></td>
<td>or MATH 227Hons Analytic Geometry and Calculus I</td>
<td></td>
</tr>
<tr>
<td>MATH</td>
<td>227 Analytic Geometry and Calculus II</td>
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</tbody>
</table>
Electronics and Computer Technology Courses

ELCT 7  A+ Certification Exam Preparation  (2.0 Units)
This course is designed to prepare students for the Computing Technology Industry Association (CompTIA) A+ Certification Test. The course consists of a test-simulation-and-review software program that provides practice tests with realistic questions, a study guide, and reference materials. This course will not apply to the Associate Degree.
Lab Hours: 72.00
Transfer: Not transferable

ELCT 50  A+ Operating Systems Technologies  (4.0 Units)
This course is designed to prepare students to take the A+ Operating Systems Technologies Examination. Topics will include coverage of Operating Systems fundamentals for DOS, Windows 9x and Windows 2000; knowledge of installing, configuring and upgrading Windows 9x and Windows 2000; and how to diagnose and troubleshoot common problems relating to Windows 9x and Windows 2000. This course will cover knowledge of network capabilities of Windows and how to connect to networks on the client side.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 57  Technical Mathematics for Electronics I  (3.0 Units)
This course is designed to provide a basis for a clear mathematical understanding of the principles of DC electricity and electronics, and their analysis. Covered are algebra, equations, power of 10, units and dimensions, special products and factoring, algebraic fractions, fractional equations, graphs, simultaneous equations, determinants and matrices, exponents and radicals, and quadratic equations.
Lecture Hours: 54.00; Lab Hours: 108.00
Transfer: Not transferable

ELCT 58  Technical Math for Electronics II  (3.0 Units)
This course is designed to provide a basis for a clear mathematical understanding of the principles of AC electricity and electronics and their analysis. Covered are inequalities, series, angles, trig functions, solution of right triangles, trig identities and equations, plane vectors, periodic functions, phasor algebra, and logarithms.
Lecture Hours: 54.00
Transfer: Not transferable

ELCT 59  Technical Calculus for Electronics I  (3.0 Units)
This course is designed for students who are preparing for careers in electronics, electricity, computers, and related technical fields. Topics include: Introduction to Calculus for Electronics, Functions, Rates, Limits, Derivatives, Graphical Application of the Derivative, Differentialiation, Trigonometric, Logarithmic and Exponential Functions, First-Order Linear Differential Equation, Maximum, Minimum, and Inflection Points.
Lecture Hours: 54.00
Transfer: Not transferable

ELCT 60  Technical Calculus for Electronics II  (3.0 Units)
This course in technical calculus for electronics continues the study of functions and further operations. Topics include: Trig Functions, Logarithmic and Exponential Functions, Hyperbolic Functions, Partial Derivatives, Integration Techniques, Double Integrals, Infinite series, MacLaurin series, Taylor series, Fourier series, and introduction to Differential Equations.
Lecture Hours: 54.00
Transfer: Not transferable

ELCT 61  Basic Maintenance of Personal Computers  (4.0 Units)
This course is intended for non-technical students, office personnel working in a computer environment, and others within the community who desire to gain hands on experience in servicing, maintaining, and upgrading personal computers (PCs). Satisfies computer industries’ A+ certification requirements.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 67  Principles of Digital Logic and Circuits  (4.0 Units)
This course will introduce students to digital logic circuits. Students will cover basic concepts in digital electronics, and discrete digital components. Hands-on LAB will cover steps to build, verify and troubleshoot digital circuits with emphasis on practical applications and proper use of test equipment. Topics include binary systems, logic gates, combinational logic, synchronous sequential logic, Flip-Flops, asynchronous sequential logic, registers, counters, memory, and digital integrated circuits.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 73  Microprocessor Principles  (4.0 Units)
Introduction to the principles of microprocessor design, topics include microprocessor architecture, bus architecture, memory (R/W Memory, ROM, EPROM, and EEPROM) maps, interfacing devices, assembly language programming techniques, parallel I/O, serial I/O and interrupts. Laboratory projects include emphasis on designing and building microprocessor-based systems and hardware interfacing.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 76  Microprocessor Interfacing and Applications  (4.0 Units)
Development of microprocessor based systems for embedded applications. Topics include interfacing to input/output peripherals such as displays, keypads, sensors, digital-to-analog and analog-to-digital converters, and communication devices among others. Laboratory component is an integral part of this course emphasizing a hands-on approach for students to design, build, and test embedded microcontroller systems.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 78A  Network Fundamentals  (4.0 Units)
The goal of this course is to introduce students to fundamental networking concepts and technologies. It will assist students in developing the skills necessary to plan and implement small networks across a range of applications. Topics include, OSI and TCP/IP models, different network topologies, IP addressing and sub-netting. Satisfies Cisco Certified Network Associate (CCNA) certification exam requirements.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable
ELCT 78B Routing Protocols and Concepts (4.0 Units)
This course describes the architecture, components, and operation of routers, and explains the principles of routing and routing protocols. Students with hands-on approach will be able to analyze, configure, verify and troubleshoot routing protocols RIPv1, RIPv2, EIGRP, and OSPF. Satisfies Cisco Certified Network Associate (CCNA) certification exam requirements.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 78C LAN Switching and Wireless (4.0 Units)
This course provides a comprehensive and practical approach to learning the technologies and protocols needed to design and implement a converged switched network. Students will learn how to select network devices for each layer. The course explains how to configure a switch and how to implement Virtual LANs, VTP, and Inter-VLAN routing. It also discusses the implementations of Spanning Tree Protocol. Students will develop the skills necessary to implement a Wireless LAN in a small-to-medium network. Satisfies Cisco Certified Network Associate (CCNA) certification exam requirements.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 78D Accessing the WAN (4.0 Units)
This course discusses the Wide Area Network (WAN) technologies and network services required to gain access outside the Local Area Network (LAN). Students learn in a hands-on approach how to implement and configure different technologies to access the WAN. Topics include, Point-to-Point protocol (PPP), Frame Relay, Network Security, Access Control Lists (ACLs), Virtual Private Networks (VPN), Network Address Translation (NAT), DHCP and IPv6. Satisfies Cisco Certified Network Associates (CCNA) certification exam requirements.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 78E Advanced Network Routing (4.0 Units)
This course is the first of a four course series designed to prepare students towards the Cisco Certified Network Professional (CCNP) Certification. It introduce students to advanced IP address management, scaling IP networks, IP addressing using VLSM, private addressing, and NAT to optimize address utilization. Majority of the course deals with advanced topics in configuring routing protocols (RIP v2, EIGRP, ISIS, multi-area OSPF, and BGP), also covers various tools and techniques for route filtering, route optimization and route redistribution.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 78F Implementing Secure Converged Wide-Area Networks (4.0 Units)
This is the second course of a four course series designed to prepare students for Cisco Certified Network Professional (CCNP) certification. The course will cover advanced topics in Wide Area Network (WAN). Students learn with hands-on approach how to configure and implement different WAN technologies with focus on VPN configuration and securing network access. Topics include teleworker configuration and access, frame-mode MPLS, site-to-site IPSEC VPN, Cisco EZVPN, strategies used to mitigate network attacks, Cisco device hardening and IOS firewall features.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 78G Bldg Multilayer Switched Networks (4.0 Units)
This is the third course of a four course series designed to prepare students for Cisco Certified Network Professional (CCNP) certification. The course will cover advanced topics in building Multilayer Switched Networks. Students learn with hands-on approach how to deploy state-of-the-art campus LANs. Topics include VLANs, Spanning Tree Protocol (STP), VTP, Inter-VLAN Routing, Layer three Switches, Wireless Client Access, Voice over IP (VoIP) Switch Configuration, Redundancy and Fault Tolerance.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 78I Fundamentals of Network Security (4.0 Units)
The curriculum provides students with both the technical knowledge and skill experience through extensive hands-on experience needed to prepare for entry-level security specialist careers. The curriculum aims to provide students with hands-on experience with Cisco routers, switches, PIX, ASA security appliance and to develop in-depth understanding of network security principles and tools such as: protocol sniffers/analyzers, Cisco IOS Software, and Cisco VPN client.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 78K Voice Over Ip (voip) Foundations (4.0 Units)
Practical hands-on approach to Voice over IP (VoIP) implementation. Topics include Internet Protocol carries a VoIP packet, configuring DHCP and DNS for supporting IP telephony, Real-Time Transport Protocol, Session Initiation Protocol, call set up, Instant Messaging, the H.323 protocol suite, gatekeepers, gateways, implementing QoS, jitter, latency, and packet loss impact to VoIP networks, troubleshooting RTP, MGCP, SIP, and H.323, and security considerations. Lab covers Cisco router, Switch, IP Phones, and CallManager Configuration.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

ELCT 85 Fiber Optics (3.0 Units)
This hands-on self-paced course will provide students with the skills required to inspect, install and test fiber optic connectors, how to use the epoxy polish method, identify damage to cables and associated causes, test fiber optic cable for losses, fiber cable splicing, optical performance, install, configure, and troubleshoot fiber optic communications, switches and systems. Students will learn the principals of operation for an optical time domain reflectometer (OTDR) and how to use a light source/power meter.
Lab Hours: 108.00
Transfer: Not transferable

ELCT 87 Industrial Control Sys, Devices and Ckts (3.0 Units)
This course is designed to provide the student an opportunity to study a wide range of applications of electronics found in industrial automation and robotics. Topics include: operational amplifiers, linear integrated circuits, generators and motors, control devices and circuits, transducers, programmable logic controllers (PLCs), PLC functions, ladder logic, programming and applications.
Lab Hours: 108.00
Transfer: Not transferable
ELCT 110  Electronics and Computer Technology Fundamentals  (3.0 Units)
This course is designed to introduce students to a wide range of topics in electronics and computer technologies. As an introduction course, it will demonstrate to students in a simplified and hands-on approach how modern electronics and computer technologies operate and are used in their daily lives.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ELCT 131  Dc Circuit Theory and Analysis  (4.0 Units)
Introduction to DC circuits analysis, a theoretical and practical hands-on approach to DC fundamentals. Topics include Ohm's Law, Series, Parallel and Series-Parallel Circuits, Network Theorems, Methods of Analysis, Equivalent Circuits, Capacitive and Inductive Circuits, Timing Circuits, Measuring Instruments, Magnetism and Magnetic Circuits. A laboratory component is an integral part of this course emphasizing a hands-on approach for students to use different test instruments and software tools to design, build, test, and analyze DC circuits.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ELCT 132  A C Circuit Theory and Analysis  (4.0 Units)
Introduction to AC circuits analysis, a theoretical and practical hands-on approach to AC fundamentals. Topics include AC waveform analysis, Inductive and Capacitive Circuits, Impedance, Power in AC Circuits, AC Series-Parallel Circuits Design, Methods of AC Analysis, AC Network theorems, Resonance, and Filters. Lab component is an integral part of course emphasizing hands-on approach using different test instruments and software applications to design, build, test, and analyze AC circuits.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

ELCT 133  Solid State Devices and Circuits  (4.0 Units)
Introduction to Solid State Devices; topics include Semiconductor Diodes, Bipolar Transistor Theory, DC Biasing of Bipolar Junction Transistors, Field-Effect Transistor Theory, FET Biasing, BJT and FET Small Signal Analysis, Large Signal Amplifiers, Introduction to Operational Amplifiers, Linear Integrated Circuit Regulators, Feedback Amplifiers and Oscillator Circuits. Laboratory component is an integral part of this course emphasizing a hands-on approach for students to use different test instruments and software tools to design, build, test, and analyze Solid State circuits.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ELCT 134  Solid State Circuit Analysis  (4.0 Units)
Introduction to Operational Amplifiers and Linear Integrated Circuits, topics include Differential Amplifiers, Operational Amplifiers, Op-Amp with Negative Feedback, Frequency Response of an Op-Amp, Active Filters and Oscillators, Comparators, General Linear Applications, and Specialized Applications. Laboratory component is an integral part of this course emphasizing a hands-on approach for students to use different test instruments and software tools to design, build, test, and analyze various Op-Amps and Linear Integrated circuits.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ELCT 202  Computer Methods for Engineers  (4.0 Units)
This course is an introduction to methods and techniques for solving engineering problems using numerical-analysis computer-application programs, technical computing and visualization using MATLAB software. The course is structured to allow students to have a thorough hands-on experience with examples and exercises applied to a wide variety of practical engineering problems.
Prerequisite(s): MATH 227 or MATH H227;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ELCT 210  Engineering Circuit Analysis I  (4.0 Units)
Topics include Ohm's Law, Series-Parallel Circuits, Methods of Analysis, RL and RC circuits, Timing Circuits, Measuring Instruments, Magnetism and Magnetic Circuits.
Prerequisite(s): MATH 226 OR MATH H226;
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ELCT 211  Engineering Circuit Analysis II  (4.0 Units)
Topics include analysis of RLC passive networks in response to single and multiple sinusoidal, ramp, and pulse sources, the Laplace Transform, and Fourier analysis.
Prerequisite(s): ELCT 210 Minimum Grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Demonstrate an ability to utilize computer software applications used in electronics and computer technology careers.
- Function competently in a laboratory setting, making measurements, operating technical equipment, critically examining experimental results, and properly reporting on experimental results, including their potential for improvement.
- Use modern computational tools for technical problem solving, including scientific calculators, computers, and appropriate software.
- Recognize the need for life-long learning and possess the skills to maintain and improve technical and non-technical abilities.
- Demonstrate an ability to communicate and function effectively with members of multidisciplinary teams from a variety of backgrounds.
- Demonstrate an ability to utilize computer software applications used in electronics and computer technology such as but not limited to: MultiSim, MathCad, Packet Tracer, LabView and basic programming.

Emergency Medical Services
Victor Valley College offers two programs that enable students to enter careers in Emergency Medical Services. The first is the Emergency Medical Technician (EMT), after which students may continue to the Paramedic Program. Classes in this area meet California State EMS authority and ICEMA (Inland County Emergency Medical Agency) regulations.

Faculty
Hendrickson, Brian
Jones, Scott
Transfer
Not typically a transfer major. Some students pursue bachelor’s degrees in related fields such as Emergency Medical Care, BS at Loma Linda University, Public Safety and Emergency Management, BS at Grand Canyon University, or Health Administration, BS with a concentration in Emergency Management at the University of Phoenix.

Emergency Medical Services, AS (04980)
This major includes specific admission requirements. Please visit the VVC Paramedic (http://www.vvc.edu/academic/paramedic/admission-description.shtml) website for more information.

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity), 2.0 minimum overall GPA, 12 degree-applicable units through VVC, Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

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<tr>
<td>EMS 80</td>
<td>Paramedic Anatomy &amp; Physiology</td>
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<td>EMS 81</td>
<td>Paramedic Introduction to Emergency Medical Services</td>
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<td>EMS 82</td>
<td>Paramedic Cardiology</td>
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<td>EMS 83</td>
<td>Paramedic Pharmacology</td>
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<td>EMS 84</td>
<td>Emergency Medical Services</td>
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</table>

Advanced Life Support Module I Certificate of Achievement (38503)
The paramedic is able to diagnose and treat medical emergencies and accident victims in the prehospital setting. This certificate will include Emergency Medical Technician (EMS 60), Paramedic Anatomy and Physiology (EMS 80), Paramedic Introduction to EMS (EMS 81) and be known as ALS Module 1. The Paramedic program is a one-year program that runs from January to December or June to June, or as a hybrid 8-month program, and requires a special application. For more information visit the VVC Paramedic (http://www.vvc.edu/academic/paramedic) website. Classes in this area meet California State EMS Authority and ICEMA regulations.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 60</td>
<td>Emergency Medical Technician</td>
<td>9.5</td>
</tr>
<tr>
<td>EMS 80</td>
<td>Paramedic Anatomy &amp; Physiology</td>
<td>3.5</td>
</tr>
<tr>
<td>EMS 81</td>
<td>Paramedic Introduction to Emergency Medical Services</td>
<td>3.5</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>16.5</td>
</tr>
</tbody>
</table>

Advanced Life Support Module 2 Certificate of Achievement (38353)
This certificate is for successful completion of EMS 82 Paramedic Cardiology and EMS 83 Paramedic Pharmacology. These are the second sequence or semester of courses in the Paramedic Academy. These courses lay the foundations in Advanced Cardiac assessment, pathological diagnosis of cardiac disorders, treatment, pharmacokinetics, pharmacodynamics, and medication delivery. Classes in this area meet California State EMS Authority and ICEMA regulations.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 82</td>
<td>Paramedic Cardiology</td>
<td>4.5</td>
</tr>
<tr>
<td>EMS 83</td>
<td>Paramedic Pharmacology</td>
<td>3.5</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>8</td>
</tr>
</tbody>
</table>

Advanced Life Support Module 3 Certificate of Achievement (38366)
This certificate is for successful completion of EMS 84 Paramedic Emergency Medical Care Theory. This is the third sequence course in the Paramedic Academy. This course lays the foundations in both adult and pediatric Advanced Medical/Trauma assessment, pathological diagnosis of disorders and treatment. Classes in this area meet California State EMS Authority and ICEMA regulations. For more information visit the VVC Paramedic (http://www.vvc.edu/academic/paramedic) website.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 84</td>
<td>Emergency Medical Services</td>
<td>10.0</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>10</td>
</tr>
</tbody>
</table>

Emergency Medical Technician Certificate of Achievement (37290)
The EMT is the beginning level for professional emergency medical response personnel. It is minimum preparation required to staff and ambulance and most 911 medical response vehicles.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 60</td>
<td>Emergency Medical Technician</td>
<td>9.5</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>9.5</td>
</tr>
</tbody>
</table>

Emergency Medical Services Foundation Certificate of Achievement (38121)
The EMT is the beginning level for professional emergency medical response personnel. An Emergency Medical Responder curriculum is great preparation for becoming an EMT and research shows increased success with an EMT course. The EMT is the minimum preparation required to staff an ambulance and most 911 medical response vehicles. Completing both sequentially will provide optimal success. Classes in this area meet California State EMS Authority and ICEMA regulations.
Emergency Medical Services

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 50</td>
<td>Emergency Medical Responder</td>
<td>2.5</td>
</tr>
<tr>
<td>EMS 60</td>
<td>Emergency Medical Technician</td>
<td>9.5</td>
</tr>
<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

**Paramedic Certificate of Achievement (20546)**

The Victor Valley College Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (https://www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Comission on Accreditation of Allied Health Education Programs
25400 U.S. Highway 19 North, Suite 158
Clearwater, FL 33763
727-210-2350 | www.caahep.org (https://www.caahep.org)

To contact CoAEMSP:
8301 Lakeview Parkway Suite 111-312, Rowlett, TX 75088

This certificate prepares students to take the state examination to practice as a paramedic.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 85</td>
<td>Paramedic Field Internship</td>
<td>11.5</td>
</tr>
<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td><strong>15.5</strong></td>
</tr>
</tbody>
</table>

**Emergency Medical Services Courses**

**EMS 044 Stop the Bleed (0.0 Units)**
The Bleeding Control Basic (BCon) Course v. 1.0 is designed for individuals who have little or no medical training but who may be called upon as immediate responders to provide initial trauma care and bleeding control to a victim of traumatic injury prior to the arrival of emergency medical services (EMS) or in an austere environment.
Lecture Hours: 9.00
Transfer: Not transferable

**EMS 50 Emergency Medical Responder (2.5 Units)**
This course provides training in basic emergency care skills, including patient assessment, CPR, automated external defibrillation, use of definitive airway adjuncts, splinting, and control of bleeding. (Formerly ALDH 70)
Lecture Hours: 135.00; Lab Hours: 108.00
Transfer: Not transferable

**EMS 60 Emergency Medical Technician (9.5 Units)**
(Formerly ALDH 71) This course provides training in basic emergency care skills, including CPR, automated external defibrillation, use of definitive airway adjuncts, and assisting patients with certain medications. Approved by the Inland Counties Emergency Medical Agency. All students must be eighteen (18) years of age, have current TB test, and have CPR training equivalent to the AHA Healthcare Provider Level (Title 22, Division 9, Chapter 2, Section 100066 b2 California Code of Regulations) prior to first day of class due to current Clinical/Field internship affiliation agreements.
Recommended Preparation: EMS 50
Lecture Hours: 135.00; Lab Hours: 108.00
Transfer: Not transferable

**EMS 61 Emergency Medical Technician-Refresher (1.0 Units)**
Thirty hour refresher course required for renewal of EMT I certificate. New certificate of completion awarded. Course approved by the Inland County Emergency Medical Agency. (Formerly ALDH 72)
Lecture Hours: 9.00; Lab Hours: 27.00
Transfer: Not transferable

**EMS 80 Paramedic Anatomy & Physiology (3.5 Units)**
This is the introductory course of the paramedic program. This course includes basic anatomy, physiology and medical terminology for the paramedic. (Formerly ALDH 50)
Prerequisite(s): EMS 60 or an EMT card equivalent And Application and acceptance into Paramedic Academy; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 27.00
Transfer: Not transferable

**EMS 81 Paramedic Introduction to Emergency Medical Services (3.5 Units)**
This course covers roles and responsibilities of the EMT-P. It also includes the Emergency Medical Services System, EMS communication and leadership as it relates to the EMT-P. (Formerly ALDH 51)
Prerequisite(s): EMS 60 or current CA EMT license or NREMT Basic Certification and Application and acceptance into the Paramedic Program
Lecture Hours: 54.00; Lab Hours: 27.00
Transfer: Not transferable

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**Paramedic Internship Certificate of Achievement (38502)**

This certificate is for successful completion of EMS 85 Paramedic Clinical Internship and EMS 86 Paramedic Field Internship. These are the fourth sequence of courses in the Paramedic Academy. These courses place the student in the clinical hospital setting and field setting to complete advanced patient assessments, pathological diagnosis, and treatment on live patients under the leadership and observation of a preceptor. These are the final courses in the Paramedic Academy. Classes in this area meet California State EMS Authority and ICEMA regulations.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 85</td>
<td>Paramedic Clinical</td>
<td>4.0</td>
</tr>
</tbody>
</table>

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EMS 82 Paramedic Cardiology (4.5 Units)
This course covers the cardiovascular system and includes anatomy and physiology of the heart, and application and interpretation of EKGs. (Formerly ALDH 52)
Prerequisite(s): Application and acceptance into the Paramedic Academy and successful completion of EMS 80 and 81.
Lecture Hours: 63.00; Lab Hours: 54.00
Transfer: Not transferable

EMS 83 Paramedic Pharmacology (3.5 Units)
This course will cover the general principles of Pharmacology including calculations and administration of various medications. (Formerly ALDH 53)
Prerequisite(s): EMS 80 and EMS 81
Lecture Hours: 54.00; Lab Hours: 27.00
Transfer: Not transferable

EMS 84 Emergency Medical Services (10.0 Units)
This course covers the theoretical and scientific background of emergency medical care in the prehospital setting to include patient assessment, trauma and medical emergencies, and skills practice in the lab. (Formerly ALDH 55)
Prerequisite(s): Successful completion of EMS 80 EMS 81 EMS 82 EMS 83; and Application and acceptance to the paramedic program is required before registering for this course.
Lecture Hours: 144.00; Lab Hours: 108.00
Transfer: Not transferable

EMS 85 Paramedic Clinical (4.0 Units)
This course is the first part of the student’s internship as part of the Paramedic Program. This includes 176 hours at an acute care facility performing Inland Counties Emergency Medical Agency Skills. (Formerly ALDH 56)
Prerequisite(s): EMS 84 and Acceptance into the Paramedic Academy
Lab Hours: 216.00
Transfer: Not transferable

EMS 86 Paramedic Field Internship (11.5 Units)
This course is the field internship portion of the Paramedic Program. Students will spend 600 hours in the field with a transport service performing Emergency Medical Technician skills. (Formerly ALDH 57)
Prerequisite(s): Application and acceptance into the Paramedic Academy and successful completion of EMS 85
Lab Hours: 621.00
Transfer: Not transferable

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Demonstrate the ability to integrate the knowledge of injury / illness pathophysiology for all patients into a high quality of treatment and patient care.
- Apply effective leadership and communication strategies to effectively manage an emergency situation.
- Demonstrate the ability to evaluate various patient conditions and implement appropriate advanced skills based upon necessity.
- Perform at a minimum, as a competent, safe practitioner in caring for the community and the critically sick and injured.

Engineering
Victor Valley College does not offer an Engineering program for transfer, but does however offer preparatory courses needed for transfer for transfer into a School of Engineering. These course’s are offered through our Engineering Drafting and Design Program, Physics, and Electronics Programs. Students can obtain Engineering related certificates that will assist in preparing them to enter into a School of Engineering at the university level. An Associate of Science for Transfer degree in Mathematics or an Associate of Science in Math/Science is highly recommended for those students wanting to transfer into a School of Engineering. Students seeking an Associate of Science degree in Engineering Drafting and Design are positioned to enter straight into the workforce.

Engineers seek to understand and solve a broad range of technical problems faced by our society. Engineers are responsible for such projects as converting raw materials and power sources into useful products, developing scientific equipment, and designing and planning the construction of buildings, highways, and rapid transit systems. As society becomes more technologically complex, so do the ever-emerging branches of engineering. The rigorous curriculum of engineering programs is for high achieving students who have developed good study habits and possess a strong math and science background. No associate degree is offered with a major in Engineering from Victor Valley College. Because the math and science requirements are so extensive, students usually pursue an associate degree with a major in AS-T Mathematics or AS Math/Science.

Career Opportunities
Mechanical Engineer, CAD Operator, Chemical Engineer, Computer Engineer, Electrical Drafter, Electronics Drafter, Electrical Engineer, Mechanical Drafter, Public Works Technician, Steel Fabricator Drafter, Structural Engineer, Structural Drafter

Faculty
Butros, Michael
Oliver, Claude
Rubayi, Khalid

Transfer
- UC campuses offering Engineering majors include: Berkeley, Davis, Irvine, Santa Barbara, San Diego, Santa Cruz, Riverside and Los Angeles.
- CSU Campuses offering Engineering majors include: Dominguez Hills, Chico, Fresno, Long Beach, Los Angeles, Northridge, Pomona, Sacramento, San Diego, San Francisco, San Jose, San Luis Obispo, Sonoma, and Maritime Academy.
- Private schools offering Engineering majors include: University of Southern California, Stanford, CalTech, and Harvey Mudd College

Engineering is a highly competitive transfer degree which is impacted at many universities. There are over 200 different career fields in the Engineering area. The following courses are minimal requirements for most engineering majors:
CHEM 100 Introductory Chemistry, CHEM 201 General Chemistry, CHEM 202 General Chemistry; MATH 226 Analytic Geometry and Calculus I, MATH 227 Analytic Geometry and Calculus II; PHYS 201 Engineering Physics I-Mechanics, PHYS 202 Engineering Physics II - Fluids, Sound, and Thermodynamics, PHYS 203 Engineering Physics III Electricity And Magnetism; ENGD 95 Introduction to Solidworks & ENGD 110 Introduction to 2-D AutoCAD. IGETC or CSU General Education-Breadth Requirements are not always appropriate for an engineering major.
Engineering Drafting and Design, AS (37138)

To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGD 101</td>
<td>Introduction to Drafting</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 103</td>
<td>Blueprint Reading for Construction</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 110</td>
<td>Introduction to 2-D AutoCAD</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 210</td>
<td>Advanced 2-D Autocad</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 108</td>
<td>Architectural Presentation</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 95</td>
<td>Introduction to Solidworks</td>
<td>3.0</td>
</tr>
<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

Drafting Technician I Certificate of Achievement (37136)

The Drafting Technician I certificate prepares students to work in the fields of architecture, engineering, and drafting as a drafter. Students will have a working knowledge of mechanical and architectural drawing. Students will understand the concepts of line weights, lettering, orthographic projection, and sketching.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 105</td>
<td>Technical Sketching</td>
<td>3.0</td>
</tr>
<tr>
<td>CT 107</td>
<td>Technical Mathematics</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 101</td>
<td>Introduction to Drafting</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 103</td>
<td>Blueprint Reading for Construction</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGD 110</td>
<td>Introduction to 2-D AutoCAD</td>
<td>3.0</td>
</tr>
<tr>
<td>MATH 104</td>
<td>Trigonometry</td>
<td>4.0</td>
</tr>
<tr>
<td>or MATH 105</td>
<td>College Algebra</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total Units</strong></td>
<td><strong>19</strong></td>
</tr>
</tbody>
</table>

CADD (Computer Aided Design and Drafting) Technician I Certificate of Achievement (37151)

The Drafting Technician I certificate prepares students to work in the fields of Architecture, Engineering, and Drafting as a drafter. Students will have a working knowledge of mechanical and architectural drawing.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT 107</td>
<td>Technical Mathematics</td>
<td>3.0</td>
</tr>
</tbody>
</table>
ENGD 138 Cooperative Education Engineering (1-8 Units)
Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education Transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create complete new learning objectives each semester they enroll. Students may utilize their present worksites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p. m., and by appointment. Transfer: Transfers to CSU only.

ENGD 210 Advanced 2-D Autocad (3.0 Units)
A working knowledge of AutoCAD is necessary. This course will explore the more advanced two-dimensional features of the AutoCAD program including entity filters, attributes, external reference files, paper space and slide presentations. Projects include sectional description of compound shapes and developments. Recommended Preparation: ENGD 110 Lecture Hours: 36.00; Lab Hours: 54.00 Transfer: Transfers to CSU only

English
The study of English offers students an opportunity to develop critical thinking and writing skills necessary for success in both the academic and professional worlds. It also nurtures an appreciation of the literary arts. Reading, thinking, and writing about the human experience provide a vital foundation for further education and professional success. Since English composition courses are designed to help students write the kinds of papers commonly required in college courses, students should take English as early as possible.

Career Opportunities

Faculty
Adell, Tim
Campbell, Bryce
Fisher, Jamie
Francev, Peter
Franklin, Nathan
Glebe, Andrea
Golder, Patricia
Morgan, Brittany
Mott, Justin
Pendleton, Joseph
Solis, Judy
Wagenhoffer, Joshua

Transfer
• California State University, San Bernardino: English major
• University of California, Riverside: English major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

English, AA-T (33082)
Students completing an Associate in Arts in English for Transfer degree will be prepared to transfer into the CSU system to complete a baccalaureate degree in English or similar major. Upon completion of this degree, students will be able to read critically and analyze a variety of college level texts (such as non-fiction, fiction, drama, and poetry) within the conventions of language, genre, and rhetoric; analyze, evaluate, and support written arguments; draft, revise, and submit an effective essay, project, or oral presentation with attention to purpose, coherence, voice, language, and mechanical conventions.

To earn this degree complete the major coursework listed here with “C” grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 102.0/102H</td>
<td>Composition and Literature</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGL 104/104H</td>
<td>Critical Thinking &amp; Composition</td>
<td>3.0</td>
</tr>
<tr>
<td>List A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Select two of the following courses:</td>
<td>6.0</td>
<td></td>
</tr>
<tr>
<td>ENGL 230</td>
<td>Survey of American Literature 1600-1865</td>
<td></td>
</tr>
<tr>
<td>ENGL 231</td>
<td>Survey of American Literature 1865 to Present</td>
<td></td>
</tr>
<tr>
<td>ENGL 240</td>
<td>World Literature Ancient-Early Renaissance</td>
<td></td>
</tr>
<tr>
<td>ENGL 241</td>
<td>World Literature Renaissance-Modern</td>
<td></td>
</tr>
<tr>
<td>ENGL 245</td>
<td>Survey of British Literature Early Medieval-Neoclassics</td>
<td></td>
</tr>
</tbody>
</table>
### English Courses

#### ENGL 6 Basic Writing and Reading (5.0 Units)
This is a basic writing and reading course designed to build proficiency in the basics of writing expository prose and to build reading comprehension at both literal and inferential levels. This course will not apply to the Associate Degree.
Lecture Hours: 90.00
Transfer: Not transferable

#### ENGL 10.0 Lab in Writing (1.0 Units)
This lab in the Writing Center is recommended for students taking any writing-intensive course at VVC. Emphasis is on the one-to-one tutorial approach, computer-assisted instruction, and word composing/processing. Students receive a credit/no-credit grade mark only. This course will not apply to the Associate degree.
Lab Hours: 54.00
Transfer: Not transferable

#### ENGL 45 Writing Fundamentals (4.0 Units)
(Formerly English 50) A practical writing course emphasizing expository writing, including planning, organizing, composing short essays, editing for punctuation, diction, usage and sentence structure, and analyzing a variety of college preparatory texts.
Lecture Hours: 72.00
Transfer: Not transferable

#### ENGL 62 Writing Tutor Workshop (1.0 Units)
This is an interactive course that analyzes the techniques of tutoring writing. Students will examine the role of writing tutors in one-on-one conferences, discuss tutoring theory, and observe tutors in the Writing Center and/or composition instructors in the classroom. Credit/No Credit
Prerequisite(s): ENGL 101.0 ENGL H101 Minimum grade C; Lecture Hours: 18.00
Transfer: Not transferable

#### ENGL 81 Engl-81 Co-Requisite for Engl101 (2.0 Units)
This co-requisite course is designed to assist students in successful completion of English 101. Assignments focus on developing vocabulary, study skills, reading comprehension and critical thinking skills with college level reading materials. Emphasis is placed on active reading and study skills including study methods, vocabulary development, reading comprehension and critical thinking. The strategies apply contextually to materials being presented in the associated co-requisite English 101 course.
Co-requisite(s): ENGL 101.0 Lecture Hours: 36.00
Transfer: Not transferable

#### ENGL 101.0 English Composition and Reading (4.0 Units)
The course covers the principles and methods of research and expository writing with a variety of materials from different academic disciplines. Students read and analyze college level materials and compose expository essays that demonstrate critical thinking skills and an understanding of rhetorical strategies.
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

#### ENGL 101H Honors Composition and Reading (4.0 Units)
Principles and methods of expository writing. Analytical reading of source materials and writing of expository essays. Honors seminar will require more advanced resources and more complex assignments than ENGL 101.0.
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

#### ENGL 102.0 Composition and Literature (3.0 Units)
An introduction to the genres of literature including short story, poetry, drama and novel. Further training in writing, especially about literature.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C; Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

#### ENGL 102H Honors Composition and Literature (3.0 Units)
Further training in writing, critical theories and research, and an introduction to the short story, novel, drama and poetry. This course takes the methods of English 102 and promotes more comprehensive analysis, research, discussion and writing assignments. (UC credit limitation).
Prerequisite(s): ENGL 101.0; Minimum grade C; Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

#### ENGL 104 Critical Thinking & Composition (3.0 Units)
This course is designed to develop the students' critical thinking, reading and writing skills beyond the level achieved in ENGL 101.0 or ENGL 101H. It will focus primarily on the analysis and evaluation of expository and argumentative discourse, and on writing analytical and argumentative essays.
Prerequisite(s): ENGL 101.0 or ENGL 101H Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
ENGL 104H Honors Critical Thinking and Composition (3.0 Units)
This course is designed to develop the students’ critical thinking, reading and writing skills beyond the level achieved in English 101 or Eng H101. It will focus primarily on the analysis and evaluation of expository and argumentative essays. Honors seminar will deepen students’ insights.
Prerequisite(s): ENGL 101.0 or ENGL 101H Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 109 Creative Writing (3.0 Units)
Principles of creative expression. Topics may cover fiction, poetry, creative nonfiction, and/or drama. Grade Option.
Recommended Preparation: ENGL 101.0
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ENGL 116 Authors of the Theatre (3.0 Units)
A survey of playwrights from the Greeks to the present. The selected plays are read, discussed, and analyzed. Crosslisted with TA 116.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 128 Special Topics (3.0 Units)
A study of selected texts from various special topics. Each section of 128 will focus on a special topic such as The Byronic Hero, Victorian Women Writers, Crime and Detective Fictions, Science Fictions, Film as Literature, Millennial Voices, etc. Designed to provide an understanding of structures, motifs, themes, and cultural resonance within the special topic area.
Prerequisite(s): ENGL 101.0 or ENGL 101H Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 138 Cooperative Education English (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only

ENGL 210A Fiction Writing I (3.0 Units)
Beginninig principles of writing fiction, focusing on the short story and the novel.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ENGL 210B Fiction Writing II (3.0 Units)
This workshop-style course addresses intermediate principles of writing fiction, focusing on the short story and the novel. Grade option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ENGL 211A Poetry Writing I (3.0 Units)
A workshop-style course which includes a review of poetic forms, techniques, and revision strategies. Grade option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ENGL 211B Poetry Writing II (3.0 Units)
This workshop-style course addresses intermediate principles of writing poetry, focusing on poetic forms, techniques, and revision strategies. Grade option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

ENGL 220 Modern Fiction (3.0 Units)
Twentieth century literature, chiefly of England and the United States, emphasizing novels and short stories.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C;
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 225 Poetry (3.0 Units)
British and American poetry with consideration of versification, structure, imagery, diction, themes, and genres.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 230 Survey of American Literature 1600-1865 (3.0 Units)
A survey of exemplary items in the origin and development of American thought and culture from 1600 to 1865. Designed to provide an understanding and appreciation of American literary achievements through the study of the works of representative writers including Bradford, Bradstreet, Edwards, Wheatley, Franklin, Irving, Poe, Stowe and Emerson. Also includes a study of Native-American folk tales and slave narratives.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C;
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 231 Survey of American Literature 1865 to Present (3.0 Units)
A survey of exemplary items in the origin and development of American thought and culture from 1865 to the present. Designed to provide an understanding and appreciation of American literary achievements through study of the works of great writers including Whitman, Dickinson, Twain, Frost, Welty, Thurber, Tan and others.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 232 Chicano and Latino/A Literature (3.0 Units)
Introduction to the Mexican-American/Latinx cultural experience through literary analysis of fiction, poetry, drama, and the essay. Studies literature in the context of literary-historical-political growth of Mexican-American/Latinx identity and of current theories of analyzing multicultural writings.
Prerequisite(s): ENGL 101.0 or ENGL 101H
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 233 African American Literature (3.0 Units)
An introductory survey course of African-American oral and written literary traditions.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 234 Native American Literature (3.0 Units)
An introduction to Native American Literature from the oral tradition to contemporary writing. Study of myths and legends, traditional oral narratives and songs, transitional forms such as oration and autobiography, and written genres (poem, short story, novel). (UC credit pending).
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
ENGL 235  Children's Literature  (3.0 Units)
A survey of children's literature, emphasizing folktale, narrative fiction, poetry and some non-fiction works. Also includes the history and development of literature and illustration for children, the selection of materials for various age groups, and literature and the media.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 240  World Literature Ancient-Early Renaissance  (3.0 Units)
Masterpieces of world literature and their cultural contexts from ancient times through the early Renaissance.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C;
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 241  World Literature Renaissance-Modern  (3.0 Units)
Masterpieces of world literature and their cultural contexts from the Renaissance until the present.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 242  Classic Mythology  (3.0 Units)
Mythology explores Greek and Roman myths using the works of Hesiod, Homer, Virgil and Ovid. We cover the history and cultures of the classical world through the stories on the origins and actions of gods and heroes.
Prerequisite(s): ENGL 101.0
Lecture Hours: 54.00
Transfer: Not transferable

ENGL 245  Survey of British Literature Early Medieval-Neoclassics  (3.0 Units)
A survey of major British writers from the Middle Ages through the Eighteen Century, including a study of literary and historic contexts. Special consideration of Chaucer, Shakespeare, Milton and Pope.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 246  Survey of British Literature Romantic Period to 20th Century  (3.0 Units)
A survey of major British writers from the Romantics and their contemporaries through the 20th century, including a study of literary and historic contexts. Special consideration of Wordsworth, Eliot and Auden, for example.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 247  Shakespeare  (3.0 Units)
An introduction to Shakespeare's work through a study of his principal plays and the sonnets.
Prerequisite(s): ENGL 101.0; Minimum grade C;
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

ENGL 261  Tutoring Writing  (3.0 Units)
This course covers the theoretical concepts and practical issues involved in tutoring various levels of writing. Students develop an understanding of the issues and practices relevant to the role of tutoring writing through observing, reading, and discussing the relationship between the writer, his/her writing, the tutor, the classroom teacher, and the classroom environment.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum Grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU only

ENGL 262  Writing Tutor Workshop  (2.0 Units)
This is an interactive course that analyzes the techniques of tutoring writing. Students will examine the role of writing tutors in one-on-one conferences, discuss tutoring theory, and observe tutors in the Writing Center and/or composition instructors in the classroom. Credit/No Credit.
Prerequisite(s): ENGL 101.0
Lecture Hours: 36.00
Transfer: Transfers to both UC/CSU only

English as a Second Language

The ESL Department consists of two areas: Credit ESL and Noncredit (AENG) ESL.

English as a Second Language (ESL) is the study of English designed for non-native speakers of English. As the High Desert has become very diverse both culturally and linguistically, the need for language and cultural orientation has grown. Although not recognized as a separate major, ESL is a necessary component for success in any field for the non-native student. Non-native speakers of English need to develop academic language skill necessary to accomplish their educational goals. The ESL Department as VVC seeks to help these students develop these skills.

Areas of interest may include

- Vocational education
- Certificate program
- Associate's degree
- Certificate of Competency
- Transfer to a four year university

This program is an intensive English language program for beginners of English and for those in the higher levels of English as a Second Language. The topics also include citizenship classes, computer and workplace literacy classes. These courses are offered for credit and non-credit.

There are 6 levels in the English as a Second Language Program. Each level is comprised of two or three core classes of Reading and Vocabulary, Writing and Grammar. Students who successfully complete Level 6 are eligible to advance into ENGL 101.0 English Composition and Reading.

ESL Level 1 – Beginning (Non-Credit Only)

- AENG 10.1 Low Beginning Listening and Speaking Review, AENG 10.2 ESL/Low Begin Read/Write, AENG 10.1C Low Beginning ESL Computer Skills, AENG 1 Citizenship Preparation Level 1

ESL Level 2 - High Beginning (Non-Credit Only)
• AENG 10.3 High Beginning Listening and Speaking, AENG 10.4 High Beginning Reading and Writing, AENG 10.4 High Beginning Reading and Writing, AENG 2 Citizenship Preparation Level 2

ESL Level 2.5 Pre – Intermediate (Non-Credit and Credit)
• AENG 10.5 ESL Level 3 Low Intermediate Listening And Speaking, ESL 23 Pre-Intermediate Reading and Vocabulary, ESL 25 Pre-Intermediate Listening & Speaking, ESL 27A Pre-Intermediate Writing and Grammar, ESL 27B Pre-Intermediate Writing and Grammar II

ESL Level 3 – Low Intermediate (Non-Credit and Credit)
• AENG 10.7 ESL Level 4 Listening and Speaking, AENG 10.8, ESL 33A Low Intermediate Reading and Vocabulary, ESL 35A Low Intermediate Listening & Speaking Level Three, ESL 30A Intermediate Pronunciation I, ESL 37A Low Intermediate Writing & Grammar

ESL Level 4 – High Intermediate (Credit and Non-Credit)
• AENG 10.9 ESL lvl 5 Bridge College & Job Success, ESL 35B High Intermediate Listening and Speaking, ESL 37B High Intermediate Writing & Grammar, ESL 33B Level 4-HIGH Intermediate Reading and Vocabulary, ESL 30B Intermediate Pronunciation II

ESL Level 5- Low Advanced (Credit Only)
• ESL 43, ESL 43B High Advanced Reading and Vocabulary, ESL 45 Public Speaking for ESL Students, ESL 45A Cross Cultural Communication Skills, ESL 47A Low Advanced Grammar & Writing I, ESL 47B Low Advanced Grammar and Writing II, ESL 48

ESL Level 6- High Advanced:
• ESL 49A Listening and Speaking and Pronunciation Level 5, ESL 49B Grammar, Writing & Reading Level 5 (Credit Only)

New students must take an ESL Assessment test to determine appropriate course level placement. The TOEFL score is not required. Students taking noncredit take the CASAS test for suggested placement.

Career Opportunities
Although ESL is not recognized as a separate major, it is a necessary component for success in any field.

Faculty
Niehus, Monika
Ruiz, Maria

Credit Information
Location
VVC Main Campus
18422 Bear Valley Road
Victorville, CA
92395

Eligibility
• Classes are open to all: California residents pay $46.00/unit

Classes
• ESL levels 1-5; individual classes offered in reading, writing, grammar, listening and speaking.
• Tests, homework and grades are part of each class.

• Computer Skills

• FOCUS
  • Classes best prepare student for degree programs, vocational certificates, skills competency awards.
  • Enroll for a 16 week, 4hrs/wk per semester in one or more classes.

ATTENDANCE
• Students must follow instructor’s guidelines - usually not more than 3 absences

SUPPORT SERVICE
• EOPS, Disabled Student Program and Services, tutoring, writing lab, computer lab access and bilingual counselors.

COSTS
• All California residents pay $46/unit for enrollment plus bus pass fees.
• Financial Aid and fee waivers available.
• Students pay for class textbooks, about $60/per class.

EXTRAS
• VVTA-Bus pass included
• Student ID with photo
• Childcare available (12/unit student and low income)

ENROLLMENT
a. Complete application (Eng/Spanish) available on campus or online with assistance available in ESL or Admission offices on campus
b. Take assessment test
c. Attend ESL orientation
d. Complete Financial Aid (FAFSA application & CCPG) form if applicable
e. Register for classes in Admission Office in Student Service (bldg. 52) or online through WEBADVISOR

ESL FACULTY OFFICES MAIN CAMPUS
Bldg. 21 Rm. 132 and/or 126
760-245-4271 ext. 2126

Bilingual Counselors: 760-245-4271 x2713 or ext. 2388

Non-Credit Information
Locations
Hesperia High School - Off campus site
9898 Maple Ave
Hesperia, CA 92345 Free Parking (Hesperia Site)

VVC Main Campus
18422 Bear Valley Road
Victorville, CA 92395 - Parking permit needed

Eligibility
• Noncredit ESL Classes (AENG) are free and open to all Nonnative English Speakers.

Classes
• ESL levels 1-5 listening and speaking, reading and writing.
• ESL/Citizenship.
• Computer Skills

FOCUS
• The NONCREDIT program is an open exit open entry program. You can sign up (with instructor’s permission after the first class meeting)
at any time during the semester. Tutors are available to assist with classroom activities. Software is available for supplemental learning.

• Courses are offered for immigrants eligible for educational services in Citizenship, English as a Second Language, and work force preparation. ESL classes are offered in speaking, listening, reading, and writing to prepare students for classes in mathematics, decision-making and problem solving skills for job success and entry level position. Noncredit students can repeat courses. Tutors are available to assist with classroom activities.

ATTENDANCE
• Regular attendance is encouraged to make progress

SUPPORT SERVICE
• Computer lab access
• Supplemental Software available in Communication Lab
• Student Services Bilingual Counselors and Career Counselors

COSTS
• Classes are free.
• Parking at the HHS Site is free
• Parking at VVC is by permit only
• Textbooks are provided at no cost

EXTRAS
• Student ID with photo
• VVTA-Bus pass (not mandatory)

ENROLLMENT
1. Complete CCC Apply
2. Take CASAS assessment test
3. Attend ESL orientation
4. Register for class

ESL OFFICE HESPERIA HIGH SCHOOL
Rm. W26
760-245-4271 ext. 2126 or 2128

Aprenda Inglés

Inglés Como Segundo Idioma (ESL)

ESL es el estudio de Inglés Como Segundo Idioma. El programa está diseñado para las personas en que el primer idioma no es inglés. California es un estado que es muy diverso en cultura e idiomas, donde la necesidad de aprender inglés es importantísimo para sobrevivir en la vida cotidiana estadounidense. Además el estudiante de ESL tiene que desarrollar destrezas en inglés para tener éxito en el colegio y la universidad. El programa de ESL tiene el fin asistirles en alcanzar sus metas personales y educativas.

