City College of San Francisco

Catalog 2020-2021

CHARTERING AGENCY

City College of San Francisco was chartered by the Board of Education, State of California, on April 17, 1935.

MAILING ADDRESS & MAIN TELEPHONE NUMBER

50 Frida Kahlo Way,
San Francisco, CA 94112
(415) 239-3000

CCSF INTERNET ADDRESS

www.ccsf.edu

CCSF ONLINE CATALOG ADDRESS

www.ccsf.edu/Catalog

ACKNOWLEDGEMENTS

This catalog is published by the the Office of the Vice Chancellor of Academic Affairs with special thanks to Editor, Niniko Kikilashvili.

All information in this catalog is subject to change without prior notice. Information is as of May 1, 2020. Please consult other official college publications as well as the online catalog for updates.

Dividers: Niniko Kikilashvili and Eriberto Nacion

OUR VISION

CCSF shall provide a sustainable and accessible environment where we support and encourage student possibilities by building on the vibrancy of San Francisco and where we are guided by the principles of inclusiveness, integrity, innovation, creativity, and quality. Empowered through resources, collegiality, and public support, the college will provide diverse communities with excellent educational opportunities and services. We will inspire participatory global citizenship grounded in critical thinking and an engaged, forward thinking student body.

MISSION STATEMENT

Consistent with our Vision, City College of San Francisco provides educational programs and services that promote student achievement and life-long learning to meet the needs of our diverse community.

Our primary mission is to provide programs and services leading to

- Transfer to baccalaureate institutions;
- Associate Degrees in Arts and Sciences;
- Certificates and career skills needed for success in the workplace;
- Basic Skills, including learning English as a Second Language and Transitional Studies.

In the pursuit of individual educational goals, students will improve their critical thinking, information competency, communication skills, ethical reasoning, and cultural, social, environmental, and personal awareness and responsibility.

In addition, the college offers other programs and services consistent with our primary mission as resources allow and whenever possible in collaboration with partnering agencies and community-based organizations.

City College of San Francisco belongs to the community and continually strives to provide an accessible, affordable, and high quality education to all its students. The College is committed to providing an array of academic and student development services that support students' success in attaining their academic, cultural, and civic achievements. To enhance student success and close equity achievement gaps, the college identifies and regularly assesses student learning outcomes to improve institutional effectiveness. As a part of its commitment to serve as a sustainable community resource, our CCSF mission statement drives institutional planning, decision making and resource allocation.

TABLE OF CONTENTS
Catalog 2020–2021
Volume 86

Vision and Mission Statement iii
Selected Information and Assistance v
City College of San Francisco Board of Trustees vi
A Student's Right to Privacy vii
Student Right–to–Know vii
Access to Public Records and Information viii
Injury & Illness Prevention Program / Workplace Security viii
Administrative Staff ix
Principal Locations Map x
Equal Opportunity Statement ..... xi-xii
Ocean Campus Map xiii
Overview of the College 1
Calendar of Instruction 11
Admission to the College 15
General Information 23
Student Financial Resources 29
Learning Resources and Student Services 33
Degree and Certificate Requirements 45
Transfer Information 55
Programs and Courses 67
College Rules and Regulations 451
Academic Policies and Procedures 467
Faculty and Administration 481
Index 499

Selected information and assistance - All telephone numbers area code 415

General Information: 239-3000 | Web Address: www.ccsf.edu

Academic Counseling Services
Conlan 205 239-3296
Art 201 452-5235
Cloud 207 452-5235
MUB 039..... 452-5235

Adding & Dropping Classes
MUB 130..... 239-3732

Admissions & Records (Credit)
MUB 188..... 239-3285

Admissions & Records (Noncredit)
Smith Hall 118 452-5997

African-American Scholastic Programs
Rosenberg LLRC 209 452-5315

Asian/Pacific American Student Success Program
(APASS), Batmale 208..... 452-5620

Associated Students
Student Union 209..... 239-3108

Awards/Certificates Evaluation
MUB 188..... 239-3046

Bookstore (Textbooks)
Conlan 109 239-3470

CalWORKS
Cloud 232 452-5700

Career Development Center (CDC)
MUB 039-101..... 239-3117

Child Development & Family Studies
Ocean Campus, MUB 249239-3172
Child Care Eligibility
List at Centers 561-1895
Child Care Center Locations:
Ocean Campus, Mission Center
Teacher Prep Center
MUB 249..... 239-3890
K-12 TPREP 239-3890
ECE/PDP 452-5605

Colaboratory/Media Center
Rosenberg 403..... 452-5555

Computer Labs:
Academic Computing Resource Center
Batmale 301 239-3492
Business Department
Cloud 111 239-3769

Continuing Education
Fort Mason Art Center 561-1840

Disabled Student Programs/Services (DSPS)
Rosenberg LLRC 323 452-5481
(VTDD 452-5451)

Dream Center
Cloud 306

Educated Palate Restaurant
Downtown Center..... 908-7522

English Eligibility
Batmale 514..... 239-3574

Child Development & Family Studies
Ocean Campus, MUB 249... 239-3172

English Lab
Tutors & Computers
Rosenberg LLRC 205 452-5510

Family Resource Center
Student Union, Upper Level 239-3109

Financial Aid Office
MUB 260..... 239-3577

Foreign Student Admissions
Cloud 212 239-3837

Foreign Students Intensive English Program
Cloud 208 239-3895

Gateway to College
Science 127 452-5773

Grades, Mid-Term & Final
Log on to ***Web4 at www.ccsf.edu***.

Graduation Petition & Transfer Credit Evaluation
MUB 188..... 239-3840

Gender Diversity Project
MUB 301..... 452-5202

High School Program
MUB 371..... 452-5463

HIV/STI Education Office
MUB 301..... 452-5202

Honors Program
Cloud 214 239-3376

International Student Counseling
MUB 101..... 239-3942

Latino Services Network
Cloud 364 452-5335

Learning Assistance Center
Rosenberg LLRC 207 452-5502

Lesbian, Gay, Bisexual, & Transgender Counseling
Cloud 207 452-5235

Library, Louise & Claude Rosenberg, Jr. Library & Learning Resource Center
Ocean 452-5400

Link Center
MUB 301..... 452-5070

Lost and Found
Cloud 119 239-3200

Marketing/Public Information
Bungalow 606..... 239-3497

Assessment Center
Conlan 203-204 239-3751

Older Adults Program
Mission Center..... 452-7403

Office of Online Learning
Batmale 310..... 239-3885

Outreach & Recruitment
MUB 371..... 239-3557

Parking Information & Enforcement
Cloud 119 239-3200

Parking, Student Permits
Conlan 104 239-3345

Pierre Coste Dining Room
Statler Wing, Ocean Campus239-3855

Police/Public Safety
Cloud 119 239-3200

Project SURVIVE, Sexual Violence Prevention
Cloud 402 239-3899

Puente Program
MUB 013..... 452-5630
Mission Center 120 920-6065

Prerequisite Information Desk
Conlan 204 239-3573

Registration Center/Fee Payment
MUB 130..... 239-3858

Residency Requirements
MUB 188..... 239-3287

Resident Fees, Foreign Student & Non-Resident Tuition
Smith Hall 118 239-3521

Room Usage, Facilities Rental
Central Shop Facility..... 239-3546

Scholarship Information
MUB 130..... 239-3339

Student Account Services
Bungalow 619..... 239-3450

Student Accounting
Conlan 104 239-3760

Student Activities
Student Union 205..... 239-3212

Student Health Services
Health Center (HC 100) 239-3110

Study Abroad Programs
Cloud 212 239-3778

Transcripts
MUB 130..... 239-3838

Transfer Center
Science 132 239-3748

TULAY Program (Filipino American Student Succes Program)
Cloud 363 452-5922

Veteran's Educational Transition Services
Cloud 333 239-3486

Women's Resource Center
Smith Hall 103 239-3112

Working Adults Degree Program
Mission Center. 267-6573
Downtown Center 267-6573

BOARD OF TRUSTEES

Shanell Williams,
President

Tom Temprano,
Vice President

Brigitte Davila

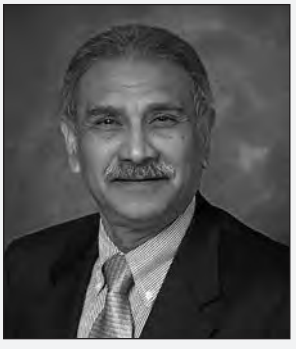
Ivy Lee

Alex Randolph

John Rizzo

Thea Selby

Bryan Daley,
Student Trustee



Dr. Rajen Vurdien,
Interim Chancellor

A STUDENT'S RIGHT TO PRIVACY

Occasionally, City College of San Francisco receives requests from various entities or private persons seeking directory information on our students. These entities can be public, private or governmental in origin, e.g., private scholarship search companies, public and private colleges and universities, U.S. Military (Department of Defense) and others.

"Directory Information" is defined as information contained in an educational record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to, the student's name, address, telephone listing, date and any place of birth, level of education, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended.

Directory information may be released at the discretion of the college; however, under Federal and State law, a student has the right to ask that City College of San Francisco withhold directory information about him/her. Once the request is made, directory information will be withheld from all entities. The college assumes no liability for honoring a student's request that such information be withheld.

Students who believe that directory information (that includes courses of study such as Lesbian, Gay Bisexual, and Transgender and Studies, Ethnic Studies, etc.) may identify their race, ethnicity, sexual orientation or otherwise subject them to discriminatory treatment, should be aware they have the option of not having any confidential information released to any group, agency or organization.

A request by a student to withhold directory information must be directed to the Dean of Admissions and Records in writing. This formal request must be made within the first two (2) weeks of the beginning of the academic year. Students who enroll other than in the beginning of the academic year (fall semester) must submit their request within the first two (2) weeks of the onset of his/her enrollment. This request must be signed and dated by the student. Students may also come to the Office of Admissions and Records and complete a "Request to Withhold Directory Information Form."

For further information, please contact Admissions and Records, Conlan Hall, Room E-107, telephone (415) 239-3285.

CAMPUS SECURITY ACT OF 1990 (CLERY ACT)

Information regarding CCSF's Public Safety Data "Student/ Employee Right to Know and Campus Security Act of 1990" is available online at www.ccsf.edu/Departments/ Public_Safety/. Limited printed copies are available at all District campuses.

EDUCATIONAL CODE SECTION 66500 COMPLIANCE

Compliance with Education Code Section 66500, information regarding the obligation of male students to comply with the federal Military Selective Service Act, please fill out FAFSA Application #22. Selective Services registration card is available in the Office of Financial Aid at the Ocean Campus. Selective Services registration can also be done online at http://www.sss.gov.

STUDENT RIGHT-TO-KNOW

In accordance with federal law, City College of San Francisco is required to publish annually its "Student Right-To-Know" (SRTK) transfer preparation/graduation/ completion and other transfer rates. These rates are determined by the California Community College Chancellor's Office and are based on a limited cohort of students. The rates are derived by tracking a Fall cohort of students over three years and dividing the number of students who successfully become transfer prepared/ graduate/complete or actually transfer by the number in the initial cohort. This information is updated annually and is available online at http://srtk.cccco.edu/ index.asp

ACCESS TO PUBLIC RECORDS AND INFORMATION

City College of San Francisco maintains a website (www.ccsf.edu) that provides the public with information regarding the structure and operation of the College. In addition, information about the Board of Trustees, including meeting agendas and minutes, are available to the public through this website.

Procedures for accessing public records held by City College of San Francisco may be reviewed on the College's website. For those interested in accessing public records, please contact Steve Bruckman, Chief Legal Counsel, Office of the General Counsel, at (415) 452-5321. The designated Custodian of Public Records is Luther Aaberge, Vice Chancellor of Administration and Finance, who may be reached at (415) 241-2229.

INJURY AND ILLNESS PREVENTION PROGRAM FOR WORKPLACE SECURITY

The San Francisco Community College District will make every reasonable effort to provide a safe and healthful working environment for all employees as required by federal, state or local law, and a safe and healthful environment for students and visitors. For those desiring to know more about the district's Injury and Illness Prevention Program, please access http://www.ccsf.edu/Policy/health_document.pdf for more information.

ADMINISTRATIVE STAFF

Dr. Vurdien Rajen
Interim Chancellor

Leilani Battiste, S.J.D.
Deputy General Counsel & Title 5/EEO/ADA/Title IX Compliance

Thomas Boegel
Senior Vice Chancellor of Academic Affairs

Torrance Bynum
Acting Associate Vice Chancellor of Facilities

Gregoria Nova Cahill
Interim Dean, Mission Centers & Transitional Studies

Kristin Hershbell Charles
Associate Vice Chancellor, Advancement & Effectiveness

Stephanie Chenard
Director, Contract Education and Extension Programs

Dr. Elizabeth F. Coria
Associate Vice Chancellor of Student Affairs

Kit Dai
Dean, Chinatown/North Beach Center

Cynthia Dewar
Dean Online Learning and Educational Technology

Darryl Dieter
Director of Research

Dianna Gonzales
Senior Vice Chancellor, Human Resources

John Halpin
Dean, Workforce Development

Tessa Henderson-Brown
Interim Dean of Equity and Student Success

Meg Hudson
Dean, High School Programs and California College Promise

Lidia Jenkins
Dean, Student Support Services

Lal Jones-Bey
Director of Quality Assurance and Risk Management

Dr. Edith Kaeuper
Interim Associate Vice Chancellor of Instruction

Jimmy Kirk
Director of Buildings and Grounds

Garth Kwiecien
Senior Director of Administrative Services

Marian Lam
Acting Director, Facilities Planning and Construction

Zachary Lam
Assistant Director, Strong Workforce Program

Dr. Mandy Liang
Interim Dean, Student Completion and Retention

Monika Liu
Associate Dean, Admissions and Records

Dr. Vinicio J. López
Dean, School of ESL, International Education and Transitional Studies

Dr. Geisce Ly
Dean, Downtown Center, School of Business, Fashion, Culinary Arts, Child Development, and Environmental Horticulture/ Floristry

Noah Lystrup
Interim Dean of Student Engagement and Wellness Center

Ilona McGriff
Interim Dean, Capital Improvements, Southeast and Evans

Dr. Pamela Mery
Dean, Institutional Effectiveness

Dr. Vanessa Miller
Associate Dean, Nursing Pathways

Wendy Miller
Interim Dean of Grants, Resource Development, and Adult Education Programs

Leslie Milloy
Chief of Staff

William Mosley
Interim Associate Dean of Human Resources

Abdul Nasser
Associate Vice Chancellor of Financial Services

Monique Pascual
Director of Apprenticeship and Instructional Services Agreements

Dr. Donna Reed
Dean, Library and Learning Resources

Dr. KenZoe Brian Selassie-Okpe
Dean, School of Liberal Arts

Clara Starr
Associate Vice Chancellor, Human Resources

Alberto Vasquez
Interim Associate Vice Chancellor of Construction & Planning

Dave Vigo
Senior Director, Budget and Accounting

Guillermo Villanueva
Dean of Financial Aid

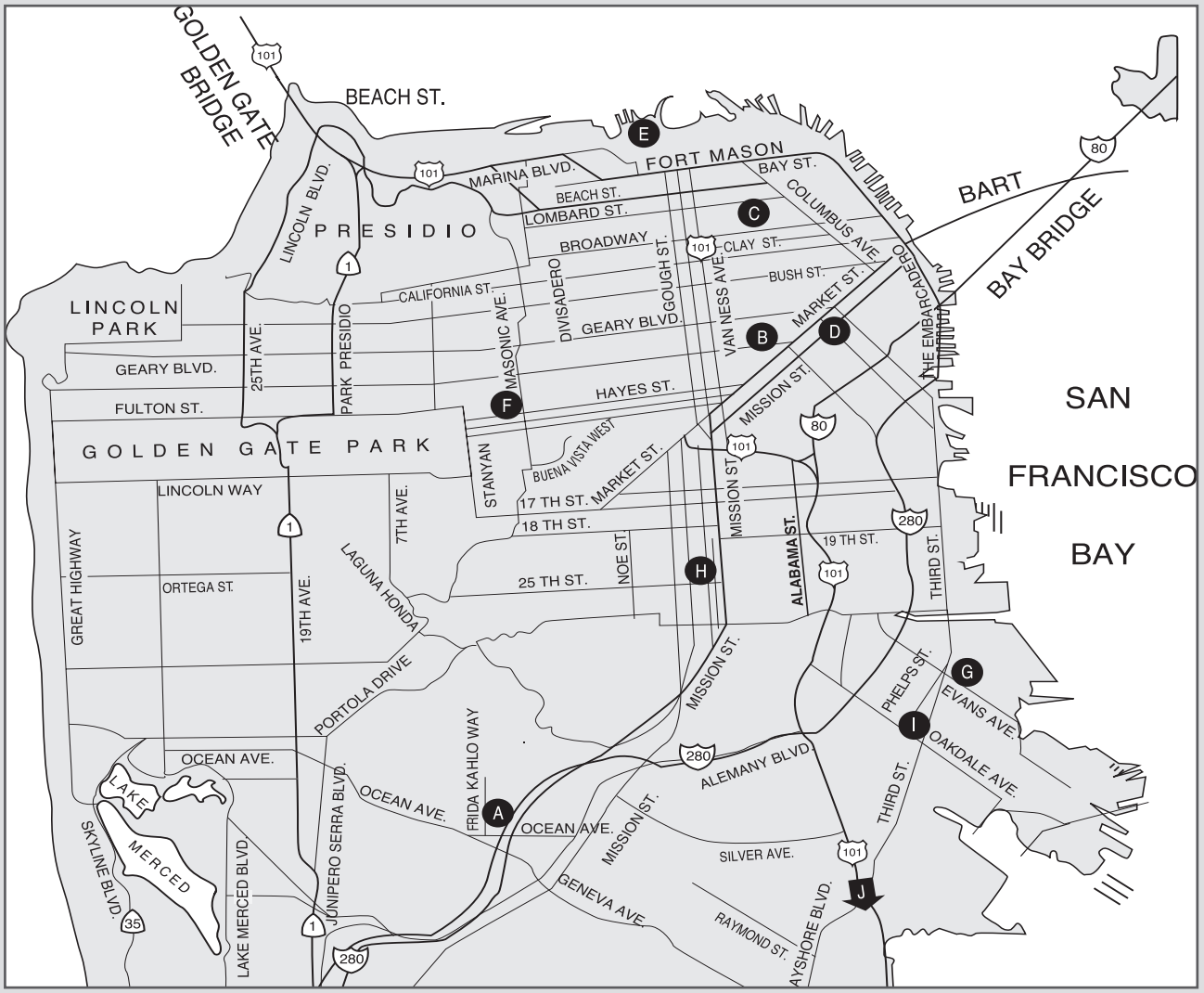
Kerry Wilhite
Dean of Payroll Services

Cherisa Yarkin
Director of Planning

David Yee
Dean, School of Science, Technology, Engineering and Mathematics (STEM)

Jill Yee
Dean, School of Behavioral Sciences, Social Sciences and Multicultural Studies

Shawn Yee
Interim Associate Director of Student Affairs, Technology and ITS



CCSF PRINCIPAL LOCATIONS

- **A. Ocean Campus**, 50 Frida Kahlo Way
- **B. Civic Center**, 1170 Market St.
- **C. Chinatown/North Beach Center**, 808 Kearny St. at Washington St.
- **D. Downtown Center**, 88 Fourth St.
- **E. Ft. Mason Center, Bldg. B**, Buchanan & Marina Blvd.
- **F. John Adams Center**, 1860 Hayes St.
- **G. Evans Center**, 1400 Evans Ave.
- **H. Mission Center**, 1125 Valencia St.
- **I. Southeast Center**, 1800 Oakdale Ave.
- **J. Airport Center**, SF Airport, Bldg. 928

In addition to the principal locations, CCSF offers classes at many other locations throughout the city.

EQUAL OPPORTUNITY STATEMENT

The San Francisco Community College District is committed to providing a workplace and an educational environment free of discrimination, harassment, intimidation, threats, or coercion based on a legally protected status. Therefore it is the policy of the San Francisco Community College District to provide all persons with equal educational opportunities in all of its programs and activities regardless of race, color, national origin, ancestry, ethnic group identification, religion, age, gender, marital status, domestic partner status, sexual orientation, disability or AIDS/HIV status, medical conditions, gender identity, or status as a Vietnam-Era veteran. This will include anyone perceived as having these characteristics or associated with anyone having these characteristics. The compliance officer for purposes of this policy is the District Title 5/ EEO/ADA/ Title IX Compliance Officer, 50 Frida Kahlo Way, B213, San Francisco, CA 94112, (415) 452-5053.

Further, the District does not tolerate retaliation against any employee or student for making a valid complaint or charges under the provisions of its nondiscrimination procedures, or for cooperating in an investigation.

The San Francisco Community College District complies with all applicable laws, including Titles VI and VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, Sections 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Title IX of the Education Amendments of 1972, California Government Code Section 11135 et. seq. and all applicable regulations, and with all applicable requirements related to receipt of federal and/or state funds.

The compliance officer/coordinator for purposes of this policy is the District Title 5/EEO/ADA/Title IX Compliance Officer, 50 Frida Kahlo Way, B213, San Francisco, CA 94112, (415) 452-5053. Information concerning the provisions of the applicable laws and complaint procedures is available from the District Title 5/EEO/ADA/Title IX Compliance Officer.

You can access the above statement translated into Spanish, Tagalog, Chinese, Vietnamese and Russian on the college's web site at www.ccsf.edu/Catalog/Admin/nondiscrim.html.

IGUALDAD DE OPORTUNIDADES

El San Francisco Community College District apoya y se adhiere a la política de proveer a todo aquel que reuna las condiciones de protegido legal, un ambiente laboral y educacional libre de discriminación, hostigamiento, intimidación, amenaza o coerción. Por lo tanto, el San Francisco Community College District tiene como norma el extender oportunidades de empleo y educación a todos los interesados, sin miramientos de raza, origen, ascendencia étnica, nacionalidad, religión, edad, sexo, estado o convivencia civil, orientación o identidad sexual (hombres o mujeres homosexuales, bisexuales, transexuales o individuos de preferencia sexual indefinida), y a aquellos que padezcan de alguna incapacidad o sufran del SIDA/VIH u otras condiciones médicas. Esta protección también incluye a veteranos de la Guerra de Vietnam.

Lo que es más, los reglamentos del SFCCD prohiben la toma de represalias contra empleados o estudiantes que presenten quejas o cargos válidos o contra aquellos que participen y cooperen en investigaciones relacionadas con la violación de este reglamento.

El San Francisco Community College District se adhiere a todas las leyes aplicables, incluyendo los Títulos VI y VII del Acta de Derechos Civiles de 1964, el Acta de Discriminación de Oportunidad de Empleo por Razones de Edad, las Secciones 504 del Acta de Rehabilitación de 1973, el Acta de Americanos con Incapacidades de 1990, el Título IX de las Enmiendas Educacionales de 1972, el Código del Gobierno de California Sección 11135 y siguientes, y los reglamentos y requisitos aplicables a entidades subencionadas por fondos federales y/o estatales.

El District Affirmative Action Officer (Autoridad de Acción Afirmativa), es la autoridad responsable for coordinar y hacer cumplir estos reglamentos. Sus oficinas se hallan en el 50 Frida Kahlo Way, B213, San Francisco, CA 94112, (415) 452-5053. Para mayor información sobre estos reglamentos o sobre el precedimiento para sentar una queja, se debe consultar con la Autoridad de Acción Afirmativa del San Francisco Community College District.

PAHAYAG TUNGKOL SA PANTAY NA OPORTUNIDAD

Ang San Francisco Community College District (San Francisco Distrito ng Kolehiyong Pang-madla) ay naka-pangako na magbigay ng lugar ng trabaho at kapaligirang edukasyonal nang walang diskriminasyon, harassment (paulit-ulit na paggugulo), pananakot, pagbabanta, o pagpi-pilit at magbigay ng katayuang ipagtanggol batay sa batas. Sa gayon, ito ang patakaran ng San Francisco Community College District na magbigay ng trabaho sa lahat ng tao nang magkapareho at pagkakataong edukasyonal sa lahat ng programa at mga gawain nito nang hindi isaalang-alang ang lahi, kulay, angkang pinagmulan, bansang pinanggalingan, pagkilala ng grupong panlahi, relihiyon, edad, kasarian, kalagayan ng pag-asawa, kalagayang may kasamang pantahanan, oriyentasyon ng tauhin, pagkainutil o lagay na may AIDS/HIV, kondisyong medikal, pagkakakilanlan ng kasarian, o kalagayang bilang isang beterano sa panahon ng digmaan sa Vietnam.

Ang mga kategoriyang ito, lalong lalo na ay kabilang na ang kalagayan bilang isang lesbian (parehong babaing magkasintahan), gay (parehong lalaking magkasintahan), taong may dalawahang kasarian, taong nagsalin ng kasarian o taong hindi malinaw ang kasarian sa alinmang programa ng distritong pampaaralan o pagkikilos.Dagdag pa nito, hindi pahintulutan ng Distrito ang paghihiganti laban sa sinumang empleyado o estudyante para sa paggawa ng makatwirang reklamo o sakdal sa ilalim ng mga kondisyon ng pamamaraang walang diskriminasyon, o para sa kooperatiba sa imbestigasyon.

Pinagsusunod ng San Francisco Community College District ang lahat ng naaangkop na batas, kabilang ang Titulong VI at VII ng Civil Rights Act (Batas ng mga Karapatang Sibil) sa taong 1964, ang Age Discrimination (Diskriminasyon dahil sa Edad) sa Employment Act (Batas na Pang-empleyado), Seksiyong 504 ng Rehabilitation Act (Batas sa Pagpapanibagong-ayos) sa taong 1973 at ang Americans with Disabilities Act (Mga Amerikano sa Batas ng Kawalang-lakas) sa taong 1990, ang Titulong IX ng Education Amendments (Pagsususog sa Edukasyon) sa taong 1972, California Government Code Section 11135 et. seq. at ang lahat ng bagay na regulasyon, at kasama ng lahat na naaangkop na pangangailangang kaugnay sa pagtanggap ng pondo galing sa federal at/o state.

Ang opisyal/tagapag-ugnay sa pagtupad sa mga layunin ng patakarang ito ay ang District Affirmative Action Officer (Opisyal ng Distrito sa Sang-ayong Pagkilos) na nasa 31 Gough Street, San Francisco, CA 94103, (415) 241-2281.

Ang impormasyon tungkol sa mga tadhana ng mga naaangkop na batas at pamamaraan ng pag-reklamo ay puwedeng maikuha sa District Affirmative Action Officer.

THÔNG TRI VỀ CƠ HỘI BÌNH ĐẲNG

Học Khu Đại Học Cộng Đồng San Francisco cam kết cung cấp một môi trường làm việc và học hành hoàn toàn không có sự kỳ thị, xách nhiễu, dọa nạt, hăm dọa, hoặc cưỡng ép trên khía cạnh một tình trạng được luật pháp bảo vệ. Do đó, đường lối của Học Khu Đại Học Cộng Đồng San Francisco là cung cấp cơ hội làm việc và học hành bình đẳng cho tất cả mọi người trong mọi chương trình và sinh hoạt của học khu bất kể chủng tộc, màu da, nguồn gốc, quốc gia, bản sắc, tôn giáo, tuổi tác, phái tính, tình trạng hôn phối, tình trạng chung ngụ, khuynh hướng luyến ái, tình trạng AIDS/HIV hay khuyết tật, điều kiện sức khỏe, bản tính, hay tình trạng cựu chiến binh chiến cuộc Việt Nam. Các diện này đặc biệt bao gồm tình trạng là người đồng tính luyến ái nữ, đồng tính luyến ái nam, lưỡng tính, đổi phái tính hoặc người không rõ quan hệ luyến ái trong bất cứ chương trình hoặc hoạt động nào của học khu.

Ngoài ra Học Khu cũng không dung thứ mọi sự trả đũa bất cứ một nhân viên hoặc sinh viên nào hoặc vì họ khiếu nại hoặc tố giác một cách chính đáng theo điều lệ thủ tục bất-kỳ-thị của học khu, hoặc vì họ hợp tác trong một cuộc điều tra.

Học Khu Đại Học Cộng Đồng San Francisco tuân thủ theo mọi luật lệ hiện hành, gồm cả các Điều Khoản VI và VII của Đạo Luật Dân Quyền năm 1964, Đạo Luật Về Kỳ Thị Tuổi Tác, Đoạn 504 của Đạo Luật Phục Hồi Nhân Phẩm năm 1973 và Đạo Luật năm 1990 về Công Dân Hoa Kỳ Với Khuyết Tật, Điều Khoản IX của Bản Tu Chính Giáo Dục năm 1972, Đoạn 11135 và các đoạn kế tiếp của Bộ Luật Hành Chánh Tiểu Bang và mọi điều lệ hiện hành, cùng mọi điều kiện hiện hành liên hệ đến việc nhận tài trợ của liên bang hoặc tiểu bang.

Viên chức/điều hợp viên chấp hành việc tuân thủ luật lệ liên hệ đến đường lối này là Viên Chức Hành Động Khẳng Định Học Khu (District Affirmative Action Officer), địa chỉ số 31 Gough Street, San Francisco, CA 94103, (415) 241-2281.

Các tài liệu liên quan đến các điều lệ luật hiện hành và thủ tục khiếu nại được đặt tại văn phòng Viên Chức Hành Động Khẳng Định Học Khu.

平等機會聲明

三藩市社區大學校區致力提供一個無歧視、騷擾、恐嚇、威脅或強迫性的工作地點和教育環境。因此，三藩市社區大學校區的政策，是在其所有的計劃和活動中，為所有人提供公平的就業和教育機會，不論種族、膚色、祖裔、原國籍、族裔、宗教、年齡、性別、婚姻狀況、家庭伴侶狀況、性傾向、傷殘或有HIV/愛滋病、醫療情況、性身份，或屬越戰退伍軍人等。這些種類特指包括在任何校區計劃或活動，身份為女同性戀、男同性戀、雙性戀、變性或對性傾向有問題的人士。

此外，校區嚴禁向根據非歧視性程序提出有效投訴或指控，或參與調查之任何職員或學生，進行報復。

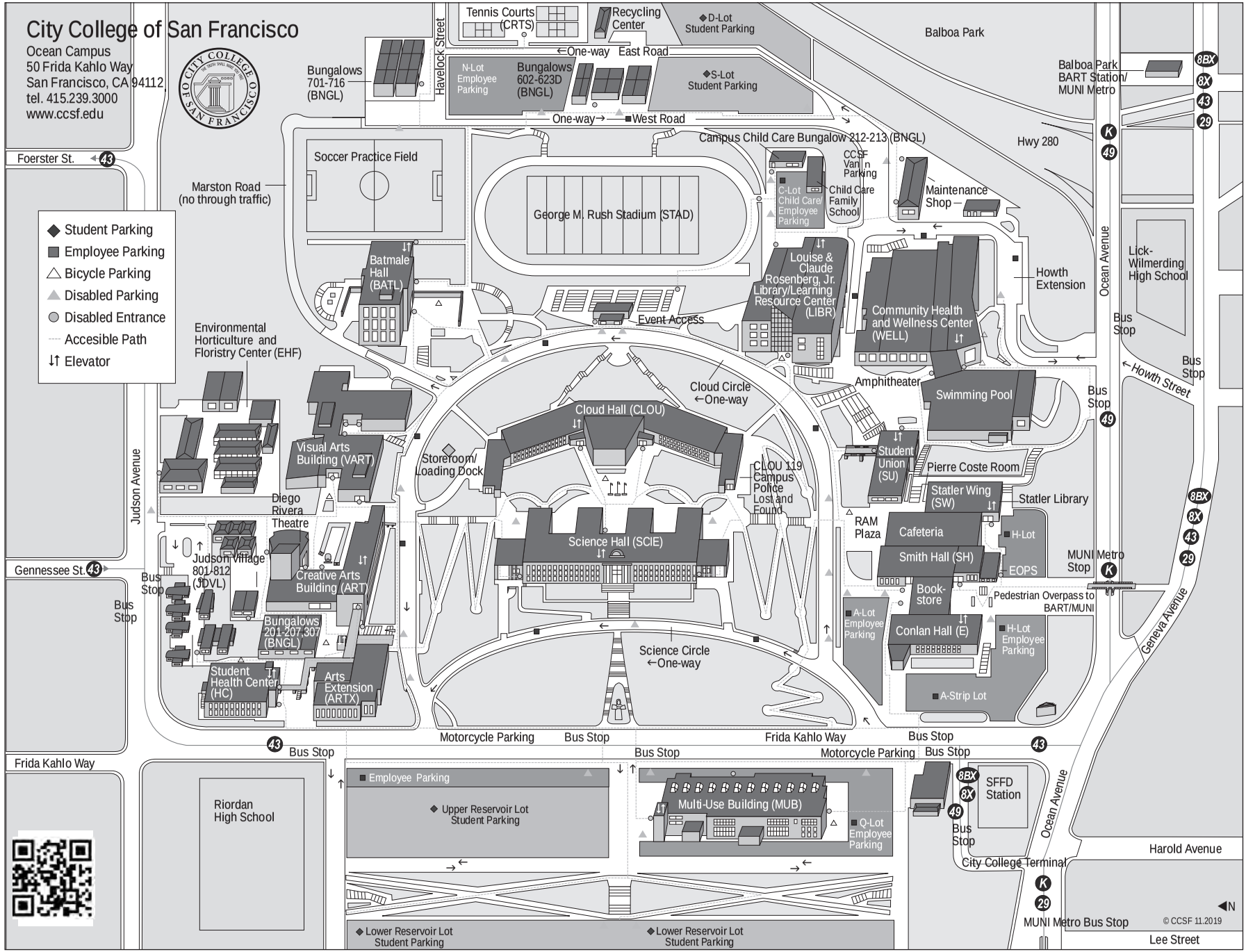
三藩市社區大學校區遵行所有適用的法律，包括一九六四年民權法第六及第七部份、就業年齡歧視法、一九七三年康復法及一九九〇年美國保障傷殘人士法第五〇四章、一九七二年教育修訂案第九部份、加州政府法令第11135部份以後及所有適用的規則，以及所有收取聯邦或州資金所訂之適當規則。

執行此政策的主任／統籌，是校區平權法主任，聯絡地址：31 Gough Street, San Francisco, CA 94103。電話：(415) 241-2281。

有關適用法律和投訴程序，請向校區平權法主任索取。

ДЕКЛАРАЦИЯ О РАВНЫХ ВОЗМОЖНОСТЯХ

Окружной отдел образования Сан-Франциско считает недопустимыми в своей рабочей и преподавательской практике случаи дискриминации, сексуальных и других домогательств, запугивания, угроз и принуждения, что соответствует требованиям закона. Политика Отдела - предоставлять равные возможности в труде и образовании всем, независимо от расы, цвета кожи, происхождения, национальности, принадлежности к этнической группе, религии, возраста, пола, семейного положения, домашнего партнерства, сексуальной ориентации, инвалидности, состояния здоровья (это касается также больных спидом или носителей вируса иммунодефицита), отождествления себя с определенным полом, статуса участника войны во Вьетнаме.
Эти категории включают также такой статус, как лесбиянка, гомосексуалист, бисексуал, лицо, изменившее пол, или сомневающееся в свой сексориентации. Это учитываются в любой районной программе или мероприятии.
Далее, Отдел не допустит, чтобы кто-либо из сотрудников или студентов был наказан в ответ на справедливую жалобу или критику, или участие в расследовании.
Окружной отдел образования Сан-Франциско соблюдает все законы, включая разделы VI и VII Акта о гражданских правах от 1964 года, Акт о реабилитации от 1973 года, Акт о дискриминации по возрасту на работе, разделы 504 Акта о реабилитации от 1973 года и Акт об американцах с инвалидностью от 1990 года, раздел IX Поправки об образовании от 1972 года, главу 11135 правительственного кодекса и все другие уставные требования, относящиеся к получению федеральных или штатных фондов.
С вопросами обращаться к ответственному за соблюдение политики позитивных действий Отдела по адресу 31 Gough Street, San Francisco, California 94103. Тел: (415) 241-2281. Информацию о соблюдении этих правил и законов можно получить у ответственного работника отдела по позитивным действиям.


City College of San Francisco
Ocean Campus
50 Frida Kahlo Way
San Francisco, CA 94112
tel. 415.239.3000
www.ccsf.edu
Student Parking
Employee Parking
Bicycle Parking
Disabled Parking
Disabled Entrance
Accesible Path
Elevator
Tennis Courts (CRTS)
Recycling Center
D-Lot Student Parking
Balboa Park
Balboa Park BART Station/ MUNI Metro
Havelock Street
Bungalows 701-716 (BNGL)
N-Lot Employee Parking
Bungalows 602-623D (BNGL)
S-Lot Student Parking
One-way East Road
One-way West Road
Campus Child Care Bungalow 212-213 (BNGL)
Hwy 280
Foerster St.
Soccer Practice Field
Marston Road (no through traffic)
George M. Rush Stadium (STAD)
CCSF Van n Parking
C-Lot Child Care/ Employee Parking
Child Care Family School
Maintenance Shop
Batmale Hall (BATL)
Louise & Claude Rosenberg, Jr. Library/Learning Resource Center (LIBR)
Howth Extension
Ocean Avenue
Lick-Wilmerding High School
Event Access
Community Health and Wellness Center (WELL)
Bus Stop
Howth Street
Environmental Horticulture and Floristry Center (EHF)
Cloud Circle One-way
Amphitheater
Swimming Pool
Cloud Hall (CLOU)
Visual Arts Building (VART)
Storeroom/ Loading Dock
CLOU 119 Campus Police Lost and Found
Student Union (SU)
Pierre Coste Room
Judson Avenue
Diego Rivera Theatre
Statler Wing (SW)
Statler Library
RAM Plaza
Cafeteria
H-Lot
Science Hall (SCIE)
Smith Hall (SH)
EOPS
MUNI Metro Stop
Gennessee St.
Judson Village 801-812 (JDVL)
Creative Arts Building (ART)
Book-store
Pedestrian Overpass to BART/MUNI
A-Lot Employee Parking
Conlan Hall (E)
H-Lot Employee Parking
Bungalows 201-207,307 (BNGL)
Science Circle One-way
Geneva Avenue
Student Health Center (HC)
Arts Extension (ARTX)
A-Strip Lot
Motorcycle Parking
Frida Kahlo Way
Riordan High School
Employee Parking
Upper Reservoir Lot Student Parking
Multi-Use Building (MUB)
Q-Lot Employee Parking
SFFD Station
Ocean Avenue
Harold Avenue
City College Terminal
MUNI Metro Bus Stop
Lower Reservoir Lot Student Parking
Lee Street
© CCSF 11.2019

OVERVIEW OF THE COLLEGE

OVERVIEW OF THE COLLEGE

Associate in Arts or Associate in Science Degree

City College of San Francisco, a two-year college, confers the degrees of Associate in Arts, Associate in Science, Associate in Arts for Transfer, and Associate in Science for Transfer on students who satisfy the course and grade requirements for graduation.

Extensive Choice of Disciplines and Courses

The College offers you an extensive choice of disciplines and courses. Additionally, students may complete the first two years of training for a profession, satisfy freshman and sophomore requirements for transfer to baccalaureate degree-granting institutions; prepare for employment at the end of two years or a shorter period of training; take evening, Saturday, and summer courses; remove educational deficiencies; or get other special preparation.

Instructional Areas Include the Following:

Program in General Education. An extensive selection of courses in the humanities, the arts, the natural and social sciences, and other fields.

Transfer Program. Courses offered to satisfy lower-division requirements to enable students to transfer to baccalaureate degree-granting institutions as juniors.

Occupational Program. Training for employment in occupations normally requiring two years or less of specialized career preparation.

Diversity Studies. Courses directed specifically to the interest and educational objectives of major segments of the San Francisco community including courses in African American, Asian American, Latin American, Lesbian, Gay, Bisexual and Transgender, and Philippine Studies.

International Education. Courses taught in other countries through Study Abroad and courses taught locally for international students, including an Intensive English Institute.

Distance Education Courses. Courses that are offered via online and hybrid instruction.

Foundation Courses. Basic courses in business, English, guidance, and mathematics.

Noncredit Courses. Mostly open-entry/open-exit courses, many emphasizing vocational education, leading to employment or job upgrading but also including courses in English as a Second Language, elementary-level and secondary-level skills, workforce preparation, parent education, health and safety, home economics, citizenship for immigrants, and special courses for disabled persons and older adults.

Community Service Offerings. Workshops and other short-term offerings that serve community interests and for which fees are charged because no tax support is available.

College Accreditation

City College of San Francisco is accredited by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, 10 Commercial Blvd., Suite 204, Novato, CA 94949, (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education. Additional information about accreditation, including the filing of complaints against member institutions, can be found at: www.accjc.org. Information related to the College's accreditation is available at www.ccsf.edu/accreditation.

The following programs are subject to additional accreditation and certification standards:

Administration of Justice Department
ADMJ 85. PC 832 Arrest & Control
Presenter number 4540
Accredited by:
California Commission on Peace Officer Standards and Training
860 Stillwater Road, Suite 100
West Sacramento, CA 95605
916-227-3909

Aircraft Maintenance Technology Program
Certified by:
The Federal Aviation Administration
US Department of Transportation
Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC 20591
1-866-TELL-FAA (1-866-835-5322)

Culinary Arts and Food Service Management Programs
Accredited by:
The American Culinary Federation
Send comments in writing to:
American Culinary Federation Education Foundation
Attn: Accreditation
180 Center Place Way
St. Augustine, FL 32095
Fax: 904-940-0741

Dental Assisting Program
Accredited by:
The Commission on Dental Accreditation (CODA)
American Dental Association
211 East Chicago Avenue
Chicago, IL 60611-2678
312-440-2500
Submit comments: www.ada.org/314.aspx
Approved by:
Dental Board of California
2005 Evergreen Street, Suite 1550
Sacramento, CA 95815
877-729-7789 (Toll Free)
916-263-2300 (Direct)

Diagnostic Medical Imaging (DMI) Program
Accredited by:
The Joint Review Committee on Education in Radiologic Technology
20 N. Wacker Drive, Suite 2850
Chicago, IL 60606-3182
Phone: 312-704-5300
Fax: 312-704-5304
Approved by:
The Radiologic Health Branch of the California State Department of Public Health
1500 Capitol Avenue, 5th Floor, MS 7610
Sacramento, CA 95814-5006
Phone: (916) 327-5106 Fax: (916) 440-7999

Drug and Alcohol Studies Certificate
Accredited by:
The California Consortium of Addiction Programs and Professionals (CCAPP)
P.O. Box 214127
Sacramento, CA 95821

Phone: 916-338-9460
Fax: 916-338-9468
Submit complaints: https://www.ccapp.us/index.php/credentialing-complaints

EMT & Paramedic Programs

The EMT Program is approved by the State of California EMS Authority and local approving EMS agency.

The Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) under the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Profession (CoAEMSP). Program #600218

Commission on Accreditation of Allied Health Education Programs (CAAHEP)
25400 U.S. Highway 19 North Suite 158
Clearwater, FL 33763
Phone: 727-210-2350
www.caahep.org

Committee on Accreditation of Educational Programs for the Emergency Medical Services Profession (CoAEMSP)
8301 Lakeview Parkway, Suite 111-312
Rowlett TX 75088
Phone: 214-703-8445
Fax: 214-703-8992
www.coaemsp.org

Fire Science Technology Program

Accredited by:
The California State Fire Marshal's Office of State Fire Training
PO Box 944246
Sacramento, CA 94244-2460
http://osfm.fire.ca.gov/training/accreditedacademies.php

Health Information Management Program (Associate in Science)

Accredited by:
The Commission on Accreditation for Health Informatics and Information Management (CAHIIM)
233 N. Michigan Ave, 21st Floor
Chicago, IL 60601-5800
Phone: 312-233-1100
http://www.cahiim.org

Licensed Vocational Nursing Program

Approved by:
The Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833
916-263-7800
bvnpt@dca.ca.gov

Medical Assisting Program

Accredited by:
The Commission on Accreditation of Allied Health Education Programs (CAAHEP)
25400 U.S. Highway 19 North Suite 158
Clearwater, FL 33763
On recommendation of the Medical Assisting Education Review Board (MAERB).
Phone: 727-210-2350
Fax: 727-210-2354
Website: www.caahep.org
Submit complaints: http://www.caahep.org/File-Complaints/

Registered Nursing Program

Approved by:
The California State Board of Registered Nursing
P.O. Box 944210
Sacramento, CA 94244-2100
http://www.rn.ca.gov/about_us/whatisbrn.shtml,
Submit complaints:
Board of Registered Nursing, Attn: Complaint Intake
P.O. Box 944210
Sacramento, CA 94244-2100
Fax: 916-574-7693

Student Affairs

City College offers a wide variety of services which are designed to assist you with completing your educational goal. The Division of Student Affairs is responsible for Admissions and Records Credit and Non-Credit, CalWORKs, DSPS, EOPS, Financial Aid, Assessment Center, Outreach & High School Partnerships, Scholarships, Student Conduct & Discipline, Student Health Services, Student Activities, Completion Center, Student Equity, and Veteran's and the following counseling and tutoring departments: Academic Student Counseling, Transfer Counseling, Career Counseling and Multicultural Retention Services. The following Student Resource Programs are available: City DREAM, Guardians Scholars, Homeless-At-Risk-Transitional Students (HARTS), Queer Resource, Students Supporting Students and Family Resource Center. Other services are available to assist you as you work toward attaining your educational goals.

Counseling Services

As a student at City College, students receive individual counseling from an academic counselor. Through its counseling programs, the College helps students choose an occupation; plan a program of study based on individual interests, abilities, and needs; develop educational plans; provide various types of educational counseling, including academic, career, transfer, and personal, and assist students with personal problems or other matters affecting their studies or college career.

Career Services

CCSF students and alumni are entitled to all the career services provided by Career Development Counseling and the Career Services Office. Counselors will assist in choosing majors and careers, career assessment, exploration, planning and job search. Career services include individual career counseling, online advising, workshops, career success courses, and job resource information. Additional information can be found at www.ccsf.edu/CareerServices.

Learning Assistance Center

The Learning Assistance Center offers a variety of programs and services designed to help you become a more efficient, independent learner and to make your educational experience at City College more successful. The Tutorial Center provides free tutoring in mathematics, sciences, business, social sciences, foreign languages, and other subjects. English instructors and tutors are available to help students in the Writing Success Project. The LAC Computer Lab offers access to the Internet and e-mail, and to educational CD, DVD, and software programs. College Success Courses are offered through the Learning Assistance Department. The Learning Assistance Center at the Mission Center offers many of these services. Tutoring is available for many subjects both in-person and online as well as synchronously and asynchronously.

Associated Students

Any student currently enrolled in a class at City College of San Francisco is a member of the Associated Students (AS). The AS Constitution sets up an Executive Board as a representative body for all CCSF campus and centers to facilitate communication, leadership, and advocacy. Further, the AS Executive Council appoints all student members to serve on participatory governance committees. There are active Associated Student Councils at various CCSF locations including: Chinatown/North Beach, Civic Center, Downtown, Evans, John Adams, Mission, Ocean and Southeast. Each Associated Student Council may adopt its own set of by-laws to guide local governance.

Each spring, the Associated Students elects a student trustee to represent its interests on the San Francisco Community College Board of Trustees.

The AS Ocean Campus funds diverse resource centers and programs including: the Bookloan Program, Dr. Betty Shabazz Family Resource Center, Guardian Scholars, HARTS, Queer Resource Center, Women's Resource Center, Student Health, Students Supporting Students (S3), and more than 60 clubs and campus organizations. There is a $7 optional Student Activity Fee, payable at registration, to help support these centers and programs.

For information regarding the Associated Students, please contact the Student Activities Office in the Student Union Building, Room 205, Ocean Campus.

Inter-Club Council (ICC)

Recognized and funded by the Associated Student Council - Ocean Campus, the ICC consists of elected representatives from over 60 clubs. For more information about an existing club or about starting a new club, please stop by the Student Union Room 209 and pick up a club packet.

Student Activities Office - Student Union

City College of San Francisco provides a program of student activities that encourages student leadership, participation in participatory governance, and involvement in campus life. Information is available in the Student Union Building, Room 205, Ocean Campus. The Student Union at the Ocean Campus is a place where recognized student clubs and organizations can meet, socialize, and sponsor events. It is also a place where individual students and small groups can study and relax. There are AS Councils that sponsor student activities at the following locations: Chinatown/North Beach, Civic Center, Downtown, Evans, John Adams, Mission, Ocean, and Southeast.

Transfer to Universities and Colleges

To earn the Bachelor's or a higher degree, or to complete training for a profession, you may transfer from City College to a university or a college as follows:

If, when you enter City College, you have already satisfied the requirements for admission to a university or a college, you may transfer with full credit whenever you have completed the proper university courses satisfactorily. Because the College is accredited nationally and offers preparation for so many fields, you have a wide choice of schools at which to take advanced courses. Generally, to be eligible for transfer, you will need an average final grade not lower than C in all courses that you attempt.

If you need to make up high school courses or grades, you may remove your deficiencies while you take the university courses for which you are qualified. The courses and grades necessary for transfer and the number of semesters you will need to complete depend upon the requirements of the university or college at which you plan to continue your studies.

The section in this catalog entitled "Transfer Information" lists general transfer requirements for the University of California (all campuses) and California State University (all campuses).

Articulation agreements which list detailed information concerning specific majors and which describe course transferability and applicability between City College of San Francisco and public baccalaureate degree-granting institutions in California are available online, ***www.assist.org***. Other articulation information for City College can be found at ***www.ccsf.edu/artic***.