Mejore sus habilidades de hablar, leer y escribir inglés

El colegio de Victor Valley ofrece dos programas

Crédito

Lugar
Campus principal del colegio
18422 Bear Valley Road
Victorville, CA
92395

Eligibilidad
Clases están disponibles para todos: residentes del estado de California pagan $46 por unidad

Clases
• Niveles de inglés del 1 al 6; se ofrecen clases individuales en lectura, escritura, gramática, conversación.
• Exámenes, tareas, y calificaciones son parte de la clase.
• Clases de Computación

Enfoque
• Estas clases preparan al estudiante para cursar en dirección a obtener un diploma del colegio y para certificados vocacionales (carreras cortas).
• La mayoría de las clases son de 16 semanas, 4 horas por semana.

Asistencia
• Los estudiantes deben seguir las reglas del profesor usualmente no se permiten más de 3 ausencias.

Servicio Estudiantil
• EOPS, Programa para estudiantes con discapacidad, tutoría, laboratorio de escritura, acceso a computadoras y consejeros bilingües

Costos
• Todos los residentes de California pagan $46 por unidad para inscribirse, además de el pase del autobús
• Formularios para ayuda financiera para que sea exento de tarifas y matriculas.
• Los estudiantes deben pagar por sus libros, con un aproximado de $60 por clase.

Extras
• VVTA-pase de autobús
• Identificación con foto
• Guardería disponible (solo estudiantes de tiempo completo (12 unidades) con bajos ingresos)

Inscripciones
• Llenar el formulario (Español) en el campus del colegio con asistencia disponible del departamento o en la oficina de admisión
• Tomar el exámen de evaluación
• Atender a la orientación de ESL
• Completar los formularios de ayuda financiera si es elegible.
• Regístrate para las clases en las oficinas de admisión en el edificio 52 o puede hacerlo por internet mediante WEBADVISOR

Oficinas de ESL
Edificio 21 salones 132-126 o llamar al 760-245-4271 ext. 2126

No Crédito

Lugar
Escuela secundaria de Hesperia (HHS)
9898 Maple Ave
Hesperia, CA
92345

y campus principal de colegio

Eligibilidad
• Clases están disponibles para todos (clases gratis)
Clases
• Niveles de inglés del 1 al 5; se ofrecen clases individuales en lectura y escritura, escuchar y hablar.
• Clases de ciudadanía estadounidense
• Clases de Computación

Enfoque
• Comunicación, con énfasis en la vida diaria.
• Preparación para el trabajo y transferirse al colegio
• La mayoría de las clases son de 2 días por semana pro 6 horas semanales o sábados por 6 horas (serán en el campus)

Asistencia
• Se alienta al estudiante a que atienda regularmente para u progreso.

Servicio Estudiantil
• EOPS, Programa para estudiantes con discapacidad, tutoría, laboratorio de escritura, acceso a computadoras y consejeros bilingües para carreras cortas.

Costos
• Clases son gratis
• Los libros son prestados en clase.

 Extras
• Identificación con foto
• VVTA-pase de autobús (no es mandatorio)

Inscripciones
• Llenar el formulario (Español) en el campus del colegio con asistencia disponible del departamento o en la oficina de admisión
• Tomar el exámen de evaluación
• Atender a la orientación de ESL
• Regístrese en las clases que desea

Oficina de ESL en Hesperia
Salones W25 y W24 o llamar 760-245-4271 ext. 2126

English as a Second Language (ESL) Courses

ESL 12A Basic Computer Literacy (3.0 Units)
This is a three part course in ESL Computer Literacy for non-native speakers of English. The focus of the course is to develop language skills related to computer usage. Students will learn computer uses for ESL courses and educational purposes. This course will not apply to the Associate Degree. Pass/No Pass.
Recommended Preparation: Completion of AENG 10.1 or above or qualifying test score.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 12B Basic Computer Literacy (3.0 Units)
This course is designed for non-native speakers of English. The focus of the course is to expand and develop basic computer knowledge for ESL educational purposes. This course will not apply to the Associate Degree.
Pass/No Pass.
Recommended Preparation: Completion of ESL 12A strongly recommended.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 23 Pre-Intermediate Reading and Vocabulary (3.0 Units)
This course is designed for non-native speakers of English. Focus is on development and practice of fundamental reading and vocabulary skills needed in academic and workplace settings. Reading skills include comprehension, understanding new vocabulary in context and scanning for specific information. Students read simplified texts on academic and vocational subjects.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 25 Pre-Intermediate Listening & Speaking (3.0 Units)
This is the first course in a sequence of listening and speaking courses. The course is designed for non-native speakers of English. This course focuses on listening and speaking fundamentals for ESL students who have a basic knowledge of common English words and phrases. Students learn to understand short spoken or recorded passages. Speaking skills include exchanging ideas and expressing opinions in sustained conversations using learned vocabulary and grammar in a comprehensible speech. Pass/No Pass.
Recommended Preparation: AENG 10.5
Lecture Hours: 54.00
Transfer: Not transferable

ESL 26A Listening & Speaking Level 2.5 (4.0 Units)
This course is for English as a Second Language students who have a level two proficiency. Student entering the course can communicate in simple and routine English and have the basic knowledge of common words and phrases. The course focuses on developing a degree of fluency when speaking to native speakers of English. Students learn to understand short spoken or recorded passages. Speaking skills include exchanging ideas and expressing opinions using a variety of speaking techniques to develop speaking fluency.
Lecture Hours: 72.00
Transfer: Not transferable

ESL 26B Grammar, Writing, and Reading Level 2.5 (4.0 Units)
This course is for non-native speakers of English who can understand common words, phrases, and expressions that frequently occur in familiar situations. Students will learn to develop strategies in reading and writing. Students will summarize short reading passages. Students will write short paragraphs using correct grammar, writing conventions and learned vocabulary.
Lecture Hours: 72.00
Transfer: Not transferable

ESL 27A Pre-Intermediate Writing and Grammar (3.0 Units)
This course is designed for non-native speakers of English. The course focus is on fundamental writing and grammar skills. It is for ESL students who have a basic knowledge of common English words, phrases, and structure. Students write at the sentence level, learn to organize ideas, and edit for grammar, spelling and punctuation.
Lecture Hours: 54.00
Transfer: Not transferable
ESL 33B Pre-Intermediate Writing and Grammar II (3.0 Units)
This class is the second of a two-part series of pre-intermediate grammar and writing classes. This course is designed for non-native speakers of English who want to develop grammar and writing skills. The focus is on reviewing verb tenses and introducing modals, adjectives, count and non-count articles, adverbs and adjectives. Students will practice writing and editing simple paragraphs. This course will not apply to the Associate Degree. Pass/No Pass.
Recommended Preparation: ESL 25A, ESL 25B, ESL 27A or basic knowledge of keyboarding and grammar is recommended.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 30A Intermediate Pronunciation I (3.0 Units)
This course is designed for non-native speakers of English who wish to increase self-confidence and gain speech monitoring abilities to improve sounds of vowels and consonants and their combinations. It will introduce the basic features of English stress, rhythm and intonation. This course will not apply to the Associate Degree. Pass/No Pass.
Recommended Preparation: Successful completion of ESL 25 is strongly recommended.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 30B Intermediate Pronunciation II (3.0 Units)
This course is designed for non-native speakers of English at the high intermediate level of ESL. Designed for students whose speech is continuing to cause communication difficulties at work, school or in social situations. Students practice stress, rhythm, and intonation to improve overall intelligibility. This course will not apply to the Associate Degree. Pass/No Pass.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 33A Low Intermediate Reading and Vocabulary (3.0 Units)
Designed for low intermediate ESL students who wish to improve reading skills and reading comprehension. Course emphasizes reading skills, such as main ideas, comprehension, outlining, and developing vocabulary skills. Students will read short authentic texts and abridged readers and respond to reading passages. Distinguish between main and supporting ideas of a paragraph on a familiar topic. Identify relationship within a passage using context clues. Interpret simple narrative and descriptive passages on unfamiliar topics with materials with visual prompt. Predict meanings of unfamiliar vocabulary in materials rich in contextual clues. Recommended Preparation: Students should already have basic skills in decoding information and understanding at a literal level. They should be able to read and understand short, authentic texts such as letter and instructions.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 33B Level 4-HIGH Intermediate Reading and Vocabulary (3.0 Units)
This course is the fourth of a six part series of reading and vocabulary courses in the ESL program. It is designed for non-native speakers of English who wish to improve reading proficiency in English. Students will learn a variety of reading skills and comprehension strategies. Students will read and write books and reports. Students will learn to access a variety of technology based reading resources to further develop their reading skills. Pass/No Pass.
Recommended Preparation: ESL 33A
Lecture Hours: 54.00
Transfer: Not transferable

ESL 35A Low Intermediate Listening & Speaking Level Three (3.0 Units)
Pass/No Pass. This course is designed for non-native speakers of English. Course focus is on casual and formal dialogues in commonplace situations, everyday language functions and conversation skills. Students learn common courtesy expressions, clarification strategies, idiomatic expressions, and grammatical patterns in English. This course will not apply to the Associate Degree.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 35B High Intermediate Listening and Speaking (3.0 Units)
This course is designed for non-native speakers of English who wish to continue developing higher level listening and speaking skills. The course focuses on practicing critical thinking skills through role play, conversational and simulation activities. Students engage in discussion and learn to express opinions and reach agreement. This course will not apply to the Associate Degree. Pass/No Pass.
Recommended Preparation: ESL 35A;
Lecture Hours: 54.00
Transfer: Not transferable

ESL 36A Listening & Speaking Level 3 (4.0 Units)
This course is for non-native speakers of English who are entering the intermediate level of English. In this course, students continue to develop speaking fluency and listening skills. They learn to deliver presentations, learn to use academic vocabulary and expressions in various social and academic contexts.
Recommended Preparation: ESL 26A or Successfully completed any Pre-Intermediate level ESL coursework or equivalent.
Lecture Hours: 72.00
Transfer: Not transferable

ESL 36B Grammar, Writing & Reading Level 3 (4.0 Units)
This course helps non-native English students entering a Low-Intermediate level in reading, writing and grammar. Students will be introduced to a variety of reading strategies and skills to improve English proficiency and reading comprehension. Students will write short paragraphs on a variety of topics. They learn to apply principles of level appropriate grammar as they write.
Recommended Preparation: ESL 23 or Successfully completed any Pre-Intermediate level coursework or placement scores.
Lecture Hours: 72.00
Transfer: Not transferable

ESL 37 Intermediate Grammar (3.0 Units)
Students at this level learn and apply rules of English grammar and structure for use in oral and written communication. This course provides practice in areas such as common verb tenses, question forms, and expressions of ability, permission, and advice. This course will not apply to the Associate Degree. Grade Option.
Recommended Preparation: ESL 23 ESL 25 ESL 27A ESL 27B;
Lecture Hours: 54.00
Transfer: Not transferable

ESL 37A Low Intermediate Writing & Grammar (3.0 Units)
This course helps students at the low intermediate level develop writing and grammar skills appropriate for educational and personal success. Students write short compositions on familiar topics. They learn to apply principles of grammar as they write. This course will not apply to the Associate Degree. Pass/No Pass.
Recommended Preparation: ESL 27B;
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable
ESL 37B High Intermediate Writing & Grammar (3.0 Units)
This course helps students at the high intermediate level develop writing and grammar skills appropriate for educational and personal success. Students write compositions on a variety of topics. They learn to apply principles of grammar as they write. This course will not apply to the Associate Degree. Pass/No Pass.
Recommended Preparation: ESL 37A or appropriate score on ESL assessment test
Lecture Hours: 54.00
Transfer: Not transferable

ESL 38A Listening and Speaking Skills Level 4 (4.0 Units)
This course is designed for ESL students who wish to continue developing listening and speaking skills in English. Students practice a variety of speech on academic topics and job related activities, such as role play, simulation exercises, and conversational activities. Students practice giving opinions and reaching agreement. Students use listening comprehension skills at the high-intermediate level and decode lectures delivered at this level.
Recommended Preparation: ESL 35A or appropriate score on ESL Assessment
Lecture Hours: 72.00
Transfer: Not transferable

ESL 38B Grammar, Reading, and Writing Level 4 (4.0 Units)
This course helps non-native English students entering a High Intermediate level in reading, writing and grammar. Students will learn a variety of reading strategies and skills to improve English proficiency. Students will write compositions on a variety of topics. They learn to apply principles of grammar as they write. Grade Option This course does not apply to the associates degree.
Lecture Hours: 72.00
Transfer: Not transferable

ESL 39B High Advanced Reading and Vocabulary (4.0 Units)
This course is designed for non-native speakers of English. Skills include developing essays from longer reading passages. Students will respond to reading passages, reinforce vocabulary building and comprehension. This course will not apply to the Associate Degree. Grade Option.
Lecture Hours: 72.00
Transfer: Not transferable

ESL 45A Cross Cultural Communication Skills (3.0 Units)
This course is designed for non-native speakers of English who wish to understand cultural differences of North American society. Course focus is on broadening intercultural understanding for students living and working in the USA. Topics focus on different aspects of mainstream North American cultures encountered in a work or social setting. This course will not apply to the Associate degree. Grade Option.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 47 Advanced Grammar (3.0 Units)
Students at advanced level learn and apply rules of English grammar and structure for use in oral and written communication. This course provides review practice and expanded study of verb tenses, gerunds and infinitives, and modals. This course will not apply to the Associate Degree. Grade Option.
Lecture Hours: 54.00
Transfer: Not transferable

ESL 47A Low Advanced Grammar & Writing I (3.0 Units)
This course is designed for non-native English students who are at the advanced level. ESL students will learn and apply rules of English grammar and structure for use primarily in written communication. This course provides review practice and expanded study of verb tenses, gerunds and infinitives, modal, and phrasal verbs. Students will learn to write academic paragraphs applying transitional signal and use formal vocabulary. Students will identify and compose a variety of paragraphs such as introductory, body, concluding paragraphs. Grade Option.
Prerequisite(s): ESL 37B; Minimum grade C
Lecture Hours: 54.00
Transfer: Not transferable

ESL 47B Low Advanced Grammar and Writing II (3.0 Units)
This course is the second of a two parts series of low advanced grammar and writing courses. The focus of the course is to continue to develop paragraphs writing with topic sentences, supporting detail and concluding paragraphs. Students will utilize core academic vocabulary. Students will write a variety of sentence structures using higher level grammatical structures. Grade option.
Recommended Preparation: ESL 47A or ESL 38B or equivalent course or qualifying score on the ESL placement test
Lecture Hours: 54.00
Transfer: Not transferable

ESL 49A Listening and Speaking and Pronunciation Level 5 (4.0 Units)
This course is designed for ESL students who have successfully completed any Level 4 listening and speaking course. Students will practice real world academic language skills. Emphasis is presentation skills, listening to academic passages and developing pronunciation and intonation skills in an academic and professional settings. Grade Option.
This course does not apply to the Associate degree.
Lecture Hours: 72.00
Transfer: Not transferable

ESL 49B Grammar, Writing & Reading Level 5 (5.0 Units)
This course is designed for ESL students approaching the advanced level of English. Course provides review, practice and expanded study of academic reading skills. Course covers 300-500 word essays composing of complex paragraphs with advanced grammar, vocabulary, punctuation on academic topics.
Lecture Hours: 72.00; Lab Hours: 54.00
Transfer: Not transferable
ESL 50A Advanced Academic Communication Skills Level 6 (4.0 Units)
This course is designed for advanced level ESL students to successfully participate in communicative situations in a college or job setting. Students will practice academic language by developing effective listening and speaking skills related to academic or professional context. The emphasis is on lecture note taking, formal speeches, small group and class discussions.
Lecture Hours: 72.00
Transfer: Not transferable

ESL 50B Advanced Writing, Grammar and Reading Level 6 (5.0 Units)
This course is designed for the advanced level ESL student who wishes to develop a well-organized essay on a topic, including a thesis and supporting details. Emphasis will be on advanced level sentence structure, grammar, punctuation, and editing skills. In addition, students will learn to apply active reading strategies and effective study skills.
Lecture Hours: 72.00; Lab Hours: 54.00
Transfer: Not transferable

Environmental Studies
Promoting an understanding of the interaction of human beings with their environment is the focus of Environmental Studies. Career opportunities cover a wide range of positions in public agencies, business, industry and nonprofit organizations which need individuals who can provide up-to-date environmental information and assist in compliance with environmental regulations. This transfer major combines courses from the biological sciences, physical sciences, and social sciences. The college now boasts a Green Technology Educational Pathway Initiative (GTPI) to help prepare students for success in this ever-evolving world. The GTPI is a collaborative among education, business, and the community that has spent several years developing programs promoting sustainability practices and training students in the skills needed to fill the emerging "green jobs."

Transfer
- California State University, San Bernardino: Environmental Studies major
- University of California, Riverside: Environmental Sciences major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

A number of disciplines on campus offer classes and vocational certificates focusing on different aspects of Environmental Studies. See listings under the following departments: Agriculture and Natural Resources, Biology, Chemistry, Construction Technology, Computer Integrated Design and Graphics, Fire Technology, Geography, and Political Science.

Fine Arts
Fine Arts are highly creative works of art that have been created for the sake of art, rather than that of the practical or functional. Details within fine arts emerge from the expression and imagination of the artist, and to study fine arts is to look deep into the aesthetic beauty of an object in order to explore the meaning and context of its creation.

Transfer
Typical transfer majors in fine arts are Art, Music, Dance, Theater, and Performing Arts. For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Fine Arts, AA (07595)
To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Fine Arts major requires 18 units from any of the following courses.

Anthropology
ANTH 151

Art

Music

Kinesiology/Dance
KIN 103 History and Appreciation of Dance, KIND 160A Tap Dance Ia, KIND 160B Tap Dance Ib, KIND 160C Tap Dance Ic, KIND 161A
Photography

PHOT 52 , PHOT 53 , PHOT 54 Portfolio Design, PHOT 100 Beginning Photography, PHOT 101 Intermediate Photography, PHOT 103 Alternative Imaging Process, PHOT 105 Portraiture, PHOT 106 Introduction to Photojournalism

Theatre Arts


1 Courses fulfill the Global Citizenship competency graduation requirement.
2 ENGL 116 Authors of the Theatre and TA 116 Authors of the Theatre are the same class.

Fire Technology

Fire protection is a highly specialized professional field requiring extensive knowledge and use of scientific principles. Successful application of the fundamental principles of fire protection, including suppression and extinguishment of fires, rescue, emergency medical services, prevention techniques and practices, preplanning for fire protection, and disaster control, requires technical knowledge and the ability to work within an organized system at the fire ground or other emergency scene. These actions require trained, professional people to accomplish the goals and objectives of today’s public and/or private organizations in meeting their commitment to the public and employees they serve. Fire Technology provides the student the opportunity to prepare for a rewarding career in the public fire service or in private industry.

The Fire Technology program provides vocational and technical in-service training for interested students. Each student who completes a program of courses that meets the specified requirements is entitled to a certificate of completion in that field. Certificates are awarded as evidence that well defined levels of proficiency have been attained and they are recognized as such by employers.

In order to be awarded the certificate, the student must have completed the prescribed program with at least a 2.0 grade point average in the prescribed course work. The number of courses prescribed for each certificate varies according to the area of training.

For the most current information about VVC’s Fire Technology programs, application deadlines, costs, and other requirements, please visit the Fire Technology Department (http://www.vvc.edu/academic/fire_technology) website.

Career Opportunities


Faculty

Cohen, Heath
Valdez, Robert

Transfer

Not usually a transfer major. Some Fire Technology courses do transfer as electives or fulfill subject credit requirements, California State University, Los Angeles offers a Fire Protection Administration and Technology, BS degree which requires a minimum of 18 major units to be completed in Fire Technology at a community college. Cal Poly San Luis Obispo and Humboldt State University offer bachelor’s degrees in Forestry with concentrations in Fire Management. Visit assist.org (http://www.assist.org) for community college courses which will transfer as requirements toward these bachelor’s degrees. Students planning to pursue this bachelor’s degree should also complete the CSU General Education-Breadth Requirements before transfer, if possible.

Fire Technology, AS (10809)

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Fire Technology major requires 18 units from any of the certificates or from Fire Technology coursework (numbered 50 and above). FIRE 138 Coop Ed Fire Technology may be used as elective credit, but may not be used to fulfill major requirements.

Business Administration is also a highly recommended bachelor’s degree major for people in this field who are seeking advancement. See Business Administration for degree and transfer requirements.
Fire Fighter Academy
Victor Valley College’s Fire Technology Department is an accredited Regional Training Program (ARTP) as designated by the Office of the California State Fire Marshal (CSFM). As an ARTP, the VVC Fire Technology Department is authorized to deliver a CSFM Accredited Firefighter I Academy and a full suite of CSFM courses leading to advanced levels of certification. In addition, the VVC Fire Technology Department is authorized by CSFM to deliver Fire Fighter I certification examinations in support of CSFM’s accreditation by the International Fire Service Accreditation Congress (IFSAAC) and the National Board of Fire Service Professional Qualifications (Pro Board).

Students must submit applications by appropriate deadlines to enter the academy. Visit the VVC Fire Technology ([http://www.vvc.edu/academic/fire_technology/ffi.shtml](http://www.vvc.edu/academic/fire_technology/ffi.shtml)) website for details.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRE 61B</td>
<td>Confined Sp Rescue Awareness</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 66</td>
<td>Basic Incident Command</td>
<td>1.0</td>
</tr>
<tr>
<td>FIRE 82A</td>
<td>Hazardous Materials First Responder Operational</td>
<td>1.5</td>
</tr>
<tr>
<td>EMS 60</td>
<td>Emergency Medical Technician</td>
<td>9.5</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>12.5</td>
</tr>
</tbody>
</table>

Once students are admitted into the Fire Academy, they will enroll in FIRE 95 Basic Fire Academy which is 13.5 unit course. In addition to this course there is recommended coursework that enables students to sit for certification exams and gain employment. The following courses should be taken during the same semester as FIRE 95.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRE 95</td>
<td>Basic Fire Academy</td>
<td>13.5</td>
</tr>
<tr>
<td>FIRE 82C</td>
<td>First Responder Operational Weapons of Mass Destruction</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 61H</td>
<td>Low Angle Rope Rescue Operational</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 61E</td>
<td>Firefighter Survival and Rapid Intervention Crew Operations</td>
<td>1.5</td>
</tr>
<tr>
<td>FIRE 40A</td>
<td>Firefighter Physical Agility Entrance Exam Techniques</td>
<td>2.5</td>
</tr>
<tr>
<td>FIRE 82D</td>
<td>Hazardous Materials First Responder Operational Decontamination</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 63A</td>
<td>Auto Extrication</td>
<td>0.5</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>19.5</td>
</tr>
</tbody>
</table>

Introduction to Firefighting Certificate of Achievement (38576)
This certificate is awarded to those students that successfully complete the Basic Firefighter Training in Fire 95 with at least a 2.0 grade point average.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>FIRE 95</td>
<td>Basic Fire Academy</td>
<td>13.5</td>
</tr>
<tr>
<td>Total Units</td>
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<td>13.5</td>
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</table>

Basic Firefighter Certificate of Achievement (38575)
This certificate of achievement recognizes graduates of the Firefighter I Academy who have completed the curriculum and the Firefighter I and Hazardous Materials Certification Testing required by the State Fire Marshal.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRE 95</td>
<td>Basic Fire Academy</td>
<td>13.5</td>
</tr>
<tr>
<td>FIRE 82A</td>
<td>Hazardous Materials First Responder Operational</td>
<td>1.5</td>
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<tr>
<td>Total Units</td>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

Intermediate Firefighter Certificate of Achievement (38569)
This certificate of achievement recognizes those students that have completed Firefighter I Training including at course work in Hazardous Materials, Basic Incident Command, and Confined Space Awareness at the Awareness Level.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRE 66</td>
<td>Basic Incident Command</td>
<td>1.0</td>
</tr>
<tr>
<td>FIRE 95</td>
<td>Basic Fire Academy</td>
<td>13.5</td>
</tr>
<tr>
<td>FIRE 61B</td>
<td>Confined Sp Rescue Awareness</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 82A</td>
<td>Hazardous Materials First Responder Operational</td>
<td>1.5</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>16.5</td>
</tr>
</tbody>
</table>

Fire Fighter Certificate of Achievement (04969)
Awarded to the student who successfully completes the following course of study to meet the minimum qualifications and competencies as required by National Fire Protection Association and California State Fire Marshal’s Fire Fighter I certification program.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
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<td>Basic Fire Academy</td>
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<tr>
<td>FIRE 61B</td>
<td>Confined Sp Rescue Awareness</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 82C</td>
<td>First Responder Operational Weapons of Mass Destruction</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 61E</td>
<td>Firefighter Survival and Rapid Intervention Crew Operations</td>
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</tr>
<tr>
<td>FIRE 82A</td>
<td>Hazardous Materials First Responder Operational</td>
<td>1.5</td>
</tr>
<tr>
<td>FIRE 61H</td>
<td>Low Angle Rope Rescue Operational</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 40A</td>
<td>Firefighter Physical Agility Entrance Exam Techniques</td>
<td>2.5</td>
</tr>
<tr>
<td>FIRE 66</td>
<td>Basic Incident Command</td>
<td>1.0</td>
</tr>
<tr>
<td>FIRE 53A</td>
<td>Fire Apparatus Driver/Operator 1A: Emergency Vehicle Operations</td>
<td>1.5</td>
</tr>
<tr>
<td>EMS 60</td>
<td>Emergency Medical Technician</td>
<td>9.5</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>32.5</td>
</tr>
</tbody>
</table>
IFSAC/Pro-Board Firefighter I Certificate of Achievement (38848)

This certificate is to recognize those students that have met the requirements for IFSAC and Pro-Board Firefighter I Certification.

<table>
<thead>
<tr>
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<tr>
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<td>Hazardous Materials First Responder Operational</td>
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<tr>
<td>FIRE 66</td>
<td>Basic Incident Command</td>
<td>1.0</td>
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<tr>
<td>FIRE 61E</td>
<td>Firefighter Survival and Rapid Intervention Crew</td>
<td>1.5</td>
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<tr>
<td>FIRE 82C</td>
<td>First Responder Operational Weapons of Mass Destruction</td>
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</tr>
<tr>
<td>FIRE 82D</td>
<td>Hazardous Materials First Responder Operational</td>
<td>0.5</td>
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</tbody>
</table>

Total Units: 19

All Risk Firefighter Certificate of Achievement (38570)

This certificate of achievement recognizes those students that have completed the educational requirements for Firefighter I and the requirements to perform Vehicle Extrication and Low Angle Rope Rescue Operational.

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
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<td>Basic Fire Academy</td>
<td>13.5</td>
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<tr>
<td>FIRE 61B</td>
<td>Confined Sp Rescue Awareness</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 66</td>
<td>Basic Incident Command</td>
<td>1.0</td>
</tr>
<tr>
<td>FIRE 82A</td>
<td>Hazardous Materials First Responder Operational</td>
<td>1.5</td>
</tr>
<tr>
<td>FIRE 61H</td>
<td>Low Angle Rope Rescue Operational</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 61E</td>
<td>Firefighter Survival and Rapid Intervention Crew</td>
<td>1.5</td>
</tr>
<tr>
<td>FIRE 63A</td>
<td>Auto Extrication</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 82C</td>
<td>First Responder Operational Weapons of Mass Destruction</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 82D</td>
<td>Hazardous Materials First Responder Operational</td>
<td>0.5</td>
</tr>
</tbody>
</table>

Total Units: 19

Wildland Firefighter Certificate of Achievement (38577)

This certificate of achievement is awarded to those students that complete the course work making them eligible for employment as a firefighter with the Federal Fire Agencies and CalFire.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRE 61B</td>
<td>Confined Sp Rescue Awareness</td>
<td>0.5</td>
</tr>
<tr>
<td>FIRE 59</td>
<td>Basic Wildland Fire Academy</td>
<td>2.5</td>
</tr>
<tr>
<td>FIRE 59B</td>
<td>Calfire Basic Wildland Academy</td>
<td>2.5</td>
</tr>
<tr>
<td>FIRE 82A</td>
<td>Hazardous Materials First Responder Operational</td>
<td>1.5</td>
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</tbody>
</table>

Total Units: 20

Fire Technology Courses

FIRE 10 Fire Fighter Skills Maintenance (4.0 Units)

A series of lectures and manipulative drills designed to provide maintenance of skills learned, including updates in technology relating to fire department organization, hose, ladders, tools and equipment, salvage, fire chemistry, extinguishers, and emergency response techniques. Students must be employed by a Fire Department or gaining work experience toward California Firefighter I Certification. This course does not apply to the Associate Degree. This course is repeatable. Lecture Hours: 18.00; Lab Hours: 162.00. Transfer: Not transferable.

FIRE 10C Company Officer's Skill Maintenance (1.5 Units)

This course provides the fire fighter company officer student with new information and skill development to maintain efficiency and effectiveness as a company officer and fire fighter. New policies and procedures are presented. Student demonstrates proficiency in using tools, tactics and strategies in managing personnel, budgets, etc. This course will not apply to the Associate Degree. Credit/No credit. Lecture Hours: 18.00; Lab Hours: 27.00. Transfer: Not transferable.

FIRE 40 Fire Fighter Entrance Exam Techniques (0.5 Units)

This course is designed to prepare the student to take and successfully pass the entrance level fire fighter examination process. Topics discussed include: seeking employment opportunities, the application process, the various examinations given to applicants, oral interviews, and other aspects of the examination process. Grade option. Lecture Hours: 9.00. Transfer: Not transferable.

FIRE 40A Firefighter Physical Agility Entrance Exam Techniques (2.5 Units)

This course is designed to prepare the student to take and successfully pass the entrance level fire fighter physical agility examination through physical conditioning and specificity training. Emphasis on physical conditioning and exercise. This course will not apply to the Associate Degree. Pass/No pass. Co-requisite(s): FIRE 95. Lecture Hours: 135.00. Transfer: Not transferable.

FIRE 51A Firefighter/Emt Public Safety Vertical Integration (4.5 Units)

This course is the field externship portion of the FIREFIGHTER I Academy. Students will spend lab hours in the field with an all-risk fire department performing the duties of a Firefighter/EMT. Recommended Preparation: FIRE 95. Lecture Hours: 9.00; Lab Hours: 216.00. Transfer: Not transferable.
FIRE 51 F Fire Control 3B (0.5 Units)
This course is designed to develop fundamental skills in combating structure fires by providing the students with a thorough understanding of fire behavior, ventilation procedures and techniques, interior fire attack, and exterior fire attack using a live-fire simulator. In many cases, this will be the fire fighter's first exposure to live structural fire fighting.
Lab Hours: 27.00
Transfer: Not transferable

FIRE 51 G Fire Control 4 (0.5 Units)
This course provides the knowledge and skills that prepare a firefighter to extinguish an ignitable liquid fire, control a flammable gas fire, and develop an incident action plan for a pipeline emergency. (Previously FIRE 9A)
Lab Hours: 27.00
Transfer: Not transferable

FIRE 51 T Firefighter I Certification Testing (1.0 Units)
This course provides the State Fire Marshal Certification Skills testing and Firefighter I knowledge test required for Firefighter I Certification or Firefighter Reciprocity Testing.
Lab Hours: 54.00
Transfer: Not transferable

FIRE 53 A Fire Apparatus Driver/Operator 1A: Emergency Vehicle Operations (1.5 Units)
This course provides the student with information on driver responsibilities, recognized standards, and related laws for fire apparatus. Topics include basic inspections, documentation, maintenance, and troubleshooting fire apparatus, and techniques on driving and positioning fire apparatus. Each student also has the opportunity to increase his or her driving skills during simulated driving conditions. Designed for fire service emergency response personnel. (Formerly course number FIRE 63.)
Lecture Hours: 18.00; Lab Hours: 27.00
Transfer: Not transferable

FIRE 53 B Fire Apparatus Driver/Operator 1B: Pump Operations (1.5 Units)
Designed for fire service emergency response personnel. This course provides the student with information on pump construction and theory of pump operations. Topics include: methods for performing basic hydraulics and techniques on basic inspections, documentation, maintenance, and troubleshooting fire pumps. Each student also has the opportunity to increase his or her pumping skills during simulated pumping conditions. Pass/No Pass.
Recommended Preparation: FIRE 95
Lecture Hours: 18.00; Lab Hours: 27.00
Transfer: Not transferable

FIRE 54 A Truck Academy (2.0 Units)
This course is for veteran firefighters or other interested students that want to enhance their knowledge and ability as it pertains to the fire ground operations associated with truck company tactics and strategy. Basic roof construction, vertical and horizontal ventilation, forcible entry, positive and negative ventilation, search and rescue, thermal imaging technology, firefighter safety and survival, rapid intervention tactics, elevator rescue and related truck company operations will be discussed. Pass/No Pass.
Lab Hours: 108.00
Transfer: Not transferable

FIRE 59 Basic Wildland Fire Academy (2.5 Units)
This course presents information and skill development to students seeking employment and a career with a wildland fire agency. This course provides 80 hours of wildland firefighter training. Upon completion, students will receive National Wildland Coordinating Group (NWCG) certification in I-100, S-110, S-130, S-190 and L-180. Students must have a good attitude and a willingness to work hard.
Recommended Preparation: FIRE 82A FIRE 11B FIRE 66 EMS 50 or FEMA-EMI Online - IS-100, ICS 100, an introduction to the incident command system certification, FEMA-EMI Online - IS-700, NIMS National Response Plan certification
Lecture Hours: 9.00; Lab Hours: 108.00
Transfer: Not transferable

FIRE 59 B Calfire Basic Wildland Academy (2.5 Units)
Provides a basic firefighter course oriented toward the equipment utilized on CDF engines. Fundamentals of wildland fire control and techniques of controlling other emergency incidents are covered with a strong safety perspective. The course is structured with a maximum emphasis on demonstration, student application and performance examinations. New protocols, procedures and equipment are presented and student demonstrates proficiency in using tools, tactics and strategies for fire control.
Prerequisite(s): FIRE 59 Minimum grade C
Lecture Hours: 9.00; Lab Hours: 108.00
Transfer: Not transferable

FIRE 61 A Rescue Systems I (1.5 Units)
The 40 hour State Fire Rescue Systems I course is designed to provide the student with the ability to apply basic search and rescue skills under the California Urban Search and Rescue Operational levels. Students learn to approach rescue situations safely and understand the organizational concerns at an All-Risk technical rescue incident. Upon completion of the course, the student will receive a California State Fire Marshals Certificate which is the foundation requirement for other urban search and rescue classes. Pass/No Pass.
Lecture Hours: 18.00; Lab Hours: 27.00
Transfer: Not transferable

FIRE 61 B Confined Sp Rescue Awareness (0.5 Units)
Designed for all fire service personnel. This course provides instruction in identifying a permit and nonpermit required confined space, the hazards associated with confined spaces, target industries and hazards, state regulations, communications, and equipment requirements. This course does not qualify participants to make permit required entries. OSFM-SFT certification. Material and FSTEP Certification fee. Pass/No Pass.
Lecture Hours: 9.00
Transfer: Not transferable

FIRE 61 D Confined Sp Rescue Technician (1.5 Units)
This course is designed for personnel who in the discharge of rescue duties find themselves working in “immediately dangerous to life and health environments.” This is the 40 hr. California State Fire Marshal course required for USAR Team members. (Former course number FIRE 11D.) Pass/No Pass.
Recommended Preparation: FIRE 95
Lecture Hours: 18.00; Lab Hours: 27.00
Transfer: Not transferable
FIRE 61E Firefighter Survival and Rapid Intervention Crew Operations (1.5 Units)
The first part of this course was developed in the continuing effort to reduce the number of fire fighter injuries and fatalities that occur on an annual basis and provides a greater understanding how to avoid committing fatal errors on the fireground. Avoiding situations that could cause you to become lost, trapped, or injured is the best way to prevent tragedies at a fire scene. Topics include fire fighter survival terminology, developing a survival attitude, increasing situational awareness, and being trained in problem-solving techniques so you can become more self-reliant in an emergency. Case studies will be reviewed to outline factors common in many line-of-duty deaths (LODDs) Across the nation. The Rapid Intervention Crew Operations course trains fire fighters to rescue a downed fire fighter in an immediately dangerous to life and health environment. In the continuing effort to reduce the number of fire fighter injuries and deaths that occur regularly, this course focuses on self survival and a survival attitude. Students train using evolutions and scenarios based off tragedies suffered by fellow fire fighters from departments across the country. Students receive information on how to locate and use these LODD studies as training and prevention tools throughout their careers. The second part of this course focuses on the three phases of a RIC operations: 1) pre-deployment, 2) deployment, and 3) rescue. During the class, you will also gain a greater understanding of RIC operations terminology and the RIC mindset. Lecture Hours: 18.00; Lab Hours: 27.00
Transfer: Not transferable

FIRE 61H Low Angle Rope Rescue Operational (0.5 Units)
This course is designed to equip the student with the information, techniques and methods for utilizing rope, webbing, hardware friction devices and litters in low angle rescue situations. Topics include rope and related equipment, anchor systems, safety lines, stretcher lashing and rigging, mechanical advantage, single line and two line systems. This course is designed for the fire fighter student with essential fire fighting skills. Pass/No Pass.
Recommended Preparation: FIRE 95
Lab Hours: 27.00
Transfer: Not transferable

FIRE 61J Rescue Systems 2 (1.5 Units)
This course is designed for personnel who in the discharge of rescue duties will engage in missions that encompass numerous hazards such as those involving confined spaces, energized electrical services, hazardous materials, adverse weather, unstable structures, high technology rescue tools, emergency building shoring, breaking, breaching, burning and cutting, and lifting and moving heavy objects. Previously Fire 11C. Pass/No Pass.
Lecture Hours: 18.00; Lab Hours: 27.00
Transfer: Not transferable

FIRE 61K Rescue Systems 3: Structure Collapse Technician (0.5 Units)
Bridges the training gap between the California State Fire Training Rescue Systems 2 Advanced Rescue Skills course and the Federal Emergency Management Agency Structural Collapse Technician course. Key topics include: power actuated tools, pneumatic shores, additional tools and techniques for breaking and breaching, cutting a tensioned cable, the “O” course, rigging, and crane operations.
Lab Hours: 27.00
Transfer: Not transferable

FIRE 61L Rope Rescue Technician (1.0 Units)
This course will prepare participants to undergo competency testing for high angle rescue. The scope of the program is to familiarize participants with the high angle environment and experience; and for them to safely participate in the engineering and operation of simple to complex rescue systems. Lab Hours: 54.00
Transfer: Not transferable

FIRE 63A Auto Extrication (0.5 Units)
Provides hands-on experience in the procedures and systems utilized during an automobile extrication. Subjects included are: Auto Extrication, types of hand and power tools, removing windows, opening doors, removing windows, opening doors, removing roofs, pulling steering wheels, moving foot pedals, raising dashboards, pulling seats, stabilization of vehicles, and simulated rescues of trapped victims. Lab Hours: 27.00
Transfer: Not transferable

FIRE 66 Basic Incident Command (1.0 Units)
Lecture Hours: 18.00
Transfer: Not transferable

FIRE 67 Trench Rescue (0.5 Units)
This three day (24 hour) course will take you from classroom discussion to working safely and efficiently in a trench rescue environment. This hands-on training program will cover topics that include: Trench and Excavation Regulations, Understanding Soil, Trench Configurations, Trench Hazards, Rescue Team Preparation, Incident Response, Initial On Scene and Pre-Entry Operations, Shoring Systems and Components, Installation of Shoring Systems, Victim Rescue and Recovery and Incident Termination
Prerequisite(s): FIRE 11A minimum grade C
Lab Hours: 27.00
Transfer: Not transferable

FIRE 82 Hazardous Materials First Responder Awareness (0.5 Units)
This course is designed to provide the student with information essential to those people who are likely to be first responders at hazardous materials incidents. Designed to meet federal and state requirements for awareness training for employees handling and using hazardous materials.
Lecture Hours: 9.00
Transfer: Not transferable

FIRE 82A Hazardous Materials First Responder Operational (1.5 Units)
This course provides the students with a fundamental knowledge of the factors affecting operating procedures at a Hazardous Material Incident. This course will improve the capabilities of the first responder to respond to a Haz Mat event in a safe and competent manner, within the typical resource and capability limits at the "operational" level. This course meets the First Responder Operational Haz Mat Emergency Response certified course requirements of California Code of Regulations (CCR) Title 19, Division 2, Chapter 1, Subchapter 2, Sections 2510-2560. The course includes the CSTI Hazardous Materials First Responder Operational Certification as well as the State Fire Marshal Hazardous Materials Skills for Firefighter I. Pass/No Pass
Lecture Hours: 27.00
Transfer: Not transferable
FIRE 82C First Responder Operational Weapons of Mass Destruction (0.5 Units)
This course introduces the student to the basic concepts for first responder operational procedures at the scene of a potential or actual terrorist incident and discusses safety and survival tactics. Pass/No Pass. (Formerly Fire 4B)
Prerequisite(s): FIRE 82A or CSTI Haz-Mat First Responder Operational Certification. with a minimum grade of C
Lecture Hours: 9.00
Transfer: Not transferable

FIRE 82D Hazardous Materials First Responder Operational Decontamination (0.5 Units)
This course provides the student with the information and skills to safely and competently decontaminate people and equipment at a hazardous materials (haz mat) incident. California Specialized Training Institute (CSTI) certified. Meets federal and state requirements as listed in 29 CFR 1910.1209(q), CCR 5192(q), NFPA472 and includes the State Fire Marshal requirements for Firefighter I / Hazardous Materials Certification Pass/No pass.
Prerequisite(s): fire 82A Minimum grade C
Lecture Hours: 9.00
Transfer: Not transferable

FIRE 86 Intermediate Incident Command (1.5 Units)
This course expands upon information covered in ICS-100 and ICS-200 including unified command, incident/event assessment, objective development, planning, incident/event resource management, transfer of command and demobilization. Pass/No Pass.
Prerequisite(s): FIRE 66 or experience as a fire fighter using the ICS system.
Lecture Hours: 27.00
Transfer: Not transferable

FIRE 95 Basic Fire Academy (13.5 Units)
Basic Fire Academy provides basic training for individuals interested in becoming firefighter. Comprehensive introduction to basic firefighting characteristics and behavior of fire; practice in fundamental fire suppression activities with special attention to safety; practice in basic rescue techniques; study of public service principles and fire service etiquette. Students must attend a mandatory orientation.
Prerequisite(s): FIRE 61B OR CA State Fire Marshall Confined Space Awareness Certificate; EMS 60 or EMT Certification; FIRE 82A or CSTI Hazmat First Responder Operational Certificate and FIRE 66 or I200 Certificate. Minimum grade C
Co-requisite(s): FIRE 61H, FIRE 82C, FIRE 82D, FIRE 61E, FIRE 63A, FIRE 40A
Lecture Hours: 135.00; Lab Hours: 324.00
Transfer: Not transferable

FIRE 100 Principles of Emergency Services (3.0 Units)
This course provides an overview to: fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; life safety initiatives.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

FIRE 101 Fire Service Operations (3.0 Units)
Provides the student with the fundamentals of fire department organization, management, and resources, and emphasizes the use of those resources to control various emergencies.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

FIRE 102 Fire Prevention Technology (3.0 Units)
Provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationship of fire prevention with fire safety education and detection and suppression systems.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

FIRE 103 Fire Protection Systems (3.0 Units)
Provides information relating to the features of design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection and portable fire extinguishers.
Recommended Preparation: FIRE 100
Lecture Hours: 54.00
Transfer: Transfers to CSU only

FIRE 104 Fire Behavior and Combustion (3.0 Units)
This course explores the theories and fundamentals of how and why fires start, spread, and are controlled.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

FIRE 105 Bldg Construction for Fire Protection (3.0 Units)
This course provides the components of building construction that relate to fire and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at emergencies. (Formerly Fire 69).
Lecture Hours: 54.00
Transfer: Not transferable

FIRE 107 Fire Investigation (3.0 Units)
A study of the origin of any and all types of fires (accidental, incendiary, and suspicious); and law relating to fire investigation. Recognizing, collecting, and preserving evidence, interviewing witnesses and suspects, arrest and detention procedures, court procedures and giving a testimony.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

FIRE 109 Wildland Fire Control (3.0 Units)
This course is designed to provide students with a fundamental knowledge of the factors affecting wildland fire prevention, fire behavior, and control techniques.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

FIRE 110 Principles of Fire and Emergency Services Safety and Survival (3.0 Units)
This course introduces the basic principles and history related to the national firefighter life safety initiatives.
Lecture Hours: 54.00
Transfer: Transfers to CSU only
FIRE 138  Coop Ed Fire Technology  (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

• Demonstrate knowledge and skills required to respond appropriately to fire and environmental emergency situations at the private, city, state and federal levels with emphasis in one or more of the following areas: wildland firefighting; hazardous materials response; structural fire suppression, prevention, and investigation, disaster response, first responder; emergency medical technician; or leadership responsibilities.

• Demonstrate the ability to analyze, appraise and evaluate fire and emergency incidents and identify components of emergency management and fire fighter safety including: Size-up, report on condition, Incident Command System; RECEO; 10 Standard Firefighting Orders; and 18 Situations that "Shout Watch Out".

• Identify and comprehend laws, regulations, codes and standards that influence fire department operations, and identify regulatory and advisory organizations that create and mandate them, especially in the areas of fire prevention, building codes and ordinances, and firefighter health and safety.

• Identify minimum qualifications and entry level skills for fire fighter hiring. The student will be able to describe the following elements: application process; written exam process; physical agility exam, oral interview, chief’s interview; background investigation; and fire fighter probationary process.

• Identify and describe common types of building construction and conditions associated with structural collapse and firefighter safety.

• Analyze the causes of fire, determine extinguishing agents and methods, differentiate the stages of the fire and fire development, and compare methods of heat transfer.

French
The study of French concentrates on explaining and communicating ideas and concepts by means of reading, writing, and verbal processes through creative use of words and study of culture, literature, and civilization, with classroom emphasis on the spoken language. This study affords insight into foreign attitudes and methods and encourages free communication, written and oral, among people.

Career Opportunities

Transfer
• California State University, San Bernardino: French major
• University of California, Riverside: French major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Associate Degree
No associate degree offered with a major in French. French courses may be used to fulfill requirements for an Associate in Arts degree with a major in Liberal Arts. See Liberal Arts for degree requirements for this major.

French Courses
FREN 101 Elementary French  (5.0 Units)
Basic structures of the French language, inductive presentation of grammar, simple composition. Emphasis placed on the spoken language.
Lecture Hours: 90.00
Transfer: Transfers to both UC/CSU

FREN 102 Elementary French  (5.0 Units)
Continuation of French 101 stressing review of basic structures, more advanced grammar, spoken and written communication.
Prerequisite(s): FREN 101
Lecture Hours: 89.00
Transfer: Transfers to both UC/CSU

FREN 200A Intermediate French: Introduction to Francophone Literature  (3.0 Units)
Continuation of French 102 with reading of intermediate level Francophone literatures, and spoken and written communication.
Prerequisite(s): FREN 102 Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to CSU only

Geography
Geography is a spatial science that explains and describes the Earth in terms of location. All Geographers ask questions about the earth focusing on the location of a place and how that location contributes to the attributes of that place. Place names serve as the framework for this exploration. The primary tools used by geographers are maps, which show the locations, patterns and distribution of the earth features being examined. All geographers compare and contrast this locational information in order to explain the similarities and differences of the physical and cultural environments of the earth and its inhabitants. As a result, geographers are also called spatial analysts. The discipline of Geography is considered a Social and Global Science

There are two broad categories of Geography: Physical and Cultural. Physical geographers look at the earth’s physical characteristics. Included are such topics that relate to the earth’s natural environment such as earth-sun relationships, weather and climate, flora and fauna, rocks and minerals, earthquakes, volcanoes, mountain building, gradational forces and land form distribution. Cultural Geographers examine the present-day earth in terms of its people, their organizations, languages, religions, economic systems, population and settlement patterns.