Associate Degrees, Awards of Achievement, and Certificate Programs

Administration of Justice and Fire Science

ASSOCIATE DEGREE

Administration of Justice Major (AS-T) 69
Administration of Justice Major (AS) 70
Fire Science Technology Major (AS) 72

CREDIT CERTIFICATE

Administration of Justice Certificate 70
Basic Fire Academy (Accredited Local Academy) Certificate 72
Basic Police Officer Certificate 71
Company Officer Certificate 73
Crime Scene Investigation Certificate 71
Criminal and Constitutional Law Certificate 71
Fire Protection Certificate 74
Firefighter 1 Academy Certificate. 73
Homeland Security Certificate 74

Aircraft Maintenance Technology

ASSOCIATE DEGREE

Aircraft Powerplant Maintenance Technology Major (AS) 83
Airframe Maintenance Technology Major (AS). 83

CREDIT CERTIFICATE

Aircraft Powerplant Maintenance Technology Certificate 84
Airframe-Maintenance Technology Certificate 84

Anthropology

ASSOCIATE DEGREE

Anthropology Major (AA-T). 86

Architecture

ASSOCIATE DEGREE

Architecture Major (AS). 89
Construction Management Major (AS) 90
Interior Design Major (AS) 89

CREDIT CERTIFICATE

Construction Management: Advanced Skills Certificate 90
Collaborative Design Certificate* 91
Construction Management: Core Skills Certificate. 91
Interior Design: Assistant Interior Designer Core Skills Certificate. 91

Art

ASSOCIATE DEGREE

Studio Arts Major (AA-T). 94
Art History Major (AA-T) 95

Asian American Studies

ASSOCIATE DEGREE

Social Justice Studies: Asian American Studies Major (AA-T) 101

CREDIT CERTIFICATE

Asian American Studies Certificate. 102

Asian Studies

CREDIT CERTIFICATE

Asian Studies Certificate 103

Automotive/Motorcycle, Construction, and Building Maintenance

ASSOCIATE DEGREE

Automotive Technician Major (AS) 107
Autobody Repair and Refinishing Major (AS) 109
Construction Major (AS) 110
Motorcycle Technician Major (AS). 109

CREDIT CERTIFICATE

Automotive Hybrid and EV Technology Certificate 108
Automotive Technician Certificate 108
Utility Technician/Helper Certificate 108
Autobody Repair and Refinishing Certificate 109
Motorcycle Technician Certificate. 110
Carpentry Certificate 110
Construction Certificate 111

NONCREDIT CERTIFICATE

Custodial Training Certificate of Completion 112
Custodian for Health Care Industry Certificate of Completion . . . 111

Biological Sciences

ASSOCIATE DEGREE

Biology Major (AS-T) 117
Biological Sciences Major (AS) 118
Biological Sciences (Emphasis Health Science) Major (AS) 118
Environmental Science Major (AS) 119

CREDIT CERTIFICATE

Foundations in Biological Sciences Certificate. 120
Science Core for Nursing Certificate. 120

Broadcast Electronic Media Arts

ASSOCIATE DEGREE

Film, Television & Electronic Media Major (AS-T) 125

CREDIT CERTIFICATE

Audio and Video for the Web Certificate 125
AV Technologist Certificate Program Certificate 125
Broadcast Motion Graphics Certificate 126
Convergent Media Production Certificate. 126
Foundations in Broadcast Electronic Media Arts Certificate 127
Live Sound Certificate. 127
Multimedia Broadcast Journalism Certificate. 128
Multimedia Content Creation for the Internet Certificate 128

Sound Design Certificate 128
Sound Recording Arts Certificate 129
Television Production Certificate 129
Video Editing and Post Production Certificate 129

Business

ASSOCIATE DEGREE

Business Administration Major (AS-T) 141
Accounting Major (AS) 134
Administrative Support Major (AS) 136
California Real Estate Major (AS) 145
Finance Major (AS) 140
General Business Major (AS) 142
Marketing Major (AS) 144
Paralegal/Legal Studies Major (AS) 144
Supervision and Management Program Major (AS) 143

CREDIT CERTIFICATE

California Real Estate Certificate 146
Computer Accounting Certificate 135
Construction Office Administration Certificate 137
Finance Certificate 141
General Business Certificate 142
International Business Certificate 142
Marketing Certificate 144
Paralegal/Legal Studies Certificate 145
Retail Management Certificate 146
Supervision and Management Certificate 143
Office Administration Specialist Certificate 137
Office Technology Certificate 137

NONCREDIT CERTIFICATE

Accounting Assistant & Core Skills Certificate of Completion 135
Bookkeeping Certificate of Completion 135
Business Information Worker (BIW) Certificate of Completion 138
Business Website Builders Certificate of Completion 138
Cloud-Based Accounting Systems Certificate of Completion 136
Digital Literacy & Core Skills Certificate of Completion 138
Electronic Publishing Certificate of Completion 139
Excel Professional I Microsoft Office Specialist (MOS) Certificate of Completion 139
Excel Professional II Microsoft Office Specialist (MOS) Certificate of Completion 139
Medisoft for Business Certificate of Completion 139
QuickBooks & Spreadsheets for Accounting Certificate of Completion 136
Small Business Certificate of Completion 147
Website Development for E-Business Certificate of Completion 140

Chemistry

CREDIT CERTIFICATE

Chemistry Certificate 160

Child Development and Family Studies

ASSOCIATE DEGREE

Child and Adolescent Development Major (AA-T) 162
Early Childhood Education Major (AS-T) 163
Child Development & Family Studies Major (AS) 163

CREDIT CERTIFICATE

Child Development: Administration Certificate 164
Child Development: Family Childcare Certificate 164
Child Development: Infant/Toddler Care Certificate 165
Child Development: Pre-Teacher Certificate 165
Child Development: Professional Development and Advocacy Certificate 165
Child Development: School-Age Care Certificate 166
Child Development: Violence Intervention in Early Childhood Certificate 166
Child Development: Youth Worker Certificate 166
ECE Associate Teacher Certificate 167
ECE Practitioner Certificate 167
Introduction to Special Education Certificate 168
Special Education: ECE Intervention Certificate 168
Special Education TK-12 Certificate 168

Chinese

ASSOCIATE DEGREE

Chinese (Mandarin) Major (AA) 176

CREDIT CERTIFICATE

Chinese (Mandarin) Certificate 176

Cinema

ASSOCIATE DEGREE

Film, Television & Electronic Media Major (AS-T)* 181
Cinema Production Major (AS) 180
Film Studies Major (AA) 180

CREDIT CERTIFICATE

Cinema Foundations Certificate 181
Cinematography Certificate 181
Directing Certificate 181
Film Studies Certificate 182
Pre-Production/Producing Certificate 182
Scriptwriting Certificate 183

Communication Studies

ASSOCIATE DEGREE

Communication Studies Major (AA-T) 186

Computer Networking and Information Technology

ASSOCIATE DEGREE

Computer Networking and Information Technology Major (AS) 187

CREDIT CERTIFICATE

Advanced Cybersecurity Certificate 189
Advanced Web Development Techniques Certificate 188
Computer Technical Support Certificate 189

Computer Technician Certificate 189
Fundamentals of Networking Certificate 189
Fundamentals of Technical Support Certificate 190
JavaScript Specialist Certificate 190
Maker Studies Certificate* 190
Microsoft Windows Networking Certificate 190
Mobile Web App Development Certificate 190
Network Security Certificate 191
Routing and Switching (Cisco) Certificate 191
Security for Web App Development Certificate 191
Web Site Development Techniques Certificate 192
Wireless Networking Certificate 192

Computer Science

ASSOCIATE DEGREE
Computer Science Major (AS) 198

CREDIT CERTIFICATE
Android App Programming Certificate 198
Build Automation for DevOps & QA Certificate 199
Computer Programming: C++ Certificate 199
Computer Programming: Java Certificate 200
Data Science Fundamentals Certificate 200
Database Programming and Administration Certificate 200
Game and Simulation Programming Certificate 201
iPhone App Programming Certificate 201
Linux Administration Certificate 202
Web Application Programming Certificate 202

CSU GE-Breadth

CREDIT CERTIFICATE
CSU GE-Breadth Certificate 206

Culinary Arts and Hospitality Studies

ASSOCIATE DEGREE
Culinary Arts Management Major (AS) 207
Food Service Management Major (AS) 209
Hotel Management Major (AS) 210

NONCREDIT CERTIFICATE
Culinary and Service Skills Training Certificate of Completion 214
Culinary Arts Basic Training Certificate of Completion 214
Baking and Pastry Certificate of Completion 215

Dental Assisting

ASSOCIATE DEGREE
Dental Assisting Major (AS) 216

CREDIT CERTIFICATE
Dental Assisting Certificate 217

Earth Sciences

ASSOCIATE DEGREE
Geography Major (AA-T) 221
Geology Major (AS-T) 222
Environmental Studies Major (AS) 220
Oceanography Major (AS) 223

CREDIT CERTIFICATE
Geographic Information Systems (GIS) Certificate 223

Economics

ASSOCIATE DEGREE
Economics Major (AA-T) 226

Engineering and Technology

ASSOCIATE DEGREE
Biotechnology Major (AS) 228
Electronic Engineering Technology Major (AS) 230
Engineering Major (AS) 228
Mechanical Engineering Technology Major (AS) 230

CREDIT CERTIFICATE
Basic Electronics Certificate 234
Biotechnology Certificate 232
Biotechnology Lab Assistant Certificate 232
Computer Aided Design (CAD)-Architectural Certificate 235
Computer Aided Drafting (CAD) Certificate 235
Engineered Plumbing Systems Certificate 233
Heating, Ventilation, Air-Conditioning and Refrigeration Certificate 231
Intermediate Electronics Certificate 235
Machining Technology Level I Certificate 233
Machining Technology Level II Certificate 234
Manufacturing and Fabrication Certificate 236
Stem Cell Technology Certificate 232
Sustainability Certificate 234
Welding Technology Level I Certificate 236

English

ASSOCIATE DEGREE
English Major (AA-T) 243
English Major (AA) 243

CREDIT CERTIFICATE
Creative Writing Certificate 244

English as a Second Language

CREDIT CERTIFICATE
Advanced Academic English as a Second Language Certificate 248
Advanced English as a Second Language Oral Communication Skills Certificate 248

NONCREDIT CERTIFICATE
Beginning VESL Communication Certificate of Competency . . . 256
Beginning VESL for Janitorial Workers Noncredit Certificate 256
Beginning VESL for the Hospitality Industry Noncredit Certificate 256
ESL Advanced Low Noncredit Certificate 255
ESL Beginning High Noncredit Certificate 252
ESL Beginning High Focus Skills Noncredit Certificate 253
ESL Beginning High Oral Communication Skills Noncredit Certificate 253
ESL Beginning Intensive Noncredit Certificate 253
ESL Beginning Low Noncredit Certificate 252

ESL Beginning Low Focus Skills Noncredit Certificate 252
ESL Beginning Low Oral Communication Skills Noncredit Certificate 252
ESL Beginning Workplace Skills Certificate of Competency 256
ESL Computer Assisted Noncredit Certificate 254
ESL Intermediate High Certificate of Competency 254
ESL Intermediate High Focus Skills Noncredit Certificate 255
ESL Intermediate Low Noncredit Certificate 254
ESL Intermediate Low Focus Skills Noncredit Certificate 254
ESL Intermediate Oral Communication Skills Noncredit Certificate 255
ESL Literacy Noncredit Certificate 251
ESL Pre-Academic Noncredit Certificate 256
High Beginning VESL for Job Search Certificate of Competency 257
High Intermediate ESL for Health Professionals Certificate of Competency 257
Intermediate VESL for Job Searching Noncredit Certificate 257
Intermediate VESL-Office Workers Certificate of Competency 257
VESL for Construction Workers Noncredit Certificate 258
VESL Preparation-Healthcare Careers Certificate of Competency 258
Vocational ESL Office Training Noncredit Certificate 258

Environmental Horticulture and Floristry

ASSOCIATE DEGREE
Commercial Cut-Flower and Greenhouse Production Major (AS) 263
Floristry Major (AS) 266
Landscape Gardening and Contracting Major (AS) 264
Nursery and Garden-Center Operation Major (AS) 264

CREDIT CERTIFICATE
Commercial Cut-Flower Greenhouse Production Certificate ... 265
Landscape Construction Certificate 265
Landscape Design Certificate 266
Landscape Maintenance Certificate 266
Nursery and Garden-Center Operation Certificate 266
Retail Floristry Certificate 267

Fashion

ASSOCIATE DEGREE
Fashion Design Major (AS) 272
Fashion Merchandising Major (AS) 271

CREDIT CERTIFICATE
Fashion Design Certificate 272
Fashion Illustration Certificate 272
Fashion Merchandising Certificate 273

French

ASSOCIATE DEGREE
French Major (AA) 277

CREDIT CERTIFICATE
French Certificate 277

German

CREDIT CERTIFICATE
German Certificate 280

Health Care Technology

ASSOCIATE DEGREE
Cardiovascular Technician/Echocardiography Major (AS) 283
Health Information Technology Major (AS) 285
Medical Administrative Assisting Major (AS) 289
Medical Assisting Major (AS) 289
Paramedic Major (AS) 282

CREDIT CERTIFICATE
CVT/Echocardiography Technician Certificate 283
EKG Technician Certificate 283
Emergency Medical Technician Certificate 284
Health Information Clerk I Certificate 286
Health Information Clerk II Certificate 286
Health Information Coding Specialist Certificate 287
Health Information Technology Certificate 287
Medical Assisting Certificate 290
Medical Biller Certificate 290
Medical Clinic Assisting Certificate 291
Medical Evaluation Assistant Certificate 291
Medical Receptionist Certificate 292
Paramedic Certificate 284
Pharmacy Technician Certificate 292

NONCREDIT CERTIFICATE
Unit Coordinator (Hospital)/Ward Clerk Certificate of Completion 293

Health Education

ASSOCIATE DEGREE
Public Health Science Major (AS-T) 300
Health Education Major (AS) 300

CREDIT CERTIFICATE
Addiction and Recovery Counseling Certificate 301
Child Development: Youth Worker Certificate* 306
Community Health Worker Certificate 302
Community Health Worker, Elder Advocate Specialist Certificate 302
Community Health Worker, HIV and Hepatitis Navigation Specialist Certificate 303
Community Health Worker, Re-Entry Specialist Certificate 303
Community Mental Health Worker Certificate 304
Community Health Worker, Youth Advocate Specialist Certificate 304
Healthcare Interpreter Certificate 305
Nutrition Assistant Certificate 306
Sexual Health Educator Certificate* 306
Trauma Prevention and Recovery Certificate* 306

History

ASSOCIATE DEGREE
History Major (AA-T) 312

IGETC
CREDIT CERTIFICATE
IGETC Certificate 315

Interdisciplinary Studies
ASSOCIATE DEGREE
Social Justice Studies: Ethnic Studies Major (AA-T) 317
Critical Middle East /South West Asia and North Africa Studies Major (AA) 315
Critical Pacific Islands & Oceania Studies Major (AA) 316

CREDIT CERTIFICATE
Collaborative Design Certificate* 319
Critical Middle East /South West Asia and North Africa Studies Certificate 319
Critical Pacific Islands & Oceania Studies Certificate 320
Diversity and Social Justice Certificate 321
Trauma Prevention and Recovery Certificate 321

Italian
ASSOCIATE DEGREE
Italian Major (AA) 324

CREDIT CERTIFICATE
Italian Certificate 325

Japanese
ASSOCIATE DEGREE
Japanese Major (AA) 327

CREDIT CERTIFICATE
Japanese Certificate 327

Journalism
ASSOCIATE DEGREE
Journalism Major (AA-T) 329
Journalism Major (AA) 330

CREDIT CERTIFICATE
Data Journalism Certificate 330
Editorial Management and Design Certificate 331

Labor and Community Studies
ASSOCIATE DEGREE
Social Justice Studies: General - Labor and Community Studies Major (AA-T) 333

Latin American and Latino/a Studies
ASSOCIATE DEGREE
Social Justice Studies: General - Latin American and Latino/a Studies Major (AA-T) 335
Latin American & Latino/a Studies Major (AA) 336

CREDIT CERTIFICATE
Latin American & Latino/a Studies Certificate 337

Lesbian, Gay, Bisexual, and Transgender Studies
ASSOCIATE DEGREE
Social Justice Studies: General - Feminist, Queer, and Trans Studies Major (AA-T) 340
Lesbian, Gay, Bisexual and Transgender Studies Major (AA) 341

Liberal Arts and Sciences
ASSOCIATE DEGREE
Arts and Humanities Emphasis (AA)
Associate in Arts in Arts and Humanities 345
Communication Emphasis (AA)
Associate in Arts in Communication 349
Science and Mathematics Emphasis (AS)
Associate in Science in Science and Mathematics 349
Social and Behavioral Sciences Emphasis (AS)
Associate in Science in Social and Behavioral Sciences 351

Library Information Technology
ASSOCIATE DEGREE
Library Information Technology Major (AS) 353

CREDIT CERTIFICATE
Library Information Technology Certificate 354

Maker Studies
CREDIT CERTIFICATE
Collaborative Design Certificate 355
Maker Studies Certificate 356

Mathematics
ASSOCIATE DEGREE
Mathematics Major (AS-T) 357

Music
CREDIT CERTIFICATE
Computers and Music Certificate 360
Music Certificate 360

Nursing, Registered
ASSOCIATE DEGREE
Registered Nursing Major (AS) 366

Nursing, Licensed Vocational
CREDIT CERTIFICATE
Home Health Aide/Nurse Assistant Certificate 371
Vocational Nursing Certificate 371

Philosophy
ASSOCIATE DEGREE
Philosophy Major (AA-T) 377

Photography
ASSOCIATE DEGREE
Photography Major (AS) 379

CREDIT CERTIFICATE
Architectural Photography Certificate 380
Black and White Darkroom Photography Certificate 380
Collaborative Design Certificate* 384
Digital Photography Certificate 380
Motion Photography Studio or Field Certificate 381
Motion Photography Studio Certificate 381
Photography Criticism Certificate 382
Photography Digital Technician Certificate 382
Photography Studio Practice Certificate 382

Portrait Lighting Certificate. 383
Reportage Photography Certificate 383
Studio Lighting Certificate. 384

Physical Education and Dance

ASSOCIATE DEGREE
Kinesiology Major (AA-T) 387
Dance Performance Art Major (AA) 388

CREDIT CERTIFICATE
African Heritage Dance Certificate 390
Classical Dance Certificate. 389
Dance Aerobics and Fitness Certificate. 390
Social Dance Certificate 391
Yoga Certificate 391

Physics

ASSOCIATE DEGREE
Physics Major (AS). 408

Pilipino

CREDIT CERTIFICATE
Filipino (Tagalog) Certificate. 410

Political Science

ASSOCIATE DEGREE
Political Science Major (AA-T). 411

Psychology

ASSOCIATE DEGREE
Psychology Major (AA-T) 412

Radiologic Sciences

ASSOCIATE DEGREE
Diagnostic Medical Imaging Major (AS) 416

Russian

CREDIT CERTIFICATE
Russian Certificate 418

Sociology

ASSOCIATE DEGREE
Sociology Major (AA-T). 421

Spanish

ASSOCIATE DEGREE
Spanish Major (AA-T). 422
Spanish Major (AA). 423

CREDIT CERTIFICATE
Spanish Certificate 424
Spanish for Heritage Speakers Certificate 424

Theatre Arts

ASSOCIATE DEGREE
Theatre Arts Major (AA-T) 427

CREDIT CERTIFICATE
Acting Certificate 428

Transitional Studies

HS DIPLOMA
CCSF High School Diploma Program HS Diploma. 433

Visual Media Design

ASSOCIATE DEGREE
Graphic Design Major (AA) 437

CREDIT CERTIFICATE
Collaborative Design Certificate* 438
Digital Animation Certificate 439
Digital Art Foundation Certificate. 439
Digital Illustration Certificate 439
Visual Design Foundation Certificate. 438
Visual Media Production Certificate 438
Visual & Interactive Design Certificate. 440

Women's and Gender Studies

ASSOCIATE DEGREE
Social Justice Studies: Gender Studies Major (AA-T) 444
Women's and Gender Studies, Major (AA) 445

CREDIT CERTIFICATE
Sexual Health Educator Certificate. 445

CALENDAR OF INSTRUCTION

CALENDAR OF INSTRUCTION

Event	Fall 2020	Spring 2021
Residency Determination Date	August 14, 2020	January 18, 2021
Instruction begins	August 15, 2020	January 19, 2021
First Monday, Monday/Wednesday, Monday/Wednesday/Friday Day and Evening Classes	August 17	January 25
First day of Saturday classes	August 15	January 23
First day of Sunday classes	August 16	January 24
Martin Luther King, Jr.'s Birthday		January 18
Last day to request GPA verification for CAL Grants	August 28	February 26
Last day to drop or reduce full-term course work to obtain a 100% refund for enrollment fee & N/R foreign student tuition fee. *Please consult the College website at www.ccsf.edu/schedule for deadline dates for short-term courses*	August 28	January 29
Labor Day Weekend	September 5-7	
Last day to add credit classes and change sections in person & on the web	September 4	February 5
Last day to drop credit classes with no notation on academic record	September 4	February 5
Last day to drop or reduce course work to qualify for a 50% pro-rated nonresident and foreign student tuition refund fee. Please consult the College website at www.ccsf.edu/schedule for deadline dates for short term courses	September 10	February 10
Last day to request a pass/no pass grading option	September 17	February 18
Lincoln's Birthday		February 12
Presidents' Birthday weekend. No Saturday/Sunday classes		February 13-14
Washington's Birthday		February 15
Last day to petition to receive AA-T/AS-T Degrees for students transferring to CSU	October 1	March 5
Last day to petition for Degree or Certificate	October 1	March 5
Faculty Flex Day (Professional Development) - No classes	October 12	March 2
End of the midterm period	October 15	March 19
Spring Vacation		March 27-30, April 1-2
Cesar Chavez Day		March 31
Last day for student/instructor initiated withdrawal from classes and change sections for the same department	November 5	April 22
Veteran's Day	November 11	
Thanksgiving Holiday	November 26-29	
Last day to remove an Incomplete received in the previous semester	December 10	May 18
First day of final examinations for day classes	December 11	May 19
Last session & final examinations for Saturday classes	December 12	May 22

Event	Fall 2020	Spring 2021
Last session & final examinations for Monday evening classes	December 14	May 24
Last session & final examinations for Tuesday evening classes	December 15	May 25
Last session & final examinations for Wednesday, Monday/Wednesday classes	December 16	May 26
Last session & final examinations for Thursday, Tuesday/Thursday classes	December 17	May 20
Last session & final examinations for Sunday classes	December 13	May 23
Last day of final examinations for day classes	December 18	May 26
Mid-year recess	December 19, 2020– January 17, 2021	

ADMISSION TO THE COLLEGE

ADMISSION TO THE COLLEGE

Admissions Policy (Credit Classes)

City College has an Open Enrollment Policy. You are eligible to attend, if you meet the following requirements:

1. You are 18 years of age on or before the first day of instruction of the term for which you are applying.
2. You are a high school graduate.
3. You have the equivalent of a high school diploma. (i.e. you have passed the General Education Development test (GED) or a state's high school proficiency examination.)

Please note that other factors may determine eligibility. Contact the Office of Admissions and Records for more details or visit our website at http://www.ccsf.edu. Applications for Admission are available in the Office of Admissions and Records, MUB 188, or are available online.

Open Enrollment Policy

It is the policy of the District that, unless specifically exempted by statute or regulation, every course—course section or class—reported for state aid, wherever offered and maintained by the District, shall be fully open to enrollment and participation by any person who has been admitted to the District and who meets such prerequisites and/or corequisites as may be established pursuant to regulations commensurate with Section 58100 of Title 5 of the California Code of Regulations as related to limitations on the receipt of state aid.

Readmission to the College

Students who have previously attended City College but have not registered in classes for two semesters or more, must reapply to the college. The entire enrollment process needs to be completed or waived before the student may register for classes. Please see Steps to Become a CCSF Student in Credit Classes at https://www.ccsf.edu/en/future-students/Future_credit_students.html.

Admission as a Special Part Time Student

(Concurrently Enrolled in High School)

The Board of Trustees of the San Francisco Community College District authorizes certain High School students under 18 years of age to enroll in one or more college courses.

The California Code of Regulations, Section 76011, requires the recommendation of the high school principal and the consent of the parent or guardian for the student to be considered eligible to attend.

For more information regarding admissions deadline dates and enrollment policies, please call (415) 452-5172 or (415) 452-5101. The High School webpage is http://www.ccf.edu/en/student-services/admssions-and-registration/admissions/credit-admission/high-school-students.html.

International Students

City College of San Francisco enthusiastically welcomes international students from all over the world. Currently, there are students from more than fifty countries studying at CCSF. Their presence on campus complements a broad mosaic of multiethnic students from San Francisco.

International students who wish to be admitted to the CCSF academic program must follow the instructions on www.ccsf.edu/international, download all relevant forms and prepare all required documents to be considered for admission. The detailed checklist of required documentation is listed under the "Apply Now" section of the webpage.

Applications can be mailed to the Office of lnternational Programs (OIP), Cloud Hall 212, 50 Frida Kahlo Way, San Francisco, CA 94112 or dropped off in person. For more information, please call 415-239-3895 or email: ***international@ccsf.edu***

Conditional Admission Through the Intensive English Program

International students who have a TOEFL score lower than the required 483 PBT, 56 IBT, or 5.5 IELTS but wish to enroll in the Academic Program may apply for Conditional Admission. Full admission to the Academic Program is contingent upon the successful completion of the Intensive English Program offered at CCSF. Students will also have to achieve a score of 483 on the Institutional TOEFL examination before transferring to the Academic Program. Application instructions are available on the website: www.ccsf.edu/international. For more information, please call 415-239-3895 or email: ***international@ccsf.edu***

Cross-Registration

San Francisco Consortium: City College of San Francisco is a member of the San Francisco Consortium. Through the functions of the Consortium, a variety of educational opportunities are made available to students of the member institutions. For example, currently enrolled, full-time, matriculated students may register for credit in courses offered by San Francisco State University but pay City College fees. Cross-registration is permitted if the course is not currently offered at the home institution, if the course is lower division, if space is available in the course offered by the host institution, and if the student has satisfied course prerequisites and is enrolled in 12 units at the home institution. This cross-registration policy applies only to the regular sessions of the academic year and specifically excludes summer sessions, extension courses, and similar programs. Forms for this program are available at the Office of Admissions and Records, MUB 188.

Mills Cross Registration Program: City College students may take up to four courses (one per semester) at Mills College in Oakland. Students must be enrolled in or have completed English 1A and have completed 12 units of UC or CSU transferable courses with at least a 2.0 grade point average. Applications are available from the Counseling Office in MUB 39.

UC Berkeley Cross Enrollment Program: Students may take a course at UC Berkeley if they have completed English 1A; have completed one semester at City College as a matriculated student; have at least a 2.0 grade point average; have met any prerequisites for the course; and are enrolled in at least 6 units at City College during the semester they wish to take the UC Berkeley course. Students pay City College fees for the course. Applications are available from the Counseling Office in MUB 39.

Student Equity and Achievement Program (SEA)

It is the policy of the college to ensure equal educational opportunity for all students. The Student Equity and Achievement (SEA) Program at CCSF assists students in developing and realizing their educational goals.

Each matriculating student is entitled to:

- Math and English/ESL course placement assessment
- Orientation to College programs and services
- Counseling and advising
- Opportunity to develop a Student Educational Plan with the assistance of a counselor
- Challenge any prerequisite or corequisite based on established criteria

- Review the SEA regulations and exemption criteria approved by the CCSF Board of Trustees

Each matriculating student is expected to:

- Declare an educational goal following completion of 15 semester units and participate in the development of a Student Educational Plan
- Attend classes regularly and complete assigned course work

Enrollment Steps Exemption Policy

Students may be exempted from participating in any or all of the enrollment steps (Assessment, Orientation. Counseling) if they meet the exemption criteria below:

- Student has already earned an A.A./A.S. degree or higher (at a U.S. accredited institution only), OR
- Student's educational goals do not include
  - Transfer to a college or university, or
  - Attainment of certificate, degree or basic skills (i.e., math, English, and /or ESL), or
  - Career development, OR
- Student is enrolling only in courses mandated by industry or licensure standards

Please note: Students who are exempt from any enrollment steps will not receive course registration priority.

You may obtain the Enrollment Steps Exemption Form at the Assessment Center in Conlan 204 or online at www.ccsf.edu/assessment under "Quick Links."

For further information, call (415) 239-3751.

Steps to Become a CCSF Student in Credit Classes

Students are more likely to succeed in college when they have an accurate assessment of their skills, an idea of their educational goals, and an understanding of the course selection and registration processes. The enrollment steps are designed to inform students about how the "system" works. Therefore, unless exempted, all new students must complete the five-step enrollment process. Students should complete the process as early as possible to receive a priority registration appointment, which will increase chances of enrolling in classes of choice.

STEP ONE — APPLICATION FOR ADMISSION. All new students must file an online application for admission at www.ccsf.edu. or with the Office of Admissions and Records, MUB 188.

NOTE: An additional application may be required for admission into specific programs. Consult the department chair of the program you are interested in.

STEP TWO — ORIENTATION. The online or in-person orientation session will focus on registration activities, interpretation of course placement, and information about programs and services that students need to know upon enrollment. Students may also participate in the online orientation at www.ccsf.edu/onlineorientation.

STEP THREE — ASSESSMENT AND PLACEMENT. All new students who plan to enroll in credit classes are required to complete assessment and placement unless they have been exempted from assessment. The newly enacted Assembly Bill (AB) 705 requires that a community college district or college maximize the probability that a student will enter and complete transfer-level coursework in English and mathematics within a one-year timeframe, and that a student enrolled in English-as-a-second-language (ESL) instruction will enter and complete degree and transfer requirements in English within a timeframe of 3 years.

AB 705 represents a significant change in the way students are placed. Students may be eligible to enroll in transfer-level math or English classes, or transfer-level courses with additional support. We encourage students to talk with a counselor or department advisor about English and Math course selection. Students who feel they need additional language acquisition support may want to take the Credit ESL Placement Test or talk to a counselor about the ESL sequence at CCSF.

Multiple Measures Course Placement Process:
There are different ways to determine your English or ESL and math course placement level at City College. Factors such as relevant college and high school coursework and GPA are considered.

STEP FOUR — MEETING WITH A COUNSELOR. At the counseling appointment, a student will receive a program of courses and registration information.

STEP FIVE — REGISTRATION. Students are notified of their date and time to register for classes via their CCSF email account and their student portal. Students may register for classes on that date and time and thereafter during the registration period.

College and/or Test Data Form

An alternate way to satisfy the assessment component and demonstrate eligibility for Math and English courses is to complete a college and/or test data form if you have already taken specific tests (e.g, SAT, ACT, AP) and/or successfully completed courses at other accredited colleges in the U.S. Submit a completed Placement Waiver Form and proof (e.g., transcripts, official test result reports) to the Assessment Center, Conlan Hall 204, 50 Frida Kahlo Way, San Francisco, CA 94112, in person, by mail, by fax at (415) 452-5127 or via email at prereq@ccsf.edu. The form is available on the CCSF website at www.ccsf.edu/collegedata.

CAUTION: The equivalent course (or score) may meet the Math and English Requirement for graduation from City College of San Francisco, but it may not be transferable to a university. It is the student's responsibility to check the policy and requirements of the transfer college/university.

English

Students may demonstrate their eligibility for English 1A or 1B by submitting proof (e.g., transcripts, official test result reports) of one of the following:

1. University of California Analytical Writing Placement Exam score of 8 or higher - **Eligibility: English 1A**
2. Completion of a U.C. course satisfying the U.C. Entry Level Writing Requirement - **Eligibility: English 1A**
3. International Baccalaureate Exam scores:
   IB High Level English A1 or A2, Exam score of 4 or higher – **Eligibility: English 1A**
4. Any of the following SAT scores: **Eligibility: English 1A**
   SAT Evidence Based Reading/Writing: 650
   SAT Reasoning Test, Critical Reading Section: 500
   SAT Reasoning Test, Writing Section: 680
   SAT II Writing Subject Test: 660
   SAT Verbal (before 4/95): 510
   SAT Verbal (after 4/95): 590
5. ACT English Test with score of 22 or higher -**Eligibility: English 1A**
6. Advanced Placement (AP) Exams:
   AP English Language & Composition Exam:

Score of 3, 4, 5: **Equivalency of completion of English 1A**
Eligibility for ENGL 1B, 1C, CMST 2

AP English Composition & Literature:

Score of 3 or 4: **Equivalency of completion of English 1A**
Eligibility for ENGL 1B, 1C, CMST 2

Score of 5: **Equivalency of completion of English 1A+1B**

7. EAP (Early Assessment Program) results - **Eligibility: English 1A**
   • "Ready for CSU or CCC English college-level coursework" OR
   • "Conditionally ready for CSU or CCC English college-level coursework" AND grade of C or higher in two semesters of a CSU approved senior-year high school English course
8. Completion (with "C" or higher) of a college English course equivalent to CCSF English 1A – University-Parallel Reading and Composition - **Eligibility: English 1B and 1C and Speech 2**

Mathematics

Students may demonstrate their eligibility for math courses by submitting proof of one of the following;

1. Any of the following SAT scores: Eligibility: **MATH 70, 75, 80, 90, 95**
   • SAT Reasoning Test, Math Section: 550
   • SAT I Math: 550
   • SAT II Math: 550
2. ACT Math score of Level I or II or 23: **Eligibility: MATH 70, 75, 80, 90, 95**
3. Advanced Placement (AP) Exams:
   • Calculus AB score of 3 **Eligibility: MATH 110A**
   • Calculus AB score of 4 or 5 **Eligibility: MATH 110B**
   • Calculus BC score of 3 or 4 **Eligibility: MATH 110B**
   • Calculus BC score of 5 **Eligibility: MATH 110C or 115**
   • Computer Science AB score of 3, 4, 5 **Eligibility: MATH 70, 75, 80, 90, 95**
   • Statistics score of 3, 4, 5 **Eligibility: MATH 70, 75, 80, 90, 95**
4. GRE (Graduate Record Exam) Quantitative Section score: 146 **Eligibility: MATH 70, 75, 80, 90, 95**
5. EAP (Early Assessment Program) -- **Eligibility: MATH 70, 75, 80, 90, 95**
   • "Ready for CSU or CCC mathematics college-level coursework" OR
   • "Conditionally ready for CSU or CCC college-level mathema tics coursework" AND grade of C or higher in two semesters of a CSU approved senior-year high school mathematics course
6. Completion (with a "C" or higher) of a college-level math course equivalent to MATH 30 (Prealgebra with Basic Math) or higher.

ESL Placement Test Retake Policy

Students may retake the credit ESL placement test after two weeks (14 calendar days); however, they may take the tests only two times per testing cycle.

The CCSF assessment and placement options are designed to help you determine your Math, English or ESL skills before you enroll in Math, English or ESL courses. If you have specific questions, please see a counselor or contact the Math Department Chair, the English Eligibility Coordinator, or the ESL Coordinator for more information.

Accommodations for Assessment Process

Students with disabilities are encouraged to be seen by a DSPS counselor who will assess the student's functional limitations and determine reasonable accommodations for the enrollment process such as assessment and orientation. To contact a DSPS counselor, please go to https://www.ccsf.edu/en/student-services/student-counseling/dsps.html for more information.

Free City Program

Free tuition is available for City College students who have established California residency and live in San Francisco. Students apply for Free City by completing the one-page Free City Application, which is included as a screen within the online registration process. After registering, students are encouraged to complete either a Free Application for Federal Student Aid (FAFSA) or a California Dream Act Application. Students who apply for financial aid and are recipients of the California College Promise Grant will be eligible for an additional Free City stipend. For more information visit www.ccsf.edu/freecity. Fees for students that do not qualify for the program are listed below.

Enrollment Fees

Fee Schedule for Credit Classes:

All enrollment fees and applicable nonresident tuition fees are due and payable at the time of registration.

(Fees subject to change)

Enrollment fee per semester unit $46.00
Non-Resident tuition
per semester unit . . . . . $243.00 + $7 per unit
for capital outlay fee + $46.00 enrollment fee
Non-Resident tuition per semester unit
for International students & students
with F-1 visas. . . . . .$243.00 + $7 per unit
for capital outlay fee + $46.00 enrollment fee per unit
The capital outlay fee is assessed for all international and nonresident students
Health fee per semester (non-refundable)* $20.00
Web Registration fee per semester (non-refundable). $3.00
(Students may also register in person during the "Open Registration" period.)
Voluntary Student Activity Fee $7.00
Voluntary Student Representative Fee $1.00

**Assembly Bill 982, eliminating the health fee waiver for all students, was signed into law by the Governor of California on September 22, 2005. On January 26, 2006, the Board of Trustees voted to fully implement AB982 at City College of San Francisco, effective summer of 2006. The health fee for summer 2009 was $14.00 and starting spring 2009 semester was $17.00. The California State legislature also periodically allows the districts to increase health fee in one dollar increments. This health fee is not refundable.*

Students who fail to pay a proper financial obligation are subject to Board Policy 5.12 Withholding of Student Records and Registration Privileges. Students who fail to pay all proper fees, or provide all documentation required for exemption, and waiver, shall not be permitted to register for the next semester.

Notwithstanding the above, the provisions of this policy shall not apply to students who are recipients of Chapter 31 and Chapter 33 (of Title 38 U.S.C.) Post 9/11 GI Bill® benefits, until ninety (90) days after a Certificate of Eligibility form has been submitted to the District.

*GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about educational benefits offered by the VA is available at the official U.S. government website at ***http://www.benefits.va.gov/gibill***.

Health Fee

Health fee (nonrefundable): $20.00 for students registered in .50 semester unit or more.

NOTE: By law, students who qualify in the following categories will be exempt from the health fee payment:

1. Students who depend exclusively upon prayer for healing in accordance with the teaching of a bona fide religious sect, denomination or organization. (Documentation required.)
2. Students who are attending college under an approved apprenticeship training program. (Documentation required.)

Please refer to Student Health Services website for the "Petition for Exemption for the Student Fee" at http://www.ccsf.edu/studenthealth

Reduced Fees Under AB540

AB540 is a California State Law that exempts certain students who are not residents of California from paying non-resident tuition at California Community Colleges and California State Universities.

Students who meet all of the following requirements are eligible.

1. You attended a California high school for three or more years.
2. You graduated from a California high school or attained the equivalent of a high school diploma (e.g. General Education Development, GED, or California Proficiency Exam.)
3. You registered in Spring 2002 or later.
4. You completed a California Nonresident Tuition Exemption Request form.

For more information, please contact the Office of Admissions and Records, Residency Department, MUB 188, call (415) 239-3287, FAX (415) 239-3936 or email resident@ccsf.edu.

Payment Methods and Policies

Payment of fees is due at the time of registration. Non-Payment of fees will result in a HOLD being placed on your account. Non-payment of fees MAY result in classes being dropped during the registration period. This could also result in not receiving college services. Students are liable for all fees for classes not dropped by the refund deadline dates.

Enrollment Fees, Nonresident and International tuition, and all other applicable fees are due and payable at the time of registration. Please note: it is the STUDENT'S responsibility to drop or withdraw from class(es) by the established deadlines published in the online class schedule.

Exemptions from immediate payment of fees are available to accommodate the following groups of students: students receiving financial aid based on BOG and FAFSA eligibility, students who sign up for a tuition payment plan, and self-certified exemptions for military service, among others. Please be advised that students are responsible for self-certified exemptions. If your certified exemption is not processed, students are responsible for all fees assessed and must adhere to the drop deadline dates.

Any classes added to your schedule, after you have paid for your initial registration fees are also subject to be dropped for nonpayment of fees. If you were dropped from your classes for nonpayment and you believe there was an error, please notify the Registration Office immediately at (415) 239-3732 or email **register@ccsf.edu**.

Please note: City College of San Francisco participates in the Chancellor's Office Tax Offset Program (COTOP). All past due accounts are submitted to COTOP for collection. All Admissions, Registration and Fee correspondence will be sent to your CCSF email account.

Enrollment Fee Refund Policy

The enrollment fee may be refundable for full-semester courses and short term courses. The refund policy also applies to Summer Sessions intervals. Please see the Calendar of Instruction and online class schedule for refund deadline dates.

Enrollment Fee Refund Procedures

The enrollment fee refund is not automatic. To obtain a refund for courses dropped on or before the deadline, the student must submit a completed application for refund form to the Tuition and Fees Office, MUB 130A, no later than the last day of final examinations. Please refer to the Calendar of Instruction and online class schedule for deadline dates. Refund procedures also apply to summer session intervals.

Student Activity Fee Refund and Request to Reverse Procedures

The student activity fee may be refunded if you have paid your fees by submitting a Request for Refund form through Tuition and Fees Office, MUB 130A. The student that has not paid for their fees may reverse the Student Activity Fee from their account by completing the Request to Reverse Student Activity Fee Form through the Tuition and Fees Office.

Nonresident Tuition Fee Refund Policy

Paid nonresident tuition will be refunded in accordance with the following refund schedule:

100% Nonresident Tuition Refund for courses officially dropped during the first two calendar weeks of instruction.

50% Nonresident Tuition Refund for courses officially dropped during the third and fourth calendar weeks of instruction.

0% Nonresident Tuition Refund for courses officially dropped after the fourth calendar week of instruction.

Refer to the Calendar of Instruction and online class schedule for the specific refund deadline dates listed for each Fall and Spring semesters. Please call the Tuition and Fees Office for the nonresident tuition refund policies regarding short-term courses, courses which begin at variable times other than the beginning of the instructional calendar, summer session courses, etc.

The ultimate responsibility for dropping classes in order to receive a nonresident tuition refund rests solely upon the student. Nonresident tuition will be refunded if the drop is student-initiated or instructor-initiated. It is the student's responsibility to: (1) check if an instructor has initiated a drop by the deadline date and (2) apply for a refund as stated in the next paragraph.

Nonresident Tuition Fee Refund Procedure

The nonresident tuition fee refund is not automatic. All nonresident students who have paid and are eligible to receive a nonresident tuition fee refund for courses dropped on or before the deadline must submit a completed Application for Refund form to the Tuition and Fees Office or the Registration Center NO LATER THAN THE LAST DAY OF FINAL EXAMINATIONS. Nonresident tuition fee refunds will be based upon the units dropped in accordance with the above prorated schedule. **Any nonresident tuition fee refund requests received AFTER this date will NOT be processed for refund.** All applications for nonresident tuition fee refund must be submitted during the cur

rent semester in which courses are dropped. No nonresident tuition fee payment credits will be carried into the next semester.

Please call the Tuition and Fees Office (415) 239-3522 or visit the office, MUB 130A, for assistance and information regarding the nonresident tuition refund policy, procedures, and schedules.

Nonresident Tuition Policies and Procedures are subject to change during the 2020-21 academic year.

Inasmuch as City College is required by statute to report the California residence classifications of all students by the fourth week of the current semester, those students who fail to establish California residency by the fourth week of the current semester will be classified as nonresident students and be required to pay the nonresident tuition fee.

Enrollment, Nonresident and International Student Tuition Fee Credit Balances

City College of San Francisco allows all enrollment fees and nonresident and international student tuition balances to be credited to students' accounts, which may be utilized to pay for tuition and/or enrollment fees in subsequent school terms. The student's account will be held for a period for two years. All balances not utilized within the two-year period will be credited to the District.

Residency Requirements

California Residence

Under the State of California Education Code, in order to establish residency, a person must pair his or her physical presence in California with the following provisions: 1) objective evidence of physical presence (one year and one day prior to the first day of instruction for the term for which he/she has applied as indicated in the Calendar of Instruction); and 2) intent to make California the home for other than a temporary purpose. There are other factors to be considered for non-resident students holding different visa types. These students are advised to contact the Office of Admissions and Records at (415) 239-3287 for clarification. Evidence of intent could include, but is not limited to, at least two of the following: voting in California elections; paying state income tax; obtaining a California driver's license; registering a motor vehicle; and maintaining continuous residence in California. Act of intent must be accomplished for one year.

City College may determine at the time of admissions or at a later date that such students may not have met the aforementioned residence requirement set forth for all California community colleges. Such students will subsequently be assessed and billed the nonresident tuition fee per unit at the current academic year rate.

Students who have not reached the age of 18 years are regarded as minors; their residence is that of one or both parents. Therefore, a student who is a minor is regarded as a resident of California only if one or both parents couple their physical presence in California (one year and one day prior to the first day of instruction for the term for which the minor has applied as indicated in the Calendar of Instruction) with objective evidence that the physical presence is with the intent to make California the home for other than a temporary purpose.

It is the student's responsibility to clearly demonstrate both physical presence in California and intent to establish California residence.

Special residence regulations are in effect for married minors, for minors whose parents are deceased, for certain military members and their dependents, and for various others.

Continuing nonresident students at City College (with the exception of foreign students), who think that they meet the time and intent requirements necessary to establish California residency must contact the Office of Admission & Records for residency verification and adjustment.

For more information regarding California residency please call (415) 239-3287 or e-mail ***resident@ccsf.edu***.

Residency Adjustments

Students are notified by email of their residency status after they apply to the college however residency adjustments are not automatic. It is the student's responsibility to initiate a residency inquiry and to provide proof of California residency. . Please call the Office of Admissions & Records, (415) 239-3287, or e-mail ***resident@ccsf.edu*** for the documents accepted as verification.

Students who do not meet the residency requirements will continue to be charged the nonresident tuition as well as the enrollment fee.

Residency Appeals

Students may appeal their residency status as determined by the College through the following procedures:

1. Requests must be addressed, in writing, to the Associate Registrar, within two weeks of receipt of the notification.
2. If further review of residency status is required, a meeting with the Dean of Admissions and Records may be requested within two weeks of the review by the Associate Registrar.
3. Students are required to provide ALL documents required to verify their residency status.

Filing of Students' Addresses

Every student must file his/her local and legal addresses with the Office of Admissions and Records. Students are required to notify the Office of Admissions and Records promptly concerning change of either address. Students may update their address on-line at ***http://www.ccsf.edu***. Click on to Personal Information.

Student Classification

Full Time Students – Students registered in 12 or more semester units in the fall or spring semester are full-time students for that semester. A full-time student during the summer session is registered in six or more semester units.

Half/Part Time Students – Students registered in a minimum of six semester units in the fall or spring semester are half/part time students for that semester.

Advanced Standing

Previously completed course work from regionally accredited institutions will be considered for transfer to satisfy City College of San Francisco academic requirements for an associate degree or certificate. One month after enrolling at the College, students may request an evaluation of their Official Transcripts from other institutions to determine which of their courses are transferable. For information on how course work transfers to universities, consult with a counselor.

High School Honors Courses.

City College grants advanced standing and units to students who have completed Advanced Placements Examinations with scores of 3, 4, or 5, certified by the College Entrance Examination Board. A grade of Pass will be recorded for an appropriate college course or courses when verification and petition form is provided to the Office of Admissions and Records.

Enrollment Limitations

Students may enroll in a maximum of eighteen (18) semester units, including physical education courses, each fall and spring semesters.

Students may enroll in a maximum of nine (9) semester units, including physical education courses, during the summer session. Upon approval, students may add these units at any time during priority registration and through the Add period.

Students wishing to enroll in more than the maximum units allowable must receive permission from an academic counselor. Approval to take more than eighteen (18) semester units will not be given unless students need such units to be candidates for graduation, or have completed their last full semester of work at the College with a GPA of 3.00 or higher.

NOTE: Enrollment maximums are strictly enforced by our computer systems. Therefore, students who have received permission from their counselor to enroll in over the maximum units authorized by College Policy must process those units in-person at the Registration Center, MUB 130B, or at any Admissions and Enrollment Office at College Center locations.

Time Conflict/Overlapping Courses

Students are not allowed to enroll in two courses that overlap unless all of the following requirements are met:

- The students must provide sound justification other than mere scheduling convenience.
- The instructor and the school dean must review the justification and approve the request to enroll in the overlapping class.
- The students must make up the hours of overlap under the supervision of the instructor of the course.
- The instructor and the student must maintain documentation of the made-up hours.

At the end of the term, the instructor must submit the documentation to the administration. The administration will maintain the documentation according to Board Policies regarding records retention. Time Conflict approval forms are available at the Admissions & Records office in MUB 188 or at the Admissions & Enrollment offices at the various Centers.

Online Registration

Adding Classes, Changing Sections, Dropping or Withdrawing from Classes

Students must be admitted to the College and have completed the steps to become a CCSF Student prior to registering for a class. A Registration Appointment is assigned to each student. You may begin Online Registration in myRam Portal any time after the appointment date and time. To view your Registration Appointment date and time, access your account in myRam Portal, select "Student Portal," "Student Registration," and then "Prepare for Registration."

How to Register Online

To protect your confidentiality, it is strongly recommended that each student process their own registration.

All administrative, financial, and academic holds must be cleared before you are allowed to register for classes.

Be prepared. The class that is your first choice may not be open. Select an alternative section of the course before beginning your myRam Portal session.

The registration system does not allow time conflicts, multiple registrations in the same course; enrolling in a course without fulfilling the prerequisites; multiple unauthorized repeats; and exceeding the maximum number of units (18 semester units, Fall and Spring; 8 semester units Summer).

After the student has officially registered in classes, the student may add a course, change a section, drop, or withdraw from a course within certain dates specified in the Calendar of Instruction. Information regarding these procedures is available in the online time schedule or from the Office of Admissions and Records.

Note: The Registration Center will charge a one-time $3.00 fee per semester for original myRam Portal online registration. There is no additional charge during Add/Change of Section/Drop/Withdrawal period.

Class Attendance

Students are expected to attend class regularly and punctually. At the first class meeting, the instructor provides the student with a class syllabus, defining the rules of attendance. If you are unable to attend the first class session, contact the instructor directly before the class begins.

A student who is absent from a class for any reason is responsible for the content covered during the absence and for making up any class work that was required.

Excessive tardiness may be considered equivalent to an absence.

If the instructor drops/withdraws the student from a class for excessive absence, the student may request a Drop Reinstatement from the instructor, and may return to class upon the instructor's approval.

A student who stops attending a course and does not drop/withdraw from the class may receive a failing (F) grade from the instructor.

Do not rely on the instructor to drop/withdraw you from class for non-attendance. It is the student's responsibility to drop/withdraw within the deadline dates. Please see the current semester's Calendar of Instruction.

Auditing

Classes may not be audited. Only students who are officially enrolled in a course may attend class.

The Office of Continuing Education in Partnership with the CCSF Credit Department offers course availability for students not eligible for Course Repetition or for those students that do not need course credit for transfer or an associate degree.

- Registration for Co-enrollment starts on the first day of instruction.
- Co-enrollment registration will be processed after the Credit Add/Drop period is over.
- CRN numbers and Add Codes are not accepted for Co-enrollment.
- To register for the Wellness Center, please visit our website: www.ccsf.edu/contined.

If you have any questions, please contact CCSF Extension Programs: 88 4th St., San Francisco, CA 94103; email: ccsf.extension@ccsf.edu

Student Email

All City College credit students are issued a CCSF email address, provided by Google. All official CCSF email will be sent to the CCSF Gmail address. By using the CCSF Mail address, CCSF can ensure that students receive registration, financial aid and other important information. Students have the option to forward CCSF Gmail messages to an email account which they check regularly.

Students can find information about their CCSF Gmail address and password by:

1. Logging on to myRam
2. Selecting Student Portal.
3. Selecting "myProfile"

Additional information may be obtained by phone from Gmail Help Desk at 415-239-3987; by email at ***mailhelp@mail.ccsf.edu***; or from the

CCSF Mail FAQ website at ***http://ccsf.edu/gmailfaq***. The FAQ website has details for logging on and forwarding email to a different address.

Students who object to using Google software should go to the Admissions and Records Office to request City College notifications via hardcopy.

Admissions Policy (Noncredit Classes)

Anyone 18 years or older can enroll in a noncredit class.

Students may enroll in most classes by attending the first class meeting. Provided space is available, students may also enroll in most classes any time during the semester because these classes are open entry-open exit. Class and program information may be obtained from the individual locations.

Note: Students enrolling in ESL, Citizenship, or Transitional Studies classes, and many Business, Trade & Industry, Child Development & Parent Education, or DSPS classes must participate in the Steps to Become a CCSF Student outlined below.

Student Success and Support Program (SSSP) for Students Enrolling in Noncredit Classes

The Steps to Becoming a CCSF Student is a process that enhances student access to the California Community Colleges and promotes and sustains the efforts of students to be successful in their educational endeavors. Noncredit enrollment steps, minimally, include:

- **Assessment** (of English or ESL and math skills, career interests)
- **Orientation** (to noncredit programs and procedures)
- **Counseling** (to assist students in identifying educational and career goals and developing an appropriate program of study)

Please contact the Admissions and Enrollment Office at the location that you wish to attend for more information.

How to Enroll in Free Noncredit Courses

Students can earn special certificates and/or diplomas by enrolling in the noncredit division. Courses include Adult Basic Education (ABE), Business, Child Development and Family Studies, Citizenship, Consumer Arts and Sciences, Consumer Education, Disabled Students Programs and Services, English as a Second Language (ESL), GED, High School, Older Adults, and Trade and Industry.

Noncredit division courses are tuition free. However, students are expected to buy books and supplies. A few courses require the purchase of additional materials or the payment of a materials fee.

For the most accurate and up-to-date enrollment information, please contact the location offering the course you want to take. The locations and phone numbers are listed on the inside front and inside back covers of the class schedule. Counselors are available to help you select and enroll in classes.

New students are required to complete a Noncredit Application. You may complete a Noncredit Application by 1.) Going to ***www.ccsf.edu*** on your web browser; 2.) Clicking on the Admissions/Registration link; 3.) Clicking on noncredit admissions link; 4.) Clicking on noncredit application link. Students may also pick up an application at the location they plan to attend and submit it to the Office of Admissions & Enrollment.

Programs such as ESL, Citizenship, Adult Business Education/High School, DSPS, Child Development and Family Studies and short-term vocational courses such as Office Technology and Trade and Industry require that students go through the Steps to Becoming a CCSF Student. Please contact the Admissions & Enrollment office at the location that you wish to attend for more information.

In many cases, you can enroll in classes by attending the first class meeting. You can also enroll after the start of the semester. Speak to a counselor or the instructor.

IMPORTANT: International students with a F1 visa may enroll in noncredit courses as long as they are concurrently enrolled in at least 12 units (having full-time status) at their Home School. NONCREDIT COURSES CANNOT COUNT TOWARD FULL-TIME STATUS. Please check with your International Student Counselor for more information. Bl or B2 Visa is NOT permissible documentation for enrollment in class.

Eligibility for Noncredit High School Program

Students must be 18 years old or older, or if between 17 and 18 years old they must have an exemption from their home school district.

GENERAL INFORMATION

GENERAL INFORMATION

General Programs Of Study

Career and Technical Education Programs

City College of San Francisco provides Career and Technical Education (CTE) to meet the needs of students, employers, and the community. CTE programs are developed in cooperation with industry, organized labor, professional organizations, subject matter experts, and outside credentialing agencies to assure they are relevant and up-to-date. CTE programs consist of specialized occupational training designed to:

- qualify students for entry-level employment
- help students build or upgrade skills in fields in which they have prior experience or training
- prepare students for external certification or credentialing in certain fields

Credit and Noncredit Programs. Most CTE programs earn college credits (or units) that may be applied toward a college degree; others consist primarily of noncredit courses. For more information about credit or noncredit classes in a specific program, please consult the "Programs and Courses" section of this catalog.

Program Completion Awards. CTE programs consist of a series of courses designed to prepare students for entry-level employment in a specific field of study. Upon successful completion of the program, students may earn an associate degree (A.S. or A.A.), a credit certificate (Certificate of Achievement or Certificate of Accomplishment), or a noncredit certificate (Certificate of Completion or Certificate of Competency).

Certificate programs consist primarily of CTE courses, and are generally 12 to 30 units. Associate degree programs require 60 or more units of coursework, including courses required for the major and for General Education.

Skills Building. Students who have prior experience or training in a field may enroll in specific CTE classes within a program in order to upgrade or build their skills, improve their employability, prepare for an external credential, or advance in their current career.

Employment. Although the College cannot promise employment, it uses various means of helping students find positions. Instructors in career and technical fields maintain advisory committees and extensive contacts with employers, and can assist students in making valuable connections with employers. CTE programs, in partnership with employers, often have recruitment programs through which students meet employers on campus. Many programs have off-campus work experience or internship opportunities. Additionally, students can access Career Services, including Career Development Counseling and online resources, at www.ccsf.edu/CareerServices.

Transfer. A student pursuing career and technical education and transfer to a university should refer to the college catalog to determine which courses are transfer eligible and seek advisement to ensure they have an updated student educational plan on file.

Work Experience Education. City College provides a variety of structured work-based and school-based learning experiences through cooperative agreements between the student, the employer, and the instructor in several academic and career and technical courses. Students who fulfill the agreement achieve several job objectives and earn transferable college units. Work experience and internship classes are listed in the "Programs and Courses" section of this catalog. Additional information can be found at www.ccsf.edu/WorkExperience.

Students who fulfill the agreement achieve several job objectives and earn transferable college units. For more detailed information about work experience and internship classes in a specific program, please consult the "Programs and Courses" section of this catalog.

Transfer Program

Credit earned in City College courses is transferable to universities and colleges, but not on a uniform basis, since the transfer policies of these institutions vary. Students who intend to transfer may satisfy lower division requirements for the professions or the liberal arts, and transfer to baccalaureate degree-granting institutions.

Articulation agreements which list detailed information concerning specific majors and which describe course transferability and applicability between City College of San Francisco and baccalaureate degree institutions are available online at ***www.assist.org*** and at ***www.ccsf.edu/artic***.

Specific Programs Of Study

Programs for High School Students

We offer three types of programs for high school students. All classes are free to high school students. For more information on any of these programs, please check with your school counselor or call the High School Programs Office at (415) 452-5463.

Supported Dual Enrollment. In partnership with San Francisco Unified School District, CCSF offers cohorted classes for high school students to pursue common programs of study and receive college credits.

Concurrent Enrollment. This program allows high school students to enroll independently in college level courses outside of their regular school program. Students must have 120 high school credits. For more information, please contact hsenroll@ccsf.edu.

High School Credit Recovery Program. This program allows students to recover high school credits through CCSF's Transitional Studies Program. Classes are held afterschool, on Saturdays, and in the summer at various CCSF and high school locations.

High School for Teens - https://www.ccsf.edu/en/educationalprograms/contract-education/college-for-teens.html

CCSF Extension

CCSF Extension is the extended learning program of CCSF, providing education and training for employers and community members. CCSF Extension is fee-based and self-supporting.

Organizational Development

Businesses, government offices, trade unions, and community agencies within San Francisco work with CCSF Extension to create employee retention, training and development programs. Programs are held at the client's work site or at a CCSF center.

Community Workshops

For community members, CCSF Extension offers programming in culture, recreation, personal interest, and life-long education. Workshops are available in a wide variety of areas such as Art, World Languages, and Personal Finance. During the summer, College for Teens offers a

summer enrichment program for middle-school and high-school aged youth. Through Co-Enrollment, students can repeat CCSF courses for a nominal fee.

To learn more about CCSF Extension, email ccsf.extension@ccsf.edu or call 415.267.6546

Diversity Studies

Through the diversity studies departments in the School of Behavioral Sciences, Social Sciences, and Multicultural Studies, the College seeks to promote greater understanding of the cultures, history, contributions, and intersecting identities of ethnic groups in the Americas and globally, the working class, the LGBT communities, and women. The departments are also designed to serve the broad educational needs and interests of the student body and to provide the curricula necessary to satisfy the degree requirements of the various departments of instruction in diversity and social justice.

Admission. Enrollment is open to all students. Students may choose to transfer to a four-year institution, complete a major, earn a degree or certificate or complete a particular course or group of courses. In some instances, students may be required to satisfy prerequisites before enrolling.

Curriculum. The courses offered by the African American Studies Department (AFAM); Asian Studies Department (ASIA); Asian American Studies Department (ASAM); Interdisciplinary Studies (IDST); Labor and Community Studies (LBCS); Latin American and Latino/a Studies Department (LALS); Lesbian, Gay, Bisexual and Transgender Studies (LGBT); Philippine Studies Department (PHST) and Women's and Gender Studies (WGST) are listed under the above headings/titles in the "Programs and Courses" section of this Catalog and throughout the schedule of classes.

Family Studies - CDEV Department

Noncredit course topics include infant development, preschool years, school age child, adolescents and their families, child-parent relationship, parents in the business community, state preschool, preschool parent participation, child development centers, and foster parent training. Classes are free and offered in convenient locations in the city. For enrollment information, call (415) 239-3172 or visit the Multi-Use Bldg., MUB 249 on the Ocean Campus. For enrollment information in CCSF Child Development Centers, call (415) 561-1895. Training for foster parents and kinship care providers and those interested in their issues/concerns is available through a special grant from the California Community College State Chancellor's office. For further information call (415) 239-3172 or visit our website at: ***www.ccsf.edu/Departments/Child_Development***.

Honors Program

The Honors Program offers students an enhanced educational experience along with potential transfer and scholarship benefits.

Honors courses provide students with an enriched curriculum either in:

- specific sections of core transfer courses or
- honors contracts (Students complete an agreement with the faculty member for Honors work in addition to the regular course work.)

Transfer Benefits of Honors Work. In either case, the course is designated "Honors" on the student's transcript.

Many universities and colleges recognize the academic achievement represented by Honors courses with preferential transfer tracks, supplemental points in transfer evaluation, scholarships for honors students, etc. Successful completion of honors course work can be a big asset especially in transferring to programs in heavy demand at universities.

CCSF Honors students may also look forward, after transfer, to participation in honors programs in many universities and colleges.

Eligibility for Honors Courses. While any CCSF student may take an honors course, to participate fully in the Honors Program and have your work recognized on a certificate, you need to meet ONE of the following criteria:

- College GPA of 3.0 or higher
- SAT score of 1650 (1100 if pre-Spring 2005) or higher, ACT score of 24 or higher
- TOEFL score of 500 (PB+), 61 (IB+), or 173 (CB+)
- Score of 4 or higher on AP classes in high school

To remain in the program, you must maintain a GPA of 3.0 or better. To receive an Honors designation on a certificate, you must complete at least 15 units in Honors. By completing at least 15 units via at least five honors classes you may also be eligible for our Honors Transfer Partnerships, which will give you preferential treatment when applying for a variety of colleges and universities. Most of these partnerships require that you do no more than 9 of your 15 units of honors credits during your last semester at CCSF. Please note that while completing 15 units is an admirable goal, it is not a requirement for membership. The word "Honors" will appear on your transcripts next to all honors classes you complete, even if you do not complete all 15 units.

UCLA Transfer Alliance Program. If you are applying for the UCLA Transfer Alliance Program, at least 6 of the 15 required Honors Program units for certification must be completed by the end of the fall semester the academic year before the student wants to begin at UCLA. So for example if a student wants to start at UCLA in the fall of 2011, s/he must complete at least 6 honors units of the required 15 honors units by the end of fall 2010 in order to get TAP certified. The remaining 9 units can be completed in the spring. It should also be noted that in order to be eligible for TAP certification, the student's "UC GPA" must be at least a 3.0. TAP certified students are eligible for priority admissions to the UCLA College of Letters and Science and may be eligible for UCLA honors scholarships. Please visit ***http://www.ugeducation.ucla.edu/tap/*** for additional details on the UCLA TAP Program.

Honors Courses Offered. Check the Time Schedule for the list of courses in honors each semester. Look under "Honors Courses." Honors courses at City College have included the following instructional areas: anthropology, art, Asian American Studies, biology, broadcasting, business, Chinese, economics, English, French, geography, interdisciplinary studies, Japanese, mathematics, music, nutrition, political science, psychology, sociology, Russian, Spanish, speech, and Women's Studies.

The Honors Program instructors will work with all CCSF students on honors projects with some exceptions. Some instructors are so popular with honors students that they cannot work with everyone that wants to do honors projects with them. They may give students a test and work with only the top scorers. Others may have various other criteria. Some instructors will not work with students on honors projects who have not earned a CCSF GPA of 3.0 or higher

(your GPA goes on the honors contract form so that is how they know about it). The best way to find out is to ask them. The CCSF website ***(http://www.ccsf.edu/Info/Dir/dir.shtml)*** has every instructor's e-mail address and phone number on it so students can ask them.

For questions concerning the Honors Program, please call the Honors Office Cloud Hall 214 at (415) 239-3376 or e-mail ***skudsi@ccsf.edu***. Additional information is also featured on our web page: ***http://www.ccsf.edu/Departments/Honors***.

Intensive English Program for International Students

City College of San Francisco offers an intensive English program for college-oriented students on F-1 (student) visas. The program is one semester (18 weeks) or nine weeks in length, 20 hours per week, and prepares the student for further academic study and to achieve a higher score on the TOEFL examination. A 4 or 8 week summer program is also available. For additional information, contact the Intensive English Program, City College of San Francisco, 50 Frida Kahlo Way, Box C-208D, San Francisco, CA 94112, USA or call (415) 239-3895 or visit the CCSF website: ***www.ccsf.edu/international***. E-mail: ***international@ccsf.edu***

Interdisciplinary Studies (IDST)

The Interdisciplinary Studies Department is committed to innovation, diversity, and collaboration. The College provides interdisciplinary instruction through courses in design, sexuality studies, diversity and social justice, middle east studies, pacific island studies, behavioral and social sciences, humanities, and ethnic studies. The courses are listed under "Interdisciplinary Studies" in the "Programs and Courses" section of this catalog.

Labor and Community Studies (LBCS)

Credit and noncredit classes in employment rights, leadership development and power relations in society are offered throughout the year. Classes include organizing for economic and social justice, collective bargaining, shop steward training, working class history, health and safety, environmental justice, social action theater and music. Students can earn an Associate in Science Degree.

Lesbian, Gay, Bisexual, and Transgender Studies (LGBT)

The LGBT Studies Department at CCSF was the first in the United States and the second in the world. From the 1980's onward, this has been a vibrant program that now offers students an A.A. degree in the field. The courses in LGBT Studies focus on intersecting identities and the ways that race, ethnicity, socio-economics, religion, and other social structures interact with gender identity/gender expression and sexual orientation. The LGBT Studies department has articulation agreements with Napa Valley College's certificate in LGBT Studies as well as San Diego State University's B.A. in LGBT Studies. LGBT Studies aims to promote objective understanding of the complexity of gay, lesbian, bisexual, transgender and queer experiences while serving the broad educational needs of the student body. The department hopes to increase social and cultural awareness and competency particularly to students going into healthcare and/or educational settings.

Noncredit Programs, Services, and Resources

Students enrolled in noncredit courses have access to a variety of services which are designed to help each student attain educational and career objectives. There are counseling services for students seeking postsecondary and/or continuing education as well as vocational training. Counseling services reinforce the overall goals and objectives of the College. Adults seeking assistance and guidance are helped to become financially, educationally, and personally self-sufficient.

GED Testing Department at Mission Center. The tests of General Education Development (GED) were developed to assist individuals, who have not completed their high school education, with obtaining a certificate equivalent to a traditional high school diploma. The GED battery consists of four subject areas: Math, Science, Social Studies, and Language Arts. Upon successful completion of the GED tests, the California State Department of Education awards an equivalency certificate to the GED candidate. By California law, the equivalency certificate is considered equal to a high school diploma for purposes of employment in all state and local public agencies. The certificate is also accepted nationally by most employers, colleges, and universities.

City College offers the GED tests in English and Spanish. Special editions are available for the legally blind. Modifications and special accommodations for students with disabilities can be made by prior arrangement and approval of the State GED Administrator only after providing supporting documents.

HiSet testing is also available The HiSet Test is the new alternative test to the GED. The HiSet diploma/certificate is also accepted by employers and accredited colleges in all 50 of the United States.

Students and members of the public who wish prepare for the exams should enroll in Transitional Studies GED/HiSet preparation courses offered at several CCSF locations. The City College of San Francisco GED Testing Center is located at the Mission Center, 1125 Valencia St. Rm 110 San Francisco, CA 94110, (415) 561-1824 GED Testing Computer Lab: Room 105.

Older Adults Classes. OLAD offers lifelong education providing opportunities for personal growth and creativity. Designed for ages 55 and over, courses are taught at more than 30 different locations in San Francisco. The no-fee classes are available in a variety of subject areas including art, stitchery, music, health and physical well-being, body dynamics and aging, principals of balance, theater, computers and more. Students may enroll on site at class locations at any time during the semester.

Transitional Studies. The Transitional Studies Department offers noncredit classes that are free of charge, offered at various locations during the day, evenings and Saturdays. Courses include a wide variety of High School subjects, GED/HiSet preparation and Adult Basic Education in reading, writing, mathematics and study skills. In the Transitional Studies Department, students may earn CCSF HS Diploma, transfer high school credits to other schools, study to pass the GED or HiSet, and improve academic skills. Student goals may be to prepare for academic college credit courses, vocational training programs, the workplace, and life enrichment. Courses may be small or large group instruction, individualized, and may include computer assisted instruction and field trips. Programs include opportunities for individual tutoring and lab courses to which students may enroll at any time during the semester. Telephone: 920-6042 website: www.ccsf.edu/trst

Online Learning

Online classes provide students with the opportunity to learn in an environment that is physically remote from their instructors and class

mates, making it easier to balance higher education goals with other responsibilities. They offer convenience and modern tools that support learning. Some online classes require students to come to a CCSF campus for orientations, weekly or monthly mandatory meetings, and exams. Online classes may require textbooks, assignments, exams, and frequent interaction between students and instructors. Some online classes require program downloads as well as minimum hardware and software requirements. CCSF uses the learning management system called Canvas (https://ccsf.instructure.com) for all its online classes.

CCSF offers about 180 online classes, many meeting local (CCSF) associate degree, transfer associate degree, certificate, and CSU/UC transfer requirements. Students may choose to combine online learning with on-campus classes or take an entire course load online. Online classes are as demanding as lecture classes. Students must be self-motivated, possess effective study skills, and be able to work independently. We strongly encourage online students to have basic experience with the Internet and we require that they have regular access to a web-enabled device. (Students without such devices may use computers on campus in CCSF labs.)

Registration for online classes is the same as for face-to-face classes. Information on course offerings is listed in the printed and the online versions of the Class Schedule as well as at http://www.ccsf.edu/online. Visit that website for a list of online classes, for guidelines for successful online learning, and to take a short self-evaluation to decide if online classes are right for you.

Study Abroad Programs

The Study Abroad Programs Office provides students with the opportunity to study and live in another country while receiving CCSF credit and continuing to work towards their academic goals. Both semester length and short term programs are offered. Students are encouraged to explore the use of financial aid and scholarships in order to help finance a study abroad experience. International study provides unique insights into culture, language, history and oneself. Participants will gain a more global perspective on cultural, international, political, and economic issues; interpersonal relationships; and career choices. For more information contact the Study Abroad Coordinator by calling 239-3778, or visiting Cloud Hall, Room 212. Students can request program brochures by e-mailing ***studyabroad@ccsf.edu***. Program information and brochures are also available on the program website: ***www.ccsf.edu/studyabroad***.

Women's and Gender Studies

In Spring 1971, City College of San Francisco offered its first course directed specifically to women's interests and educational objectives, Interdisciplinary Studies 20, Women in the Modern World. Its success led to the institution of the Women's and Gender Studies program, one of the first in the nation. Today, more than thirty courses are taught in various disciplines, focusing on the complex roles of women in society. The department houses Project SURVIVE, a sexual health education program that works to end sexual assault, intimate partner violence, and structural violence. Women's and Gender Studies courses are open to all students. Please see "Women's and Gender Studies" in the "Announcement of Programs and Courses" section of this catalog for details.

Working Adult Degree Program

WADP is a degree and transfer program for adults who work during the weekday. The complete degree pathway for Liberal Arts degrees in Social & Behavioral Sciences and Arts & Humanities, an AA-T in Social Justice Studies with an emphasis in Ethnic Studies, along with the ability to modify the program to earn degrees in Child Development, Sociology, Psychology, and more are offered to the WADP learning community on evenings and weekends. Please contact WADP at **WADP@CCSF.edu** or visit our website: ***www.CCSF.edu/WADP***

Other Areas Of Interest

Fitness Center

Fitness Center provides a full-body workout utilizing the state-of-the-art Fitlinxx computerized system that is attached to Life Fitness strength machines and cardio machines, including programmable treadmills, elliptical trainers, and bikes. The Fitness Center staff are CCSF instructors in the Physical Education and Dance Department, with a range of experience including strength, sports, dance, pilates, yoga, aerobic fitness, and rehabilitation techniques, and all have received additional training on the Fitlinxx system. Students must enroll in PE 200B/C in order to use the Fitness Center.

Intercollegiate Athletics

Intercollegiate athletics are offered for men and women. College teams compete in the Coast Conference and with teams from other California Community Colleges. Intercollegiate sports include baseball, basketball, cross-country, football, soccer, soft ball, swimming, tennis, track, badminton, volleyball and water polo.

Intercollegiate Speech and Debate Team

CCSF's Speech & Debate (Forensics) team is a unique program on campus where students develop their personal and political voices. Through creative and argumentative development students apply critical thinking and performance skills to contemporary social issues, and then test those skills against other students in inter-collegiate competition. CCSF is a nationally ranked forensics team, competing in 3 formats of debate and 11 public speaking and interpretation events. For more information, contact Alexis Litzky or Nathan Steele by calling 415-452-7126 or emailing forensics@ccsf.edu. Enroll in CMST 38 to prepare for competition.

Lost and Found Articles

Persons who find lost articles are requested to bring them to the college Police Department: for Ocean Campus, Cloud Hall, Rm 119, for center locations, items can be turned in to the site officer. Persons wishing to claim requested articles should contact college Police Department or on-site officer. Due to the limited storage space, unclaimed items are purged periodically.

Ocean Campus Boundaries

The City College of San Francisco Ocean Campus is bounded on the north by Judson Avenue and Havelock Street; on the east by U.S. Interstate 280; on the south by Ocean Avenue; and on the west by Firda Kahlo Way.

Performing Arts

Performances given by students enrolled in courses in music, dance, and theatre arts contribute much to the enrichment of campus life.

The Music Department schedules both professional and student recital series each semester, presenting an average of two concerts weekly.

Audiences from the College as well as the community-at-large are invited to attend without charge.

Frequent campus and community programs are also offered by the College dance classes. Dancers of all degrees of ability may study and perform a variety of dance styles, including classical, modern, jazz, folk, ethnic, social, tap, and square dancing.

The Theatre Arts Department offers several major productions each year in the Diego Rivera College Theatre. Participation is open to all students regardless of experience and background. In addition, smaller dramatic productions are developed each semester that may include dinner theatre, club sponsored productions and use of the Venue 222. Occasionally, all three performing arts areas cooperate to produce a major production.

Public Transportation

The City College Ocean Campus is two blocks from BART's Balboa Park Station and the end of the J-Church line. It is also served by the following MUNI lines direct to the campus:

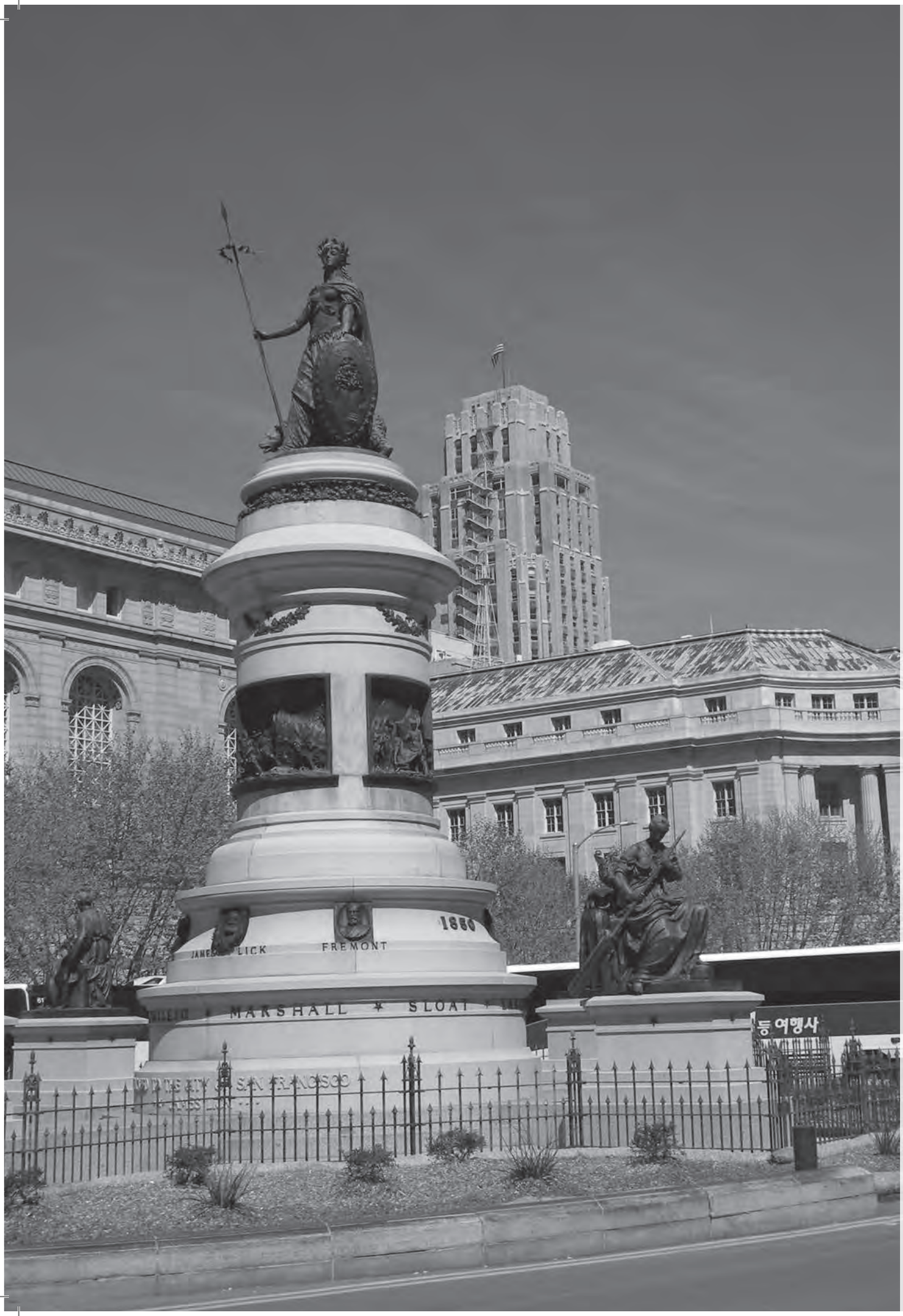
K-Ingleside, 36-Teresita, 43-Masonic, 49-Van Ness and 9X, 9AX, 9BX Bayshore Express. The following buses stop within walking distance of the campus: 23-Monterey, 26-Valencia, 29-Sunset, and 54-Felton. For additional route information contact BART and MUNI directly.

Student Housing

The College does not provide residences for students. Individuals may post advertisements on campus in accordance with the District Posting and Distribution Guidelines. CCSF does not assume any responsibility for the condition of the rentals listed.

Symphony Forum

City College students may attend Wednesday and Friday evening concerts of the San Francisco Symphony Orchestra on a season-ticket basis. This activity is made possible through the San Francisco Symphony Forum, a self-governing student organization representing many Bay Area collegiate institutions. In addition to concert attendance, students are offered the opportunity to meet guests of the Orchestra, both on the various locations as well as after performances in Davies Hall. City College also sends students to usher at many performing arts houses in exchange for free admittance to the shows. More information can be obtained from Creative Arts Building, Room 213.



STUDENT FINANCIAL RESOURCES

STUDENT FINANCIAL RESOURCES

Financial Aid Services

College Policy on Financial Aid

All financial aid at CCSF is administered in accordance with policies and procedures which have been established nationally. The basis of such programs is the understanding that students and their parents have the primary responsibility to meet educational costs and that financial aid is available to fill the gap between the family's and/or student's contribution and allowable educational expenses. The amount of expected student or family contribution is determined by a careful analysis of financial strength: income and net assets which the family may have versus the allowable expenses.

Educational expenses which are considered a basis for establishing student need include nonresident tuition, fees, books and supplies, room, board, transportation, and personal expenses. The CCSF Financial Aid Office has an established student budget to reflect the costs of each of these items based on a statewide cost survey.

Financial Aid Federal Programs

City College of San Francisco (CCSF) participates in a variety of federal and state financial aid programs. These programs are designed to assist students with tuition, fees, books, supplies, transportation and room and board.

Most financial aid programs require a student to be enrolled at least half-time in a degree, certificate, or transfer program. Federal aid eligibility is also limited to students who are U.S. citizens, permanent residents, or other eligible non-citizens. Additional eligibility requirements apply to each program and may be obtained from the Financial Aid Office. Students with bachelor's degrees are not eligible for grants. Financial aid consists of programs which are funded and regulated by the federal and state governments.

To apply, students must complete a Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. CCSF Federal School Code is 012874. The priority deadline to apply is March 2 to be eligible for all available aid. However, you may still apply after March 2, although funding may be limited. Visit the Financial Aid Office for further information located in MUB, Room 270 or visit Financial Aid the web page at www.ccsf.edu/en/student-services/financial-aid.html. The federal government offers a variety of grants for students.

Federal Pell Grant - This grant is available to all eligible applicants. Limited eligibility may also be available to less than half time students.

Federal Supplemental Educational Opportunity Grant - A limited number of grants are available through this program. Priority is given to students who apply by the priority deadline and have exceptional need.

Federal Work Study - This program allows students to seek employment for on and off-campus jobs. Students generally work up to 15 hours per week. The program encourages community service work and work related to the student's course of study. If the student works off campus, the employer will usually be a private non-profit organization or a public agency, and the work performed must be in the public interest.

Federal Direct Loan Program (FDLP) - Students may apply for a Subsidized or Unsubsidized loan from the federal government. Loans are monies which are borrowed now and must be paid back after leaving school with interest.

Financial Aid State Programs

The state of California offers a variety of grants for students. The California Dream Act of 2011 is the result of two assembly bills (AB130 and AB131). Together these bills allow undocumented and documented students who meet certain provisions of AB540 law to apply for and receive private scholarships funneled through public universities, state-administered financial aid, university grants and community college fee waivers. To apply, students must complete a free California Dream Act application with the California Student Aid Commission online at https://dream.csac.ca.gov each year by March 2nd for priority filing.

Cal Grants - The California Student Aid Commission awards Cal grants. Students must be legal residents of California and have financial need. To be considered, students must complete a Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov, or Dream Act application at https://dream.csac.ca.gov and submit a GPA Verification form by March 2 or September 2

- **Cal Grant B** - This grant helps disadvantaged students attending a community college with living expenses, books, supplies, transportation and other non-direct educational expenses.
- **Cal Grant C** - These awards help vocational program students with tuition and supplies.

Chafee Grants – The California Chafee Grant Program awards funds to eligible current or former Foster Youth. Eligible Chafee applicants are required to be, or to have been, in foster care between their 16th and 18th birthdays, and must not have reached the age of 26 by July 1st of the award year. A student must be enrolled in a minimum of 6 units (half-time) to be considered. A student must complete a FAFSA or Dream Act Application

Student Success Completion Grant (SSCG) – All community college students receiving Cal Grant B or Cal Grant C will be offered this assistance. Only full time students are eligible for this benefit.

California College Promise Grant (Formerly Board of Governors Fee Waiver) - The California College Promise Grant (CCPG) helps to pay the per unit enrollment fee for all eligible applicants. If you request a few waiver, you will be asked to sign a CCPG application under the penalty of perjury that all statements and information are correct. You must be a California resident in order to apply.

- **CCPG A** - If you or your family receives Temporary Assistance for Needy Families (TANF), Supplemental Security Income (SSI), or General Assistance/General Relief, you may qualify for BOGW A.
- **CCPG B** – The student (or their parents, if dependent) must meet the maximum income guidelines.
- **CCPG C** - You have qualified for federal or state financial aid, such as a Federal Pell Grant or Cal Grant based on the FAFSA application results.
- **CCPG Special** – If you are a dependent student of qualified Veterans (CalVet), Congressional Medal of Honor recipients; Victims of the September 11, 2001 terrorist attack; and deceased law enforcement/fire personnel killed in the line of duty you may qualify for a BOGW Special. Proof of eligibility from the appropriate agency is required.

Financial Aid Institutional Programs

Free City - Free City is an institutional award program that began in Fall 2017. Supported by the voters of San Francisco, the Free City program represents a partnership between City College of San

Francisco and the City & County of San Francisco. Created to fund the educational goals of San Francisco residents, the program provides eligible City College of San Francisco students with tuition assistance that can cover their enrollment fees. Students' final eligibility for the Free City Program is determined by the Financial Aid Office after all federal and state assistance has been exhausted. Free City is a Fall and Spring semester pilot program; Free City does not apply to summer sessions. To qualify for Free City program at City College of San Francisco, you must continue to be a California resident living in San Francisco **AND** complete a FAFSA or California Dream Application.

Satisfactory Academic Progress

Federal regulations require that all students receiving financial aid comply with the financial aid Satisfactory Academic Progress Policy established by the College. To receive financial aid, students must maintain the standards described below.

- Maintain a cumulative GPA of 2.0.
- Must complete 67% of all units attempted
- Complete a financial aid eligible educational program within 150% maximum time frame (MTF)

Return to Title IV Funds

In accordance with the Federal Regulations HEA, Section 4848, 34 CFR 668.22, CCSF will apply a refund policy to all eligible students under the Return to Title IV funds requirements. Students who receive federal financial aid and withdraw from all classes prior to completing at least 60% of the semester will have their financial aid eligibility recalculated and may have to repay any "unearned" portion of financial aid received.

Financial Aid Payment of Nonresident Tuition and Enrollment Fee Charges

After the Office of Tuition and Fees determines current student nonresident tuition and enrollment fee charges, payment will be deducted from the student financial aid award. Charges which are not met with financial aid are the responsibility of the student.

Withholding of Services to Students in Default on Loans or Owing Refunds

If a student or former student is in default on a Title IV loan or on a Federal Perkins Loan or owes a refund on a grant (Pell, FSEOG), the District shall withhold the following services: provision of grades, provision of transcripts, and provision of diploma. The term "default" is defined by the U.S. Department of Education as the failure of a borrower to make an installment payment when due or to meet other terms of the promissory note. The services withheld may be provided in certain circumstances which will be addressed on an individual basis by the administration.

CalWORKs

CalWORKs (California Work Opportunity and Responsibility to Kids) is designed to assist individuals moving from welfare to work. The CalWORKs program at City College of San Francisco provides education, training and support services. It also links students to employment opportunities related to the student's employment goal. Through this program students receive assessment, counseling services, assistance with textbook purchases, transportation, and childcare. For additional information, please visit the website at www.ccsf.edu/info/CalWORKs.

Financial Aid, CalWORKs, EOPS, Guardian Scholars, HARTS, and Scholarships

Student Financial Resources are the offices of Financial Aid, CalWORKs, EOPS, Guardian Scholars, HARTS, and Scholarships. Together they serve students who need assistance in meeting the basic cost of their education. This section outlines the programs and the students the programs serve and basic eligibility requirements. Because funds are limited, federal and state regulations require that Financial Aid funds go to students who demonstrate financial need.

City DREAM

A program design to provide a safe environment for undocumented students, students from mixed status families, and all students affected by immigration or citizenship status. We also welcome and support incoming or prospective students; **the program provides academic counseling, Food voucher, scholarships, Financial Aid assistance and other support services. For additional information please visit the website at www.ccsf.edu/en/student-services/city-dream.html. or call (415) 452-5919**

Extended Opportunity Programs and Services (EOPS)

The Extended Opportunity Programs and Services (EOPS) assists low-income, educationally disadvantaged students who are eligible for CCPG (A, B or C with EFC $0) by providing support services that are over, above, and in addition to those provided by the College as a whole. A state-funded program, EOPS provides counseling, priority registration, orientation to college, financial aid advising, book services, transfer workshops, and CSU and UC transfer application fee waivers, and other services to enhance student success. In addition, eligible EOPS students that are at least 18-years-old, single head of household, and receiving County Cash-Aid/TANF or if their child(ren) are receiving County Cash-Aid/TANF may participate in the Cooperative Agencies Resources for Education (CARE). CARE students are provided with meal cards, workshops, and grants. All EOPS and CARE services are dependent on availability of state funding. Noncredit and international students are ineligible for EOPS services. Students must have earned less than 70 degree applicable units from all higher education institutions, in addition to meeting other eligibility criteria. EOPS services for eligible EOPS students are limited to 70 degree applicable units, unless the student is in a high unit major identified by the state. Visit the Extended Opportunity Programs and Services office located in the EOPS Center adjacent to Smith Hall. Go to our webpage at www.ccsf.edu/Services/EOPS for more information on eligibility criteria or call (415) 239-3562.

Guardian Scholars

A program for current or former foster care college bound students; the program provides academic counseling, book assistance, scholarships, transportation passes, housing referrals and resources, and other support services. For additional information please visit the website at www.ccsf.edu/guardianscholars.

Homeless At-Risk Transitional Students Program (HARTS)

HARTS is a program that provides support to striving, college bound students in transitional housing care system. The program is designed to provide up to three years of financial and personal support, to ensure that full advantage is taken of all services and resources at CCSF in order for the student to meet their education goal. For further information, come to the Student Union MLK center, Ocean Campus, call (415) 452-5355, or visit our website: https://www.ccsf.edu/en/student-services/homeless-at-risk-transitional-students-programs-harts.html

Scholarship Office

The Scholarship Office assists students in applying for scholarships. For additional information please visit the website at www.ccsf.edu/scholarships. Scholarships are competitively awarded and based on the criteria specific by the donor.

LEARNING RESOURCES AND STUDENT SERVICES

LEARNING RESOURCES AND STUDENT SERVICES

Learning Resources

City College Learning Resources provide equitable access and instructional support to facilitate academic achievement and personal growth. The faculty and staff are available to answer all inquiries into resources, and to provide assistance and instruction in their use.

The College Library

CCSF provides library services at Ocean Campus and all centers throughout the District. Library collections are closely tied to the curriculum at the location. Libraries provide study spaces, student computers, printers, and other technology. The library also has extensive online content in the form of database articles, encyclopedias, and ebooks.

The Media Center/Collaboratory at Ocean Campus supports the instructional media needs across the District. Its collection includes physical and online media. The Collaboratory is a makerspace where students can work together on interdisciplinary projects. It hosts events, clubs, and activities throughout the year.

Library hours are aligned with the needs of the location. The library instructional program is provided at the reference desk, in instructional classrooms, by online workshops, and through a credit class. The library provides online reference service 24-7. The library website (***library.ccsf.edu***) contains current information about library services, collections, instruction, exhibits, and programs.

Library Locations:

The **Claude and Louise Rosenberg Library & Learning Resource Center** is located on the Ocean Campus. In addition to holding the largest general collection, the Rosenberg also houses the Diego Rivera Collection and College Archives. The **Media Center** in Rosenberg 403. Audio-active stations, video and language learning software offer students of American Sign Language and world languages a variety of activities to enhance their language study. World Languages instructors may arrange class visits to a traditional audio language classroom, located in Rosenberg 205E. The Media Center houses non-print materials for class assignments or for personal use and enjoyment. **The Media Center** is located in Rosenberg 403. Audio-active stations, video and language learning software offer students of American Sign Language and world languages a variety of activities to enhance their language study. World Languages instructors may arrange class visits to a tra¬ditional audio language classroom, located in, Rosenberg 205E. The Media Center houses non-print materials for class assignments or for personal use and enjoyment. **The Alice Statler Library**, on the lower level of the Statler Wing of Smith Hall, provides resources tailored for instructional programs in Culinary Arts and Hospitality Studies.

Library Services support the development of program pathways for certificate and degree earners at locations throughout the city. The Airport Center, located at San Francisco International Airport, is served by a librarian assigned on a regular basis and additionally as needed. Collections supporting programs in Aircraft Maintenance Technology and Fire Science are available electronically and through delivery. The **Chinatown-North Beach Center library** is located on the 2nd and 3rd floors at 808 Kearny Street, near Portsmouth Square. The library houses a significant collection of Chinese Language materials and emphasizes ESL, child development and basic education. The The **CCSF Civic Center Library**, located on the 1st floor at 1170 Market Street, houses collections supporting programs ESL and Transitional Studies. The **Downtown Center Library,** located on the 2nd floor at Fourth and Mission Streets, houses collections supporting programs in ESL, business and careers, Fashion, Culinary Arts, World Languages and computer technology. The Downtown Center library also supports media collections. The **Evans Center Library** is located at 1400 Evans Avenue, 2nd Floor Room 223. The collection supports programs in automotive, basic skills, construction, custodial, ESL, fashion, motorcycle, solar, upholstery and woodworking. The **Fort Mason site**, located in Building B of Fort Mason Center in the Golden Gate National Recreation Area, is served by a librarian present on a regular basis and additionally as needed. Collections supporting courses in Art and Health Care Technology are available electronically and through delivery. The **John Adams Library** is located at 1860 Hayes Street, Room 204. The collection has a strong emphasis on Allied Health fields, ESL, business and careers, computing and basic education. The **Josephine Cole Library** at the Southeast Center is located on the 5th floor at 1800 Oakdale Avenue. The collection emphasizes African American studies, Transitional Studies, ESL, technology and trade skills. The library holds a media collection and equipment for student use. The **Mission Center Library** is located on the fourth floor of 1125 Valencia Street. Its collections and exhibitions reflect the history and cultural significance of its location in the Mission District. The Mission Center Library houses media and audio visual resources as well as a language lab.

Student Tutoring and Resource Center (STAR CENTER) The Student Tutoring and Resource Center (STAR Center) located in Rosenberg Library, 2nd floor, R207, is part of the Learning Assistance Department and provides an array of services and programs. The STAR Center is designed to support student success by providing collaborative, equitable, high-quality academic support, such as peer and professional tutoring, college success courses, workshops, a TRIO Writing Success Project and access to computers and printing. The STAR Center, provides one-to-one and small-group tutoring in 25+ subjects including all levels of mathematics, chemistry, physics, accounting, economics, social and behavioral sciences, anatomy, biology, physiology, statistics, and world languages. All peer tutors are recommended by their instructors, undergo training in tutoring best practices and participate in ongoing professional development and supervision . The tutor training program is recognized as a College Reading and Learning Association (CRLA) Training Program . Our tutors are here to support student learning and understanding of course content, as well as assist students in strengthening their academic study skills. All services are FREE to CCSF students, after a short registration process into a non-credit, LERN 1000: Supervised Tutoring course. Students can drop in daily to meet with tutors, use the computer lab, reserve a study room or sign up for a workshop. Free online tutoring is available through NetTutor for most disciplines. Students must log-in through a CANVAS course. For more information, visit our website at ccsf.edu/lac.

The TRIO Writing Success Project is a support program for students who are the first in their family to come to college, who are low-income, and/or who have disabilities. The program links with English sections to provide weekly study group sessions. The program also offers scholarship help, career and major exploration , financial literacy workshops, and support for the transfer process. More information is available at ccsf.edu/wsp

The STAR Center Computer Lab (R207) offers Internet access on over 80 computers, and includes word processing and printing for City College students. It also offers software programs for students taking identified academic classes. Laboratoryassistants help students in selecting and using the laboratory's hardware and software.

The Learning Assistance Center at our Mission Campus is located inside the Library in Room 401. The Center offers drop-in academic support in English, ESL, Spanish, GED subjects, computer, typing and math courses. The center supports both credit and noncredit students.

Tutorial and Academic Support Programs

City College offers a variety of tutorial and academic support programs. Students should visit the program for further information.

Subject	Description	Program	Room
ESL	Computer tutorials for ESL	ESL CLAD	Multi-Use Building 149
English	Computer programs and Web sites to strengthen writing, reading, and researching skills.	English Reading and Writing Center	A265 and R205 Southeast 402
ESL and English	Tutoring, small groups, and workshops for ESL and English students	Writing Success Project LAC @ Mission Center	R231 Mission Center 401
ESL and English	Computer tutorials for English	English Reading & Writing Center Learning Assistance Center LAC @ Mission Center	R205 Mission Center 401
Reading	Technology, workbooks, tutors, and reading groups to strengthen reading comprehension	Reading Lab	R205
Math	Tutoring, computers, small group workshops and study rooms for all algebra, calculus and statistics courses	Math Area: Learning Assistance Center LAC @ Mission Center	R207 Mission Center 401
Math	Tutoring and Computers for basic math, liberal arts math, statistics, and all algebra courses.	Math Tutoring Lab LAC @ Mission Center	B602 Mission Center 401
World Languages	Tutoring for each language	Learning Assistance Center	R207
World Languages	Audio, video and computers for world languages	Language Center	R403
Sciences	Tutoring for anatomy, biology, chemistry, physics, and physiology	Learning Assistance Center	R207
Biology	Materials and tutoring for biology students	Learning Assistance Center	R207
Nursing	Materials and tutoring for nursing students	Nursing Skills Lab and Media Center	C343 R403
Business	Tutoring for acct, econ, and statistics	Learning Assistance Center	R207
Communication Studies	Assistance for students in development and delivery of speeches	Communication Lab	C208B
Misc. Subjects	Audio and visual materials	Media Center	R403
College Success	1–3 Unit "College Success Courses" and workshops	Learning Assistance Department	R207
Basic Skills and GED	Tutoring and diagnostics for adult basic ed. students	Adult Learning and Tutorial Center	Civic Center 1170 Market Street

College Success Classes are offered through the Learning Assistance Department (LERN 50 , LERN 51 & LERN 55) and through the Interdisciplinary Studies Department (lDST 50). These classes are especially valuable to students attempting to raise their grade point averages, re-enter college, or succeed in college.

The courses are designed to meet the needs of all CCSF students, but are especially valuable for returning students, first-year students, or anyone wanting to learn the strategies necessary to succeed in college. Courses provide instruction that strengthens college, career, and lifelong success. The focus is on understanding how to navigate educational systems, including online learning; time management; personal and educational values; financial management; setting and achieving goals; instructor/student interactions; memory and concentration; effective communication; lecture note taking; subject-specific studying; test taking; using the library; critical analysis; problem solving; and creative thinking. Classes meet graduation and transfer requirements. Check the class schedule or website for more information www.ccsf.edu/lac

The Student Tutoring and Resource Center's Computer Lab located in Rosenberg Library, R207 offers open access to a 100 Windows computers with Internet, email, MS Office access and a variety of educational software programs for all current CCSF students. Laser black and white printing, scanners and 14 laptop stations equipped with power strips and local wireless access point are available. Laboratory assistants help students in selecting and using the laboratory's hardware and software.

The Academic Computing and Resource Center in Batmale Hall room 301 continues to support students in Computer Science, Computer Networking Information Technology, Multimedia, and there are specialized software to support students from Broadcasting, Graphic Communications, Photography and Cinema. In addition, the lab is open to all CCSF students who need Internet access, Microsoft applications or wireless Internet connectivity.

The lab houses 168 workstations including 122 Windows PCs, 40 Macs and 6 Linux stations. Software includes programs for Introduction to Macintoshes, cross platform Multimedia (Graphic Design, Audio/Video Editing, DVD Authoring, 3-D modeling and Post-Production), Linux with its dedicated subnet, Microsoft Office, web development and programming (C, C++, C#, Java, PHP, Perl, Oracle, SQL, etc.).

36 Windows PCs and 8 Macintoshes are available to CCSF students who require Internet connectivity and Microsoft Office applications. Wireless Internet connectivity is also available in the lab.

The ACRC is open M 9:00AM-7:00PM T-Th 9:00AM-9:00PM Friday 9:00AM-2:00PM

The Biology Resource Center is a study hall specifically designed to meet the learning needs of biology students. The Biology Resource Center is located in Science Hall, Room 350 and contains a variety of instructional materials for the biological sciences, which can be used in coordination with specific courses or as supplementary materials. The collection includes reference books, videotapes and self-instructional CD ROMS. The Biology Resource Center also contains anatomical and organismal models, charts, specimens, microscopes and slides. Instructors and qualified student tutors staff the laboratory. Hours of operation are posted at the laboratory and on the biology department website.

The Communication Lab in Cloud 208B is operated by the Communication Studies Department and provides one-on-one tutoring in the construction, development and rehearsal of speeches. The lab supports all CCSF students working on speeches, debates or performances. Staffed by student tutors and supervised by Communication Studies faculty, the Lab offers help in all stages of the speechmaking process as well as assistance in understanding intercultural, interpersonal, and group dynamics. In particular, the Lab provides support in anxiety reduction, topic selection, thesis writing, outline construction, speech delivery and use of visual aids. Computers are available for research, outline writing, and visual aid construction. Stop by Cloud 208B or visit www.ccsf.edu/commlab for hours of operation.

The DSPS Accessible Computer Labs are open to all CCSF students regardless of ability. DSPS Accessible Computer Labs (ACLs) offer free non-credit instruction in adaptive computer software and/or hardware and tutorial software for the development of academic, vocational and daily living skills. The ACLs also offer PCs and Macs, large screens, comfortable furniture, subdued lighting, a quiet environment, no time limit, color printing for a fee and the first 5 pages of Black and White printing are free at the Ocean ACL. CCSF has two DSPS Accessible Computer Lab locations: one on the Ocean Campus in Batmale Hall, Room 231, and the other at the John Adams Center, Room 104.

The DSPS Strategy Lab is open to all CCSF students regardless of ability. It is located on the Ocean Campus in Batmale Hall, Room 231. DSPS M and DSPS O are credit classes with small group instruction on learning strategies. The instructor and trained instructional aides assist students in applying learning strategies as they work on homework assignments.

The Math Lab located in Bungalow 602 offers drop-in tutoring and computer access for all students taking math courses up to the level of Statistics and Precalculus Algebra. The lab serves students enrolles in MATH 30 Prealgebra with Basic Math, MATH 40 Elementary Algebra, MATH 43 Preparation for Liberal Arts Math, MATH 45 Preparation for Statics, MATH 46 Elementary and Intermediate Algebra (combined), MATH 60 Intermediate Algebra, Math 70 Liberal Arts Math, Math 80 Probability and Statistics, and Math 90 Precalculus Algebra.

The Nursing Skills Laboratory, located in Cloud 343, is a supervised open laboratory where Registered Nursing Students may complete and/or reinforce their course work. The Laboratory provides a collection of Audio-Visual References. A registered nurse serves as a resource person for nursing students to answer questions, direct independent studies, and give workshops on skill procedures.

The Transitional Studies Department Adult Learning and Tutorial Center The mission of the Adult Learning and Tutorial Center (ALTC) is to provide an environment where adults who are learning basic skills can thrive and build strong academic and vocational foundations. Group and individualized classes with tutor support are offered in beginning literacy, math, and writing as well as in preparation for the GED/HiSet exams.

Program and Services-The ALTC is an open entry program offering clusters of morning, afternoon, and evening classes to meet adults' scheduling needs. The intake/orientation process includes preliminary assessment of reading levels and administration of official GED/HiSet practice tests as appropriate. More in depth diagnostic tests are offered by a faculty reading specialist. A disabilities counselor assists with adaptations and GED/HiSet accommodations.

While the majority of students have English as their first language, English speaking adults from many countries also study at the ALTC. Volunteer tutors come from Project Read, The Volunteer Center, San Francisco State University, Project 20, Pretrial Diversion, City College of San Francisco credit classes, and from among the ALTC's alumni and retirees. The Center has a student mentor, student workers, a computer lab, an annual book of student writings, and an annual GED gradation/all-level student awards ceremony. Telephone (415) 561-1871 for more information.

Student Services
Counseling Services

See the surrounding text for more detailed information on Counseling Services or contact the individual department for information on workshops available to help you succeed.