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Career Opportunities
Geographic Information Systems is a rapidly growing field which can apply to many employment settings. Geographers are especially
equipped to perform the spatial analysis required by Geographic Information Systems.

Most of the following career paths require at least a specific certificate or a bachelor's degree.

- Aerial Photographer, Interpreter, Bio geographer, Cartographer, City Planner, Climatologist, County Planner, Demographer, Educator, Environmental Analyst, Economist, GIS Specialist, Government Analyst, Hydrologist, Industrial Location Specialist, International Trade Relations, Marketing Analyst, Meteorologist, Paleo climatologist, Natural Resource Planner, Soil Scientist, Transportation Specialist, Travel Specialist

**Faculty**

DiBartolo, Brian

**Transfer**

- California State University, San Bernardino: Geography with Geography or Global Studies options major
  - University of California, Riverside: Geography and Global Studies majors
- University of California, Los Angeles: Global Studies major
- University of California, Santa Barbara: Geography with Geographic Information Science option and Physical Geography majors

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

**Geography, AA-T (33025)**

Students who complete an Associate in Arts in Geography for Transfer Degree will be prepared to transfer into the CSU system and continue toward a BA in Geography. This Bachelor’s degree prepares students for many career paths that deal with both the physical and/or cultural attributes of our globe. Courses in Geography offer students a unique perspective on global issues and problems dealing with the earth’s physical environment and its inhabitants. Included are concepts that allow students to learn the geographer’s special skill of analyzing spatial relationships using tools such as maps, GIS (Geography Information Systems), GPS (GeoPosition Satellites) remote sensing, spatial data and quantitative statistics. An Associate in Arts in Geography for Transfer Degree from Victor Valley College offers a wide overview and foundation for future study in not only geography but other social and physical sciences. Geographers make significant contributions in many professions and work in all areas of the public and private sector. Anyone with a degree in Geography, can continue their academic career with confidence knowing that they are prepared to proceed in any field that deals with our globe and its people.

To earn this degree complete the major coursework listed here with "C" grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>GEOG 101</td>
<td>Introduction to Physical Geography</td>
<td>3.0</td>
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**Geography Courses**

**GEOG 101 Introduction to Physical Geography (3.0 Units)**

An introduction to the fundamental concepts of geography with emphasis on the physical world, its components and interrelationships. Topics include earth/sun relationships, atmospheric elements and weather, climate and seasons, earthquakes and volcanoes, rocks and minerals, oceans and coastlines, glaciers, and landform distribution, methods of map reading and interpretation. Current environmental issues relating to these topics are emphasized.

Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**GEOG 101L Geography 1 Laboratory (1.0 Units)**

An interactive exploration of earth’s weather and climate, vegetation and soils, rocks and minerals, earthquakes and volcanoes. Tectonic forces are studied as relating to landform destruction and creation. Gradational forces are studied as relating to the processes of water, wind and ice. UC/Co-requisite(s): GEOG 101
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

**GEOG 102 Introduction to Cultural Geography (3.0 Units)**

An examination of the world’s countries within their global regions with emphasis on their physical and cultural attributes. Variations within and among these global regions are explored.

Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**GEOG 103 Geography of California (3.0 Units)**

A study of California’s physical and cultural characteristics. Physical topics covered include earthquakes, fires, landslides, floods and volcanoes. Cultural topics include diversity, immigration, urbanization, agriculture and economics.

Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**GEOG 104 World Regional Geography (3.0 Units)**

An examination of the world’s countries within their global regions with emphasis on their physical and cultural attributes. Variations within and among these global regions are explored.

Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
Career Opportunities

Geology is the study of the rocks and minerals of the earth and the external and internal processes that create earth's landforms. Geologists work to describe and explain how our planet evolved and how each particular environment is unique as to its formation. The discipline of Geology takes from other disciplines such as chemistry, biology, geography, mineralogy, meteorology, paleontology, oceanography and astronomy in order to explain earth's physical processes. Coursework in these disciplines, integrated within a geological framework, provides students with a broad, marketable understanding of earth's processes. Fieldwork is often included in geological study, especially at the universities. This fieldwork helps students understand how to assess geological processes within a local environment.

Geologists go on to work for environmental and mining companies as well as planning organizations and building companies. A bachelor's degree is recommended for students planning to become professional geologists employed by environmental and geo-technical firms, governmental agencies, and oil and mining companies and for students planning to pursue a graduate degree in geology.

Guidance

Guidance classes offered at Victor Valley College are designed to assist students in becoming goal directed and successful. Students needing help in identifying career and educational goals or help in applying successful learning and studying techniques are encouraged to sign up for these classes.

Faculty

Bachmeier, Yasmine
Beach, Kelley
Clark, Tamala
Contreras, Fernando
Dorn, Linda Lorena
Dube-Price, Melanie
Insley, Lyman
James, Pamela
Law, Jennifer
Marquez, Evelyn
Ochoa, Lorena
Singh Record, Manika
Stahlke, Jacqueline
Trujillo, Magali
Wollan, Diane

**Guidance Courses**

**GUID 50 College Success (1.0 Units)**
This survey course is designed to introduce personal management and study techniques that are commonly applied among successful college students, with an emphasis on concepts such as the learning process, time management, note taking, efficient textbook reading, memory development and effective test-taking. Grade Option.
Lecture Hours: 18.00
Transfer: Not transferable

**GUID 51 Orientation to College (0.5 Units)**
This class is designed to provide students with a well-rounded knowledge and orientation to the policies, procedures, and academic and support services available at Victor Valley College. Grade Option.
Lecture Hours: 9.00
Transfer: Not transferable

**GUID 55 Bldg Math Confidence (1.5 Units)**
A group guidance program for those who fear math and/or are unable to deal with math successfully. Attitudes and faulty notions about math will be explored. Grade Option.
Lecture Hours: 27.00
Transfer: Not transferable

**GUID 56 Self Esteem (1.5 Units)**
This personal development course focuses on specific ideas and techniques to overcome negative feelings such as loneliness, guilt, depression, and inferiority. Students will develop a personal value system that leads to greater happiness and productivity. Grade Option.
Lecture Hours: 27.00
Transfer: Not transferable

**GUID 59 Special Issues in Personal Development (1.0 Units)**
Opportunities for an examination of the elements associated with particular issues of personal development and various topics of student concern. Grade Option.
Recommended Preparation: ENGL 45
Lecture Hours: 18.00
Transfer: Not transferable

**GUID 66 Peer Advising Techniques (3.0 Units)**
This course is designed to provide program advising skills, familiarize students with campus policies and procedures, student rights and responsibilities, and campus resources and to develop helping skills that will prepare peer advisors to assist other students. Pass/No Pass.
Lecture Hours: 54.00
Transfer: Not transferable

**GUID 100 Career and Life Planning (2.0 Units)**
This group guidance course is designed to assist students in the career and life planning process through consideration of individual needs, personality, interests, abilities, and values. Emphasis will be placed on personal growth through assessment, career research, goal setting and decision making. Grade Option.
Lecture Hours: 36.00
Transfer: Transfers to CSU only

**GUID 101 First Year Experience (3.0 Units)**
This comprehensive course integrates personal growth, academic and career success with problem solving, critical and creative thinking. The course focuses on the following topics: life management, goal setting, career decision making, educational planning, college requirements and expectations, instructor-student interaction, cultural diversity, health maintenance, stress management, campus resources, learning styles, and strategies including lecture note-taking, test-taking, and concentration. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**GUID 105 Personal & Career Success (3.0 Units)**
This intensive course is designed to assist students in obtaining the skills and knowledge necessary to identify and reach their personal goals and achieve college and career success. Topics covered include: self-awareness, goal-setting, motivation and discipline, memory development, time management, oral and written communication skills, study skills, diversity, financial planning, and an orientation to college life. Grade Option.
Recommended Preparation: ENGL 101.0
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**GUID 107 Learning Strategies and Study Skills (3.0 Units)**
This comprehensive course focuses on brain-based learning strategies that develop self-regulatory learning: discovering self-motivation; gaining self-awareness; developing emotional intelligence; employing interdependence; accepting personal responsibility; applying active listening, reading and note-taking; monitoring performance; and developing a growth mindset that believes in self. Students will combine theory and practice to become successful learners and successful college students. Grade Option.
Recommended Preparation: ENGL 101.0
Lecture Hours: 54.00; Lecture Hours: 0.00
Transfer: Transfers to both UC/CSU

**Health**

Health is defined as “the art and science of preventing disease, prolonging life, and promoting health through the organized efforts of society” (Acheson, 1988; WHO).

Courses in the Health category are intended to teach students how to maintain health, improve health, and prevent the deterioration of health. Health courses focus on the entire spectrum of health not just the eradication of diseases. This includes an emphasis on the social, physical, emotional, spiritual, mental, and occupational aspects. Courses also cover targeted populations including public health services, and individual services such as vaccinations, behavioral counseling, and health advice.

**Faculty**
Blanchard, Debra
Health Courses

HLTH 101 Introduction to Public Health (3.0 Units)
This course provides an introduction to the discipline of Public Health. Students will gain an understanding of the basic concepts and terminologies of public health, and the history and accomplishments of public health officials and agencies. An overview of the functions of various public health professions and institutions, and an in-depth examination of the core public health disciplines is covered. Topics of the discipline include the epidemiology of infectious and chronic disease; prevention and control of diseases in the community including the analysis of the social determinants of health and strategies for eliminating disease, illness and health disparities among various populations; community organizing and health promotion programming; environmental health and safety; global health; and healthcare policy and management.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

HLTH 102 Contemporary Problems in Personal and Community Health (3.0 Units)
An introductory course emphasizing the scientific basis for making rational decisions on contemporary health problems of personal and social significance. Course includes personal health, fitness, reproduction, and disease control. The course also includes a review of other current issues of community health. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HLTH 202 Nutrition for Fitness (3.0 Units)
Nutrition is an integral part of fitness. Explore the affects of proteins, fats, carbohydrates, water, minerals and vitamins on fitness and health. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

History

History examines the processes that have made today's realities. History is an evolving record of emotion, aspiration, frustration, and success. Historians deal with the goals, fears, interests, opinions, and prejudices of people in the past. What made people the way they were? What is the impact of their thought and action on people today and what is their impact on people tomorrow? As a study of people, history offers both a necessary understanding of one's place in the human experience and the conceptual framework for a lifelong avocation.

Recommended Preparation: As there is substantial reading and writing in all history courses, it is strongly suggested that students complete English before enrolling in history courses.

Career Opportunities

Careers usually require bachelor's or advanced degrees.
Advertising/Marketing Research, Archivist/Museum Curator, Educator, Genealogist, Historian, Editor, Lobbyist/Law Clerk, Lawyer, Management Trainee, Politician/Diplomat, Pollster, Professor, Reference Librarian, Risk Analyst, Researcher, Teacher, Writer

Faculty

Callahan, Noaquia
Davis, Tracy
Ellis, Tracy
Mayer, Lisa

Transfer

- California State University, San Bernardino: History major
- University of California, Riverside: History major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

History, AA-T (31788)

Students completing an Associate in Arts for Transfer in History will be prepared to transfer into the CSU system to continue toward a BA in History or a combined Social Sciences Degree, as well as a general Liberal Arts Degree. The degree is for students who seek to understand the past and strive to develop a historical sense. Course offerings covering much of the past from all parts of the globe, from the ancient world to the present, the program offers the foundation for a broad education. Such a foundation has been preparing students since the founding of the school in 1961 for careers in education, politics, the law, public administration, librarian-ship, and many other disciplines. This program offers students an in-depth and diverse framework of traditional humanistic skills, the chief being critical reading, good writing, and the analyses of historical texts. We offer expertise in such areas as the history of the Latin America, Native American, and Women in US History, as well as the traditional survey courses in U.S. and World History.

To earn this degree complete the major coursework listed here with “C” grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

Code Title Units
Required Courses
HIST 117 History of U.S to 1876 3.0
HIST 118 History of U.S From 1876 3.0
HIST 103 World History to 1500 3.0
HIST 104 World History Since 1500 3.0
List A
Select one of the following courses: 3.0
HIST 130 Latin American History to 1822
HIST 131 Latin American History From 1822
HIST 155 Women in U.S. History
HIST 157 Native American History
List B
Select one of the following courses: 3.0
ANTH 102 Introduction to Cultural Anthropology
ECON 101 Principles of Economics: Macro
History Courses

HIST 118 Honors History of the United States From 1876 (3.0 Units)
A survey of American history since Reconstruction after the Civil War with emphasis upon those social, political, and economic factors which most shaped modern America. Particular attention will be focused on the varying viewpoints and interpretations of the important historic questions. (UC credit limitation).
Recommended Preparation: ENGL 101.0 or ENGL 101H
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 103 World History to 1500 (3.0 Units)
Course will focus on the beginnings of civilization some five to seven thousand years ago in Mesopotamia, Africa, Asia, the Americas, Classical Civilizations and the Axis Age with an understanding of the world in 1500. Social, cultural, geographical, political and economic history of the various world civilizations will be stressed.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 104 World History Since 1500 (3.0 Units)
Course will cover the period of 1600 to the 1980’s and will focus on the making of the modern world. Inter-locking themes will include the discovery of the New World and the rise of Capitalism, the resistance to this new economic system by the non-White world, the spread of Imperialism and the division of the world into “core” (industrial).
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 115 History of California (3.0 Units)
A survey of the history and geography of California. Special emphasis will be laid upon critical issues of the present.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 117 History of U.S to 1876 (3.0 Units)
American civilization through the Civil War era. Native American and European antecedents will be studied. Colonial and revolutionary periods will be analyzed as well as the formation of a new nation. Gender and race issues will be examined in light of nation building.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 117H Honors Us History to 1876 (3.0 Units)
American civilization, encompassing the Pre-Columbian American experience through the Civil War era. The class examines gender and race issues in light of nation building and American culture. Honors classes will take students further into the course material with additional reading, emphasis on research, and exploring historiographical frameworks used in interpreting history. (UC credit limit)
Recommended Preparation: ENGL 101.0
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 118 History of U.S From 1876 (3.0 Units)
A survey of the history of the United States from 1876 to the present. The course will focus on economic, political and social history in order to understand the causal factors that created the United States. Gender and ethnic history will be examined in light of the development of the United States and how diverse groups contributed to the historical reality of the United States. (UC credit limitation)
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 130 Latin American History to 1822 (3.0 Units)
A political, social, and cultural history of the Americas both North and South, from earliest origins to 1822. This course deals with the colonial era up to and including the wars for independence.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 131 Latin American History From 1822 (3.0 Units)
A chronological overview of Latin American history beginning with Latin American independence and concluding with present events and problems in Latin America. Special emphasis will be place on US-Latin American relations.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 153 African American History (3.0 Units)
A political, social and cultural examination of the African American experience in the United States. The course will critically examine the African American contribution to the development of the United States, and will also examine some of the many factors that contribute to the unique position of African Americans in this country.
Recommended Preparation: ENGL 45
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 155 Women in U.S. History (3.0 Units)
Basic background in U.S. History will be assumed and helpful. History of women in the United States from the colonial era to the present. Emphasis on changing roles women have played in society, family and work.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST 157 Native American History (3.0 Units)
Overview of Native Amerindian cultures and a history of Native peoples since European contact. Native societies, intercultural contact, and contemporary issues will be identified and discussed.
Recommended Preparation: HIST 117 HIST 118 ENGL 101.0
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Identify and analyze key historical terms, including historiographical contexts.
- Discuss significant people, institutions and events, using primary and secondary source materials.
- Demonstrate analytical skills in interpreting historical documents and source materials to construct logical arguments about past events and their impact on the future.
Honors

The Honors Program offers enriching experiences to improve the quality of education for academically talented students who are striving for advanced academic achievement. Honors courses are more extensive and intensive in terms of research, depth of discussion and material covered. They are designed to promote a deeper, more comprehensive understanding of the material and the connectedness of disciplines while preparing students to excel later in advanced degree preparation. They offer additional opportunities for independent and focused study, and more individualized interdisciplinary, experimental, enhanced and collaborative learning experiences. Students participate in advanced seminars and intensive research and course work. Students should be self-motivated and must have demonstrated superior academic achievement in either high school or college.

Victor Valley College is a member of the Honors Transfer Council of California. This membership can provide students with numerous scholarship and financial aid opportunities, as well as possible transfer advantages to participating universities, such as UCLA, UCR, UCI, Whitman College and many others.

For enrollment criteria or any other information contact the Honors Coordinator at (760) 245-4271, ext. 2691.

Honors Courses

BIOL 295BH Biological Research II - Experimental Design (4.0 Units)
Students who would like to further explore biological research will use various research techniques following the scientific method. During this course, many essential elements of research will be stressed, such as literature review, writing a research proposal and conducting an experiment. Undergraduate research helps students develop valuable skills, and provides an opportunity to apply scientific knowledge in the context of "real world" problems.
Prerequisite(s): BIOL 100, BIOL 107 or BIOL 201; Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

BIOL 295CH Biological Research III - Research Design & Analysis (4.0 Units)
Construction of basic experimental designs based upon literature and data analyses. Students develop and participate in experimental designs of selected research projects including measurements, statistical analyses, and interpretation of data. Special emphasis will be placed on the development of laboratory skills.
Prerequisite(s): Take BIOL 100 BIOL 107 or BIOL 201; Minimum Grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

ENGL 101H Honors Composition and Reading (4.0 Units)
Principles and methods of expository writing. Analytical reading of source materials and writing of expository essays. Honors seminar will require more advanced resources and more complex assignments than ENGL 101.0.
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

HIST 117H Honors Us History to 1876 (3.0 Units)
American civilization, encompassing the Pre-Columbian American experience through the Civil War era. The class examines gender and race issues in light of nation building and American culture. Honors classes will take students further into the course material with additional reading, emphasis on research, and exploring historiographical frameworks used in interpreting history. (UC credit limit)
Recommended Preparation: ENGL 101.0
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

HIST H118 Honors History of the United States From 1876 (3.0 Units)
A survey of American history since Reconstruction after the Civil War with emphasis upon those social, political, and economic factors which most shaped modern America. Particular attention will be focused on the varying viewpoints and interpretations of the important historic questions. (UC credit limitation).
Recommended Preparation: ENGL 101.0 or ENGL 101H
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

MATH 105H Honors College Algebra (4.0 Units)
This course covers all the topics of the regular Math 105 course, but the topics are covered in greater depth. Exponents and Radicals, Theory of Quadratic Equations, Simultaneous Quadratic Equations, Complex Numbers, Equations of Higher Degree, Inequalities, Logarithmic and Exponential Equations, Binomial Theorem, Matrices and Determinants, Partial Fractions, Sequences and Series. (UC credit limitation).
Prerequisite(s): MATH 90 or MATH 90S; Minimum Grade C
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

MATH 120H Honors Introduction to Statistics (4.0 Units)
The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including business, social sciences, psychology, life science, health science, and education. In addition, the Honors component will include the design of surveys, probability testing, and a research project.
Prerequisite(s): MATH 90 or MATH 63 or MATH 66 Minimum grade C.
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

MATH 129AH Independent Study Honors-First Semester (1.0 Units)
This first semester honors independent study course is intended to be an in-depth study of advanced topics. The study will not duplicate existing curriculum; rather, it will be of an advanced nature.
Transfer: Transfers to CSU only

MATH 129BH Independent Study Honors-Second Semester (1.0 Units)
This second semester honors independent study course is intended to be an in-depth study of advanced topics. The study will not duplicate existing curriculum; rather, it will be of an advanced nature.
Prerequisite(s): MATH 129AH Minimum grade C
Transfer: Transfers to CSU only
IGETC

Intersegmental General Education Transfer Curriculum (IGETC) Certification

IGETC (usually pronounced “eye-GET-see”) was developed in concert with the UC and CSU systems to create a set of general education courses that would be accepted in both systems (“segments,” hence “intersegmental”), so that students who have not made a final decision about where to transfer would be able to have one list of courses to follow, instead of two. Completing the IGETC, therefore, fulfills the lower division general education requirements for both the UC and the CSU systems without the need, after transfer, to complete any further lower division GE coursework.

It should be noted that completing the IGETC is neither a requirement for admission to UC or CSU systems, nor is it the only way to fulfill lower-division GE requirements.

Important Points for Certification:

1. All courses used for IGETC must be passed with minimum “C” grade or better (a C- is not acceptable). Credit or Pass grades are acceptable, provided they are equivalent to a “C” grade.

2. If a student completes a course during a year it did not appear on the IGETC course list, it cannot be used for GE certification.

3. Credit is awarded for either an honors or non-honors course, not both. For example, students may receive credit for MATH 105 or MATH 105H, not both.

4. A single course may not fulfill more than one general education requirement even though it may be listed in more than one area.

5. VVC awards full or partial IGETC certification

Certification

For full certification submit an application for certificate to the Admissions & Records Office prior to your final semester at VVC.

Full Certification - All areas completed with a minimum of 39 units.

Full Certification after transfer is subject to the particular rules of the receiving university.

For partial certification submit the CSU and UC General Education Certification request form to the VVC Transfer Center prior to your final semester at VVC.

Partial Certification - This may be awarded if all but two (2) courses in any area, except Group 1 and 2 are completed.

Limitations

All UC campuses will accept IGETC except UC Berkeley’s Haas School of Business and UC San Diego’s Roosevelt and Revelle Colleges.

IGETC is not recommended for science, engineering, performing arts, or other high unit majors at most campuses. Students in these programs should follow the general education pattern of the specific campus they plan to attend and fulfill as many major preparation courses as possible.

Intersegmental General Education Transfer Curriculum (IGETC) Certificate (36806)

Students who complete the IGETC pattern, commonly referred to as the “blue sheet (http://www0.vvc.edu/offices/guidance_and_counseling/20_21IGETC.pdf),” may be awarded a Certificate of Achievement. A single course may fulfill only one area even though it may be listed in more than one area with the exception of the CSU US History, Constitution and American ideals requirement.

All courses must be completed with a “C” grade or better. Completion of the IGETC pattern satisfies the lower-division, general education requirements for the University of California (UC) and California State University (CSU) systems and for any in-state private or out-of-state institutions that honor this pattern. Although this certificate recognizes completion of the lower-division, general education requirements, it does not guarantee admission to a university. For assistance with transfer admission processes, please contact a counselor.

Each course must be completed with a grade of C or better.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area 1 English Communication</td>
<td>6.0-9.0</td>
<td></td>
</tr>
<tr>
<td>CSU: Three courses required, complete one from Group 1A, one from Group 1B, and one from Group 1C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UC: Two courses required, complete one from Group 1A and one from Group 1B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1A English Composition</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Code</td>
<td>Title</td>
<td>Units</td>
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</tr>
<tr>
<td>ENGL</td>
<td>English Composition and Reading</td>
<td>1B</td>
</tr>
<tr>
<td>101.0/101H</td>
<td>Critical Thinking and English Composition</td>
<td></td>
</tr>
<tr>
<td>PHIL 207</td>
<td>Introduction to Critical Thinking</td>
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<tr>
<td>RLST 207</td>
<td>Introduction to Critical Thinking</td>
<td></td>
</tr>
<tr>
<td>CMST 106</td>
<td>Interpersonal Communication</td>
<td></td>
</tr>
<tr>
<td>CMST 108</td>
<td>Group Discussion</td>
<td></td>
</tr>
<tr>
<td>CMST 109</td>
<td>Public Speaking</td>
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### Area 2 Mathematical Concepts and Quantitative Reasoning 3.0

Complete one course from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>MATH 105/105H</td>
<td>College Algebra</td>
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<tr>
<td>MATH 120/120H</td>
<td>Introduction to Statistics</td>
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<tr>
<td>MATH 120S</td>
<td>Introduction to Statistics With Skills Support</td>
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<tr>
<td>MATH 226/226H</td>
<td>Analytic Geometry and Calculus I</td>
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<td>MATH 227/227H</td>
<td>Analytic Geometry and Calculus II</td>
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<tr>
<td>MATH 228/228H</td>
<td>Analytic Geometry and Calculus III</td>
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<tr>
<td>MATH 231</td>
<td>Linear Algebra</td>
<td></td>
</tr>
<tr>
<td>MATH 270</td>
<td>Differential Equations</td>
<td></td>
</tr>
<tr>
<td>PSYC 215</td>
<td>Introduction to Statistics in Social and Behavioral Sciences</td>
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</table>

### Area 3 Arts and Humanities 9.0

Complete three courses with at least one from 3A and one from 3B

#### 3A Arts

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 101</td>
<td>Survey of Art History</td>
<td>7</td>
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<tr>
<td>ART 102</td>
<td>Survey Art History</td>
<td>7</td>
</tr>
<tr>
<td>ART 104</td>
<td>Film As an Art Form</td>
<td>7</td>
</tr>
<tr>
<td>ART 105</td>
<td>Introduction to Art</td>
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<tr>
<td>ART 106</td>
<td>Art Concepts</td>
<td></td>
</tr>
<tr>
<td>ART 107</td>
<td>Art &amp; Life of Greece</td>
<td>7</td>
</tr>
<tr>
<td>ART 108</td>
<td>Art and Life of Italy</td>
<td>7</td>
</tr>
<tr>
<td>ART 109</td>
<td>Survey of African American Art</td>
<td></td>
</tr>
<tr>
<td>ENGL 116</td>
<td>Authors of the Theatre</td>
<td></td>
</tr>
<tr>
<td>KIN 103</td>
<td>History and Appreciation of Dance</td>
<td>7</td>
</tr>
<tr>
<td>MUSC 100</td>
<td>Introduction to Music</td>
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<tr>
<td>MUSC 101</td>
<td>Fundamentals of Music</td>
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<tr>
<td>MUSC 102</td>
<td>Music Theory I</td>
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<tr>
<td>MUSC 103</td>
<td>Music Theory II</td>
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<tr>
<td>MUSC 116</td>
<td>Music in America</td>
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<tr>
<td>MUSC 117</td>
<td>History of Jazz</td>
<td>7</td>
</tr>
<tr>
<td>MUSC 118</td>
<td>Survey of Rock and Roll</td>
<td>7</td>
</tr>
<tr>
<td>MUSC 202</td>
<td>Intermediate Theory-Chromatic Practice I</td>
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</tr>
<tr>
<td>TA 101</td>
<td>Introduction to Theatre</td>
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<tr>
<td>TA 102</td>
<td>History of Theatre</td>
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<tr>
<td>TA 116</td>
<td>Authors of the Theatre</td>
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</table>

#### 3B Humanities

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>ANTH 106</td>
<td>Introduction to Linguistic Anthropology</td>
<td>7</td>
</tr>
<tr>
<td>ASL 124</td>
<td>American Sign Language III</td>
<td></td>
</tr>
<tr>
<td>ASL 125</td>
<td>American Sign Language IV</td>
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</tr>
<tr>
<td>CMST 105</td>
<td>Intercultural Communication</td>
<td></td>
</tr>
<tr>
<td>ENGL 102.0/102H</td>
<td>Composition and Literature</td>
<td></td>
</tr>
<tr>
<td>ENGL 220</td>
<td>Modern Fiction</td>
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<tr>
<td>ENGL 225</td>
<td>Poetry</td>
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</tr>
<tr>
<td>ENGL 230</td>
<td>Survey of American Literature 1600-1865</td>
<td>7</td>
</tr>
<tr>
<td>ENGL 231</td>
<td>Survey of American Literature 1865 to Present</td>
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</tr>
<tr>
<td>ENGL 232</td>
<td>Chicanx and Latino/A Literature</td>
<td>7</td>
</tr>
<tr>
<td>ENGL 233</td>
<td>African American Literature</td>
<td>7</td>
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<tr>
<td>ENGL 234</td>
<td>Native American Literature</td>
<td>7</td>
</tr>
<tr>
<td>ENGL 240</td>
<td>World Literature Ancient-Early Renaissance</td>
<td>7</td>
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<tr>
<td>ENGL 241</td>
<td>World Literature Renaissance-Modern</td>
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<tr>
<td>ENGL 245</td>
<td>Survey of British Literature Early Medieval-Neoclassics</td>
<td>7</td>
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<tr>
<td>ENGL 246</td>
<td>Survey of British Literature Romantic Period to 20th Century</td>
<td>7</td>
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<tr>
<td>ENGL 247</td>
<td>Shakespeare</td>
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</tr>
<tr>
<td>HIST 103</td>
<td>World History to 1500</td>
<td>7</td>
</tr>
<tr>
<td>HIST 104</td>
<td>World History Since 1500</td>
<td>7</td>
</tr>
<tr>
<td>HIST 117/117H</td>
<td>History of U.S to 1876</td>
<td></td>
</tr>
<tr>
<td>HIST 118</td>
<td>History of U.S From 1876</td>
<td></td>
</tr>
<tr>
<td>HIST 130</td>
<td>Latin American History to 1822</td>
<td>7</td>
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<tr>
<td>HIST 131</td>
<td>Latin American History From 1822</td>
<td>7</td>
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<tr>
<td>HIST 153</td>
<td>African American History</td>
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<tr>
<td>HIST 155</td>
<td>Women in U.S. History</td>
<td>7</td>
</tr>
<tr>
<td>PHIL 101</td>
<td>Introduction to Philosophy</td>
<td></td>
</tr>
<tr>
<td>PHIL 108</td>
<td>Introduction to Ethics and Contemporary Moral Issues</td>
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<tr>
<td>PHIL 114</td>
<td>Political Philosophy</td>
<td>7</td>
</tr>
<tr>
<td>PHIL 117</td>
<td>Philosophy of Religion</td>
<td></td>
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<tr>
<td>PHIL 120</td>
<td>History of Ancient Philosophy</td>
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</tr>
<tr>
<td>PHIL 121</td>
<td>History of Modern Philosophy</td>
<td>7</td>
</tr>
<tr>
<td>POLS 114</td>
<td>Political Philosophy</td>
<td>7</td>
</tr>
<tr>
<td>RLST 101</td>
<td>Introduction to Religious Studies</td>
<td>7</td>
</tr>
<tr>
<td>RLST 105</td>
<td>Old Testament, Hebrew Bible, Religions Of the Ancient Near East</td>
<td>7</td>
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<tr>
<td>RLST 106</td>
<td>Introduction to the New Testament And Early Christian Literature</td>
<td>7</td>
</tr>
<tr>
<td>RLST 110</td>
<td>Religions of the Middle East &amp; the West</td>
<td>7</td>
</tr>
<tr>
<td>RLST 111</td>
<td>Religions of South and East Asia</td>
<td>7</td>
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<tr>
<td>RLST 115</td>
<td>Religion in America</td>
<td></td>
</tr>
<tr>
<td>RLST 117</td>
<td>Philosophy of Religion</td>
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<tr>
<td>SPAN 103</td>
<td>Intermediate Spanish</td>
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<tr>
<td>SPAN 104</td>
<td>Intermediate Spanish</td>
<td>1, 7</td>
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### Area 4 Social and Behavioral Science 9.0

Complete three courses from at least TWO different disciplines
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>AGNR 175</td>
<td>Sustainable Agriculture, Environment and Society</td>
<td>7</td>
</tr>
<tr>
<td>AGNR 178</td>
<td>Agriculture Economics</td>
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<tr>
<td>ANTH 101</td>
<td>Introduction to Physical Anthropology</td>
<td>7</td>
</tr>
<tr>
<td>ANTH 102</td>
<td>Introduction to Cultural Anthropology</td>
<td>7</td>
</tr>
<tr>
<td>ANTH 103</td>
<td>Introduction to Archaeology</td>
<td></td>
</tr>
<tr>
<td>ANTH 106</td>
<td>Introduction to Linguistic Anthropology</td>
<td>7</td>
</tr>
<tr>
<td>CHDV 106</td>
<td>Child, Family, and Community</td>
<td></td>
</tr>
<tr>
<td>CMST 105</td>
<td>Intercultural Communication</td>
<td>7</td>
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<tr>
<td>ECON 101</td>
<td>Principles of Economics: Macro</td>
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<tr>
<td>ECON 102</td>
<td>Principles of Economics: Micro</td>
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<tr>
<td>GEOG 102</td>
<td>Introduction to Cultural Geography</td>
<td>7</td>
</tr>
<tr>
<td>GEOG 104</td>
<td>World Regional Geography</td>
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<tr>
<td>HIST 103</td>
<td>World History to 1500</td>
<td>7</td>
</tr>
<tr>
<td>HIST 104</td>
<td>World History Since 1500</td>
<td>7</td>
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<tr>
<td>HIST 115</td>
<td>History of California</td>
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<tr>
<td>HIST 117/117H</td>
<td>History of U.S to 1876</td>
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<td>HIST 118/111H</td>
<td>History of U.S From 1876</td>
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<td>HIST 130</td>
<td>Latin American History to 1822</td>
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<td>HIST 131</td>
<td>Latin American History From 1822</td>
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<tr>
<td>HIST 153</td>
<td>African American History</td>
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<tr>
<td>HIST 155</td>
<td>Women in U.S. History</td>
<td>7</td>
</tr>
<tr>
<td>PHIL 114</td>
<td>Political Philosophy</td>
<td>7</td>
</tr>
<tr>
<td>POLS 101</td>
<td>Introduction to Political Science</td>
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<tr>
<td>POLS 102</td>
<td>Introduction to American Government And Politics</td>
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<tr>
<td>POLS 110</td>
<td>Contemporary World Affairs</td>
<td>7</td>
</tr>
<tr>
<td>POLS 112</td>
<td>Comparative Government</td>
<td>7</td>
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<tr>
<td>POLS 113</td>
<td>Politics of Middle East and North Africa</td>
<td>7</td>
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<tr>
<td>POLS 114</td>
<td>Political Philosophy</td>
<td>7</td>
</tr>
<tr>
<td>POLS 206</td>
<td>Introduction to Environmental Policy And Natural Resource Management</td>
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<tr>
<td>POLS 211</td>
<td>Global Issues</td>
<td>7</td>
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<td>PSYC 101</td>
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<td>PSYC 110</td>
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<td>PSYC 111</td>
<td>Introduction to Child Psychology</td>
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<td>PSYC 121</td>
<td>Human Sexuality and Intimacy</td>
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<td>PSYC 204</td>
<td>Social Psychology</td>
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<td>PSYC 213</td>
<td>Abnormal Psychology</td>
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<tr>
<td>RLST 113</td>
<td>Religion and Society</td>
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<td>RLST 115</td>
<td>Religion in America</td>
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<tr>
<td>SOC 101</td>
<td>Introduction to Sociology</td>
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<tr>
<td>SOC 102</td>
<td>Social Problems</td>
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<tr>
<td>SOC 107</td>
<td>Introduction to Race and Ethnicity</td>
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**Area 5 Physical and Biological Sciences** 7.0

Complete one course from each area

**5A Physical Sciences**

Courses which include a laboratory

<table>
<thead>
<tr>
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<th>Units</th>
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<tbody>
<tr>
<td>CHEM 100</td>
<td>Introductory Chemistry</td>
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<tr>
<td>CHEM 201</td>
<td>General Chemistry</td>
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<tr>
<td>CHEM 202</td>
<td>General Chemistry</td>
<td></td>
</tr>
<tr>
<td>CHEM 206</td>
<td>Introductory Chemistry II: Organic Chemistry</td>
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<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CHEM 207</td>
<td>Introductory Chemistry III: Biochemistry</td>
<td></td>
</tr>
<tr>
<td>CHEM 281</td>
<td>Organic Chemistry</td>
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</tr>
<tr>
<td>CHEM 282</td>
<td>Organic Chemistry II</td>
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<tr>
<td>GEOG 101</td>
<td>Introduction to Physical Geography</td>
<td></td>
</tr>
<tr>
<td>&amp; 101L</td>
<td>Geography 1 Laboratory</td>
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<tr>
<td>GEOL 101</td>
<td>Physical Geology</td>
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<td>PHYS 100</td>
<td>Introductory Physics</td>
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<tr>
<td>PHYS 201</td>
<td>Engineering Physics I-Mechanics</td>
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<tr>
<td>PHYS 202</td>
<td>Engineering Physics II - Fluids, Sound, and Thermodynamics</td>
<td></td>
</tr>
<tr>
<td>PHYS 203</td>
<td>Engineering Physics III Electricity And Magnetism</td>
<td></td>
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<tr>
<td>PHYS 204</td>
<td>Engineering Physics IV-Optics and Modern Physics</td>
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</tr>
<tr>
<td>PHYS 221</td>
<td>General Physics I</td>
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<td>PHYS 222</td>
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Courses which do not include a laboratory

<table>
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<tbody>
<tr>
<td>AGNR 170</td>
<td>Environmental Science and Sustainability</td>
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<tr>
<td>ASTR 101</td>
<td>Descriptive Astronomy</td>
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<tr>
<td>GEOG 101</td>
<td>Introduction to Physical Geography</td>
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<tr>
<td>OCEA 101</td>
<td>Oceanography</td>
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<tr>
<td>PSCI 101</td>
<td>Principles of Physical Science</td>
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</table>

**5B Biological Sciences**

Courses which include a laboratory

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>ANTH 101</td>
<td>Introduction to Physical Anthropology</td>
<td>7</td>
</tr>
<tr>
<td>&amp; 101L</td>
<td>Physical Anthropology Laboratory</td>
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</tr>
<tr>
<td>BIOL 100</td>
<td>General Biology</td>
<td></td>
</tr>
<tr>
<td>BIOL 201</td>
<td>Biology of Cells</td>
<td></td>
</tr>
<tr>
<td>BIOL 202</td>
<td>Biology of Organisms</td>
<td></td>
</tr>
<tr>
<td>BIOL 211</td>
<td>Human Anatomy</td>
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</tr>
<tr>
<td>BIOL 221</td>
<td>General Microbiology</td>
<td></td>
</tr>
<tr>
<td>BIOL 231</td>
<td>Human Physiology</td>
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Courses which do not include a laboratory

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
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<tr>
<td>ANTH 101</td>
<td>Introduction to Physical Anthropology</td>
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</tr>
<tr>
<td>BIOL 118</td>
<td>Principles of Heredity</td>
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</tr>
<tr>
<td>PSYC 109</td>
<td>Biopsychology</td>
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</tr>
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</table>

**5C Laboratory Activity**

Any science course taken for Area 5A or 5B, which includes a lab, fulfills this requirement

**Area 6 - Language other than English (LOTE)** 0-5.0

Complete one of the following options:

**Option One**

Complete 2 years of the same foreign language in high school with a grade of "C" or better. Submit official high school transcript to VVC Admissions & Records Office.

**Option Two**

Select one of the following courses:

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 122</td>
<td>American Sign Language I</td>
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</tr>
<tr>
<td>ASL 123</td>
<td>American Sign Language II</td>
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<tr>
<td>ASL 124</td>
<td>American Sign Language III</td>
<td>7</td>
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<tr>
<td>ASL 125</td>
<td>American Sign Language IV</td>
<td>7</td>
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<tr>
<td>FREN 101</td>
<td>Elementary French</td>
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<tr>
<td>FREN 102</td>
<td>Elementary French</td>
<td>7</td>
</tr>
<tr>
<td>SPAN 101</td>
<td>Elementary Spanish</td>
<td>7</td>
</tr>
</tbody>
</table>
Checklist and Procedure:

- Independent Study opportunities do so, on a voluntary basis.
- Instructors providing six units of Independent Study course work in a particular discipline.
- An opportunity for qualified students to do individual study in a selected area.
- Content and unit credit to be determined by student/instructor agreement.
- Instructor guidance. Written reports and periodic conferences required.
- Independent Study has been designed to provide students with an opportunity for Individual study, research, or other projects under instructor guidance. Written reports and periodic conferences required.
- Proposed Independent Study Course has an approved course outline that is in compliance with Title 5 regulations.

#### Independent Study

Independent Study has been designed to provide students with an opportunity for Individual study, research, or other projects under instructor guidance. Written reports and periodic conferences required. Content and unit credit to be determined by student/instructor conferences and/or departmental recommendation. Designed to provide an opportunity for qualified students to do individual study in a selected area of a subject field. The student may take up to a maximum of six units of Independent Study course work in a particular discipline. The Instructor is responsible for providing advice and guidance as required, and for evaluating student performance. Instructors providing Independent Study opportunities do so, on a voluntary basis.

Checklist and Procedure:

- Proposed Independent Study Course has an approved course outline that is in compliance with Title 5 regulations.
- Discuss proposed Independent Study with Instructor. Instructor must approve.
- Complete Independent Study contract and summary form for the course. Available at the Division Dean’s office.
- Attach a course syllabus to contract, obtain instructor signature and forward to appropriate Dean for signature.
- Dean’s office will forward completed application package to the VP of Instruction for approval.
- Office of Instruction will provide a section number upon VP of Instruction approval of completed application and syllabus.
- If the contract is cancelled, the student must drop the class following standard drop procedures and dates.
- A copy of the contract must remain in the Instructor’s files with all materials justifying the award of grade and completion of units for audit purposes.

#### Option Four

Score of 3 or higher on Foreign Language Advanced Placement test, or a score of 550 or higher on the College Board. Achievement Test in Foreign Language. Submit official transcript to VVC Admissions & Records Office.

### Total Units 34-42

1. ASL, FREN, and SPAN courses in Area 3B may be used to clear the LANGUAGE OTHER THAN ENGLISH (LOTE) area, without need to take another course.
2. No credit for PSYC 110 Developmental Psychology if taken after PSYC 111 Introduction to Child Psychology.
3. No credit for CHEM 100 Introductory Chemistry if taken after CHEM 201 General Chemistry.
4. No credit for PHYS 100 Introductory Physics if taken after PHYS 201 Engineering Physics I-Mechanics or PHYS 221 General Physics I. PHYS 221 General Physics I, PHYS 222 General Physics II (General series) and PHYS 201 Engineering Physics I-Mechanics, PHYS 202 Engineering Physics II - Fluids, Sound, and Thermodynamics, PHYS 203 Engineering Physics III Electricity And Magnetism, PHYS 204 Engineering Physics IV-Optics and Modern Physics (Engineering series) combined: maximum credit, one series.
5. No credit for PSCI 101 Principles of Physical Science if taken after a college course in astronomy, chemistry, geology, meteorology, oceanography or physics.
6. UC Requirement for IGETC Certification
7. These courses will fulfill the VVC Global Citizenship competency graduation requirement for the AA/AS degrees. Global Citizenship is not required for ADT degrees.

#### Journalism

Journalism offers the interest and challenges of investigating and reporting current events and topics of interest. The discipline touches on every aspect of human affairs with the opportunity to specialize in areas such as politics, sports, economics, and international affairs. Journalistic skills demand good writing ability, creativity, curiosity, and commitment to exacting professional standards. While one typically thinks of journalists working for a newspaper, many excellent employment opportunities are offered with popular magazines, professional journals, business and industry newsletters, government agencies, and publishing houses.

#### Career Opportunities

Advertising Agency Executive, Community Relations Specialist, Copy Writer, Journalism, Promotions Manager, Public Information Officer, Publicity Director, Reporter, Television News Producer

#### Transfer

For the most up-to-date information on transfer programs, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.
Journalism Courses

**JOUR 108 Fundamentals of Journalism (3.0 Units)**
This course covers the basics of news and feature reporting and writing, including interviewing techniques, legal/ethical issues, writing strategies, and desk-top publishing. Students produce the campus newspaper and learn about career opportunities. Crosslisted with CMST 188.
Prerequisite(s): ENGL 45 Minimum grade C
Co-requisite(s): JOUR 108LA
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**JOUR 108LA Journalism Lab a (1-3 Units)**
This is a laboratory course which requires Journalism 108 as a co-requisite. The students will improve their writing skills; learn techniques for copy editing, design, and layout; and learn the fundamentals of advertising, photo-journalism, business, and desk-top publishing as they apply to newspaper production and distribution.
Prerequisite(s): ENGL 45 or JOUR 108 Minimum grade C
Co-requisite(s): JOUR 108
Lab Hours: 54.00
Transfer: Transfers to CSU only

**JOUR 108LB Journalism Lab B (1-3 Units)**
This lab focuses on intermediate writing and producing the school newspaper and its online version. Students will participate in all stages of writing and producing both versions.
Prerequisite(s): JOUR 108 and JOUR 108LA
Lab Hours: 54.00
Transfer: Transfers to CSU only

**JOUR 108LC Journalism Lab C (1-3 Units)**
This lab focuses on advanced intermediate writing and producing the school newspaper and its online version. Students will participate in all stages of writing and producing both versions.
Prerequisite(s): JOUR 108 and JOUR 108LB; Minimum grade C;
Lab Hours: 54.00
Transfer: Transfers to CSU only

**JOUR 108LD Journalism Lab D (1-3 Units)**
This lab focuses on advanced intermediate writing and producing the school newspaper and its online version. Students will participate in all stages of writing and producing both versions.
Prerequisite(s): JOUR 108(35510) JOUR 108LC; Minimum grade C;
Lab Hours: 54.00
Transfer: Transfers to CSU only

**JOUR 129 Independent Study (3.0 Units)**
Transfer: Transfers to CSU only

**JOUR 138 Cooperative Education Journalism (1-8 Units)**
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in the catalog for more information.
Transfer: Transfers to CSU only

Kinesiology (Formerly Physical Education)

Kinesiology as an academic science emphasizes knowledge of the body through the study of movement and exercise physiology. Kinesiology also contributes to the intellectual, social, emotional, spiritual and physical growth and development of each student. Other areas of study in Kinesiology include: nutrition, healthy lifestyles, stress management as well as psychological aspects of physical activity and injury care and prevention. Additional specialties within the discipline of Kinesiology which are more fully addressed in the curriculum at Victor Valley College are Dance and Adapted Physical Education. A variety of activities are offered, encouraging students to develop lifelong fitness activities and patterns for recreation.

With the exception of the Adapted courses, all Kinesiology activity classes are intended for normal, healthy, individuals. It is highly recommended that anyone 35 years or older have a physical checkup before enrolling. Physical Education is required for the Associate degree and all Kinesiology and Kinesiology-Dance courses fulfill this requirement.

UC maximum credit allowed for KIN courses combined: 4 units.

Career Opportunities

Adapted Physical Activity Instructor, Aquatics Director, Athletic Administration in School or College, Athletic Trainer, Biomechanist, Cardiac Rehabilitation Specialist, Coaching at School or College, Dance Choreographer, Dance Instructor, Director of Youth Camps/Sport Programs, Epidemiologist – Physical Activity, Exercise Physiologist, Fitness Instructor or Program Director at Commercial, Fitness Center - Program Director of Corporate Fitness Center -Sports Director at Resort, Massage Therapist, Medical Doctor, Occupational Therapist, Personal Trainer, Physical Education Teacher at School or College, Physical Therapist, Physician’s Assistant, Professor of Kinesiology, Physical Education, Recreational Therapist, Registered Nurse, Respiration Therapist, Sport Management, Sport Psychologist for Performance Enhancement, Sports Information Director, Sports Journalist, Sports Marketing, Sports Officiating, Strength and Conditioning Coach

Faculty
Blanchard, Debra
Victor, Bruce
White, Christa

Transfer
- California State University, San Bernardino: Kinesiology major with concentrations in Exercise Science, Pedagogy, and Pre-Physical Therapy.

Specialties in Exercise Physiology, Exercise Science, Fitness Training, and Sports Medicine are usually under the departments of Physical Education or Kinesiology at the four-year colleges. A major in Kinesiology may also lead to graduate programs in Physical Therapy at other institutions. See the Athletic Training / Exercise Science listing under Medical and Health Professions page for further information on these specific fields.

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.
Kinesiology, AA-T (35831)

To earn this degree complete the major coursework listed here with “C” grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tr>
<td>BIOL 211</td>
<td>Human Anatomy</td>
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<tr>
<td>BIOL 231</td>
<td>Human Physiology</td>
<td>5.0</td>
</tr>
<tr>
<td>KIN 101</td>
<td>Introduction to Exercise Science And Kinesiology</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Movement-Based Courses

Complete one course maximum from any three of the following areas:

Area 1: Aquatics
- KIN 186A Introduction to Aqua Aerobics
- KIN 186B Aqua Jogging

Area 2: Combatives
- KIN 168 Introduction to Self Defense

Area 3: Dance
- KIND 160A Tap Dance Ia
- KIND 160B Tap Dance Ib
- KIND 160C Tap Dance Ic
- KIND 161A Tap Dance IIA
- KIND 161B Tap Dance IIB
- KIND 161C Tap Dance IIC
- KIND 162A Introduction to Ballroom Dance
- KIND 162B American Rhythm Ballroom Dance
- KIND 163A Latin Ballroom Dance
- KIND 163B Standard Ballroom Dance
- KIND 166A Introduction to Ballet Dance IA
- KIND 166B Building Ballet Basics IB
- KIND 166C Ballet Fundamentals IC
- KIND 167A Introduction to Intermediate Ballet IIA
- KIND 167B Intermediate Ballet IIB
- KIND 167C Intermediate Ballet IIC
- KIND 169A Yogalates Core Stability and Stretch
- KIND 169B Yogalates Core Stability and Stretch II
- KIND 170A Jazz Dance IA
- KIND 170B Jazz Dance IB
- KIND 170C Jazz Dance IC
- KIND 174A Introduction to Modern Dance
- KIND 174B Basic Modern Dance I
- KIND 174C Beginning Modern Dance I
- KIND 174D Intermediate Modern Dance I
- KIND 174E Introduction to Dance Rehearsal and Performance I
- KIND 176B Performance Dance Ensemble
- KIND 176C Dance Production
- KIND 176D Dance Performance

Athletic Trainer Aide I Certificate of Achievement (39450)

This certificate can be used by students to get a job as an athletic trainer aide at the high schools and at a community college.

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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>KIN 102</td>
<td>First Aid, AED and CPR</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Kinesiology Courses

KIN 101 Introduction to Exercise Science And Kinesiology (3.0 Units)

This course is an introduction to the interdisciplinary approach to the study of human movement. An overview of the importance of the sub-disciplines in kinesiology will be discussed along with career opportunities in the areas of teaching, coaching, allied health, and fitness professions. Grade Option.

Lecture Hours: 54.00
Transfer: Transfers to CSU only
KIN 102 First Aid, AED and CPR (3.0 Units)
This course involves the theory and detailed demonstration of the first aid care of the injured. The student will learn to assess a victim's condition and incorporate proper treatment. Upon successful completion of this course and testing, students receive an American Heart Association First Aid, CPR, AED Course Completion Card that is valid for two years. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

KIN 103 History and Appreciation of Dance (3.0 Units)
The origin, growth, and development of dance (theatrical, social and ritualistic forms) will be researched. Dances originating in many areas of the world will be studied. The class will research who, when, where, and how each dance originated. Students will learn to trace dances from their origin to modern times. Grade Option. (Formerly PE 103).
Recommended Preparation: ENGL 101.0 or ENGL 101H
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 104 Psychology of Physical Performance (3.0 Units)
An introduction to the discipline of sports psychology for students with no previous background in the field. Topics include: orientation to sports psychology, motivational techniques, individual differences and sports behavior, social-environmental influences and sports behavior, and intervention techniques and sports behavior. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 105 Developmental Movement of Children (3.0 Units)
This course provides a comprehensive overview of theories and methods relating to the development of a physical education program for children ages 0-11 years, including children with special needs and abilities. Emphasis is on the application of principles of physical growth and development to the teaching and acquisition of specific physical skills. The course curriculum is consistent with the California State Department of Education Physical Education Framework.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 128 Special Topics (1-3 Units)
These courses are designed to permit investigation in depth of topics not covered by regular catalog offerings. Course content, hours, and unit credit to be determined by the instructor in relation to community/student interest and/or available staff. may be offered as a seminar, lecture, or laboratory class. Individual course descriptions approved by the Curriculum Committee are on file in Office of Instruction.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 130A Pickleball I (0.5-1 Units)
Development of beginning-level playing and competitive skills in the paddle sport of Pickleball. Instruction in the beginning skills, techniques, strategies, along with rules and etiquette. Pickleball features simple rules and is easy to learn. Because beginners can enjoy the sport almost immediately, while advanced players experience it as a fast-paced, highly competitive game, Pickleball is suitable for individuals of all ages, fitness levels and athletic abilities.
Lab Hours: 27.00
Transfer: Transfers to CSU only

KIN 130B Pickleball II (2.0 Units)
A continuation and development of the skills, techniques, strategies, rules and etiquette of Pickleball I. Evaluation of skills, techniques, strategies, rules and etiquette is conducted through participation.”
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 138 Cooperative Education Kinesiology (1-8 Units)
Cooperative Education is a key element of Victor Valley College's comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p.m., and by appointment. Please refer to the Coop.
Transfer: Transfers to CSU only

KIN 141 Athletic Training I (3.0 Units)
Introduction to principles of athletic training, including prevention, evaluation, treatment and rehabilitation of common athletic injuries. Interest and/or experience in athletics and sports is recommended. Crosslisted with ALDH 141.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 142 Athletic Training II (3.0 Units)
This course will build on the student's basic knowledge of human anatomy and athletic injuries. Topics will include emergency procedures, current health concerns of the athlete, protective devices, advanced taping techniques and injury management. Crosslisted with ALDH 142.
Prerequisite(s): Take ALDH 141 or PE 141;
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 150 Lifetime Fitness Concepts (2.0 Units)
Designed to help students understand the role of physical fitness in daily living. Students analyze and integrate individual fitness components into a personal fitness program level and participate in activities designed to improve overall fitness. Recommended Preparation: Individuals should be able to do a medium impact aerobic style workout or a stretching routine. Grade Option.
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 160 Physical Fitness (1.0 Units)
Physical Fitness is an exercise course designed to emphasize fitness by offering the student a variety of exercises to include hand weights, exercise ball, aerobics and step aerobics which can be used to maintain fitness throughout life. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU
KIN 161 Body Bldg and Conditioning (1.0 Units)
Evaluation of total body fitness and study of body mechanics in everyday activities. Establishing fitness goals and developing appropriate exercise fitness routines to build body proportions, strength, endurance, and flexibility. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 162 Weight Training I (1.0 Units)
Introduction to the basic techniques of weight training. The principles of strength development, the role of proper nutrition, the anatomy and physiology of muscles, and safety will be covered in the class. Various weight lifting programs covering strength development, endurance, and body building will also be introduced. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 163 Weight Lifting II (1.0 Units)
A weight lifting course for those students who have been consistently participating in a weight lifting program for 6-12 months for at least 3 hours per week. This course is designed to emphasize continued individual growth in the areas of body building, body sculpturing and strength at an intermediate level. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 164 Aerobic Weight Training (1.0 Units)
Aerobic weight training combines strength and cardiovascular fitness training into a comprehensive weight training program that has as its major objective the development of all-around fitness. It offers measurable benefits to muscular strength, muscular endurance, body composition, flexibility, and cardiovascular/aerobic fitness. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 165 Introduction to Basketball (1.0 Units)
An introduction to the basic skills, rules and strategies of basketball including: catching, passing, shooting, and dribbling. Grade option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 166 Beginning Volleyball (1.0 Units)
This course is designed to cover the basic rules, techniques and skills, game strategies, and highlights officiating points of volleyball. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 166B Beginning/Intermediate Volleyball (1.0 Units)
Reviews basic volleyball skills and begins work on more advanced skills and playing strategies. Grade Option.
Recommended Preparation: KIN 166
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 166C Intermediate/ Advanced Volleyball (1.0 Units)
Introduction to advanced techniques of volleyball skills. Individual skill work, along with various team offensive systems and team defensive patterns, will be taught and analyzed. Grade Option.
Recommended Preparation: KIN 166
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 167 Athletic Training III (2-6 Units)
Students will provide pre-participation, on-site first aid and event maintenance for fall/winter/spring sports programs at VVC. To include prophylactic taping/padding, immediate first aid, monitoring vital signs, proper use of universal biohazard precautions, supervision of safe playing conditions and coaching techniques, recognition of medical emergencies, assisting other medical personnel as needed, game preparation and pre-participating medical screenings. Crosslisted with ALDH 176.
Prerequisite(s): PE 141 or ALDH 141;
Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

KIN 168 Introduction to Self Defense (0.5-1 Units)
Introduction to basic self-defense. Defensive strategies to protect oneself from attack. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 176 Athletic Training IV (2-6 Units)
Students will provide care to athletes involved in fall/winter/spring sports programs at VVC. Experience will include but is not limited to development and implementation of rehabilitation protocols. Use of modalities including: whirlpool, ultrasound, ice, EMS, hydrocollator, ROM exercises, joint mobilization, strengthening exercises (isokinetic, isotonc, isometric), cardiovascular conditioning and proprioceptive exercises. Crosslisted with ALDH 177.
Prerequisite(s): PE 141 OR ALDH 141;
Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

KIN 180A Tennis (1.0 Units)
The course offers logical sequence of learning experiences that include: basic tennis strokes; rules that govern play; understanding of game strategies; individual practice drills; and learning the equipment and safety involved. Includes forehand and backhand strokes, the serve, footwork, rules and etiquette. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 180B Tennis Doubles (1.0 Units)
Students are instructed in the basic skills of doubles for the sport of tennis. Rules of play, strategies, and skill development for doubles are emphasized. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 181 Golf (1.0 Units)
Grade option. Covers the use and skill development of equipment including woods, irons and putters. Includes the reading of greens, distance and selection of clubs, etiquette and rules of golf. (UC credit limitation).
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 185 Football Techniques and Conditioning (2.0 Units)
Course will include drills and exercises to develop the skills, techniques, and conditioning essential for successful participation in intercollegiate football. Grade Option.
Lab Hours: 108.00
Transfer: Transfers to both UC/CSU
KIN 185B  Offensive Football Techniques And Conditioning  (1.0 Units)
Through football field activities, this course will provide students an opportunity to learn correct offensive football techniques, flexibility, injury prevention through proper warm-up and football skills. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 185C  Defensive Football Techniques And Conditioning  (1.0 Units)
Through football field activities, this course will provide students an opportunity to learn correct defensive football techniques, flexibility, injury prevention through proper warm-up and football skills. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 185A  Introduction to Aqua Aerobics  (1.0 Units)
Aqua Aerobics is designed to improve cardiovascular endurance, muscular strength and endurance, and flexibility, without the negative effects of gravity. Aerobic activities, calisthenics, and stretching are set to music and performed in a swimming pool. Students do not have to be able to swim. Grade option. Doctor’s written approval if previous problem with any other exercise program.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 186A  Introduction to Aqua Aerobics  (1.0 Units)
A conditioning program in the deep water of a pool with a variety of low impact movements, centered on jogging. A buoyancy belt will be used. Students should be comfortable in deep water. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 186B  Aqua Jogging  (1.0 Units)
A conditioning program in the deep water of a pool with a variety of low impact movements, centered on jogging. A buoyancy belt will be used. Students should be comfortable in deep water. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 188A  Introduction to Indoor Cycling (spin)  (0.5-1 Units)
Use of an indoor cycling bike for improving overall physical fitness and health. Course focuses on endurance, strength, intervals, high intensity and recovery. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU only

KIN 201  Introduction to Exercise Physiology And Kinesiology  (3.0 Units)
The study of human physiological processes during exercise and activity. Includes study of metabolic changes to main body systems during acute exercise, the physiological adaptations due to chronic exercise and the effect of gaining upon performance.
Recommended Preparation: BIOL 211 and BIOL 231
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

KIN 210  Movement Anatomy And Kinesiology  (3.0 Units)
Muscular-skeletal system and its function during human movement. Study movement and the muscles involved during sport skill performance.
Prerequisite(s): BIOL 211 or BIOL 215; minimum grade C;
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Program Learning Outcomes
- Demonstrate physical movement through exercise to create a healthy lifestyle.
- Demonstrate knowledge of the principal biomechanical skills within the Kinesiology discipline.

Kinesiology Dance

Dance courses will provide the theoretical and technical mastery for students to experience a comprehensive curriculum, which can apply to the Kinesiology Degree for Transfer, liberal arts major, and exercise benefits. Students enrolled in dance courses are exposed to many different forms of dance, as well as dance history, kinesiology, ethnic/cultural influences and production. The dance program also affords students to interact with each other and to perform in dance shows.

Faculty
Guardado, Lynn

Associate Degree
No associate degree awarded with a major in Kinesiology Dance.
Kinesiology Dance courses may be used to fulfill requirements for an Associate in Arts degree with a major in Fine Arts and the Kinesiology, AA-T. Please see the department listings for degree requirements.

Kinesiology Dance Courses

KIND 160A  Tap Dance Ia  (1.0 Units)
Students who would like to explore tap dancing for the first time will experience basic tap dancing techniques with the foundational sense of musicality. During this course, many essentials elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Grade Option. Crosslisted with TA 160A.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 160B  Tap Dance Ib  (1.0 Units)
Students who would like to further explore tap dancing after having some tap experience will expand on their basic tap dance techniques with the foundational sense of musicality. During this course, many essential elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing and performance clarity in movement combinations. Grade Option. Crosslisted with TA 160B.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 160C  Tap Dance Ic  (1.0 Units)
Students who would like to further explore tap dancing after having some tap experience and preparing for Tap IIA will expand on their tap dance techniques with the foundational sense of musicality. During this course, many essential elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing and performance clarity in complex movement combinations, and the refinement of performance style. Grade Option. Crosslisted with TA 160C.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU
KIND 161A Tap Dance IIA (1.0 Units)
Students who would like to explore tap dancing at an intermediate level for the first time after having had some tap dance will experience intermediate tap dance techniques with the foundational sense of musicality. During this course, many essential elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Grade Option. Crosslisted with TA 161A. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 161B Tap Dance IIB (1.0 Units)
Students who would like to further explore tap dance at an intermediate level after having had some tap dance will experience intermediate tap dance techniques with a fundamental sense of musicality. During this intermediate course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing, efficient alignment, and performance clarity in movement combinations. Grade Option. Crosslisted with TA 161B. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 161C Tap Dance IIC (1.0 Units)
Students who would like to further explore tap dance at an intermediate level working towards Tap III, after having some tap dance will experience intermediate tap dance techniques with a fundamental sense of musicality. During this course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis is placed on enhancing musical and rhythmic phrasing, efficient alignment, performance clarity in complex movement combinations, and the refinement of performance style. Grade Option. Crosslisted with TA 161C. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 162A Introduction to Ballroom Dance (1.0 Units)
Techniques, styles and rhythms of basic social dances from selected historical periods. Emphasis on exploring the movement characteristics of the dances through dancing. Grade Option. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 162B American Rhythm Ballroom Dance (1.0 Units)
Techniques and stylization in the following ballroom dances. Dances may include the Swing, Mambo, Bolero, ChaCha, and Rumba. Grade Option. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 163A Latin Ballroom Dance (1.0 Units)
Techniques, styles and rhythms of the basic level of Latin ballroom dances. May include at least the following dances: Samba, Cha Cha, Rumba, Paso Doble, Jive and Tango. Grade Option. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 163B Standard Ballroom Dance (1.0 Units)
Techniques and stylization in the following ballroom dances. Dances may include the Waltz, Tango, Foxtrot, Quickstep, Viennese Waltz. Grade Option. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 166A Introduction to Ballet Dance IA (1.0 Units)
Students with no previous training or experience in ballet will explore introductory level ballet technique, style, and movement characteristics. Grade Option. Crosslisted with TA 166A. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 166B Building Ballet Basics IB (1.0 Units)
Students with introductory level ballet training will build and expand basic ballet technique, style, and movement characteristics. Grade Option. Crosslisted with TA 166B. Lab Hours: 54.00
Transfer: Transfers to CSU only

KIND 166C Ballet Fundamentals IC (1.0 Units)
Students who have previous training in introductory Ballet IA and Building Ballet Basics IB will further explore and perfect their training in ballet fundamentals. Grade Option. Crosslisted with TA 166C. Lab Hours: 54.00
Transfer: Transfers to CSU only

KIND 167A Introduction to Intermediate Ballet IIA (1.0 Units)
An introduction to the technique and style of beginning intermediate level Ballet IIA dance. This course is for the student who has taken Ballet I level courses. Emphasis on exploring the movement characteristics of beginning intermediate Ballet IIA dance through dancing. Grade Option. Crosslisted with TA 167A. Lab Hours: 54.00
Transfer: Transfers to CSU only

KIND 167B Intermediate Ballet IIB (1.0 Units)
Students who have been introduced to intermediate Ballet IIA will build and explore intermediate Ballet IIB skills and concepts. Grade Option. Crosslisted with TA 167B. Lab Hours: 54.00
Transfer: Transfers to CSU only

KIND 167C Intermediate Ballet IIC (1.0 Units)
Students who have training in Intermediate Ballet IIA and Intermediate Ballet IIB will explore and build advanced intermediate ballet skills. Grade Option. Crosslisted with TA 167C. Lab Hours: 54.00
Transfer: Transfers to CSU only

KIND 169A Introduction to Yogalates (1.0 Units)
Yogalates is an introduction of Pilates concepts developed by Joseph Pilates. The course will introduce core matwork and yoga-type exercises. It will also introduce improved body alignment, strength, flexibility and control. Grade Option. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 169B Basic Yogalates (1.0 Units)
Basic Yogalates is a class encompassing Pilates concepts developed by Joseph Pilates. The course will introduce basic core matwork and yoga-type exercises. It will also introduce improved body alignment, strength, flexibility and control. Grade Option. Lab Hours: 54.00
Transfer: Transfers to CSU only
KIND 169C Yogalates Core Stability and Stretch (1.0 Units)
Yogalates Core Stability and Stretch introduces physical conditioning techniques focusing on core muscle strengthening, balance, coordination and flexibility through Pilates matwork and basic yoga exercises. This class uses exercise ball, yoga mat, hand weights to strengthen the core, improve balance, coordination and flexibility. Grade Option. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 169D Yogalates Core Stability and Stretch II (1.0 Units)
Grade Option. Yogalates Core Stability and Stretch II is a physical conditioning class that focuses on an intermediate level core muscle strengthening, balance, coordination and flexibility. This class uses intermediate level Pilates matwork and yoga exercises and enhances posture, body awareness and muscular conditioning. This class also uses exercise ball, yoga mat, and hand weights. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 170A Jazz Dance IA (1.0 Units)
Students who would like to explore jazz dance for the first time will experience basic jazz dance techniques with a fundamental sense of musicality. During this beginning course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Grade Option. Crosslisted with TA 170A. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 170B Jazz Dance IB (1.0 Units)
Students who would like to further explore jazz dance after having some jazz dance experience will expand on their basic jazz dance techniques and fundamental sense of musicality. During this course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing, efficient alignment, and performance clarity in movement combinations. Other styles such as theater jazz may be incorporated. Grade Option. Crosslisted with TA 170B. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 170C Jazz Dance IC (1.0 Units)
Students who would like to further explore jazz dance after having some jazz dance experience, will expand on their jazz dance techniques and fundamental sense of musicality. During this course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis is placed on enhancing musical and rhythmic phrasing, efficient alignment, performance clarity in complex movement combinations, and the refinement of performance style. Grade Option. Crosslisted with TA 170C. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 171A Jazz Dance IIA (1.0 Units)
Students who would like to explore jazz dance at an intermediate level for the first time after having had some jazz dance will experience intermediate jazz dance techniques with a fundamental sense of musicality. During this intermediate course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Grade Option. Crosslisted with TA 171A. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 171B Jazz Dance IIB (1.0 Units)
Students who would like to further explore jazz dance at an intermediate level after having had some jazz dance will experience intermediate jazz dance techniques with a fundamental sense of musicality. During this intermediate course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing, efficient alignment, and performance clarity in movement combinations. Grade Option. See cross listing for TA 171B. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 171C Jazz Dance IIC (1.0 Units)
Students who would like to further explore jazz dance at an intermediate level, working towards Jazz III, after having some jazz dance will experience intermediate jazz dance technique with a fundamental sense of musicality. During this course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music, and basic choreographic elements. Emphasis is placed on enhancing musical and rhythmic phrasing, efficient alignment, performance clarity in complex movement combinations, and the refinement of performance style. Grade Option. Crosslisted with TA 171C. Lab Hours: 54.00
Transfer: Transfers to CSU only

KIND 174A Introduction to Modern Dance (1.0 Units)
Introduction to technique and stylization of modern dance. For the student who has never had modern dance or who is new to the beginning level of modern dance. Emphasis on exploring the movement characteristics of introductory level modern dance through dancing. Grade Option. Crosslisted with TA 174A. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 174B Basic Modern Dance I (1.0 Units)
Basic technique and stylization of modern dance. For the student who has never had modern dance or who is new to the beginning level of modern dance. Emphasis on exploring the movement characteristics of introductory level modern dance through dancing. Grade Option. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 174C Beginning Modern Dance I (1.0 Units)
Beginning level technique and stylization of modern dance. For the student who has never had modern dance or who is new to the beginning level of modern dance. Emphasis on exploring the movement characteristics of beginning level modern dance through dancing. Grade Option. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 174D Intermediate Modern Dance I (1.0 Units)
Level I technique and stylization of modern dance. For the student who has had Introduction to Modern Dance, Basic Modern Dance I, Beginning Modern Dance I or who is new to modern dance. Emphasis on exploring the movement characteristics of level I modern dance through dancing. Grade Option. Lab Hours: 54.00
Transfer: Transfers to both UC/CSU
KIND 175A  Introduction to Modern Dance II  (1.0 Units)
Technique and stylization of introductory level modern dance II. This course is for the student who has taken Modern Dance I level classes. Emphasis on exploring the movement characteristics of introductory level modern dance II through dancing. Grade Option. Crosslisted with TA 175A.
Lab Hours: 54.00
Transfer: Transfers to CSU only

KIND 175B  Basic Modern Dance II  (1.0 Units)
Technique and stylization of basic modern dance II. This course is for the student who has taken Modern Dance I level classes and/or Introduction to Modern Dance II. Emphasis on exploring the movement characteristics of basic level modern dance II focusing on improving Modern II level technique. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 175C  Modern Dance II  (1.0 Units)
Technique and stylization of Modern Dance level II. This course is for the student who has taken Modern Dance I and Basic Modern Dance II levels of dance. Students will prepare their bodies as an instrument for dance. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 175D  Intermediate Modern Dance II  (1.0 Units)
Technique and stylization of Intermediate Modern Dance II. This course is for the student who has taken Modern Dance I, Basic Modern Dance II levels with the emphasis of the class on exploring Intermediate Modern Dance II level movement technique by progressing to longer, faster-paced, more difficult modern dance movement phrases. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 176A  Introduction to Dance Rehearsal and Performance I  (1-3 Units)
This course is designed to introduce students to the methods used for introductory level I dance rehearsal and performance. This class is for the student who has never taken dance performance before but has taken some form of dance technique. Students will learn the etiquette of introductory level I dance rehearsal and performance, develop skills needed for quick pick up in dance choreography, and performance skills needed for dance production purposes. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 176B  Performance Dance Ensemble  (1-3 Units)
This course is designed to introduce students to the methods used for dance performance and to provide students with an opportunity for public dance performance onstage. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

KIND 176C  Dance Production  (1.0 Units)
This course is specifically designed for the student to learn and perform dance choreography of multiple dance disciplines. It includes learning, rehearsing and performing one or more choreographed dance pieces. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

KIND 176D  Dance Performance  (1-3 Units)
This course is designed to provide students with the opportunity for intensive preparation for public performance of choreographed works. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

Law

VVC is proud to feature pathways that offer our students access to law careers. We not only boast a Paralegal Studies program, but we also facilitate transfer to universities and, ultimately, law schools. There is no single “prelaw” major. Research has revealed that success in law school is based more on one’s ability to grasp and solve difficult intellectual problems, and to employ disciplined work habits, than to study a particular major. In choosing a major, one should follow a course of study that will afford them a broad cultural background and include intensive research. Law schools accept any major.

Most American Bar Association (ABA) accredited law schools in California require an excellent grade point average within a bachelor’s degree, as well as high scores on the Law School Admission Test (LSAT) for entrance into an intensive three-year program. Some law schools require only an associate degree for admission. Students who complete law school earn the Juris Doctor (J.D.) degree and can then practice law in the state of California upon passing the California Bar Examination.

Pathway to Law School Program

Victor Valley College has an exciting new program designed to facilitate a student’s journey through higher education toward the legal profession, including a guided pathway to law school. This program is a product of the collaboration between the California State Bar Coalition for Access and Fairness and the California Community College Chancellor’s office administered by California Law Inc.

It is known as a 2+2+3 program that guides the student every step of the way through their educational journey. Participating universities and law school institutions include UC Los Angeles, USC, UC Irvine, UC Davis, UC Berkeley, Loyola Marymount, University of San Francisco, Pepperdine University, and Santa Clara University. Benefits of program participation include special recognition on transfer transcripts, potential waiver of application fees at each institution, and the designated mentoring provided by faculty champions at VVC. VVC is the 30th community college admitted to this program and is very proud to offer this program, beginning with the 2018-2019 academic year.

An application to the Pathway to Law School Program is required. Students participating in the program must earn an associate’s degree and meet all university transfer admission requirements. Participation in this program does not guarantee admission to any partner schools or schools of law. Students are encouraged to meet with a VVC counselor for associate degree and transfer educational planning. The Graduation and Transfer section of this catalog also provides useful information.

Pathway to Law School Program Director: Lynne Glickstein, Esq.
Lynne.glickstein@vvc.edu
(760) 245-4271, ext. 2491
Pathway to Law Certificate of Achievement (37010)

The Pathway to Law School program was designed as a collaboration between the California State Bar and the California Chancellors office offering a diverse student population opportunities to advance their careers in the legal profession. The curriculum is defined as a set of California Community College courses already approved in corresponding Intersegmental General Education Transfer Curriculum (IGETC) areas in order to prepare students for law school and the legal profession prior to transfer. These courses will teach the necessary critical thinking and analytical skills for success in a law related occupation or career. Certificates awarded will identify the student as a LAW SCHOLAR for both career training and transfer to a four year participating institution. This program is designed as a 2+2+3 program with 8 participating universities, Santa Clara University, Loyola-Marymount Los Angeles University, University of Southern California, UCLA, UC Irvine, UC Davis, University of San Francisco, Pepperdine University, and UC Berkeley.

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<th>Code</th>
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<tr>
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<td>POLS 138</td>
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Complete one course from the following:

- PHIL 109 Introduction to Logic
- ENGL 104/104H Critical Thinking & Composition
- PHIL/RLST 207 Introduction to Critical Thinking

Complete one course from the following: 3.0-5.0

- MATH 120/120H Introduction to Statistics
- MATH 120S Introduction to Statistics With Skills Support
- PSYC 215 Introduction to Statistics in Social and Behavioral Sciences

Complete one course from the following: 3.0

- HIST 117/117H History of U.S to 1876
- HIST 118/ H118 History of U.S From 1876
- HIST 155 Women in U.S. History

Total Units: 24-33

Law Courses

LAW 100 Introduction to Law & Paralegal Studies (3.0 Units)
Introduction to Law. This course provides an overview of the American legal system including its development, structure and history. The course will review the legal and judicial process in the United States covering the adversarial system, jurisdiction of federal and state courts, and the general process of judicial review. Explanation of different sources of law including statutes, court cases and administrative agency rules. Review of basic legal reasoning and introductory research methods. Introduction to civil law, criminal law, family law, real property law, contracts, employment, immigration, intellectual property, and other areas of law. Also included is a review of the principles of legal ethics. Review the paralegal profession and role of the paralegal in a variety of legal settings.
Prerequisite(s): ENGL 45 or higher Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to CSU only

LAW 205 Mock Trial Advocacy (3.0 Units)
This course requires students to participate in a mock trial. Students write trial briefs, create pre-trial discovery strategies, give oral arguments and examine witnesses in a simulated case.
Recommended Preparation: PAL 100
Lecture Hours: 54.00
Transfer: Transfers to CSU only

Liberal Arts

Thinking of Transferring to a University

How Transfer Works

Generally, if you start at a community college, where you complete your lower division general education (GE) and any required pre-major preparation, you can then transfer to a university as a junior, with an associate's degree in hand - and about half of your bachelor's degree already completed.

Universities You Could Transfer To

California has two public university systems: the University of California (UC) and the California State University (CSU). There are many private universities as well – not to mention all the schools that are out-of-state. How do you choose where to apply? It takes some research, and there are many sources that can help you.

VVC’s Transfer Center – www.vvc.edu/offices/transfer-center/ - 760 245-4271, x 2139

Your most important resource is the VVC Transfer Center, located in Building 55, over the lake. In it you will find lots of information about universities, and you can make an appointment to see a transfer counselor as well as representatives of several universities that visit us regularly. You’ll also find catalogs from campuses all over the state and many from out-of-state as well.

For more information about transferring, visit these websites:
- www.assist.org (http://www.assist.org) – The ASSIST site helps you explore majors at all 33 UC and CSU campuses. We have formal, course-to-course equivalency agreements with many of the UC and CSU campuses, and ASSIST shows you VVC courses required for various majors.
• Visit assist.org for education requirements as well as many pre-major requirements for coursework in an Area of Emphasis. Within this major, students who plan to transfer to a university regionally (not nationally) accredited. See a counselor representatives in the Transfer Center to learn about your options and requirements.

Bachelor’s Degrees in the High Desert
And don’t forget – there are some well-regarded private universities that offer bachelors and other programs right here in the High Desert. Ask in the Transfer Center for the “Local Bachelor’s Degree Opportunities” sheet, also available on the college’s website. You can meet with their representatives in the Transfer Center to learn about your options and requirements.

Be Careful of Unaccredited Schools
There are many outfits that purport to run a college or university – typically but not exclusively online. Don’t be fooled if they tell you they are “accredited.” The question to ask is, WHO accredits them? You want an institution that is regionally (not nationally) accredited. See a counselor for more details.

Associate in Arts Degrees
The Associate degree in Liberal Arts is designed for students who wish to have a broad knowledge of the liberal arts and sciences plus additional coursework in an Area of Emphasis. Within this major, students who plan on transferring to a university can typically satisfy both their general education requirements as well as many pre-major requirements for transfer. Consult with a counselor for information regarding your intended major and the specific college or university of your choice. Visit assist.org (http://www.assist.org) for more information. For a printable format for these majors please visit the Liberal Arts Majors (http://www0.vvc.edu/offices/guidance_and_counseling/LibArtsFineArtsMASC.pdf) document.

Requirements:
To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity), 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

• Choose an Area Of Emphasis:
• Complete a minimum of 18 units from ONE of these three areas of emphasis below.

Liberal Arts: Mathematics/Science Emphasis (18594)
These courses emphasize the natural sciences which examine the physical universe, its life forms and its natural phenomena. Courses in Math emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on the development of the world’s civilization.

Complete at least 18 units from the following, with at least one course in math and one in science, with at least two courses in any one subject:


¹ Course does not transfer to UC.

Liberal Arts: Arts and Humanities Emphasis (18595)
These courses emphasize the study of cultural, literary, and humanistic activities and artistic expression. Students will evaluate and interpret the ways in which people through the ages in different cultures have
responded to themselves and to the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

Complete at least 18 units from the following, with at least two courses in any one subject.

ANTH 106 Introduction to Linguistic Anthropology1, ART 101 Survey of Art History1, ART 102 Survey Art History1, ART 104 Film As an Art Form1, ART 105 Introduction to Art, ART 106 Art Concepts, ART 107 Art & Life of Greece1, ART 108 Art and Life of Italy1, ART 109 Survey of African American Art, ART 110 Introduction to the Arts of Africa, ART 112 Design I, ART 113 Design II, ART 114 Color Theory, ART 120 Acrylic Painting I, ART 122 Life Drawing I, ART 125 Drawing I, ART 150 Oil Painting I, CART 133 Digital Imaging, CMST 105 Intercultural Communication, ENGL 102.0 Composition and Literature / ENGL 102H Honors Composition and Literature, ENGL 109 Creative Writing2, ENGL 116 Authors of the Theatre3, ENGL 220 Modern Fiction, ENGL 225 Poetry, ENGL 230 Survey of American Literature 1600-18651, ENGL 231 Survey of American Literature 1865 to Present, ENGL 232 Chicanox and Latino/A Literature1, ENGL 233 African American Literature, ENGL 234 Native American Literature1, ENGL 235 Children’s Literature1, ENGL 240 World Literature Ancient-Early Renaissance1, ENGL 241 World Literature Renaissance-Modern1, ENGL 245 Survey of British Literature Early Medieval-Neoclassics, ENGL 246 Survey of British Literature Romantic Period to 20th Century1, ENGL 247 Shakespeare, HIST 103 World History to 15001, HIST 104 World History Since 15011, HIST 115 History of California, HIST 117 History of U.S to 1876 / HIST 117H Honors Us History to 1876, HIST 118 History of U.S From 1876 / HIST H118 Honors History of the United States From 1876, HIST 130 Latin American History to 18221, HIST 131 Latin American History From 18223, HIST 153 African American History, HIST 155 Women in U.S. History1, KIN 103 History and Appreciation of Dance1, MUSC 100 Introduction to Music, MUSC 101 Fundamentals of Music, MUSC 102 Music Theory I, MUSC 103 Music Theory II, MUSC 116 Music in America, MUSC 117 History of Jazz1, MUSC 118 Survey of Rock and Roll1, MUSC 202 Intermediate Theory-Chromatic Practice I, PHIL 101 Introduction to Philosophy, PHIL 108 Introduction to Ethics and Contemporary Moral Issues, PHIL 114 Political Philosophy1,3, PHIL 117 Philosophy of Religion3, PHIL 120 History of Ancient Philosophy, PHIL 121 History of Modern Philosophy1, POLS 114 Political Philosophy2,3, RLST 105 Introduction to Religious Studies1, RLST 105 Old Testament, Hebrew Bible, Religions Of the Ancient Near East1, RLST 106 Introduction to the New Testament And Early Christian Literature1, RLST 110 Religions of the Middle East & the West1, RLST 111 Religions of South and East Asia1, RLST 115 Religion in America, RLST 117 Philosophy of Religion3, TA 101 Introduction to Theatre, TA 102 History of Theatre3, TA 104 Oral Interpretation of Literature, TA 107 Intermediate Acting, TA 110 Principles of Design for Theatre, TA 116 Authors of the Theatre3

Languages: ASL 122 American Sign Language I1, ASL 123 American Sign Language II1, ASL 124 American Sign Language III1, ASL 125 American Sign Language IV1, FREN 101 Elementary French1, FREN 102 Elementary French1, SPAN 101 Elementary Spanish1, SPAN 101A Fundamentals of

Spanish 101A1, SPAN 101B Fundamentals of Spanish 101B1, SPAN 102 Elementary Spanish1, SPAN 103 Intermediate Spanish1, SPAN 104 Intermediate Spanish1

1 Course fulfills the VVC Global Citizenship competency.
2 Course does not transfer to UC
3 Cross-listed courses are the same course listed under different departments ENGL 116 Authors of the Theatre = TA 116 Authors of the Theatre; PHIL 114 Political Philosophy = POLS 114 Political Philosophy; PHIL 117 Philosophy of Religion = RLST 117 Philosophy of Religion

Liberal Arts: Social/Behavioral Science Emphasis (18596)

These courses emphasize the perspectives, concepts, theories and methodologies of the social and behavioral sciences. Students will learn about themselves and others as members of a larger society. Topics and discussion to stimulate critical thinking about ways people have acted in response to their societies will allow students to evaluate how societies and social subgroups operate.

Complete at least 18 units from the following, with at least two courses in any one subject.

AGNR 175 Sustainable Agriculture, Environment and Society1, AGNR 178 Agriculture Economics2, ANTH 101 Introduction to Physical Anthropology, ANTH 102 Introduction to Cultural Anthropology1, ANTH 103 Introduction to Archaeology, ANTH 106 Introduction to Linguistic Anthropology1, CHDV 100 Child Growth & Development, CHDV 106 Child, Family, and Community, CJ 101 Introduction to Criminal Justice, CMST 105 Intercultural Communication1, ECON 101 Principles of Economics: Micro1, ECON 102 Principles of Economics: Macro1, ENGL 234 Native American Literature, GEOG 101 Introduction to Physical Geography, GEOG 102 Introduction to Cultural Geography1, GEOG 103 Geography of California, GEOG 104 World Regional Geography1, GUID 101 First Year Experience, GUID 105 Personal & Career Success, GUID 107 Learning Strategies and Study Skills1, HIST 103 World History to 15001, HIST 104 World History Since 15001, HIST 115 History of California, HIST 117 History of U.S to 1876 / HIST 117H Honors Us History to 1876, HIST 118 History of U.S From 1876 / HIST H118 Honors History of the United States From 1876, HIST 130 Latin American History to 18221, HIST 131 Latin American History From 18223, HIST 153 African American History, HIST 155 Women in U.S. History1, KIN 104 Psychology of Physical Performance2, PHIL 114 Political Philosophy1,3, POLS 101 Introduction to Political Science, POLS 102 Introduction to American Government And Politics, POLS 103 State and Local Government2, POLS 104 Introduction to Global Studies1, POLS 110 Contemporary World Affairs1,2, POLS 112 Comparative Government1, POLS 113 Politics of Middle East and North Africa1, POLS 114 Political Philosophy1,3, POLS 206 Introduction to Environmental Policy And Natural Resource Management1, POLS 211 Global Issues1, PSYC 101 Introductory Psychology, PSYC 110 Developmental Psychology, PSYC 111 Introduction to Child Psychology, PSYC 121 Human Sexuality and Intimacy, PSYC 125 Introduction to Counseling2, PSYC 133 Introduction to Substance Abuse Studies, PSYC 204 Social Psychology, PSYC 213...
Abnormal Psychology, RLST 113 Religion and Society¹, RLST 115 Religion in America, SOC 101 Introduction to Sociology¹, SOC 102 Social Problems, SOC 103 Introduction to Marriage and Family², SOC 107 Introduction to Race and Ethnicity²

¹ Course fulfills the VVC Global Citizenship competency.
² Course does not transfer to UC
³ Cross-listed courses are the same course listed under different departments ENGL 116 Authors of the Theatre = TA 116 Authors of the Theatre; PHIL 114 Political Philosophy = POLS 114 Political Philosophy; PHIL 117 Philosophy of Religion = RLST 117 Philosophy of Religion

Math/Science

Science has to do with the tested and proven laws concerning the universe and how physical items function and interact. Applying scientific principles and knowledge often involves mathematical skills.

Career Opportunities

While not all math-based careers involve science, many careers in the sciences require the use of math. Some careers that involve both math and science are postsecondary computer science teachers, pharmacists, forensic science technicians, chemical engineers, and hazardous materials removal workers.

Transfer

The Associate in Science degree in Math/Science is often a degree earned by students who are pursuing a bachelor's degree in transfer majors such as Biology, Chemistry, Engineering, Environmental Studies, Geology, Mathematics, and Physics. It is also commonly earned by students planning to enter a Nursing program. To explore a bachelor's degree in these fields, visit assist.org (https://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Math/Science, AS (04976)

To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity), 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

The Math/Science major requires 18 units from any of the following courses.

Mathematics


Life Sciences

AGNR 123 Introduction to Plant Science, ANTH 101 Introduction to Physical Anthropology, ANTH 101L Physical Anthropology Laboratory, BIOL 100 General Biology, BIOL 107 Introduction to Human Biology, BIOL 110 Introduction to Human Nutrition, BIOL 118 Principles of Heredity, BIOL 201 Biology of Cells, BIOL 202 Biology of Organisms, BIOL 203 Population and Environmental Biology, BIOL 211 Human Anatomy, BIOL 213 Sexually Transmitted Diseases, BIOL 215 Human Gross Anatomy, BIOL 221 General Microbiology, BIOL 231 Human Physiology, BIOL 233 Pathophysiology, HLTH 102 Contemporary Problems in Personal and Community Health

Physical Sciences


Mathematics

Mathematics is a rapidly expanding, dynamic discipline which has contributed to recent advances in astronomy, biology, chemistry, engineering, medicine and physics. Mathematics is truly becoming the necessary language of a wide spectrum of knowledge.

The mathematics program is designed to accept students at many levels of mathematical maturity and enable them to gain the mathematical knowledge necessary for them to achieve their goals.

Career Opportunities

An undergraduate degree in mathematics can lead to a variety of jobs in business, industry, government, and teaching. Mathematicians are employed by companies in communication, computers, energy and finance.

Faculty

Mecklenburg, Trinity
Melkonian, Arda
Moore, Adam
Ngobi, Said
Mathematics, AS-T (31025)

The role of mathematics is vital and growing, providing solutions to problems in a wide range of sciences: social, biological, physical, behavioral, and management. As a whole, mathematics is necessary for understanding and expressing ideas in science, engineering, and human affairs. Mathematics is integrally related to computer science and statistics, which have proven invaluable to advancing research and modern industrial technology. The Mathematics curriculum academically prepares the student to transfer to a 4-year university to complete a Baccalaureate degree in a similar major.