Academic Counseling Department (NSCD) Conlan 205	(415) 239-3296	*Do you need an Educational Plan, degree or transfer information?*
Academic Counseling Services (CSCD) Cloud 207/Multi-Use Bldg 39, Mezzanine	(415) 239-3302	*Do you need an Educational Plan, degree or transfer information?*
Extended Opportunity Programs and Services (EOPS) EOPS Bldg.	(415) 239-3561	*Are you educationally disadvantaged, low income, eligible for BOG fee waiver and taking 12 units?*
Office of International Programs Cloud 212	(415) 239-3895	*Are you a new or continuing International student here on an F-1 Visa? Do you need specialized assistance and orientation?*
Latino Services Network (LSN) Cloud 364	(415) 452-5335	*Are you interested in bilingual and bicultural (Spanish-English) programs and support services?*
UMOJA/African American Scholastic Programs (AASP) Rosenberg Library 209	(415) 452-5315	*Are you interested in programs for African Americans and the Diaspora, Black College tours and transfer assistance?*
Asian Pacific American Students Success Program (APASS) Batmale 208	(415) 452-5620	*Are you interested in bilingual and bicultural counseling (Cantonese, Tagalog, and Vietnamese), programs, and support services?*
Tulay/Filipino American Student Success Program Cloud 363	(415) 452-5195	*Are you interested in bilingual and bicultural (Tagalog-English) programs and support services?*
VASA/Oceania Student Success Program ARTS 201	(415) 452-5762	*Are you interested in bilingual and bicultural counseling (Tongan-English) programs and support services?*
Career Center/Counseling Multi-Use Building 101	(415) 239-3117	*Are you undecided about your educational or career interests and goals or looking for job and internship information?*
Transfer Center/Counseling Science 132	(415) 239-3748	*Are you interested in programs to help students transfer including transfer admission guarantees? Need information to transfer or apply to a university?*
Mental Health Services/Student Health Services Health Center HC 100	(415) 239-3110	*Have you been feeling stressed or anxious lately? Having concerns of a personal nature? Stop by Student Health Services for assistance.*
Veteran's Educational Transition Services (VETS) Cloud 333	(415) 239-3486	*Do you qualify for Veteran's benefits? Do you need an Educational Plan, degree or transfer information? Come to the Veteran's Office for assistance*
New Directions Program Science 120	(415) 239-3296	*Have you been justice impacted or formerly incarcerated? Do you need academic, career, or personal counseling?*
City Dream	(415) 452-5919	*Do you need a safe space on campus, regardless of immigration status? Do you need academic, career, or personal counseling?*
Disabled Student Programs and Services (DSPS) Rosenberg 323	(415) 452-5481	*Do you need an accommodation due to a medical, physical, or psychological condition or learning disability?*
Lesbian/Gay/Bisexual/Transgender Counseling (LGBT) Cloud 207	(415) 452-5249	*Want information about student activities, scholarships, support services, counseling, courses and programs for LGBT students?*
Athletic Counseling Services Well 139	(415) 452-5659	*Are you a member of a City College intercollegiate athletic team? Do you need academic, career, or personal counseling?*
Homeless At-Risk Transitional Students (HARTS) Student Union Room B	(415) 452-5355	*Are you homeless and in need of special services such as transportation, food, books, and housing?*
Civic Center Counseling 1170 Market Street, Room 105	(415) 561-1875	*Do you hope to study English as a Second Language? Are you interested in citizenship, how to use computers, or communications?*

Chinatown/North Beach Counseling 808 Kearny Street, Room 119	(415) 395-8611	*Are you interested in Asian American Studies, Business, Child Development, Health Education, Sign Language, or ESL?*
Downtown Center Counseling 800 Mission Street, 1st Floor	(415) 267-6503	*Are you interested in Computer Studies, ESL, Food Technology, Business, or Working Adults Degree Program?* *Are you an entrepreneur seeking the support of our Small Business Development Center?*
Evans Center Counseling 1400 Evans Avenue, Room 104	(415) 550-4409 or (415) 550-4506	*Looking for assistance in entering vocational programs? Interested in apprenticeship programs and cooperative work experience?*
Adult Learning and Tutorial Center at Civic Center 1170 Market Street	(415) 561-1871	*Looking for the Adult Learning and Tutorial Center? Literacy Education? Transitional Studies or GED/HiSet Preparation?*
John Adams Counseling 1860 Hayes Street, Room 142	(415) 561-1925	*Are you interested in the health professions, Child Development, computer training, Consumer Education, ESL, High School Diploma or GED/HiSet Preparation?*
Mission Center Counseling 1125 Valencia Street, First Floor	(415) 920-6056	*Are you interested in Digital Printing, Office Technology, GED/HiSet Prep in English and/or Spanish, High School Diploma Program, ESL, Working Adults Degree Program?*
Southeast Center Counseling 1800 Oakdale Street, Room 201	(415) 550-4320	*Are you interested in ESL courses, or certificate programs?*

Student Counseling Services

The **Multicultural Retention Services Department (MRSD)** was established in January 2010 and consists of five (5) academic retention programs: **UMOJA/African American Scholastic Programs (AASP), Asian Pacific American Student Success (APASS), Latino Services Network (LSN), TULAY/Filipino American Student Success and VASA/Oceania Student Success**. MRSD provides comprehensive support services and other program-specific activities primarily to underprepared, underrepresented students in each of the 5 Centers/Programs. Our comprehensive services (essentially a "One Stop" model) is what makes MRSD unique among other counseling units. The services provided promote individual growth and academic success through a culturally sensitive and bilingual environment that meet the needs of many students. Our case-load model helps develop that critical student/counselor relationship which is important to retention and student success. Although our Retention Centers have targeted groups, we provide services to all students. For more information, contact the Department Chairperson, one of the Coordinators, or our website at www.ccsf.edu/mrsd. MRSD provides the following comprehensive services for the purpose to promote student success:

UMOJA/African American Scholastic Programs

The goals of African American Achievement Program (AAAP) are to increase students' ability to understand developments in the world, to think critically; to express thoughts clearly orally and in writing, and to make informed decisions.

The four components that drive the program are:

1. Early registration in certain English and Math courses
2. College Success courses
3. Library 10-Information Resources
4. Counseling Services

The counseling services component is an integral part of the instruction, which helps students acquire personal development skills. Both the instruction and counseling components are integrated. Intensive individual and group sessions provide students with educational, career and personal counseling to assist them in making appropriate choices in meeting their respective goals.

The AAAP program helps students to identify learning styles, effectively use informational resources and develop sound study habits.

The African American High School/College Program: In partnership with San Francisco Unified School District, the African American Scholastic Programs provide high school students with the opportunity to:

- Earn high school credits to complete high school graduation requirements.
- Earn college units towards an Associate in Arts Degree while still attending high school.
- Earn units which may begin to satisfy admissions requirements to a Baccalaureate Degree granting institution.

Each semester a variety of courses are offered in English, Math, History, Psychology, and Interdisciplinary Studies.

High school juniors and seniors are enrolled each semester with a recommendation from their high school principal or counselor. A program application is required and can be obtained from a participating SFUSD high school or from Rosenberg 209 at CCSF. Please see your high school counselor for more information.

The Historically Black College/Universities (HBCU) Transfer Program is designed to provide CCSF students the opportunity to attend and graduate from CCSF, then transfer as a junior to an HBCU of their choice. CCSF/HBCU transfer students will participate ina collaborative learning environment while earning a General Education Associate Degree and completing transfer requirements. The program provides a variety of support services that include individual and group counseling and student mentoring.

The Peer Mentoring Program provides peer mentoring for high school and CCSF students enrolled in African American Scholastic Programs. Students enrolled in the CCSF/High School program are mentored by college students making a successful transition from high school to college.

The Peer Mentoring Program provides CCSF students and SFUSD elementary students, grades 2-6, the opportunity to interact and develop positive relationships, to encourage younger students to stay in school and understand the benefits of a college education.

Counseling Services: AASP provides academic, career and personal counseling to all students who utilize AASP programs and services. Students meet with academic counselors on a regular basis to create educational and career plans and monitor their progress. Counselors are available by appointment or drop in sessions. Counselors' schedules are available in Rosenberg 209.

APASS: Asian Pacific American Student Success Program

APASS offers services to Asian and Pacific Islander (A/PI) and all students in pursuit of academic success through early intervention and effective support services.

Our counseling services include:

- Academic, career, and personal counseling
- Bilingual/ bicultural counselors (Cantonese, Mandarin, Tagalog, and Vietnamese)
- Student educational plans
- Assistance with financial aid appeals
- Early alert referrals by instructors of APASS classes
- Referrals to campus and community services

APASS Center offers:

- Support services to students who are either on academic or progress probation
- Early registration in certain English, Math and other courses
- Study groups and tutoring
- Computer lab
- APASS and Mosaic (basic skills) Scholarships
- Bilingual/bicultural staff and student workers
- Outreach to A/PI high school and college students

The APASS Center is located in Batmale Hall, Room 208. For more information, call (415) 452-5620 or visit our website at **www.ccsf.edu/apass**

Latino Services Network (LSN)

The Latino Services Network (LSN) is dedicated to the development and implementation of effective support services and programs to meet the academic, vocational, and career needs of the Latino student community.

Our services include:

Bilingual (Spanish and English) Counseling

- Academic, personal, and career
- Goal setting, educational plan development
- Graduation, certificate, and transfer information
- Bilingual (Spanish and English) college orientations
- AB 540 Counseling Services
- Workshops
- Outreach to SFUSD High Schools

The LSN CLASS Project

- Targeted sections for LSN students in English and Math classes. (Course offerings vary by semester). English courses address multicultural issues.
- Collaboration between students, counselors and instructors.

The LSN Learning Center

- Computer laboratory use for homework and research
- A friendly place to meet other students and study
- Educational and cultural events and workshops
- Assistance with financial aid
- Advocacy and referrals to campus and community services
- Book Loan Program
- Mosaic Scholarships
- Tutoring

For more information, please call us at (415) 452-5335, email us at ***latino@ccsf.edu***, visit our website at ***www.ccsf.edu/lsn***, or come visit us in Cloud Hall, Room 364.

TULAY (BRIDGE) Filipino-American Student Success Program

The TULAY Program is a learning community with a Filipino-American experience & student success theme. TULAY provides counseling & mentoring services, and offers linked courses in English, Math, College Success & Philippine Studies. The Tulay Ate/Kuya Peer Mentor Project pairs you with a student peer that can help you navigate through classes and life at CCSF. The Faculty/Staff/Community Mentors volunteers provide academic support and career advising. Some services also available in Filipino (Tagalog). Our services include:

- Computer/Study Lab
- Academic & Personal Counseling
- Ate/Kuya (Big Brother/Big Sister) Peer Mentoring
- Faculty/Staff/Community Mentors
- Support in Math & English
- Community Service Opportunities
- Bilingual Services
- Private Study Room
- Philippine Studies, FAA, PEACE, UPASA, and Fill-Am Community Scholarships
- Early registration in certain English, Math and other courses
- Learning community in Philippine Studies and PEP (Pilipino/a Educational Partnerships) courses
- Recommended courses: IDST 50, PHST 30, IDST 45, IDST 42, PHST 20, Hits 37, Pil 10A, Pil 1, Psych 22, IDST 37, IDST 36

The TULAY Program is located in Cloud Hall, Room 363. For additional information call (415) 452-5922.

VASA/Oceania Student Success Program
VASA/Oceania Student Success Program provides support to Pacific Island and all CCSF students in pursuit of academic success through comprehensive, culturally specific, multilingual education programs and services that promote successful learning and student achievement in a multicultural environment. VASA collaborates with other academic departments and community-based organizations to offer other services consistent with its primary mission. Its program also offers link courses in English, Math, College Success, and Critical Pacific Island Studies. The VASA Program is Located in Arts 201 (Ocean Campus), (415) 452-5762.

City Dream Success Program, (Ocean Campus)
New Student Success Program supports all undocumented students, have access to a student-led resource center Voices of Immigrants Demonstrating Achievement (VIDA) and the AB540 Task Force exists with volunteer support. The AB 540 Task Force began conducting professional development workshops for faculty and staff at CCSF to increase the knowledge, skills, and resources available to better support all undocumented students.

Academic Counseling Services

CCSF's Academic Counseling (CSCD) addresses the career, academic and personal counseling needs of students at City College of San Francisco. We strive to assist students to develop skills to succeed in college, graduate, earn certificates, transfer, and to create and maintain meaningful careers. Students can work with counselors to discuss their academic goals, develop or revise educational plans, course/major selection and career/vocational guidance. They can also discuss the requirements needed for a certificate, a degree, or transfer to a 4-year institution. Counselors make referrals to helpful support services on and off campus and provide specialized workshops including probation, transfer planning, and Internet resources. Academic Counseling offers both express counseling for short questions, and counseling by appointment for educational plans and more complicated academic planning issues. Students may call (415) **239-3302** to make a counseling appointment. Counselors are available Monday-Friday. Counselors are available on the Ocean Campus in C207 and Multi-use Building 39/101, Science 132 (Transfer Center).

City College of San Francisco's New Student Counseling Department (NSCD) completed in the following ways: 1) Orienting the student to their educational choices, 2)assisting students in the decision making process needed to begin their academic life on campus, 3) discuss requirements for CCSF certificates, graduation, transfer to public and private institutions, 4) support them in their academic life and career achievement goals, 5) offer information regarding access to campus resources and student support services, 6) through counseling, educational planning, workshops and classes, teach students about skills and strategies that support their academic success, 7) support students problem resolution through appropriate counseling and referrals to personal counseling services as needed to enhance their success in college. Our services include orientation to the college workshops, retention intervention classes for general and Basic Skills students, educational planning, student growth/development classes and short personal counseling sessions leading to appropriate referrals. Our goal is supporting student success.

Students are expected to go through the enrollment process as mandated by Title V of California Ed Code or waive their participation when they begin their studies here at CCSF. This process is comprised of the following steps.

1. Applying to the college
2. Getting an English/ESL and Math Course Placement
3. Attending an orientation workshop or doing online orientation
4. Seeing a counselor to assist with course selection
5. Registering for classes

City College of San Francisco offers counseling services at the following locations: Ocean Campus, Civic Center, Chinatown, Downtown Center, Evans Center, John Adams Center, Mission Center, and Southeast Center.

The Ocean Campus office is open Monday - Friday. To reach the Campus please call (415)239-3296 for current hours. Call the main switchboard at (415)239-3000 for other locations' counseling department numbers and contact each location directly for their office hours. Please see the City College of San Francisco map for campus locations.

You may view our New Student Counseling Department website at the following address: www.ccsf.edu/nscd

Office of International Programs partnership with Counseling

OIP collaborates with Academic Counseling to provide wrap around services for F-1 students. Counselors will assist students with their academic, career, personal issues, and assist with understanding F-1 regulations which govern them.

Office of International Programs supports F-1 students with:

- Admission
- Letters (Verification of Enrollment, Employment)
- Travel Signatures
- Transfer of SEVIS/I-20 record (e.g. transfer to SFSU)
- Leave of Absence
- Reduced Course Load (RCL)
- Program Extension (I-20 Extension)
- Optional Practical Training (OPT)
- Curricular Practice Training (CPT)
- Any other F-1 status concerns

The Office of International Programs is located in Cloud 212. For more information call (415) 239-3895.

Additional Counseling Services

The Athletic Counseling Services ((415) 452-5659) in Wellness room 134 provides academic, career, educational planning, and personal counseling to male and female students who are members of City College's intercollegiate athletic teams.

Counseling for Gay, Lesbian, Bisexual and Transgender Students Academic, career, and personal counseling is available with gay and lesbian identified counselors in the Academic Counseling Department (C207), as well as in the Disabled Student Programs and Services Department (DSPS), the Career Development and Placement Center (CDPC). For more information, please call Counseling in C207 at (415) 239-3302, or the Queer Resource Center, Cloud 232, at (415) 452-5723.

Career Counseling Services

The Career Development Center (part of the Student Development Counseling Services) provides career planning and job information services to students and alumni who want to best utilize their college/educational experience and prepare for their future careers/jobs. For a full description of the Career Center and its services online, visit the website: ***www.ccsf.edu/CareerCenter***. MUB 101, (415) 239-3117

Help for Undecided Majors or Career Changers: Students who have not yet chosen careers or majors, or who wish to change their careers or majors may obtain guidance with these decisions from the career counselors. Through individual or group counseling, career assess¬ment and exploration, labor market information, career workshops and career success courses, CRER 60, Creating Career Options; 61, Orientation to Career Success; 62, Successful Job Search Techniques; students will develop personal awareness and information essential in making sound decisions and choices about their major course of studies and careers.

Disabled Students Programs and Services (DSPS)

Sections 504 & 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) 1990 and the ADA Amendments Act (2008) prohibit discrimination on the basis of disability of otherwise qualified persons in programs and/or activities at this institution. City College of San Francisco is committed to making programs, services and activities accessible for students with disabilities. DSPS provides reasonable accommodations and support services which assist the student with a disability to fully participate in academic and vocational programs for which they are otherwise qualified. Services may include, but are not limited to; counseling, advocacy, priority registration, testing accommodations, classroom relocation, learning disability assessments, hearing screenings, sign language interpreters, real-time captioning, assistive listening devices, note takers, alternate formats (Braille, electronic text, audio books) for instructional material, lockers, scooters, adaptive technology, adaptive furniture and special classes.

Students wishing to receive services through DSPS should schedule an appoint¬ment to meet with a counselor. Services are confidential. Students with disabilities who have a disability related need to bring an animal on campus, other than a ser¬vice animal as defined by law, such as a guide dog, must request an assist animal tag from the DSPS office. For further information, call Disabled Students Programs and Services (DSPS) at (415)452-5481.

The DSPS Accessible Computer Labs are open to all CCSF students regardless of ability. DSPS Accessible Computer Labs (ACLs) offer free non-credit instruction in adaptive computer software and/or hardware and tutorial software for the development of academic, vocational and daily living skills. The ACLs also offer PCs and Macs, large screens, comfortable furniture, subdued lighting, a quiet environment, no time limit, color printing for a fee and the first 5 pages of Black and White printing are free at the Ocean ACL. CCSF has two DSPS Accessible Computer Lab locations: one on the Ocean Campus in Batmale Hall, Room 231, and the other at the John Adams Center, Room 104.

The DSPS Strategy Lab is open to all CCSF students regardless of ability. It is located on the Ocean Campus in Batmale Hall, Room 231. DSPS M and DSPS O are credit classes with small group instruction on learning strategies. The instructor and trained instructional aides assist students in applying learning strategies as they work on homework assignments.

DSPS has offices on the Ocean Campus, John Adams, Mission and Chinatown Northbeach Centers. DSPS services are also available at other centers by appointment. For further information, for office hours or to request an appointment, call or visit one of the offices. The Ocean Campus DSPS office is located in the Rosenberg Library, Room 323, (415) 452-5481. The DSPS office at the John Adams Center is in Room 106, (415) 561-1001(voice). To reach the Mission Center DSPS office in Room 161, call (415) 920-6038. To reach the Chinatown Northbeach Center DSPS in Room 104, call (415) 395-8617. Hearing impaired students may contact DSPS by email at ***deafserv@ccsf.edu***. A Sorenson public Video Phone is available for students who are deaf and use American Sign Language. It is located inside the Rosenberg Library on the 3rd Floor near the restrooms.

To view the Campus Access Guide and updated accessibility information, the DSPS Student Handbook, policies and procedures or Ocean and John Adams office hours, please visit the DSPS website at ***www.ccsf.edu/dsps***. Should you have questions or encounter difficulty regarding access, please contact DSPS at (415) 452-5481.

Student Health Services

The Student Health Services Program assists students in achieving their educational goals by providing services and programs that address the whole student, by empowering students to make healthy lifestyle choices and to be wise health care consumers. This includes a wide range of medical/nursing, mental health, consultation and referral services, as well as health education and promotion activities.

All currently enrolled credit students are eligible for clinical services. Appointments are encouraged and drop-in visits are accommodated as feasible and prioritized by level of urgency.

All students may take advantage of the Student Health Services website, which includes health information, community resources, an informative student health e-magazine and interactive online trainings. All CCSF centers have a small Health Information Station with health information and resource materials, also available to all students.

Medical/Nursing Services
Professional nurse practitioner assessment and treatment of common acute illnesses and infections, comprehensive reproductive health care, and referrals to specialists as needed is offered. Also provided are first aid, TB testing, blood pressure screening, selected immunizations (MMR, Tdap, Hepatitis A and B, seasonal flu), smoking cessation support, and nutrition education and counseling.

Most services are free of charge, although discounted charges are applied for some specific services (e.g. labs). Specific family planning and STI (Sexually Transmitted Infection) screening services for men and women are available free to those eligible through the state Family PACT Program (this also includes PAP testing, breast exam, birth control counseling and dispensing).

Mental Health Services
Professional short-term psychotherapy for individuals and couples, as well as assessment, referral, crisis intervention, and information dissemination is provided by licensed clinicians and supervised interns. Support groups on topics such as procrastination, relationship concerns, managing anxiety and panic attacks, stress reduction and meditation are also conducted.

Consultation and Referral
Nurse practitioners and mental health providers are available for consultation with faculty, staff and administrators regarding student health/mental health issues and concerns regarding students.
When additional evaluation and/or treatment is warranted, students are referred to their primary care provider or a community health/mental health agency, as appropriate. Any costs incurred for off-campus health care is the responsibility of the respective student.

To make an appointment and/or to ask questions call 415.239.3110. For additional information refer to the website at www.ccsf.edu/stuhealth.

Teacher Prep Center

The Teacher Prep Center at City College of San Francisco is located in the Multi-Use Bldg. on Frida Kahlo Way Room 249 on the Ocean Campus. A program of the Child Development and Family Studies Department, the Center provides resources, workshops, counseling, advising, career planning and job information, coursework, outreach and support to future teachers. Current programs include the Metro Academies Program and information on the certificates, permits and credentials required in the field. Co-located with the Early Childhood Professional Development Project, which assists all future and current ECE staff in San Francisco, Teacher Prep staff provide assistance to students and community members interested in entering the field of ECE, TK, elementary, secondary, and community college or CTE teaching. Call (415) 452-5605, PDP or (415) 239-3890, Teacher Prep, for additional information or visit the web at: ***www.ccsf.edu/Departments/Child_Development***.

Transfer Center

Transfer Center is located in Science Hall, Room 132. Telephone: 415-239-3748. Website: *www.ccsf.edu/transfer.*

The Transfer Center is the core of the most current information to assist students to transfer to a baccalaureate institution. We work closely with CCSF's Articulation Officer to ensure transfer information is accurate and up-to-date. The Transfer Center provides students with transfer options and strategies. We endeavor to impart on students a distinction between meeting minimum transfer requirements vs. being a competitive transfer applicant. Special programs the Transfer Center oversee include the UC Transfer Admission Guarantee Program (TAG), UCLA's Transfer Alliance Program (TAP), and the "Degree with a Guarantee" – Associate Degree for Transfer (ADT) to CSU's. Check our website for a robust calendar of special events and visits from university representatives who come to meet directly with students for pre-admissions advising. Come to the annual Transfer Day/College Fair in October at Smith Hall Cafeteria on the Ocean Campus. Representatives from over 45 colleges and universities attend to meet CCSF students and discuss transfer opportunities and requirements. In addition, the Transfer Center offers and array of workshops for students on specialized transfer topics, for example, TAG, ADT, UC Personal Insight Questions, and College Admission Applications.

Additional Student Programs And Services

African American Resource Center's (AARC)

Mission
The African American Resource Center's (AARC) mission is to provide various academic support services, self-care items, and a welcoming space for Black students to gather in community to study, relax, learn, celebrate Black culture and Black history, and share Black college life experiences. AARC's faculty advisor and student staff welcome students to a safe space that is comfortable and inclusive for meditation and prayer (prayer rugs are available). The AARC fosters the Afrocentric principle of Unity to strengthen the bonds among Black students that will lead to greater student support, retention and academic success. The AARC aims to create opportunities where Black students, Black student organizations ~ Black Student Union, Black faculty and Black staff can network and make partnership connections. Black scholars will have access to books from the book loan program, tutoring space, research help, computers and printing. They will learn about campus-wide events, AFAM Studies' course offerings, and scholarships. The center is also a repository of information promoting community organizations and events, educational and employment opportunities and internships, and Black entrepreneurship.

Black Lives Matter ~ Black Minds Matter! Our Student Ambassadors are here to help Black & African American students find the academic resources and training they need to successfully graduate from City College of San Francisco.

Services & Resources Provided
African-American Studies Book Loan Program/Research Library. Books for ALL African American Studies courses will be available for student use. A limited number of books will be available for semester loan; the remainder will be available for in-house use, 2-hour campus use, and 24-hour overnight use. A reference library for research purposes will also be available for students.

Food/Snacks/Water Pantry. Light healthy snacks, food, and water will always be available to students on a first come first serve basis.

Tutoring Services & Space. Student tutors in English, Math, and History and other subjects will be available first- come-first-serve via drop-in and by appointment.

Self-Healing/ Self Care. Prayer rugs for meditation. Personal self-care such as condoms, pads/tampons available. Personal reflection space, studying and recreational center. Black safe haven. Were you can be yourself, no double consciousness required.

Printing & Computers Computers will be available for student's use as well as a free printing for course work. (Coming soon...) Printing will be limited to 10 pages per student.

Alumni Relations Program

You are an alumnus of CCSF if you graduated, transferred, received a degree or certificate, or just attended a few classes. The Alumni Relations Program engages in a variety of activities to meet your needs.

Specifically, the Alumni Relations Program maintains an ongoing relationship with alumni by: informing alumni of important services the College offers to them, such as free access to the Career Development and Placement Center; alerting alumni to College and department activities and other professional development opportunities; tracking alumni success stories; and offering opportunities for alumni to contribute their time, talent, and resources to help other students succeed and realize their educational goals.

If you wish to receive periodic news and updates or share your success story via e-mail, send a note to ***alumni@ccsf.edu*** or visit ***www.ccsf.edu/alumni***. For more information, call (415) 452-4711.

Child Care Services

The Child Development & Family Studies Department administers child development centers at CCSF at the Mission Center and at the Ocean Campus for children of CCSF students and other low income families. These centers function as lab-schools for child development students. The centers feature subsidized child care and development services and are full time at two locations. Children between the ages of 3-5 years are eligible for services and are admitted on a low income priority basis. Care for toddlers is only available at the Ocean Campus. Parents can learn about how to enroll their children by calling (415) 561-1895. The Department also features Parent/Child Observation courses at 7 sites throughout the city for parents who wish to participate in adult education opportunities. For further information on specific classes operated by the Department, please call the main office at Ocean Campus, Multi-Use Bldg., Room 249 (415) 239-3172 or visit our website at: ***www.ccsf.edu/Departments/Child_Development***.

Lactation Center

The Child Development & Family Studies Dept. operates "Effie's Room" in the Orfalea Family Center (OFC 200) on the Ocean Campus.The room provides access to new breastfeeding moms who need to use a private lactation area. Baby-changing facilities, a refrigerator and privacy are available during the day. The area is open on a first-come, first serve basis during the school year and is generally open between 9-4 daily. Funded by the Orfalea Foundation, the lactation center provides support to new breast-feeding moms who are working or attending school. Employees and students are invited to use the facility.

Metro Transfer Academies

Metro Transfer Academies (Metro) prepares students for transfer, community engagement and meaningful careers. Metro students take general education classes together, building close relationships among peers, faculty and counselors and giving students an educational home at City College. The Metro program includes academic counseling, tutoring, a student resource room, peer mentors and an emphasis on social justice and developing strong academic skills.

Metro has Academies with the following themes: Science, Health, Education and Social Services; Diversity Studies at the Mission Center and Design, Media Arts and Communication. Metro's outreach is geared towards high schools, community based organizations, and classes that serve students who are first-generation, low-income and/or historically underrepresented.

Ocean Campus, MUB 338. Contact metro@ccsf.edu or 415-452-5237 for more information.

Orientation Classes

To help students receive a more comprehensive understanding of the College, counselors offer Orientation Classes which thoroughly acquaint students to the demands of academic programs, the College's various services, including the development of personal, career, educational goals including a transfer plan, and obtaining job-seeking skills. Orientation classes are also offered through the Career Development, Counseling Development, and through New Student Counseling.

Peer Advisors

The Peer Advisors are a group of students who have been trained extensively to offer support toward students' success at CCSF. They provide numerous services such as assistance with orientation workshops, registration, financial aid forms, and general campus information. The Peer Advisors are located in the Information Center on the second floor of Conlan Hall. For more information call (415) 239-3296.

Peer-Mentoring and Service-Learning

The Office of Mentoring and Service-Learning offers two types of programs to increase student success and transfer, and enrich the college experience with hands-on application of classroom learning. In the Peer-Mentoring program, a student is matched with a peer mentor. The peer-mentor is a student who has experience in a particular course or program, and who provides information, advice, support and encouragement. The peer-mentor is selected by a Project Sponsor for the course or program. Mentors are currently available to students taking specific courses in science, social science, liberal arts, and vocational programs.

In the Service-Learning program, students enrolled in courses offering service-learning are placed in the community, where they apply both academic and practical skills for the benefit of society. Service-Learning integrates community service, and civic engagement with academic instruction and campus-comunity outreach so that each strengthens the other, and provides time for reflection and critical thinking while making significant contributions to individuals, organizations, and neighborhoods. For example, students taking biology courses may contribute to habitat restoration. In Project SHINE (Students Helping in the Naturalization of Elders), students in political science, psychology, sociology, foreign languages, and health prepare elders to take the citizenship exam.

Students involved in service-learning or volunteer opportunities may enroll (when available) in IDST 12 - Reflection on Service-Learning to share their experiences with other students (see course description). For more information about mentoring or service-learning opportunities, call (415) 239-3771.

Project SURVIVE

Project SURVIVE is a peer education program dedicated to promoting healthy relationships and ending sexual violence, especially rape and/or abuse in intimate relationships. For more information call (415) 239-3899. Located in Cloud Hall, Room 402.

Puente Program

The Puente Project is an academic and community leadership program designed to increase the number of community college students transferring to four-year colleges and universities. Puente meets this goal through a writing, counseling, and mentoring program taught and conducted by specially trained English instructors and a counselors. The program is open to all interested students. For more information call Adriana Rivera (415) 920-6065 or Nixora Ferman at (415) 239-3593.

Queer Resource Center

The Queer Resource Center seeks to empower the lives of LGBTQQI (lesbian, gay, bisexual, transgender, queer, questioning, intersex) students at CCSF by uniting the diverse individuals in the community across gender, race, age and economic standing, religion, and ability differences.

It provides access to a support system of peers and allies and strengthens the LGBTQQI community at CCSF. In addition, the QRC acts as a center of education for and about the queer community through peer-led teachings, workshops, and other such events. The Queer Resource Center is a safe place for queer and transgender students and all, welcoming the opportunity to outreach to its community. For further information, come to Cloud Hall 232, or call (415) 452-5723.

Dr. Betty Shabazz Family Resource Center (FRC)

The Family Resource Center (FRC) at CCSF is a multicultural center with members from all backgrounds, ethnicities, sexual orientations and cultures. Although all students are welcome, the mission is to provide a safe and supportive place for student parents to receive the support and resources they need to reach their educational goals. The center provides information about on and off-campus resources, a child-friendly computer lab, a supervised child activity room for drop-in and the Parent Exchange Program (PEP). The PEP program provides students with children up to 9 hours a week of free child care while they attend classes. For further information, come to the Student Union, Room 201, or call (415) 239-3109.

Students Supporting Students (S Cube or S^3)

Students Supporting Students is the only student-initiated peer mentoring program on the Ocean Campus. S^3 Peer mentors help students navigate their way through CCSF by providing vital information on topics such as financial aid, academic support, campus clubs/organizations, and other campus resources through a variety of ways including workshops and campus-wide events. The program's unique student perspective provides a welcoming environment for students who may feel uncomfortable going to other resources on campus. S^3 was established through the advocacy and organizing of students affiliated with underrepresented communities at CCSF. Students Supporting Students' goal is to increase the transfer rates of these communities to 4-year universities and empower them during their time at CCSF. For further information, visit the Student Union, Room 203, or call (415) 239-3660.

The LINK Center

The LINK Center, linking learning and action, is located in MUB 301 on CCSF's Ocean Campus, overlooking Unity Plaza. Open to all, the Health Education Department's resource center is home to Community Health Workers, WayPass, Gender Div\ersity Project, and mental health, substance use, trauma-informed care, and healthcare interpreting study programs. The center serves as a laboratory for applied learning and action on community health issues. We offer work spaces for groups and individuals, computers, safer sex supplies, HIV/STI information, and a Trans Health Library. We are open Monday through Thursday, 10:10 AM- 5 PM, during spring and fall semesters. Contact us at 415-452-5070 or email ccsfhealthed@gmail.com.

Veterans Services

The VETS OFFICE is located in Cloud Hall, room 333. The Veterans Resource Center is located next door in Cloud Hall, room 332. Please go to the college ***website at www.ccsf.edu*** for more information about Veterans Services.

Veterans, veterans' dependents, and eligible persons may apply online for benefits directly to the VA at www.gibill.va.gov for application and complete details.

Students must also apply for admission to City College of San Francisco online at www.ccsf.edu, for assistance contact the Office of Admissions and Records, MUB 188.

Available Benefits:

1. GI Bill – Active Duty Educational Assistance Program (Chapter 30)
2. Vocational Rehabilitation, Veterans with Service Connected Disabilities (Chapter 31)
3. Post 9/11, (Chapter 33) Detailed chapter 33 information is online at www.gibill.va.gov. Students who believe they may be eligible for chapter 33 should review chapter 33 online and call the Education Call Center (1-888-442-4551) with any questions.
4. Survivors and Dependents of Veterans' (who are either 100% disabled or died due to service-related conditions) Educational Assistance Program (Chapter 35)
5. Selected Reserve Educational Assistance Program (Chapter 1606)
6. Reserve Educational Assistance Program (REAP) Chapter 1607

Please inquire at the VA Web site (www.gibill.va.gov) or at the Veterans Educational Transition Services Office (VETS) for further details regarding benefits.

Eligible disabled veterans may qualify for Chapter 31 Vocational Rehabilitation Benefits. Disabled veterans are encouraged to contact the main DVA Regional Office for more information at 1-800-827-1000.

Credit for Military Training. City College will grant six semester units of credit and waive the Physical Skills graduation requirement (Area G2) for students who present to the Office of Veterans Educational Benefits official documentation showing that they have completed one year or more of active duty in any of the Armed Forces of the United States. Veterans who have completed military-training courses may be awarded up to a maximum of ten additional units. These are based on the recommendations made by the American Council of Education. Students may use such credit in partial unit satisfaction of the requirements for the degree of Associate in Arts or Associate in Science. Since many universities and colleges do not accept credit that other schools have granted for military service, students who desire to transfer such credit should consult the policy of the school to which they intend to transfer.

Transcripts and VA Education Benefits Certification. Pursuant to Section 55050 of Title 5, veterans who have previously attended college must file official copies of all college and military transcripts with the Veterans Office within their first semester of attendance. Veterans utilizing VA Educational Benefits must submit a request for transcript evaluation of college courses in order to avoid overpayment from the VA.

Academic Progress Policy for Veteran Students. If the student has been on either academic probation or on progress probation or on both academic and progress probation for more than two consecutive semesters, he or she will have their veteran's education benefits terminated. Appeals to the termination of veteran's educational benefits must be submitted and addressed to the Dean overseeing the Veterans Benefits Office. All appeals will be reviewed on a case-by-case basis.

Veteran Students Parent School Policy. Veteran students are required to complete a majority of their coursework at City College of San Francisco (CCSF) in order for the institution to approve certification as a Parent School. Each term, a minimum of 75% of the semester units must be taken at CCSF. Appeals must be submitted and addressed to the Department Chair/Dean overseeing the Veterans Benefits Office. All appeals will be reviewed on a case-by-case basis.

Women's Resource Center

The Women's Resource Center is a welcoming safe space for women and all students, providing information about resources available to them both on and off campus. The Center houses a lending library of nearly 1,000 books by and about women. It sponsors campus-wide events and hosts various workshops and programs. The Center is run by students who work closely with a faculty advisor from the Women's and Gender Studies department. For more information, call (415) 239-3112. Located in Smith Hall, Room 103-104.

DEGREE AND CERTIFICATE REQUIREMENTS

DEGREE AND CERTIFICATE REQUIREMENTS

City College of San Francisco is dedicated to the principle that the highest quality education possible be provided to all students. Central to this philosophy is the belief that all students granted an associate degree should be required to study a variety of general breadth courses in addition to those courses which are required by a student's major. These courses shall introduce the student to the languages, the methods of inquiry, and the achievements of the major academic disciplines. Consistent with this philosophy, it is the intent of the College to involve students in the various disciplines in such a way that students will develop an interest in learning that will continue and expand throughout their lives.

Goals of the General Education Program

Through its general education program, the College intends to graduate students who have developed:

a. skills in the principles and applications of language toward logical thought, clear and precise expression, and critical evaluation of communication in whatever symbol system the student uses.
b. English language and information competency skills so that they can communicate clearly, both orally and in writing; can evaluate what they hear and read; and can acquire, interpret and use information appropriately.
c. an appreciation and understanding of the scientific method, of the achievements of at least one of the natural sciences, and of the relationships between the natural sciences and other human activities.
d. an appreciation and understanding of the methods of inquiry used in the social and behavioral sciences and of the ways people act and have acted in response to their societies.
e. an appreciation and understanding of the ways in which people throughout the ages and in different cultures have responded to themselves and to the world around them through artistic and cultural creation, and have developed aesthetic sensitivity and skills as well as an ability to make informed value judgments.
f. an appreciation and understanding of American history and government so that they can be responsible and active citizens.
g. an appreciation and understanding of the physical skills and health knowledge essential for mental and physical well-being.
h. an appreciation and understanding of the history, culture, and perspective of diverse ethnic groups, of women, and of gays, lesbians, bisexuals, and transgenders.

Catalog Rights

City College of San Francisco issues a new catalog yearly. The courses required for a specific degree or certificate may change from one catalog to the next and often change during a student's tenure. For the purposes of meeting degree or certificate requirements based on catalog rights, students may elect to meet the requirements of either:

1. The catalog which was in effect at the time the student began his/her course work at City College of San Francisco, or
2. Any catalog that is or has been in effect during the time that the student has maintained continuous enrollment before graduation with the associate degree.

Students maintain catalog rights through continuous enrollment at City College of San Francisco prior to graduation with the associate degree. Continuous enrollment is defined as enrollment in at least one course per academic year (fall or spring semester only). Any of the following academic record symbols (A–F, P, NP, I, UG, IP, RD, W, EW, and MW) shall constitute continuous enrollment. Documented military or medical leave, not exceeding two years, will not be considered an interruption of enrollment. If an interruption in enrollment occurs, or if the student completes the associate degree, catalog rights are re-established based on the date of re-enrollment. Catalogs from years prior to re-enrollment are no longer available once an interruption in enrollment or completion of the associate degree occurs. Students planning to transfer to a four-year institution are advised to review that institution's catalog for "rights" accorded community college transfers. City College of San Francisco reserves the right to not offer course work which has been offered in the past.

**Students who initially enroll in summer session may claim catalog rights for the preceding academic year. Likewise, students who re-enroll in summer session after an interruption in continuous enrollment may also claim catalog rights for the preceding academic year.*

Graduation Requirements

A student may be graduated from City College of San Francisco by satisfying the requirements established by the Board of Governors of the California Community Colleges, the Governing Board of the San Francisco Community College District, and the faculty of the College. Two paths are available:

Option 1. CCSF Associate Degree

CCSF offers the Associate in Arts (AA) and Associate in Science (AS) degree. Students must complete the CCSF General Education requirements, the major requirement, 60 degree-applicable units, and other graduation requirements.

Option 2. CCSF Associate Degree for Transfer

CCSF offers Associate in Arts for Transfer (AA-T) and the Associate in Science for Transfer (AS-T) degrees. Students must complete the requirements listed below, including completion of either the CSU General Education or IGETC requirements, the major requirement, and 60 degree-applicable and CSU transferable units.

The following chart summarizes the two options. Details on the specific requirements of these two options follow the chart.

Associate Degree Graduation Requirements Overview

	Option 1: **CCSF Associate Degree** **Associate in Arts (AA)** **or Associate in Science (AS)**	**Option 2:** **CCSF Associate Degree for Transfer** **Associate in Arts for Transfer (AA-T)** **or** **Associate in Science for Transfer (AS-T)**
1. General Education	Completion of City College of San Francisco General Education pattern, Areas A-H.	Completion and certification of California State University (CSU) General Education pattern, Areas A-E or Completion and certification of the IGETC pattern, Areas 1-6 (CSU Transfer: Complete IGETC Areas 1-5; UC Transfer: Complete IGETC Areas 1A, 1B and 2-6). Advisory Note: Students transferring to CSU are strongly encouraged to complete the CSU American Institutions and U.S. History requirement. Note: Details of IGETC and CSU GE requirements are in the Transfer Information section of the Catalog.
2. Mathematics	Satisfactory math placement score (if achieved prior to February 2019), or completion of an approved math course, or satisfactory score on SAT, ACT, or Advanced Placement (AP) exam.	Completion of Area B4 of the CSU General Education pattern, or Area 2 of the IGETC pattern.
3. Major	Completion of a major program specified by the department; or completion of 18 semester units in one of the four Liberal Arts and Sciences Areas of Emphasis.	Completion of an AA-T or AS-T program as specified by the department.
4. Units	A minimum of 60 semester units of degree applicable courses.	A minimum of 60 semester units that are both degree applicable and CSU transferable. Advisory Note: Students planning to transfer to UC must have 60 UC-transferable units to meet UC Admission requirements.
5. Grade Point Average	Cumulative grade point average of at least 2.0, including a grade of C or higher in each course taken towards the Major Requirement.	
6. Residence	Completion of a minimum of 12 degree applicable semester units at CCSF is required for graduation.	
Petitioning for the Associate Degree	Submission of a Petition for Graduation Form to the Office of Admission and Records by the deadline.	

CCSF Associate Degree
1. General Education Requirements

General education courses are required in the following areas:

A. Communication and Analytical Thinking,
B. Written Composition and Information Competency,
C. Natural Sciences,
D. Social and Behavioral Sciences,
E. Humanities,
F. United States History and Government,
G. Health Knowledge and Physical Skills, and
H. Ethnic Studies; Women's and Gender Studies; and Lesbian, Gay, Bisexual, and Transgender Studies.

Most general education areas require a minimum of 3 semester units of coursework. However, a 4 quarter-unit course (transferred in from another college) may be used to satisfy a 3-semester-unit general education area. Students transferring in quarter-unit courses must complete, at minimum, the total numerical equivalent of 18 semester units (e.g., 27 quarter units) of general education coursework.

The requirement in each of the areas may be satisfied in any semester in which the student is in attendance, subject to the satisfaction of prerequisites.

Students satisfy the information competency requirement by successfully completing the Area B: Written Composition requirement, which includes teaching and assessment of specific information competency skill areas. Students who transfer in with a course approved as equivalent to English 1A have met this requirement.

A course listed in more than one of the areas may be offered in satisfaction of the requirement in only one of those areas. Exception: If an Area H course selected is also listed in Areas A through G, the course may be used to satisfy this requirement and one other area.

The student may satisfy the requirement for a general education course or courses by offering credit earned by examination, provided that he has earned that credit in conformance with the College regulations governing credit granted in this manner.

Area A: Communication and Analytical Thinking Requirement

Upon completion of this coursework, a student will be able to:

1. Apply the principles of language toward logical thought.
2. Express ideas with clarity and precision.
3. Evaluate communications in whatever symbol system is employed.

To satisfy the graduation requirement in Communication and Analytical Thinking, the student must complete at least three semester units from the following courses:

American Sign Language 1A, 1B, 2A
Business English 74, 76
Business Mathematics 68
Career Development 60, 61*, 62*
Chinese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 10D, 12A, 12B, 12C, 14A, 14B, 14C, 30A, 30B, 30C, 31A, 31B, 32, 38
Communication Studies 1A, 2, 3, 4, 6, 12, 20
Comp. Networking & Info. Tech 131, 132
Computer Science 110A, 130A, 131B, 132A, 150A
Economics 5
Engineering 38
Engineering Technology 50
English as a Second Language 67, 79
French 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 10A, 10B, 10C, 10D, 10E, 11A, 11B, 22, 23
German 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 10D, 11A, 11B
Interdisciplinary Studies 50
Italian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 10D, 11A, 11B, 15A, 15B
Japanese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 16, 17, 18, 19, 20
Journalism 19, 26
Latin Amer & Latino/a Studies 2, 5
Learning Assistance 50
Management 234
Mathematics 70, 75, 80, 90, 92, 95, 100A, 110A
Music 3A, 29
Philosophy 2, 4, 12A, 40
Pilipino 1, 2, 10A, 10B, 10C
Psychology 5
Russian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 15A, 15B, 16A, 16B, 21, 21A, 21B, 22, 22A, 22B
Spanish 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 5, 5S, 6, 6A, 6B, 7, 10A, 10B, 10C, 10D, 22A, 22B, 22C, 31, 31A, 31B, 32, 32A, 32B, 42
World Languages and Cultures 100

*Only partially satisfies the number of units required for this area

Area B: Written Composition Requirement

Upon completion of this coursework, a student will be able to:

1. Read critically to annotate, analyze, synthesize, and evaluate primarily non-fiction, college-level texts.
2. Compose organized and coherent source-based essays that demonstrate critical thinking and rhetorical strategies.
3. Demonstrate control over all major conventions of standard English grammar and punctuation.
4. Select and integrate reliable, credible, and scholarly sources to support essays, using a standardized citation format.

The student may satisfy the graduation requirement in Written Composition and Information Competency in one of these three ways:

1. Completing English 1A with a grade of C or higher
2. Scoring:
   - 3, 4, or 5 on the Advanced Placement Examination in Language & Composition; or
   - 3, 4, or 5 on the Advanced Placement Examination in Literature and Language.
3. Completing with a grade of C or higher any accredited second semester English composition course approved as equivalent to CCSF's English 1B or 1C or to Communications Studies 2.

While English 1A satisfies this requirement, students intending to transfer to a four-year institution may need to complete an additional critical thinking course.

Area C: Natural Sciences Requirement

Upon completion of this coursework, a student will be able to:

PHYSICAL SCIENCE

1. Apply scientific inquiry and investigation of evidence to critically evaluate physical science arguments.
2. Communicate scientific ideas and theories effectively.
3. Apply scientific principles, theories, or models to explain the behavior of natural physical phenomena.

4. Apply physical science knowledge and reasoning to human interaction with the natural world and issues impacting society.

BIOLOGICAL SCIENCE

1. Apply scientific inquiry and investigation of evidence to critically evaluate biological science arguments.
2. Communicate scientific ideas and theories effectively.
3. Apply scientific principles, theories, or models to explain the behavior of natural biological phenomena.
4. Apply biological science knowledge and reasoning to human interaction with the natural world and issues impacting society.

To satisfy the graduation requirement in the Natural Sciences, the student must complete **at least three semester units** from the following courses:

Anthropology 1
Astronomy 1, 4, 16*, 17, 18, 19
Biology 9, 10, 11, 12, 14, 15, 19, 20, 31, 32, 33, 40, 51, 53, 61, 100A, 100B, 106, 108, 111, 112, 114, 118, 119, 120, 121*, 130*, 132, 134
Biotechnology 4, 115, 120
Chemistry 32, 40, 101A, 103A, 110
Energy 3
Environmental Horticulture 76, 77
Geography 1, 31
Geology 10, 11, 30
Health 70
Oceanography 1
Physical Science 11
Physics 2A, 4A, 10, 20, 40, 41
Psychology 50
Sustainability 31
*Only partially satisfies the number of units required for this area

Area D: Social and Behavioral Sciences Requirement

Upon completion of this coursework, a student will be able to:

1. Exhibit an understanding of the methods of inquiry used by the social and behavioral sciences.
2. Critically evaluate the ways people act, think, and feel in response to their societies or cultures.
3. Analyze how societies and/or social subgroups operate.

To satisfy the graduation requirement in the Social and Behavioral Sciences, the student must complete **at least three semester units** from the following courses.

Academic Achievmt Pers Success 100
Administration of Justice 57, 59, 65, 67
African American Studies 30, 40, 42, 55, 60
American Studies 5
Anthropology 2, 3, 3C, 4, 8, 11, 12, 15, 20, 25, 50
Asian American Studies 8, 20, 22, 23, 27, 35, 40, 42, 63
Broadcast Electronic Media 101, 103, 104, 105
Child Dev/Family Studies 53, 61, 67, 68
Communication Studies 5
Economics 1, 3, 6, 15, 20, 22, 25, 30
Fashion Merchandising 28
Geography 3, 4, 7
Health Education 6, 10, 30, 48, 52, 54, 97, 110, 221, 231
History 1, 4A, 4B, 5, 9, 12A, 12B, 15A, 15B, 17A, 17B, 18A, 18B, 20, 21, 35A, 35B, 37, 40, 41A, 41B, 45, 49
Interdisciplinary Studies 7, 17, 29, 30, 31, 37, 45, 80A*, 80C*, 80D*, 80E*, 80F*, 80G*, 81A, 81B*
Labor & Community Studies 15, 70A, 70B, 88, 96C, 114, 115
Latin Amer & Latino/a Studies 1, 2, 9, 10, 11, 13, 14, 15
Lesbian, Gay, Bisexual & Trans 5, 9, 10, 21, 24, 50
Phillipine Studies 20, 30, 40
Physical Education 13, 28
Political Science 1, 2, 3, 4, 5, 12, 18, 19, 22, 43, 45
Psychology 1, 4, 10, 11, 14*, 15*, 17*, 21, 23, 24, 25, 26, 32, 40, 46, 50
Sociology 1, 2, 3, 11, 25, 35, 52, 55
Women's and Gender Studies 25, 35, 54

*Only partially satisfies the number of units required for this area.

Area E: Humanities Requirement

Upon completion of this coursework, a student will be able to:

1. Exhibit an understanding of the ways in which people in diverse cultures and eras have produced culturally significant works.
2. Communicate effectively the meanings and intentions of creative expression.
3. Use analytical techniques to assess the value of human creations in meaningful ways.
4. Demonstrate an understanding of the human condition through language, reasoning, or artistic creation.

To satisfy the graduation requirement in the Humanities, the student must complete **at least three semester units** from the following courses:

African American Studies 55, 60
American Studies 5
Architecture 31A, 31B, 32
Art 101, 102, 103, 104, 105, 106, 107, 108, 109, 118, 123Q, 123V, 123W, 125A, 126, 130A, 140A, 146A, 150A, 160A, 170A, 180A
Asian American Studies 6, 10, 30
Asian Studies 11, 15, 30
Chinese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 10D, 12A, 12B, 12C, 14A, 14B, 14C, 30A, 30B, 30C, 31A, 31B, 32, 33, 36, 38, 39
Cinema 18, 19, 20A, 20B, 21, 22, 23A, 23B
Classics 35
Communication Studies 5, 7, 8, 38, 50
Dance 30, 32
Design 101
English 30A, 30B, 35G, 43, 44A, 44B, 46C, 48C, 48K, 51, 52, 54, 57, 58, 61
English as a Second Language 188
Fashion Merchandising 23, 55
French 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 10A, 10B, 10C, 10D, 10E, 11A, 11B, 22, 41, 42
German 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 10D, 11A, 11B
History 1, 4A, 4B, 5, 15A, 15B, 17B, 18A, 18B, 20, 35A, 35B, 37, 40
Humanities 7, 8, 11, 12, 20, 25, 41A, 41B, 48
Interdisciplinary Studies 3, 4, 14, 27B, 29, 30, 36, 46, 47
Interior Design 138
Italian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 10D, 11A, 11B, 15A, 15B
Japanese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 16, 17, 18, 19, 20, 39
Labor & Community Studies 104A
Latin Amer & Latino/a Studies 1, 2, 14
Lesbian, Gay, Bisexual & Trans 11, 12, 15, 18, 20, 55, 75
Maker Studies 100
Music 21, 22A, 22B, 22C, 23, 24, 25, 26, 27A, 27Q, 27R, 28, 128
Phillipine Studies 30, 42

Philosophy 2, 4, 25A, 25C
Photography 40, 50A, 50B, 51, 81A, 100
Pilipino 1, 2, 10A, 10B, 10C, 39A, 39B
Russian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 15A, 15B, 16A, 16B, 21, 21A, 21B, 22, 22A, 22B, 41
Spanish 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 5, 5S, 6, 6A, 6B, 7, 10A, 10B, 10C, 10D, 22A, 22B, 22C, 31, 31A, 31B, 32, 32A, 32B, 41, 42
Theatre Arts 30, 31, 32, 33, 80, 81, 150A
Visual Media Design 101, 110
Women's and Gender Studies 10, 20
World Languages and Cultures 100

Area F: United States History and Government Requirement

Upon completion of this coursework, a student will be able to:

1. Examine, summarize, and evaluate American history.
2. Examine, summarize, and evaluate American government.
3. Examine and understand the importance of participating in civic duties and responsibilities based on historical and political precedent

To satisfy the graduation requirement in United States History and Government, the student must complete **at least three semester units** from the following courses:

African American Studies 60
Asian American Studies 20, 23
History 1, 9, 12A, 12B, 17A, 17B, 21, 41A, 41B, 45
Labor & Community Studies 70A, 70B
Latin Amer & Latino/a Studies 1
Political Science 1

Area G: Health Knowledge (G1) and Physical Skills (G2) Requirement

Upon completion of this coursework, a student will be able to:

1. Examine, summarize, and value health information essential for mental and physical well-being.
2. Examine, summarize, and value the physical skills essential for mental and physical well-being.