The major requirements for the AS-T degree align with the intersegmental Transfer Model Curriculum (TMC) for Mathematics. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

To earn this degree complete the major coursework listed here with "C" grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<td>Required Courses</td>
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<tr>
<td>MATH 226/226H Analytic Geometry and Calculus I</td>
<td>4.0</td>
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<tr>
<td>MATH 227/227H Analytic Geometry and Calculus II</td>
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<td>MATH 231 Linear Algebra</td>
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Mathematics Courses

MATH 10 Basic Math Skills (3.0 Units)
This course covers the basic operations applied to whole numbers, fractions (including mixed numbers) and decimals. Prime factorization, least common multiple, ratio and proportion, similar triangles, averages; graphs and tables, square roots, the Pythagorean theorem, measurement, operations on signed-numbers and solutions of simple linear equations are also covered. This course does not apply to the Associate Degree.
Lecture Hours: 54.00
Transfer: Not transferable

MATH 12 Pre-Algebra (3.0 Units)
This course covers operations on whole numbers, integers, fractions, and decimals with a strong emphasis on solving equations and problem solving in order to prepare students for Introductory Algebra. The course introduces graphing linear equations, working with polynomials, and basic geometrical concepts. This course not associate degree applicable.
Lecture Hours: 54.00
Transfer: Not transferable

MATH 42 Elementary Algebra (4.0 Units)
This course covers a review of arithmetic operations with whole, decimal, fractional and signed numbers, exponential notation, percentages, and order of operations. Algebraic expressions, solving and graphing linear equations and inequalities, polynomial operations and polynomial factoring, rational and radical expressions and equations, quadratic equations and solutions to quadratic equations are also covered. This course does not apply to the Associate Degree.
Lecture Hours: 72.00
Transfer: Not transferable

MATH 42S Elementary Algebra With Skills Support (5.0 Units)
This course covers a review of arithmetic operations with whole, decimal, fractional and signed numbers, exponential notation, percentages, and order of operations. Algebraic expressions, solving and graphing linear equations and inequalities, polynomial operations and polynomial factoring, rational and radical expressions and equations, quadratic equations and solutions to quadratic equations are also covered. This class focuses on study skills and extra support for students by teaching some concepts using different learning modalities.
Lecture Hours: 90.00
Transfer: Not transferable

MATH 049 Preparation for College Mathematics (0.0 Units)
This non-credit course will help students prepare for transfer-level math courses by reviewing content from introductory and intermediate algebra courses. Topics will include the solving and graphing of equations and systems of equations, both linear and nonlinear. This course will also cover properties of real numbers, exponents, radicals and complex numbers, as well as topics such as factoring, rational expressions, complex numbers, logarithms, and applications.
Lab Hours: 54.00
Transfer: Not transferable
MATH 63 Pre-Statistics Mathematics (5.0 Units)
The core algebra skills needed to understand the concepts, formulas, and graphs used in transfer-level statistics are investigated. Integrates numeracy, proportional reasoning, algebraic reasoning, and functions. Develops conceptual and procedural tools that support the use of key mathematical concepts in a variety of contexts. Throughout the course, college success content will be integrated with mathematical topics. This course is NOT intended for math, science, computer science, business, or engineering majors.
Lecture Hours: 90.00
Transfer: Not transferable

MATH 80 Corequisite Support for Introductory Statistics (2.0 Units)
A review of the core intended for students who are concurrently enrolled in Math 120, College Introduction to Statistics. Topics include a review of skills such as decimals, ratios, percents and proportions, solving and graphing linear equations, interpretation of slope, as well as basic probability. This course will also provide additional instruction and activities related to the key concepts learned in Math 120.
Lecture Hours: 36.00
Transfer: Not transferable

MATH 85 Corequisite Support for College Algebra (2.0 Units)
A review of the core intended for students who are concurrently enrolled in Math 105, College Algebra. Topics include a review of skills developed in Elementary and Intermediate Algebra such as solving and graphing equations (linear, quadratic, rational, radical, logarithmic and exponential) and inequalities, solving systems of equations, factoring, functions, and transformations.
Lecture Hours: 36.00
Transfer: Not transferable

MATH 86 Corequisite Support for Analytic Geometry and Calculus I (2.0 Units)
A review of the core Students may concurrently enroll in Math 226 or Math 226H. Topics include a review of equation solving and graphing skills developed in algebra and trigonometry as well as a just-in-time review of operations on functions and geometrical concepts as needed.
Lecture Hours: 36.00
Transfer: Not transferable

MATH 87 Corequisite Support for Analytic Geometry and Calculus II (2.0 Units)
A review of the core Students may concurrently enroll in Math 227 or Math 227H. Topics include a review of differentiation and integration developed in first semester calculus as well as a just-in-time review of other skills needed in second semester calculus, such as partial fraction decomposition, series and sequences, graphing and trigonometry.
Lecture Hours: 36.00
Transfer: Not transferable

MATH 90 Intermediate Algebra (4.0 Units)
This course is designed to serve as preparation for the study of College Algebra, Statistics, Trigonometry and other college mathematics courses. Topics include a review of the real number system, an introduction to imaginary and complex numbers, the solution of first degree, quadratic and systems of equations, polynomials, rational expressions, exponents and radicals, graphs of functions (both linear and nonlinear) and of relations, and exponential and logarithmic functions.
Lecture Hours: 72.00
Transfer: Not transferable

MATH 90S Intermediate Algebra With Skills Support (5.0 Units)
This course is designed to serve as preparation for the study of College Algebra and Trigonometry and other college mathematics courses. Topics include a review of the real number system, an introduction to imaginary and complex numbers, the solution of first degree, quadratic and systems of equations, polynomials, rational expressions, exponents and radicals, graphs of functions (both linear and nonlinear) and of relations, and exponential and logarithmic functions. This class also focuses on study skills and extra support for students by teaching some concepts using different learning modalities.
Lecture Hours: 90.00
Transfer: Not transferable

MATH 103 College Algebra for Allied Health (4.0 Units)
College level course in algebra for Allied Health majors: Functions including linear, polynomial, absolute value, rational, radical, exponential, logarithmic; definitions, evaluation, domain and range of each; Algebra of functions; Direct and inverse variation models; Graphs of functions including asymptotic behavior, intercepts, vertices; Equations including rational, linear, absolute value, polynomial, radical, exponential, logarithmic; Linear and nonlinear inequalities; Systems of equations; Complex numbers; Substantial introduction to Inverses of functions, logarithmic, and exponential functions; Applications in science and health topics.
Co-requisite(s): Take MATH 90 or higher
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

MATH 104 Trigonometry (4.0 Units)
Topics for this preparatory course for calculus include trigonometric functions and equations, solutions of both right and oblique triangles, trigonometric forms of complex numbers and De Moivre’s Theorem. Course content also includes verification of trigonometric identities, inverse trigonometric functions, half and multiple angles, vectors and their applications, parametric equations, polar coordinates and polar equations.
Lecture Hours: 72.00
Transfer: Transfers to CSU only

MATH 105 College Algebra (4.0 Units)
The course offers a review of real numbers, real number exponents, and factoring polynomials. The course also covers equations and inequalities, solutions to systems of equations and inequalities, solutions to equations and inequalities involving absolute value, graphing relations and functions, matrices, determinants of matrices, matrix algebra. Complex numbers, the real and complex zeros of polynomials, the zeros of exponential, rational and radical functions, the conic sections, sequences, mathematical induction and the binomial theorem are also covered. (UC credit limitation).
Co-requisite(s): MATH 90, MATH 90S or MATH 85, Minimum grade C;
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

MATH 105H Honors College Algebra (4.0 Units)
This course covers all the topics of the regular Math 105 course, but the topics are covered in greater depth. Exponents and Radicals, Theory of Quadratic Equations, Simultaneous Quadratic Equations, Complex Numbers, Equations of Higher Degree, Inequalities, Logarithmic and Exponential Equations, Binomial Theorem, Matrices and Determinants, Partial Fractions, Sequences and Series. (UC credit limitation).
Prerequisite(s): MATH 90 or MATH 90S; Minimum Grade C
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU
MATH 120 Introduction to Statistics (4.0 Units)
The use of probability techniques, hypothesis testing, and predictive
techniques to facilitate decision-making. Topics include descriptive
statistics; probability and sampling distributions; statistical inference;
correlation and linear regression; analysis of variance, chi-square and t-
tests; and application of technology for statistical analysis including the
interpretation of the relevance of the statistical findings. Applications
using data from disciplines including business, social sciences,
psychology, life science, health science, and education.
Prerequisite(s): MATH 90, MATH 90S, MATH 63, or MATH 80
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

MATH 120H Honors Introduction to Statistics (4.0 Units)
The use of probability techniques, hypothesis testing, and predictive
techniques to facilitate decision-making. Topics include descriptive
statistics; probability and sampling distributions; statistical inference;
correlation and linear regression; analysis of variance, chi-square and t-
tests; and application of technology for statistical analysis including the
interpretation of the relevance of the statistical findings. Applications
using data from disciplines including business, social sciences,
psychology, life science, health science, and education. In addition, the
Honors component will include the design of surveys, probability testing,
and a research project.
Prerequisite(s): MATH 90 or MATH 63 or MATH 66 Minimum grade C.
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

MATH 120S Introduction to Statistics With Skills Support (5.0 Units)
The use of probability techniques, hypothesis testing, and predictive
techniques to facilitate decision-making. Topics include descriptive
statistics; probability and sampling distributions; statistical inference;
correlation and linear regression; analysis of variance, chi-square and t-
tests; and application of technology for statistical analysis including the
interpretation of the relevance of the statistical findings. Applications
using data from disciplines including business, social sciences,
psychology, life science, health science, and education. This class also
focuses on study skills and extra support for students by teaching some
concepts using different learning modalities.
Lecture Hours: 90.00
Transfer: Transfers to both UC/CSU

MATH 129 Independent Study (1-3 Units)
Independent study provides individual students challenging and in-depth
study on approved topics within any subject area. Independent study
proposals must have the approval of the instructor and appropriate
administrator. It is expected that the study will not duplicate existing
curriculum; rather, it will be of an advanced nature and extend approved
courses or series of courses. Interested students should contact
discipline faculty for more information.
Transfer: Transfers to CSU only

MATH 129AH Independent Study Honors-First Semester (1.0 Units)
This first semester honors independent study course is intended to be an
in-depth study of advanced topics. The study will not duplicate existing
curriculum; rather, it will be of an advanced nature.
Transfer: Transfers to CSU only

MATH 129BH Independent Study Honors-Second Semester (1.0 Units)
This second semester honors independent study course is intended to be
an in-depth study of advanced topics. The study will not duplicate existing
curriculum; rather, it will be of an advanced nature.
Prerequisite(s): MATH 129AH Minimum grade C
Transfer: Transfers to CSU only

MATH 129CH Independent Study Honors-Third Semester (1.0 Units)
This third semester honors independent study course is intended to be an
in-depth study of advanced topics. The study will not duplicate existing
curriculum; rather, it will be of an advanced nature.
Prerequisite(s): MATH 129BH;
Transfer: Transfers to CSU only

MATH 132 The Ideas of Math (3.0 Units)
Sets and their application to permutations, combinations, finite
probability measures and expectation; statistics; linear and exponential
modeling; financial mathematics, and geometry.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

MATH 138 Coop Ed Math (1-8 Units)
Cooperative Education: This course is designed for students who are
cross-training at their current worksite for upward mobility or possible
career changes, as well as those looking for entry-level occupational
training through work-based learning experiences. Students must have a
coop approved worksite to enroll in this class and establish new learning
objectives. Please refer to the Cooperative Education section in this
catalog for more information.
Transfer: Transfers to both UC/CSU

MATH 215 Analytic Geometry and Calculus I (4.0 Units)
This class offers an introduction to the calculus of single variables.
Topics covered include limits, using limits of functions to determine
continuity, finding derivatives and integrals of functions, basic properties
of derivatives and integrals, the relationship between derivatives
and integrals as given by the Fundamental Theorem of Calculus, and
applications.
Prerequisite(s): MATH 104 and MATH 105 or MATH 105H; Minimum
grade C
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

MATH 220 Analytic Geometry and Calculus II (4.0 Units)
As an introduction to the calculus of single variables, students will
develop the concept of limit; apply limits to functions to determine if they
are continuous; find the derivative and determine integrals. Students will
study the properties of the derivative and integral, their relationship to
each other given by the Fundamental Theorem of Calculus. The student
will also learn to read and write simple proofs. (UC credit limitation). , UC
Prerequisite(s): MATH 104 and MATH 105 (or MATH 105H) Minimum
grade C
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

MATH 226H Honors Analytic Geometry and Calculus I (4.0 Units)
This second course in differential and integral calculus of a single
variable: integration; techniques of integration; infinite sequences and
series; polar and parametric equations; applications of integration.
Prerequisite(s): MATH 226 or MATH 226H, Minimum grade C
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU

MATH 227H Honors Analytic Geometry and Calculus II (4.0 Units)
The second course in differential and integral calculus of a single
variable: integration; techniques of integration; infinite sequences and
series; polar and parametric equations; applications of integration. In
addition, the honors component will include reading proofs, writing
complete proofs from sketches of proofs and applying techniques
learned to real-life problems.
Lecture Hours: 72.00
Transfer: Transfers to both UC/CSU
MATH 228 Analytic Geometry and Calculus III (5.0 Units)
This course covers vectors and the geometry of space, vector-valued functions, the calculus of several variables, multiple integration, Green’s Theorem, divergence theorem, Stoke’s Theorem, and applications. Prerequisite(s): MATH 227 or MATH 227H; Minimum grade C
Lecture Hours: 90.00
Transfer: Transfers to both UC/CSU

MATH 228H Honors Analytic Geometry and Calculus III (5.0 Units)
Vectors and the geometry of space, vector-valued functions, the calculus of function of several variables, multiple integration, Green’s Theorem, divergence theorem, Stoke’s Theorem, and applications. In addition the honors component will include reading proofs, writing complete proofs and applying techniques learned to real-life problems. UC credit limitation.
Lecture Hours: 90.00
Transfer: Transfers to both UC/CSU

MATH 231 Linear Algebra (3.0 Units)
An introduction to linear algebra that compliments advanced courses in calculus. Topics include systems of linear equations, matrix operations, determinants, vectors and vector spaces, eigenvalues and eigenvectors and linear transformations; with orthogonality, inner product spaces and numerical methods if time permits.
Co-requisite(s): MATH 226 or MATH 226H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

MATH 270 Differential Equations (3.0 Units)
This course covers elementary differential equations, solutions of first order equations, linear equations with constant coefficients, simultaneous linear systems, series solutions, the Laplace transform, and applications to physics and engineering. Prerequisite(s): MATH 227 or MATH 227H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

• Calculate arithmetic, algebraic, geometric, spatial, and statistical quantities using appropriate technology.
• Estimate arithmetic, algebraic, geometric, spatial, and statistical solutions.
• Solve arithmetic, algebraic, geometric, spatial, and statistical expressions, equations, functions, and problems using appropriate technology.
• Represent mathematical information numerically, symbolically, graphically, verbally, and visually using appropriate technology.
• Interpret mathematical and statistical models such as formulas, functions, graphs, tables, and schematics, drawing conclusions and making inferences based on those models.
• Develop mathematical and statistical models such as formulas, functions, graphs, tables, and schematics using appropriate technology.
• Communicate mathematical theories and ideas clearly and concisely to others in the oral and written form.

Medical and Health Professions

The programs of study in the following Pre-Health and Allied Health professions are not offered at Victor Valley College, however preparatory courses needed for transfer into these majors are offered as outlined.

Important information about programs in the pre-health professions

In addition to a competitive GPA and a competitive score on specialized entrance examinations, programs in the health professions also seek the following from competitive applicants: strong letters of recommendation, volunteer or paid experience in your specialty of interest, involvement in extracurricular activities, and research (lab) experience, and strong personal statements.

VVC counselors are available to help students plan and fulfill some of the requirements to health professions schools. In addition, visit the university’s website for the most updated information on admissions requirements to a particular health professions program. Many local options are presented in this section.

Allied Health Professions

Athletic Training / Exercise Science

Athletic Training is a growing profession that involves evaluation, management, and rehabilitation of athletic injuries. It is also the organization and administration of athletic training programs, as well as the education and counseling of the athlete. This program of study was recently endorsed by the American Medical Association as an allied health profession.

Athletic Training programs may also be offered as an option under Kinesiology, Exercise Science, Sports Medicine, or Physical Education majors at most universities. The average GPA for students enrolling in these programs is a 3.0 GPA or better. To work as an Athletic Trainer, most careers require a minimum of a master’s degree in a related field.

Common lower division courses to be completed prior to transferring to a university as an Athletic Training, Kinesiology, Exercise Science, or Physical Education Major:

BIOL 211 Human Anatomy; BIOL 231 Human Physiology; CHEM 201 General Chemistry; PHYS 221 General Physics 1; MATH 120 Introduction to Statistics; PSYC 101 Introductory Psychology

For more information on athletic training or exercise science programs visit the Assist (https://assist.org) website or meet with a counselor.

Dental Hygiene (RDH)

Dental hygienists provide educational and clinical services for patients, including dental health education and disease prevention procedures, obtaining and recording patients’ medical and dental histories, scaling and polishing teeth, recording conditions of patients’ mouths and teeth, exposing and processing dental x-ray films, nutritional counseling, and applying fluoride and pit and fissure sealants for prevention of decay. Dental Hygiene is a rapidly growing profession and is emerging as a vital, highly respected component of dental health.

Before admission into the Dental Hygiene program students must have graduated from an accredited secondary school, have a minimum of 60 semester units of transferable course work, rate sufficiently high on the Dental Hygiene Aptitude Test (DHAT), and complete prerequisite coursework with a cumulative GPA of 3.0 or better.
There are multiple California community colleges that offer an Associate of Science or Arts degree in Dental Hygiene. For more information on accredited Dental Hygiene community college programs, visit the California Dental Hygienists’ Association (https://cdha.org) website.

Common lower division course requirements to be completed prior to transferring to a university as a Dental Hygiene major:

- BIOL 201 Biology of Cells; BIOL 211 Human Anatomy; BIOL 221 General Microbiology; BIOL 231 Human Physiology; CHEM 100 Introductory Chemistry; CHEM 201 General Chemistry; CHEM 202 General Chemistry; ENGL 101.0 English Composition and Reading; ENGL 102.0 Composition and Literature or ENGL 104 Critical Thinking & Composition; PSYC 101 Introductory Psychology; SOC 101 Introduction to Sociology; CMST 109 Public Speaking

Additional recommended courses to complete 60 required units:
- BIOL 110 Introduction to Human Nutrition; CHEM 281 Organic Chemistry; MATH 120 Introduction to Statistics.

The following five California universities/colleges offer a bachelor's degree in Dental Hygiene and are accredited by the Commission on Dental Accreditation (https://www.ada.org/en/coda) (CODA). Please visit their websites.

- Loma Linda University - School of Dentistry
  University of Southern California - Herman Ostrow School of Dentistry (https://dentistry.usc.edu/programs/dental-hygiene)
  University of the Pacific
  West Coast University
  West LA College

For more information on Dental Hygiene programs, visit the American Dental Hygienists’ Association (https://www.adha.org) website.

Health Care Administration (Management), Health Information Administration

Health Care Managers are involved with policy formulation, finance, administrative functions, roles of medical staff, federal and state regulation, planning and marketing, human resources and other health care management functions. Positions are typically found in hospitals, clinics, managed care organizations, long-term care facilities, and medical offices. Management and staff opportunities for graduates in this field include consulting firms, durable medical equipment companies, pharmaceutical companies, and health care information systems vendors.

Health Information Managers provide leadership in managing medical information systems that serve patients, health care providers, and administrative staff. It is an excellent career choice for the person who is seeking a health care profession that combines interests in computer science, business, management, legal procedures, and research. This unique background provides the health information administrator with a wide variety of employment opportunities. These include positions in acute care, outpatient care, long-term care, mental health facilities, insurance companies, governmental agencies, legal offices, and with computer system vendors.

The health information manager will have opportunities to develop health information systems for quality patient care, financial reimbursement, medical research, health care planning, and security of patient information. Many health information managers also have responsibilities that include planning organizing the medical records department, budgeting department resources, determining department policies and procedures, and evaluating and motivating employees. Because information is vital to quality patient care, the health information manager interacts daily with medical, financial, and administrative staff.

Common lower division requirements for Health Care Administration (Management) and Health Information Administration programs vary greatly from school to school, but may include:

- BADM 103 Financial Accounting Fundamentals; BADM 104 Managerial Accounting; ECON 101 Principles of Economics: Macro and ECON 102 Principles of Economics: Micro; BIOL 211 Human Anatomy; BIOL 221 General Microbiology; CHEM 100 Introductory Chemistry; PSYC 101 Introductory Psychology; MATH 105 College Algebra or MATH 120 Introduction to Statistics; depending on the institution, additional courses may be required.

The following universities offer these majors. Please visit their websites. For the CSU campuses you may also visit the Assist (https://assist.org) website for more information about specific requirements.

- California State University (several campuses). Use the Search CSU Degrees (http://degrees.calstate.edu) tool.
- Loma Linda University - School of Allied Health Professions

Occupational Therapy (OT)

Occupational Therapists (OT) look at the psychological and social concerns, as well as physical factors, to assist physically disabled people relearn and adapt basic motor skills. Occupational Therapists use every day (occupational) activities as a means of helping those people achieve independence, focusing on critical daily tasks ranging from dressing to employment tasks. Most OT programs require the Graduate Record Examination (GRE) and a minimum cumulative GPA of a 3.0 or better. A minimum of 80 volunteer experience hours are required with at least 60 hours being under supervision of an Occupational Therapist.

Because the entrance requirements, prerequisites, and program components vary from college to college, students should consult school catalogs and websites for specific information about the programs from each college to which they plan to apply.

Common lower division requirements prior to entering most Occupational Therapy programs:

- BIOL 201 Biology of Cells; BIOL 202 Biology of Organisms; BIOL 211 Human Anatomy; BIOL 231 Human Physiology; PSYC 101 Introductory Psychology; PSYC 110 Developmental Psychology; PSYC 213 Abnormal Psychology; MATH 120 Introduction to Statistics; ENGL 101.0 English Composition and Reading; ENGL 102.0 Composition and Literature or ENGL 104 Critical Thinking & Composition; SOC 101 Introduction to Sociology or ANTH 102 Introduction to Cultural Anthropology; CMST 109 Public Speaking; PHYS 221 General Physics I; PHYS 222 General Physics II

Additional recommended courses: Humanities/Social Sciences.

The following California schools award a Master’s degree in Occupational Therapy. Please visit their websites.

- CSU Dominguez Hills
- Loma Linda University - School of Allied Health Professions
- San Jose State University
- University of Southern California - Chan Division of Occupational Science and Occupational Therapy
- Dominican University of California
For more information on Occupational Therapy programs visit the American Occupational Therapy Association (https://www.aota.org) website.

**Occupational Therapy Assistant (OTA)**

Certified Occupational Therapy Assistants (COTA) work under the guidance of occupational therapists to carry out treatment programs for many different kinds of patients. The COTA enjoys a job that uses creative, personal, and technical skills; works with people of all ages with many kinds of health problems; uses specialized job skills developed in classroom and clinical experiences; benefits from a career with excellent employment opportunities; and shares a respected position as an important member of the health care team. All colleges require a minimum GPA of 2.0 or better to apply to their COTA programs. Competitive applicants have cumulative GPAs of 2.5 or better.

Common lower division requirements prior to entering most Occupational Therapy Assistant programs:

- BIOL 211 Human Anatomy
- BIOL 231 Human Physiology
- ENGL 101.0 English Composition and Reading
- PSYC 101 Introductory Psychology
- CMST 109 Public Speaking
- MATH 120 Introduction to Statistics

The following California Community colleges offer Associate degrees in Occupational Therapy Assistant:

- Santa Ana Community College
- Grossmont Community College
- Sacramento City College

**Pre-Physical Therapy (DPT)**

Physical Therapists evaluate neuromuscular, musculoskeletal, sensory-motor, and related cardiovascular and respiratory functions of the patient. They perform and interpret tests and measurements of these functions and abilities as an aid in the treatment of the patient.

Physical Therapy is a highly competitive program. All accredited entry level physical therapy programs are at the master's level (MS or MPT) or doctorate level (DPT). The DPT is the new educational standard for entry-level work in the field. Most universities offer the Doctorate of Physical Therapy (DPT) degree. Most programs require a student to have at least a 3.0 cumulative and prerequisite GPA, although the average GPA for accepted students may be higher. A bachelor's degree in a related field such as Biology, Kinesiology, and Athletic Training is strongly recommended. In addition, sufficiently high scores on the Graduate Record Examination (GRE), strong letters of recommendation, and paid or volunteer experience in a physical therapy setting are important in the selection process.

Common lower division requirements prior to entering most Physical Therapy programs:

- BIOL 201 Biology of Cells
- BIOL 202 Biology of Organisms
- BIOL 211 Human Anatomy
- BIOL 231 Human Physiology
- CHEM 201 General Chemistry
- CHEM 202 General Chemistry
- ENGL 101.0 English Composition and Reading
- ENGL 102.0 Composition and Literature
- ENGL 104 Critical Thinking & Composition
- MATH 120 Introduction to Statistics
- MATH 226 Analytic Geometry and Calculus I
- PHYS 211 General Physics I
- PHYS 222 General Physics II
- PSYC 101 Introductory Psychology
- PSYC 110 Developmental Psychology
- PSYC 213 Abnormal Psychology

Highly recommended course: CHEM 281 Organic Chemistry

The following California colleges offer DPT programs accredited by the Commission on Accreditation in Physical Therapy Education (http://www.capteonline.org/home.aspx) (CAPTE):

- Azusa Pacific University
- Chapman University
- Loma Linda University - School of Allied Health Professions
- Mount St. Mary's College
- Samuel Merritt University
- University of California, San Francisco
- University of the Pacific
- University of Southern California - Division of Biokinesiology and Physical Therapy
- Western University of Health Sciences
- University of St. Augustine for Health Sciences - California

California State University Campuses
- Fresno (http://www.fresnostate.edu/chhs/physical-therapy)
- Northridge (https://www.csun.edu/health-human-development/physical-therapy)
- Sacramento (https://www.csus.edu/college/health-human-services/physical-therapy)

For more information on physical therapy visit the American Physical Therapy Association (http://www.apta.org) website.

**Physical Therapist Assistant (PTA)**

The physical therapist assistant is a skilled technical health worker who, under the supervision of a physical therapist, assists in the patients’ treatment program. The extent to which the physical therapist assistant is involved in treatment depends upon the policies of the health facility, the supervising therapist, and the patient. Most colleges require a GPA of 2.5 or better.

Common lower division requirements prior to entering most Physical Therapy Assistant programs:

- BIOL 211 Human Anatomy
- BIOL 231 Human Physiology
- ENGL 101.0 English Composition and Reading
- MATH 90 Intermediate Algebra

Additional general education and major courses are required. Please check each college's catalog or website for specific course requirements.

The following California colleges offer associate degrees in Physical Therapist Assistant:

- Loma Linda University - School of Allied Health Professions
- Cerritos Community College
- San Diego Mesa Community College
- Sacramento City College
- Ohlone Community College
- Sacramento College

**Pre-Physician Assistant (PA)**

A physician assistant (PA) is a skilled health care professional who, under the supervision of a physician, performs a variety of medical, diagnostic and therapeutic services. Most physician assistants routinely elicit complete medical histories and perform comprehensive physical examinations. They treat patients with common acute problems such as...
as infections and injuries, perform minor surgical procedures, and provide ongoing care for common chronic problems such as arthritis, hypertension and diabetes.

The usual program requires 24 months to complete. Most PA students earn a bachelor's degree, although an increasing number of PA programs award master's degrees upon completion of the program.

Upon graduation from an accredited PA program, students take an examination given by the National Commission on Certification of Physician Assistants (NCCPA) and achieve national certification by passing the exam. Certified Physician Assistants (PA-C) must be retested every six years. Admission into the PA programs requires a minimum of 60 semester units and most require a GPA of 3.0 or better.

Universities may require completion of the Medical College Admissions Test (MCAT) or the Graduate Record Examination (GRE). Most PA programs will require a minimum of 1000 hours of related direct patient contact.

Common lower division requirements prior to entering most Physician Assistant programs:

- BIOL 211 Human Anatomy; BIOL 221 General Microbiology; BIOL 231 Human Physiology; CHEM 100 Introductory Chemistry; CHEM 201 General Chemistry and CHEM 202 General Chemistry or CHEM 281 Organic Chemistry and CHEM 282 Organic Chemistry II; ENGL 101.0 English Composition and Reading; ENGL 102.0 Composition and Literature or ENGL 104 Critical Thinking & Composition; MATH 105 College Algebra; PSYC 101 Introductory Psychology; SOC 101 Introduction to Sociology or ANTH 102 Introduction to Cultural Anthropology; 9-12 units from humanities.

Highly recommended courses: BIOL 201 Biology of Cells; BIOL 202 Biology of Organisms; MATH 120 Introduction to Statistics; ALDH 139 Medical Terminology; CIS 101 Computer Literacy; SPAN 101 Elementary Spanish; SPAN 102 Elementary Spanish; CMST 109 Public Speaking

The following California universities offer master's programs in Physician Assistant (PA):

- Loma Linda University - School of Allied Health Professions
- Stanford University
- Tuoro University - California
- University of California, Davis
- University of Southern California - Keck School of Medicine
- Western University of Health Sciences
- Marshall B. Ketchum University

Because the requirements for each program vary slightly, students who are serious about pursuing a career as a physician assistant should consult with the catalog or website of each college/university for which they plan to apply.

For more information on Physician Assistant programs visit the American Academy of PA’s (https://www.aapa.org) website.

Radiologic Technology

The radiologic technologist (x-ray technician) is responsible for the accurate demonstration of body structures on a radiograph or other receptor. The technologist determines proper exposure factors, manipulates medical imaging equipment, evaluates the radiographic quality, and provides for patient protection and comfort.

Most radiologic technology programs are two-year programs with students earning an associate degree upon completion of the program.

Radiologic technologists may choose to train further in the areas of medical sonography, nuclear medicine technology, radiation therapy technology, and special imaging technology.

Entrance requirements vary slightly from college to college. Students should visit the websites for each college to which they plan to apply. Students are highly encouraged to complete the following prerequisite courses before transfer into the below colleges/universities. Please visit their respective websites.

- Chaffey College
- Radiologic Technology, AS
- ALDH 139 Medical Terminology; BIOL 211 Human Anatomy; BIOL 231 Human Physiology; and CHEM 100 Introductory Chemistry or PHYS 100 Introductory Physics. Meet with a Chaffey College counselor for additional requirements. A cumulative 2.8 GPA of higher is required for application for the program.

- Loma Linda University - School of Allied Health Professions
- Medical Radiography, AS
- ALDH 139 Medical Terminology; BIOL 211 Human Anatomy; BIOL 231 Human Physiology; CHEM 100 Introductory Chemistry or PHYS 100 Introductory Physics; ENGL 101.0 English Composition and Reading and ENGL 102.0 Composition and Literature; MATH 90 Intermediate Algebra; PSYC 101 Introductory Psychology or SOC 101 Introduction to Sociology; CMST 109 Public Speaking; CIS 101 Computer Literacy or High School Computer, and Foreign Language. Elective units to complete course requirements may be necessary. Applicants must have a 3.0 cumulative GPA to be considered.

For more information on Radiologic Technology visit the American Society of Radiologic Technologists (https://www.asrt.org) website.

Speech-Language Pathology and Audiology/Communicative Disorders

Speech-language pathologists are concerned with evaluating and treating children and adults with communication disorders. Difficulties in the areas of speech, language, fluency, and voice are associated with a variety of disorders, including developmental delay, hearing impairment, cleft palate, cerebral palsy, stroke, and head injury. Audiologists are concerned with prevention, identification, assessment, and rehabilitation of hearing disorders. For both professions, it is important that the student have an interest in working with people.

The following California colleges offer bachelor's degrees or master's degrees in Speech Pathology and/or Audiology:

- Biola University
- California State University (several campuses). Use the Search CSU Degrees (http://degrees.calstate.edu) tool.
- Loma Linda University - School of Allied Health Professions
- University of Redlands

Check universities’ catalogs or websites for specific course requirements.

Pre-Health Professions

Pre-Chiropractic (DC)

Chiropractic Medicine places the emphasis on spinal manipulation and neuromuscular treatments as the means of restoration and preservation of health. Chiropractors diagnose health problems, provide care and
consult with other health care providers. Prior to enrolling, applicants must have completed a minimum of 90 semester units, applicable to a bachelor's degree, with a minimum cumulative GPA of a 2.5 on a 4.0 scale or better.

**Common lower division course requirements to be completed prior to beginning a program in chiropractic medicine:**

BIOL 201 Biology of Cells; BIOL 202 Biology of Organisms; CHEM 201 General Chemistry; CHEM 202 General Chemistry; CHEM 281 Organic Chemistry; CHEM 282 Organic Chemistry II; PHYS 221 General Physics I; PHYS 222 General Physics II; ENGL 101.0 English Composition and Reading; ENGL 102.0 Composition and Literature or ENGL 104 Critical Thinking & Composition; PSYC 101 Introductory Psychology

Highly recommended courses: BIOL 221 General Microbiology; BIOL 231 Human Physiology; PHYS 201 Engineering Physics I-Mechanics; CMST 109 Public Speaking; MATH 105 College Algebra

Additional recommended courses: 15 additional units from Social Sciences and/or Humanities

The following four schools are the only California colleges accredited by the American Chiropractic Association (https://www.acatoday.org). Please visit their websites.

**Life Chiropractic College West**

**Southern California University of Health Sciences**

**Palmer College of Chiropractic**

For more information on chiropractic colleges visit the International Chiropractors Association (http://www.chiropractic.org) website.

**Pre-Dentistry (DDS/DMD)**

Dentists provide comprehensive dental treatment to patients including oral and maxillofacial surgery, endodontics, orthodontics, and restorative processes.

Because most of the applicants being admitted to dental schools possess a bachelor's degree, students are advised to integrate the dental school requirements into a program that will lead to a bachelor's degree in a major of their choice. While many successful applicants major in one of the natural sciences, a science major is NOT required for admission to medical school. There are Dental Schools which consider 90 semester units (60 units lower division and 30 units of upper division coursework) with a very competitive grade point average (GPA). The average GPA for accepted students to U.S. dental schools is a 3.5. In addition a score sufficiently high on the Dental Admission Test (DAT) is required along with course prerequisites. Extracurricular activities (community/campus), research, and clinical experience are highly encouraged to become a competitive applicant. The American Dental Education Association (https://www.ada.org/en) website is a good resource for more information.

**Common lower division course requirements to be completed prior to entering dentistry schools:**

BIOL 201 Biology of Cells; BIOL 202 Biology of Organisms; BIOL 211 Human Anatomy; BIOL 221 General Microbiology; BIOL 231 Human Physiology; CHEM 201 General Chemistry; CHEM 202 General Chemistry; CHEM 206 Introductory Chemistry II: Organic Chemistry and CHEM 207 Introductory Chemistry III:Biochemistry; or CHEM 281 Organic Chemistry and CHEM 282 Organic Chemistry II (recommended); ENGL 101.0 English Composition and Reading; ENGL 102.0 Composition and Literature or ENGL 104 Critical Thinking & Composition; MATH 226 Analytic Geometry and Calculus I; PHYS 221 General Physics I; PHYS 222 General Physics II; PSYC 101 Introductory Psychology; CMST 109 Public Speaking


The following six California schools offer a Doctor of Dental Surgery (DDS) and are the only California universities accredited by the Commission on Dental Accreditation (https://www.ada.org/en/coda) (CODA). Please visit their websites.

**Loma Linda University - School of Dentistry**

**University of California, Los Angeles**

**University of the Pacific**

**University of California, San Francisco**

**University of Southern California - Herman Ostrow School of Dentistry**

**Western University of Health Sciences**

For more information on dentistry schools visit the American Dental Association (https://www.ada.org/en) website.

**Pre-Medicine (MD) and Pre-Osteopathic Medicine (DO)**

Doctors of Medicine manage the diagnosis, treatment, and prevention of disease and injuries of individuals to restore them back to optimal health. Treatment may include surgery, various treatment methods, conferring with other specialists, and prescribing appropriate drugs. Physicians also research the causes, transmission, and control of diseases and other ailments.

Medicine is a highly competitive field and acceptance into medical school is based on a combination of preparatory courses completed, letters of recommendation, sufficiently high scores on the Medical College Admissions Test (MCAT), and GPA. Most students who are admitted into medical school have a bachelor’s degree; therefore, a bachelor's degree is highly recommended. Since requirements for medical school places emphasis on biology and chemistry, most students choose to pursue a bachelor's degree in biology or chemistry. While many successful applicants major in one of the natural sciences, a science major is NOT required for admission to medical schools. The average GPA for accepted students to U.S. medical schools is a 3.6. Extracurricular activities (community/campus), research, and clinical experience are highly encouraged to become a competitive applicant.

A handout entitled “Premedical Course Preparation for California Medical School Programs” is available from the VVC Counseling department. Students should also consult school catalogs, websites, and the Medical School Admission Requirements: U.S. and Canada, (MSAR) published by the Association of American Medical Colleges (AAMC) for specific requirements. A copy of the MSAR is available for purchase at www.aamc.org (http://www.aamc.org)

**Common lower division course requirements to be completed prior to entering medical schools:**

BIOL 201 Biology of Cells, BIOL 202 Biology of Organisms; CHEM 201 General Chemistry, CHEM 202 General Chemistry, CHEM 281 Organic Chemistry, CHEM 282 Organic Chemistry II; ENGL 101.0 English Composition and Reading, ENGL 102.0 Composition and Literature or ENGL 104 Critical Thinking & Composition; MATH 226 Analytic Geometry
and Calculus I, MATH 227 Analytic Geometry and Calculus II; PHYS 221
General Physics I, PHYS 222 General Physics II

Additional highly recommended courses: CHEM 206 Introductory
Chemistry II; Organic Chemistry, CHEM 207 Introductory Chemistry
III: Biochemistry; CIS 101 Computer Literacy; SPAN 101 Elementary
Spanish, SPAN 102 Elementary Spanish, PSYC 101 Introductory
Psychology or SOC 101 Introduction to Sociology; CMST 106
Interpersonal Communication or CMST 109 Public Speaking

A minimum of 90 semester units, at least 20 of which must be upper
division from a four-year university.

The following eight medical schools in California offer a Doctor of
Medicine (MD) degree and are accredited by the Liaison Committee
on Medical Education (LCME) of the American Medical Association (AMA):

Loma Linda University - School of Medicine
Stanford University - Medicine (https://med.stanford.edu)
University of Southern California - Keck School of Medicine (https://
keck.usc.edu)
Tuoro University - College of Osteopathic Medicine in California (http://
com.tu.edu)
Western University of Health Sciences College of Osteopathic Medicine
of the Pacific

University of California Campuses

University of California, Davis - School of Medicine
University of California, Irvine - School of Medicine (http://
www.som.uci.edu)
University of California, Los Angeles - David Geffen School of Medicine
(https://medschool.ucla.edu)
University of California, Riverside - School of Medicine (https://
medschool.ucr.edu)
University of California, San Diego - School of Medicine (https://
medschool.ucsd.edu/Pages/default.aspx)
University of California, San Francisco - School of Medicine

For more information on medical schools visit the Association
of American Medical Colleges (https://www.aamc.org) website.

Pre-Osteopathic Medicine (DO) (also see Medicine)

A Doctor of Osteopathic Medicine (D.O.) diagnoses and treats
diseases and injuries of the human body, relying upon accepted medical
and surgical modalities. The emphasis of osteopathic medicine is holistic
medicine.

While many successful applicants major in one of the natural sciences,
a science major is NOT required for admission to osteopathic medical
school. Entrance into the intense four-year program is based on a
minimum requirement of 90 semester units or 3/4 toward a bachelor's
degree, a high score on the Medical College Admissions Test (MCAT), and
a high GPA. The average GPA for accepted students to U.S. osteopathic
medical schools is a 3.45. Extracurricular activities (community/campus),
research, and clinical experience are highly encouraged to become a
competitive applicant.

Common lower division requirements requirements prior to entering most
osteopathic medical schools:

BIOL 201 Biology of Cells; BIOL 202 Biology of Organisms; BIOL 221
General Microbiology; CHEM 201 General Chemistry; CHEM 202
General Chemistry; CHEM 281 Organic Chemistry; CHEM 282 Organic
Chemistry II; ENGL 101.0 English Composition and Reading; ENGL 102.0
Composition and Literature or ENGL 104 Critical Thinking & Composition;
MATH 120 Introduction to Statistics; MATH 226 Analytic Geometry and
Calculus I; MATH 227 Analytic Geometry and Calculus II; PHYS 221
General Physics I; PHYS 222 General Physics II; PSYC 101 Introductory
Psychology; PSYC 110 Developmental Psychology, PSYC 204 Social
Psychology, or PSYC 213 Abnormal Psychology.

University of California, Berkeley also requires the additional courses:
ENGL 245 Survey of British Literature Early Medieval-Neoclassics or
ENGL 246 Survey of British Literature Romantic Period to 20th Century

The following California schools offer programs leading to a Doctor of
Optometry (O.D.) degree:

Marshall B. Ketchum University - Southern California College of
Optometry (https://www.ketchum.edu/optometry)
University of California, Berkeley - School of Optometry (https://
optometry.berkeley.edu)
Western University of Health Sciences - College of Optometry

For more information on schools of optometry visit the Association
of Schools and Colleges of Optometry (https://optometr.education.org)
website.

Pre-Optometry (OD)

Optometry is a health care profession that focuses on the prevention and
remediation of disorders of the vision system. Optometrists examine,
diagnose and treat eye diseases, determine appropriate prescriptions
for glasses and contacts, and handle the overall eye care of a patient.

Entrance into the Doctor of Optometry degree completion of a minimum
of 90 units of which 20 must be from a four-year university. Because
admission has become increasingly more difficult, having completed
the equivalent of a bachelor's degree is now imperative for the three
California Schools of Optometry. While many successful applicants
major in one of the natural sciences, a science major is NOT required
for admission to optometry schools. Besides the bachelor's degree
being important, a high score on the Optometry Admission Test (OAT)
and a high GPA is recommended for preliminary screening. The average
cumulative GPA for accepted students to U.S. optometry schools ranges
from a 3.0 to 3.7. It is highly recommended that you obtain experience
with an optometrist prior to applying.

Common lower division course requirements for most schools of
optometry:
The following California schools offer programs leading to a Doctor of Osteopathic Medicine (D.O.) degree:

**Western University of Health Science - College of Osteopathic Medicine of the Pacific**
**Tuoro University - College of Osteopathic Medicine in California**

For more information on osteopathic medical programs visit the American Association of Colleges of Osteopathic Medicine (https://www.aacom.org) website.

**Pre-Pharmacy (PharmD)**

A pharmacist compunds and dispenses prescribed medications, drugs, and other pharmaceuticals for patient care, closely following professional standards and state and federal legal requirements.

Admission to schools of pharmacy is highly competitive. Schools of Pharmacy offering the Doctor of Pharmacy generally require the completion of a minimum of 60 semester units of pre-pharmacy coursework. Most students who are admitted into pharmacy schools have a bachelor's degree; therefore, a bachelor's degree is highly recommended. Since requirements for pharmacy school places emphasis on biology and chemistry, most students choose to pursue a bachelor's degree in biology or chemistry. While many successful applicants major in one of the natural sciences, a science major is NOT required for admission to medical school. The average GPA for accepted students to U.S. pharmacy schools ranges from 3.2 to 3.7. Volunteer/work experience in the field of pharmacy is highly encouraged. Two to three letters of recommendation are required by pharmacy schools. California schools do not require the Pharmacy College Admission Test (PCAT), but more than half of out-of-state pharmacy schools do. Chapman University is the only California school that requires the PCAT.

**Common lower division requirements prior to entering most pharmacy schools:**

- **BIOL 201** Biology of Cells; **BIOL 202** Biology of Organisms; **BIOL 211** Human Anatomy; **BIOL 231** Human Physiology; **CHEM 201** General Chemistry; **CHEM 202** General Chemistry; **CHEM 281** Organic Chemistry; **CHEM 282** Organic Chemistry II; **ECON 101** Principles of Economics: Macro; **ECON 102** Principles of Economics: Micro; **ENGL 101.0** English Composition and Reading; **ENGL 102.0** Composition and Literature or **ENGL 104** Critical Thinking & Composition; **MATH 226** Analytic Geometry and Calculus I; **MATH 227** Analytic Geometry and Calculus II; **PHYS 221** General Physics I; **PHYS 222** General Physics II; **PSYC 101** Introductory Psychology, **SOC 101** Introduction to Sociology, **CIS 109** Public Speaking

Highly recommended courses: **BIOL 221** General Microbiology; **CIS 101** Computer Literacy; and Foreign Language.

Additional recommended courses: Humanities/Fine Arts (6-12 units) and Social/Behavioral Sciences (6-12 units) are required depending on the school.

The following California colleges offer Doctor of Pharmacy (PharmD) degrees:

- **University of the Pacific - Thomas J. Long School of Pharmacy**
- **University of Southern California - School of Pharmacy**
- **University of California, San Diego - Skaggs School of Pharmacy and Pharmaceutical Sciences**
- **University of California, San Francisco - School of Pharmacy**

- **Loma Linda University - School of Pharmacy**
- **Western University of Health Sciences - College of Pharmacy**
- **Tuoro University - California College of Pharmacy**
- **California Northstate University - College of Pharmacy**
- **Chapman University - School of Pharmacy**

For more information on schools of pharmacy visit the American Association of Colleges of Pharmacy (https://www.aacp.org) website.

**Pre-Podiatry (DPM)**

Podiatry is a specialty in medicine and surgery. A podiatrist is concerned with the prevention, diagnosis, and treatment of diseases and disorders which affect the human foot and contiguous structures. Students must complete a minimum of 60-90 units before transfer with a GPA of 3.0 or better, take the Medical College Admissions Test (MCAT), and meet the following lower division course requirements for transfer.

**Common lower division requirements prior to entering most podiatry schools:**

- **BIOL 201** Biology of Cells; **BIOL 202** Biology of Organisms; **CHEM 201** General Chemistry; **CHEM 202** General Chemistry; **CHEM 281** Organic Chemistry; **CHEM 282** Organic Chemistry II; **ENGL 101.0** English Composition and Reading; **ENGL 102.0** Composition and Literature or **ENGL 104** Critical Thinking & Composition; **MATH 226** Analytic Geometry and Calculus I; **MATH 227** Analytic Geometry and Calculus II; **PHYS 221** General Physics I; **PHYS 222** General Physics II; **PSYC 101** Introductory Psychology, **SOC 101** Introduction to Sociology, or **ANTH 102** Introduction to Cultural Anthropology; **CMST 109** Public Speaking

Highly recommended courses: **BIOL 211** Human Anatomy; **BIOL 221** General Microbiology; **BIOL 231** Human Physiology; **MATH 227** Analytic Geometry and Calculus II; and 2 elective units in Humanities/Social Sciences.

The following California universities offer Doctor of Podiatry Medicine (DPM) programs.

- **Samuel Merritt University** (https://www.samuelmerritt.edu/programs/doctor-podiatric-medicine)
- **Western University of Health Sciences - College of Podiatric Medicine**

For more information on Podiatry programs visit the California Podiatric Medical Association (https://calpma.org) and American Association of Colleges of Podiatric Medicine (https://www.aacpm.org) websites.

**Pre-Veterinary Medicine (DVM)**

Veterinary medicine is the health profession that deals with the scientific knowledge and decision-making process that culminate in the diagnosis, treatment and prevention of animal diseases. The profession is concerned with enhancing the health, welfare, productivity and utility of animals as well as with the safety of animal products used by people.

Students completing a veterinary medicine program approved by the Board of Examiners in Veterinary Medicine earn a Doctorate of Veterinary Medicine (DVM).

Veterinary medicine is a highly competitive program. Acceptance to this program is based on GPA, scores on the Graduate Record Examination (GRE) or Medical College Admissions Test (MCAT) and any additional examinations, and completion of a minimum of 72 semester units from an accredited college. The average required GPA for U.S. veterinary schools varies by school, from a low 2.5 to a high 3.5. Those who receive offers for admission often have a GPA of 3.5 or better, and have between 500 to 2000 hours of clinical veterinary experience.
As with many specialized medical programs, applicants who have earned a bachelor’s degree are highly desirable and more competitive in the admission process. While many successful applicants major in one of the natural sciences, a science major is NOT required for admission to veterinary school.

Common lower division requirements prior to entering most veterinary schools:

Biol 201 Biology of Cells; Biol 202 Biology of Organisms; Biol 221 General Microbiology; Chem 201 General Chemistry; Chem 202 General Chemistry; Chem 206 Introductory Chemistry II: Organic Chemistry; Chem 281 Organic Chemistry; Chem 282 Organic Chemistry II; ENGL 101.0 English Composition and Reading; ENGL 102.0 Composition and Literature or ENGL 104 Critical Thinking & Composition; Math 120 Introduction to Statistics; Math 221 General Physics I; Math 222 General Physics II

Highly recommended courses: Chem 207 Introductory Chemistry III: Biochemistry; Psych 101 Introductory Psychology; Soc 101 Introduction to Sociology or Anth 102 Introduction to Cultural Anthropology, and 9 units of Humanities courses

The following California Universities offer programs leading to a Doctor of Veterinary Medicine (D.V.M.)

University of California, Davis - Veterinary Medicine
Western University of Health Sciences - College of Veterinary Medicine

For more information on veterinary schools visit the American Veterinary Medical Association (https://www.avma.org) and Association of American Veterinary Medical Colleges (catalog.vvc.edu/degrees-certificates/medical-health-professions/www.aavmc.org) websites.

Medical Assistant

The Medical Assistant is a professional, multi-skilled person dedicated to assisting in patient care management. The practitioner performs administrative and clinical duties and may manage emergency situations, facilities, and/or personnel. Competence in the field also requires that a medical assistant display professionalism, communicate effectively, and provide instructions to patients.

The Medical Assistant program is a one-year program that is designed to prepare students to work effectively in a physician’s office, medical records or business office of a clinic or a hospital. Upon completion of the required courses, the student will demonstrate proficiency in both front and back office procedures. Successful completion of the program leads to a Certificate of Achievement.

While students are encouraged to complete the entire certificate, they are employable in the Medical Assisting field upon successful completion of ALDH 82 Medical Office Procedures and ALDH 82C Medical Office Procedures - Clinical.

Note: Upon successful completion of ALDH 82 Medical Office Procedures the student may enroll in ALDH 82C Medical Office Procedures - Clinical. On the first day of ALDH 82C Medical Office Procedures - Clinical the student is required to bring to class the following:

1. Students must demonstrate physical health as determined by a history and physical examination.
2. The students must submit a current physical and meet required immunizations, titers, and have a chest X-ray and/or PPD. Also, a current American Heart Association Health Care Provider CPR Certificate, or equivalent, must be obtained and current. Criminal background checks are required in order to comply with the program and clinical agencies’ contractual requirements. Per individual facility requirements, random drug testing may also be required.

Career Opportunities

Medical Assistant, Patient Account Representative, Receptionist, Medical Secretary, Medical Records Technician

Transfer

Not a transfer major. Some Allied Health courses transfer as electives or fulfill subject credit requirements.

Medical Assistant, AS (04956)

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and 9 units of Humanities courses. Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tr>
<td>ALDH 80</td>
<td>Pharmacology</td>
<td>3.0</td>
</tr>
<tr>
<td>ALDH 81</td>
<td>Medical Insurance</td>
<td>3.0</td>
</tr>
<tr>
<td>ALDH 82</td>
<td>Medical Office Procedures</td>
<td>4.0</td>
</tr>
<tr>
<td>ALDH 82C</td>
<td>Medical Office Procedures - Clinical</td>
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</tr>
<tr>
<td>ALDH 139</td>
<td>Medical Terminology</td>
<td>3.0</td>
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<tr>
<td>BET 104</td>
<td>Beginning Word Processing/Typing for Windows</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 110</td>
<td>Developmental Psychology</td>
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Complete at least 3 units from the following: 3.0

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<tr>
<td>ALDH 60</td>
<td>Nursing Assistant</td>
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<tr>
<td>ALDH 61</td>
<td>Home Health Aide</td>
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<tr>
<td>ALDH 62</td>
<td>Acute Care C.N.A.</td>
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<tr>
<td>ALDH 82D</td>
<td>Medical Assisting Exam Review</td>
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<tr>
<td>ALDH 83</td>
<td>Basic Arrhythmia</td>
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<tr>
<td>ALDH 125</td>
<td>Medical Aspects of Drugs &amp; Alcohol</td>
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<tr>
<td>ALDH 141</td>
<td>Athletic Training I</td>
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<td>ALDH 142</td>
<td>Athletic Training II</td>
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<td>ALDH 176</td>
<td>Athletic Training III</td>
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<tr>
<td>ALDH 177</td>
<td>Athletic Training IV</td>
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</table>

Total Units: 27

1 PSYC 110 Developmental Psychology is allowed to satisfy VVC’s General Education requirement in Category IIA, Social and Behavioral Sciences in addition to this major.

Medical Assistant Certificate of Achievement (20543)

This certificate prepares students for an entry-level position in a physician’s office, clinic, or medical records.
Music

Music is the study of the language of sound and its effect on the minds and souls of creator, performer and listener. It is one of the few academic disciplines to deal extensively with the development of the creative side of personhood; in that sense it is one of the most wholly "human" of the humanities. The creative problem-solving skills and discipline of music studies prepare students for a wide range of life's activities and pursuits. The Music Department offers a wide range of classes, providing opportunities for transfer music majors, music for general studies students, and the opportunity for student and community musicians of all skill levels to participate in a wide variety of performance ensembles.

Career Opportunities

Accompanist, Announcer, Composer/Arranger, Educator, Instrumentalist, Music Publisher, Music Sales Business Musician, Private Music Teacher, Studio Engineer, Vocalist

Music, AA-T (36737)

To earn this degree complete the major coursework listed here with "C" grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

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<tr>
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<td><strong>Required Courses</strong></td>
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<td>Complete all of the following with a C or better.</td>
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<td><strong>Total Units</strong></td>
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Music Courses

**MUSC 100 Introduction to Music (3.0 Units)**

This course is a general introduction to the art of music, its nature, history, materials and vocabulary. The course examines the historical and contemporary value of music to the individual and society. Consideration will also be given to structural organizations of music composition and the characteristic styles of historical periods and important individuals.

Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**MUSC 101 Fundamentals of Music (3.0 Units)**

A beginning study of the basic elements of music, including pitch and rhythm recognition, key signatures, intervals, time signatures, major and minor scales and triads. Useful to those wishing to learn to sight read or play an instrument, and for those who wish to write music.

Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
MUSC 102 Music Theory I (3.0 Units)
The study of music theory centering on basic four-part diatonic harmonic practices. Use of triads in root position in major and minor modes, introduction to inversions and Dominant seventh chords; principles of voice leading including doubling, spacing, voice ranges, part crossings, basic harmonic progression, cadence types and melodic construction; introduction to phrase level form. Emphasis on written and aural analysis, and creative application of concepts to musical composition. Required for those majoring in music and useful to those desiring to write or arrange music for any purpose. 
Prerequisite(s): MUSC 101 or equivalent knowledge as demonstrated by pretest.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 103 Music Theory II (3.0 Units)
Continuation of MUSC 102 Comprehensive theory study centering on basic four-part diatonic harmonic practices. Use of triads in all positions, principles of voice leading, harmonic progression, form at the phrase structure and cadence level, non harmonic tones, and melodic construction; introduction to non-dominant 7th chords, two part counterpoint and modulation. Emphasis on written and aural analysis, and creative application of concepts in a technology supported interactive classroom/lab environment. Required for those majoring in music and useful to those desiring to write or arrange music for any purpose.
Prerequisite(s): MUSC 102;
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 104 Basic Musicianship Level I (1.0 Units)
This course utilizes in class and computer based modalities to apply and develop the rhythmic, melodic, and harmonic materials of Music Theory I through ear training, sight singing, analysis, and dictation.
Prerequisite(s): MUSC 101;
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 105 Basic Musicianship Level II (1.0 Units)
This course uses in-classroom and computer based modalities to develop the rhythmic, melodic and harmonic materials of music theory II through ear training, sight singing, analysis and dictation.
Prerequisite(s): MUSC 104;
Co-requisite(s): MUSC 103
Lab Hours: 54.00
Transfer: Transfers to CSU only

MUSC 110 Elementary Piano I (1.0 Units)
This course offers practical keyboard facility, sight reading, elementary improvisation and harmonization of folk melodies, and performance of simple piano selections. Useful to those desiring to learn to play the piano, organ, or electronic keyboards. 
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 111 Elementary Piano II (1.0 Units)
This course is a continuation of MUSC 110 and offers practical keyboard facility, sight reading, elementary improvisation and harmonization of folk melodies, and performance of simple piano selections. Useful to those desiring to learn to play the piano, organ or electronic keyboards.
Prerequisite(s): MUSC 110
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 116 Music in America (3.0 Units)
A survey of music in American life and culture from colonial times to the present, including both popular and art music styles.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 117 History of Jazz (3.0 Units)
A survey of jazz from 1900 to the present, including definitions of jazz, African and European heritage, blues, Dixieland, ragtime, boogie woogie, swing, bop, cool, funky, gospel, third stream, free form and fusion. Lecture and structured listening and viewing.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 118 Survey of Rock and Roll (3.0 Units)
This course will discuss the unfolding of rock and roll as a modern musical genre. It will also discuss societal influence on its development as well as its impact on modern society. Other styles of contemporary commercial music will be discussed and analyzed within the general historical scope of this survey.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 120A Applied Music Studies I (1.0 Units)
Coordinates the development of the music major's performance proficiency in their primary instrument or voice. Student will take a minimum of fifteen half hour lessons per semester with a teacher approved by the Music Department and a minimum of three hours of on campus practice each week. All applied students will perform on faculty/student recitals and jury exams.
Lab Hours: 54.00
Transfer: Transfers to CSU only

MUSC 120B Applied Music Studies II (1.0 Units)
Coordinates the development of the music major's performance proficiency in the second level of their primary instrument. Student will take a minimum of fifteen half hour lessons per semester with a teacher approved by the Music Department and at least three hours of practice on campus each week. All applied students will perform on faculty/student recitals and jury exams.
Prerequisite(s): MUSC 120A;
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 122 Beginning Voice Production I (1.0 Units)
Fundamental techniques of proper voice production including healthy use of the voice for speaking and singing. Teaches proper relaxation and support techniques, speech intensification, vocal freedom and resonance, and emotional support for the singing and speaking process. Designed to meet the needs of those who use their voices for solo and/or ensemble singing or in such vocally intense activities as teaching, group leading, sales, coaching, or for those taking courses in speech communication and acting.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 123 Beginning Voice Production II (1.0 Units)
Continued study of the techniques of proper voice production to develop healthy use of the voice for speaking and singing. Includes the study of English and basic Italian diction.
Prerequisite(s): MUSC 122
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU
MUSC 124 Beginning Guitar I (1.0 Units)
The study and performance of music for the beginning guitarist, teaching basic guitar technique and music reading skills through simple guitar pieces. Some in-class performance required.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 125 Beginning Guitar II (1.0 Units)
This course offers the further study and performance of music for the beginning guitarist. It gives the student with minimal knowledge of guitar performance the opportunity to learn basic reading skills through simple guitar pieces. Some public performance will be required.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 126 Guitar Ensemble (1.0 Units)
This course offers the study and performance of music for guitar ensemble. It gives the student with basic knowledge of guitar performance skill the opportunity to perform in an ensemble setting. Some public performance will be required. Repetition provides for increased skill development.
Prerequisite(s): MUSC 124 or MUSC 125;
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 130 Women's Choir (1.0 Units)
A treble choir of female voices to perform repertoire from all styles and periods of music written or arranged for treble choir. Some songs may be sung in languages other than English. Emphasis on the development of the total choral musicianship skills of each singer within the group context. Choir will perform at various college and community functions.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 131 The College Singers (2.0 Units)
Grade Option. Applicant should possess strong basic choral/vocal skills and experience in choral singing; i.e., ability to sing on pitch with a well supported, clear choral tone; strong ear able to retain and accurately recall parts learned; basic sight reading skills; team player willing to take direction. Number of singers accepted in any section may be limited by the requirements of part balance and the repertoire planned for that semester. A chamber choral ensemble of mixed voices to perform at various college and community functions. Emphasis on development of total choral musicianship skills of each singer.
Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

MUSC 132 Master Arts Chorale (1.0 Units)
Prior choral experience in a high school, college/university, community or church choir desirable. A large choral ensemble dedicated to the performance of major choral works from all musical periods, often with orchestra. Group may tour from time to time in the United States and abroad. Membership open by audition to all students as well as to members of the community.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 134A Musical Theatre Lab I (1.0 Units)
Pass/No Pass. A course to prepare the vocal and instrumental music for the college’s musical theater and opera productions. Students will play lead, supporting or ensemble roles or participate in the pit orchestra as determined by audition.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 135 College Band (0.5 Units)
Pass/No Pass. The study and performance of standard band literature composed for the intermediate level wind ensemble. Proper breathing and phrasing techniques will be emphasized along with specific instrument performance technique.
Lab Hours: 27.00
Transfer: Transfers to CSU only

MUSC 136 College Symphonic Band (1.0 Units)
The study and performance of standard college large wind ensemble literature, stressing the proper playing and performance techniques. The development of warm up skills, scale studies, rhythmic refinement, and the full range of wind ensemble techniques will be emphasized. Public performance required.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 138 Coop Ed Music (1-8 Units)
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in this catalog for more information
Transfer: Transfers to CSU only

MUSC 139 Studio Jazz Band (1.0 Units)
This course provides playing experience in the fields of dance, jazz, rock and popular music. Accurate execution and consistent style will be emphasized. Attention will also be given to improvisation, sight reading, ear training and performance practice skills. Public performances at the college and in the community.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 140 Studio Singers (1.0 Units)
Study and performance of commercial music styles written and arranged for choir in jazz, rock, gospel and popular styles. Development in healthy commercial vocal techniques, sight singing skills, ear training, improvisation and ensemble performance skills will be emphasized. Public performances at college and community concerts.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 141 Jazz Rock Combo (1.0 Units)
A study and performance of the principles and skills needed for performing in various commercial music styles in small combos. Emphasis on ensemble skills, improvisation, ear training, music theory, stylistic interpretation and performance practices. Public performances at college and community concerts.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 144 Preludium String Ensemble (0.5 Units)
Pass/No Pass. A study and performance of standard string orchestra literature. Proper left hand position, bowing techniques and appropriate performance practices will be emphasized. College and community performances.
Lab Hours: 27.00
Transfer: Transfers to CSU only
MUSC 145 College Symphony Orchestra (1.0 Units)
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 147 Instrumental Ensemble (0.5 Units)
Pass/No Pass. This course will explore small ensemble literature and performance from the Renaissance to the present for various small ensembles of wind and brass instruments. Specific technical skills will be addressed including breathing, phrasing, tonguing, and ornamentation practices. Student should check with the music program to determine what specific instrumental groupings will be formed that semester. Public performances are required.
Lab Hours: 27.00
Transfer: Transfers to both UC/CSU

MUSC 202 Intermediate Theory-Chromatic Practice I (3.0 Units)
The study of chromatic harmonic practices, including all types of seventh chords, dominant seventh and leading tone seventh functions, secondary dominants and secondary leading tone chords, altered non harmonic tones, modulation to closely related keys, borrowed chords and introduction to Neapolitan and augmented 6th chords.
Prerequisite(s): MUSC 103;
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 203 Intermediate Theory-Chromatic Practice Part II (3.0 Units)
Completes the chromatic harmony studies begun in MUSC 202 through use of foreign/ enharmonic modulations, borrowed and augmented chords, Neapolitan and other sixth chords, chromatic third relation harmony and ninth, eleventh and thirteenth chords, and introduces 20th century concepts including impressionism, bitonality, atonality, 12 tone and set theory, minimalism and new rhythmic concepts.
Prerequisite(s): MUSC 202
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 204 Intermediate Musicianship I (1.0 Units)
This course uses in class and computer based applications to develop the rhythmic, melodic, and harmonic materials of Intermediate Theory I through ear training, sight singing, analysis, and dictation.
Prerequisite(s): MUSC 105;
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 205 Intermediate Musicianship II (1.0 Units)
This course applies and develops, through in class and computer aided instruction, the rhythmic, melodic, and harmonic materials of Music Theory IV through ear training, sight singing, analysis, and dictation.
Prerequisite(s): MUSC 204;
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 210 Intermediate Piano I (1.0 Units)
This course offers the continued development of keyboard facility from MUSC 111 including harmonization of given melodies using appropriate intermediate accompaniments, furthered exploration of piano repertoire and related skills, styles, and technical exercises. Two octave major and minor scales, arpeggios, and harmonization skills will be explored.
Prerequisite(s): MUSC 111;
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 211 Intermediate Piano II (1.0 Units)
This course offers the continuation and development of practical keyboard facility from MUSC 210, including sight reading, harmonization of given melodies through the use of appropriate accompaniments, exploration of piano repertoire and related stylistic and technical exercises. Useful to those wishing to learn to sight read or play an instrument, and for those who wish to write music.
Prerequisite(s): MUSC 210;
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

MUSC 210B Intermediate Piano II (1.0 Units)
Transfer: Transfers to CSU only

MUSC 211B Intermediate Piano II (1.0 Units)
Transfer: Transfers to both UC/CSU

Non-Credit Courses

Noncredit instruction is one of several educational options offered within the California Community College System. It offers students access to a variety of low and no-cost courses that can assist them in reaching their academic, personal, and professional goals. Noncredit courses are intended to provide students with lifelong learning, college transfer, and career preparation opportunities.
Adult Physical Fitness (ADPE) Courses

ADPE 40A Introduction to Physical Fitness (0.0 Units)
An introductory exercise course designed to emphasize fitness by offering the student a variety of exercises and aerobic work. Open to both men and women.
Lab Hours: 54.00
Transfer: Not transferable

ADPE 41 Advanced Physical Fitness (0.0 Units)
Advanced techniques of exercise through use of a variety of controlled exercises. This class is open to both men and women. (Formerly ADPE 41)
Lab Hours: 54.00
Transfer: Not transferable

ADPE 80 Adult Tennis (0.0 Units)
Tennis for adults is fun, offers excellent exercise, and a way to make friends while playing tennis. Enhance your tennis skills and quality of life.
Lab Hours: 54.00
Transfer: Not transferable

ADPE 90 Hawaiian Dance (0.0 Units)
Instruction of basic steps of Hawaiian dance, are movements, terminology, the usage of Hawaiian implements for routings to Hawaiian music. Enhances mental and physical skills and quality of life.
Lab Hours: 54.00
Transfer: Not transferable

Basic Skills/Educational Upgrade Courses

ACOM 35G General Studies (0.0 Units)
Lab Hours: 10.00
Transfer: Not transferable

ACOM 35K Mathematics Tutoring (0.0 Units)
This course is for students wishing to receive tutoring in the Math Success Center at VVC. Students will be allowed to receive up to 96 hours of tutoring over a two semester period of time. Tutoring topics will be based on math skills covered in the co-requisite math course.
Lab Hours: 54.00
Transfer: Not transferable

English as a Second Language Non-Credit (AENG) Courses

AENG 1 Citizenship Preparation Level 1 (0.0 Units)
This course is for very limited English speakers wishing to prepare for the citizenship test. The course will focus on improving English language skills necessary for a successful interview.
Lab Hours: 54.00
Transfer: Not transferable

AENG 2 Citizenship Preparation Level 2 (0.0 Units)
This course is for immigrants eligible for naturalization. Topics include U.S. History and civics. Class will prepare students for the naturalization interview.
Recommended Preparation: AENG 10.1;
Lab Hours: 54.00
Transfer: Not transferable

AENG 10.1 Low Beginning Listening and Speaking Review (0.0 Units)
Designed for non native speakers with no or very limited English. It is intended to develop a basic understanding of English. Students will begin to respond to direct questions, statements, high-frequency commands and courtesies; begin to participate in conversations with peers on familiar topics with supported context.
Lab Hours: 108.00
Transfer: Not transferable

AENG 10.2 ESL/Low Begin Read/Write (0.0 Units)
This class is for people who do not read or write any English. It will focus on basic reading and writing skills. Students will learn to read and fill out everyday forms, such as a basic job application. They will learn basic vocabulary, spelling rules, and basic grammar.
Lab Hours: 108.00
Transfer: Not transferable

AENG 10.3 High Beginning Listening and Speaking (0.0 Units)
It is for non-native speakers of English who wish to develop listening and speaking skills. The course will focus on learning new vocabulary and sentences patterns in everyday speaking and listening situations.
Lab Hours: 108.00
Transfer: Not transferable

AENG 10.4 High Beginning Reading and Writing (0.0 Units)
This class is designed for high beginning non-native English speakers who read and write at a very limited beginning level. They will be introduced to reading comprehension skills, vocabulary, spelling rules, and basic grammar.
Lab Hours: 108.00
Transfer: Not transferable

AENG 10.5 Esl Level 3 Low Intermediate Listening And Speaking (0.0 Units)
This course is for non-native English speakers wishing to continue to develop English skills. It is for people who already speak and understand English fairly well. In this course students will learn more grammar and vocabulary useful in a variety of everyday speaking and listening situations. Students will also be introduced to non-verbal communication, as well as certain idiomatic expressions. There will be a strong emphasis on simulation and role play.
Recommended Preparation: Take AENG 10.3 or AENG 10.4
Lab Hours: 108.00
Transfer: Not transferable

AENG 10.6 Low Intermediate Reading & Writing (0.0 Units)
This class is for non native speakers of English who are entering level three ESL. This class will focus on developing reading and writing skills. It is for people who already read and write English fairly well. Students will continue to develop their reading and writing in English. They will continue to learn grammar and spelling rules and will write loosely organized paragraphs.
Lab Hours: 108.00
Transfer: Not transferable
AENG 10.7  ESL Level 4 Listening and Speaking (0.0 Units)
Recommended Preparation: AENG 10.5 or any level three course. This class is the continuation of a level three speaking and listening course. It is for nonnative English speakers who already speak and understand enough English to describe everyday situations, problems, and needs. In this class students will learn more advanced vocabulary, idiomatic expressions, sentence structure, and grammar needed in a variety of specific everyday speaking and listening situations. There will be continued emphasis on simulation and role play.
Lab Hours: 108.00
Transfer: Not transferable

AENG 10.8A  High Intermediate Level 4 Reading and Writing (0.0 Units)
This course is a level four high intermediate reading and writing course for ESL students who want to continue to develop higher-level reading and writing skills. Students work on further developing reading skills and reading comprehension such as scanning, using context clues and improving vocabulary. Students further develop writing skills such as writing short summaries and composition.
Recommended Preparation: AENG 10.6
Lab Hours: 108.00
Transfer: Not transferable

AENG 10.9  ESL lv 5 Bridge College & Job Success (0.0 Units)
This course is designed for non-native speakers of English who wish to improve English skills for career readiness, vocational training or for students interested in transitioning to college courses. Students will practice writing, grammar, listening, and speaking as it plays naturally in the workplace or in an academic setting. Students will be learning skills, such as interviewing skills, resume writing, and speaking confidently at work or in an academic setting.
Recommended Preparation: AENG 10.7
Lab Hours: 54.00
Transfer: Not transferable

Home Economics for the Homemaker (AHOM) Courses

AHOM 10  Advanced Clothing Construction (0.0 Units)
Designed for those who understand the operation of a sewing machine, fabric selection and preparation, and fundamental sewing skills such as finishing seams, grading and understitching, etc. Emphasis on quality construction techniques with options for tailoring, fitting, specialty fabrics, etc.
Lab Hours: 48.00
Transfer: Not transferable

AHOM 20  Beginning Clothing Construction (0.0 Units)
Designed to teach basic sewing skills and equipment use. Emphasis on fundamentals, including use of equipment, knowledge of fabrics, and construction techniques.
Lab Hours: 48.00
Transfer: Not transferable

AHOM 20.1 Intermediate Clothing Construction (0.0 Units)
A structured class teaching advanced pattern techniques for those with basic sewing knowledge. Students should have beginning sewing skills or better.
Lab Hours: 48.00
Transfer: Not transferable

AHOM 60  Needlecraft and Design (0.0 Units)
This class specializes in basic to advanced stitches for knitting, crochet, needlepoint, crossstitch, lace making and pattern interpretation. This class is for beginners as well as intermediate and advanced students.
Lab Hours: 48.00
Transfer: Not transferable

AHOM 70  Hand Crafted Items (0.0 Units)
Learn how to make small craft and quilting projects for home and personal use.
Lab Hours: 48.00
Transfer: Not transferable

AHOM 75  Machine Quilting (0.0 Units)
A beginning class designed to teach strip sewing techniques for making quilts quickly and easily by machine.
Lab Hours: 48.00
Transfer: Not transferable

AHOM 75.1 Machine Quilting II (0.0 Units)
A continuation of Machine Quilting I for those who desire more complicated patterns of quilts by machine.
Lab Hours: 48.00
Transfer: Not transferable

AHOM 85  Serger Techniques (0.0 Units)
Designed to teach basic techniques including threading, tension adjustments. Learn both construction and decorative uses in project construction. Designed for both beginner and more advanced students.
Lab Hours: 54.00
Transfer: Not transferable

Music (AMUS) Courses

AMUS 20  Community Chorus (0.0 Units)
A large choral ensemble dedicated to the performance of major choral works from all musical periods, often with orchestra. Group may tour periodically in the United States and abroad. Membership open by solo audition to determine ability to match pitch, sing in tune, carry a harmony part, level of music reading. Prior choral experience in a high school, college/university, community or church choir desirable but not required.
Lab Hours: 54.00
Transfer: Not transferable

AMUS 21  Community Band (0.0 Units)
The study and performance of standard college large wind ensemble literature, stressing the proper playing and performance techniques. The development of warm up skills, scale studies, rhythmic refinement, and the full range of wind ensemble techniques will be emphasized. Public performance required.
Lab Hours: 54.00
Transfer: Not transferable

AMUS 23  Community Orchestra (0.0 Units)
A study and performance of standard orchestral literature. Public performances at college and community concerts and events. Open by audition.
Lab Hours: 54.00
Transfer: Not transferable
Enrollment Process

After the prerequisites have been verified and there are still too many students for the spaces available, those accepted into the program will be based on the enrollment criteria. The enrollment process is based on the recommended Best Practice for Enrollment prepared by the Chancellor’s Office of the California Community Colleges, and approved by the Chancellor’s Office. Please contact the Nursing Department or Nursing Counselor for further clarification of the enrollment process.

Note:
1. Prior to admission to the ADN program, students must demonstrate physical health as determined by a history and physical examination.
2. To continue in the program, the students must submit a current physical and meet required immunizations, titers, and have a chest X-ray and/or PPD. Also, a current American Heart Association Health Care Provider CPR Certificate, or equivalent, must be obtained and current. Current liability insurance and criminal background checks are required in order to comply with the program and clinical agencies’ contractual requirements. Per individual facility requirements, random drug testing may also be required.
3. The College does not provide transportation to and from required clinical facilities.
4. In order to continue in the ADN program students must earn a minimum grade of C in all nursing and other required courses.
5. Nursing courses have specific prerequisites. Refer to course descriptions in this catalog.

Placement Options

Generic Students are those who will complete the entire nursing program at Victor Valley College. The application is submitted, and after approval, class selection is made according to the current enrollment process. Students must also pass (>=62%) the Testing of Essential Academic Skills (TEAS V) prior to program start. The TEAS V Exam tests the student’s knowledge of basic Math, English, Reading and applicable science. A maximum of two attempts to pass the TEAS V or higher version is allowable.

Transfer Students are those who transfer nursing units from another college. The education code allows students to transfer only lower division units to a community college. Each student requesting transfer of Nursing units will be individually evaluated by the Nursing Program Admission, Promotion, Evaluation, and Program Effectiveness (AEPE) Committee to determine appropriate placement in the VVC Program. Placement will be made on a space available basis and is determined by the course content and number of nursing degree units completed. A Priority Transfer List will be established according to the Policy for Nursing Program Transfer. Students will be given credit for general education courses according to the college’s published policy (see College Catalog). If the student has earned a non-progression grade (D or F) in a registered nursing at another school, acceptance to Victor Valley College Nursing Program will be considered their second chance. Passing TEAS is also a requirement for all entering students. Prospective students must score a minimum of 62% on the TEAS V or higher version.

LVN to RN Entry Option are those documented as a Licensed Vocational Nurse (LVN) in California. Students choosing this option must apply to the program, meet the prerequisites (Completion of college-level Anatomy, Physiology and Microbiology) and take the Credit by Examination for NURS 246 Assessment and Nursing Skills (Assessment and Nursing Skills). LVN-RN Entry Option placement students must pass...
the Credit by Examination for NURS 246 Assessment and Nursing Skills. Applications for this option are accepted in the winter and summer. Program placement for NURS 221 Nursing Process 1 will be in fall and spring respectfully. Passing TEAS V or higher version is also a requirement for all entering students.

1 (LVN-RN) Please note: All Victor Valley College requirements for Credit by Examination must also be met. 1) Twelve units completed at VVC. 2) Minimum overall cumulative GPA of 2.0. 3) No previous grade received for the course. 4) Currently enrolled. NOTE: Credit by Examination may only be taken once for a course.

**Challenge Students**

Students admitted to the Nursing Program with previous documented experience may be allowed to challenge certain specified content areas - Education Code, Section 5557537, Title 5 of the California Administrative Code. Contact the Director of Nursing regarding this option.

**Thirty Unit Option** is available to California Licensed Vocational Nurses. The Board of Registered Nursing regulation 1435.5 provides the option of completing 30 semester units in nursing and related sciences. In order to enter under this option the applicant must:

1. Have a current California LVN license
2. Prior to starting NURS 246 Assessment and Nursing Skills, have previously completed Human Physiology, 4 units with a lab, and Microbiology, 4 units with a lab; both with C or better.
3. Prior to starting NURS 223 Nursing Process 3 and NURS 224 Nursing Process 4, NURS 246 Assessment and Nursing Skills must be completed with a C or better. After successfully completing NURS 246 Assessment and Nursing Skills, candidates will enter NURS 223 Nursing Process 3 and complete NURS 223 Nursing Process 3 and NURS 224 Nursing Process 4.

Candidates completing this option are not graduates of VVC, but are eligible to take the licensure exam. They are not eligible to wear the VVC graduate nursing pin nor graduate from the Associate Degree program. Additionally, they may not be eligible for RN licensure in any other state than California. Passing the TEAS V is also a requirement for the 30-Unit Option students.

**Non-Graduate Option**

Allows students to complete only those classes required to take the NCLEX exam. In the VVC Nursing Program, those classes are: BIOL 211 Human Anatomy; BIOL 221 General Microbiology; BIOL 231 Human Physiology; ENGL 101.0 English Composition and Reading; SOC 101 Introduction to Sociology; CMST 106 Interpersonal Communication, CMST 107 Family Communication, CMST 108 Group Discussion, or CMST 109 Public Speaking; PSYC 101 Introductory Psychology; PSYC 110 Developmental Psychology; and NURS (5 classes). All classes must be completed with a C or better. Students choosing this option are not graduates of VVC. The TEAS V requirement applies to all entry options.

**Contracts or Grants**

The Nursing program reserves the right to bypass portions of the enrollment process to designate a certain number of spaces from any of the above entry options for contracts, grants, pilot programs or partnerships, and/or to meet requirements of grant-designated outcomes.

For detailed information regarding VVC's Associate Degree Nursing Program Placement/Advancement Policy, please refer to the current ADN Program Student Handbook.

**Career Opportunities**

The graduate is prepared to practice nursing at any entry level in the following settings:

- Medical/Surgical Nursing, Psychiatric Nursing, Maternal/Newborn Nursing, Post-Anesthesia Nursing, Perioperative Nursing Geriatric Nursing, Critical Care Nursing, Rehabilitation Nursing, Neurosurgical Nursing, Oncology Nursing

**Faculty**

Gray, Tiana
Larez, Pam
Longoria, Renate
Luna, Starlie
Munroe, JoAnn
Padfield, Karmen
Portillo, Silvia
Truelove, Terry

**Transfer**

- California State University, Dominguez Hills: RN to BSN program
  - Minimum of 60 semester units of transferable college credit with a grade point average of at least 2.0 (C) or better in all transferable course work (non-residents: 2.4) and have satisfied any high school subject deficiency in English and mathematics by equivalent course work (the maximum transferable credit accepted from a two-year college is 70 semester units). English composition, Public Speaking, GE Math and Logic/Critical Thinking must be completed prior to admission for new applicants.
  - Current RN licensure in the United States, or an RN interim permit.
  - It is recommended that students obtain GE certification from a community college prior to admission.

- California State University, San Bernardino: BSN program
  - Completion of an application to the university and nursing program
  - Attendance at a group advising session
  - Completion of the following prerequisites: BIOL 211 Human Anatomy; BIOL 231 Human Physiology; BIOL 221 General Microbiology; CHEM 100 Introductory Chemistry; MATH 120 Introduction to Statistics; CMST 109 Public Speaking; ENGL 101.0 English Composition and Reading; PSYC 110 Developmental Psychology; and complete the CSU General Education/Breadth pattern.
  - 3.5 GPA minimum
  - “C” or better on all course work

Acceptance into a baccalaureate of science degree in Nursing is based on completion of prerequisites and entrance requirements. To pursue a BSN, complete the requirements prior to transfer. For the most up-to-
date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

**Nursing, AS (04955)**

The Nursing, AS has prerequisites for admission and requires an application. See the Overview (p. 213) tab for details.

To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

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<td>CMST 108</td>
<td>Group Discussion</td>
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<td>CMST 109</td>
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<td>BIOL 231</td>
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<td>NURS 246</td>
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1. Fulfills the Global Citizenship graduation competency.
2. Human Anatomy prerequisite is BIOL 107 Introduction to Human Biology or BIOL 201 Biology of Cells
3. General Microbiology prerequisite is BIOL 100 General Biology, BIOL 107 Introduction to Human Biology, or BIOL 201 Biology of Cells; and CHEM 100 Introductory Chemistry
4. Human Physiology prerequisite is BIOL 100 General Biology, BIOL 107 Introduction to Human Biology, or BIOL 201 Biology of Cells; and BIOL 211 Human Anatomy; and CHEM 100 Introductory Chemistry

**Nursing Licensure Certificate of Achievement (20545)**

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<th>Code</th>
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<td>Complete all of the following with a C or better</td>
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<td>NURS 223</td>
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<td>NURS 224</td>
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<tr>
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<td><strong>Total Units</strong></td>
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**Nursing Courses**

NURS 138 Coop Ed Nursing (1-8 Units)

Cooperative Education teaches students how to use work experience for personal development, training, and career planning. Through the combined efforts of college faculty, students, and local employers, students are assisted in acquiring desirable work habits as well as knowledge, skills, and abilities at their worksite. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives and some UCs. Transfer. Transfers to CSU only
NURS 220 Pharmacology and Nursing Management (2.0 Units)
This course is a nursing class about the study of drug therapy to prevent, diagnose, or cure disease processes or to relieve signs and symptoms of diseases. It includes content specific to the registered nurse and utilization of the nursing processes to fulfill nursing responsibility in medication management of clients.
Prerequisite(s): BIOL 211 BIOL 221 BIOL 231; Minimum grade C TEAS V or TEAS Score 62% or better, and Admission to Nursing Program as required by BRN
Lecture Hours: 36.00
Transfer: Transfers to CSU only

NURS 221 Nursing Process 1 (10.0 Units)
An introduction to the Victor Valley College Associate Degree Nursing Program and the nursing profession. Emphasis is on the nursing process and fundamentals of nursing; including risk management, health promotion, psycho-social aspects, electrolyte and acid-base management, and the perioperative experience practiced in various clinical settings and the classroom laboratory.
Prerequisite(s): BIOL 220 AND NURS 246; minimum grade C;
Lecture Hours: 90.00; Lab Hours: 270.00
Transfer: Transfers to CSU only

NURS 222 Nursing Process 2 (9.0 Units)
The Nursing Process applied to family nursing and the childbearing family, the adaptations of nursing care for various stages of growth and development, and the nursing management required in common adult conditions; e.g., nutritional, tissue perfusion, elimination.
Prerequisite(s): NURS 221 Minimum grade C
Lecture Hours: 72.00; Lab Hours: 270.00
Transfer: Transfers to CSU only

NURS 223 Nursing Process 3 (9.0 Units)
This course will synthesize and correlate nursing knowledge and skills in providing care to multiple patients who have complex, multi-system illnesses. Focus will be the students to predict patient needs and priorities, and evaluate outcomes of care. Associate psychomotor skills will be integrated and practiced.
Prerequisite(s): NURS 222; Minimum grade C
Lecture Hours: 72.00; Lab Hours: 270.00
Transfer: Transfers to CSU only

NURS 224 Nursing Process 4 (9.0 Units)
The Nursing Process applied with a holistic view to multi-system problems with a comprehensive approach in the hospital and community setting. Clinical experience demonstrates the use of legal, ethical, and leadership principles, and the ability to function with minimum supervision as a preceptor.
Prerequisite(s): NURS 223
Lecture Hours: 72.00; Lab Hours: 270.00
Transfer: Transfers to CSU only

NURS 226 Critical Cardiac and Respiratory Nursing (2.0 Units)
This optional nursing course provides an introduction to critical care nursing concepts with an emphasis on clients with complex cardiac and respiratory problems, seen primarily in the critical care environment. Pathophysiology, diagnosis, treatment and nursing implications for patients in the critical care area will be discussed. This course will primarily benefit students going into their third semester of nursing.
Grade Option.
Prerequisite(s): NURS 222 and/or licensed as a Registered Nurse or Licensed Vocational Nurse.
Lecture Hours: 36.00
Transfer: Transfers to CSU only

NURS 246 Assessment and Nursing Skills (3.0 Units)
An introduction and overview of the aspects of nursing practice and nursing skills required for a comprehensive health assessment.
Prerequisite(s): BIOL 211 BIOL 221 and BIOL 231; Minimum grade C TEAS V or TEAS score of 62% or better, and acceptance into the VVC Nursing Program.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Demonstrate clear, culturally sensitive communication with patients, peers, & healthcare staff; documenting clearly care plans which address cultural, developmental, bio- psychological, and spiritual needs and how they are met.
- Calculate drug dosages for all age groups with 100% accuracy and use current technology according to industry standards.
- After completing an assessment, state appropriate nursing diagnosis, formulate a plan of care which is culturally and age sensitive; implement and evaluate outcomes for patient.
- Practice legally, ethically, and professionally while acting as the patient's advocate.
- Eighty-five percent of the graduates will demonstrate overall competence by successfully passing the NCLEX licensure exam (on the first attempt).

Oceanography
Oceanography covers a wide range of topics, including marine life and ecosystems, ocean circulation, plate tectonics, and the geology of the seafloor, and the chemical and physical properties of the ocean. The major disciplines of oceanography are geological oceanography, physical oceanography, and chemical oceanography. Oceanographers and others involved in these disciplines often work together to unravel the mysteries and unknowns of ocean science.

Oceanography Courses
OCEA 101 Oceanography (3.0 Units)
Introduction to marine environment. Methods and techniques of exploration, physics, and chemistry of the oceans; adaptation of organisms; significance of the marine environment to man. A general survey of the major aspects of oceanography; history, topography and geography, geology, chemistry, biology, and resource management.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Paralegal Studies
The legal profession has evolved to include more paraprofessional assistance in the delivery of legal services to the consumer. Current economic trends and technologies find paralegals filling a space in the consumer market that was once filled only by attorneys. Law firms and corporate legal departments rely on paralegals as cost saving measures forwarded to the client. The Paralegal occupation is expected to grow at a faster than average rate through 2018 according to the Department of Labor, Bureau of Labor Statistics.

The Paralegal program at Victor Valley College prepares students to work in the legal industry by introducing students to legal theory which
leads to employment in administrative agencies, governmental agencies, corporations, insurance companies, human resources departments, private and public law offices and other legal environments. Paralegals duties include performing factual and legal research and investigation, drafting legal documents and correspondence, interviewing clients and witnesses, trial preparation and organizing and maintaining court files. Training students in the practical application and the development of current paralegal related job skills is emphasized. Paralegals students will learn to adopt and use computer technology skills in the law setting, using electronic databases and research tools.

There are two types of legal industry paraprofessionals. California Business and Professions Codes 6400 (c) and California Business and Professions Code 6450 (a) define the duties, responsibilities and obligations that the industry and state regulate: “Paralegals may not provide legal services directly to the public except as permitted by law.” The primary goal of the paralegal program is to educate and prepare students for employment as paralegals where they can demonstrate competency and ethical standards demanded by and of the profession.

Students must, before entering the program, complete ENGL 101.0 English Composition and Reading / ENGL 101H Honors Composition and Reading. The sequencing of courses has been designed to enhance student success in the field. PAL 100 Introduction to Law and Paralegal Studies, PAL 102 Beginning Legal Research for Paralegals, and PAL 103 Beginning Legal Writing are the foundational classes that are prerequisite to the higher level legal specialty classes. These three classes should optimally be taken concurrently to provide that firm foundation for success. PAL 104 Legal Ethics for Paralegals may be taken concurrent with PAL 100 Introduction to Law and Paralegal Studies, PAL 102 Beginning Legal Research for Paralegals and PAL 103 Beginning Legal Writing, but may be taken at any time. A firm foundation in writing and grammar skills and completion of POLS 102 Introduction to American Government And Politics are recommended. This is not a four year transfer program, is not a substitute for law school, nor is it intended to be used for advanced standing in law school applications. It is not a pre-law program. It is not intended to serve as a preparation for bar examination.

At this time, VVC offers PAL 204 Wills and Trusts for Paralegals and PAL 205 Basic Bankruptcy Law for Paralegals. Bankruptcy, but have not yet been incorporated, as electives or core classes, into the certificate award. However, these classes are required classes for the NEW Advanced Paralegal Certificate offered at Victor Valley College. Please see the Certificate requirements.

Faculty

Glickstein, R. Lynne

Transfer

- California State University, San Bernardino: Criminal Justice major, Paralegal Studies concentration

For the most up-to-date information on this program and others, visit assist.org (catalog.vvc.edu/degrees-certificates/paralegal-studies/assist.org). Please stop by the Transfer Center in Building 55 or make an appointment with a counselor if you have questions.

Paralegal Studies, AA (37411)

The Paralegal Studies Associate of Arts degree program prepares students to work in the legal industry and other related fields requiring professional skills learned through the designed required and elective curriculum.

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

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Total Units 39

Advanced Paralegal Studies Certificate of Career Preparation

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>PAL 101</td>
<td>Law Office Technology for Paralegals</td>
<td>3.0</td>
</tr>
<tr>
<td>PAL 200</td>
<td>Law Office Management for Paralegals</td>
<td>2.0</td>
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<tr>
<td>PAL 204</td>
<td>Wills and Trusts for Paralegals</td>
<td>3.0</td>
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<tr>
<td>PAL 205</td>
<td>Basic Bankruptcy Law for Paralegals</td>
<td>3.0</td>
</tr>
<tr>
<td>BADM 116</td>
<td>Human Relations in Business</td>
<td>6.0</td>
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<tr>
<td>BADM 118</td>
<td>Business Law</td>
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<tr>
<td>BRE 110</td>
<td>Legal Aspects of Real Estate I</td>
<td></td>
</tr>
<tr>
<td>PAL 206</td>
<td>California Employment and Labor Law</td>
<td></td>
</tr>
</tbody>
</table>
Paralegal Studies Certificate of Achievement (11836)

Required Courses

Complete all of the following with a C or better

- CJ 104 Legal Aspects of Evidence 3.0
- PAL 100 Introduction to Law and Paralegal Studies 3.0
- PAL 101 Law Office Technology for Paralegals 3.0
- PAL 102 Beginning Legal Research for Paralegals 3.0
- PAL 103 Beginning Legal Writing 3.0
- PAL 104 Legal Ethics for Paralegals 3.0
- PAL 138 Cooperative Education Paralegal 1.0-8.0
- PAL 200 Law Office Management for Paralegals 2.0
- PAL 201 Fundamentals of Litigation For Paralegals 3.0

Complete at least 12 units from the following courses:

- BADM 117 Legal Environment of Business 3.0
- or BADM 118 Business Law 3.0
- CJ 103 Criminal Law 3.0
- PAL 202 Family Law 3.0
- PAL 203 Tort Law for Paralegals 3.0
- PAL 204 Wills and Trusts for Paralegals 3.0
- PAL 205 Basic Bankruptcy Law for Paralegals 3.0
- PAL 206 California Employment and Labor Law 3.0
- PAL 207 California Employment and Labor Law 3.0
- PAL 208 Immigration Law for Paralegals 3.0

Total Units 36-43

Recommended Course Sequence

First Year

Fall

- PAL 100 Introduction to Law and Paralegal Studies 3.0
- PAL 102 Beginning Legal Research for Paralegals 3.0
- PAL 103 Beginning Legal Writing 3.0

Total Units 9

Spring

- PAL 104 Legal Ethics for Paralegals 3.0
- PAL 201 Fundamentals of Litigation For Paralegals 3.0
- PAL 202 Family Law 3.0
- PAL 203 Tort Law for Paralegals 3.0

Total Units 12

Second Year

Fall

- PAL 204 Wills and Trusts for Paralegals 3.0
- PAL 205 Basic Bankruptcy Law for Paralegals 3.0

Total Units 6

Total Units 27

Paralegal Studies Courses

PAL 100 Introduction to Law and Paralegal Studies (3.0 Units)

This is the beginning course for students pursuing a Certificate of Achievement in Paralegal Studies. This class is also included in the Guided Pathway to Law School program. Students will learn the nature of the career field, the skills and knowledge required, the ethical requirements, the background in court systems, and the legal research and writing skills that are necessary for success in the profession. An emphasis is placed on the functions of a paralegal within a private law firm, within a government agency, as a business owner, and as a litigation assistant.

Lecture Hours: 54.00
Transfer: Transfers to CSU only

PAL 101 Law Office Technology for Paralegals (3.0 Units)

Corequisite: PAL-100-Introduction to Paralegal Studies. This class introduces the students to the legal industry technology utilized in the current legal environment. Skills developed include document creation and assembly spreadsheet software, and data and case management. Students will gain an understanding of the growing and critical role of electronic discovery in litigation, including electronic discovery rules of law, workflow and processes, and the production of electronically stored information. Students will be introduced to litigation support and case management software, and introduction to paperless presentation tools used in today's courtrooms.

Co-requisite(s): PAL 100
Lecture Hours: 54.00
Transfer: Transfers to CSU only

PAL 102 Beginning Legal Research for Paralegals (3.0 Units)

Equips the student with the research methods needed as a paralegal to locate sources of federal and state law. Topics include legal terminology; proper citation form; sources of primary and secondary law; statutes and legislative history; court reports; validating legal research; and a thorough overview of computer legal research. Explore the array of legal research tools available, and gain hands-on experience you need to locate and apply the law effectively on the job through outside assignments and practice in the library.

Co-requisite(s): PAL 100 previously or concurrently
Lecture Hours: 54.00
Transfer: Transfers to CSU only

PAL 103 Beginning Legal Writing (3.0 Units)

This course provides the Paralegal student with the development of good legal writing skills. Critical analysis of proper legal writing forms stressing logic, clarity and format will be used to shape the Paralegal student's ability to produce such legal documents as correspondence, legal briefs, memorandum of law, and common pleadings.

Co-requisite(s): PAL 102 previously or concurrently
Lecture Hours: 54.00
Transfer: Transfers to CSU only

1 ENGL 101.0 English Composition and Reading/ENGL 101H Honors Composition and Reading is the prerequisite before beginning the first Paralegal Studies course in the sequence. POLS 102 Introduction to American Government And Politics is also recommended.
**PAL 104 Legal Ethics for Paralegals (3.0 Units)**
This course examines the role of the paralegal in the rendering of legal services by attorneys to clients and the ethical rules that govern that relationship. The student will become familiar with the concept of the unauthorized practice of law, the criminal penalties such practices carry and the best means to avoid liability.
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

**PAL 138 Cooperative Education Paralegal (1-8 Units)**
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only

**PAL 200 Law Office Management for Paralegals (2.0 Units)**
Introduction to the role of the paralegal in law office management and practice procedures, including managerial challenges in a legal environment, office activities, policies, and role of the office administrator, comprehensive understanding of financial resources, human resources, risk management, and supervision unique to the legal environment.
Lecture Hours: 36.00  
Transfer: Transfers to CSU only

**PAL 201 Fundamentals of Litigation For Paralegals (3.0 Units)**
This course will focus on the litigation process that begins with a client interview, extends through the filing of a lawsuit, develops in the discovery stage, takes final shape in the trial stage and ends in enforcement of a judgement or an appeal.
Prerequisite(s): PAL 103  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

**PAL 202 Family Law (3.0 Units)**
This course examines family law for the paralegal working in California. Concepts covered include marital contracts, annulment, separation, dissolution, child custody and support, spousal support, property division and tax consequences of each.
Co-requisite(s): PAL 201 previously or concurrently
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

**PAL 203 Tort Law for Paralegals (3.0 Units)**
This course introduces the paralegal to the basic concepts of tort law including negligence, intentional torts, and strict liability. Introduces the student to investigative procedures in personal injury cases.
Co-requisite(s): PAL 201  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

**PAL 204 Wills and Trusts for Paralegals (3.0 Units)**
This course introduces the Paralegal student to the laws of Wills, Trusts and Estates, including the creation of wills, testate succession, intestate succession, trust creation and arrangements, family protection, estate planning, probate courts, and estate taxes. (Formerly POLS 139).
Prerequisite(s): PAL 201;  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

**PAL 205 Basic Bankruptcy Law for Paralegals (3.0 Units)**
This course is an introduction to the Federal Bankruptcy law, with emphasis on Chapter 7 Bankruptcies, and discussions and introduction to Chapter 11 and 13 proceedings.
Prerequisite(s): PAL 201;  
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

**PAL 206 California Employment and Labor Law (3.0 Units)**
This course provides students with a understanding of employment and labor related law and its impact on the employer/employee relationship. The student will study applicable federal and state laws applicable to the employer/employee relationship. Areas covered include common law and statutory employer/employee relationships, pre-employment concerns, legal aspects of the employment relationship, discrimination issues, termination of the employer/employee relationship, the collective bargaining process, employee unions, union certification and de-certification and ethical issues.
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

**PAL 207 California Employment and Labor Law (3.0 Units)**
This course builds knowledge and skill base for applying practical and effective conflict resolution practices and techniques regarding the use of alternative solutions to explore the changing climate of litigation-oriented practices, including ethical considerations.
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

**PAL 208 Immigration Law for Paralegals (3.0 Units)**
Immigration Law for Paralegals offers the student a thorough, accessible, and practical approach to understanding and putting to use U.S. laws and regulations to applied immigration practice. This course surveys immigration in the United States and how the paralegal supports the attorney including interviewing, gathering information, case management and document preparation techniques; analysis of temporary and permanent employment visas; analysis of family-based petitions, political asylum and naturalization. Enforcement and deportation process and procedure for proceedings will be reviewed. Also covered will be representation before Department of Homeland Security agencies.
Lecture Hours: 54.00  
Transfer: Transfers to CSU only

**Philosophy**
The study of philosophy is dedicated to reflection on the most fundamental concerns of human life. Students examine and assess the concepts and arguments expressed in writings of influential philosophers on such enduring themes as moral value, religious knowledge, political order, truth, and ultimate reality. Philosophical study assists students in developing such valuable and transferable skills as analytical reading and writing, creative and critical thinking, and sound judgment.

**Career Opportunities**
(Most careers require a bachelor’s or advanced degree.)
Corporate Manager, Ethics Consultant, Lawyer, Management Trainer, Public Administrator, Religious Leader Social Worker, Teacher, Writer

**Faculty**
Vecchio, Daniel
Transfer

- California State University, San Bernardino: Philosophy major
- University of California, Riverside: Philosophy major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Philosophy, AA-T (38120)
The study of philosophy provides an opportunity to explore the most fundamental concerns of human life. Students examine and assess the concepts of the world's major thinkers and most influential texts regarding such themes as human value, religious experience, political order, truth, and ultimate reality. Philosophical study helps to develop such valuable and transferable skills as analytical reading and writing, creative and critical thinking, and independent judgment. The AA-T in Philosophy is designed to prepare students for upper division course work required for the baccalaureate degree in Philosophy. Students who complete the VVC AA-T in Philosophy will have achieved the following learning outcomes: 1. Define and discuss the methods and subject matter of the academic discipline of Philosophy. 2. Identify, discuss, and evaluate works of major philosophical importance in the history of Philosophy. 3. Reason effectively about values, including the application of ethical principles and ethical analysis of proposed solutions to social problems. 4. Recognize, analyze, evaluate, and apply inductive and deductive reasoning.