To satisfy the graduation requirement (1–3 units) in Physical Skills and Health Knowledge a student must complete **one course from area G1** and **one course from area G2.** If, in fulfilling this requirement, a student selects courses which total more than three units, the additional units may be counted towards the 60-unit graduation requirement.

Area G1
Biology 106, 130, 132, 134
Child Dev/Family Studies 107
Cul Arts & Hospitality Studies 244
Health Education 10, 25, 27, 33, 38, 48, 53, 54, 56, 67, 97, 120, 177, 221
Interdisciplinary Studies 17
Physical Education 8, 9, 14, 20, 28, 204A, 204B
Psychology 9, 17, 50
Women's and Gender Studies 55

Area G2
Dance 34A, 37, 100A, 100B, 101A, 101B, 102A, 102B, 107A, 110A, 111A, 119A, 119B, 119C, 121B, 122, 123A, 123B, 124A, 124B, 124C, 124D, 126B, 127A, 127B, 129A, 129B, 129C, 129D, 131A, 133A, 133B, 134A, 134B, 134C, 138A, 138B, 138C, 138D, 140A, 140B, 141A, 141B, 145A, 145B, 146A, 146B, 148A, 148B, 149A, 149B, 150A, 150B, 150C, 151A, 151B, 155A, 155B, 155C, 160A, 160B, 160C, 161, 172A, 172B, 173
Disabled Students Prog & Serv 20
Emergency Medical Technician 12, 14
Fire Science Technology 17
Health Education 91M, 91T
Intercollegiate Athletics 60, 61, 62, 63, 65, 66, 67, 68, 69, 80, 81, 82, 83, 85, 88, 89, 96, 97, 98, 99
Physical Education 42, 173A, 200B, 200C, 200D, 200E, 202, 204A, 204B, 204C, 205A, 205B, 205C, 206A, 206B, 206C, 207A, 208A, 208B, 208C, 209A, 209B, 210A, 210B, 212B, 212C, 212D, 214A, 214B, 215A, 215B, 216A, 216B, 217A, 217B, 218, 219A, 219B, 219C, 220, 222, 223A, 223B, 223C, 224, 230A, 230B, 230C, 231A, 231B, 231C, 232A, 232B, 232C, 233A, 233B, 233C, 235A, 235B, 235C, 236A, 236B, 238A, 238B, 238C, 239A, 239B, 240A, 240B, 240C, 242A, 242B, 242C, 243A, 244A, 250A, 252A, 252B, 252C, 252D, 254, 255A, 255B, 255C, 255D, 255E, 256A, 256B, 256C, 256D, 258A, 258B, 258C, 258D, 260A, 260B, 271A, 271B, 271C, 271D, 274A, 274B, 274C, 274D, 276A, 276B, 277

The general education graduation requirement for Area G, Health Knowledge and Physical Skills, may be waived for those students who are pursuing high-unit majors for the Associate of Art or Associate of Science. A high-unit major is one that requires a minimum of 27 units. Not all high unit majors are eligible for Area G waivers. The following is a list of high-unit majors that are eligible for Area G waivers during this catalog year:

Accounting
Administration of Justice
Administrative Support
Aircraft Powerplant Maintenance Technology
Airframe-Maintenance Technology
Architecture
Biological Sciences
Biological Sciences (Emphasis Health Science)
Biotechnology
Cardiovascular Technician/Echocardiography
Child Development
Cinema Production
Commercial Cut-Flower and Greenhouse Production
Construction Management
Culinary Arts Management
Dental Assisting
Diagnostic Medical Imaging
Electronic Engineering Technology
Engineering
Environmental Science
Environmental Studies
Fashion Design
Fashion Merchandising
Finance
Fire Science Technology
Floristry
Food Service Management
General Business
Graphic Design
Health Information Technology
Hotel Management
Interior Design
Journalism
Landscape Gardening and Landscape Contracting
Marketing
Mechanical Engineering Technology

Medical Administrative Assisting
Medical Assisting
Nursery and Garden-Center Operation
Oceanography
Paralegal/Legal Studies
Paramedic
Photography
Physics
Registered Nursing

The following high-unit major is NOT eligible for Area G waivers:
Dance - Performance Art

Additional options for waiving the Area G requirement.

The Area G1 Health Knowledge graduation requirement may be waived upon successful completion of a competency examination. Students should contact their counselor or program adviser for additional information.

The Area G2 Physical Skills graduation requirement may be waived for those students who have completed one year or more of active duty in any of the Armed Forces of the United States and who present official documentation of this service to the CCSF Office of Veterans Educational Benefits.

Area H: Ethnic Studies (H1); Women's and Gender Studies (H2); and Lesbian, Gay, Bisexual, and Transgender Studies (H3)

Upon completion of this coursework, a student will be able to:

1. Analyze the historical and cultural/aesthetic experiences of women, different ethnic/racial groups, or lesbian, gay, bisexual, and/or transgender persons.
2. Compare and contrast the values, attitudes, modes of creative expression, and/or dynamics of interpersonal interactions of people from diverse ethnic/racial groups, women, or lesbian, gay, bisexual, and/or transgender persons.
3. Analyze relationships of power within or between different social groups.
4. Use ethical reasoning and/or cultural, political, or social awareness in order to be effective citizens participating in a diverse world.

To satisfy the graduation requirement in Ethnic Studies (H1); Women's and Gender Studies (H2); and Lesbian, Gay, Bisexual and Transgender Studies (H3), the student must complete **at least three semester units** from Area H1, H2, or H3. **If the course(s) selected is (are) also listed in Areas A through G, the course(s) may be used to satisfy this requirement and one other area.**

Area H1 (Ethnic Studies)
Administration of Justice 67
African American Studies 30, 40, 42, 55, 60
Anthropology 3C, 11, 12, 15
Art 104, 105, 106, 107, 146A
Asian American Studies 6, 8, 10, 20, 22, 23, 27, 30, 35, 40, 42, 63
Asian Studies 11, 15
Broadcast Electronic Media 104
Child Dev/Family Studies 93
Chinese 39
Communication Studies 5
Dance 32, 133A*
Economics 30
History 9, 15A, 15B, 18A, 18B, 20, 21, 35A, 35B, 37, 41A, 41B
Humanities 48
Interdisciplinary Studies 14, 27B, 29, 30, 36, 37, 45, 46, 80A*, 81A*, 81B*
Japanese 39
Labor & Community Studies 15
Latin Amer & Latino/a Studies 1, 2, 9, 10, 11, 13, 14, 15
Lesbian, Gay, Bisexual & Trans 9
Music 21, 23, 24, 25, 26
Phillippine Studies 20, 30, 40, 42
Pilipino 39A, 39B
Political Science 3, 12, 18, 45
Psychology 23
World Languages and Cultures 100

*Only partially satisfies the number of units required for this area

Area H2 (Women's and Gender Studies)
African American Studies 60
Anthropology 25
Art 108
Asian American Studies 35
Broadcast Electronic Media 105
Economics 25
English 57, 58
Health Education 25
History 12A, 12B
Humanities 25
Interdisciplinary Studies 31, 80C*, 80G*
Latin Amer & Latino/a Studies 10
Lesbian, Gay, Bisexual & Trans 21
Management 236
Physical Education 28
Political Science 19
Psychology 25
Sociology 25
Women's and Gender Studies 10, 20, 25, 35, 54, 55

*Only partially satisfies the number of units required for this area

Area H3 (Lesbian/Gay/Bisexual/Transgender Studies)
Anthropology 20
Child Dev/Family Studies 76
Economics 20
Health Education 25, 27, 67, 95*
History 45
Interdisciplinary Studies 80D*
Latin Amer & Latino/a Studies 9
Lesbian, Gay, Bisexual & Trans 5, 9, 10, 11, 12, 15, 18, 20, 21, 24, 50, 55, 75
Music 27Q
Political Science 19
Psychology 24
Spanish 42
Women's and Gender Studies 35
*Only partially satisfies the number of units required for this area

CCSF Associate Degree 2. Mathematics Requirement

Upon completion of this coursework, a student will be able to:

- Apply mathematical concepts through numerical, symbolic, graphical, and verbal methods to interpret quantitative information, solve problems, and communicate results.

The student may satisfy the graduation requirement in mathematics in any one of the following five ways:

1. Achieving a score prior to *February 2019* on a CCSF mathematics placement examination that places the student into a

course at a level higher than MATH 60 (formerly MATH 860) Intermediate Algebra.

2. Completing with a grade of "C" or higher in MATH 46, MATH 60 (formerly MATH 860), or MATH 55 (formerly 855), ET 108B, or ET 50, or PSYC 5, or ECON 5, or LALS 5, PHIL 12A, or FIN 136M. Mathematics department courses at a level higher than MATH 60 also satisfy this requirement.
3. Completing, at an accredited college with a grade of "C" or higher, any mathematics course equivalent to MATH 60, or equivalent to a higher level CCSF mathematics course.
4. Scoring:
   - 550 or higher on the Mathematics Section of the SAT Reasoning Test, or
   - 550 or higher on the SAT Subject Test in Mathematics (Level 1 or Level 2), or
   - 550 or higher on the Quantitative Section of the Graduate Record Examination (GRE), or
   - 23 or higher on the mathematics section of the American College Test (ACT), or
   - 3, 4, or 5 on the Advanced Placement Examination in Calculus AB or Calculus BC or Computer Science AB or Statistics, or
5. Achieving either one of the following Early Assessment Program (EAP) results:
   - "Ready for mathematics college-level coursework," or
   - "Conditionally ready for mathematics college-level coursework" AND a grade of "C" or higher in two semesters of a CSU-approved senior-year high school mathematics course.

CCSF Associate Degree 3. Major Requirement

A student must complete a major in one of the following two ways. **Courses taken to complete this requirement must be completed with a final grade of "C" or higher, or "P" if taken Pass/No Pass:**

a. Completion of 18 or more semester units in an Area of Emphasis of the Liberal Arts and Sciences degree program described in the Programs and Courses section of this catalog. The four areas of emphasis are:

Arts and Humanities
Communication
Science and Mathematics
Social and Behavioral Sciences

or

b. completion of the 18 or more semester units in a curriculum specified by the department as indicated in the Programs and Courses section of this catalog.

CCSF Associate Degree 4. Unit Requirement

To satisfy the unit requirement for graduation, the student must complete a minimum of 60 semester units of college-level (degree applicable) work that include the courses and units

a. Required for the student's major, and
b. Specified in the general education requirements described above.

CCSF Associate Degree 5. Grade-Point Requirement

To satisfy the grade-point requirement for graduation, a student must maintain a cumulative grade point average of at least 2.0 in all associate degree applicable courses at City College of San Francisco. Unless otherwise noted (as in Written Composition Requirement and Major Requirement), it is not necessary to receive a grade of "C" or better in each course, but the overall grade point average in degree applicable courses must be at least 2.0. The student must also have at least a 2.0 combined grade point average which includes the cumulative grade point average for all associate degree applicable courses at City College of San Francisco combined with the grade point average of all transferable units completed at other accredited postsecondary institutions.

CCSF Associate Degree 6. Residence Requirement

The student may satisfy the residence requirement for graduation by completing a minimum of 12 of the 60 degree applicable semester units required for graduation at City College of San Francisco.

CCSF Associate Degree for Transfer 1. General Education Requirements

Students satisfy the general education requirements for the Associate Degree for Transfer by completing and obtaining certification of one of the following two options:

- California State University (CSU) General Education pattern, Areas A-E
- IGETC pattern, Areas 1-6
  CSU Transfer: Complete Areas 1-5
  UC Transfer: Complete Areas 1A, 1B and 2-6

These requirements are outlined in the Transfer Information section of the catalog. Students transferring to CSU are strongly encouraged to complete the CSU American Institutions and U.S. History requirement.

CCSF Associate Degree for Transfer 2. Mathematics Requirement

Students satisfy the Mathematics requirement for the Associate Degree for Transfer by completing one of two options, concurrent with their completion of the General Education requirements noted above:

- Completion of Area B4 of the CSU General Education pattern
- Completion of Area 2 of the IGETC pattern

CCSF Associate Degree for Transfer 3. Major Requirement

Students satisfy the major requirement for the Associate Degree for Transfer by completing 18 or more units in a curriculum specified by the department. Courses taken to complete this requirement must be completed with a final grade of "C" or higher. Specific requirements are listed in the Programs and Courses section of the catalog.

CCSF Associate Degree for Transfer 4. Unit Requirement

To satisfy the unit requirement for graduation, the student must complete a minimum of 60 semester units that are both CCSF degree applicable and CSU transferable. This includes the courses and units

a. Required for the student's major, and
b. Specified in the general education requirements described above.

Advisory Note: Students planning to transfer to UC must have 60 UC-transferable units to meet UC Admission requirements.

CCSF Associate Degree for Transfer 5. Grade-Point Requirement

To satisfy the grade-point requirement for graduation, a student must maintain a cumulative grade point average of at least 2.0 in all CSU transferable courses at City College of San Francisco and any other institution. While it is not necessary to receive a grade of "C" or better in each course, the overall grade point average in degree applicable courses must be at least 2.0. However, each course taken to satisfy the major requirement must be completed with a final grade of C or higher.

CCSF Associate Degree for Transfer 6. Residence Requirement

The student may satisfy the residence requirement for graduation by completing a minimum of 12 of the 60 units required for graduation at City College of San Francisco.

Petitioning for the Associate Degree

Students seeking the Associate in Arts, the Associate in Science, Associate in Arts for Transfer, or Associate in Science for Transfer must complete and submit a Petition for Graduation Form to the Admissions and Records Office on or before the dates specified in the Calendar of Instruction.

Students should not petition for the Associate Degree until all the requirements are met or about to be satisfactorily completed in the current school term. Students are requested to review the completion of all requirements with their counselor or advisor prior to submitting the Petition for Graduation Form.

Students completing the graduation requirements during the academic year (including the preceding and following summers) are invited to participate in the commencement ceremony, which takes place once a year each May. For information on Commencement Ceremony participation, please see the CCSF Student Affairs website.

Multiple Majors/Multiple Degrees

Students may graduate with multiple majors or earn multiple degrees at City College. Multiple majors are considered to be the completion of more than one program of study (major) prior to graduation with the associate degree. Multiple degrees are the attainment of an additional degree after the student has already completed an associate degree or higher.

Multiple Majors

Students may earn an associate degree in more than one major providing:

1. Minimum requirements have been met for each major. ***Students are allowed to earn different degrees in the same discipline, e.g., an associate degree and an associate degree for transfer in Biology);***
2. The majors are available in the same catalog year;
3. General education and all other graduation requirements in that same catalog year have been met. Courses used to fulfill the requirements of one major may be used to meet the requirements of an additional major.

Courses used to meet major requirements may be applied to general education requirements as well. The general education courses used to satisfy graduation requirements for one major may also be applied to additional majors. For multiple majors, a single diploma with all majors listed will generally be issued. If one major leads to an Associate in Arts and another to the Associate in Science, two diplomas will be issued.

Multiple Degrees

Students who already possess an associate degree from City College of San Francisco may be awarded an additional, ***different*** degree upon completion of the following:

1. All requirements for the major. ***Students are allowed to earn different degrees in the same discipline, e.g., an Associate Degree and an Associate Degree for Transfer in Business Administration;***
2. General education requirements for the catalog in effect when the student re-enrolls (subsequent to graduation with the associate degree) and for which the student maintains catalog rights; and
3. All other City College graduation requirements. Previous coursework may be used to meet the new major and general education requirements.

Catalog rights end upon completion of the Associate Degree (AA, AS, AA-T, or AS-T). If the student did not meet the requirements of the additional degree prior to graduation, catalog rights for the additional degree will begin after the previous degree was awarded.

Students who possess an associate degree or higher from another regionally accredited college or university may earn an associate degree from City College upon completion of the following:

1. All requirements for the major. ***Students are allowed to earn different degrees in the same discipline, e.g., an Associate Degree and an Associate Degree for transfer in Child Development;***
2. General education requirements for the catalog in effect when the student enrolls and for which the student maintains catalog rights; and
3. All other City College graduation requirements. Previous coursework may be used to meet the new major and general education requirements.

Certificate Programs

Types of Certificate Programs

City College of San Francisco offers both credit and noncredit certificated programs of study.

Certificate Curricula — Credit

City College offers two types of credit certificates, Certificates of Achievement and Certificates of Accomplishment, which prepare students for entry-level employment or further study, add special knowledge and skills to existing occupational competence, or mark an accomplishment in a particular area.

A Certificate of Achievement is a sequence of courses usually consisting of 16 or more units of degree-applicable coursework that has been approved by the State Chancellor's Office. Students who successfully petition for a Certificate of Achievement will have the name of the certificate appear on their transcript.

A Certificate of Accomplishment is a sequence of courses consisting of fewer than 16 units of degree-applicable coursework. Students who successfully petition for a Certificate of Accomplishment will not have the name of the certificate appear on their transcript.

All CCSF credit certificates require the following:

- **Residency requirement:** Students must successfully complete at CCSF at least 20% of the units required to earn the certificate.

- **Grade requirement:** Students must pass all letter-graded certificate-applicable courses with a C or better and all P/NP certificate-applicable courses with a P.

Credit that students earn in a certificate curriculum may also be used toward satisfaction of the requirements for graduation from the College with an associate degree.

Certificate Curricula — Noncredit

City College offers two types of noncredit certificates, Certificate of Completion and Certificate of Competency, which prepare students for entry-level employment or further study. A Certificate of Completion is a sequence of courses designed to prepare students to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses. A Certificate of Competency is a sequence of courses preparing students to demonstrate achievement in a set of competencies that prepares the student to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses. Some noncredit certificate programs meet required guidelines for student financial assistance.

Petitioning for Certificate Programs

Students who have fulfilled the certificate program course requirements as stated in the CCSF college catalog may petition to receive their certificate. Petitions are available at the Admissions and Records Office, MUB 188. Petitions should be submitted by the deadline posted in the Calendar of Instruction. Information: (415) 239-3285.

The guidelines for petitioning for certificate programs are as follows:

- Students should discuss the curriculum requirements with their program advisor or department chair to assure that all program requirements are met.
- Students should submit a petition before the deadline indicated in the current College Catalog or Schedule of Classes.
- Students who are applying for multiple certificates should complete separate petitions for each.
- Students who wish to use courses taken at another college or university or substitute other equivalent CCSF courses for required certificate courses must have the department chair or faculty advisor complete and sign the appropriate areas of the petition form.

The College may award credit and noncredit certificates to eligible students who have fulfilled the certificate program requirements as stated in the CCSF college catalog without requiring students to submit a certificate petition through an auto-petition process. If a certificate petition is denied because of unmet requirements, consult the College Catalog for the catalog rights year being claimed. Students needing further clarification should contact the department chair or a faculty advisor. Please do not contact the Admissions and Records Office to request a waiver of requirements. The requirements for Certificates have been established by the faculty and the administration and approved by the Governing Board. The Admissions and Records Office does not have the authority to change or waive any of the requirements.

Commencement Ceremony

The CCSF Commencement Ceremony takes place every Spring semester in May at the end of the academic year. All students who submit a degree petition signed by a CCSF Counselor before the printed deadline are eligible to participate in the commencement ceremony that is held each Spring and have their names printed in the commencement program. This includes both Fall and Spring semester graduates and those who have graduated the summer immediately prior or intend to graduate the summer immediately following the academic year in question. Students should not petition for the Associate Degree until all the requirements are met or are about to be satisfactorily completed in the current school term.

Participation in the commencement ceremony does not mean students have earned the degree. The degree is officially conferred after official grades are posted; degree completion is noted on the official transcript.

Students wishing to participate in commencement exercises not within their corresponding academic year may do so in cases of extenuating circumstances only and with approval from the Office of Student Affairs & Wellness.

Commencement registration is available online starting in the Spring Semester. In order to participate in the Commencement Ceremony, all graduates must be registered NO later than the designated Spring term deadline. Every effort is made to ensure that all graduating students who register before the designated deadline are listed in the Commencement program. Students who do not register for the Commencement Ceremony before the deadline will not have their name listed in the Commencement program. The College has a printing approval deadline that will preclude inclusion of late registrants. However, please be aware of the following information:

- By law, students who have requested privacy protection for their academic records at any time will *not* have their name published in the program, unless they indicate on their commencement registration form that they desire their name to be included.
- Students whose names are not included in the printed program will still be individually recognized by name as they cross the commencement stage.

Students graduating with Honors, High Honors, or Highest Honors status shall have a special notation next to their name in the program. This information must show on the official school records at the time of registration to be included.

Commencement packages as well as other commencement related items are available for purchase at the CCSF Bookstore, Ocean Campus. As an alternative, the Cap and Gown Loan Program, which was founded in Spring 2008, loans caps & gowns to graduating students with financial need on a first come, first served basis.

All commencement related information including important links, forms, and deadlines is updated and released annually in the Commencement Circular which can be found online at ***http://www.ccsf.edu/commencement*** at the beginning of each Spring term.

TRANSFER INFORMATION

TRANSFER INFORMATION

General Information

This section of the College catalog contains general information for students planning to transfer to any of the University of California (UC) campuses or to any of the campuses of the California State University (CSU).

Listed in this section of the catalog (in the order given below) are three categories of information: (1) Courses which satisfy the general education requirements for all campuses of the California State University; (2) Courses from City College of San Francisco acceptable at all campuses of the University of California for **elective** credit; (3) Courses from City College that satisfy the Intersegmental General Education Transfer Curriculum (IGETC);

Transfer Information

Courses numbered from 1 through 799 are university courses except for some listed as "Credit, non-degree applicable" and a few others. With these exceptions, courses numbered 1 through 799 are considered to be baccalaureate in nature and carry transfer credit. However, according to their transfer policies, some universities and four-year colleges may not grant transfer credit for every City College baccalaureate course.

Courses named with one of the letters from A through Z are foundational courses: for example, Chemistry C. Credit earned in these courses is not accepted for graduation from City College and is generally not transferable to a university or a four-year college.

The California State University grants transfer credit for all courses numbered 1 through 799, except for some courses in Biotechnology, English, English as a Second Language, Engineering Technology and Mathematics. Those courses which are transferable to the California State University **for elective credit** are labeled with "CSU" following the description of the course content in its announcement.

A complete list of courses for which the University of California accepts credit is given in the Transfer section of this catalog. In addition, each course that is acceptable **for elective credit** at all campuses of the University of California has "UC" following the description of the course content in its announcement.

Courses designated as "UC upon review" are independent studies or variable topics courses which may earn UC elective credit, but which must be evaluated by the UC campus at the time the student is admitted for transfer before credit can be granted.

Students are advised to see their counselors or advisors for further information beyond that which is given on the following pages regarding transferring to a four-year college or university.

Articulation Agreements

Articulation agreements which list detailed information concerning specific majors and describe course transferability from City College of San Francisco CSU and UC campuses are available on ASSIST, ***www.assist.org.*** Articulation agreements with private or out-of-state colleges may be found on the City College Articulation website: ***www.ccsf.edu/artic.***

Associate Degrees for Transfer

City College of San Francisco also offers associate degrees for transfer primarily to the CSU. These include Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. Students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the similar 120 semester-unit or 180 quarter-unit baccalaureate degree within 60 semester or 90 quarter units.

For more information on the Associate Degrees for Transfer, see the Associate Degree Graduation Requirements section of this catalog. To find out which CSU campuses accept each degree, please go to http://www.adegreewithaguarantee.com/Degrees.aspx. Current and prospective CCSF students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.

California State University (All Campuses)

Admission Application Dates

To ensure consideration for admission to the campus of first choice, students are reminded to file a CSU application during the appropriate filing period shown below:

Term: Applications First Accepted

Summer Quarter: February 1 (preceding the summer term)

Fall Semester/Quarter: October 1 (preceding the term)

Winter Quarter: June 1 (preceding the term)

Spring Semester/Quarter: August 1 (preceding the term)

Application for impacted programs and campuses must be filed during the initial application filing period. Otherwise, each campus accepts applications until capacities are reached. If you are applying after the initial filing period, consult the campus admissions office for current information.

Apply online, ***www.csumentor.edu***.

Admission as a Transfer Student

A student may satisfy CSU admission requirements as an upper division transfer student by:

- Completing a minimum of 60 transferable semester units (CCSF courses numbered 1 through 799 except for some non-degree applicable Biotechnology, English, English as a Second Language, Engineering Technology, and Mathematics courses).
- Maintaining a grade point average of 2.00 or higher in all transferable units attempted.
- Satisfying a minimum of 30 units of General Education with grades of C or better including: A1 Oral Communication, A2 Written Communication, A3 Critical Thinking, B4 Quantitative Reasoning.

Supplementary Admissions Requirements. Some majors and campuses receive more applications during the initial filing period than can be accommodated and have higher admission standards. For detailed information regarding *Impacted Undergraduate Majors* and *Campuses in the California State University*, go to ***http://www.calstate.edu/AR/impactioninfo.shtml***.

Transfer of Credit to the California State University (All Campuses)

The campuses of the California State University accept credit from City College of San Francisco as follows:

1. They accept as elective credit toward graduation the units earned in all City College courses numbered 1 through 799, except for BTEC 108A, ESL 12, 75, 85, 95, 122, 132, 142, 182; ENGL 12, 86, 88, 88B, ET 108A, and MATH 30, 35, 40, 43, 45, 46, 55, 60, 80S, 90S.
2. They do not accept credit earned in City College foundational courses. (These courses are named with only one letter—for example, Chemistry C.)
3. They accept transfer credit as indicated above, but do not accept more than 70 semester units of community college credit to be used to satisfy the unit requirements for the baccalaureate degree.
4. They accept partial or full certification of completion of the Lower Division General Education requirements for graduation from the California State University for courses completed at City College.
5. They do not necessarily accept credit that City College has

granted for work completed at other collegiate institutions or for The College Board's AP examinations.

6. They grant six units of credit for one year or more of military service.

American Institutions and United States History Requirement

Upon completion of this coursework, a student will be able to:

US1: Analyze significant events from U.S. history, including cultural and regional influences.

US2: Evaluate political institutions and processes in the United States.

US3: Explain California's political processes and Constitution and its relationship to the federal government.

Candidates for a bachelor's degree must satisfy the requirement in American Institutions and United States History by completing one course from each of the following two groups:

Group 1. (US-2&3) Political Science 1

Group 2. (US-1) Asian American Studies 20; History 1, 9, 12A, 12B, 17A, 17B, 41A, 41B, 45; Labor and Community Studies 70A, 70B; Latin American and Latino/a Studies 1

General Education Requirements for the California State University (All Campuses) for 2019-20

CSU GE-Breadth handouts and related information are available from a counselor; the Transfer Center; ASSIST, ***www.assist.org***; or the CCSF articulation webpage, ***www.ccsf.edu/artic***.

Requirements for the baccalaureate degree at the California State University include the completion of a minimum of 48 semester units in general education within a prescribed pattern, including 9 semester units of upper-division work. A maximum of 39 semester units may be certified by City College as having met the CSU lower division General Education requirements.

The 39 semester unit pattern is distributed among five broad areas as noted below. City College will certify completion of each area according to the unit limits shown. Students who complete the entire pattern may also petition for the Certificate of Achievement in CSU General Education Breadth.

Students have the option to complete the Intersegmental General Education Transfer Curriculum (IGETC) in lieu of the 39 unit CSU general education pattern.

Due to catalog publication deadlines, the following is a list of CSU General Education courses from the 2019-20 academic year. Updated information is available from a counselor; the Transfer Center; ASSIST, ***www.assist.org;*** or the CCSF articulation webpage, ***www.ccsf.edu/artic***.

AREA A: Communication in the English language and critical thinking

(9 certifiable semester units or 12–15 quarter units with at least one course from each of A1, A2, and A3)

A1 Oral Communication:

Upon completion of this coursework, a student will be able to:

1. Demonstrate clear and precise oral expression.
2. Identity and use culturally competent communication practices.
3. Analyze how communication practices impact experiences.

One course from the following:

Communication Studies 1A, 3, 4, 6, 12, 20

English As Second Language 79

A2 Written Communication:

Upon completion of this coursework, a student will be able to:

1. Read critically to annotate, analyze, and evaluate primarily non-function, college-level texts.
2. Compose organized and coherent source-based essays that demonstrate critical thinking and rhetorical strategies.
3. Demonstrate control over all major conventions of standard English grammar and punctuation.
4. Select and integrate reliable, credible, and scholarly sources to support essays, using a standardized citation format.

Take the following course:

English 1A

A3 Critical Thinking:

Upon completion of this coursework, a student will be able to:

1. Practice inductive and deductive reasoning in written or oral contexts.
2. Integrate support for ideas into an argument structure.
3. Identify formal and informal fallacies of language in thought.

One course from the following:

Communication Studies 2, 3

English 1B, 1C

Philosophy 2, 4, 40

AREA B: Physical Universe and its Life Forms

(9 certifiable semester units or 12-15 quarter units required with at least one course each from B1, B2 [at least one to contain a laboratory component identified in B3] and B4)

B1 Physical Science:

Upon completion of this coursework, a student will be able to:

Physical Science

1. Apply scientific inquiry and investigation of evidence to critically evaluate physical science arguments.
2. Communicate scientific ideas and theories effectively.
3. Apply scientific principles, theories, or models to explain the behavior of natural physical phenomena.
4. Apply physical science knowledge and reasoning to human interaction with the natural world and issues impacting society.

One course from the following:

Astronomy 1, 17, 18, 19

Chemistry 32, 40, 101A, 101B, 103A, 110, 208A, 208B, 212A, 212B

Energy 3

Geography 1

Geology 10, 11, 30

Oceanography 1

Physical Science 11

Physics 2A, 2B, 4A, 4B, 4C, 4D, 10, 20, 40, 41

B2 Life Science:

Upon completion of this coursework, a student will be able to:

Biological Science

1. Apply scientific inquiry and investigation of evidence to critically evaluate biological science arguments.
2. Communicate scientific ideas and theories effectively.
3. Apply scientific principles, theories, or models to explain the behavior of natural biological phenomena.
4. Apply biological science knowledge and reasoning to human interaction with the natural world and issues impacting society.

One course from the following:

Anthropology 1

Astronomy 4

Biology 9, 10, 11, 12, 14, 19, 20, 31, 32, 33, 40, 51, 53, 61, 100A, 100B, 106, 108, 111, 112, 114, 118, 119, 120, 134

Biotechnology 4

Environmental Monitoring 28

Geography 31

Psychology 1B

Sustainability 31

B3 Laboratory Activity (to be taken with course from B1 or B2)
Upon completion of this coursework, a student will be able to:
Laboratory Science

1. Investigate natural phenomena through a variety of scientific inquiry techniques.
2. Analyze and evaluate data from the natural world.
3. Apply scientific principles, theories, or models to predict and explain the behavior of natural phenomena.

One course from the following:
Anthropology 1L
Astronomy 16
Biology 9, 10, 11, 12, 14, 19, 31L, 32L, 51L, 100A, 100B, 106, 108, 111, 112, 118, 120
Biotechnology 4
Chemistry 32, 40, 101A, 101B, 103A, 208A, 208B, 212A, 212B
Energy 3L
Environmental Monitoring 28
Geography 1L, 31L
Geology 10L, 11L, 30L
Oceanography 1L
Physical Science 11L
Physics 2AL, 2BL, 4AL, 4BL, 4CL, 4DL, 10L
Sustainability 31L

B4 Mathematics/Quantitative Reasoning:
Upon completion of this coursework, a student will be able to:

1. Apply mathematical concepts through numerical, symbolic, graphical, and verbal methods to interpret quantitative information, solve problems, and communication results

One course from the following:
Economics 5
Engineering Technology 50
Finance 136M
Latin Amer & Latino/a Studies 5
Mathematics 70, 75, 80, 90, 92, 95, 100A, 100B, 110A, 110B, 110C, 115, 120, 125, 130
Philosophy 12A
Psychology 5

AREA C: Arts, Literature, Foreign Language and Philosophy

(9 certifiable semester units or 12-15 quarter units with at least one course in the Arts and one course in the Humanities)

C1 Arts:
Upon completion of this coursework, a student will be able to:

1. Identify connections between the arts and cultural and social awareness.
2. Analyze the broader social/historical contexts of works of art.
3. Evaluate the creative expression of self and others.

At least one course from the following:
African American Studies 55
Architecture 31A, 31B, 32, 102, 134
Art 101, 102, 103, 104, 105, 106, 107, 108, 109, 118, 122A, 123Q, 123U, 123V, 123W, 125A, 130A, 140A, 146A, 146B, 160A, 170A, 180A
Asian Studies 11
Cinema 18, 21, 23A, 23B
Communication Studies 38
Dance 30, 32, 100A
Fashion Merchandising 55
Interior Design 138
Labor & Community Studies 104A
Latin Amer & Latino/a Studies 14
Lesbian, Gay, Bisexual & Trans 20, 55
Maker Studies 100
Music 3A, 3B, 5A, 5B, 9A, 21, 22A, 22B, 22C, 23, 24, 25, 26, 27A, 27B, 27Q, 27R, 28, 100, 128
Photography 40, 50A, 50B
Theatre Arts 30, 31, 32, 33, 150A
Visual Media Design 110

C2 Humanities:
Upon completion of this coursework, a student will be able to:

1. Exhibit an understanding of the ways in which people in diverse cultures and eras have produced culturally significant works.
2. Communicate effectively the meanings and intentions of creative expression.
3. Use analytical techniques to assess the value of human creations in meaningful ways.
4. Demonstrate an understanding of the human condition through language, reasoning, or artistic creation.

At least one course from the following:
African American Studies 30, 40, 60
American Sign Language 2A
American Studies 5
Asian American Studies 6, 10, 30, 35
Asian Studies 15, 30
Chinese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 10D, 12A, 12B, 12C, 14A, 14B, 14C, 30A, 30B, 30C, 31A, 31B, 32, 33, 36, 39
Cinema 19, 20A, 20B, 21, 22
Classics 35
Communication Studies 8
English 1B, 30A, 30B, 35A, 35B, 35C, 35D, 35G, 35H, 43, 44A, 44B, 46A, 46B, 46C, 48C, 48K, 51, 52, 54, 57, 58, 61
English as a Second Language 188
French 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 5, 10A, 10B, 10C, 10D, 10E, 11A, 11B, 41, 42
German 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 10D, 11A, 11B
History 1, 4A, 4B, 5, 9, 12A, 12B, 15A, 15B, 17A, 17B, 18A, 18B, 20, 21, 35A, 35B, 37, 40, 41A, 41B, 45, 49
Humanities 7, 8, 11, 12, 20, 25, 41A, 41B, 48
Interdisciplinary Studies 3, 4, 14, 27B, 29, 30, 31, 36, 37, 45, 46, 47
Italian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 4A, 4B, 10A, 10B, 10C, 10D, 11A, 11B, 15A, 15B
Japanese 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 4, 4A, 4B, 10A, 10B, 10C, 39
Latin Amer & Latino/a Studies 1
Lesbian, Gay, Bisexual & Trans 11, 12, 15, 18, 75
Phillipine Studies 30, 42
Philosophy 2, 4, 25A, 25C
Pilipino 1, 2, 10A, 10B, 10C, 39A, 39B
Russian 1, 1A, 1B, 2, 2A, 2B, 3A, 3B, 4A, 10A, 10B, 10C, 15A, 15B, 16A, 16B, 21, 21A, 21B, 22, 22A, 22B, 41
Spanish 1, 1A, 1B, 2, 2A, 2B, 3, 3A, 3B, 5, 5S, 6, 6A, 6B, 7, 10A, 10B, 10C, 10D, 22A, 22B, 22C, 31, 31A, 31B, 32, 32A, 32B, 41, 42
Women's and Gender Studies 10
World Languages and Cultures 100

AREA D: Social Sciences

Upon completion of this coursework, a student will be able to:

1. Exhibit an understanding of methods of inquiry used by the social and behavioral sciences.
2. Critically evaluate the ways people act, think and feel in response to their societies.
3. Demonstrate socio-cultural participation skills, ethical reasoning, and political awareness in order to be effective citizens in a diverse world.

Nine (9) certifiable semester units or 12-15 quarter units with courses to be selected from at least two disciplines from the following:

Administration of Justice 57, 59, 65, 67
African American Studies 30, 42, 60
American Studies 5
Anthropology 2, 3, 3C, 4, 8, 11, 12, 15, 20, 25
Asian American Studies 8, 20, 22, 27, 30, 35, 40, 42
Broadcast Electronic Media 101, 103, 104, 105
Child Dev/Family Studies 53, 61, 67, 97
Communication Studies 5
Economics 1, 3, 6, 15, 20, 22, 25, 30
Geography 3, 4, 7
Health Education 6, 10, 30, 52, 54, 56, 97, 110, 221, 231
History 1, 4A, 4B, 5, 9, 12A, 12B, 15A, 15B, 17A, 17B, 18A, 18B, 20, 21, 35A, 35B, 37, 40, 41A, 41B, 45, 49
Interdisciplinary Studies 7, 17, 30, 31, 37, 45
International Business 162
Labor & Community Studies 15, 70A, 70B, 88, 96C, 114
Latin Amer & Latino/a Studies 1, 9, 10, 11, 13, 15
Lesbian, Gay, Bisexual & Transgender Studies 5, 9, 10, 21, 50
Phillipine Studies 20, 40
Physical Education 13, 28
Political Science 1, 2, 3, 4, 5, 12, 18, 22, 43, 45
Psychology 1, 2, 4, 10, 11, 21, 23, 24, 25, 26, 32, 40, 46
Sociology 1, 2, 3, 21, 25, 35, 52
Women's and Gender Studies 25, 35, 54

AREA E: Lifelong Understanding and Self-Development

Upon completion of this coursework, a student will be able to:

1. Identify strategies for continual sociological and biological well-being.
2. **PE/Dance Specific Outcome:** Examine, summarize, and value the physical skills essential for mental and physical well being.

Three (3) certifiable semester units or 4-5 quarter units from the following:

Career Development 60
Dance *34A, *37, *100B, *102A, *102B, *107A, *110A, *111A, *119A, *119B, *119C, *121B, *122, *123A, *123B, *124A, *124B, *124C, *124D, *126B, *127A, *127B, *129A, *129B, *129C, *129D, *131A, *133A, *133B, *134A, *134B, *134C, *138A, *138B, *138C, *138D, *140A, *140B, *141A, *141B, *145A, *145B, *146A, *146B, *148A, *148B, *149A, *149B, *150A, *150B, *150C, *151A, *151B, *155A, *155B, *155C, *160A, *160B, *160C, *161, *172A, *172B, *173
Disabled Students Prog & Serv *20
Emergency Medical Technician 14
Health Education 10, 25, 27, 30, 33, 48, 52, 53, 54, 67, 97, 120
Intercollegiate Athletics *60, *61, *62, *63, *65, *66, *67, *68, *69, *80, *81, *82, *83, *85, *88, *89, *96, *97, *98, *99
Interdisciplinary Studies 17, 50
Learning Assistance 50
Lesbian, Gay, Bisexual & Trans 21, 24
Physical Education 14, 28, *173A, *200B, *200C, *200D, *200E, *202, *204A, *204B, *204C, *205A, *205B, *205C, *206A, *206B, *206C, *207A, *208A, *208B, *208C, *209A, *209B, *210A, *210B, *212B, *212C, *212D, *214A, *214B, *215A, *215B, *216A, *216B, *217A, *217B, *218, *219A, *219B, *219C, *220, *222, *223A, *223B, *223C, *224, *230A, *230B, *230C, *231A, *231B, *231C, *232A, *232B, *232C, *233A, *233B, *233C, *235A, *235B, *235C, *236A, *236B, *238A, *238B, *238C, *239A, *239B, *240A, *240B, *240C, *242A, *242B, *242C, *243A, *244A, *250A, *252A, *252B, *252C, *252D, *254, *255A, *255B, *255C, *255D, *255E, *256A, *256B, *256C, *256D, *258A, *258B, *258C, *258D, *260A, *260B, *271A, *271B, *271C, *271D, *274A, *274B, *274C, *274D, *276A, *276B, *277
Psychology 9, 14, 15, 17, 21, 24, 26, 40, 46
Sociology 35
Women's and Gender Studies 55
*All DANC/PE/PE A activity credit combined limited to 1 unit

University of California (All Campuses)

Admission Application Dates

To ensure consideration for admission to the campus of first choice, students are reminded to file a UC application during the appropriate *Filing Period:*

University of California, Berkeley, and Merced
Fall Semester: File November 1–30
Spring Semester: File July 1–31
UC Berkeley application is accepted for the fall only

All Other University of California Campuses
Fall Quarter: File November 1–30
Winter Quarter: File July 1–31
Spring Quarter: File October 1–31
For the fall term, all majors and programs are open to new students. Check with the specific campus Admissions Office if applying for other than the fall term.

Apply online, ***www.universityofcalifornia.edu/apply***.

Minimum U.C. Transfer Eligibility Requirements

To be eligible for admission to UC as a transfer student, you must fulfill the following criteria:

1. Complete 60 semester units (90 quarter units) of transferable college credit with a grade point average of at least 2.4, ***and***
2. Complete a course pattern requirement to include:
   - Two transferable college courses (3 semester units or 4 – 5 quarter units each) in English composition; ***and***
   - One transferable college course (3 semester units or 4 – 5 quarter units) in Mathematical Concepts and Quantitative Reasoning; ***and***
   - Four transferable college courses (3 semester units or 4 – 5 quarter units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, the physical and biological sciences.

The current admission requirements for **nonresident** transfer applicants are the same as those for residents except that nonresidents must have a grade point average of 2.8 or higher in all transferable college course work.

In recent years, the number of applicants to many campuses and majors has greatly exceeded the spaces available. This increased competition means the University may no longer be able to guarantee admission to all eligible students. When a campus has to choose among qualified students, it applies standards that are more demanding than the minimum requirements. Using a process called comprehensive review, admissions officers look beyond the required course work and grades to evaluate applicants' academic achievements in light of the opportunities available to them and the capacity each student demonstrates to contribute to the intellectual life of the campus.

Courses from City College of San Francisco Acceptable at All Campuses of the University of California for 2019-20

1. The University of California (all campuses) accepts as elective credit toward graduation the units earned in the courses listed below, subject to the limitations and exclusions noted.
2. The following is a complete list of City College courses for which the University of California accepts credit, subject to the

limitations listed. If a City College course does not appear on this list, the course is not accepted for credit by the University of California.

The following information is based upon information received from the University at the time of the publication of this catalog. The University may decide after the publication of this catalog to limit or not to accept units earned in some City College courses. . In addition, due to publication deadlines, the list of courses is from the 2019-20 academic year. Further information, when it is received from the University, will be made available to students online, ***www.assist.org***.

City College courses which are accepted for credit by all campuses of the University of California:

Academic Achievement Personal Success 103
Administration of Justice 52, 57, 59, 65, 67
African American Studies 30, 40, 42, 55, 60
American Sign Language 1A, 1B, 2A
American Studies 5
Anthropology 1, 1L, 2, *3, *3C, 4, 8, 11, 12, 15, 20, 25
*3 and 3C combined: maximum credit, one course
Architecture 22A, 29A, 29B, +31A, +31B, 32, 100, 101, 102, 103, +134, 218, +31A, 31B and 134 combined: maximum credit, two courses
Art 101 thru 109, 118, 122A, 123Q, 123U, 123V, 123W, 125A, 125B, 126, 130A, 130B, 130C, 132A, 132B, 132C, 132D, 139, 140A, 140B, 140C, 140D, 142A, 145A, 145B, 145C, 145D, 146A, 146B, 146C, 146D, 150A, 150B, 150C, 150D, 151A, 151B, 151C, 152A, 152B, 152C, 156A, 156B, 160A, 160B, 160C, 160D, 162A, 162B, 170A, 170B, 170C, 170D, 190
Asian American Studies 6, 8, 10, 20, 22, 27, 30, 35, 40, 42, *65
*Independent Study course — to be reviewed for credit by UC campus upon transfer
Asian Studies 11, 15, 30
Astronomy *1, 4, 16, *17, *18, *19
*1, 17, 18, 19 combined: maximum credit allowed, 2 courses

BIOLOGICAL SCIENCES:
Anthropology 1
Biology 9, ++10, *11, 12, 14, 15, 19, 20, #31, º31L, 32, 32L, 33, 40, 51, 51L, 53, 55, 61, 100A,100B, ^106, ^108, ^111,, ^112, 114, 118, 119, 120, 132, 134
*No credit for 11 if taken after Biology 100A, 100B
++No credit for 10 if taken after Biology 11, 100A, 100B, or Biology 111 (formerly: Physiology 1) or Biology 112 (formerly: Physiology 12)
^No credit for Biology 106 (formerly: Anatomy 14) if taken after Biology 108 (formerly: Anatomy 25) or Biology 111 (formerly: Physiology 1) or Biology 112 (formerly: Physiology 12); Biology 106 or Biology 108 combined with Biology 11 or Biology 112: Maximum credit, 2 courses
#Same as GEOG 31, SUST 31
ºSame as GEOG 31L, SUST 31L

Biotechnology (see Engineering & Technology)
Broadcast Electronic Media Arts 100, 101, 103, 104, 105

BUSINESS:
Accounting 1, 2
Business Law 1, 2
General Business 119, 120
Management 235
Microcomputer Applications for Business +60, +62, 160
+CNIT 100, CS 100M, MABS 60, and MABS 62 combined: maximum credit, one course
Paralegal Studies 10

Career Development 60
Chemistry 32, #40, *85, º101A, 101B, º103A, #110, **208A, **208B, **212A, **212B
º101A, 103A combined: maximum credit allowed, one course.
#40, 110 combined: maximum credit allowed, one course. No credit for 40, 110 if taken after 101A or 103A
*Variable Topic Course - to be reviewed for credit by UC Campus upon transfer.
**208A-208B and 212A-212B combined: maximum credit allowed, one series; no credit for 212AB if taken after 208AB
Chinese *1, *1A, *1B, +2, +2A, +2B, #3, #3A, #3B, ^4, ^4A, ^4B, 30A, 30B, 30C, #31A, #31B, 32, 33, 36, 39
*1AB is equivalent to 1: maximum credit, 6 units;
+2AB is equivalent to 2: maximum credit, 6 units;
#3AB is equivalent to 3: 3, 3AB, and 31AB combined: maximum credit, 6 units;
^4AB is equivalent to 4: maximum credit, 6 units;
Child Development 53, 67, 75, 150
Cinema 18, 19, **20A, **20B, 21, 22, 23A, 23B, *24, *124A, *124B
*24, 124A, and 124B combined: maximum credit allowed, one course
**20A, 20B, and LGBT 11 combined: maximum credit allowed, two courses
Classics 35
Communication Studies 1A, 2, 3, 4, 5, 7, 8, 20
Computer Aided Drafting (see Engineering & Technology)
Computer Networking & Information Technology +100, +100M, 133M
+CNIT 100, +CNIT 100M, CS 101, MABS 60 and 62 combined: maximum credit, one course
Computer Science 110A, 110B, 110C, 111B, 111C, 131B, #160A, #160B, 177, *199, 211E, 211S, 231, 270
+CNIT 100, CNIT 100M, MABS 60 and 62 combined: maximum credit, one course
#160A and 160B must both be taken in order to receive transfer credit
*Independent Study course — to be reviewed for credit by UC campus upon transfer
Culinary Arts and Hospitality Studies 247
Dance 30, 32, *34A, *37, 100-161, *170, 172A, 172B, *173, *175
*Any or all of these courses, HLTH 50 and MUS 47, (*)PE and (*) PE A courses combined: maximum credit, 4 units
Design *101, 105, º110, **150
*Same as PHOT 100, VMD 101
ºSame as VMD 112
**Same as VMD 118
Disabled Students Program and Services *20
*Any or all of these courses, HLTH 50, MUS 47, (*)PE and PE A courses combined: maximum credit, 4 units
Drama (see Theatre Arts)
Economics 1, 3, *5, 6, 15, 20, 25, 30
*5 combined with LALS 5, MATH 80 and PSYC 5: maximum credit allowed, one course
Emergency Medical Technician 14
Energy (see Engineering & Technology)
Engineering (see Engineering & Technology)

ENGINEERING AND TECHNOLOGY:
Biotechnology 4, 5
Computer Aided Drafting 181
Energy 3, 3L
Engineering 1A, 10A, 10B, 20, 20L, 24, 36, 37, 38, 45
Environmental Monitoring, Sampling and Assessment 28
Sustainability #31, º31L
#Same as BIO 31, GEOG 31
ºSame as BIO 31L, GEOG 31L

English 1A, 1B, 1C, 30A, 30B, 35A, 35B, 35C, 35D, 35G, 35H, 43, 44A, 44B, 46A, 46B, 46C, 48C, 48K, 51, 52, 54, 57, 58, 61
English as a Second Language 184, 186, 188
*Any or all of these courses combined: max. credit allowed, 8 units
Environmental Monitoring, Sampling and Assessment (see Engineering & Technology)
Ethnic Studies (see African American, Asian American, Chinese, Latin American and Philippine Studies)
Fashion 22, 28
French *1, *1A, *1B, +2, +2A, +2B, #3, #3A, #3B, 4, 11A, 11B, **20, 22, 23, 41, 42
*1AB is equivalent to 1: maximum credit, 6 units;
+2AB is equivalent to 2: maximum credit, 6 units
#3AB is equivalent to 3: maximum credit, 6 units
**Independent Study course — to be reviewed for credit by UC campus upon transfer
Genetics (See Biological Sciences)
Geography 1, 1L, 3, 4, 7, #31, º31L, 41A, 110
#Same as BIO 31, SUST 31
º Same as BIO 31L, SUST 31L
Geology 10, 10L, 11, 11L, 30, 30L
German *1, *1A, *1B, +2, +2A, +2B, #3, #3A, #3B, 4A, 4B, 11A, 11B
*1AB is equivalent to 1: maximum credit, 6 units;
+2AB is equivalent to 2: maximum credit, 6 units;
#3AB is equivalent to 3: maximum credit, 6 units;
Health Education 6, *10, *25, *27, *33, 52, *53, 54, 56, 120, 221, *231
*Any or all of these courses, and PE 14 combined maximum credit allowed, one course
History 1, 4A, 4B, 5, 9, 12A, 12B, 15A, 15B, 17A, 17B, 18A, 18B, 20, 21, 35A, 35B, 37, 40, 41A, 41B, 45, +46, +47A–D
+Independent Study/Variable Topics courses — to be reviewed for credit by UC campus upon transfer
Humanities 7, 8, *11, *12, 20, 25, *41A, *41B, 48
*11, 12, 41A and 41B combined: maximum credit allowed, two courses
Independent Study
*Please note that the transfer credit for courses of this kind is contingent upon an evaluation of the course outline by a University of California campus.
Interdisciplinary Studies 3, 4, 7, 14, 17, 27B, +27C, +28(A-F), 29, 30, 31, 36, 37, 45, 46, 47, ^50
+Independent Studies/Variable Topics course--reviewed by UC campus upon transfer
^Same as LERN 50
Interior Design 100
Italian *1, *1A, *1B, +2, +2A, +2B, 3A, 3B, 4A, 4B, 15A, 15B
*1AB is equivalent to 1: maximum credit, 6 units;
+2AB is equivalent to 2: maximum credit, 6 units;
Japanese *1, *1A, *1B, +2, +2A, +2B, #3, #3A, #3B, **4, **4A, **4B, 16, 17, 18, 19, 20, 39
*1AB is equivalent to 1: maximum credit, 6 units
+2AB is equivalent to 2: maximum credit, 6 units
#3AB is equivalent to 3: maximum credit, 6 units
**4AB is equivalent to 4, maximum credit, 6 units
Journalism 19
Labor and Community Studies ^15, 70A, 70B, 88, **98A, #98B, +98C,
^Same as LALS 15
**Same as MUS 48A
#Same as MUS 48B
+Same as MUS 48C
Latin American/Latino/a Studies 1, 2, +5, *9, 10, 11, 13, 14, ^15, *70
*Independent Study course -- to be reviewed for credit by UC campus upon transfer
*Same as LGBT 9
^Same as LBCS 15
+5, ECON 5, MATH 80 and PSYC 5 combined: maximum credit, one course
Learning Assistance *50
*Same as IDST 50
Lesbian/Gay/Bisexual/Transgender Studies 5, #9, 10, *11, 15, 18, 20, 50, 55, 75
*11 and 12, CINE 20A, 20B combined: maximum credit allowed, two courses
#Same as LALS 9
Library Information Skills 10
Mathematics 70, ^^75, +80, 90, *100A, *100B, *110A, *110B, *110C, 115, #120, #125, #130
^^No credit for 75 if taken after 100A or 110A
+ 80 combined with ECON 5, LALS 5 and PSYC 5: maximum credit, one course
* 110ABC combined with 100A-B: max. credit allowed, one series
Microbiology (See Biological Sciences)
Music 1A, 1B, 3A, 3B, 5A, 5B, 6A, 6B, 6C, 6D, 7P1, 7P2, 7P3, 7P4, 7V1, 7V2, 7V3, 7V4, 7W1, 7W2, 7W3, 7W4, 8A, 8B, 9A, 9B, 9C, 10A, 10B, 10C, 10D, 11, 12, 13A, 13B, 14, 15, 16, 17, 18, 19, 20, 21, 22A, 22B, 22C, 23, 24, 25, 26, 27A, 27B, 27Q, 27R, 28, 29, 30, 41, 42, 46, ^47, **48A, ++48B, #48C, *100, 128, 200ABC
* No credit for 100 if taken after 1A or 3A
47, HLTH 50, (*)DANC, (*)PE and (*)PE A courses combined: maximum credit, 4 units
**MUS 48A same as LBCS 98A
++MUS 48B same as LBCS 98B
#MUS 48C same as LBCS 98C
Nutrition (See Biological Sciences)
Oceanography 1, 1L
Ornamental Horticulture 50, *76, *77
*76 and 77 combined: maximum credit, one course
Paralegal Studies (see Business)
Philippine Studies *10, 20, 30, 40, 42 (See also Pilipino courses)
*Independent Study course — to be reviewed for credit by UC campus upon transfer
Philosophy 2, 4, 12A, 25A, 25C, 40
Photography 40, 50A, 50B, 51, 60A, 60B, 81A, *100
*Same as DSGN 101, VMD 101
Physical Education +7, 13, #14, 20, *26, 28, +41, +42, +43, +45, *173A, *200-278
*Any or all of these courses, MUS 47, HLTH 50, (*)DANC, (*)PE and (*)PE A courses combined: maximum credit, 4 units
+Any or all of these courses combined: maximum credit, 8 units, #14, and (*) HLTH courses combined: maximum credit, one course
Physical Education Athletics *60, *61, *62, *63, *65, *66, *67, *68, *69, *80, *81, *82, *83, *85, *88, *89, *96, *97, *98, *99
*Any or all of these courses, MUS 47, HLTH 50, (*)DANC, (*)PE and (*)PE A courses combined: maximum credit, 4 units
Physical Science *11, 11L
*No credit if taken after a college course in Astronomy, Chemistry, Geology or Physics
Physics *2A, 2AC, 2AL, *2B, 2BC, 2BL, *4A, 4AL, *4B, 4BL, *4C, 4CL, *4D, 4DL, #10, 10L, 20, #40, #41
*2A-2B combined with 4ABCD: max. credit, one series; Deduct credit for duplication of topics
#10, 40 and 41 combined: maximum credit allowed, one course; no credit for 10, 40 or 41 if taken after 2A or 4A
Physiology (See Biological Sciences)

Pilipino 1, 2, 39A, 39B (See also Philippine Studies)
Political Science 1, 2, 3, 4, 5, 12, 18, 22, +41, +42A, +42B, +42C, +42D, 43, 45
+Variable Topics course — to be reviewed for credit by UC campus upon transfer
Psychology 1, 1B, 2, *5, 10, 11, 21, 23, 24, 25, 32, 40, +41, +42, +43, 46
*5 combined with ECON 5, LALS 5 and MATH 80: maximum credit allowed, one course
+Variable Topics course — to be reviewed for credit by UC campus upon transfer
Russian *1, *1A, *1B, +2, +2A, +2B, #3A, #3B, 4A, 15A, 15B, 16A, 16B, *21, *21A, *21B, +22, +22A, +22B, 41
*1AB is equivalent to 1; 21AB is equivalent to 21
1A, 1AB, 21 and 21AB combined: maximum credit, 6 units;
+2AB is equivalent to 2; 22AB is equivalent to 22;
2, 2AB, 22 and 22AB combined: maximum credit, 6 units;
#3AB is equivalent to 3: maximum credit, 6 units;
Sociology 1, 2, 3, 11, 21, 25, 35
Spanish *1, *1A, *1B, +2, +2A, +2B, #3, #3A, #3B, 5, 5S, ++6, ++6A, ++6B, 7, 22A, 22B, 22C, #31A, #31B, 32A, 32B, 41, 42
*1AB is equivalent to 1: maximum credit, 6 units;
+2AB is equivalent to 2: maximum credit, 6 units;
#3AB is equivalent to 3; 31AB is equivalent to 31
3, 3AB, 31 and 31AB combined: maximum credit, 6 units;
++ 6A and 6B combined equivalent to 6: maximum credit 6 units
Sustainability (see Engineering & Technology)
Theatre Arts 30, 31, 32, 33, 60, 61, 62, 63, 107ABC, 150ABC, 151ABC, 152C, 153ABC, 154ABC, 160A, 160B, 160C, 160D, 170ABCD, 171ABCD, 201ABC, 202ABC, 203ABC, 204ABC
Visual Media Design *101, 110, **112, +118, 120, 122, 170, 182
* Same as DSGN 101, PHOT 100
** Same as DSGN 110
+ Same as DSGN 150
Women's and Gender Studies 10, 25, 35, *51, *52, *53, 54
*Variable Topics course — to be reviewed for credit by UC campus transfer
World Languages and Cultures 100
Zoology (see Biological Science)

The University accepts transfer credit as indicated above, but does not accept more than 70 semester units of such credit toward graduation. Courses in excess of 70 semester units will receive subject credit and may be used to satisfy University subject requirements. The University does not accept credit that students have been granted for military service, nor does the University necessarily accept credit that City College of San Francisco has granted for work completed at other institutions.