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<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tr>
<td>PHIL/RLST</td>
<td>Philosophy of Religion</td>
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<tr>
<td>117</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHIL 120</td>
<td>History of Ancient Philosophy</td>
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</tr>
<tr>
<td>PHIL 121</td>
<td>History of Modern Philosophy</td>
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</tr>
<tr>
<td>PHIL/RLST</td>
<td>Introduction to Critical Thinking</td>
<td></td>
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<tr>
<td>207</td>
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</table>

Total Units: 18

Philosophy Courses

PHIL 101 Introduction to Philosophy (3.0 Units)
Introduction to the methods and subject matter of the discipline of philosophy through critical analysis of primary texts and discussion of enduring questions regarding reality, knowledge, and value. Topics include the sources and limits of knowledge; the nature of reality, mind, and personal identity; the existence of God and religious experience; moral value; philosophy of science; the nature of truth; distributive justice; and the meaning of life.
Recommended Preparation: ENGL 45 or Eligibility for ENGL 101
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PHIL 108 Introduction to Ethics and Contemporary Moral Issues (3.0 Units)
Introduction to moral philosophy. Critical study of major ethical theories and their application to contemporary moral issues in such areas as biomedical practice, law and violence, sexuality, social and economic justice, the environment, and business conduct.
Recommended Preparation: ENGL 45 or Eligibility for ENGL 101
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PHIL 109 Introduction to Logic (3.0 Units)
Introduction to the principles and practice of sound reasoning: argument analysis and evaluation, induction, deduction, fallacies, categorical logic, and propositional logic. Assignments require use of the computer.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PHIL 114 Political Philosophy (3.0 Units)
Introduction to the normative discussion of social organization from a variety of philosophical perspectives. Topics include the nature of the state, rights, the role of law, liberty, distributive justice, and the common good. Emphasis on the American social experience with additional attention given to the global context. Crosslisted with POLS 114.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PHIL 117 Philosophy of Religion (3.0 Units)
Introduction to major topics in the Philosophy of Religion: the existence and nature of God, religious experience and knowledge, and concepts of immortality and human destiny. Special attention is given to conflicts between religion and science, competing claims for religious truth, and the relevance of religion to social ethics. Three lecture hours per week. Crosslisted with RLST 117.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
PHIL 120 History of Ancient Philosophy (3.0 Units)
Critical study of the major movements, figures, and influential texts in the ancient period of Western Philosophy: the Pre-Socratics, Socrates, Plato, and Aristotle. Discussion of the influence of Greek thought on Hellenistic, Roman, and Medieval philosophy.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PHIL 121 History of Modern Philosophy (3.0 Units)
Introduction to major Western philosophers and movements from the 16th through the 18th Centuries. Emphasis on primary source readings representative of Continental Rationalism, British Empiricism, and Kant, with some attention given to precursors and following developments.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PHIL 138 Cooperative Education Philosophy (1-8 Units)
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in this catalog for more information
Transfer: Transfers to CSU only

PHIL 207 Introduction to Critical Thinking (3.0 Units)
Study and practice in critical thinking and writing. Emphasis on critical analysis of current moral, social, and religious issues. Crosslisted with RLST 207.
Prerequisite(s): ENGL 101.0 or ENGL 101H; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Photography

The study of photography offers a multitude of career possibilities. From fine art to commercial applications, photography is an exciting field that involves an education founded in conceptual as well as technical aspects. The development of the visual mind and a technical foundation in both traditional and digital imaging are the goals of the study of photography at Victor Valley College.

Career Opportunities


Faculty

Foster, John Franklin
Shelby, Christina

Transfer

- California State University campuses at East Bay, Fullerton, Hayward, San Jose, Long Beach, Sacramento, San Luis Obispo
- Art Center College of Design, Pasadena
- California College of Arts and Crafts, Oakland
- California Institute of the Arts, Valencia
- Chapman University

Because the major and the general education requirements vary in this major from university to university, students interested in photography should study the catalog or website of the specific university to which they plan to transfer. For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org) and, for independent schools, aiccu.edu (http://www.aiccu.edu). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Associate Degree

No associate degree offered with a major in photography. Photography courses may be used to fulfill requirements for an Associate in Arts degree with a major in Fine Arts. See specific listings for degree requirements in these majors. PHOT 138 Cooperative Education Photography may be used as elective credit, but may not be used to fulfill major requirements.

Photography Certificate of Achievement (38235)

Prepares the student for a variety of employment opportunities and career paths within the photographic field. This certificate also provides an opportunity for the student to continue on toward earning an AA-T degree in fine arts that aligns with existing undergraduate programs in the CSU and UC systems. The student will study traditional and digital photography and lighting. The student will be offered additional course selections in portraiture, commercial photographic application, alternative image processing and environmental photography and as well, the history of still photography. The creation of a photographically based portfolio will complete this certificate. An emphasis will be placed on learning computer based photographic editing programs such as Adobe Photoshop and Lightroom and the mastery of digital cameras and digital output devices.

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<tr>
<td>PHOT 52</td>
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<td>PHOT 53</td>
<td>Environmental Photography</td>
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<tr>
<td>PHOT 54</td>
<td>Intermediate Photography</td>
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<tr>
<td>PHOT 100</td>
<td>Beginning Photography</td>
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<td>PHOT 101</td>
<td>Beginning Digital Photography</td>
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<tr>
<td>PHOT 111</td>
<td>Portfolio Design</td>
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Complete one course from the following: 3.0

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<tr>
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<tr>
<td>PHOT 51</td>
<td>Environmental Photography</td>
</tr>
<tr>
<td>PHOT 103</td>
<td>Alternative Imaging Process</td>
</tr>
<tr>
<td>PHOT 105</td>
<td>Portraiture</td>
</tr>
<tr>
<td>PHOT 115</td>
<td>History of Still Photography</td>
</tr>
</tbody>
</table>

Total Units 14
Photography Courses

PHOT 50 Commercial Photographic Application (3.0 Units)
This course will introduce the application of photographic imaging to the commercial marketplace. It will stress the use of photography as it applies to the graphic design field as well as portraiture, product and editorial applications. Business principles of this field will also be covered.
Recommended Preparation: PHOT 100 PHOT 101
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

PHOT 51 Environmental Photography (3.0 Units)
This course will cover basic camera exposure and composition for a variety of outdoor settings. Topics include: landscape photography, animal photography, flower photography, sports photography, macro photography and outdoor portraits. The uses and understanding of filters, flash and film. Some field trips will be required.
Recommended Preparation: PHOT 100 PHOT 101
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Not transferable

PHOT 54 Portfolio Design (2.0 Units)
This course will present visual problems for the student to solve the purpose of creating a traditional and digital portfolio.
Recommended Preparation: PHOT 100 or PHOT 101
Lecture Hours: 27.00; Lab Hours: 27.00
Transfer: Not transferable

PHOT 100 Beginning Photography (3.0 Units)
Grade Option. This is a course that introduces the basics of black and white photography. Technical and conceptual topics will be covered.
Students will furnish their own cameras with manual controls.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

PHOT 101 Intermediate Photography (3.0 Units)
Topics covered in this intermediate photography course include but are not limited to an introduction to portraiture, lighting techniques, multiple light portrait photography, family/group portraiture, and night photography. An introduction to Adobe Photoshop will also be covered.
This course can be completed with film or digital cameras. Grade Option.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

PHOT 103 Alternative Imaging Process (3.0 Units)
This course will cover a variety of alternative 19th century photographic processes such as cyanotype, Van Dyke, hand-coloring and toning using traditional techniques as well as computer generated images. Plastic cameras and their use in creative image creation will be covered. Applying creative textures and borders will also be covered. Anyone with a high interest in creative image production should take this course.
Grade Option.
Recommended Preparation: PHOT 100 PHOT 111
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

PHOT 105 Portraiture (3.0 Units)
This course will cover studio and outdoor portrait techniques, flash fill techniques as well as elements of commercial photography. This course may be completed with digital or film based cameras. Student must supply a DSLR camera or a 35mm manual film based camera.
Recommended Preparation: PHOT 100 PHOT 111 and PHOT 101
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

PHOT 106 Introduction to Photojournalism (3.0 Units)
This lab class is an introduction to the basics of photojournalism including basic photography skills, digital imaging, processing, composition, and production of written news stories.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

PHOT 110 Intermediate Photoshop (3.0 Units)
This course will introduce intermediate techniques of Adobe Photoshop and its application to digital media.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

PHOT 111 Beginning Digital Photography (3.0 Units)
This beginning digital photography course will cover imaging basics such as exposure control using shutter speeds and apertures, composition and lighting. Topics include the integration of traditional design, color and compositional principles utilizing contemporary digital methods and tools.
This course will also use the computer to further manipulate digital images. The controls of digital cameras, scanning, editing, output and image enhancement will be covered.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

PHOT 115 History of Still Photography (3.0 Units)
This course surveys the history and development of photography across the globe from its inception to the present. Photographic works are investigated in relation to art history, cultural history and social history.
This course ends with a consideration of photography in the digital age.
Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

PHOT 133 Introduction to Photoshop (3.0 Units)
This course will introduce the basics of digital imaging and its application to digital photography.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

PHOT 138 Cooperative Education Photography (1-8 Units)
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in this catalog for more information.
Transfer: Transfers to CSU only

PHOT 153 Photographic Lighting Techniques (3.0 Units)
This course will introduce the student to the fundamentals of lighting and its application to imaging processes. A range of topics will be covered that include portraiture, product and commercial applications.
Recommended Preparation: PHOT 100 PHOT 101 or PHOT 111
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

Physical Sciences

General Physical Sciences includes a number of scientific courses which often encompass a number of related disciplines. They are intended to serve as introductory level general education courses while also providing a basis for future, more advanced study in each of their respective fields.
Career Opportunities
May require advanced degrees. Astronomer, Geologist, Meteorologist, Oceanographer.

Transfer
• University of California, Riverside: Physical Sciences major

For the most up-to-date information on this program and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Associate Degree
No associate degree offered with a major in Physical Sciences. Physical Science courses may be used to fulfill requirements for an Associate in Science degree with a major in Math/Science or Liberal Arts. See specific listings for requirements in these majors. PSCI 138 Coop Ed Physical Science (Cooperative Education) may be used for elective credit, but may not be used to fulfill major requirements.

Physical Sciences Courses
PSCI 101 Principles of Physical Science (3.0 Units)
A general education course dealing with basic concepts of the physical sciences including astronomy, geology, meteorology, and oceanography. (UC credit limitation). Lecture Hours: 54.00 Transfer: Transfers to both UC/CSU

PSCI 138 Coop Ed Physical Science (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only

Physics
The study of physics involves trying to understand, at the most fundamental level, our observations of natural phenomena. Inquiries extend from the most minute of subatomic particles, to nuclei, atoms, molecules, solids, liquids, gases and plasmas, stars and galaxies. Physics seeks to explain how, under the influence of some fundamental forces, nature behaves as it does. In a larger sense it tries to address questions about our universe, such as: Where did we come from? What will be our ultimate fate?

The sequence of physics classes fills the lower division requirements for students who plan to major in fields such as physics, engineering or medicine.

Career Opportunities
May require advanced degree. Engineer, Physicist, Teaching at many levels

Faculty
Michael Butros

Transfer
• California State University, San Bernardino: Physics major
• University of California, Riverside: Physics major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Physics, AS (38197)
To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

Code Title Units
Required Courses
PHYS 201 Engineering Physics I-Mechanics 4.0
PHYS 202 Engineering Physics II - Fluids, Sound, and Thermodynamics 4.0
PHYS 203 Engineering Physics III Electricity And Magnetism 4.0
PHYS 204 Engineering Physics IV-Optics and Modern Physics 4.0
PHYS 210 Computer Methods for Engineers 4.0
Total Units 20

Physics Courses
PHYS 100 Introductory Physics (4.0 Units)
An introduction to physics for students who have not had physics, or who have not had physics recently. Fundamental principles of mechanics, waves, heat, electricity and magnetism, light, atomic and nuclear physics. (UC credit limitation).
Prerequisite(s): MATH 42; Minimum grade C; Lecture Hours: 54.00; Lab Hours: 54.00 Transfer: Transfers to both UC/CSU

PHYS 138 Coop Ed Physics (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only

PHYS 150 College Physics I (4.0 Units)
This is the first course in an algebra-based two-semester physics sequence. Topics include motion, forces, Newton's laws, conservation of energy, conservation of momentum, rotational motion, rotational equilibrium, liquids and solids, heat, thermo-physics, vibration, and waves.
Prerequisite(s): MATH 104 and MATH 105; Minimum grade C; Lecture Hours: 54.00; Lab Hours: 54.00 Transfer: Transfers to both UC/CSU
PHYS 160  College Physics II (4.0 Units)
The second semester of an algebra-based two-semester physics sequence. Topics include electricity, magnetism, optics, atomic physics and nuclear physics. The laws of physics are investigated and applied to problem solving.
Prerequisite(s): PHYS 150 Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

PHYS 201  Engineering Physics I-Mechanics (4.0 Units)
Course covers a study of vectors, rectilinear motion, motion in a plane, particle dynamics, work and energy, conservation laws, collisions, rotational kinematics and dynamics. (UC credit limitation).
Prerequisite(s): PHYS 201 Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

PHYS 202  Engineering Physics II - Fluids, Sound, and Thermodynamics (4.0 Units)
Course covers the study of equilibrium of rigid bodies, oscillations, gravitation, fluid statics and dynamics, waves in elastic media, sound and thermodynamics. (UC credit limitation).
Prerequisite(s): PHYS 201 Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

PHYS 203  Engineering Physics III Electricity And Magnetism (4.0 Units)
Course covers charge and electric force, the electric field, electric potential, capacitors and dielectrics, direct current and resistance, electromotive force and circuits, the magnetic field, inductance, magnetic properties of matter, electromagnetic oscillations, alternating currents, electromagnetic waves, and the Maxwell Equations. (UC credit limitation).
Prerequisite(s): PHYS 202 Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

PHYS 204  Engineering Physics IV-Optics and Modern Physics (4.0 Units)
The nature and propagation of light, reflection and refraction, interference, diffraction, gratings and spectra, relativity, elements of quantum physics, waves and particles, nuclear physics. (UC credit limitation).
Prerequisite(s): PHYS 203 Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

PHYS 210  Computer Methods for Engineers (4.0 Units)
This course is an introduction to methods and techniques for solving engineering problems using numerical-analysis computer-application programs, technical computing and visualization using MATLAB software. The course is structured to allow students to have a thorough hands-on experience with examples and exercises applied to a wide variety of practical engineering problems.
Prerequisite(s): MATH 227 or MATH 227H Minimum grade C
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

PHYS 221  General Physics I (4.0 Units)
Course covers vectors motion in one and two dimensions, particle dynamics, work energy, conservation laws, collisions, rotational motion and dynamics, thermodynamics. (UC credit limitation)
Prerequisite(s): MATH 104 Minimum grade C
Co-requisite(s): MATH 226 or MATH 226H
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

PHYS 222  General Physics II (4.0 Units)
Topics include electromagnetic theory, oscillations, waves, geometrical optics, interference and diffraction quantum physics, atomic and nuclear physics.
Prerequisite(s): PHYS 221 Minimum grade C
Co-requisite(s): MATH 227 or MATH 227H
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

PHYS 230  Statics (3.0 Units)
Prerequisite(s): PHYS 201 and MATH 227 or MATH 227H Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PHYS 240  Material Science and Engineering (3.0 Units)
This course covers major topics related to engineering design, manufacturing, and the properties of materials used in modern component construction. Students will learn to implement design methods required to efficiently use manufacturing methods such as machining, forming, and molding. In addition, case studies of parts and assemblies which incorporate various metals, ceramics, polymers, semiconductors, composites, and superconductors, will be used for comparing product lines which may or may not minimize costs, optimize functionality, and reduce manufacturing time. Atomic and optical properties are key elements which are studied in detail to provide a firm support for student assumptions during analysis.
Prerequisite(s): CHEM 201 and PHYS 202; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PHYS 250  Thermodynamics (3.0 Units)
This course covers major topics related to thermodynamic systems. Students will learn to identify the control mass and control volume in thermodynamic problems, calculate properties of pure substances, map and analyze processes on T-V, P-V, and T-S diagrams, apply the first and second laws of thermodynamics to control mass and control volume processes, and use the Carnot thermodynamic cycle to calculate the limits of the thermal efficiency.
Prerequisite(s): MATH 228 and PHYS 202; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

**Political Science**

Political science is the study of political philosophies, processes, principles, and the structures of government and other political institutions. This academic discipline leads toward an understanding
of the institutions of political ideologies, institutions of government, the roles of citizens and political leaders, interest groups and political parties, the electoral process, and contemporary issues that surround our public life. This field also includes an analysis of governments around the world and of international relations.

**Career Opportunities**

Attorney, Budget Analyst, Campaign Consultant/Staff Member, Educator, Foreign Diplomat/International Organization Worker, Government Official/Elected Official, Intelligence Officers & Analysts, Law Enforcement Officer Legislative/Executive Staff Assistant, Lobbyist, National/International Business Position, Nonprofit Organization Staff Member, Print/Broadcast Journalist, Political Party Worker, Urban Planner/City Manager

**Faculty**

Bozonelos, Dino

Dupree, David

**Transfer**

- California State University, San Bernardino: Political Science major
- University of California, Riverside: Political Science major
- University of California, Irvine: Political Science Major
- California Baptist University, Riverside: Political Science Major
- Chapman University, Orange: Political Science Major

Local Bachelors Programs - Visit the High Desert Four-Year Universities (http://www0.vvc.edu/offices/transfer-center/High%20Desert%20Four %20Year%20Universities.pdf) website.

- Park University, Victor Valley: Public Administration major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

**Political Science, AA-T (33022)**

Political science is the study of political philosophies, processes, principles, and the structures of government and other political institutions. This academic discipline leads toward an understanding of the approaches to the study in the field of political science, political ideologies, institutions of government, the roles of citizens and political leaders, interest groups and political parties, the electoral process, and contemporary issues that surround our public life. This field also includes an analysis of governments around the world and of international relations.

The Associate in Arts in Political Science for Transfer degree is aligned with the Transfer Model Curriculum (TMC) for Political Science. The goal of the degree is to prepare students for transfer to the California State University system. It is specifically designed to fulfill the lower division requirements for the Baccalaureate degree in Political Science at a California State University. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

To earn this degree complete the major coursework listed here with "C" grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tr>
<td>POLS 102</td>
<td>Introduction to American Government And Politics</td>
<td>3.0</td>
</tr>
<tr>
<td>Complete three courses from the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>POLS 101</td>
<td>Introduction to Political Science</td>
<td></td>
</tr>
<tr>
<td>POLS 110</td>
<td>Contemporary World Affairs</td>
<td></td>
</tr>
<tr>
<td>POLS 112</td>
<td>Comparative Government</td>
<td></td>
</tr>
<tr>
<td>POLS 114</td>
<td>Political Philosophy</td>
<td></td>
</tr>
<tr>
<td>MATH 120/120H</td>
<td>Introduction to Statistics</td>
<td></td>
</tr>
<tr>
<td>or PSYC 215</td>
<td>Introduction to Statistics in Social and Behavioral Sciences</td>
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</tr>
<tr>
<td>Complete two courses from the following:</td>
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<td>ECON 101</td>
<td>Principles of Economics: Macro</td>
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</tr>
<tr>
<td>POLS 103</td>
<td>State and Local Government</td>
<td></td>
</tr>
<tr>
<td>POLS 113</td>
<td>Politics of Middle East and North Africa</td>
<td>3.0</td>
</tr>
<tr>
<td>POLS 206</td>
<td>Introduction to Environmental Policy And Natural Resource Management</td>
<td></td>
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<tr>
<td>POLS 211</td>
<td>Global Issues</td>
<td></td>
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<tr>
<td>Total Units</td>
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</tr>
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</table>

**International Studies Certificate of Career Preparation**

The International Studies Certificate program at Victor Valley College is designed for students pursuing careers in International affairs. Career Opportunities include: Foreign Diplomat, Homeland Security Analyst, Intelligence Officers & Analysts, International Organization Worker, and International Business Positions.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>POLS 104</td>
<td>Introduction to Global Studies</td>
<td>3.0</td>
</tr>
<tr>
<td>POLS 110</td>
<td>Contemporary World Affairs</td>
<td>3.0</td>
</tr>
<tr>
<td>POLS 112</td>
<td>Comparative Government</td>
<td>3.0</td>
</tr>
<tr>
<td>POLS 113</td>
<td>Politics of Middle East and North Africa</td>
<td>3.0</td>
</tr>
<tr>
<td>Complete one course from the following:</td>
<td>3.0-5.0</td>
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<tr>
<td>ANTH 102</td>
<td>Introduction to Cultural Anthropology</td>
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<tr>
<td>CMST 105</td>
<td>Intercultural Communication</td>
<td></td>
</tr>
<tr>
<td>FREN 101</td>
<td>Elementary French</td>
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<tr>
<td>GEOG 102</td>
<td>Introduction to Cultural Geography</td>
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<tr>
<td>HIST 104</td>
<td>World History Since 1500</td>
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<tr>
<td>HIST 131</td>
<td>Latin American History From 1822</td>
<td></td>
</tr>
<tr>
<td>POLS 211</td>
<td>Global Issues</td>
<td></td>
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<tr>
<td>POLS 221</td>
<td>Model United Nations</td>
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<tr>
<td>RLST 110</td>
<td>Religions of the Middle East &amp; the West</td>
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<tr>
<td>SPAN 101</td>
<td>Elementary Spanish</td>
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<td>SPAN 101A</td>
<td>Fundamentals of Spanish 101A</td>
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<td>SPAN 125</td>
<td>Conversational Spanish I</td>
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</table>
Political Science Courses

POLS 101 Introduction to Political Science (3.0 Units)
An introduction to political science designed to familiarize students with basic political concepts, political ideologies, political systems, and subfields within political science. Presents a comprehensive survey of the study of political science, modern political ideologies and movements, participation, institutions of government, political issues and foreign affairs of nation-states around the world.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

POLS 102 Introduction to American Government And Politics (3.0 Units)
Examines the workings of our complex system of American government, including: national, California state, and local levels (with emphasis on the national level). This survey will focus on the historical and contemporary development of our Constitution, political institutions, citizen participation, politics, and policies. Examines the causes, consequences, and possible solutions to significant problems in contemporary America.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

POLS 103 State and Local Government (3.0 Units)
An introduction to the study of the American political system at the state and local levels of government. Examines the workings of our complex system of federalism by focusing on contemporary state and local government institutions, citizen participation, political problems, politics, and policies. Emphasis is given to the analysis of California political issues, politics and government.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

POLS 104 Introduction to Global Studies (3.0 Units)
A survey of the historical and cultural processes that have made the world more interconnected. This course will canvass the "great ideas" that have connected human civilizations and the processes which ahv initiated and continued the process of globalization. Topics include the cultural, economic, historical, political and religious effects of globalization.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

POLS 110 Contemporary World Affairs (3.0 Units)
Introduces the analytical approaches to the study of world affairs and theories of international conflict and cooperation. Explores the variety of governmental and non-governmental entities on the world stage today, their foreign policy goals and interests, and instruments and uses of power. Examines contemporary issues confronting the global community and the historical development and uses of international law and organizations.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

POLS 112 Comparative Government (3.0 Units)
An introduction to the comparative analysis of contemporary political systems and their environments around the world. Examines current political institutions, citizen participation, political problems, politics, and policies within these systems. Emphasis is given to selected nation-states in order to provide a broader, representative knowledge encompassing a variety of modern political systems and environments reflecting the geographic regions of the world.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

POLS 113 Politics of Middle East and North Africa (3.0 Units)
This course will examine the Middle East and North Africa through a comparative politics perspective. This will include an examination of the following items: an overview of the region's histories, geographies, peoples, cultures, religions and languages; the fundamentals of the Islamic and Judaic belief systems; current events such as the Israeli-Palestinian conflict, the War in Iraq and other real and potential geopolitical conflicts. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

POLS 114 Political Philosophy (3.0 Units)
Introduction to the normative discussion of social organization from a variety of philosophical perspectives. Topics include the nature of the state, rights, the role of law, liberty, distributive justice, and the common good. Emphasis on the American social experience with additional attention given to the global context. Crosslisted with PHIL 114.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

POLS 129 Independent Study (1-3 Units)
Assigned projects involving research, directed study, internship hours or study abroad opportunities for students who are interested in furthering their knowledge in political science on an independent study basis. Enrollment limited to those who meet independent study criteria. Prior to registration, a contract must be prepared. See instructors for details.
Transfer: Transfers to CSU only

POLS 138 Cooperative Education Political Science (1-8 Units)
This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives.
Transfer: Transfers to CSU only

POLS 206 Introduction to Environmental Policy And Natural Resource Management (3.0 Units)
This course examines American environmental policy and how natural resources are managed. The historical, global, and ethical dimensions of how our society relates to the environment are analyzed from an interdisciplinary perspective.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

POLS 211 Global Issues (3.0 Units)
Surveys recent developments in the nature of global interdependence. Examines the major political, economic, and military conflicts of this century and recent problems of population growth, environmental decay, ethnic/national antagonism and violence, and post-Cold War politics.
Course content changes based on current events. Grade Option.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

POLS 221 Model United Nations (3.0 Units)
The course introduces students to the theory and practice of international diplomacy through participation in Model United Nations simulations.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:
• Demonstrate a breadth of knowledge and critical thinking skills as related to political theory, institutional politics and political behavior
• Analyze political and social issues within a wide variety of assigned formats
• Recognize the relationships among political actors within political systems and the political processes for policy development

Psychology

Psychology is a behavioral science that has as its goals to describe, explain, predict and control behavior and mental processes. Graduates in psychology—bachelor’s degree and post-graduate study are employed in a number of areas, including education, research, clinical practice, government, and business. Some of the major sub-fields in psychology are clinical, developmental, educational, environmental, health, industrial/organizational, biopsychology, school, and social psychology.

Career Opportunities

Academic Counselor, Education, Educational Psychologist, Industrial/Organizational Psychologist, Licensed Marriage and Family Therapist, Licensed Professional Clinical Counselor, Mental Health Officer, Human Resources, Probation Officer, Psychologist, Rehabilitation Counselor, Social Worker

Faculty

Flome, Robert
Garcia, April
Jennings, Patricia

Transfer

• California State University, San Bernardino: Psychology major
• University of California, Riverside: Psychology major | Psychobiology major

Local Bachelors Programs - Visit the High Desert Four-Year Universities (http://www0.vvc.edu/offices/transfer-center/High%20Desert%20Four %20Year%20Universities.pdf) website.

• Brandman University, Victor Valley Campus: Psychology major
• Park University, Victor Valley: Social Psychology Major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Psychology, AA-T (33026)

Psychology offers much to the student who desires to study and understand the complexity of behavior and mental processes. The Associate in Arts in Psychology for Transfer program allows the student to utilize research methods, evaluate the credibility of research, theories, and applications; understand the core fields, paradigms, and theories; apply psychological concepts, theoretical perspectives, empirical findings, and historical trends to questions and issues in personal experience and contemporary society; and understand the ethical standards in academic and applied psychology. The Associate in Arts in Psychology for Transfer degree program also provides students with the opportunity to learn to describe, explain, predict, and control behavior, in various situations, because it is one of a few disciplines with a broad and relevant scope.

Associate in Arts in Psychology for Transfer degree is to prepare students for transfer to the California State University system to complete the Baccalaureate degree in Psychology. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

To earn this degree complete the major coursework listed here with “C” grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

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<thead>
<tr>
<th>Code</th>
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<th>Units</th>
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<tr>
<td>PSYC 101</td>
<td>Introductory Psychology</td>
<td>3.0</td>
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<tr>
<td>PSYC 215</td>
<td>Introduction to Statistics in Social and Behavioral Sciences</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 217</td>
<td>Introduction to Research Methods in Psychology</td>
<td>4.0</td>
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<td>PSYC 109</td>
<td>Biopsychology</td>
<td>3.0</td>
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<tr>
<td>PSYC 110</td>
<td>Developmental Psychology</td>
<td>3.0</td>
</tr>
<tr>
<td>or PSYC 111</td>
<td>Introduction to Child Psychology</td>
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<tr>
<td>List C</td>
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<tr>
<td>PSYC 108</td>
<td>Family Dynamics of Addiction and Abuse</td>
<td>3.0</td>
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<tr>
<td>PSYC 121</td>
<td>Human Sexuality and Intimacy</td>
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<tr>
<td>PSYC 125</td>
<td>Introduction to Counseling</td>
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<tr>
<td>PSYC 133</td>
<td>Introduction to Substance Abuse Studies</td>
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<tr>
<td>PSYC 204</td>
<td>Social Psychology</td>
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<td>SOC 101</td>
<td>Introduction to Sociology</td>
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Applied Developmental Psychology Certificate of Achievement (38779)

The Applied Developmental Psychology (ADP) Certificate of Achievement at Victor Valley College is an academic program that prepares students to deliver behavioral services under the supervision of a credentialed and/or licensed professional. The field of ADP concentrates on using knowledge of human development and related research to help solve real world problems. The ADP Certificate offers an entry-level preparation for anyone interested in careers in education, psychology, health-related fields, or public policy.

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>PSYC 101</td>
<td>Introductory Psychology</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 110</td>
<td>Developmental Psychology</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 209</td>
<td>Developmental Psychopathology</td>
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<tr>
<td>PSYC 211</td>
<td>Introduction to Learning and Behavior Analysis</td>
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</tbody>
</table>
Psychology Courses

PSYC 101 Introductory Psychology (3.0 Units)
The introductory course which surveys the multifaceted discipline of psychology and explores the scientific study of human behavior and mental processes.
Recommended Preparation: ENGL 101.0 or ENGL 101H
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PSYC 108 Family Dynamics of Addiction and Abuse (3.0 Units)
This course studies family abuse and addiction. Theories and evidence-based intervention strategies that promote behavioral change and wellness are evaluated. Chemical, child, spousal, and dependent adult abuse are defined within a social, cultural, and historical context. It also explores the correlation between chemical dependency and family dysfunction as well as the developmental impact abuse has on children and adolescents.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

PSYC 109 Biopsychology (3.0 Units)
Introduction to the study of behavior from a biological perspective. Neuroanatomy, neurophysiology, psychopharmacology, and the biological systems and processes underlying behavior. Emphasis will be placed on brain mechanisms underlying behavior and their relation to issues in psychology.
Prerequisite(s): PSYC 101 or PSYC H101
Lecture Hours: 54.00
Transfer: Transfers to CSU only

PSYC 110 Developmental Psychology (3.0 Units)
This course includes the study of theories, methods, and research findings regarding biosocial, cognitive, and psychosocial development of the individual across the lifespan including death, dying and bereavement. (UC credit limitation)
Recommended Preparation: PSYC 101 and Eligibility for English 101.0
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PSYC 111 Introduction to Child Psychology (3.0 Units)
Schedule Description This course explores child development from conception through adolescence with particular emphasis on biopsychosocial, emotional and cognitive development. (UC credit limitation)
Recommended Preparation: PSYC 101 and Eligibility for English 101.0
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PSYC 121 Human Sexuality and Intimacy (3.0 Units)
This is a survey course of human sexual and intimate behaviors throughout the life cycle. It includes the physiological, psychological, sociological and theoretical approaches of human sexuality throughout the life cycle, sexual disorders and related social issues.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PSYC 125 Introduction to Counseling (3.0 Units)
An introduction to principles of counseling concepts will be the primary focus. A systematic consideration of the basic skills and theories essential for effective counseling and problem solving.
Recommended Preparation: PSYC 101
Lecture Hours: 54.00
Transfer: Transfers to CSU only

PSYC 133 Introduction to Substance Abuse Studies (3.0 Units)
This course will provide a historical perspective on drug/alcohol abuse, its impact on the individual, the family, the community and society. Definitions of use, abuse, and addiction will be presented as well as the disease concept of addiction. The effectiveness and economics of various models of treatment and rehabilitation will be explored.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PSYC 138 Coop Ed Psychology (1-8 Units)
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in the catalog for more information.
Transfer: Transfers to CSU only

PSYC 204 Social Psychology (3.0 Units)
The focus of this course is the relationship between the individual and society including such topics as social identity, conformity, obedience and deviance, attitudes and attitude change, attribution theory, persuasion, prejudice and stereotyping, aggression and prosocial behavior, interpersonal relationships, group dynamics, and conflict and conflict resolution.
Prerequisite(s): PSYC 101 or PSYC 101H
Lecture Hours: 54.00
Transfer: Transfers to CSU only

PSYC 209 Developmental Psychopathology (3.0 Units)
This course explores the history and classifications of psychological disorders, symptom criteria, clinical assessment, diagnosis, and the major theoretical treatment modalities. The Biopsychosocial, Psychoanalytic, Cognitive, Behavioral and Sociocultural theories are emphasized. How we define, assess, treat and study psychological disorders is the thematic focus of the course. A variety of class exercises are used to illustrate and understand the etiology, symptoms, diagnosis, and treatment of psychological disorders.
Prerequisite(s): PSYC 101; Minimum grade C;
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PSYC 211 Introduction to Learning and Behavior Analysis (3.0 Units)
This course addresses the fundamental principles in Learning and Behavior Analysis with an emphasis on operant conditioning, applied behavior analysis, and evolutionary and biological factors. Topics include the history and basic principles of modern learning theories; methodology, measurement and quantification of behavior research, and the application of behavior analysis techniques for changing behavior.
Prerequisite(s): PSYC 101; Minimum grade C;
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PSYC 213 Abnormal Psychology (3.0 Units)
This course explores the history and classifications of psychological disorders, symptom criteria, clinical assessment, diagnosis, and the major theoretical treatment modalities. The Biopsychosocial, Psychoanalytic, Cognitive, Behavioral and Sociocultural theories are emphasized. How we define, assess, treat and study psychological disorders is the thematic focus of the course. A variety of class exercises are used to illustrate and understand the etiology, symptoms, diagnosis, and treatment of psychological disorders.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
PSYC 215 Introduction to Statistics in Social and Behavioral Sciences (3.0 Units)
This course is an introduction to basic multivariate statistics commonly used in social and behavioral science research. UC.
Prerequisite(s): MATH 90 Minimum grade C
Recommended Preparation: ENGL 101 AND PSYC 101 OR SOC 101
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

PSYC 217 Introduction to Research Methods in Psychology (4.0 Units)
This course surveys psychological research design and methods with an emphasis on correlational relationships, experimental procedures, descriptive methods, instrumentation, data collection, statistical analysis, and interpretation. Research design and methodology will be examined through the review of scholarly journal articles. In laboratory sessions students will conduct research in psychology and/or social science. Actual data collected from research conducted during laboratory sessions will be analyzed with statistical software.
Prerequisite(s): PSYC 101 or PSYC H101; MATH 120 MATH H120 or PSYC 215; Minimum grade C;
Recommended Preparation: ENGL 101.0 or ENGL 101H
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

PSYC 219 Fieldwork in Psychology and Social Sciences (3.0 Units)
Fieldwork experience in Psychology and Social Science is a required course for the Mental Health Worker and the Applied Developmental Psychology Certificate of Achievement. Practical experience is a major factor in professional skill development and application of research and academic knowledge. Class meetings focus on fieldwork experiences, self-care, case communication, and multi-disciplinary teamwork experiences. Students will be assigned a supervised position in a placement setting. Field placement agencies may require a TB test and/or fingerprinting.
Prerequisite(s): PSYC 101 Minimum grade of C;
Recommended Preparation: ENGL 101.0 PSYC 125 PSYC 213; In addition, this course requires permission from the instructor AND the Psychology Department Chair.
Lecture Hours: 18.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

• Demonstrate a breadth of knowledge and critical thinking skills as related to human behavior and mental processes
• Apply the scientific method to distinguish science from pseudoscience as it relates to behavior and mental preferences.
• Communicate scientifically to peers and to the community

Religious Studies
The academic study of religion is an objective, factual, interdisciplinary study of the texts, symbols, myths, rituals, ideas, and values of the world’s many religious traditions. Students are encouraged to view religion multicantly as a means of understanding more deeply the spiritual dimensions of human nature, history, and society. Study in this field prepares students for life in a multicultural society and provides practice in such valuable skills as empathetic reading and listening, critical reflection, and descriptive and analytical writing.

Career Opportunities
Most careers require a bachelor’s or advanced degree. Chaplain, Counselor, Government Service, Nonprofit Management, Professional Religious Leader, Religious Broadcaster, Religious Business Manager, Religious Educator, Religious Journalist, Religion Publisher, Social Worker, Teacher

Faculty
Vecchio, Daniel

Transfer
• University of California, Riverside: Religious Studies major

For the most up-to-date information on this program and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Associate Degree
No associate degree offered with a major in Religious Studies. Religious Studies courses may be used to fulfill requirements for an Associate in Arts degree with a major in Liberal Arts. See Liberal Arts listing for information on this major.

Religious Studies Courses
RLST 101 Introduction to Religious Studies (3.0 Units)
Introduction to the primary forms of religious experience and expression and to the structure of religious worldviews. Examples from a variety of societies and time periods introduce and illustrate such topics as religious symbols, myths, rituals, and communities, as well as alternative concepts of ultimate reality, cosmogony, theodicy, and soteriology.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

RLST 105 Old Testament, Hebrew Bible, Religions Of the Ancient Near East (3.0 Units)
Introduction to the literature and religious history of Ancient Israel and related cultures in the Ancient Near East. Study of the sources, contents, interpretation, and religious and historical significance of the Hebrew Scriptures and the Old Testament.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

RLST 106 Introduction to the New Testament And Early Christian Literature (3.0 Units)
Historical introduction to classical Mediterranean religion and culture in late classical antiquity. Comparative literary, historical, and sociological analysis of the literature of the period, with emphasis on the New Testament and early Christian literature.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

RLST 110 Religions of the Middle East & the West (3.0 Units)
Survey of the history, beliefs, and practices of the major religious traditions of the Middle East and West: prehistoric and indigenous religions; ancient Greek, Roman, Egyptian, and Mesopotamian religions; Zoroastrianism; Judaism; Christianity; Islam; and new religious movements.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
RLST 111 Religions of South and East Asia (3.0 Units)
Survey of the history, beliefs, and practices of the major religions of East and South Asia: Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Daoism, and Shinto. Discussion of modern challenges to traditional religion and the emergence of new religious movements inspired by Asian traditions.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

RLST 113 Religion and Society (3.0 Units)
Study of the interaction between social forces and religious belief and practice, with an emphasis on contemporary American social and religious life. Special topics include the social aspects of evangelical religion, the interaction of religion and politics, religious diversity, the relation between religion and gender, and the impact of globalization.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

RLST 115 Religion in America (3.0 Units)
Historical study of religion in America, including both its diversity and unifying factors. Major topics include Native American religion, Judaism, Roman Catholicism, Protestant Christianity, African-American religion, American sects, metaphysical and occult religions, Asian religions, and religious dimensions of public life, politics, and popular culture.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

RLST 117 Philosophy of Religion (3.0 Units)
Introduction to major topics in the Philosophy of Religion: the existence and nature of God, religious experience and knowledge, and concepts of immortality and human destiny. Special attention is given to conflicts between religion and science, competing claims for religious truth, and the relevance of religion to social ethics. Crosslisted with PHIL 117.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

RLST 138 Cooperative Education Religious Studies (1-8 Units)
Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work sites. Please refer to the Cooperative Education section of the catalog for more information.
Transfer: Transfers to CSU only

RLST 207 Introduction to Critical Thinking (3.0 Units)
Study and practice in critical thinking and advanced English composition: analysis, evaluation, and formulation of arguments; critical study of texts; and composition of critical essays. Application of critical thinking and writing skills to topics in the areas of values and religion. Crosslisted with PHIL 207.
Prerequisite(s): ENGL 101.0 or ENGL 101H, Minimum grade C.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

Respiratory Therapy
Respiratory therapy is an allied health profession specializing in the diagnosis, treatment, and care of patients suffering from cardiopulmonary disease.

The program provides didactic instruction and supervised clinical practice in Southern California hospitals. Graduates of the VVC Respiratory Therapy Program, as a result of the education and training they receive, pass the state licensing and national registry exams at a rate much greater than the national average. The Victor Valley College Respiratory Therapy Program is accredited by the Commission on Accreditation for Respiratory Care (https://www.coarc.com), 264 Precision Blvd, Telford, TN 37690, (817) 283-2835.

Separate application must be made to the Respiratory Therapy Program. Seating is limited to a maximum of twenty-six students per class.

Applications are available from the VVC Respiratory Therapy (http://www.vvc.edu/academic/respiratory_therapy) website.

Pre-course requirement paid for by student:
1. National background check
2. Titers demonstrating immunity to Tetanus, Diphtheria, Pertussis, Varicella, Mumps, Measles, Rubella
3. Two Tuberculosis tests within 3 months of course start
4. Physical examination by physician
5. Background check and drug testing the first week of the course.

Please contact Respiratory Therapy program director for information and forms.

Career Opportunities
Respiratory Care Practitioner, Critical Care Specialist, Diagnostic Testing Specialist, Education, Home Care Neonatal/Pediatric Specialist, Pulmonary Rehabilitation, Research

Faculty
Haines, Michael
Marin, Tracy

Transfer
Loma Linda University offers a Respiratory Care, BS. Information for this and other related programs is available at the Loma Linda University Respiratory Care (https://alliedhealth.llu.edu/academics/cardio pulmonary-sciences/respiratory-care) website. For the most up-to-date information on these programs and others, stop by the Transfer Center in Building 23 or make an appointment with a counselor.
Respiratory Therapy, A.S. (04957) and Certificate of Achievement (20544)

In order to be admitted to the Respiratory Therapy Program, separate application must be made in addition to application to the college. The annual deadline date for submitting applications to be considered for respiratory therapy is May 15. Applications can be obtained through the VVC Respiratory Therapy (http://www.vvc.edu/academic/respiratory_therapy) website.

Prerequisites: CHEM 100 Introductory Chemistry, BIOL 100 General Biology or BIOL 107 Introduction to Human Biology, and MATH 90 Intermediate Algebra must be completed with a grade of “C” or higher before entry into the program.

The Respiratory Therapy Faculty accepts and operates within the framework of the philosophy and objectives of Victor Valley College.

The Associate Degree in Respiratory Therapy provides a foundation for continuing personal, professional and educational development, and includes the study of the arts, sciences and humanities. The program is designed to produce a competent, self-directed respiratory therapist who, in a variety of settings, can assume leadership in planning, providing, and evaluating respiratory care of individuals and groups; who participates in the determination of the goals of the profession; and who actively searches for knowledge in respiratory therapy and related fields essential to the development and application of scientific respiratory care.

The respiratory therapy graduate receives the Associate of Science Degree and is eligible to take the National Registry Exam for Respiratory Therapists and the entry level exam for licensure in the State of California.

The certificate prepares the student to take the State examination to practice as an entry level practitioner and the National Examination for Advanced level practitioner.

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements: 60 minimum degree-applicable units (including a maximum 4 units of activity); 2.0 minimum overall GPA; 12 degree-applicable units through VVC; Information Competency; Global Citizenship; Kinesiology, and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

- Complete one course from the following:
  - CMST 106 Interpersonal Communication
  - CMST 107 Family Communication
  - CMST 108 Group Discussion
  - CMST 109 Public Speaking

Complete one course which fulfills the VVC General Education Category V Mathematics area

Complete one course which fulfills the VVC General Education Category III Humanities area

Complete one course which fulfills the VVC General Education Category IIB American Institutions area

Complete one course which fulfills the Kinesiology competency

Total Units 97

Respiratory Therapy Courses

RSPT 50 Polysomnography I (4.0 Units)
Topics include sleep terminology, sleep structure and disorders, complete patient set-up and data acquisition. Students will also learn the basics of noninvasive treatments for certain sleep disorders.
Lecture Hours: 54.00; Lab Hours: 54.00
Transfer: Not transferable

RSPT 138 Coop Ed Respiratory Therapy (1-8 Units)
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in the catalog for more information.
Transfer: Transfers to CSU only

RSPT 221 Basic Cardiopulmonary Clinical Practicum (3.0 Units)
Clinic-based practicum in which students perform a variety of cardiopulmonary assessments and therapies appropriate to their level in the respiratory therapy and echocardiography courses. Students present case studies based on patient-information gathering that include history and physical, review of systems, rationale for diagnostics and treatment, vital signs, medical history, questionnaire, scores, treatments, and study data.
Prerequisite(s): RSPT 231 or RSPT 90; Minimum grade C
Lab Hours: 162.00
Transfer: Not transferable
RSPT 222  Advance Cardiopulmonary Clinical Practicum and Case Studies (3.0 Units)
Critical care clinic-based practicum in which students perform a variety of cardiopulmonary assessments and therapies. Students present case studies based on critical care patient-information gathering that include history and physical, review of systems, rationale for diagnostics and treatment, vital signs, medical history, questionnaire, scores, treatments, and study data.
Prerequisite(s): RSPT 233; Minimum grade C
Lab Hours: 162.00
Transfer: Transfers to CSU only

RSPT 230  Introduction to Respiratory Therapy (3.0 Units)
Course introduces the student to respiratory therapy as a health science profession including history, professional requirements, responsibilities, professional organizations, and credentialing of the respiratory care practitioner. Provides basic anatomy and physiology, physics and math, and basic cardiopulmonary pathology to provide the student a foundation of theory and application. Offered summer.
Lecture Hours: 72.00
Lab Hours: 324.00
Transfer: Transfers to CSU only

RSPT 231  Basic Fundamentals of Respiratory Therapy (10.0 Units)
This course introduces respiratory therapy students to basic physical assessment, infection control, clinical applications of basic therapeutic and diagnostic modalities, chart review and documentation. Students are provided with an extensive orientation to the hospital environment and administration of basic respiratory therapy to clients.
Prerequisite(s): RSPT 230
Lecture Hours: 72.00; Lab Hours: 324.00
Transfer: Transfers to CSU only

RSPT 232  Patient Assessment & Clinical Application of Respiratory Therapy (10.0 Units)
This course expands the theory and application of respiratory therapy introduced in RSPT 230 and 231. Course content includes advanced cardiac life support and airway management, advanced assessment of cardiopulmonary pathology, cardiopulmonary rehabilitation, home care, transport, patient education, medical ethics. Content also includes thorough discussion of labs, imaging, ECG, and pharmacology. The student will spend 24 hours per week in the hospital administering respiratory modalities. Offered Spring semester.
Prerequisite(s): RSPT 231; Minimum grade C
Lecture Hours: 72.00; Lab Hours: 324.00
Transfer: Transfers to CSU only

RSPT 233  Intensive Respiratory Therapy Care (13.0 Units)
This course expands the theory and application of respiratory therapy introduced in RSPT 232. Content includes advanced modalities such as mechanical ventilation, systemic assessment of the intensive care patient, advanced cardiopulmonary physiology and pathology.
Prerequisite(s): RSPT 239 and BIOL 211 or BIOL 231; Minimum grade C
Lecture Hours: 72.00; Lab Hours: 486.00
Transfer: Transfers to CSU only

RSPT 234  Neonatal/Pediatric Respiratory Therapy Care and Related Pathophysiology (13.0 Units)
This course is an advanced study of the theory and application of neonatal and pediatric respiratory care. The content will include: mechanical ventilatory support, advanced cardiopulmonary pathophysiology, equipment used in NICU and PICU, umbilical line and capillary blood sampling and analysis, endotracheal intubation, and principles of PALS and NRP.
Prerequisite(s): RSPT 233 and BIOL 221; Minimum grade C
Lecture Hours: 72.00; Lab Hours: 54.00
Transfer: Transfers to CSU only

RSPT 239  Introduction to Mechanical Ventilation Support (2.0 Units)
This course introduces the principals of mechanical ventilation, allows hands-on experience with current ventilators, and reinforces therapeutic care.
Prerequisite(s): RSPT 232; Minimum grade C
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Not transferable

RSPT 243  Clinical Simulation (1.0 Units)
This course will prepare individuals for the National Board of Respiratory Care's (NBRC), Therapist Multiple-Choice Examination (TMC) and Clinical Simulation examinations. Those already certified (Certified Respiratory Therapist) and designated registry eligible by the NBRC will be able to review, evaluate, and improve their clinical assessment, decision making, and test taking skills.
Prerequisite(s): RSPT 233; Minimum grade C or CRT/RCP credentials with "registry eligibility" as designated by the NBRC/RCB.
Lecture Hours: 18.00
Transfer: Not transferable

Program Learning Outcomes
The Victor Valley College Respiratory Program's overall goal is to prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and effective (behavior) learning domains of respiratory care practice as performed by registered respiratory therapists (RRTs). The goals are assessed in using program learning outcomes (PLO's)
A student receiving a degree or certificate in this field will be able to:

• Demonstrate the ability to comprehend, apply, and evaluate clinical information relative to their role as an advanced-practiced therapist (Cognitive Domain)
• Demonstrate the technical proficiency in all skills necessary to fulfill the role of Registered Respiratory Therapist (Psychomotor Domain).
• Demonstrate behaviors consistent with professionalism and meet employer expectations for the Registered Respiratory Therapist (Affective Domain).