Intersegmental General Education Transfer Curriculum (IGETC) for 2019-20

IGETC handouts and related information are available from a counselor; the Transfer Center; ASSIST, ***www.assist.org;*** or the CCSF articulation webpage, ***www.ccsf.edu/artic***.

Completion of all the requirements in the Intersegmental General Education Transfer Curriculum (IGETC) will permit a student to transfer from a community college to a campus in either the California State University or the University of California system (generally in those majors at the UC campus which are included in those offered in the College of Letters and Science) without the need, after transfer, to take additional lower-division, general education courses to satisfy campus general education requirements. Students completing the IGETC pattern may petition for a Certificate of Achievement.

In general, it is not advisable for transfer students preparing for engineering majors (at any UC campus) to use the IGETC. Students entering "high unit" majors, such as those in the sciences, can follow the IGETC but must be careful to complete all lower division major preparation.

CHECK WITH YOUR COUNSELOR OR THE UC CAMPUS WHICH YOU PLAN TO ATTEND TO DETERMINE IF YOU MAY USE IGETC OR IF YOU MUST FOLLOW THE CAMPUS-SPECIFIC REQUIREMENTS FOR YOUR PARTICULAR MAJOR.

The course requirements for ALL areas must be completed before IGETC can be fully certified, though IGETC may now be partially certified if all but two courses on the IGETC pattern have been completed. Additionally, students who complete the entire IGETC pattern may petition for the Certificate of Achievement in IGETC. ALL courses for IGETC certification must be completed with grades of "C" or better. A grade of Credit or Pass may be used if the community college's policy states it is equivalent to a grade of C or better. For IGETC certification procedures, see a counselor.

Courses marked with an "*" have limits placed on transfer credits by UC or CSU. Courses listed in more than one area cannot be certified in more than one area, except for courses in AREA 6: Language Other Than English.

Due to catalog publication deadlines, the following is a list of IGETC courses from the 2019-20 academic year. Updated information is available from a counselor; the Transfer Center; ASSIST, ***www.assist.org***; or the CCSF articulation webpage, ***www.ccsf.edu/artic***.

AREA 1: English Communication

CSU—Three courses required—one (1) course from each group
UC—Two courses required—one from Group A, & one from Group B.

1A-English composition:

Upon completion of this coursework, a student will be able to:
1. Read critically to annotate, analyze, synthesize, and evaluate primarily non-fiction, college-level texts.
2. Compose organized and coherent source-based essays that demonstrate critical thinking and rhetorical strategies.
3. Demonstrate control over all major conventions of standard English grammar and punctuation.
4. Select and integrate reliable, credible, and scholarly sources to support essays, using a standardized citation format

One course from the following:
English 1A

1B-Critical Thinking—English Composition:

Upon completion of this coursework, a student will be able to:
1. Practice inductive and deductive reasoning in written or oral contexts.
2. Integrate support for ideas into an argument structure.
3. Identify formal and informal fallacies of language in thought.

One course from the following:
Communication Studies 2
English 1B, 1C

1C-Oral Communication (CSU-ONLY):

Upon completion of this coursework, a student will be able to:
1. Demonstrate clear and precise oral expression.
2. Identify and use culturally competent communication practices.
3. Analyze how communication practices impact experiences.

One course from the following:
Communication Studies 1A, 3, 4, 20

AREA 2: Mathematical Concepts and Quantitative Reasoning

Upon completion of this coursework, a student will be able to:
1. Apply mathematical concepts through numerical, symbolic, graphical, and verbal methods to interpret quantitative information, solve problems, and communication results.

One course from the following:
Economics *5
Latin Amer & Latino/a Studies *5
Mathematics 70, *75, *80, *90, *100A, *100B, *110A, *110B, *110C, 115, 120, 125, 130
Psychology *5

AREA 3: Arts and Humanities

At least three courses, with at least one from the Arts and one from the Humanities, 9 semester units.

3A Arts:

Upon completion of this coursework, a student will be able to:

1. Identify connections between the arts and cultural and social awareness.
2. Analyze the broader social/historical contexts of works of art.
3. Evaluate the creative expression of self and others.

At least one course from the following:
African American Studies 55
Architecture *31A, *31B, 32, *134
Art 101, 102, 103, 104, 105, 106, 107, 108, 109, 118, 122A, 123Q, 123U, 123V, 123W
Asian Studies 11
Cinema 18, 23A, 23B
Dance 30, 32
Latin Amer & Latino/a Studies 14
Lesbian, Gay, Bisexual & Trans 20, 55
Music 3A, 3B, 5A, 5B, 21, 22A, 22B, 22C, 23, 24, 25, 26, 27A, 27B, 27Q, 27R, 28, 128
Photography 40, 50A, 50B
Theatre Arts 30, 31, 32, 33
Visual Media Design 110

3B Humanities:

Upon completion of this coursework, a student will be able to:

1. Exhibit and understanding of the ways in which people in diverse cultures and eras have produced culturally significant works.
2. Communicate effectively the meanings and intentions of creative expression.
3. Use analytical techniques to assess the value of human creations in meaningful ways.
4. Demonstrate an understanding of the human condition through language, reasoning, or artistic creation.

At least one course from the following:
African American Studies 30, 40, 60
American Sign Language 2A
American Studies 5
Asian American Studies 6, 10, 35
Asian Studies 15, 30
Chinese *3, *3A, *3B, *4, *4A, *4B, 30A, 30B, 30C, *31A, *31B, 32, 33, 36, 39
Cinema 19, *20A, *20B, 21, 22
Classics 35
Communication Studies 8
English 1B, 30A, 30B, 43, 44A, 44B, 46A, 46B, 46C, 48C, 48K, 51, 52, 54, 57, 58, 61
French *3, *3A, *3B, 4, 41, 42
German *3, *3A, *3B, 4A, 4B
History 1, 4A, 4B, 5, 9, 12A, 12B, 15A, 15B, *17A, *17B, 18A, 18B, 20, 21, 35A, 35B, 37, 40, *41A, *41B, 45
Humanities 7, 8, *11, *12, 20, 25, *41A, *41B, 48
Interdisciplinary Studies 3, 4, 14, 27B, 29, 30, 31, 36, 37, 46, 47
Italian 3A, 3B, 4A, 4B
Japanese *3, *3A, *3B, *4, *4A, *4B, 39
Latin Amer & Latino/a Studies 1
Lesbian, Gay, Bisexual & Trans *11, 12, 15, 18, 75
Phillipine Studies 30, 42
Philosophy 2, 4, 25A, 25C
Pilipino 39A, 39B
Russian *3A, *3B, 4A, 15A, 15B, 16A, 16B, 41
Spanish *3, *3A, *3B, 5, 5S, *6, *6A, *6B, 7, 22A, 22B, 22C, *31, *31A, *31B, *32, *32A, *32B, 41, 42
Women's and Gender Studies 10

AREA 4: Social and Behavioral Sciences

Upon completion of this coursework, a student will be able to:

1. Exhibit an understanding of methods of inquiry used by the social and behavioral sciences.
2. Critically evaluate the ways people act, think and feel in response to their societies.
3. Demonstrate socio-cultural participation skills, ethical reasoning, and political awareness in order to be effective citizens in a diverse world.

At least three (3) courses from at least two (2) disciplines or an interdisciplinary sequence. 9 semester units (12–15 qtr. units)
Administration of Justice 57, 59, 65, 67
African American Studies 42
American Studies 5
Anthropology 2, 3, 3C, 4, 8, 11, 12, 15, 20, 25
Asian American Studies 8, 20, 22, 27, 30, 35, 40, 42
Broadcast Electronic Media Arts 101, 103, 104, 105
Child Development 53, 67
Communication Studies 5
Economics 1, 3, 6, 15, 20, 25, 30
Geography 3, 4, 7
Health 6, 10, 52, 54, 56, 221, 231
History 1, 4A, 4B, 5, 9, 12A, 12B, 15A, 15B, 17A, 17B, 18A, 18B, 20, 21, 35A, 35B, 37, 40, 41A, 41B, 45
Interdisciplinary Studies 7, 17, 30, 31, 37, 45
Labor Studies 15, 70A, 70B, 88
Latin American And Latino/A Studies 1, 9, 10, 11, 13, 15
Lesbian, Gay, Bisexual, & Transgender Studies 5, 9, 10, 50
Philippine Studies 20, 40
Physical Education 13, 28
Political Science 1, 2, 3, 4, 5, 12, 18, 22, 43, 45
Psychology 1, 2, 10, 11, 21, 23, 24, 25, 32, 40, 46
Sociology 1, 2, 3, 21, 25, 35
Women's and Gender Studies 25, 35, 54

AREA 5: Physical and Biological Sciences

Two (2) courses, one Physical Science course and one Biological Science course: must include at least one Laboratory Activity, 7-9 semester units. (9-12 quarter units)

5A Physical Sciences

Upon completion of this coursework, a student will be able to:

1. Apply scientific inquiry and investigation of evidence to critically evaluate physical science arguments.
2. Communicate scientific ideas and theories effectively.
3. Apply scientific principles, theories, or models to explain the behavior of natural physical phenomena.
4. Apply physical science knowledge and reasoning to human interaction with the natural world and issues impacting society.

One course from the following:
Astronomy 1, 17, 18, 19
Chemistry 32, 40, 101A, 101B, 103A, 110, 208A, 208B, 212A, 212B
Energy 3

Geography 1
Geology 10, 11, 30
Oceanography 1
Physical Science 11
Physics 2A, 2B, 4A, 4B, 4C, 4D, 10, 20, 40, 41

5B Biological Sciences
Upon completion of this coursework, a student will be able to:
1. Apply scientific inquiry and investigation of evidence to critically evaluate biological science arguments.
2. Communicate scientific ideas and theories effectively.
3. Apply scientific principles, theories, or models to explain the behavior of natural biological phenomena.
4. Apply biological science knowledge and reasoning to human interaction with the natural world and issues impacting society.

One course from the following:
Anthropology 1
Astronomy 4
Biology 9, 10, 11, 12, 14, 19, 20, 31, 32, 33, 40, 51, 53, 61, 100A, 100B, 106, 108, 111, 112, 114, 118, 119, 120
Biotechnology 4
Geography 31
Psychology 1B
Sustainability 31

5C Laboratory Activity
Upon completion of this coursework, a student will be able to:
1. Investigate natural phenomena through a variety of scientific inquiry techniques.
2. Analyze and evaluate data from the natural world.
3. Apply scientific principles, theories, or models to predict and explain the behavior of natural phenomena.

One course from the following:
Anthropology 1L
Astronomy 16
Biology 9, 10, 11, 12, 14, 19, 31L, 32L, 51L, 100A, 100B, 106, 108, 111, 112, 118, 120
Biotechnology 4
Chemistry 32, 40, 101A, 101B, 103A, 208A, 208B, 212A, 212B
Energy 3L
Geography 1L, 31L
Geology 10L, 11L, 30L
Oceanography 1L
Physical Science 11L
Physics 2AL, 2BL, 4AL, 4BL, 4CL, 4DL, 10L
Sustainability 31L

AREA 6: Language Other Than English

Upon completion of this coursework, a student will be able to:
1. Communicate effectively, beyond beginning level, in a language other than English.
2. Compose well-organized writing in a language other than English.
3. Demonstrate comprehension of the spoken non-English language in a variety of listening situations.
4. Interpret a variety of written texts in a language other than English.

(UC requirement ONLY)
Complete ONE of the following ways to demonstrate proficiency in a language other than English:

1. Coursework
a. High school courses
   i. In a high school where the language of instruction is English, completion of the second level of high school coursework in a language other than English with a letter grade of "C-" or better in the second semester of the second year.
   ii. In an institution where the language of instruction is not English, formal schooling through the sixth grade level or higher. Appropriate documentation must be presented to substantiate the language of instruction. If an official sealed transcript cannot be obtained from an international institution, an unofficial or opened transcript may be used.

b. College courses
   i. Satisfactory completion of a course (or courses) at a college or university equivalent to the 2nd level of high school instruction, with a letter grade of "C" (2.0) or better; or a Pass grade where the pass is equivalent to 2.00 or better, in each course. CCSF courses that meet this requirement are: American Sign Language 1B, 2A; Chinese *2, *2B, *3, *3A, *3B, *4, *4A, *4B, *30A, *30B, *30C, *31A, *31B; French *2, *2B, *3, *3A, *3B, 4, 22; German *2, *2B, *3, *3A, *3B, *4A, *4B; Italian *2, *2B, 3A, 3B, 4A, 4B; Japanese *2, *2B, *3, *3A, *3B, *4, *4A, *4B; Pilipino 2, Russian *2, *2B, *3A, *3B, 4A, *22, *22B; Spanish *2, *2B, *3, *3A, *3B, 5, 5S, *6, *6A, *6B, 7, 22A, 22B, 22C, *31, *31A, *31B, *32, *32A, *32B, 42
   ii. A Defense Language Institute Foreign Language Center (DLIFLC) language other than English course which is indicated as passed with a "C" or higher on the official transcript.

2. Examinations
   a. **SAT II: Subject Tests** in languages other than English with minimum scores as indicated below:
   Before May 1995 use 1st score; if taken after May 1995 use 2nd score:
   Chinese with listening: 500/520
   French/French with listening: 500/540
   German/German with listening: 500/510
   Hebrew (Modern): 500/470
   Italian: 500/520
   Japanese with listening: 500/510
   Korean/Korean with listening: --/500
   Latin: 500/530
   Spanish/Spanish with listening: 500/520
   b. **Advanced Placement (AP)** examinations in languages other than English with a score of 3 or higher.
   c. **International Baccalaureate Higher Level (IBHL)** examinations in languages other than English with a score of 5 or higher.
   d. **(International) General Certificate of Secondary Education [(I)GCSE]/General Certificate of Education (GCE) "O" level** exams in languages other than English with a grade of "A", "B", or "C."
   e. **General Certificate of Education (GCE) "A" Level** exams in languages other than English with a grade of "A", "B" or "C."

3. Other
   a. Satisfactory completion of an achievement test administered

by a community college, university, or other college in a language other than English. The test will have to assess the student's proficiency at the level equivalent to two years of high school language. This conclusion must be posted on a transcript indicating unit, course title and grade or on a document with letterhead of the institution granting proficiency stating that the student has mastered proficiency in the language equivalent to two years of high school language.

b. If an achievement test is not available, a faculty member associated with a United States regionally accredited institution of higher education can verify a student's competency. The institution must provide a document on letterhead asserting that the student has mastered proficiency in the language equivalent to two years/second level of high school instruction.

CSU Only: U.S. History, Constitution and American Ideals

(Not part of IGETC; may be completed prior to transfer.)

Upon completion of this coursework, a student will be able to:

US1: Analyze significant events from U.S. history, including cultural and regional influences.

US2: Evaluate political institutions and processes in the United States.

US3: Explain California's political processes and Constitution and its relationship to the federal government.

Six (6) units, one course from Group 1 (US-2&3) and one course from Group 2 (US-1):

Group 1: Political Science 1;

Group 2: Asian American Studies 20; History 1, 9, 12A, 12B, 17A, 17B, 41A, 41B, 45; Labor and Community Studies 70A, 70B; Latin American and Latino/a Studies 1

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 individual 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 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 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 www.assist.org for specific information on C-ID course designations. Counselors can help students interpret or explain this information.

Below are CCSF courses that have been approved for C-ID numbers at the time of this catalog's publication. Updated information is available at http://www.c-id.net/course_compare.html.

C-ID Number	CCSF Course
ACCT 110	ACCT -1
ACCT 120	ACCT-2
AG - EH 108L	O H-76, O H-77
AG - EH 112L	O H-76, O H-77
AG - EH 116L	O H -65
AG - PS 128L	O H -63
AJ 110	ADMJ-57
AJ 120	ADMJ-52
AJ 122	ADMJ-54
AJ 124	ADMJ -53
AJ 140	ADMJ-62
AJ 150	ADMJ-66
AJ 160	ADMJ-64
AJ 220	ADMJ-51
ANTH 110	ANTH-1
ANTH 120	ANTH-3
ANTH 150	ANTH-2
ARTH 110	ART-101, ART-102
ARTH 120	ART-102, ART-103
ARTH 130	ART-104
ARTS 100	ART-125A
ARTS 101	ART-125B
ARTS 110	ART -130A

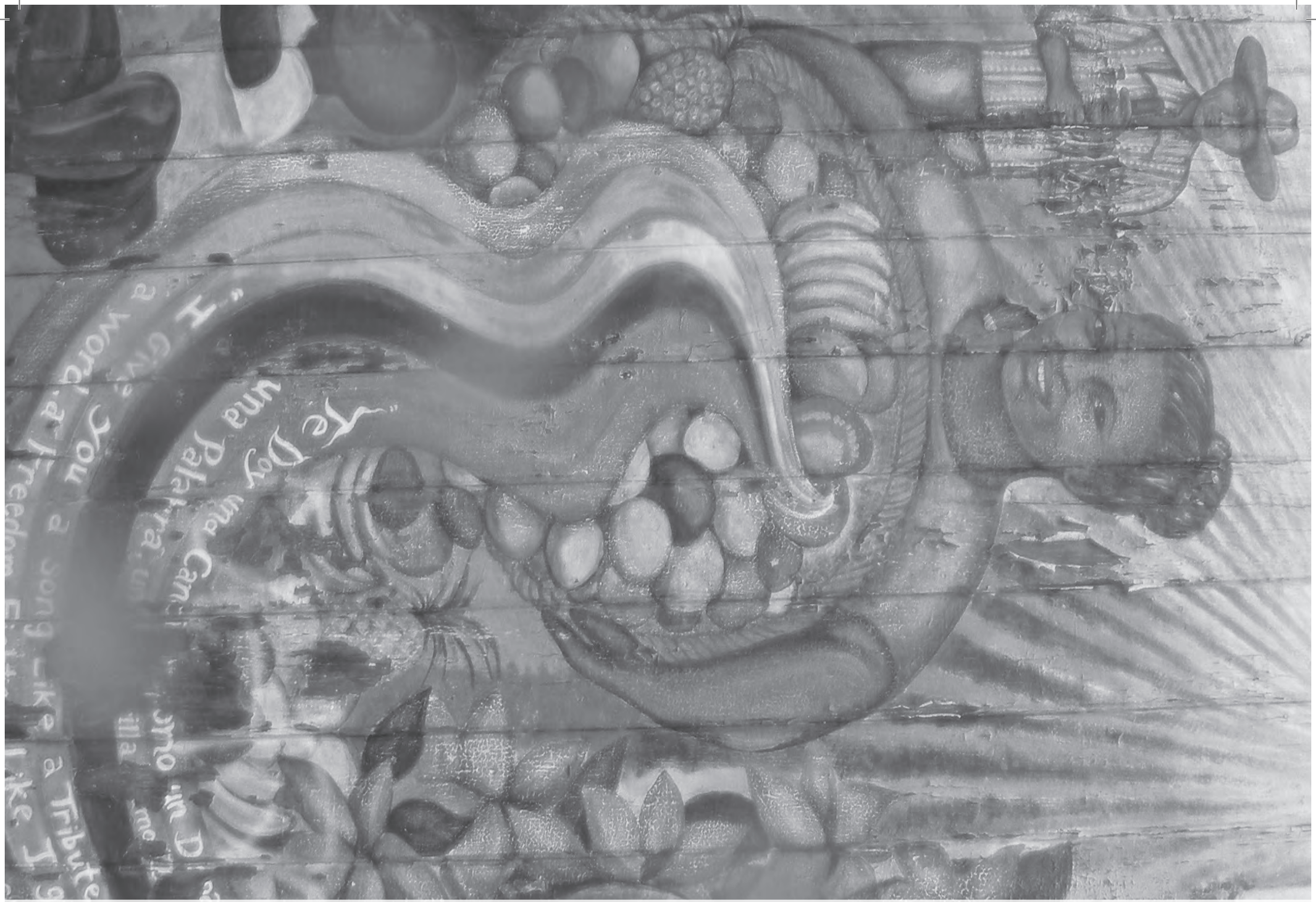
C-ID Number	CCSF Course
ARTS 200	ART -132A
ARTS 205	ART -130B
ARTS 210	ART -140A
ARTS 220	ART -150A
ARTS 270	ART-126
BIOL 110B	BIO 108
BIOL 120B	BIO 111
BIOL 120B	BIO 112
BIOL 135S	BIO-100A, BIO-100B
BUS 110	GNBS 119
BUS 125	BSL 1
CDEV 100	CDEV-53
CDEV 110	CDEV-67
CHEM 101	CHEM-40
CHEM 110	CHEM -101A
CHEM 120S	CHEM -101A, CHEM -101B
CHEM 150	CHEM-208A
CHEM 150	CHEM-212A
CHEM 160S	CHEM-208A, CHEM -208B

C-ID Number	CCSF Course
CHEM 160S	CHEM -212A, CHEM -212B
COMM 110	CMST -1A
COMM 120	CMST-3
COMM 130	CMST-20
COMM 140	CMST-4
COMM 150	CMST-5
COMM 160B	CMST-38
COMM 170	CMST-7
COMP 112	CS-110A
COMP 122	CS-110B
COMP 122	CS-111B
COMP 132	CS-111C
COMP 132	CS-110C
COMP 142	CS -270
COMP 152	MATH-115
ECE 120	CDEV-65
ECE 130	CDEV-66
ECE 200	CDEV-73
ECE 210	CDEV-72
ECE 220	CDEV-92
ECE 230	CDEV-93

C-ID Number	CCSF Course
ECON 201	ECON-3
ECON 202	ECON -1
ENGL 100 (ENGL 110)	ENGL -1A
ENGL 105 (ENGL 115)	ENGL-1C
ENGL 110	ENGL 1B
ENGL 120 (ENGL-LIT 100)	ENGL-1B
ENGL 130	ENGL -30A
ENGL 135	ENGL -30B
ENGL 140 (ENGL-LIT 180)	ENGL-44A
ENGL 145 (ENGL-LIT 185)	ENGL-44B
ENGL 160 (ENGL-LIT 160)	ENGL-46A
ENGL 165	ENGL-46B, ENGL-46C
ENGL 200 (ENGL-CW 100)	ENGL-35A, ENGL-35C
FTVE 120	BCST-120
FTVE 130	BCST-141
GEOG 110	GEOG-1
GEOG 111	GEOG-1L
GEOG 115	GEOG-1, GEOG-1L
GEOG 120	GEOG-4
GEOG 125	GEOG-3
GEOG 155	GEOG-110
GEOL 100L	GEOL-10L
GEOL 100	GEOL -10
GEOL 101	GEOL-10, GEOL -10L
GEOL 110	GEOL-11
GEOL 110L	GEOL-11L
GEOL 130L	GEOL-30L
GEOL 130	GEOL-30
GEOL 131	GEOL-30, GEOL-30L
HIST 130	HIST-17A
HIST 140	HIST -17B
HIST 170	HIST -4A
HIST 180	HIST -4B
HOSP 100	CAHS-100
HOSP 110	BIO-121
HOSP 120	CAHS-33
HOSP 130	CAHS-30A, CAHS-30B
HOSP 140	CAHS-43
HOSP 150	CAHS-34
HOSP 160	CAHS-20B, CAHS-20C, CAHS-20A
JOUR 110	JOUR-21

C-ID Number	CCSF Course
JOUR 120	JOUR-35
JOUR 130	JOUR-24
JOUR 150	JOUR-26
JOUR 210	JOUR-36
MATH 110	LALS-5
MATH 110	ECON 5
MATH 110	MATH 80
MATH 160	MATH 115
MATH 210	MATH-110A
MATH 220	MATH-110B
MATH 230	MATH-110C
MATH 240	MATH-125
MATH 250	MATH-120
MATH 900S	MATH-110A, MATH-110B
MUS 100	MUS 27A
MUS 120	MUS 3A
MUS 125	MUS 1A
MUS 130	MUS 3B
MUS 170	MUS 9A
MUS 171	MUS 9B
PHIL 100	PHIL-4
PHIL 120	PHIL 2
PHIL 130	PHIL-25A
PHIL 140	PHIL-25C
PHIL 210	PHIL 12A
PHYS 100S	PHYC-2A, PHYC-2AL, PHYC-2B, PHYC-2BL
PHYS 105	PHYC-2A, PHYC-2AL
PHYS 110	PHYC-2B, PHYC-2BL
PHYS 200S	PHYC-4A, PHYC-4AL, PHYC-4B, PHYC-4BL, PHYC-4C, PHYC-4CL, PHYC-4D, PHYC-4DL
PHYS 205	PHYC-4A, PHYC-4AL
PHYS 210	PHYC-4B, PHYC-4BL
POLS 110	POLS-1
POLS 120	POLS-3
POLS 130	POLS-2
POLS 140	POLS-5
PSY 110	PSYC -1
PSY 120	PSYC-10
PSY 130	IDST 17
PSY 150	PSYC-1B
PSY 170	PSYC-32

C-ID Number	CCSF Course
PSY 180	PSYC -21
PSY 200	PSYC-2
SJS 120	WGST 25
SJS 130	LGBT 5
SOCI 110	SOC -1
SOCI 115	SOC-3
SOCI 120	SOC -21
SOCI 130	SOC-35
SOCI 140	SOC-25
SOCI 150	IDST-37
SPAN 100	SPAN-1
SPAN 100	SPAN-1A, SPAN -1B
SPAN 110	SPAN -2
SPAN 110	SPAN-2A, SPAN-2B
SPAN 200	SPAN -3
SPAN 200	SPAN-3A, SPAN-3B
SPAN 210	SPAN -6
SPAN 210	SPAN-6A, SPAN-6B
SPAN 220	SPAN 31
SPAN 220	SPAN-31A, SPAN-31B
SPAN 230	SPAN 32
SPAN 230	SPAN-32A, SPAN-32B
THTR 111	TH A-30
THTR 151	TH A -150A
THTR 152	TH A-150B
THTR 171	TH A-60
THTR 173	TH A-63
THTR 191	TH A-201A
THTR 191	TH A-201B
THTR 191	TH A-201C
THTR 191	TH A-202A
THTR 191	TH A-202B
THTR 191	TH A-202C
THTR 191	TH A-203A
THTR 191	TH A-203B
THTR 191	TH A-203C
THTR 191	TH A-204A
THTR 191	TH A-204B
THTR 191	TH A-204C
THTR 192	TH A-61



PROGRAMS AND COURSES

PROGRAMS AND COURSES

Institutional Learning Outcomes

Students who successfully complete their educational programs at CCSF will achieve all or an appropriate set of the following Institutional Learning Outcomes:

1. Critical Thinking and Information Competency
   - Apply quantitative reasoning to questions or problems.
   - Locate, evaluate, and use information appropriately.
   - Use critical or creative reasoning, including diverse perspectives.
2. Communication
   - Communicate effectively
   - Demonstrate respectful interpersonal and intercultural communication
   - Recognize and interpret creative expression
3. Cultural, Social, and Environmental Awareness
   - Demonstrate an understanding of the history and values of diverse cultures
   - Evaluate the impact of civic, social, and/or environmental choices
   - Collaborate effectively in diverse social and cultural settings
4. Personal and Career Development
   - Assess one's own achievements and cultivate resources for educational and /or career growth
   - Maintain and improve one's health and safety and/or that of others
   - Use technology in pursuit of intellectual growth and/or career development.

Degree and Certificate Curricula

City College of San Francisco offers degree, credit certificate, and noncredit certificate courses of study.

Degree Curricula

A degree curriculum requires completion of 60 or more semester units (normally two years of full-time work) in conformance with the requirements of a particular department of instruction. (Students who have not satisfied course prerequisites may need more than two years to complete a degree curriculum.) Students who satisfy these requirements receive the degree of Associate in Arts for Transfer (AA-T), Associate in Science for Transfer (AS-T), Associate in Arts (AA), or Associate in Science (AS). General requirements for these degrees are outlined in the Associate Degree Graduation Requirements section of this catalog; information on requirements for the degree majors is detailed in this Programs and Courses section.

Certificate Curricula — Credit

City College offers two types of credit certificates, Certificate of Achievement and Certificate of Accomplishment, which prepare students for entry-level employment or further study, add special knowledge and skills to existing occupational competence, or mark an accomplishment in a particular area.

A Certificate of Achievement is a sequence of courses usually consisting of 18 or more units of degree-applicable coursework that has been approved by the State Chancellor's Office. Students who successfully petition for a Certificate of Achievement will have the name of the certificate appear on their transcript.

A Certificate of Accomplishment is a sequence of courses consisting of fewer than 18 units of degree-applicable coursework. Students who successfully petition for a Certificate of Accomplishment will not have the name of the certificate appear on their transcript.

Credit that students earn in a certificate curriculum may also be used toward satisfaction of the requirements for graduation from the College with an Associate Degree.

Certificate Curricula — Noncredit

City College offers two types of noncredit certificates, Certificate of Completion and Certificate of Competency, which prepare students for entry-level employment or further study. A Certificate of Completion is a sequence of courses designed to prepare students to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses. A Certificate of Competency is a sequence of courses preparing students to demonstrate achievement in a set of competencies that prepares the student to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses. Some noncredit certificate programs meet required guidelines for student financial assistance.

Course Information

Course Identifiers

Courses are identified by a subject and a number (for example, MATH 97), a subject and a number/letter combination (for example, CS 110A), or by a subject and a letter (for example, ENGL L).

Units

The number or numbers in parentheses following the title of a course indicate its semester unit (s.u.) value. Note that the semester unit is not equal to a quarter unit (q.u.). (2 s.u. = 3 q.u.)

Method of Delivery

For credit courses, the total number of hours of lecture (lec), laboratory (lab), and/or work experience (work) are given.

Grading

Some courses may be taken on a pass/no pass or a letter grade basis. Others may be taken only on a pass/no pass basis. This is indicated by "P/NP available" and "P/NP only" respectively on the same line as the delivery pattern. In this symbolism "available" means the "P" (pass) or "NP" (no pass) grades are available for the course instead of the regular grades of "A" through "F" if the election to take the course for pass/no pass is made at registration or by the end of the first 30% of the term of offering for the course. If no notation occurs regarding pass/no pass, the course is a "letter grade only" course.

Prerequisites, Corequisites, and Advisories

Some courses may require students to have taken a course prior to enrollment (prerequisite), or may require courses to be taken simultaneously (corequisite). Others may have recommended, but not required, preparation (advisory). See the "Challenge of a Prerequisite or a Corequisite" section of the Academic Policies section of this Catalog for information about challenging prerequisites.

Repeatability

Some credit courses may be repeated even if a student has taken the course previously. Repeatability limits are typically expressed as a maximum number of units that a student can accumulate in the same course (original enrollment plus any repetitions). In some cases, the repetition limit is expressed as a total number of enrollments (original enrollment plus any repetitions). When a department offers a series of courses on the same topic, and a repetition limit applies across the series of courses, the limit is expressed in terms of a combination of units across the set of courses (e.g., Repeat: ASAM 61-62-63 combined, maximum 15 units).

Field Trips

Some courses may require field trips; others have optional field trips. The instructor will specify details about any field trips in the course syllabus.

Transferability
A basic description of the course content generally concludes the course announcement. At the end of this description, the abbreviation CSU indicates that the course transfers for elective credit to any California State University, and the abbreviation UC indicates that the course is acceptable for elective credit at all campuses of the University of California. Courses designated as "UC upon review" are independent studies or variable topics courses which may earn UC elective credit, but which must be evaluated by the UC campus at the time the student is admitted for transfer before credit can be granted.

Course Offering Frequency
Unless otherwise noted, courses are generally offered in both Fall and Spring semesters.

Course History
If the course recently had a different CCSF course number or if an equivalent CCSF course exists, that information will be the last item in the announcement, for example "Formerly ENGL 5A" or "SPAN 2A-2B = SPAN 2." If the course has been taken under its former number and a grade of "C" or better or of P has been earned, the newly numbered course may not be taken because the two are really the same. In addition, if two courses are listed as equivalent, only one of the two may be taken.

C-ID Number.
The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by individual 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 the course description displays a C-ID number, for example COMM 110, students 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 www.assist.org to confirm how each college's course will be accepted at a particular four-year college or university for transfer credit. Updated information on C-ID course approvals is available at http://www.c-id.net/course_compare.html.

Schedule of Classes
Students should check the time schedules, published separately, for the times when courses are offered. The schedules also identify the locations at which the courses will be taught. The Time Schedule is available at the College Bookstore; the Office of Admissions and Records, MUB 188; and the Registration Center, MUB 130B. To see the Time Schedule online, visit: http://www.ccsf.edu/Schedule

Administration of Justice and Fire Science
Office: Batmale 213
Phone Number: 239-3202
Web Site: www.ccsf.edu/admnjust

Announcement of Curricula
General Information
This Department offers curricula in two fields—Administration of Justice and Fire Science Technology. Each two-year curriculum is designed to prepare students for civil-service and related private sector employment and also satisfies College graduation requirements. The following is a description of the program.

Administration of Justice
Degree Curriculum
The curriculum in administration of justice is arranged to meet the needs of three groups of students: those who plan to seek employment with public and private agencies concerned with maintaining public safety, crime prevention, treatment, rehabilitation and research; those who are employed by a correctional or law-enforcement agency and desire to obtain training for promotion; and those who desire to obtain background in administration of justice in preparation for the study of policing, probation and parole, social welfare, law, and non-profit community corrections.

Admission. Enrollment is open to all interested students.

Course of Study. The two-year course of study includes instruction in the following: introduction to administration of justice, principles and procedures of the justice system, criminal identification, criminal law, organized crime and gangs, criminal investigation, physical evidence, narcotic investigation, probation and parole, juvenile procedures, and law enforcement field work. Beside instruction in administration of justice, the curriculum includes course work in general education so that students may satisfy the College graduation requirements in this area.

Credit for Preservice Training in Administration of Justice. Administration of Justice majors who have completed a minimum of 12 semester units at City College, and who have also completed a preservice administration of justice-training program certified by the Commission on Peace Officers Standards and Training of the Department of Justice of the State of California, may petition the Administration of Justice Department for six semester units to be applied toward completion of the curriculum in administration of justice. A transcript or other acceptable evidence of completion of the preservice training program must be submitted with the petition.

Approval of Instruction. The curriculum is offered in cooperation with local agencies concerned with the administration of justice and is reviewed annually by an advisory committee composed of persons active in the field of law enforcement. In-service courses within the curriculum are certified by the Commission on Peace Officers Standards and Training of the Department of Justice of the State of California. For more information about this agency, see the "Overview of the College" section of this Catalog.

Employment. Students who complete the curriculum satisfactorily may be qualified to take civil-service examinations for employment with federal, state, county, and city agencies in capacities such as the following: investigator; forensic identification, highway patrol, correctional officer; juvenile counselor; police officer; or deputy sheriff. Graduates are also qualified for employment as private investigators and private security officers.

Administration of Justice Major (AS-T)
Associate in Science in Administration of Justice for Transfer. This course of study prepares students for transfer, particularly to CSU, to complete work for a bachelor's degree in criminal justice. Students will be able to describe the individual functions and components of the modern criminal justice system; use introductory concepts of legal research as it relates to discussing the content of statutory and case law; and explain the underlying cause of antisocial and criminal behavior. This program is appropriate for students considering law school or careers in law enforcement.

Learning Outcomes

Upon completion of this program, students will be able to:

- Relate the theory, techniques, and knowledge of law enforcement to criminal justice system processes.

- Evaluate the legal aspects of criminal investigations, constitutional law, and case law.
- Interpret the laws and procedures relied upon for the collection and use of evidence.
- Examine the ethical standards placed on law enforcement professionals in the American justice system

Students who wish to earn the Associate in Science in Administration of Justice for Transfer (AS-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AS-T in Administration of Justice

Course	Units
Required courses:	
ADMJ 57 Introduction to Administration of Justice	3.0
ADMJ 52 Concepts of Criminal Law	3.0
Choose two (2) of the following:	
ADMJ 51 Juvenile Procedures	3.0
ADMJ 53 Legal Aspects of Evidence	3.0
ADMJ 54 Principles and Procedures of the Justice System	3.0
ADMJ 62 Criminal Investigation	3.0
ADMJ 66 Forensic Evidence	3.0
Choose two (2) of the following courses:	
SOC 1 Introduction to Sociology	3.0
or PSYC 1 General Psychology	3.0
or One of the following Statistics courses:	
ECON 5 Introductory Statistics for Economics, Business and Social Sciences	5.0
MATH 80 Probability and Statistics	5.0
PSYC 5 Statistics for Behavioral Sciences	5.0
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies	5.0
Total:	**18.0 – 20.0**

Administration of Justice Major (AS)

The Associates Degree in Administration of Justice provides a strong theoretical and practical foundation for a broad range of careers in criminal justice. Students must complete required and elective courses in Administration of Justice and satisfy the General Education requirements of the college.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe the history, structure, and functions of the main components of the American criminal justice system.
- Analyze principles and applications of California and Constitutional law, particularly the requirements adhered to by law enforcement, courts, and corrections.
- Produce written communications that meet the professional standards of the criminal justice system.
- Examine critically contemporary problems and issues within criminal justice.
- Implement investigative and forensic skills, techniques, and procedures in a variety of practical settings.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Administration of Justice

Course	Units
Required courses: 18 units	
ADMJ 52 Concepts of Criminal Law	3.0
ADMJ 54 Principles and Procedures of the Justice System	3.0
ADMJ 57 Introduction to Administration of Justice	3.0
ADMJ 62 Criminal Investigation	3.0
ADMJ 64 Progressive Policing in the 21st Century	3.0
ADMJ 68 Criminal Justice Report Writing	3.0
Choose an additional 9 units from the following course list:	
ADMJ 51 Juvenile Procedures	3.0
ADMJ 53 Legal Aspects of Evidence	3.0
ADMJ 59 Organized Crime	3.0
ADMJ 63 Fingerprints	3.0
ADMJ 65 Criminal Justice, Drugs, Crime and the Law	3.0
ADMJ 66 Forensic Evidence	3.0
ADMJ 67 Terrorism and Counterterrorism	3.0
ADMJ 69 Crime Scene Documentation	3.0
ADMJ 70A Patrol Procedures	3.0
ADMJ 71 Police Work Experience	1.0-8.0
ADMJ 80 Community Corrections	3.0
ADMJ 82 Criminal Justice Work Experience	1.0-3.0
ADMJ 83 Police Career Preparation	3.0
ADMJ 85 P.C. 832 Arrest and Control Certification	3.0
F SC 145 Introduction to Homeland Security	3.0
Total:	**27.0**

Certificate Curricula

The certificate program is designed to meet the needs of students who want to obtain entry-level positions and/or promotional positions within law enforcement agencies in the public sector and employment opportunities within the private security sector. It also provides students who are currently employed in law enforcement an opportunity to increase their knowledge in the field of Administration of Justice and enhance their skills and abilities as police officers, correctional officers, probation and/or parole officers, investigators and private security officers. This program also provides an opportunity for students returning to college after completing an Associate in Arts/Science or Baccalaureate degree in other fields to earn a certificate in Administration of Justice without completing the general education requirements for graduation from City College.

Administration of Justice Certificate

This Certificate of Achievement in Administration of Justice provides students with foundational, practical, and theoretical knowledge in the main components of the American criminal justice system, and prepares students for entry-level positions in a wide range of criminal justice occupations including law enforcement, courts, corrections, and private security.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe the history, structure, and functions of the main components of the American criminal justice system.
- Analyze principles and applications of California and Constitutional law, particularly the requirements adhered to by law enforcement, courts, and corrections.

- Produce written communications that meet the professional standards of the criminal justice system.
- Examine critically contemporary problems and issues within criminal justice.
- Implement investigative and forensic skills, techniques, and procedures in a variety of practical settings.

This certificate is available for students who do not choose to complete the general education requirements for graduating with the AS degree in Administration of Justice.

The minimum time for completion of this certificate is 2 semesters, however, completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Administration of Justice

Course	Units
Required courses: 18 units	
ADMJ 52 Concepts of Criminal Law	3.0
ADMJ 54 Principles and Procedures of the Justice System	3.0
ADMJ 57 Introduction to Administration of Justice	3.0
ADMJ 62 Criminal Investigation	3.0
ADMJ 64 Progressive Policing in the 21st Century	3.0
ADMJ 68 Criminal Justice Report Writing	3.0
Total:	**18.0**

Basic Police Officer Certificate

Principles, procedures, and techniques of law enforcement: criminal law, patrol and investigative procedures, report writing, use of force tactics, weapons use, community relations, vehicle operations, traffic enforcement, accident investigation, first aid, CPR, academic and physical skills training and assessment required by the State Commission on Peace Officer Standards and Training to meet the minimum standards for employment as a peace officer in California (1280 in-class hours).

Learning Outcomes

Upon completion of this program, students will be able to:

- Explain the legal and ethical principles and procedures associated with the duties of a police officer.
- Interpret and apply criminal law
- Implement appropriate patrol and investigation procedures
- Manage and write accurate law enforcement reports
- Employ legally approved defensive policing tactics and appropriate levels of use of force

Admission Requirements: California P.O.S.T. (Commission on Peace Officer Standards and Training) reading and writing exam or employment by a P.O.S.T. approved agency; Department of Justice clearance; medical verification: clearance from a licensed physician to participate in intensive physical activity commensurate with a police academy.

The minimum time for completion of this certificate is three semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Basic Police Officer

Course	Units
Required courses:	
ADMJ 101 Basic Police Academy	38.0
ADMJ 71 Police Work Experience	1.0-8.0
Total:	**39.0 – 46.0**

Crime Scene Investigation Certificate

The 18-unit certificate in Crime Scene Investigation offers instruction in the areas of crime scene processing and documentation, evidence preservation, fingerprints, photography, report writing, and legal issues relating to physical evidence. The curriculum is designed to meet the needs of students desiring an entry-level, civilian position working crime scenes or handling evidence, or enhancing the credentials of police officers in order to join a sworn CSI unit. Students may earn the certificate as a stand-alone credential or as part of their Associate of Science degree in Administration of Justice.

Learning Outcomes

Upon completion of this program, students will be able to:

- Display foundational knowledge in the history and sub-disciplines of forensic science, lab organization, and analytical techniques.
- Articulate a realistic perspective of the field of forensic science and operations of crime scene investigation.
- Apply knowledge of sequential fingerprint development techniques for porous and non-porous surfaces.
- Write clear, correct, detailed, and descriptive reports.
- Utilize appropriate methods to document, collect, and preserve evidence at a variety of crime scenes.
- Apply critical thinking, logic, and the scientific method to investigating crime scenes.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Crime Scene Investigation

Course	Units
First Semester:	
ADMJ 52 Concepts of Criminal Law	3.0
ADMJ 57 Introduction to Administration of Justice	3.0
ADMJ 68 Criminal Justice Report Writing	3.0
Second Semester:	
ADMJ 63 Fingerprints	3.0
ADMJ 66 Forensic Evidence	3.0
ADMJ 69 Crime Scene Documentation.	3.0
Total:	**18.0**

Criminal and Constitutional Law Certificate

This certificate addresses a citizen's criminal and civil rights under the United State Constitution. Students will learn about criminal statutes and protections provided by the Constitution. Students will review the court system, procedures from incident to final disposition in the criminal justice system, and principles of civil law with constitutional, federal, state and local emphasis. The concepts and skills covered in this certificate provide support for employment in fields such as detective and criminal investigators, fire investigators, forensic science technicians, administrative law judges or hearing officers, immigration and custom inspectors, lawyers, and government property inspectors and investigators.

Learning Outcomes

Upon completion of this program, students will be able to:

- Compare the relationship of the legislative and judicial branches of the government to the U.S. Constitution and the Penal Code of California
- Explain each step of the criminal justice process from arrest to trial
- Describe the various types of law

- Evaluate ways that individuals can effectively participate in politics at the national, state, county, and/or local levels
- Analyze the contemporary history and role of race and ethnicity in the American political system

Students must complete five (5) of the six (6) courses at City College of San Francisco.

The minimum time for completion of this certificate is four semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Criminal and Constitutional Law

Course	Units
Required courses:	
ADMJ 52 Concepts of Criminal Law	3.0
ADMJ 53 Legal Aspects of Evidence	3.0
ADMJ 54 Principles and Procedures of the Justice System	3.0
POLS 1 American Government	3.0
POLS 12 Ethnic Politics in the United States	3.0
POLS 43 The Constitution and Individual Rights	3.0
Total:	**18.0**

Fire Science Technology

General Information

The curriculum in Fire Science Technology is designed to provide training for three groups of students: those who plan to seek employment as members of city and county fire departments and other governmental agencies that involve fire prevention, fire investigation, fire suppression, and fire protection engineering; those who are employed in the fire service who want further technical training to prepare for promotion; and those who plan to seek private employment as safety instructors in industry, insurance adjusters, fire-protection technicians, fire equipment salespeople, and fire-equipment installers.

Admission. Enrollment is open to all interested students.

Accreditation. The curriculum in Fire Science Technology is accredited by the State Fire Marshal's Office of State Fire Training. For more information about this agency, see the "Overview of the College" section of this Catalog.

Course of Study. The California Community College Association of Fire Technology Directors recommends that six courses be offered as a basis for all fire technology programs in the State of California. These courses are: introduction to fire protection, fire prevention, fire protection equipment and systems, building construction for fire protection, fire behavior and combustion, principles of fire emergency services, safety and survival. These courses serve as the basis of the fire science technology program at City College of San Francisco along with a pre-hospital emergency care and wildland fire control courses. This curriculum represents the base knowledge, the foundation, upon which a student can build, regardless of where he or she works in the fire protection field.

Fire Science Technology Major (AS)

Students completing the Fire Science Technology Major will be eligible for career positions such as Firefighter, Fire Prevention specialists, Wildland Firefighter, Fire Investigator, Fire Engineer, Fire Hydraulics specialist, First Responder, Emergency Medical Technician, and Life Safety Directors in High Rise Buildings.

Learning Outcomes

Upon completion of this program, students will be able to:

- Articulate fire department organizational structure and operational levels
- Compare fire suppression systems and fire prevention programs that protect the public in various types of building construction
- Compare the effects of topography, aspect, and environmental factors on wildland fire behavior and wildland fire suppression, and types of fire prevention programs for the wildland setting
- Define occupational safety and health concerns as it relates to emergency service organizations.
- Recognize medical emergencies and activate the EMS system

Students must complete six of the core courses at CCSF.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Fire Science Technology

Course	Units
Required core courses:	
F SC 50 Introduction to Fire Science	3.0
F SC 52A Fire Protection Equipment & Systems	3.0
F SC 53 Building Construction for Fire Protection	3.0
F SC 57 Principles of Fire and Emergency Services: Safety and Survival	3.0
F SC 61A Introduction to Fire Prevention	3.0
F SC 64 Fire Behavior and Combustion	3.0
Choose one of the following options:	
OPTION ONE	
EMT 100 Emergency Medical Technician	8.0
OPTION TWO	
F SC 17 Public Safety: Emergency Medical Response	3.0
F SC 62 Rescue Practices	3.0
Electives: choose 3 units from the following courses, if not used above:	
F SC 51A Fire Tactics and Strategy	3.0
F SC 62 Rescue Practices	3.0
F SC 107A Fire Training Work Experience	1.0
F SC 107B Fire Training Work Experience	2.0
F SC 111 Firefighter One Academy	11.5
F SC 63 Vehicle Extrication	0.5
LBCS 94D Labor Relations in America	1.0
F SC 145 Introduction to Homeland Security	3.0
F SC 150 Fire Service Career Preparation	2.0
Total:	**27.0 – 29.0**

Certificate Curricula

The certificate programs are designed to meet the needs of students who want to obtain entry-level positions in the fire protection field whether in the public or the private sector. These programs also provide an opportunity for students returning to college after completing a degree in other fields to earn a certificate in fire protection without completing the general education requirements for graduation from City College.

Basic Fire Academy (Accredited Local Academy) Certificate

Basic Fire Academy (Accredited Local Academy) is for entry level Firefighter positions with the San Francisco Fire Department. Training meets the standards of the National Fire Protection Association and California State Fire Marshal Office of State Fire Training, and the Firefighter (2013) curriculum. Emphasis is on Firefighter training, Wildland Firefighter training, and Hazardous Materials /Weapons of Mass Destruction WMD) training in areas such as fire service communications, fire-ground and rescue operations, preparedness and

maintenance of fire service equipment and specialized apparatus, mitigation of hazardous materials incidents, recognition of potential WMD incidents, and assistance of scene preservation for law enforcement.

Learning Outcomes

Upon completion of this program, students will be able to:

- Execute job knowledge and performance specific to the firefighter profession.
- Recognize and execute decisions related to wildland fire incidents, including use of personal protective equipment, wildland fire tools and apparatus, wildland fire safety, and fire suppression operations
- Identify and define hazardous materials and associated risks present in a hazardous materials emergency,
- Assess patient status and apply the correct basic life support interventions to patients with a variety of emergency medical and traumatic conditions, in accordance with local and national EMT protocols.

Entry level Firefighters are required to have a current EMT certification; AHA BLS Healthcare Provider or Red Cross CPR for Professional Rescuer; Passing score on the Candidate Physical Agility Test (CPAT); Live Scan; valid California Driver's License.

The minimum time for completion of this certificate is four semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Basic Fire Academy (Accredited Local Academy)

Course	Units
Courses required for the Basic Fire Academy (Accredited Local Academy) Certificate of Achievement	
F SC 110 Basic Fire Academy	21.0
F SC 108 Fire Service Work Experience	1.0-8.0
Total:	**22.0 – 29.0**

Company Officer Certificate

Company Officer is the first certification in the California Office of the State Fire Marshal (OSFM) Officer series. The Company Officer Certification utilizes NFPA 1021 Standard for Fire Officer Professional Qualifications (2014) and NFPA 1051 Standard for Wildland Fire Fighter Professional Qualifications (2016) to provide the qualifications for State Fire Training's Company Officer certification.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate member performance, supervise personnel, and integrate health and safety plans and safe procedures into daily activities in emergency and non-emergency environments.
- Describe general administrative functions and how the implementation of department policies and procedures convey the fire department's role, image, and mission to the public.
- Conduct fire inspections and fire investigations that identify hazards, violations, and preserve crime scenes
- Utilize the Incident Command System (ICS) to manage resources on single and multi-unit incidents such as wildland fires
- Deliver a course of instruction from a prepared lesson plan utilizing instructional aids and evaluation methods.

The minimum time for completion of this certificate is five semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Company Officer

Course	Units
Required courses:	
F SC 75A Company Officer 2A: Human Relations Management	2.0
F SC 75B Company Officer 2B: General Administrative Functions	2.0
F SC 75C Company Officer 2C: Fire Inspections and Investigations	2.0
F SC 75D Company Officer 2D: All-Risk Command Operations	2.0
F SC 75E Company Officer 2E: Wildland Incident Operations	2.0
F SC 75F Instructor I Fire Science Methodology	2.0
Total:	**12.0**

Firefighter 1 Academy Certificate

Includes the principles, procedures, and techniques of firefighting and rescue. Technical and manipulative skills and concepts of fire control, fire behavior, tactics and strategy, and emergency management will be reviewed and put into practice during this course. The student will be trained according to the National Fire Protection Association, Standard 1001, and the California State Fire Marshal Office of State Fire Training Firefighter One that emphasize training in Firefighter One, Wildland Firefighter, and Hazardous Materials First Responder Operations. Students completing this certificate program will be qualified to test for employment with agencies and departments hiring entry level firefighters.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply the standards for Firefighter as established by the National Fire Protection Association and the California State Fire Marshal Office of State Fire Training
- Apply the standards for Wildland Firefighter as established by the National Fire Protection Association and the California State Fire Marshal Office of State Fire Training
- Apply the standards for Hazardous Materials First Responder Operations as established by the National Fire Protection Association and the California State Fire Marshal Office of State Fire Training

In addition to satisfying course prerequisites, students must have documented clearance from a licensed physician to participate in intensive physical activity required of the F SC 111 Firefighter One Academy Program.

Students must complete each course with a grade of "C" or higher. Where applicable, grades of Pass may be used. Students must complete 6 units of FSC 111 Firefighter One Academy prerequisites at City College of San Francisco.

The minimum time for completion of this certificate is four semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Firefighter 1 Academy

Course	Units
Required Courses	
F SC 50 Introduction to Fire Science	3.0
F SC 55 Wildland Fire Control	3.0
F SC 62 Rescue Practices	3.0

PE 29A Beginning Firefighting and Public Safety Conditioning 2.0
F SC 111 Firefighter One Academy 11.5

Choose one of the following required courses:
F SC 17 Public Safety: Emergency Medical Response. . . . 3.0
EMT 100 Emergency Medical Technician 8.0

Total: . . . . . 25.5 – 30.5

Fire Protection Certificate

This program is designed to prepare students for employment or career advancement in fire protection jobs. It may be of particular interest to students with existing degrees looking to change careers. It is also available for persons who do not want to complete the general education requirements for graduation.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate fire suppression and fire prevention systems that protect the public in various types of building construction.
- Explain the effects of topography, aspect, and environmental factors on wildland fire behavior, suppression, and prevention operations.
- Analyze occupational safety and health concerns as they relate to emergency services.
- Describe fire department organizational structure and operational levels.
- Provide basic life support or advanced life support assistance in medical emergencies.

Students must complete 6 of the 8 core courses at City College of San Francisco.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Fire Protection

Course . . . . . Units
Required Courses:
F SC 50 Introduction to Fire Science 3.0
F SC 52A Fire Protection Equipment & Systems 3.0
F SC 53 Building Construction for Fire Protection 3.0
F SC 55 Wildland Fire Control 3.0
F SC 57 Principles of Fire and Emergency Services: Safety and Survival 3.0
F SC 61A Introduction to Fire Prevention 3.0
F SC 64 Fire Behavior and Combustion. 3.0

Choose one of the following courses:
F SC 17 Public Safety: Emergency Medical Response. . . . 3.0
EMT 100 Emergency Medical Technician 8.0

Total: . . . . . 24.0 – 29.0

Homeland Security Certificate

The Homeland Security Certificate of Achievement is designed to give students an up-to-date overview of the issues in Homeland Security, with an emphasis on the role of first responders. Using an "all-hazards" perspective, this certificate will help prepare students for public or private sector employment in Homeland Security and related areas, such as transportation security officers, program analysts, intelligence researchers, criminal investigators, and border patrol agents.. Veterans with a background in homeland security related issues are encouraged to consider this program as a way to leverage military experience into civilian employment.

Learning Outcomes

Upon completion of this program, students will be able to:

- Compare and contrast the main issues and threats in homeland security
- Analyze law enforcement first responder roles in providing public safety from Homeland Security threats
- Analyze fire service first responder roles in providing public safety from Homeland Security threats
- Demonstrate first responder skills required to prevent and respond to Homeland Security threats

Students must complete each course with a grade of "C" or higher. Students must complete 5 of the 7 courses at City College of San Francisco. All courses must be taken within a three-year period.

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Homeland Security

Course . . . . . Units
Required courses:
F SC 145 Introduction to Homeland Security 3.0
ADMJ 57 Introduction to Administration of Justice 3.0
ADMJ 67 Terrorism and Counterterrorism 3.0
F SC 50 Introduction to Fire Science 3.0

Select one of the following required courses:
F SC 17 Public Safety: Emergency Medical Response. . . . 3.0
EMT 100 Emergency Medical Technician 8.0

Choose at least six (6) units from the following elective courses:
ADMJ 66 Forensic Evidence 3.0
ADMJ 85 P.C. 832 Arrest and Control Certification. 3.0
F SC 61A Introduction to Fire Prevention 3.0
F SC 52A Fire Protection Equipment & Systems 3.0
F SC 75C Company Officer 2C: Fire Inspections and Investigations 2.0
F SC 106 Fire Safety Director 1.5

Total: . . . . . 21.0 – 26.0

Announcement of Courses

Administration of Justice

Credit, Degree Applicable Courses:

ADMJ 51. Juvenile Procedures (3)
Lec-52.5
This course examines juvenile procedure within the administration of justice system, analyzing societal responses to juvenile crime through historical records and crime trend data. Facets of juvenile law enforcement as well as prevention, rehabilitation, and detention will be covered, with emphasis on procedural change in justice policy. CSU *C-ID AJ 220*
Offered Fall and Spring semesters

ADMJ 52. Concepts of Criminal Law (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Principles of California criminal law, including laws of arrest, search and seizure, application sections of the Constitution of the United States and relevant cases as they apply to and affect contemporary law.

An understanding of the California Penal Code and other criminal statutes. UC/CSU
C-ID AJ 120
Offered Fall and Spring semesters

ADMJ 53. Legal Aspects of Evidence (3)
Lec-52.5
A study of the forms which evidence can take in court, and the evolution of procedural safeguards that govern the admissibility of evidence, thereby ensuring due process of law and fair justice for all litigants. CSU
C-ID AJ 124
ADMJ 53=L A 70
Offered Fall and Spring semesters

ADMJ 54. Principles and Procedures of the Justice System (3)
Lec-52.5
Comprehensive overview of the legal procedures and constitutional requirements followed by law enforcement, the courts and corrections in criminal cases. Every step of the criminal justice process from preanest to appeal will be thoroughly reviewed and studied. Required for the ADMJ Major and Certificate of Achievement. CSU
C-ID AJ 122
Offered Fall and Spring semesters

ADMJ 57. Introduction to Administration of Justice (3)
Lec-52.5
Recommended Prep: ENGL 88
A critical thinking exploration of historical and contemporary issues in criminal justice. Includes the study and analysis of the core principles and components of the American criminal justice system (police, courts, and corrections), the evolution of criminal justice, criminal behavior theory, crime categories, policing models, challenges in policing, and career opportunities. UC/CSU
C-ID AJ 110

ADMJ 59. Organized Crime (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Practical and theoretical investigation techniques involving organized crime to include the social and cultural characteristics of organized crime groups. Law enforcement responses to organized crime will be explored as a basis for understanding and mitigating organized crime groups. UC/CSU
Offered Fall and Spring semesters

ADMJ 62. Criminal Investigation (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The organization, techniques, procedures, and ethical issues involved in criminal investigations conducted by sworn personnel. Topics include crime scene searches, interviews and interrogations, evidence, and the role of the investigator in court proceedings. CSU
C-ID AJ 140
Offered Fall and Spring semesters

ADMJ 63. Fingerprints (3)
Lec-52.5
Theory, practice, and critique of the science of fingerprints, including classification, comparison/identification, latent technology, preservation of evidence, court testimony, rolling prints, computers, and relevant case law. CSU
Offered Fall semesters

ADMJ 64. Progressive Policing in the 21st Century (3)
Lec-52.5 P/NP available
An examination of the evolution of policing as it relates to the current progressive policing era. Interrelationships and leadership role expectations among police and the public are studied. CSU
C-ID AJ 160
Offered on occasion

ADMJ 65. Criminal Justice, Drugs, Crime and the Law (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Provides a student with a comprehensive explanation of the history of psychoactive drug use; primarily in the United States and peripherally in the world. Students study a menu of psychoactive substances and explore the critical intersection between criminal organizations, crime, drug use, and the law. Students will analyze and evaluate public policy initiatives and laws targeting intervention, prevention strategies, and criminal justice community treatment programs. UC/CSU
Offered Fall semesters

ADMJ 66. Forensic Evidence (3)
Lec-52.5
This course introduces students to forensic evidence and the crime lab. Topics include history and sub-disciplines of forensic science, structure of crime labs, types and characteristics of evidence, methods of laboratory analysis, requirements of courtroom admissibility, and expert testimony. CSU
C-ID AJ 150
Offered Spring and Summer semesters

ADMJ 67. Terrorism and Counterterrorism (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course introduces the issues of terrorism, terrorist tactics, terrorist ideology, and the terrorist threats to public safety as well as methods and techniques of countering terrorism and preparing for and dealing with its impacts. UC/CSU
Offered Spring semesters

ADMJ 68. Criminal Justice Report Writing (3)
Lec-52.5 P/NP available
Prereq: Completion of or concurrent enrollment in: ENGL 1A
Develops students' abilities in note taking, interviewing, and information gathering to produce clear, objective, organized, and legally sufficient criminal justice reports. Topics include report writing rules, codes, and formatting. Strong emphasis on writing mechanics. CSU
Offered Fall and Spring semesters

ADMJ 69. Crime Scene Documentation (3)
Lec-52.5 P/NP available
Recommended Prep: ADMJ 68
Myths and realities of CSI, scientific thinking, duties of forensic and investigative personnel, steps in crime scene processing, preservation of evidence, and legal issues involved in searching and seizing evidence. Emphasis on methods used to document various crime scenes and commonly encountered evidence. Practical exercises include technical photography, production of accurate diagrams, detailed note taking and report formatting, and application of skills to final mock crime scene. CSU
Offered Fall semesters

ADMJ 70A. Patrol Procedures (3)
Lec-52.5, Lab-35, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course provides vocational application of the principles taught within the Administration of Justice curriculum. This course is designed to help prepare students for satisfactory completion of the placement requirements for service within the San Francisco City College Campus Police Department and/or other law enforcement agencies. CSU
Not required of Administration of Justice majors employed in law enforcement work.
Offered Spring semesters

ADMJ 71. Police Work Experience (1-8)
Work-60-600, field trips P/NP only
Prereq: ADMJ 52 and ADMJ 57 and ADMJ 70A or equivalent POST course work; Approval Administration of Justice and Fire Science department
Repeat: Repeated up to 16.00 Units
Field application of principles taught in previous courses in Administration of Justice. Individual experience and training in the Campus Police Department. This course is also used with other law enforcement agency training such as the San Francisco Police Department. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU

ADMJ 80. Community Corrections (3)
Lec-52.5, field trips
Recommended Prep: ADMJ 57
Overview and examination of the development, purpose, goals and role of community based corrections; including it's various components of evidence based practices, probation, parole, diversion, restorative justice, and intermediate sanctions and emerging alternatives to incarceration. Critical policies, issues, and legal trends will be explored along with supervision of special populations including management of juvenile offenders. CSU
Offered Fall semesters

ADMJ 82. Criminal Justice Work Experience (1-3)
Work-60-225 P/NP available
Prereq: ADMJ 57 and Approval of Administration of Justice Department
Recommended Prep: ADMJ 51 or ADMJ 52 or ADMJ 54 or ADMJ 62 or ADMJ 64 or ADMJ 83
Repeat: Students can repeat three times (total 4 enrollments)
Practice working in a local criminal justice agency under the supervision of employees currently working in the field. Development of professional practices; application of principles; exposure to methods and problems. Weekly activities to evaluate and review progress. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU
Offered Fall and Spring semesters

ADMJ 83. Criminal Justice Career Preparation (3)
Lec-52.5, field trips P/NP only
This course will prepare students to take the entry level Q2 Police Officer examination for the San Francisco Police Department and entry level positions in law enforcement agencies. Emphasis will be placed on test taking strategies for written, oral, and physical agility components, preparation, skill development for all test areas, and developing a career plan. CSU
Offered Fall and Spring semesters

ADMJ 85. P.C. 832 Arrest and Control Certification (3)
Lec-52.5, Lab-10 P/NP available
This course is mandated by State Commission on Peace Officer Standards and Training (POST) for all persons exercising Limited Peace Officer Powers as well as Institutional, Park Ranger and other Peace Officer positions. This course covers such topics as history of law enforcement, professionalism, ethics, community relations, the criminal justice system, presentation of evidence, criminal law, preliminary investigations, laws of arrest, use of force and search and seizure. CSU
A fee of $83.75 will be collected to pay for state mandated certification testing
Offered Spring semesters

ADMJ 88. Law Enforcement and the Media (.5)
Lec-16 P/NP available
Prereq: A California Peace Officer Standards and Training Basic Course certificate issued from an accredited regional police academy or equivalent as determined by the division Dean or their appointee. NOTE: equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency.
This course is designed to help police personnel understand the role of the Public Affairs/Public Information Office, the policies regarding news media contacts, and the interface between community policing and the media. CSU
Offered on occasion

ADMJ 89. Continuing Professional Training (2)
Lec-36, Lab-4 P/NP only
Prereq: A California Peace Officer Standards and Training Basic Course certificate issued from an accredited regional police academy or equivalent as determined by the division Dean or their appointee. NOTE: equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency.
This course is designed to provide police personnel with mandated training in legal updates, risk management, community policing, first aid and CPR, and arrest and control techniques. Successful completion of this course meets mandated bi-annual POST requirements for continuing professional training. CSU
Students may petition to repeat this course to meet a legally mandated training requirement.

ADMJ 92. Instructor Development (2)
Lec-40 P/NP available
Prereq: A California Peace Officer Standards and Training Basic Course certificate issued from an accredited regional police academy or equivalent as determined by the division Dean or their appointee NOTE: equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency.
This course is designed to train the student in teaching techniques which include: personal introductions, listening skills, mechanics of speech delivery, effective use of educational aids, topic development, adult learning concepts, ethics, participant behaviors, educational presentations, basic course instructional systems, and integrating the workbook into the basic course. CSU
Students may petition to repeat this course to meet a legally mandated training requirement.
Offered on occasion

ADMJ 100. Emergency Vehicle Operation (.5)
Lec-5, Lab-13 P/NP available
Prereq: A California Peace Officer Standards and Training Basic Course certificate issued from an accredited regional police academy or equivalent as determined by the division Dean or their appointee NOTE: equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency.
This course of Advanced Officer training is designed to instruct and reinforce the participant's knowledge in the lawful requirements of operating an emergency vehicle during code three and pursuit conditions. CSU
Offered on occasion

ADMJ 101. Basic Police Academy (38)
Lec-360, Lab-920
Prereq: California P.O.S.T. (Commission on Peace Officer Standards and Training) reading and writing exam or employment by a P.O.S.T. approved agency ; Department of Justice clearance ; Medical verification: clearance from a licensed physician to participate in intensive physical activity commensurate with a police academy.
Recommended Prep: BOSS 5500; PE 29A; ENGL 88 or ESL 188 or readiness for college-level English
Principles, procedures, and techniques of law enforcement; criminal law, patrol and investigative procedures, report writing, use of force tactics, weapons use, community relations, vehicle operations, traffic enforcement, accident investigation, first aid, CPR, academic and physical skills training and assessment required by the State Commission on Peace Officer Standards and Training to meet the minimum standards for employment as a peace officer in California (1280 in-class hours). CSU

ADMJ 109. Booking and Detention (.5)
Lec-9 P/NP only
Prereq: A California Peace Officer Standards and Training Basic Course certificate issued from an accredited regional police academy or equivalent as determined by the division Dean or their appointee NOTE: equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency.
A San Francisco Police Academy course to develop knowledge and understanding of guidelines and procedures pursuant to booking and detention of prisoners at police holding facilities. CSU
Students may petition to repeat this course to meet a legally mandated training requirement.
Offered on occasion

Fire Science

Credit, Degree Applicable Courses:

F SC 17. Public Safety: Emergency Medical Response (3)
Lec-52.5
Basic knowledge and skills necessary to provide lifesaving interventions and assist higher level Emergency Medical Services (EMS) personnel at the scene and during transport and perform basic interventions with minimal equipment. Meets national EMS education standards for Emergency Medical Responder (EMR) level training. CSU
Students will be assessed a $5 material fee. Students receive an electronic BLS Provider CPR card. They are paying the cost of the AHA card charged to the College. Students can opt-out to receive the card if they choose. No payment is necessary if they opt-out.
Offered Fall and Spring semesters

F SC 50. Introduction to Fire Science (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introductory course to fire science that examines fire technology, department organizational structures, Incident Command System, fire protection systems and equipment, and provides an overview of careers in fire investigation, fire prevention, and fire suppression. The class meets the Fire Fighter I and II certification of the National Fire Protection Association's (NFPA®) Standard 1001. CSU

F SC 51A. Fire Tactics and Strategy (3)
Lec-52.5, field trips
Prereq: F SC 50
This elective in the Fire Science major is for students pursuing a career in the Fire Service to obtain a better understanding of situational awareness when responding to emergency incidents. This course also prepares those who hope to improve their firefighting skills and prepare for promotion. CSU
F SC 50 Introduction to Fire Science is a pre-requisite for F SC 51A.
Offered Spring semesters

F SC 52A. Fire Protection Equipment & Systems (3)
Lec-52.5, field trips
A study of automatic sprinkler systems, standpipe systems, fire detection devices and systems, manual fire suppression equipment, water supplies, extinguishing agents, pumps used in fire protection, smoke management systems and special extinguishing systems. CSU
Offered Fall semesters

F SC 53. Building Construction for Fire Protection (3)
Lec-52.5, field trips P/NP available
Components of building construction that relate to fire safety; elements of construction and design of structures as key factors when inspecting buildings; preplanning fire operations and operating at fires; development and evolution of building and fire codes studied in relationship to past fires in residential, commercial and industrial occupancies. CSU
Offered Spring semesters

F SC 55. Wildland Fire Control (3)
Lec-52.5, field trips P/NP available
Prereq: F SC 50
The course will cover wildland fire behavior, fireline safety, fire prevention, fire extinguishment methods, strategy and tactics, Incident Command System, communications, use of fire apparatus, aircraft, bulldozers, and handcrews, and analysis of wildland fire incidents. The course is also a pre-requisite for F SC 111 Firefighter Academy. CSU
Offered Fall and Spring semesters

F SC 57. Principles of Fire and Emergency Services: Safety and Survival (3)
Lec-52.5, field trips P/NP available
Prereq: F SC 50
Recommended Prep: F SC 52A or F SC 53 or F SC 55 or F SC 61A or F SC 64; ENGL 88 or ESL 188 or readiness for college-level English
This course introduces the basic concepts of occupational health and safety as it relates to emergency service organizations. Topics include risk evaluation and control procedures for emergency and non-emergency situations. The course curriculum will be guided by NFPA standards, such as National Fire Protection Association 1500, Fire Department Occupational Health and Safety Programs. CSU
Offered Spring semesters

F SC 61A. Introduction to Fire Prevention (3)
Lec-52.5 P/NP available
Prereq: F SC 50
Recommended Prep: F SC 52A or F SC 53 or F SC 64
This course 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 relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education. CSU
Offered Fall semesters

F SC 62. Rescue Practices (3)
Lec-52.5, field trips P/NP available
Technical rescue practices of the fire service-vehicle extrication, confined space, trench rescue, high & low angle rescue, building collapse scenarios, fire ground rescue operations, and aquatic response emergencies. Examines current tools and technologies, role of fire service heavy rescue, operational issues confronting basic level rescue providers. CSU
Offered Fall and Spring semesters

F SC 63. Vehicle Extrication (.5)
Lec-9.5, Lab-14.5, field trips P/NP only
Prereq: Completion of or concurrent enrollment in: F SC 111 or other Firefighter One training (certification not required)
This course provides the knowledge and skills to prepare a Firefighter to extricate victim(s) from a common passenger vehicle in a safe and effective manner in accordance with Authority Having Jurisdiction (AHJ) policies and procedures. CSU
Offered on occasion

F SC 64. Fire Behavior and Combustion (3)
Lec-52.5
Theory and fundamentals of how and why fires start, spread and are controlled. An indepth study of fire chemistry and physics, fire characteristic of materials, extinguishing agents and fire control techniques. CSU
Offered Fall semesters

F SC 75A. Company Officer 2A: Human Relations Management (2)
Lec-35 P/NP available
Recommended Prep: F SC 50
How company officers in fire departments use human resources to accomplish assignments, to evaluate members on performance, to supervise personnel, and integrate health and safety plans, policies, and procedures into daily activities, and during emergency incidents. CSU
Partial certificate course requirement for new Company Officer, which replaces the former requirements for Fire Officer due to expired 12/31/2016
Offered on occasion

F SC 75B. Company Officer 2B: General Administrative Functions (2)
Lec-35 P/NP available
Recommended Prep: F SC 50
General administration functions along with implementation of department polices and procedures. Addresses projecting the fire department's role, image, and mission to the public. CSU
Partial certificate course requirement for new Company Officer, which replaces the former requirements for Fire Officer due to expired 12/31/2016
Offered on occasion

F SC 75C. Company Officer 2C: Fire Inspections and Investigations (2)
Lec-40, field trips P/NP available
Recommended Prep: F SC 50
This course provides information on conducting inspections, identifying hazards and addressing violations consistent with fire service standards. The course also provides information for performing a fire investigation in order to determine the preliminary cause of the fire as well as procedures to follow for securing the incident scene and preserving evidence. CSU
One of six classes required for State Fire Training certification as a Company Officer. The Company Officer Certificate replaces the retired "Fire Officer Certificate".
Offered on occasion

F SC 75D. Company Officer 2D: All-Risk Command Operations (2)
Lec-35, field trips P/NP available
Recommended Prep: F SC 50
Approaching an emergency and observing scene, developing a strategy and assigning tactical resources to mitigate an emergency for single-family dwelling fires, multi-family dwelling fires, commercial fires, high rise fires, multi-casualty medical incidents and technical rescue incidents. CSU
Partial certificate course requirement for new Company Officer, which replaces the former requirements for Fire Officer due to expired 12/31/2016
Offered on occasion

F SC 75E. Company Officer 2E: Wildland Incident Operations (2)
Lec-35, field trips P/NP available
Recommended Prep: F SC 50
Reporting incident conditions, analyzing incident needs, developing and implementing a plan of action to deploy incident resources completing all operations to suppress a Wildland fire, creating an incident action plan, and completing incident records and reports. CSU
Partial certificate course requirement for new Company Officer, which replaces the former requirements for Fire Officer due to expired 12/31/2016
Offered on occasion

F SC 75F. Instructor 1 - Fire Science Methodology (2)
Lec-35 P/NP available
Provides the skills and knowledge needed for entry level professional instructor to perform his or her duties, safely, effectively and competently. Follows NFPA 1041 Standard for Fire Service Instructor. CSU
Partial certificate course requirement for new Company Officer, which replaces the former requirements for Fire Officer due to expire 12/31/2016
Offered on occasion

F SC 106. Fire Safety Director (1.5)
Lec-27 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Provides basic knowledge and skills in the preparation of facility emergency plans; fire prevention and protection; life safety systems; evacuation and relocation procedures; earthquake preparedness; management of various emergencies and coordinating with emergency responders. This course is for those falling under jurisdictions of the San Francisco Fire Department, California State Fire Marshal's Office, and Fire Protection Division of California Health and Safety Code. CSU
F SC 106=JRNY 106
Offered Fall and Spring semesters

F SC 107A. Fire Training Work Experience (.5)
Work-30 P/NP available
Prereq: F SC 17 or EMT 100; F SC 50; F SC 55; F SC 62; PE 29A; Approval of Administration of Justice/Fire Science Department
Off-campus work experience with the San Francisco or South San Francisco Fire department. Student job performance will be evaluated by an on-site supervisor for compliance to the National Fire Protection Association Standard 1001 physical skills. Meets requirements by California State Fire Training for Firefighter 1. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU
Formerly F SC 105A
Offered Fall and Spring semesters

F SC 107B. Fire Training Work Experience (2.5)
Work-150, field trips P/NP available
Prereq: F SC 107A; F SC 111 or a certificate of completion from a California regional Fire Academy; EMT 100 or state EMT certification; Approval of the Administration of Justice/Fire Science Department
Repeat max. 7.5 units
Off-campus work experience with the San Francisco Fire department as an unpaid intern. Student job performance will be evaluated by an on-site supervisor and the CCSF instructor. Meets requirements by California State Fire Training for Firefighter 1. One unit of credit is earned for 60 hours of unpaid or 75 hours of paid work. CSU
Formerly F SC 105C
Offered Fall and Spring semesters

F SC 108. Fire Service Work Experience (1-8)
Work-60-600 P/NP available
Prereq: Approval of Administration of Justice/Fire Science Department; F SC 110
Repeat: max. 16.00 units
Field application of principles taught in F SC 110 Basic Fire Academy. This course is used with other fire service agency training such as in the San Francisco Fire Department. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU
Offered Fall and Spring semesters

F SC 110. Basic Fire Academy (24.5)
Lec-257, Lab-535, field trips
Prereq: EMT 100; AHA BLS Healthcare Provider or Red Cross CPR for Professional Rescuer; Pass the Candidate Physical Agility Test (CPAT); Live Scan; Possession of a valid California Driver's License
Basic Fire Academy is for entry level Firefighter positions with San Francisco Fire Department. Training meets the standards of the National Fire Protection Association and California State Fire Marshal Office of State Fire Training, and the Firefighter (2019) curriculum. Emphasis is on Firefighter training, Wildland Firefighter training, and Hazardous Materials /Weapons of Mass Destruction training. CSU
Course is scheduled at San Francisco Fire Department training facilities, and is designed for the San Francisco Fire Department according to pre-requisites outlined in this course
Offered Fall and Spring semesters

F SC 111. Firefighter One Academy (12)
Lec-157.5, Lab-177.5, field trips P/NP available
Prereq: F SC 17 or EMT 100; F SC 50; F SC 55; F SC 62; PE 29A
Coreq: F SC 107A
Recommended Prep: F SC 52A or F SC 53 or F SC 57 or F SC 61A or F SC 64
Students trained to latest State Fire Training Firefighter One standards, National Fire Protection Association standards for Firefighter One. F SC 111 focuses on structural firefighting, wildland firefighting, and hazardous materials and weapons of mass destruction. CSU
Additional student fees required for State Fire Training (SFT) written and skills testing, SFT Fire Service Training and Education Program (FSTEP) training courses that are part of the Fire Academy, and safety equipment and uniforms required for Fire Academy participation
Offered Fall and Spring semesters

F SC 115. Incident Command System 200 (.5)
Lec-6, Lab-10 P/NP available
Prereq: Completion of or concurrent enrollment in: FEMA ICS 100-b, available at the FEMA.gov website
This course is designed to enable personnel to operate efficiently during an incident or event within the Incident Command System (ICS). This course focuses on the management of single resources in initial and developing incidents. CSU
Offered only in Summer semesters

F SC 145. Introduction to Homeland Security (3)
Lec-52.5
The course introduces the students to the fundamentals of Homeland Security. Examines the history and events leading up to the creation of the Department of Homeland Security. The interoperation between local, state, federal and non-governmental organizations regarding mitigation, preparation, prevention, response and recovery in an all-hazards environment. CSU
F SC 145 = ADMJ 145
Offered Fall semesters

F SC 150. Fire Service Career Preparation (2)
Lec-35 P/NP available
Prereq: F SC 50
Fire Science 150 includes the principles, procedures, and best practices for obtaining a job in the fire service. Students develop strategies for success, career track planning, setting career goals, resume writing, test taking, and interview skills will be emphasized and put into practice during this course. CSU
Offered on occasion

African American Studies

Office: Science 222
Phone Number: (415) 239-3510
Web Site: www.ccsf.edu/african

Announcement of Courses

Credit, Degree Applicable Courses:

AFAM 30. African American Consciousness (3)
Lec-52.5 P/NP available
AFAM 30 is a course whose focus is what, a century ago, W.E.B. Dubois called "The Souls of Black Folk." It explores, through the lenses of anthropology and psychology, the complex expressions of what African people think, feel, and image in their conscious existence, historically and geographically. UC/CSU

AFAM 40. The Black Experience in California: 1500 to the Present (3)
Lec-52.5, field trips
AFAM 40, The Black Experience in California, reviews and comparatively analyzes African heritage people and African Americans in California. The emphasis is on the African/African American heritage

in the establishment, development, and evolution of California from the 1500's through the Gold Rush Era to the present. UC/CSU
Offered Spring semesters

AFAM 42. The Origins and History of Race Theory and Modern Racism (3)
Lec-52.5 P/NP available
AFAM 42 explores the history of race theory and racism from early antecedents in antiquity through the emergence of modern race theory and racism in the 18th and 19th centuries to the present. It includes the ways that race theory has shaped intellectual discourse and popular consciousness. UC/CSU

AFAM 55. From Funk to Hip Hop (3)
Lec-52.5 P/NP available
Explores African American cultural outlook as reflected through the aesthetics and politics of black popular music from the Black Revolution of the 1960's, up to and including Hip-Hop. Provides an understanding of contemporary African American political and social consciousness and reflected through, and influenced by, Black music forms. UC/CSU

AFAM 60. African American Women in the United States (3)
Lec-52.5 P/NP available
Examines and comparatively analyzes African American women in the U.S. with particular emphasis on the struggle for rights as African people. Explores the contributions, strategies for success and political activism of African American women from 1619 to the present. UC/CSU
Offered Fall semesters

ART 107. African-American Art History (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Heritage of West African civilizations prior to and during the slave trade, and of African-Americans from colonial to contemporary times. All art will be discussed from both a critical and historical perspective with regard to formal visual elements of style and the societies, values and ideas that gave birth to African-American art. UC/CSU
Offered Spring semesters

BCST 104. Race and Media (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Historical study of the images of African-Americans, Asians, Hispanics, and other racial groups as projected through mass media. This includes print, film, radio, television, music, Internet and emerging media. Socio-historical-legal analysis of ways in which affected groups have responded to these images. UC/CSU
Offered on occasion

DANC 129A. Beginning Jazz Dance (1)
Lab-35 P/NP available
Beginning jazz dance with emphasis on basic technique, terminology, dance combinations and basic rhythms of jazz dance. UC/CSU
Formerly DANC 130A

DANC 129B. Advanced Beginning Jazz Dance (1)
Lab-35 P/NP available
Prereq: DANC 129A
Advanced beginning jazz dance builds upon skills learned in beginning jazz dance technique with emphasis on refining technique, increasing vocabulary, movement through space, and combinations. UC/CSU

DANC 129C. Intermediate Jazz Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 129B
Intermediate Jazz builds upon skills learned in Advanced Beginning Jazz Dance with emphasis on refining technique, musicality, increasing vocabulary and movement through space and combinations. UC/CSU
Formerly DANC 130B

DANC 129D. Advanced Jazz Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 129C
Advanced Jazz Dance builds upon skills learned in Intermediate Jazz Dance technique with emphasis on refining technique, rhythmic structure, increasing vocabulary, movement through space, improvisation and combination. UC/CSU
Formerly DANC 130C

DANC 133A. Beginning African-Haitian Dance (1)
Lab-35 P/NP available
Beginning African Haitian dance will be examined through technical demonstration and practice. Emphasis will be placed on traditional movements, isolations, movement progressions, dance patterns, and musicality. Dance pioneers and their contribution to African Haitian dance will be discussed. UC/CSU
Formerly DANC 132A

DANC 133B. Advanced Beginning African Haitian (1)
Lab-35 P/NP available
Prereq: DANC 133A or demonstration of exit skills
Advanced beginning African Haitian Dance is a continuation of beginning African Haitian with an emphasis on building vocabulary on traditional movements and integrating isolations and movement progressions in connection to dance patterns and correct musicality. UC/CSU

DANC 133C. Intermediate African-Haitian Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 133B or demonstration of exit skills
Intermediate African Haitian dance builds on advanced beginning level skills. Through demonstration, practice, correction, and review emphasis is placed on expansion into more intricate traditional movements, Dunham technique, dance patterns, styles, and musicality. Historical and cultural elements will be explored through lectures, films, research, and discussions. Creative expression will be encouraged through group choreographic activities and individual projects. UC/CSU
Formerly DANC 132B

DANC 138A. Beginning Hip Hop Dance (1)
Lab-35 P/NP available
Beginning Hip Hop dance with emphasis on technique, vocabulary, dance combinations and basic rhythms of hip hop dance. UC/CSU
Formerly DANC 137A

DANC 138B. Advanced Beginning Hip Hop Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 138A or demonstration of exit skills
Beginning Hip Hop dance with emphasis on technique, vocabulary, dance combinations and basic rhythms of hip hop dance. UC/CSU

DANC 138C. Intermediate Hip Hop Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 138B or demonstration of exit skills
Intermediate Hip Hop dance builds upon skills learned in Advance Beginning Hip Hop with emphasis on increasing vocabulary, styles, and length of dance combinations with more complex rhythms. Using

hip hop dance as a vehicle, students will be able to explore their own movement expression and choreography. UC/CSU
Formerly DANC 137B

DANC 138D. Advanced Hip Hop Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 138C or demonstration of exit skills
Advanced Hip Hop dance builds upon skills learned in Intermediate Hip Hop with emphasis on increasing vocabulary, styles, and length of dance combinations with more complex rhythms. Using hip hop dance as a vehicle, students will be able to explore their own movement expression and choreography in both group and solo settings. UC/CSU

ECON 30. Economics of the African American Community (3)
Lec-52.5 P/NP available
An introduction to the principles of Black political economy. Topics will include: Black employment, employment discrimination, Black capitalism, the Black underclass, homelessness, and community economic development. The empirical link between race, class and income distribution will also be examined. UC/CSU

HIST 41A. African American History From Ancestral West Africa to the Civil War (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The political, social, artistic, and cultural history of people of African-American descent in the United States from their African beginnings to the Civil War. Covering the development of African-American culture and heritage from ancestral West Africa. UC/CSU

HIST 41B. 20th Century African American History from the Reconstruction to 21st Century (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The political, social, artistic, and cultural history of the African American people in the United States from the Civil War to the 21st Century. HIST 41B covers from the Reconstruction to the present. UC/CSU

HUM 48. African-American Music, Art and Literature (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A study of significant works in African-American literature, philosophy, art, and music through an examination of examples and a comparison with other cultural expressions in the United States. UC/CSU
Offered on occasion

IDST 14. American Cultures in Literature and Film (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary survey of literary and cinematic works of fiction, drama, non-fiction and poetry that investigates unity in diversity in the shifting trajectories of American identities and interrelationships. Groups featured to assess their interactive contributions to American cultures include Native-, European-, African-, Latin-, Asian-Americans, and Pacific Islanders. UC/CSU

IDST 29. Islam: Identity & Culture (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
An interdisciplinary survey of Muslim identity and the origins, principles, and practices of Islam, comparing and contrasting them with those of other major religions. Focus on the historical development and current practices of Islam and its impact on philosophy, art, music, architecture, gender, media, popular culture, and politics. UC/CSU
Offered Fall semesters

IDST 37. Introduction to Ethnic Studies (3)
Lec-52.5 P/NP available
An introduction to concepts, theories, and social policy related to the history, culture, concerns, and conditions of American ethnic and racial groups. Examines cultural, political, and economic practices and institutions that support or challenge racism, racial and ethnic inequalities, and patterns of interaction between various racial and ethnic groups. UC/CSU
C-ID SOCI 150

IDST 80A. Diversity and Social Justice: Racism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of race-based oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about racism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80C. Diversity and Social Justice: Sexism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of sexism on individual, institutional, and cultural levels in the United States. Expanding one's knowledge about sexism, increasing personal awareness of one's own sexism and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU

IDST 80D. Diversity and Social Justice: Heterosexism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of homophobia and heterosexism (discrimination based on perceived or real sexual orientation and identity) oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about heterosexism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80E. Diversity and Social Justice: Ableism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of ableism (disability-based oppression) on individual, institutional, and cultural levels in the US. Expanding knowledge about ableism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Fall semesters

IDST 80F. Diversity and Social Justice: Class and Classism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of class oppression and classism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about class, class oppression and classism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

IDST 80G. Diversity and Social Justice: Transphobia (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of transphobia and gender oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about transphobia and gender diversity, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU
Offered Fall semesters

IDST 81B. Diversity and Social Justice: Anti-Semitism/Anti-Arabism (1)
Lec-18 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of anti-Semitism and anti-Arabism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about anti-Semitism and anti-Arabism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

LGBT 50. Lesbian/Gay/Bisexual/Transgender/Communities of Color in the U.S. (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines the histories, cultures, identities, communities and unique contributions of lesbian/gay/bisexual and transgender people of color in the U.S. (Asian, Black, Latino, Middle Eastern and Native/Indigenous). UC/CSU
Offered on occasion

MUS 8A. Beginning Jazz & Other Popular Piano (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MUS 9A or demonstration of exit skills
Beginning study and exploration of jazz piano technique in myriad forms through the application of jazz theory, blues, Afro-Cuban, Brazilian and other popular styles. UC/CSU

MUS 8B. Intermediate Jazz & Other Popular Piano (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 8A
An intermediate study of basic jazz, blues, Afro-Cuban, Brazilian and other popular piano techniques. UC/CSU

MUS 21. Traditional African Music (3)
Lec-52.5, field trips P/NP available
An introduction to the many styles of African music with emphasis on the function of traditional music and how it is organized as an integral part of everyday activity. UC/CSU

MUS 23. History of Jazz: Musical Traditions of the African-American (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A course composed of lectures, discussions, assigned reading and listening designed to explore African-American musical heritage and its relationship to other folk expressions and to Western European Art Music. This heritage includes spirituals, work songs, blues, jazz, gospel and a broad range of popular music. UC/CSU

MUS 26. Music in American Culture (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
A survey of the music of America's diverse populations such as Native American, Anglo-American, African American, Cajun, Creole, Hawaiian and other styles and genres such as country, Tex-Mex, Klezmer and polka. UC/CSU

MUS 41. African Drumming Ensemble (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
In African Drumming Ensemble students play traditional African music; the class is an in-depth examination of African drumming and performance of African music integral to everyday festivities and life in African society UC/CSU
The content of this course varies. Students may re-enroll without repeating subject matter.

PSYC 23. Psychology of Race and Ethnic Relations (3)
Lec-52.5 P/NP available
An exploration of the experiences, theories, and research concerning issues of race and ethnicity as they relate to individual and group behavior, emotion, and thinking, including attitudes, identity development, racism, privilege, coping strategies, and intersectional experiences. Psychohistorical analysis of the experiences of African Americans, Asian Americans, Latino(a) Americans, and Native Americans. UC/CSU

Aircraft Maintenance Technology

Office: Airport
Phone Number: (650) 821-0219
Web Site: www.ccsf.edu/aeronaut

Announcement of Curricula

General Information

City College of San Francisco offers two years of specialized training for students desiring preparation for employment as aircraft technicians maintaining powerplants, airframes, or avionics equipment.

Employment. Students who successfully complete the degree or certificate curricula are qualified for employment in various positions, including those in the following fields:

Powerplant Maintenance—Entry positions as accessory mechanic, general powerplant mechanic, maintenance-crew member, ramp service-crew member, and hangar-crew member. Positions to which graduates may advance after obtaining experience and further training include those of aircraft powerplant technician (licensed), supervisor, and inspector.

Airframe Maintenance—Entry positions as general aircraft-overhaul mechanic, accessory mechanic, electric-shop mechanic, general cabin-equipment mechanic, maintenance-crew member, ramp-service crew member, and hangar-crew member. Positions to which graduates may advance after obtaining experience and further training include those of airframe technician (licensed), supervisor and inspector.

Avionics Maintenance—Entry positions as avionics technician, radio/electric line mechanic. Positions to which graduates may advance after obtaining experience and further training include those of lead systems specialist, supervisor and inspector.

Federal Certification. The Aircraft Maintenance Technology programs are certified by the Federal Aviation Administration. For more information about this agency, see the "Overview of the College" section of this Catalog.

The Federal Aviation Administration permits those who hold the Associate of Science (or the Certificate of Achievement) in Aircraft Powerplant Maintenance Technology to take the examination for the F.A.A. Powerplant Certificate. The Federal Aviation Administration permits those who hold the Associate of Science (or Certificate of Achievement) in Airframe Maintenance Technology to take the examination for the F.A.A. Airframe Certificate.

Degree Curriculum

The Degree Curriculum in Aircraft Maintenance Technology offers three majors: Aircraft Powerplant Maintenance Technology, Airframe-Maintenance Technology, and Avionics-Maintenance Technology. Students who complete all courses required for the major and satisfy general College graduation requirements will receive the Associate in Science Degree.

To enroll:

1. File with the Office of Admissions and Records an application for admission to City College.
2. Complete the assessment process to get an English/ESL and Math course placement, Orientation, Counseling

Communication and Computation Skills. Federal Aviation Administration (F.A.A.) regulations require that a student be able to read, speak, and understand English and perform basic computation. It is highly recommended that applicants, prior to enrolling in the Aircraft Maintenance Technology program,

1. complete ESL188 or ENGL 88 or 88B with a C or higher, or place in ENGL 88; and
2. complete MATH 30, or place in MATH 40.

Previous Aircraft Job-Related or Educational Experience. In limited cases, and with Aircraft Maintenance Technology Department approval, previous aircraft job-related experience and training may substitute for certain course requirements. Previous job-related experience and training must be documented according to F.A.A. regulations. This experience will not guarantee a waiver to any requirements in the Department, but will usually provide the student with a greater chance of success in both training and placement in the industry.

Special Regulations and Policies. The Aircraft Maintenance Technology Program is regulated by the Federal Aviation Administration. As a result, all students will be issued a "Department of Aircraft Maintenance Technology Student Handbook." Contained in the handbook are special regulations regarding attendance, performance levels, conditions of academic probation and dismissal from the program. Also included are notices concerning personal safety equipment, hand tools and supplies which the student will be responsible to purchase.

Transfer to San Jose State University. Although students in the Aircraft Maintenance Program generally enter industry upon graduation, for those students who may prefer to earn the Bachelor's degree, San Jose State University offers graduates this opportunity. Those students who intend to transfer should consult a counselor at City College of San Francisco.

Aircraft Maintenance Technology

Aircraft Powerplant Maintenance Technology Major (AS)

This major is for potential AMT technicians that are interested in receiving training in Aircraft Powerplant Maintenance. The Aircraft Powerplant Maintenance training received at the CCSF Aeronautics Department is certified by the FAA, CFR Part 147. Some of the subject areas that are covered in the Powerplant Maintenance Training include topics such as reciprocating engine overhaul, turbine theory and operation, systems such as fuel systems, lubrication systems, ignition and starting systems, troubleshooting and inspections as well as testing engines for proper operation. Students will learn the proper nomenclature of aircraft powerplant parts and components. Upon successfully completing and passing (with at least a 70% score) all required subject areas associated with the Powerplant Maintenance training as well as completing and passing the required general education courses, the student will then qualify to receive the Aircraft Powerplant Maintenance Technology major and qualify to take their Federal Aviation Administration exams. Once the graduating student passes all of the required FAA exams, they are qualified to work in the aviation industry as a FAA Certified Powerplant Technician.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe and analyze the various aircraft parts and components, and troubleshoot the related systems.
- Use shop safety practices related to aircraft maintenance.
- Perform inspections that will determine the airworthiness of aircraft systems and components.
- Demonstrate proper aircraft maintenance procedures as per specified authorized references.
- Apply the techniques utilized in overhauling an aircraft reciprocating engine.

Assuming students start this AA or AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Aircraft Powerplant Maintenance Technology

Course	Units
Required Courses:	
AIRC 101 Introduction To Aircraft Maintenance	8.0
AIRC 102 Basic Electricity and Electrical Circuits	8.0
AIRC 103 Powerplant Theory & Maintenance	8.0
AIRC 104 Propulsion PowerPlant Systems	8.0
AIRC 105 Powerplant Systems and Components	8.0
Total:	**40.0**

Airframe Maintenance Technology Major (AS)

This major is for potential AMT technicians that are interested in receiving training in Airframe Maintenance. The Airframe Maintenance training received at the CCSF Aeronautics Department is certified by the FAA, CFR Part 147. Some of the subject areas that are covered in the Airframe Maintenance training include topics such

as assembly and rigging, hydraulic and pneumatic power systems, cabin atmosphere control systems, communication and navigation systems, aircraft fuel systems, position and warning systems as well as fire protection systems. Students will learn the proper nomenclature of airframe parts and components. Upon successfully completing and passing (with at least a 70% score) all required subject areas (associated with the Airframe Maintenance Training) as well as passing the required General Education courses, the student will then qualify to receive the Airframe Maintenance Technology major and qualify to take their Federal Aviation Administration exams. Once the graduating student passes all of the required FAA exams, they are qualified to work in the aviation industry as a FAA Certified Airframe Technician.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and differentiate the various airframe parts and components, and troubleshoot the related systems.
- Perform airframe conformity and airworthiness inspections of airframe systems and components.
- Identify and demonstrate proper aircraft maintenance procedures as per specified authorized references.
- Inspect, check and service landing gear position indicating and warning system.
- Inspect and repair sheet metal structures.