Restaurant Management
The Restaurant Management program prepares students for careers in the foodservice industry. Restaurants, hotels, clubs, colleges, retirement homes, hospitals, and industrial food service are but a few of the areas of employment options. Basic food preparation and techniques, nutrition, sanitation and safety are emphasized as the fundamentals for an education foundation of more specialized and advanced skills. Creativity, innovation, and team concepts are strongly encourage. Skills are introduced by emphasizing hands-on, practical experience coupled with strong managerial and accounting subjects.
Locally projected casinos, hotels, and national chain restaurants in the High Desert will increase various employment opportunities to local graduates. Restaurant Management is one of the original partners with the National Restaurant Association Educational Foundation and offers students the opportunity to complete the nationally recognized ManageFirst program. This program is dedicated to the advancement of professionalism in the restaurant and food service industry through education and training. It offers students acknowledgement throughout the United States.

Career Opportunities
Assistant Manager, Banquet Manager, Catering Manager, Chef, Dietary Assistant, Dining Room Manager, Food and Beverage Director, Foodservice/Restaurant Manager, Kitchen Manager, Purchasing Agent

Faculty
Busch, Tyler

Transfer
Restaurant Management courses do not usually transfer toward a bachelor's degree program. Students who earn a certificate or degree in Restaurant Management may choose to pursue a bachelor's degree in Hospitality Management or Hotel and Restaurant Management. The following CSU campuses offer degrees in these areas: Cal Poly Pomona, CSU-Long Beach, San Diego State, San Francisco State, and San Jose State. For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Students may also wish to explore programs at the California Culinary Academy in San Francisco, or The Culinary Institute of America in New York, which also has a Napa Valley campus (Greystroke) in St. Helena, and a campus in San Antonio, Texas. Another institution is Le Cordon Bleu College of Culinary Arts in Pasadena. These colleges specialize in preparing a student to become a chef.

Restaurant Management, AS (04974)

To earn this degree, complete the major coursework listed here with "C" grades or better and all of the following graduation requirements:
- 60 minimum degree-applicable units (including a maximum 4 units of activity)
- 2.0 minimum overall GPA
- 12 degree-applicable units through VVC
- Information Competency
- Global Citizenship
- Kinesiology
- and the VVC General Education pattern (p. 241). Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

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<tr>
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<td>6.0</td>
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<tr>
<td>RMGT 84</td>
<td>Kitchen/Dining Room Management</td>
<td>6.0</td>
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<tr>
<td>RMGT 85</td>
<td>Advanced Restaurant Management</td>
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<tr>
<td>RMGT 86</td>
<td>Food Service Sanitation</td>
<td>3.0</td>
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<tr>
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<td>Professional Cooking</td>
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<tr>
<td>RMGT 89</td>
<td>Purchasing for Food Service Managers</td>
<td>3.0</td>
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<tr>
<td>RMGT 90</td>
<td>Restaurant Marketing</td>
<td>3.0</td>
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Total Units 45

Restaurant Management Certificate of Achievement (20547)
The Restaurant Management certificate program gives the student the basic skills and education to become an entry level manager in the food service industry.

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<tr>
<td>RMGT 89</td>
<td>Hospitality and Restaurant Management</td>
<td>3.0</td>
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Total Units 45

1 RMGT 81 Prep/Line Cook and RMGT 82 Customer Service should be completed within the first semester. Each class is offered twice during the semester, it doesn't matter which class you start with as long as you complete both.

2 Indicates ManageFirst curriculum. Individual certificates issued by the National Restaurant Association Education Foundation are available in these areas.

Complete Fundamentals of Catering Certificate of Career Preparation
This certificate provides the student with excellent fundamental skills in a wide range of knowledge in the catering sector of Restaurant Management. This certificate will enable the student to obtain employment in any catering position within a establishment or give the student the skill set to start a catering operation.
### Restaurant Management Courses

**RMGT 1 Food Server Trainee (4.5 Units)**
This course will provide the student the opportunity to meet the primary role of server in a foodservice establishment. The responsibility to meet the customer’s dining needs is emphasized while maintaining the systems of the restaurant to ensure high quality service to all customers and maximize profitability for the operation. These responsibilities are carried out through five functions which are implemented through a number of tasks.

- **Lecture Hours:** 27.00
- **Lab Hours:** 162.00
- **Transfer:** Not transferable

**RMGT 2 Prep/Line Cook (4.5 Units)**
This course will provide the student with the basic and essential training as a prep/line cook. This training includes understanding culinary terminology, proper use of kitchen equipment and hand tools, as well as practical experience. This course will not apply to the Associate Degree.

- **Lecture Hours:** 27.00
- **Lab Hours:** 162.00
- **Transfer:** Not transferable

**RMGT 4 Busser (4.5 Units)**
This course will provide the student with the basic and essential training as a busser to ensure a clean and comfortable dining environment while maintaining the systems of the restaurant to ensure high quality service to all customers and maximize profitability for the operation. This course will not apply to the Associate Degree.

- **Lecture Hours:** 27.00
- **Lab Hours:** 162.00
- **Transfer:** Not transferable

**RMGT 6 Dishwasher (4.5 Units)**
This course will provide the student with the basic and essential training as a dishwasher to secure clean and sanitary equipment used in the foodservice establishment while maintaining the systems of the restaurant to ensure high quality service and maximum profitability for the operation. This course will not apply to the Associate Degree.

- **Lecture Hours:** 27.00
- **Lab Hours:** 162.00
- **Transfer:** Not transferable

**RMGT 7 Bakery/Pastry Training (4.5 Units)**
This course will provide the student the opportunity to achieve maximum results in the development of baking skill and knowledge. The student will learn to produce breads of many types as well as a wide variety of desserts and pastries. This course will not apply to the Associate Degree.

- **Lecture Hours:** 27.00
- **Lab Hours:** 162.00
- **Transfer:** Not transferable

**RMGT 8 Catering Training (4.5 Units)**
This course will provide the student the opportunity to understand the concepts involved in catering for banquets. This will include the objective of meeting the client’s needs while maintaining the systems of the establishment to ensure continued high quality service and maximum profitability for the operation. This course will not apply to the Associate Degree.

- **Lecture Hours:** 27.00
- **Lab Hours:** 162.00
- **Transfer:** Not transferable

**RMGT 9 Understanding Fish and Shellfish (2.0 Units)**
This course will examine the professional techniques of identifying, purchasing, handling, storing and the marketing of fish and shellfish. It also includes identifying, cutting, filleting, and preparing various fish and seafood.

- **Lecture Hours:** 36.00
- **Transfer:** Not transferable

**RMGT 75 Understanding Fish and Shellfish (2.0 Units)**
This course will examine the professional techniques of identifying, purchasing, handling, storing and the marketing of fish and shellfish. It also includes identifying, cutting, filleting, and preparing various fish and seafood.

- **Lecture Hours:** 36.00
- **Transfer:** Not transferable

**RMGT 76 Understanding Meats and Poultry (2.0 Units)**
This course will examine the professional techniques of identifying, purchasing, handling, and storing of various meats and poultry. It also includes identifying, cutting, filleting, and preparing various meats and poultry.

- **Lecture Hours:** 36.00
- **Transfer:** Not transferable

**RMGT 80 Off Premise Catering (3.0 Units)**
This is a comprehensive course covering the fundamentals of catering, sales and marketing as it pertains to catering, and production of operations. Subjects covered include corporate catering, styles of service, finance, completion of necessary forms and paperwork related to catering.

- **Lecture Hours:** 54.00
- **Transfer:** Not transferable

**RMGT 81 Prep/Line Cook (3.0 Units)**
This course will provide the student with basic and essential training as a prep/line cook. This training includes understanding culinary terminology, proper use of kitchen equipment and hand tools. Practical training experience is gained through activities performed in the lab.

- **Lecture Hours:** 36.00
- **Lab Hours:** 54.00
- **Transfer:** Not transferable

**RMGT 82 Customer Service (3.0 Units)**
This course will provide the student with the basic and essential training as a server. This training includes understanding customer service, interpersonal communication, identifying customer expectations, as well as payment procedures. Practical training experience is gained through activities performed in the lab.

- **Lecture Hours:** 36.00
- **Lab Hours:** 54.00
- **Transfer:** Not transferable

**RMGT 83 Kitchen/Dinning Room Training (6.0 Units)**
This course will instruct the student in the different positions in a kitchen and dining room in the foodservice industry. Actual hands-on experience is gained as students learn by working in a foodservice operation. Students will be required to be team leaders for beginning students in the lab.

- **Prerequisite(s):** RMGT 81, RMGT 82, RMGT 86 and RMGT 87
- **Minimum grade:** C
- **Lecture Hours:** 36.00
- **Lab Hours:** 216.00
- **Transfer:** Not transferable

**RMGT 84 Kitchen/Dining Room Management (6.0 Units)**
This course will instruct the student to manage kitchen and dining room functions in a foodservice operation. While planning, organizing, coordinating, directing and controlling a foodservice operation, students will supervise teams as part of the training.

- **Prerequisite(s):** RMGT 83
- **Minimum grade:** C
- **Lecture Hours:** 36.00
- **Lab Hours:** 216.00
- **Transfer:** Not transferable
RMGT 85 Advanced Restaurant Management (6.0 Units)
This course will instruct the student to integrate the concepts of management skills learned in previous courses. It introduces a more extensive range of techniques, ingredients, and recipes that all successful managers must understand relating to culinary change and innovation.
Prerequisite(s): RMGT 84 minimum grade C
Lecture Hours: 36.00; Lab Hours: 216.00
Transfer: Not transferable

RMGT 86 Food Service Sanitation (3.0 Units)
This course provides students with the knowledge to assess risks, establish policies and train employees to assure a safe and sanitary food service operation.
Lecture Hours: 54.00
Transfer: Not transferable

RMGT 87 Professional Cooking (3.0 Units)
This course provides an understanding of cooking theory and develops a set of manual skills with the ability to apply these skills to a wide range of cooking styles and products.
Lecture Hours: 54.00
Transfer: Not transferable

RMGT 88 Management by Menu (3.0 Units)
This course will provide the student with a comprehensive look at the menu and its uses in a foodservice operation. All aspects of menu planning from customer demographics to kitchen capabilities, to cost cards and menu analysis are discussed.
Lecture Hours: 54.00
Transfer: Not transferable

RMGT 89 Purchasing for Food Service Managers (3.0 Units)
This course will introduce the student to the purchasing function in the foodservice industry. Course content will include purchasing principles and procedures including ordering, contract administration and product specifications.
Lecture Hours: 54.00
Transfer: Not transferable

RMGT 90 Restaurant Marketing (3.0 Units)
This course examines the concepts, principles and practices involved with marketing a foodservice operation. Students will gain an understanding of how to merchandise and market an establishment to meet the main objective of an operation.
Lecture Hours: 54.00
Transfer: Not transferable

RMGT 91 Controlling Food Service Costs (3.0 Units)
This course will provide the student with the basic cost control standards utilized by foodservice operations to maintain profitability and success. Students will gain an understanding of food costs as well as labor costs and ways to ensure prosperity and increased sales for a foodservice operation.
Lecture Hours: 54.00
Transfer: Not transferable

RMGT 93 Hr Mgmt in the Food Services Industry (3.0 Units)
This course will provide the student the opportunity to explore Human Resources Management and Supervision in a foodservice operation. All facets of supervision as it applies to a foodservice operation will be discussed including recruiting, selection, training and development, staffing, benefit programs as well as legal guidelines for all employees.
Lecture Hours: 54.00
Transfer: Not transferable

RMGT 94 Hospitality and Restaurant Management (3.0 Units)
This course provides the student with a comprehensive focus on what hospitality managers actually do and the most important challenges facing industry leaders today. The topics include leadership and management, planning, organizing, communication and decision making, motivation and control.
Lecture Hours: 54.00
Transfer: Not transferable

RMGT 120 Introduction to Nutrition (3.0 Units)
This course focuses on the fundamentals of nutrition as related to the restaurant and food service industry. Course content will include the fundamentals of nutrients, understanding nutrition standards and guidelines, and eating in the United States.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

RMGT 138 Coop Ed Restaurant Management (1-8 Units)
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in this catalog for more information.
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Analyze and evaluate procedures for preventing food borne illnesses through the flow of food specifically: purchasing, receiving, storage, preparation and service.
- Demonstrate advanced culinary techniques for various foods and beverages in both front and back of the house.
- Demonstrate proficiency utilizing the five functions of management in the foodservice setting.
- Develop measurable skill-based learning objectives in specific areas of front of the house and back of the house operations.

Sociology
Sociology offers much to the student who desires to understand the web and rhythm of human behavior. From intimate, personal, and family relationships to international corporation activities; from marginality, deviance and crime to recreation, religion and medicine, few disciplines have such broad scope and relevance.

Career Opportunities
Bachelor’s or advanced degree usually necessary. Claims Examiner, Criminologist, Educator, Employment/Personnel Specialist, Interviewer/Researcher, Law Enforcement/Probation or Corrections Officer, Public Relations Consultant, Social Worker/Counselor, Statistician/Population Analyst, Urban Planning Consultant, Youth Counselor/Recreation Specialist

Faculty
Tashima, Eugene
## Transfer

- California State University, San Bernardino: Sociology major
- University of California, Riverside: Sociology major

Local Bachelors Programs - Visit the High Desert Four-Year Universities (http://www0.vvc.edu/offices/transfer-center/High%20Desert%20Four%20Universities.pdf) website.

- Brandman University, Victor Valley Campus: Sociology major
- Park University, Victor Valley: Social Psychology major

For the most up-to-date information on these programs and others, visit assist.org (catalog.vvc.edu/degrees-certificates/sociology/www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

## Sociology, AA-T (31245)

Sociology offers much to the student who desires to understand the web and rhythm of human behavior. From intimate, personal, and family relationships to international corporation activities; from marginality, deviance and crime to recreation, religion and medicine, few disciplines have such broad scope and relevance.

Associate in Arts for transfer in Sociology fulfills the lower division requirements for the Baccalaureate degree in Sociology at a California State University. Students should consult with a counselor to determine whether this degree is the best option for their transfer goals.

To earn this degree complete the major coursework listed here with "C" grades or better and the following graduation requirements: 60 CSU transferable units; either the CSU General Education (p. 143) or IGETC (p. 180) pattern; the Basic/Golden 4 requirements; and a 2.0 minimum overall CSU GPA. Courses used in the major may also be counted in the general education areas. Courses used for this major may also be used to earn other degrees at VVC.

### Code Title Units

#### Required Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101</td>
<td>Introduction to Sociology</td>
<td>3.0</td>
</tr>
<tr>
<td>SOC 102</td>
<td>Social Problems</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 217</td>
<td>Introduction to Research Methods in Psychology</td>
<td>4.0</td>
</tr>
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</table>

Complete one of the following courses: 4.0-5.0

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 120/120H</td>
<td>Introduction to Statistics</td>
<td></td>
</tr>
<tr>
<td>MATH 120S</td>
<td>Introduction to Statistics With Skills Support</td>
<td></td>
</tr>
<tr>
<td>PSYC 215</td>
<td>Introduction to Statistics in Social and Behavioral Sciences</td>
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#### List A

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 103</td>
<td>Introduction to Marriage and Family</td>
<td>3.0</td>
</tr>
<tr>
<td>SOC 107</td>
<td>Introduction to Race and Ethnicity</td>
<td>3.0</td>
</tr>
</tbody>
</table>

#### List B

Complete one of the following courses: 3.0

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 102</td>
<td>Introduction to Cultural Anthropology</td>
<td></td>
</tr>
<tr>
<td>CJ 101</td>
<td>Introduction to Criminal Justice</td>
<td></td>
</tr>
<tr>
<td>GEOG 102</td>
<td>Introduction to Cultural Geography</td>
<td></td>
</tr>
<tr>
<td>PSYC 101</td>
<td>Introductory Psychology</td>
<td></td>
</tr>
</tbody>
</table>

Total Units 23-24

## Sociology Courses

### SOC 101 Introduction to Sociology (3.0 Units)

This course is a survey of the various characteristics of social life, the process of social interaction and the tools of sociological investigation. Emphasis is on culture, socialization, and basic institutions.

Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

### SOC 102 Social Problems (3.0 Units)

This survey course will focus on identification of major sociological theories, concepts, and perspectives in an analytical approach to the study of social problems in contemporary American society.

Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

### SOC 103 Introduction to Marriage and Family (3.0 Units)

This course is a survey of analytical and theoretical concepts involved in the sociological study of courtship, marriage and family in American society.

Lecture Hours: 54.00
Transfer: Transfers to CSU only

### SOC 104 Introduction to Social Work (3.0 Units)

This course provides an introduction to the social work profession and the roles, responsibilities and work settings of the social worker. Emphasis is placed on the history of social work, theories that guide social work practice, and social welfare policy.

Recommended Preparation: ENGL 101.0

Lecture Hours: 54.40
Transfer: Transfers to CSU only

### SOC 107 Introduction to Race and Ethnicity (3.0 Units)

This is a one semester survey of major racial/ethnic groups in American society. This course will focus on historical experiences and their relationship to contemporary social realities faced by these racial/ethnic groups in American society. It will also investigate their contributions and special experiences as minorities.

Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
SOC 138  Coop Ed Sociology  (1-8 Units)
Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p.m., and by appointment.
Transfer: Transfers to CU/CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

- Identify and review sociological perspectives.
- Describe and analyze social issues and social problems.
- Recognize and utilize basic concepts in statistics.
- Explain and critically evaluate aspects of human social development, social interaction, and socialization in cultures, groups and society.
- Discuss and summarize concepts of ethnicity and race, deviance, social inequality, and social stratification.

Spanish
The study of Spanish has as its goals to explain, evaluate and communicate ideas and concepts by means of reading, writing, and verbal processes through creative use of words (literature) and culture (civilization). This study affords insight into foreign attitudes and methods and encourages free communication, written and oral, among people.

Career Opportunities

Faculty
Franco, Cuauhtemoc
Vila, Martha

Transfer
- California State University, San Bernardino: Spanish major
- University of California, Riverside: Spanish major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Associate Degree
No associate degree offered with a major in Spanish. Spanish courses may be used to fulfill requirements for an Associate in Arts degree with a major in Liberal Arts. See Liberal Arts listing for information on this major.

Spanish Courses
SPAN 101  Elementary Spanish  (5.0 Units)
This course provides an introduction to the Spanish language and the culture of its speakers. Fundamentals of pronunciation, structure, and Hispanic culture are studied to develop the ability to use and understand basic spoken and written Spanish. Special emphasis is given to development of oral and aural skills in the classroom and by use of computerized sources.
Lecture Hours: 90.00
Transfer: Transfers to both UC/CSU
SPAN 101A  Fundamentals of Spanish 101A  (3.0 Units)
This course provides an introduction to Spanish language and culture. Fundamentals of pronunciation, structure, and Hispanic culture are studied. Special emphasis is given to development of oral and aural skills in the classroom and by use of computerized sources. SPAN 101A and SPAN 101B are equivalent to SPAN 101. Upon completion of SPAN 101A and 101B, will only accept five units for transfer.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
SPAN 101B  Fundamentals of Spanish 101B  (3.0 Units)
This course provides an introduction to Spanish language and culture. Fundamentals of pronunciation, structure, and Hispanic culture are studied. Special emphasis is given to development of oral and aural skills in the classroom and by use of computerized sources. SPAN 101A and SPAN 101B combine to equal SPAN 101. Upon completion of SPAN 101A and 101B, will only accept five units for transfer.
Prerequisite(s): SPAN 101A; Minimum grade C
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
SPAN 102  Elementary Spanish  (5.0 Units)
This course is a continuation of SPAN 101. Further study of fundamentals of pronunciation, structure and Hispanic culture. Special emphasis is given to continue the development of oral and aural skills in the classroom and by use of computerized sources.
Prerequisite(s): SPAN 101; Minimum grade C
Lecture Hours: 90.00
Transfer: Transfers to both UC/CSU
SPAN 103  Intermediate Spanish  (3.0 Units)
Provides an expanded review of key grammatical concepts and develops vocabulary with emphasis on composition, reading and discussions in Spanish. Students study Hispanic cultures based on cultural and literary materials.
Prerequisite(s): SPAN 102 or SPAN 102A SPAN 102B; Minimum grade C or AP high school Spanish exam score 4 or 5.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
Special Topics Courses

These courses are designed to permit investigation of topics not covered by regular catalog offerings. Course content, hours, and unit credit to be determined by the instructor in relation to community/student interest and/or available staff. Special Topic Courses may be offered as a seminar, lecture, or laboratory class. Individual course descriptions approved by the Curriculum Committee are on file in Office of Instruction. Special Topics 128 and 148 transfer to CSU and UC. (UC maximum credit allowed: 3.3 semester units per term, 6 units total, in any or all appropriate subject areas combined. Granting of credit by a UC campus contingent on evaluation of course outline.)

Special Topics 98-128-148

Units: 0.5-9.0
48-54 hours lecture

Prerequisites for Special Topics courses will be in keeping with the California Administrative Code, Title 5 regulations on open classes, and any prerequisites will be based on terms of performance or specific knowledge necessary to successful performance in the class.

Note: UC credit for special topics courses is given only after a review of the scope and content of the course by the enrolling UC campus. This usually occurs after transfer and may require recommendations from faculty. UC does not grant credit for special topics courses in Journalism, Photography, Health, Business Administration, Architecture, Administration of Justice (Criminology) or Library Departments because of credit restrictions in these areas.

Theater Arts

Theater Arts is the essence of the humanities in that it is the only art form that incorporates all the other fine arts into its final product. Our primary goal is to educate the whole person, to emphasize comprehensive education. Everyone should experience the dynamics of theatre, and our ensemble technique teaches cooperation, teamwork, and communication. The skills learned in producing theatre are necessary in every occupational arena.

Career Opportunities

Actor/Actress, Box Office Staff, Choreographer, Costumer, Makeup Artist, Publicist, Scene Designer, Screenwriter, Sound Technician, Stage Director, Teacher, Lighting Designer, Properties, Lighting Technician, Stage Manager, Assistant State Director, Scenic Artist, Costumer Designer, Set Dresser, Assistant Stage Manager, Writer, Front House Staff, Musicians, Singers, Entertainers, Performers, Set Designers, Ushers, Agents, Business Managers of Artists and Performers, Dancers, Promoters, Ticket Staff and Prop Masters

Faculty

Transfer

• California State University, San Bernardino: Theatre Arts major
• University of California, Riverside: Theatre Arts major

For the most up-to-date information on these programs and others, visit assist.org (http://www.assist.org). Please stop by the Transfer Center in Building 23 or make an appointment with a counselor if you have questions.

Associate Degree

No associate degree offered with a major in Theatre Arts. Theatre Arts courses may be used to fulfill requirements for an Associate in Arts degree with a major in Fine Arts or Liberal Arts. See specific listings for requirements in these majors. TA 138 Cooperative Education Theatre Arts may be used as elective credits, but may not be used to fulfill major requirements.

Theater Arts Courses

TA 101 Introduction to Theatre (3.0 Units)
An introductory course of the history, the performers, the purpose and the perspective of theatre. Students will be introduced to the basic forms of theatre and disciplines involved in producing a play. Emphasis is on defining and experiencing the role of theatre in society.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 102 History of Theatre (3.0 Units)
A survey course designed to introduce the student to a history of the world’s theatrical experiences from primitive times to the present. An examination of the physical theatre and methods of staging drama from the days of the caveman to theatre of the avant-garde.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 104 Oral Interpretation of Literature (3.0 Units)
A course designed for the student to learn to interpret literature for an audience. Students will learn and be evaluated on: doing performance analyses, developing relevant introductions, communicating a relevant theme, executing proper character placement and focus, using effective vocal skills, using effective physical involvement. Students will demonstrate proficiency in the above through solo and ensemble class presentations.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU
TA 106 Beginning Acting (3.0 Units)
Introduction to the basic principles and techniques of acting as an artistic discipline. Emphasis on pantomime, exercises, vocal techniques and scene work. The ultimate goal is to develop a firm foundation in basic acting techniques.
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 107 Intermediate Acting (3.0 Units)
This course provides the student an opportunity to enhance acting skills, and to develop and intensify dramatic ability by advancing the understanding of skills presented in Beginning Acting. The student will be introduced to the process of analyzing character through lecture, demonstration, exercises, and the rehearsal and presentation of scenes from published texts.
Recommended Preparation: TA 106
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 109 Rehearsal & Performance Studio (3.0 Units)
This course will provide study and laboratory explanation in all aspects of play production involving the actor to develop his/her acting capabilities, skills and discipline. The audition, preparation and presentational phases of the acting process will be explored under the supervision and guidance of a faculty director. Productions will be presented for public performance. Enrollment is for the duration of the preparation and presentation phases of production.
Recommended Preparation: TA 106
Lecture Hours: 18.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

TA 110 Principles of Design for Theatre (3.0 Units)
An introductory course in design principles as applied to the theatre in the areas of lighting, costume, makeup, and set design. Students will apply concepts of texture, line, space, color and perspective to the various design aspects in theatre through specific 2-D and 3-D exercises.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 111 Technical Stage Production (3.0 Units)
This course is an introduction to the tasks, responsibilities, and skills of stage technicians. Stage managing, construction techniques, stage equipment use and function of technical stage personnel are introduced to develop the student's design capabilities, skills and discipline in stage production. Students will serve as technical stage crew members in Theatre Arts Department productions.
Lecture Hours: 18.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

TA 113 Stage Makeup (3.0 Units)
A course designed to introduce the student to the basic techniques and materials of stage make-up. Students will demonstrate understanding through actual make up, wig, and facial hair applications in the classroom. Grade Option.
Lecture Hours: 18.00; Lab Hours: 108.00
Transfer: Transfers to CSU only

TA 114 Play Writing (3.0 Units)
Fundamentals of play development, including plot, character, structure, and theme. Course exercises will culminate in students creating their own scenes and plays.
Lecture Hours: 54.00
Transfer: Transfers to CSU only

TA 115 Stagecraft (2-4 Units)
An introduction course on the materials, tools and procedures of theatre set production including construction, painting, rigging, placement and manipulation of stage scenery, the organization and management of set pieces, and stagecraft terminology.
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 115.1 Stagecraft (1.0 Units)
An introductory course on the materials, tools and procedures of theatre set construction, painting stage scenery, stagecraft terminology. Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

TA 115.2 Stagecraft (2.0 Units)
An introduction course on the materials, tools and procedures of theatre set construction, painting stage scenery, stagecraft terminology. Lab Hours: 108.00
Transfer: Transfers to both UC/CSU

TA 115.3 Stagecraft (3.0 Units)
An introduction course on the materials, tools and procedures of theatre set construction, painting stage scenery, and stagecraft terminology. Lab Hours: 162.00
Transfer: Transfers to both UC/CSU

TA 115.4 Stagecraft (4.0 Units)
An introduction course on the materials, tools and procedures of theatre set construction, painting stage scenery, and stagecraft terminology. Lab Hours: 216.00
Transfer: Transfers to both UC/CSU

TA 116 Authors of the Theatre (3.0 Units)
A survey of playwrights from the Greeks to the present. The selected plays are read, discussed and analyzed. Crosslisted with ENGL 116.
Recommended Preparation: ENGL 101.0 or ENGL 101H
Lecture Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 117 Technical Theatre: Lighting and Sound (3.0 Units)
This course will provide the student with a theoretical and practical introduction to theatre technology. This course will cover the theatre plant, rigging, theatre personnel electrical theory, stage lighting and sound.
Lecture Hours: 36.00; Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 120 Costuming for the Theatre (3.0 Units)
A basic course in the skills of costume for the stage and the art of costume design. Costumes will be created for Victor Valley College theatre arts departmental productions.
Lecture Hours: 18.00; Lab Hours: 108.00
Transfer: Transfers to both UC/CSU
TA 138 Cooperative Education Theatre Arts (1-8 Units)
Cooperative Education: This course is designed for students who are cross-training at their current worksite for upward mobility or possible career changes, as well as those looking for entry-level occupational training through work-based learning experiences. Students must have a co-op approved worksite to enroll in this class and establish new learning objectives. Please refer to the Cooperative Education section in the catalog for more information.
Transfer: Transfers to both UC/CSU

TA 160A Tap Dance IA (1.0 Units)
Students who would like to explore tap dancing for the first time will experience basic tap dancing techniques with the foundational sense of musicality. During this course, many essential elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Grade Option. Crosslisted with KIND 160B.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 160B Tap Dance IB (1.0 Units)
Students who would like to further explore tap dancing after having some tap experience will expand on their basic tap dance techniques with the foundational sense of musicality. During this course, many essential elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing and performance clarity in movement combinations. Grade Option. Crosslisted with KIND 160B.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 160C Tap Dance IC (1.0 Units)
Students who would like to further explore tap dancing after having some tap experience and preparing for Tap IIA will expand on their tap dance techniques with the foundational sense of musicality. During this course, many essential elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing and performance clarity in complex movement combinations, and the refinement of performance style. Grade Option. Crosslisted with KIND 160C.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 161A Tap Dance IIA (1.0 Units)
Students who would like to explore tap dancing at an intermediate level for the first time after having had some tap dance will experience intermediate tap dancing techniques with the foundational sense of musicality. During this course, many essential elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Grade Option. Crosslisted with KIND 161A.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 161B Tap Dance IIB (1.0 Units)
Students who would like to further explore tap dance at an intermediate level after having had some tap dance will experience intermediate tap dance techniques with a fundamental sense of musicality. During this intermediate course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing, efficient alignment, and performance clarity in movement combinations. Grade Option. Crosslisted with KIND 161B.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 161C Tap Dance IIC (1.0 Units)
Students who would like to further explore tap dance at an intermediate level, working towards Tap III, after having some tap dance will experience intermediate tap dance techniques with a fundamental sense of musicality. During this course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis is placed on enhancing musical and rhythmic phrasing, efficient alignment, performance clarity in complex movement combinations, and the refinement of performance style. Grade Option. Crosslisted with KIND 161C.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 166A Introduction to Ballet Dance IA (1.0 Units)
Students with no previous training or experience in ballet will explore introductory level ballet technique, style, and movement characteristics. Grade Option. Crosslisted with KIND 166A.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 166B Building Ballet Basics IB (1.0 Units)
Students with introductory level ballet training will build and expand basic ballet technique, style, and movement characteristics. Grade Option. Crosslisted with KIND 166B.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 166C Ballet Fundamentals IC (1.0 Units)
Students who have previous training in introductory Ballet IA and Building Ballet Basics IB will further explore and perfect their training in ballet fundamentals. Grade Option. Crosslisted with KIND 166C.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 167A Introduction to Intermediate Ballet IIA (1.0 Units)
An introduction to the technique and style of beginning intermediate level Ballet IIA dance. This course is for the student who has taken Ballet I level courses. Emphasis on exploring the movement characteristics of beginning intermediate Ballet IIA dance through dancing. Grade Option. Crosslisted with KIND 167A.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 167B Intermediate Ballet Dance IIB (1.0 Units)
Students who have been introduced to intermediate Ballet IIA will build and explore intermediate Ballet IIB skills and concepts. Grade Option. Crosslisted with KIND 167B.
Lab Hours: 54.00
Transfer: Transfers to CSU only
TA 167C Intermediate Ballet IIC (1.0 Units)
Students who have training in Intermediate Ballet IIA and Intermediate Ballet IIB will explore and build advanced intermediate ballet skills. Grade Option. Crosslisted with KIND 167C.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 170A Jazz Dance IA (1.0 Units)
Students who would like to explore jazz dance for the first time will experience basic jazz dance techniques with a fundamental sense of musicality. During this beginning course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Grade Option. Crosslisted with KIND 170A.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 170B Jazz Dance IIB (1.0 Units)
Students who would like to further explore jazz dance after having some jazz dance experience will expand on their basic jazz dance techniques and fundamental sense of musicality. During this course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing, efficient alignment, and performance clarity in movement combinations. Other styles such as theater jazz may be incorporated. See cross listing for KIND 170B. Grade Option.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 170C Jazz Dance IIC (1.0 Units)
Students who would like to further explore jazz dance after having some jazz dance experience, will expand on their jazz dance techniques and fundamental sense of musicality. During this course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis is placed on enhancing musical and rhythmic phrasing, efficient alignment, performance clarity in complex movement combinations, and the refinement of performance style. Grade Option. Crosslisted with KIND 170C.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 171A Jazz Dance IIA (1.0 Units)
Students who would like to explore jazz dance at an intermediate level for the first time after having had some jazz dance will experience intermediate jazz dance techniques with a fundamental sense of musicality. During this intermediate course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Grade Option. Crosslisted with KIND 171A.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 171B Jazz Dance IIB (1.0 Units)
Students who would like to further explore jazz dance at an intermediate level after having had some jazz dance will experience intermediate jazz dance techniques with a fundamental sense of musicality. During this intermediate course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music and basic choreographic elements. Emphasis will be placed on enhancing musical and rhythmic phrasing, efficient alignment, and performance clarity in movement combinations. Grade Option. Crosslisted with KIND 171B.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 171C Jazz Dance IIC (1.0 Units)
Students who would like to further explore jazz dance at an intermediate level, working towards Jazz III, after having some jazz dance will experience intermediate jazz dance technique with a fundamental sense of musicality. During this course a number of elements will be stressed: style, proper counting techniques, rhythm, interpretation of music, and basic choreographic elements. Emphasis is placed on enhancing musical and rhythmic phrasing, efficient alignment, performance clarity in complex movement combinations, and the refinement of performance style. Grade Option. Crosslisted with KIND 171C.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 174A Introduction to Modern Dance (1.0 Units)
Introduction to technique and stylization of modern dance. For the student who has never had modern dance or who is new to the beginning level of modern dance. Emphasis on exploring the movement characteristics of introductory level modern dance through dancing. Grade Option. Crosslisted with KIND 174A.
Lab Hours: 54.00
Transfer: Transfers to both UC/CSU

TA 175A Introduction to Modern Dance II (1.0 Units)
Technique and stylization of introductory level modern dance II. This course is for the student who has taken Modern Dance I level classes. Emphasis on exploring the movement characteristics of introductory level modern dance II through dancing. Grade Option. Crosslisted with KIND 175A.
Lab Hours: 54.00
Transfer: Transfers to CSU only

TA 203 Script Analysis (3.0 Units)
An introductory course into the world of script analysis for actors, directors, and designers. Lecture Hours: 54.00
Transfer: Transfers to CSU only

VVC General Education

General Education (GE) List for AA and AS degrees.
This pattern is commonly referred to as the "green sheet (http://www0.vvc.edu/offices/guidance_and_counseling/VVCGE.pdf) at VVC.
Select one course from each of the seven categories to complete the general education component for the AA/AS degrees at VVC. Minimum 21 semester units. Courses used for general education cannot be double-counted toward AA/AS majors unless otherwise noted. This pattern is not used for ADTs.

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**Category II: Social and Behavior Sciences**

Complete one course from Group A and one course from Group B 6.0

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**Category III: Humanities**

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**Category II: Social and Behavior Sciences**

Complete one course from Group A and one course from Group B 6.0

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**Category III: Humanities**

Complete one course from the following: 3.0

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**Category II: Social and Behavior Sciences**

Complete one course from Group A and one course from Group B 6.0

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**Category III: Humanities**

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**Category IV: Language & Rationality**

Complete one course from Group A and one course from Group B 6.0

**Group A English Composition**

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**Group B Communication & Analytical Thinking**

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<tr>
<td>CMST 104</td>
<td>Argumentation and Oral Debate</td>
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<td>CMST 106</td>
<td>Interpersonal Communication</td>
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<td>CMST 107</td>
<td>Family Communication</td>
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<td>CMST 108</td>
<td>Group Discussion</td>
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<td>CMST 109</td>
<td>Public Speaking</td>
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<tr>
<td>ENGL 102.0/102H</td>
<td>Composition and Literature</td>
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</table>
This program prepares students to enter welding-related occupations, offers retraining for those seeking a new career, and provides an opportunity for those employed in welding occupations to learn new skills and upgrade themselves in their positions.

The department is a member of the American Welding Society’s Educational Institution Program for entry level welders and is entitled to all the privileges. This entry level welder program is part of the National Skills Standards Program, which is being enacted across a wide range of industries in the United States.

The program prepares students to pass the written test and welding performance test necessary to acquire a welding license from the Los Angeles Department of Building and Safety. The program offers a certificate of achievement in welding, and an associate degree may be obtained upon completion of 20 units of welding course work in addition to general education.

**Career Opportunities**


**Faculty**

Kuhns, Troy

**Transfer**

Not a transfer major.

**Welding, AS (04947)**

To earn this degree, complete the major coursework listed here with “C” grades or better and all of the following graduation requirements:

- 60 minimum degree-applicable units (including a maximum 4 units of activity)
- 2.0 minimum overall GPA
- 12 degree-applicable units through VVC
- Information Competency
- Global Citizenship
- Kinesiology, and the VVC General Education pattern (p. 241).

Courses may count in one area only, either in the major or in a general education category. Courses counted in one AA/AS major may not be used in another AA/AS major.

**Code** | **Title** | **Units**
--- | --- | ---
ENGL 104/104H | Critical Thinking & Composition | ENGL 109 | Introduction to Logic |
PHIL 207 | Introduction to Critical Thinking |
RLST 207 | Introduction to Critical Thinking |
**Category V: Mathematics**

Complete one course from the following: 3.0

MATH 90 | Intermediate Algebra |
MATH 90S | Intermediate Algebra With Skills Support |
MATH 103 | College Algebra for Allied Health |
MATH 104 | Trigonometry |
MATH 105/105H | College Algebra |
MATH 120/120H | Introduction to Statistics |
MATH 120S | Introduction to Statistics With Skills Support |
MATH 132 | The Ideas of Math |
MATH 226/226H | Analytic Geometry and Calculus I |
MATH 227/227H | Analytic Geometry and Calculus II |
MATH 228/228H | Analytic Geometry and Calculus III |
MATH 231 | Linear Algebra |
MATH 270 | Differential Equations |
PSYC 215 | Introduction to Statistics in Social and Behavioral Sciences |

**Total Units** 21

1. These courses will also satisfy the VVC Global Citizenship competency graduation requirement.
2. These courses also satisfy the VVC Kinesiology graduation requirement.
3. This course will also satisfy the VVC Information Competency graduation requirement.
4. These areas must be completed with “C” grades or better.
5. These courses will also fulfill CSU’s US History, Constitution, and American Ideals graduation requirement.

**Welding Certificate of Achievement (20542)**

The Welding Technology courses included in the certificate program will give the students the skills necessary to become an entry-level combination welder.

**Code** | **Title** | **Units**
--- | --- | ---
WELD 51 | Oxyacetylene Welding, Cutting & Brazing | 3.5 |
WELD 52 | Shielded Metal Arc Welding - Basic | 3.5 |
WELD 53 | Shielded Metal Arc Welding Advanced | 4.0 |
WELD 57A | Gas Tungsten Arc Welding Basic | 2.0 |
WELD 57B | Gas Tungsten Arc Welding Advanced | 2.0 |
WELD 58A | Gas Metal Arc Welding Basic | 2.0 |
WELD 58B | Gas Metal Arc Welding Advanced | 2.0 |
WELD 59 | Welding Symbols and Blueprint Reading | 1.0 |

**Total Units** 20
Welding Courses

WELD 50 Introduction to Welding (2.0 Units)
Survey course in arc and oxyacetylene welding which covers safety practices, use of equipment, oxyacetylene cutting, and braze welding.
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Not transferable

WELD 51 Oxyacetylene Welding, Cutting & Brazing (3.5 Units)
Develops entry-level skills for the welder in gas welding, braze welding and cutting.
Lecture Hours: 36.00; Lab Hours: 81.00
Transfer: Not transferable

WELD 52 Shielded Metal Arc Welding - Basic (3.5 Units)
Develops entry-level shielded metal arc welding (SMAW) skills for the welder.
Lecture Hours: 36.00; Lab Hours: 81.00
Transfer: Not transferable

WELD 53 Shielded Metal Arc Welding Advanced (4.0 Units)
Develops skills to produce high quality multi-pass all position groove welds with and without backing.
Lecture Hours: 36.00; Lab Hours: 108.00
Transfer: Not transferable

WELD 57A Gas Tungsten Arc Welding Basic (2.0 Units)
Develops entry-level gas tungsten arc welding skills; setting up and adjusting equipment, and in position welding on mild steel, stainless steel and aluminum.
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Not transferable

WELD 57B Gas Tungsten Arc Welding Advanced (2.0 Units)
Develops advanced gas tungsten arc welding skills in out-of-position welding on mild steel, stainless steel and aluminum.
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Not transferable

WELD 58A Gas Metal Arc Welding Basic (2.0 Units)
Develops entry-level skills in gas metal arc welding. Specifically develops skills on all position groove and fillet welds, set-up, adjustment and equipment maintenance.
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Not transferable

WELD 58B Gas Metal Arc Welding Advanced (2.0 Units)
Develops advanced skills in gas metal arc welding. Specifically develops skills on single-vee groove butt joints in all positions and weld qualification practice.
Lecture Hours: 18.00; Lab Hours: 54.00
Transfer: Not transferable

WELD 59 Welding Symbols and Blueprint Reading (1.0 Units)
Develops a technical understanding of engineering drawings and use of information to communicate instructions from the design to the welder and fitter to achieve design objectives.
Lecture Hours: 18.00
Transfer: Not transferable

WELD 60A Welding Laboratory Shield Metal Arc Welding (1-2 Units)
A laboratory class to develop skills in arc welding, and welder qualification preparation. Offered Fall, Spring, Winter and Summer sessions. Forty-eight hours of laboratory experience qualifies for 1 unit of credit. (No
Lab Hours: 54.00
Transfer: Not transferable

WELD 60B Welding Laboratory Gas Tungsten Arc Welding (1-2 Units)
A laboratory class to develop skills in gas tungsten arc welding and welder performance qualification. Offered Fall/Winter/Spring/Summer sessions. Forty-eight hours of laboratory experience qualifies for 1 unit of credit.
Lab Hours: 54.00
Transfer: Not transferable

WELD 60C Welding Laboratory Gas Metal Arc Welding (1-2 Units)
A laboratory class to develop skills in gas metal arc welding, and welder performance qualification. Offered Fall/Winter/Spring/Summer sessions. Forty-eight hours of laboratory experience qualifies for 1 unit of credit.
Lab Hours: 54.00
Transfer: Not transferable

WELD 60D Welding Laboratory F.C.A.W. (1-2 Units)
A laboratory class to develop skills in flux cored arc welding or welder performance qualification. Offered Fall/Winter/Spring/Summer sessions. Forty-eight hours of laboratory experience qualifies for 1 unit of credit.
Lab Hours: 54.00
Transfer: Not transferable

WELD 71 Flux Cored Arc Welding (4.0 Units)
Develops skills to produce high quality multi-pass all position groove welds with backing on varying thicknesses of base material utilizing Gas-Shielded and Self-Shielded Flux Core Wires.
Lecture Hours: 36.00; Lab Hours: 108.00
Transfer: Not transferable

WELD 72 Gas Arc Welding (4.0 Units)
Develops introductory skills for pipe welding in the 1G and 2G positions without backing using the Shielded Metal Arc and Gas Tungsten Arc welding processes. 32-36 hours lecture and 96-108 hours laboratory.
Prerequisite(s): WELD 53; Minimum grade C
Lecture Hours: 36.00; Lab Hours: 108.00
Transfer: Not transferable

WELD 73 Intermediate Pipe Welding (4.0 Units)
Develops intermediate skills for pipe welding in the 5G uphill and downhill positions without backing using the Shielded Metal Arc and Gas Tungsten Arc welding processes. 32-36 hours lecture and 96-108 hours laboratory.
Prerequisite(s): WELD 72; Minimum grade C
Lecture Hours: 36.00; Lab Hours: 108.00
Transfer: Not transferable

WELD 74 Flux Cored Arc Weld (4.0 Units)
Develops advanced skills for pipe welding in the 6G position without backing using the Shielded Metal Arc and Gas Tungsten Arc welding processes. 32-36 hours lecture and 96-108 hours laboratory.
Prerequisite(s): WELD 73; Minimum grade C
Lecture Hours: 36.00; Lab Hours: 108.00
Transfer: Not transferable

WELD 99 Independent Study (0.5-4 Units)
Transfer: Not transferable
WELD 138 Coop Ed Welding (1-8 Units)
Cooperative Education is a key element of Victor Valley College’s comprehensive approach to career development. Cooperative Education is a 16-, 12-, or 8-week course that enables students to receive college credit for paid or unpaid work opportunities. This course helps students gain valuable on-the-job work experience while providing practical education, best practices in professional development, and academic guidance through the course of their work opportunity. The combination of practical experience and curricular development empowers students to be more competitive, efficient and valuable employees upon completion of this program and/or their academic program trajectory. The course is ideal for students who are cross-training at their current worksite for upward mobility or seeking career changes, as well as those looking for entry-level occupational training through work-based learning experiences such as through an internship. Cooperative Education transforms community businesses, industries, and public agencies into expanded educational training laboratories. Credit is awarded on the basis of learning objectives completed and the number of hours the student trains. Students must create/complete new learning objectives each semester they enroll. Students may utilize their present work sites. More details are available in the Cooperative Education Office, (760) 245-4271, ext. 2281. The office, located in the Academic Commons, is open Monday-Thursday, 8:00 a.m.-1:00 p.m., 2:00-6:00 p.m., and by appointment.
Transfer: Transfers to CSU only

Program Learning Outcomes
A student receiving a degree or certificate in this field will be able to:

• Demonstrate acceptable safety practices daily in order to prevent injuries of any type.
• Practice and perform welder qualification testing at the appropriate level for the course.
• Interpret drawings and welding symbols in order to weld the correct weld type and size per the detailed joint design.
• Practice and demonstrate welding and cutting job practices in multiple processes appropriate for being a combination welder.
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