Assuming students start this AA or AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Airframe Maintenance Technology

Course	Units
Required Courses:	
AIRC 101 Introduction To Aircraft Maintenance	8.0
AIRC 102 Basic Electricity and Electrical Circuits	8.0
AIRC 106 Aircraft Structural Repair	8.0
AIRC 107 Landing Gear, Hydraulics, and Pneumatics	8.0
AIRC 108 Airframe Systems & Components	8.0
Total:	**40.0**

Aircraft Powerplant Maintenance Technology Certificate

The Aircraft Powerplant Maintenance Technology Certificate prepares students for entry positions in aircraft powerplant maintenance including accessory mechanic, general powerplant mechanic, maintenance crew member, ramp service crew member and hangar crew member. The Aircraft Powerplant Maintenance Training received at the CCSF Aeronautics Department is certified by the FAA, CFR Part 147. Some of the subject areas that are covered in the Powerplant Maintenance Training include topics such as Reciprocating Engine Overhaul, Turbine Theory and Operation, Systems such as Fuel Systems, Lubrication Systems, Ignition and Starting Systems, Troubleshooting and inspections as well as testing engines for proper operation. Students will learn the proper nomenclature of aircraft powerplant parts and components. Students may obtain the Certificate of Achievement in Aircraft Powerplant Maintenance Technology by successfully completing and passing (with at least a 70% score) all required subject areas associated with the Powerplant Maintenance training, the student will then qualify to receive the Aircraft Powerplant Maintenance Technology Certificate of Achievement and qualify to take their Federal Aviation Administration exams. Once the graduating student passes all the required FAA exams, they are qualified to work in the Aviation Industry as a FAA Certified Powerplant Technician.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe and analyze the various aircraft parts, components, and troubleshoot the related systems.
- Use shop safety practices related to aircraft maintenance.
- Perform inspections that will determine the airworthiness of aircraft systems and components.
- Demonstrate proper aircraft maintenance procedures as per specified authorized references.
- Apply the techniques utilized in overhauling an aircraft reciprocating engine.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Aircraft Powerplant Maintenance Technology

Course	Units
Required courses:	
AIRC 101 Introduction To Aircraft Maintenance	8.0
AIRC 102 Basic Electricity and Electrical Circuits	8.0
AIRC 103 Powerplant Theory & Maintenance	8.0
AIRC 104 Propulsion PowerPlant Systems	8.0
AIRC 105 Powerplant Systems and Components	8.0
Total:	**40.0**

Airframe-Maintenance Technology Certificate

The Airframe Maintenance Technology Certificate prepares students for entry positions in airframe maintenance including general aircraft overhaul mechanic, accessory mechanic, electric shop mechanic, general cabin equipment mechanic, maintenance crew member, ramp service crew member and hangar crew member. The Airframe Maintenance Training received at the CCSF Aeronautics Department is certified by the FAA, CFR Part 147. Some of the subject areas that are covered in the Airframe Maintenance Training include topics such as Assembly and Rigging, Hydraulic and Pneumatic Power Systems, Cabin Atmosphere Control Systems, Communication and Navigation Systems, Aircraft Fuel Systems, Position and Warning Systems as well as Fire Protection Systems. Students will learn the proper nomenclature of aircraft airframe parts and components. Students may obtain the Certificate of Achievement in Airframe Maintenance Technology by successfully completing and passing (with at least a 70% score) all required subject areas associated with the Airframe Maintenance training, the student will then qualify to receive the Airframe Maintenance Technology Certificate of Achievement and qualify to take their Federal Aviation Administration exams. Once the graduating student passes all the required FAA exams, they are qualified to work in the Aviation Industry as a FAA Certified Airframe Technician.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and differentiate the various airframe parts, components, and troubleshoot the related systems.
- Perform airframe conformity and airworthiness inspections of airframe systems and components.
- Identify and demonstrate proper aircraft maintenance procedures as per specified authorized references.
- Inspect, check and service landing gear position indicating and warning systems.

- Inspect and repair sheet metal structures.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Airframe-Maintenance Technology

Course	Units
Required courses:	
AIRC 101 Introduction To Aircraft Maintenance	8.0
AIRC 102 Basic Electricity and Electrical Circuits	8.0
AIRC 106 Aircraft Structural Repair	8.0
AIRC 107 Landing Gear, Hydraulics, and Pneumatics	8.0
AIRC 108 Airframe Systems & Components	8.0
Total:	**40.0**

Announcement of Courses

Credit, Degree Applicable Courses:

AIRC 101. Introduction to Aircraft Maintenance (8)
Lec-87.5, Lab-175, field trips
Introduction to the General Curriculum of the aircraft maintenance technician program. Foundational course that teaches many of the basic skills required to be an aircraft maintenance technician. CSU
Offered Fall semesters

AIRC 102. Basic Electricity and Electrical Circuits (8)
Lec-87.5, Lab-175, field trips
Recommended Prep: AIRC 101
Principles of electricity that prepares the student to maintain, repair and overhaul basic aircraft electrical systems and components. Foundational course for aircraft maintenance training. Other topics covered in AIRC 102 are battery servicing, weight & balance, mathematics, and aircraft engine electrical systems. CSU
Offered Spring semesters

AIRC 103. Powerplant Theory & Maintenance (8)
Lec-87.5, Lab-175, field trips
Recommended Prep: AIRC 101; AIRC 102
Powerplant theory and systems of reciprocating engines. Inspection, overhaul and repair techniques used in powerplant maintenance. Topics include technical vocabulary, physical properties and inspection, among others. Attention will be given to safety procedures and hands-on skills of maintenance and repair of aircraft reciprocating engines. CSU
Offered Spring semesters

AIRC 104. Propulsion Powerplant Systems (8)
Lec-87.5, Lab-175, field trips
Recommended Prep: AIRC 101; AIRC 102
Powerplant theory and systems of turbine engines. Additional topics will include engine instrument systems, engine fire protection systems and powerplant electrical systems, among others. Attention will be given to safety procedures and hands-on skills building. CSU
Offered Fall semesters

AIRC 105. Powerplant Systems and Components (8)
Lec-87.5, Lab-175, field trips
Recommended Prep: AIRC 101; AIRC 102
Powerplant systems and components such as engine instrument and engine fuel systems. Procedures necessary to properly repair and maintain systems such as induction systems, engine cooling systems and engine exhaust systems. Emphasis will be put on troubleshooting, operating and testing carburetors and propellers. Attention will be given to safety procedures and hands-on skills of basic maintenance and repair. CSU
Offered Fall semesters

AIRC 106. Aircraft Structural Repair (8)
Lec-87.5, Lab-175, field trips
Recommended Prep: AIRC 101; AIRC 102
Principles of complex airframe structures and stresses absorbed by skin coverings. Applied methods and techniques in sheetmetal and non-metalic structural repair in such things as plastics, composites, and honeycomb. Students will learn how to make approved repairs to aircraft structures using standard sheetmetal, fiberglass, and composite technology. Attention will be given to safety procedures and hands-on skills of aircraft structure repair. CSU
Offered Fall semesters

AIRC 107. Landing Gear, Hydraulics, and Pneumatics (8)
Lec-87.5, Lab-175, field trips
Recommended Prep: AIRC 101; AIRC 102
Aircraft systems and components. Some subject areas covered are landing gear systems, hydraulic/pneumatic systems and aircraft fuel systems. Includes basic nomenclature, theory of operation, inspection techniques, and troubleshooting. Attention will be given to safety procedures and hands-on skills of maintenance and repair of aircraft systems. CSU
Offered Spring semesters

AIRC 108. Airframe Systems & Components (8)
Lec-87.5, Lab-175, field trips
Recommended Prep: AIRC 101; AIRC 102
Various airframe systems and components. Some subject areas are flight control rigging, communication and navigation, and cabin pressurization. Also covered are aircraft instrument systems and aircraft inspection among other topics. Attention will be given to safety procedures and hands-on skills of maintenance and repair of airframe systems. CSU
Offered Spring semesters

American Sign Language

Office: Art 202
Phone number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Courses

Credit, Degree Applicable Courses:

AMSL 1A. Elementary American Sign Language (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English or any City College or university foreign language course
This is a course for the student with no prior or minimal skills in and knowledge of AMSL. The course is designed primarily to develop the students' receptive skills in functional settings. Everyday communication emphasizing vocabulary, syntax, and fingerspelling to enable students to communicate with Deaf individuals in a culturally appropriate manner. UC/CSU

AMSL 1B. Elementary American Sign Language (3)
Lec-52.5 P/NP available
Prereq: AMSL 1A
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English or any City College or university foreign language course
Continued development of American Sign Language (AMSL) receptive/expressive skills and knowledge learned in AMSL IA. Emphasis

on conversational skills in functional situations, continued vocabulary and sentence structure expansion, and knowledge of Deaf culture and the Deaf community. UC/CSU

AMSL 2A. Continuation of Elementary American Sign Language (3)
Lec-52.5 P/NP available
Prereq: AMSL 1B or demonstration of exit skills
Continued development of American Sign Language (AMSL) receptive/expressive skills and knowledge learned in AMSL 1A and 1B. Emphasis on conversational skills in functional situations, continued vocabulary and sentence structure expansion, focus on Deaf Culture and the Deaf Community. UC/CSU
Offered on occasion

American Studies

Office: Batmale 656
Phone number: (415) 239-3330
Web Site: www.ccsf.edu/socialsci

Announcement of Course

Credit, Degree Applicable Course:

AMS 5. Comics, Power and Society (3)
Lec-52.5 P/NP available
Introduction to the social sciences using comic books, graphic novels, and related media illustrating central social science concepts. Examination of power, powerlessness, and superpower. The past and present impact on a diverse American society of comic books, graphic novels, cartoons, and animation as artistic expressions and representations of socio-political issues. UC/CSU
Offered Fall semesters

Anthropology

Office: Batmale 354
Phone number: (415) 239-3433
Web Site: www.ccsf.edu/behavior

Announcement of Curricula

Anthropology Major (AA-T)

Associate in Arts in Anthropology for Transfer. The program is designed to prepare students who wish to transfer to pursue further studies in anthropology. It is a broad introduction to the four fields of anthropology (biological/physical, archaeology, cultural, and linguistic), and the basic concepts of anthropological inquiry.

Learning Outcomes

Upon completion of this program, students will be able to:

- Compare the major contemporary theoretical perspectives in the four major subfields of anthropology
- Analyze and interpret anthropological data
- Apply the methods of cross-cultural comparison and the concept of cultural relativism to past and present cultures

Students who wish to earn the Associate in Arts in Anthropology for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units required for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Anthropology

Course	Units
Required Courses:	
ANTH 1 Biological Anthropology*	3.0
ANTH 2 Archaeology and Prehistory	3.0
ANTH 3 Introduction to Social and Cultural Anthropology	3.0
or ANTH 3C Introduction to Cultural Anthropology: Focus on American Cultures	3.0

* Students are encouraged to concurrently enroll in ANTH 1L, Biological Anthropology Laboratory

Choose ONE critical analysis course from the following options: (Note that courses cannot be used to satisfy more than one block)	
ANTH 4 Introduction to Linguistic Anthropology	3.0
PSYC 5 Statistics for Behavioral Sciences	5.0
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies	5.0
ECON 5 Introductory Statistics for Economics, Business and Social Sciences	5.0
MATH 80 Probability and Statistics	5.0
PSYC 2 Research Methods	3.0
Choose six to eight elective units from the following: (Note that completed required courses cannot also be used as elective courses)	
ANTH 1L Biological Anthropology Laboratory	1.0
ANTH 3 Introduction to Social and Cultural Anthropology**	3.0
ANTH 3C Introduction to Cultural Anthropology: Focus on American Cultures**	3.0
ANTH 4 Introduction to Linguistic Anthropology***	3.0
ANTH 8 Magic, Witchcraft, and Religion	3.0
ANTH 11 Latin American Cultures and Societies	3.0
ANTH 12 Indigenous Peoples of North America	3.0
ANTH 15 Philippine Culture and Society	3.0
ANTH 20 Queer Anthropology	3.0
ANTH 25 Culture, Gender and Sexuality	3.0
AFAM 30 African American Consciousness	3.0
ASAM 42 Southeast Asians in the U.S.	3.0
GEOG 4 Cultural Geography	3.0
GEOL 10 Physical Geology	3.0
and GEOL 10L Physical Geology Lab	2.0
HUM 7 Comparative Religions	3.0
LALS 9/LGBT 9 The Latin American and Latina/o LGBT Experience	3.0

** Only if not chosen for section 1

*** Only if not chosen for section 2

Total: 18.0 – 22.0

Announcement of Courses

Credit, Degree Applicable Courses:

ANTH 1. Biological Anthropology (3)
Lec-52.5 P/NP available
The biological nature of humans and the changes that have occurred from prehistoric times to the present. The place of humans in nature, vertebrate and primate evolution, fossil evidence for human antiquity,

individual and population genetics, mechanisms of evolution, and human variation. UC/CSU
C-ID ANTH 110

ANTH 1L. Biological Anthropology Laboratory (1)
Lab-52.5, field trips P/NP available
Prereq: Completion of or concurrent enrollment in: ANTH 1
Laboratory course designed to accompany Anthropology 1. It includes hands-on study of human and primate skeletal materials and replica fossils, primate behavior and taxonomy, and human variation. Application of the scientific method and evolutionary theory are also included. UC/CSU
Requires concurrent registration in Anthropology 1. One field trip required.

ANTH 2. Archaeology and Prehistory (3)
Lec-52.5 P/NP available
Overview of contemporary archaeological methods of survey, excavation, analysis, and interpretation. Discussion of various theoretical approaches used to explain past human behavior. Thematic discussion of the major events in prehistory from human origins to appearance of agriculture and cities. UC/CSU
C-ID ANTH 150

ANTH 3. Introduction to Social and Cultural Anthropology (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the central concepts, theories, and techniques employed by cultural anthropologists to explore the social and cultural dimensions of human experience. Major topics include cross-cultural comparisons of subsistence patterns, economic and political organization, kinship and marriage, language and symbolism, religion and belief systems, artistic expression, colonialism and globalization, gender, sexuality, and race. UC/CSU
C-ID ANTH 120

ANTH 3C. Introduction to Cultural Anthropology: Focus on American Cultures (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduces basic concepts of cultural anthropology through the study of cultures from at least three of the five following groups: African American, Asian/Pacific Islander, Chicano/Latino, Native American, and European American. Meets the American Cultures requirement for UC Berkeley. Ethnography, history, literature, film, and music are integrated in an interdisciplinary approach to cultural studies. UC/CSU
Formerly ANTH 3AC
Offered on occasion

ANTH 4. Introduction to Linguistic Anthropology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The study of language, including its general nature and its cognitive, biological, and social bases. Languages as they reflect the separate cultural realities of different societies. UC/CSU
Offered Spring semesters

ANTH 8. Magic, Witchcraft, and Religion (3)
Lec-52.5, field trips P/NP available
A cross-cultural exploration of supernatural belief systems focusing on small scale cultures; the history, theory, and methods of the anthropology of religion; the dynamics of myth, superstition, possession, altered states of consciousness, magic, rituals, taboos, cults, and sects. UC/CSU

ANTH 11. Latin American Cultures and Societies (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Comprehensive and critical analysis of the cultures and traditions of the peoples in Latin America. Critical in-depth study of contemporary society and political systems, inter-ethnic relations, traditional medicinal healing, religions, and sorcery. Analysis of the history and development of Latin American cultures and the impact of state forms of social organization on its traditional societies. UC/CSU

ANTH 12. Indigenous Peoples of North America (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The indigenous peoples of North America are described in terms of their precontact adaptation to the natural environment. Language, kinship, religion, and other aspects of culture are studied. UC/CSU
Offered Fall semesters

ANTH 15. Philippine Culture and Society (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The course introduces students to the peoples and cultures of the Philippines and the impact of Eastern and Western civilizations on the development of its peoples; emphasis on the ways of life in Philippine rural and urban areas and the cultures of its diverse ethnolinguistic communities. UC/CSU
ANTH 15 Studies the development of Philippine peoples and culture using the perspective of anthropology and its subdisciplines in archeology, linguistics, and geography, and the influence of colonialism on the science of anthropology and on country's cultural development
Offered on occasion

ANTH 20. Queer Anthropology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A sub-discipline of socio-cultural anthropology that focuses on contexts of difference in sexuality from the (presumed) norms of sexual and gender variation within social systems, practices, and ideologies. Queer anthropology utilizes intersectional studies of sex, race, ethnicity, gender, gender expression, religion, colonialism, and globalization. UC/CSU

ANTH 22. Bay Area Archaeology: 1539-1846 (1)
Lec-18, field trips P/NP available
Examination of the archaeological record left behind by early Spanish, Russian, and Mexican explorers and colonizers in the San Francisco Bay Area. Emphasis placed on artifacts, sites, and material culture to understand sociocultural behavior and organization, and Native American acculturation. CSU
Offered on occasion

ANTH 25. Culture, Gender and Sexuality (3)
Lec-52.5 P/NP available
This course explores how gender and sexuality are expressed in various cultures around the world. Focuses on gender in non-Western cultures

such as Native American, African and Asian societies. Discusses relationship of gender to aspects of culture such as kinship, economics, politics, and religion. UC/CSU
Offered Spring semesters

Apprenticeship

Office: Ocean
Phone Number: (415) 452-5664; (415) 452-7117
Web Site: https://www.ccsf.edu/en/educational-programs/cte/earn_and_learn/apprenticeship_and_preparation.html

Announcement of Curricula

General Information

Apprenticeship is designed to prepare individuals, often a high school graduate, and produce highly qualified and well-trained workers who have solid knowledge as well as specific, technical job skills for occupations including but not limited to the skilled trades and crafts. CCSF offers several Apprenticeship programs across multiple sectors including pre-apprenticeship.

The City College of San Francisco, in cooperation with the California Division of Apprenticeship Standards and local joint apprenticeship Committees, offers "related training" apprenticeship programs in designated trades or occupations. Apprenticeship on-the-job training is not offered by the College. Most apprenticeship programs are three to five years in length, similar to a four year bachelor's degree program.

Upon completion of an apprenticeship program, the State of California Department of Industrial Relations California Apprenticeship Council awards a Certificate of Completion of Apprenticeship in the trade.

Course	Occupation	Prog. Yrs.	Class Hrs.
APPR 9713	Plastering Appr	4	576
APPR 9714	Plumber Appr	5	1080 –1296

Persons interested in seeking apprentice status and enrollment in apprenticeship "related training" classes listed in the catalog should contact the State of California Department of Industrial Relations, Division of Apprenticeship Standards of the local sponsoring joint apprenticeship committee.

For further information, please call the CCSF Apprenticeship Programs at (415) 452-5664.

Announcement of Courses

Noncredit Courses:

APPR 9710. Meat Cutting Apprentice (72 hrs)
A study in all areas of training for meat apprentices to become journey persons in the meat industry. Includes: history, knives, tools equipment, sanitation, mathematics, weights measures, and USDA grades, breakdown of beef, veal, pork, lamb, variety meats, poultry, fish, sausage making, storage and merchandising.
Offered on occasion

APPR 9713. Plastering Apprentice (72 hrs)
Study of and practice in the trade of plastering as required by the apprenticeship program established by the local joint apprentice program established by the local joint apprenticeship committee and approved by the Division of Apprenticeship Standards Department of Industrial Relations, State of California. Related instruction includes: safety, mathematics, hand tools, equipment, materials, mixing, applying plaster, blueprint reading, bases, fireproofing, problems, and repairs, exterior insulation finish systems (EIFS) and finishes. Seventy-two (72) hours per semester, 576 Hours of related and supplemental instruction for this four (4) year apprenticeship.

APPR 9714. Plumbing Apprentice (108-162 hrs)
The practice and study of skills and knowledge required for entry level employment as a journeyperson in the plumbing industry. Instruction includes occupational hazards, safety, first aid, CPR, blueprint reading, use of basic drawings, common cutting and welding practices, gas and arc welding, soldering, brazing, residential plumbing repairs and installations, troubleshooting residential plumbing problems and recommended industrial practices.

APPR 9715. Refrigeration/Air Conditioning (1050 hrs)
Prereq: Pass the UA Local 38 (Plumbing) apprentice exam
Required for preparation for employment as a journey person in refrigeration/air conditioning industry. Classroom instruction (6 hrs/wk over 10 semesters) supplements on-the-job training apprentices receive. Theoretical instruction and practice of performance skills are specified by the standards established by the joint apprenticeship committee and approved by the Division of Apprenticeship Standard, Department of Industrial Relations, State of California.

APPR 9716. Roofing/Waterproofing Apprenticeship (40 hrs)
Overview and application of a variety of roofing/waterproofing materials and practices. Includes hot and cold applied built-up roofing and waterproofing, asphalt shingles, tiles and single ply roofing materials such as EPDM, PVC, TPO, Modified Bitumen, above and below grade applications of waterproofing, and Photovoltaic.
Offered on occasion

APPR 9720. Stationary Engineer Apprentice (108 hrs)
Training required for employment as a journeyperson in the stationary engineer trade. Includes safety, trade practices, gas and arc welding, first aid, CPR, fundamentals of conditioning air, heat transfer, air conditioning systems, plans, hydraulics, pneumatics, buildings, machines, electrical and sheet metal, boilers, mathematics grade, calculations, hand tools, power tools and equipment.
Offered on occasion

APPR 9721. Steamfitter Apprentice (1050 hrs)
Prereq: Pass the UA Local 38 (Plumbing) apprentice exam
Required for preparation for employment as a journey person in steamfitting. Classroom instruction (6 hrs/wk over 10 semesters) supplements the on-the-job training apprentices receive. Theoretical instruction and practice of performance skills are specified by the standards established by the joint apprenticeship committee and approved by the Division of Apprenticeship Standard, Department of Industrial Relations, State of California.

Architecture

Office: Batmale 244
Phone Numbe: (415) 452-5293
Web Site: www.ccsf.edu/arch

Announcement of Curricula

Learning Outcomes

Architecture and **Interior Architecture** students will develop an understanding of design as a model for creative inquiry, using necessary resources from history, technology, the humanities and contemporary culture issues in response to the fundamental principle that design's relevance is based on its ability to engage society's concerns.

Construction Management students will learn the basic effective management techniques related to the planning, design, and construction of a project from inception to completion for the purpose of controlling time, cost and quality.

The requirements for an Associates degree from CCSF and requirements for transferring to a baccalaureate program in another college or university are different. Students who are seeking to attain an Associates of Science in Architecture, Interior Design or Construction Management should follow the major requirements listed below. ***Students who are seeking to transfer to another university or college to attain a 4 or 5 year degree are strongly encouraged to consult with an advisor within your program of study.***

Laptop Recommendation: ***The Department of Architecture strongly recommends that all students planning to transfer to a 4 or 5 year university program in Architecture or Interior Design purchase a portable computer for use in certain design and graphic courses.*** The use of computers in most architecture and design schools has become an essential tool in lab-based design education and would benefit your education immensely. Please inquire with the department what kind of laptop computer would be helpful and when you could consider obtaining it.

Architecture Major (AS)

This program will prepare students in areas of design, technology, digital skills, drawing, delineation and rendering, structures, history and professional practice.

Students who wish to transfer to a 4 or 5 year degree program should understand that each transfer institution has its own set of transfer requirements. Those different requirements can be found on the individual transfer institution's websites.

Graduates of the Associates Degree in Architecture may choose to enter directly into the marketplace and would be qualified in various capacities in the fields of architecture, construction industry and related fields. Positions such as architectural technician, construction detailer, building materials salesperson or manufacturer's representative are examples of possible employment a graduate may pursue after completing this course of study.

Learning Outcomes

Upon completion of this program, students will be able to:

- Develop architectural graphics using digital and analog tools that communicate design intentions and document construction requirements.
- Create architectural solutions to a set of project requirements.
- Compare exemplary historical examples of architecture as impacted by social, political, economic, and/or environmental factors.
- Explain the duties and responsibilities of stakeholders within the legal and regulatory environments.
- Identify building and material systems that are responsive to the major requirements of a project.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Architecture

Course . . . . . Units

First Semester (fall):

ARCH 20 Architectural Graphics I. 3.0
ARCH 29A Freehand Drawing I. 1.0
ARCH 100 Introduction to Architecture and Design. . . . 2.0
PHYC 10 Conceptual Physics 3.0
MATH 55 Geometry. 5.0

Second Semester (spring):

ARCH 22A Delineation and Rendering. 3.0
ARCH 101 Architecture Design Studio I 3.0

Third Semester (fall):

ARCH 120 Fundamentals of Building Construction 3.0
ARCH 102 Architecture Design Studio II 3.0

Fourth Semester (spring):

ARCH 127 Fundamentals of Building Structures 3.0
ARCH 31B History of Architecture. 3.0
ARCH 160 Professional Practice 3.0

Fourth Semester (spring): choose one of the following:

ARCH 214 AutoCAD I 3.0
BIM 120 Revit Architecture I 3.0

Total: 38.0

Interior Design Major (AS)

This program will prepare students in areas of design, technology, digital skills, drawing, delineation and rendering, structures, history and professional practice.

Students who wish to transfer to a 4 year degree program should understand that each transfer institution has its own set of transfer requirements. Those different requirements can be found on the individual transfer institution's websites.

The A.S. degree in Interior Design has strong emphasis on both Architecture and Art. The program will prepare them in areas of design, technology, digital skills, drawing, delineation and rendering, structures, history, professional practice, art history, and graphic design. Entry positions for which graduates who have received the degree of Associate in Science in Interior Design may qualify for employment positions that may include those of draftsperson; delineator; salesperson; furniture designer; and assistant in coordination of colors, fabric, furniture, lighting systems, and exhibits.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create interior solutions to a set of project requirements, including material and color selection.
- Develop interior graphics using digital and analog tools that communicate design intentions and document construction requirements.
- Analyze the historical periods and movements of interior design.
- Explain the duties and responsibilities of stakeholders within the legal and regulatory environments.
- Understand technical building and material systems and their interface with interior spaces.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Interior Design

Course . . . . . Units

First Semester (fall)

ARCH 100 Introduction to Architecture and Design. . . . 2.0
ARCH 20 Architectural Graphics I. 3.0

ARCH 29A Freehand Drawing I 1.0

Second Semester (spring)
ARCH 29B Freehand Drawing II 1.0
ARCH 22A Delineation and Rendering. 3.0

Second semester (spring) -- choose one of these color courses:
DSGN 150/VMD 118 Color in Design 3.0
ART 126 Color 3.0

Third Semester (fall)
ARCH 101 Architecture Design Studio I 3.0
ART 170A Beginning Sculpture. 3.0
INTD 124 Interior Building Materials & Systems 3.0

Third Semester (fall) -- choose one of the following courses:
ARCH 214 AutoCAD I 3.0
BIM 120 Revit Architecture I 3.0

Fourth Semester (spring)
INTD 138 Global History of Interior Design. 3.0
INTD 102 Interior Design Studio I 3.0
ARCH 160 Professional Practice 3.0

Total: 34.0

Construction Management Major (AS)

The Associate in Science Degree Program prepares students to enter the Construction Management Profession in responsible positions. This program is comprehensive and provides students with the practical knowledge and skills required to be effective in professional environment.

Learning Outcomes

Upon completion of this program, students will be able to:

- Manage and control construction work activities utilizing project control methodologies and quality control and assurance techniques.
- Estimate, organize and manage construction project resources through the use of cost estimates and schedules.
- Analyze and interpret construction documents.
- Assess the role of material selection and structures in the field of construction management.
- Assess the contractual and regulatory considerations and restraints associated with the administration of a construction project.
- Manage a construction project utilizing computer software.
- Assess effective methods of communication in a professional work environment.

The California State Contractors License Board gives students who graduate with this degree credit for one and a half of the four years of practical experience required of applicants for the State building contractor's license. Upon graduation from the Construction Management Program, students are qualified to enter the profession through a wide variety of employers such as Construction Managers, General Contractors, Sub-Contractors, as well as Architectural and Engineering offices. Opportunities upon entry into the Profession are varied and include: estimating and cost control, scheduling and planning, document control, quality assurance and inspection.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is four semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Construction Management

Course . . . . . Units

First semester required courses:
CM 100 Fundamentals of Construction Management . . . 3.0
ARCH 120 Fundamentals of Building Construction 3.0
MABS 60 Introduction to Computer Applications for Business 3.0

Second semester required courses:
CM 110 Construction Graphics 3.0
ARCH 127 Fundamentals of Building Structures 3.0
CM 248 Construction Project Administration 3.0

Second semester choose one of the following courses:
MGT 234 Communication for Business Management . . 3.0
BSEN 74 Written Business Communication 3.0
CMST 6 Workplace Communication. 3.0

Third semester required courses:
CM 240 Construction Cost Estimating 3.0
ARCH 240 Fundamentals of the International Building Code 3.0
BIM 120 Revit Architecture I 3.0

Fourth semester required courses:
CM 244 Construction Scheduling 3.0
ARCH 160 Professional Practice 3.0

Total: 36.0

Construction Management: Advanced Skills Certificate

The Certificate of Achievement in Construction Management: Advanced Skills is a course of study that includes courses which focus on the technical and management skills required in the field of Construction Management as well as courses which provide knowledge in the technical aspects of construction as well as in general business. This certificate is designed to meet the needs of students who are returning to college after completing a degree in another field who seek to enter into the profession of Construction Management. It also provides students who are currently employed in the construction management industry in entry-level positions the opportunity for advancement by enhancing their knowledge. All courses required for the Certificate Program are also required for the Associated in Science Degree Program making it easier for students to continue their studies to enhance their opportunities for career advancement.

Learning Outcomes

Upon completion of this program, students will be able to:

- Estimate, organize and manage construction project resources through the use of cost estimates and schedules.
- Manage and control construction work activities utilizing project control methodologies and quality control and assurance techniques.
- Analyze and interpret construction documents.
- Assess the role of material selection and structures in the field of construction management.
- Assess the contractual and regulatory considerations and restraints associated with the administration of a construction project.
- Manage a construction project utilizing computer software.
- Assess effective methods of communication in a professional work environment.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Construction Management: Advanced Skills

Course	Units
Required courses:	
CM 100 Fundamentals of Construction Management	3.0
CM 110 Construction Graphics	3.0
CM 240 Construction Cost Estimating	3.0
CM 244 Construction Scheduling	3.0
CM 248 Construction Project Administration	3.0
ARCH 120 Fundamentals of Building Construction	3.0
Choose 12 units from the following electives:	
ARCH 127 Fundamentals of Building Structures	3.0
ARCH 160 Professional Practice	3.0
ARCH 240 Fundamentals of the International Building Code	3.0
MABS 60 Introduction to Computer Applications for Business	3.0
BIM 120 Revit Architecture I	3.0
ONE of the following communication courses:	
CMST 6 Workplace Communication	3.0
MGT 234 Communication for Business Management	3.0
BSEN 74 Written Business Communication	3.0
Total:	**30.0**

Construction Management: Core Skills Certificate

The Certificate of Achievement in Construction Management: Core Skills is a course of study focused on the core technical and management skills required in the field of Construction Management. This certificate is designed to meet the needs of students who want to obtain entry-level positions within the Construction Management profession. It also provides students who are currently employed in the construction industry in trades positions the opportunity for entry and/or advancement in management positions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use project management methodologies to plan and control construction work activities.
- Analyze and interpret construction documents.
- Assess the contractual and regulatory considerations and restraints associated with the administration of a construction project.
- Communicate effectively in a professional construction management work environment.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Construction Management: Core Skills

Course	Units
Required Courses	
CM 10 Introduction to Construction Management	1.0
CM 100 Fundamentals of Construction Management	3.0
CM 110 Construction Graphics	3.0
CM 248 Construction Project Administration	3.0
ARCH 120 Fundamentals of Building Construction	3.0
BIM 120 Revit Architecture I	3.0
BSEN 74 Written Business Communication	3.0
Total:	**19.0**

Interior Design: Assistant Interior Designer Core Skills Certificate

This program focuses on the areas of interior design, technology, and practice to prepare students in the career of Interior Design. The certificate is designed to meet the needs of students who want to obtain entry-level jobs within Interior Design Profession, such as interior design assistants, interior design drafters, design show room assistants, administrative and resource assistants. It also provides students who are currently employed in related industry the opportunity for career advancement. Most courses required for the certificate program are also required for the Associate's degree in Interior Design, if students wish to continue their studies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create interior design solutions and graphics to a set of technical project requirements in a residential or commercial design environment.
- Evaluate materials and technical systems used in the field of interior design.
- Communicate effectively in a professional design work environment.

Students completing the program will receive a certificate by completing the required courses with a final grade of "C" or higher.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Accomplishment in Interior Design: Assistant Interior Designer Core Skills

Course	Units
Required Courses:	
INTD 100 Introduction to Residential Interior Design	3.0
BIM 120 Revit Architecture I	3.0
Choose 3 units from the following graphics courses:	
ARCH 20 Architectural Graphics I	3.0
ARCH 214 AutoCAD I	3.0
ARCH 218 Fundamentals of Rhino 3D	3.0
BIM 121 Revit Architecture II	3.0
Choose 3 units from the following technology courses:	
INTD 124 Interior Building Materials & Systems	3.0
ARCH 120 Fundamentals of Building Construction	3.0
FASH 22 Textile Analysis	3.0
SUST 31/GEOG 31 Introduction to Environmental Science	3.0
Choose 3 units from the following business skills courses:	
ARCH 160 Professional Practice	3.0
BSEN 74 Written Business Communication	3.0
MRKT 122 Professional Selling	3.0
Total:	**15.0**

Collaborative Design Certificate*

The certificate program in Collaborative Design provides students with a strong foundation in multidisciplinary approaches to design and collaboration.

*See Maker Studies section of the catalog.

Announcement of Courses

Architecture

Credit, Degree Applicable Courses:

ARCH 20. Architectural Graphics I (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Introduction to techniques, conventions, meanings, and purposes related to drawing and drafting conventions as used in architecture and interior design. Fundamental graphic principles, concepts, and strategies are examined through hand and digital production. CSU

ARCH 22A. Delineation and Rendering (3)
Lec-35, Lab-70, field trips P/NP available
Prereq: ARCH 20; Completion/concurrent enrollment in ARCH 29A
Basic drawing techniques in graphic communication. Two and three-dimensional representations with various media expressing architectural ideas and concepts. UC/CSU

ARCH 29A. Freehand Drawing I (1)
Lec-17.5, Lab-17.5, field trips P/NP available
Introduction to freehand drawing skills as a method of observation and visual communication in Architecture and Interior Design. The use of drawing in seeing and expressing shape, form, value, texture and proportion. Techniques include contour line, tonal drawing, and linear perspective. UC/CSU

ARCH 29B. Freehand Drawing II (1)
Lec-17.5, Lab-17.5, field trips P/NP available
Prereq: ARCH 29A
A continuing development of skills in freehand drawing methods, with more complex subject matters and the use of color media. Focus is on the drawing from observation of buildings and architectural space. UC/CSU

ARCH 31A. History of Architecture I (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of the history of Architecture from prehistory through the the Middle Ages. Focus on visual environmental literacy through the analysis of key design movements during the time period. UC/CSU
Offered Fall Semesters

ARCH 31B. History of Architecture II (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of the history of architecture from the early Renaissance to the present times. Focus on visual environmental literacy through the analysis of key design movements during the time period. UC/CSU
Offered Spring Semesters

ARCH 32. Bay Region Architectural History (3)
Lec-52.5 P/NP available
A survey of Bay Region building modes from pre-Hispanic days to the present; the inception and growth of towns and cities, and the influences that have shaped their urban forms and their architecture; contributing architects and planners who reflect the growth and significance of their professions in the late nineteenth and twentieth centuries. UC/CSU
Offered on occasion

ARCH 100. Introduction to Architecture and Design (2)
Lec-35, field trips P/NP available
This course introduces students to the fundamental principles related to design of physical environments. Students will be introduced to an overview of the architecture and interior design fields, along with fundamental concepts and considerations inherent within them. UC/CSU
ARCH 100=ARCH 48

ARCH 101. Architecture Design Studio I (3)
Lec-35, Lab-70, field trips
Introduction to architectural concepts and principles through 2-D and 3-D design projects. Focus is on issues, requirements and objectives related to visual perception of form and space, architectural meaning, spatial experiences, as these relate to the human condition. UC/CSU

ARCH 102. Architecture Design Studio II (3)
Lec-35, Lab-70, field trips P/NP available
Prereq: ARCH 101
A second design studio course in a sequence that expands upon fundamental architectural principles and concepts within Architecture and Design. Students explore topics related to design process, site, program, place, order, space within simple architectural problems. UC/CSU

ARCH 103. Architecture Design Studio 3 (3)
Lec-35, Lab-70, field trips
Prereq: ARCH 102
Coreq: Completion of or concurrent enrollment in: ARCH 22A
A third semester design studio course in a sequence that expands upon fundamental architectural principles and concepts within architecture and design. Students focus on urban analysis and design process, program, site and place in response to increasingly complex project requirements. UC/CSU
Offered Spring semesters

ARCH 120. Fundamentals of Building Construction (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Comprehensive survey of all major building materials and systems of assembly in architecture and construction. Topics include wood, masonry, concrete, steel, glass, foundations, roofing, walls, frames, doors and windows as well as considerations of sustainability in the construction process. CSU

ARCH 127. Fundamentals of Building Structures (3)
Lec-52.5, field trips P/NP available
Awareness of architectural structural concepts; fundamental aspects and principles of basic structural forms, loads and materials. Reveal and discuss the multi-discipline nature of structural systems in the built environment (including sustainability and the environment) within the architectural and construction fields. CSU
Formerly ARCH 27
Offered Fall semesters

ARCH 134. Global Contemporary Architecture (3)
Lec-52.5 P/NP available
This course studies architecture of recent times, with a focus on the critical social, cultural, and physical conditions and personalities influencing the development and design of buildings from around the

world in the 20th and 21st centuries, with an emphasis on the last 50 years. UC/CSU
Formerly ARCH 34
Offered on occasion

ARCH 160. Professional Practice (3)
Lec-52.5, field trips P/NP available
Recommended Prep: Completion of or concurrent enrollment in: ENGL 88
An overview of the professional practice of architecture, interior design, construction management and building construction from design through construction. Topics include licensing and training requirements; project delivery methods and contracts; business considerations; the influence of such factors as ethics, sustainability, economics, and legal regulations on the design and construction process. CSU
Offered Spring semesters

ARCH 214. AutoCAD I (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: ARCH 20
An introduction to the Autodesk AutoCAD software. The course starts from the basic understanding of the software interface to two dimensional line drawings and three dimensional solid modeling with an architectural emphasis. Included are the use of collaborative drawing using XREF and management of a drawing using a layering system. CSU
Offered Fall Semesters

ARCH 218. Fundamentals of Rhino 3D (3)
Lec-35, Lab-70 P/NP available
An introduction to Rhinoceros three dimensional surface modeling software. Rhino's NURB based geometry enables the construction of free-form organic surfaces that can be applied to architectural and other design fields such as jewelry, marine, transportation and industrial designs. Focus will be on creating, editing, and transforming three dimensional surface models. UC/CSU

ARCH 240. Fundamentals of the International Building Code (3)
Lec-52.5 P/NP available
A comprehensive introduction to the fundamentals of the International Building Code (IBC) that is adopted and used throughout most jurisdictions of the United States to regulate the use, design, construction, and maintenance of buildings. CSU
Offered Fall semesters

Building Information Modeling

Credit, Degree Applicable Courses:

BIM 120. Revit Architecture I (3)
Lec-35, Lab-61.25, field trips P/NP available
Recommended Prep: ARCH 120
An introduction to Building Information Modeling (BIM) and Revit Architecture software. Automation of building design and documentation process, interface and command access, coordination of data, and views for annotations and printing. No previous CAD experience required. CSU

BIM 121. Revit Architecture II (3)
Lec-35, Lab-61.25 P/NP available
Prereq: BIM 120 or demonstration of exit skills
Recommended Prep: ARCH 120 or basic construction knowledge
Course focuses on advanced applications of the Revit Architecture software. Presents a set of problems involving typical issues encountered in contract document production in a multi-user environment in the architecture and construction industries. Includes Family editing, Worksharing, Phases and Design Options, and presentation techniques. CSU
Offered on occasion

Construction Management

Credit, Degree Applicable Courses:

CM 10. Introduction to Construction Management (1)
Lec-17.5, field trips P/NP available
Overview of the Construction Management profession and the requirements for programs of study. This course focuses on the scope and nature of work in Construction Management, including professional roles, skills and responsibilities, career opportunities, and higher education pathways. CSU

CM 100. Fundamentals of Construction Management (3)
Lec-52.5, field trips P/NP available
Introduction to the basic concepts of construction project management including: the building design and construction process; project participants, their roles and responsibilities. Areas of focus to include the application of the principles of contracts in relation to construction projects, estimating, scheduling and project control. CSU

CM 110. Construction Graphics (3)
Lec-35, Lab-70 P/NP available
Introduction to basic graphics and communication skills and knowledge required to effectively read and use drawings in the construction industry. Analysis of drawings in the civil, architectural, mechanical, and electrical fields and their relationship to construction planning and estimating. Material quantity surveying. Freehand sketching. CSU

CM 240. Construction Cost Estimating (3)
Lec-52.5, field trips P/NP available
Prereq: CM 110 or demonstration of CM 110 exit skills
A study of the fundamental approaches to estimating the cost of building construction projects. Topics discussed include: types of construction estimates; the material takeoff process; the use of computers in estimating; total project estimating including direct costs, indirect costs, contingency and profit. CSU

CM 244. Construction Scheduling (3)
Lec-52.5, field trips P/NP available
Prereq: CM 240 or demonstration of CM 240 exit skills
Study of the basic concepts of construction scheduling: scheduling techniques with a focus on Critical Path Methods; CPM schedule planning, scheduling, updating and analysis. Manual procedures in scheduling are followed by computer applications. CSU

CM 248. Construction Project Administration (3)
Lec-52.5, field trips P/NP available
Recommended Prep: CM 100
Principles and practical applications of construction project administration with an emphasis on construction-phase services. Topics include: an overview of project administration throughout the phases of a construction project; the contractual and regulatory environment of construction projects; the development of a project procedures manual; computer-based project administration. CSU

Interior Design

Credit, Degree Applicable Courses:

INTD 100. Introduction to Residential Interior Design (3)
Lec-35, Lab-70, field trips P/NP available
Introduction to residential interior design concepts and principles through two dimensional and three-dimensional design projects.

Students explore topics related to design process, color, material finishes, and spatial composition as these relate to the profession. UC/CSU

INTD 102. Interior Design Studio I (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: ARCH 100
Introduction to interior design fundamentals relating to space and form of commercial and institutional interior environments. Topics include color, space, form, light, sustainability, material, furniture selection, windows, floors, and accessories as these relate to the profession. CSU
Offered Spring semesters

INTD 124. Interior Building Materials and Systems (3)
Lec-52.5, field trips P/NP available
A comprehensive examination of Interior Materials and Construction Systems with a focus on their interface with building systems such as electrical, mechanical, plumbing, and structural systems. CSU
Offered Fall semesters

INTD 125. Fundamentals of Architectural Lighting (3)
Lec-52.5, field trips P/NP available
Recommended Prep: Completion of or concurrent enrollment in: ENGL 88
Fundamentals of Architectural Lighting is an introductory course for interior designers and architects to understand the basic types of lighting controls and considerations. Topics include luminaries, lighting control, systems, photometry and calculations. CSU
Offered Fall semesters

INTD 138. Global History of Interior Design (3)
Lec-52.5, field trips P/NP available
The history of Interior Design ranging from ancient times to the 21st Century, including Western, Asian, Middle Eastern, African and Latin American cultures. The course will focus on historical periods and their influences on the design of interior spaces. CSU
Offered Spring semesters

Art

Office: Visual Arts 118
Phone Number: (415) 239-3157
Web Site: www.ccsf.edu/Art

Announcement of Curricula

General Information

The Art Department offers students a comprehensive lower division program in the areas of Art History and Fine Art/Studio Arts. Centered upon visual literacy, design and drawing curriculum, the Art Department prepares students for transfer to upper division courses or for direct entry into art careers. Most of our courses are accepted for credit at the University of California and California State University.

Students intending to transfer and major in Fine Art/Studio Arts are advised to enroll in two art history courses, along with general education and studio courses. Students intending to transfer and major in Art History are advised to enroll in one studio course, along with general education and art history courses.

Studio Arts Major (AA-T)

Associate in Arts in Studio Arts for Transfer. The AA-T in Studio Arts offers students a comprehensive lower division program in the fine arts, revolving around the basic core program. The AA-T prepares students for transfer to upper division Fine Art or Studio Arts programs at four-year colleges and universities, particularly to California State University campuses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Engage in a visual literacy based upon the elements of design and an awareness of historical and contemporary artistic cultures and trends.
- Evaluate artwork by identifying design elements and using discipline specific terminology and skills.
- Develop a series of projects that demonstrate critical analysis, creative thinking, and technical skill in a variety of media.
- Solve problems identified in the processes of creation.

Students who wish to earn the Associate in Arts in Studio Arts for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Studio Arts

Course . . . . . Units
Required courses:
ART 102 Western Art History 3.0
ART 103 History of Modern Art 3.0
ART 125A Basic Design 3.0
ART 125B Advanced Design: 3D 3.0
ART 130A Basic Drawing 3.0

Choose 1 course from the following Art History course selection:
ART 101 Western Art History 3.0
or ART 102 Western Art History 3.0
or ART 104 Asian Art History 3.0
or ART 109 History of Contemporary Art 3.0

Choose 3 courses, each from a different Studio Arts area:
Area 1: Color
ART 126 Color 3.0

Area 2: Drawing
ART 130B Intermediate Drawing 3.0
ART 132A Beginning Figure Drawing 3.0

Area 3: Painting
ART 140A Beginning Painting 3.0

Area 4: Printmaking
ART 150A Beginning Intaglio & Relief Printmaking 3.0

Area 5: Ceramics
ART 160A Beginning Ceramics 3.0

Area 6: Sculpture
ART 170A Beginning Sculpture 3.0

Area 7: Metal Arts
ART 180A Beginning Jewelry/Metal Arts 3.0

Area 8: Other Media
ART 136A Introduction to Illustration 3.0
ART 145A Beginning Watercolor Painting 3.0

Area 9: Photography
PHOT 51 Beginning Photography 3.0

Area 10: Second Level Courses
ART 140B Intermediate Painting. 3.0
ART 150B Intermediate Intaglio and Relief Printmaking 3.0
ART 170B Intermediate Sculpture. 3.0
ART 160B Intermediate Ceramics. 3.0
Total: 27.0

Art History Major (AA-T)

Associate in Arts in Art History for Transfer offers students a comprehensive lower division program in the history of art, revolving around the basic core program. The AA-T prepares students for transfer to upper division Art History programs at four-year colleges and universities, particularly to California State University campuses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze a variety of techniques and formal visual elements of individual works of art in different media and diverse cultures.
- Define and differentiate various styles of art throughout history.
- Evaluate works of art in relation to context, historical background, and influence on subsequent artistic periods.
- Compare stylistic elements that distinguish aesthetic and cultural trends.

Students who wish to earn the Associate in Arts in Art History for Transfer (AAT) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AAT with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Art History

Course . . . . . Units
Required Core Courses
ART 101 Western Art History 3.0
ART 102 Western Art History 3.0
ART 103 History of Modern Art 3.0
ART 130A Basic Drawing 3.0

Choose one (1) of the following non-Western Art History Courses
ART 104 Asian Art History 3.0
ART 105 Ancient Art and Architecture of Latin America . 3.0
ART 106 Latin American Art History 3.0

Choose one (1) course from the following studio arts courses:
ART 125A Basic Design 3.0
ART 132A Beginning Figure Drawing 3.0
ART 136A Introduction to Illustration. 3.0
ART 140A Beginning Painting 3.0
ART 150A Beginning Intaglio & Relief Printmaking 3.0
ART 160A Beginning Ceramics. 3.0
ART 170A Beginning Sculpture. 3.0
ART 180A Beginning Jewelry/Metal Arts 3.0
PHOT 51 Beginning Photography. 3.0

Choose one (1) of the following Art History elective courses
ART 107 African-American Art History 3.0
ART 108 Women Through Art History 3.0
ART 109 History of Contemporary Art 3.0
ART 118 American Art 3.0
ART 122A Russian Art at the Legion 3.0
ART 123Q Baroque Masters of Light 3.0
ART 123U 18th c. French Art at the Legion 3.0
ART 123V Renaissance Art at the Legion 3.0
ART 123W 19th -c. Painting at the Legion 3.0
PHOT 50A History & Aesthetics Pre-1945 . . . . . 4.0
PHOT 50B History & Aesthetics Since 1945 . . . . . 4.0
Total: . . . . . 21.0 – 22.0

Announcement of Courses

The majority of advanced classes in the Art Department require that prerequisites be completed before taking those classes. Students who have not completed those prerequisites must demonstrate the exit skills required upon completion of the prerequisite(s). (See specific courses for prerequisite requirements.)

Most Art Studio courses listed will require a laboratory fee.

Art History Courses

The Art History Curriculum offers a wide selection of courses which apply critical thinking and analytical skills to an understanding of visual arts from around the world. The course selection includes: Art 101 through 118, of which several are offered online, and Selected Topics Courses (Art 122 and 123 series) that offer a more in-depth study of art at the Legion of Honor and the De Young Fine Arts Museums of San Francisco. All Art History courses may be taken in any sequence. College-level reading and writing skills are advised.

Credit, Degree Applicable Courses:

ART 101. Western Art History (3)
Lec-52.5, field trips
Survey of Western Art from 35,000 B.C.E. to 500 C.E.: Paleolithic art through the Early Medieval period. Art will be discussed from critical and historical perspectives, with regard to formal visual elements of style and the social context of the societies, values, and ideas that gave birth to Western art. UC/CSU
C-ID ARTH 110 (ART 101 + ART 102)

ART 102. Western Art History (3)
Lec-52.5, field trips
Survey of Western Art from the sixth to the early Nineteenth centuries: Byzantine and Medieval to the Romantic periods. Art will be discussed from critical and historical perspectives, with regard to formal visual elements of style and social context of the societies, values, and ideas that determined the course of Western Art. UC/CSU
C-ID ARTH 110 (ART 101 + ART 102); C-ID ARTH 120 (ART 102 + ART 103)

ART 103. History of Modern Art (3)
Lec-52.5, field trips
Survey of modern and contemporary art in Europe and America from the mid-19th century through the early 21st century. Art will be discussed and analyzed from critical and historical perspectives, formal visual elements of style, and social/cultural contexts. Students will learn to identify pivotal artists, styles, and techniques and to critically analyze art within its cultural framework. UC/CSU
C-ID ARTH 120 (ART 102 + ART 103)

ART 104. Asian Art History (3)
Lec-52.5, field trips
A survey of the artistic heritages of Asia, from Iran in the west to south-eastern regions of Indonesia, spanning five millennia of Asian

art history. ART 104 explores the themes and beliefs which give unity to the art of this part of the world, as well as the diverse cultural characteristics which led to the development of national styles. UC/CSU
C-ID ARTH 130

ART 105. Ancient Art and Architecture of Latin America (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of the artistic heritage of Ancient Mexico, Central, and South America. Art 105 explores the stylistic traditions and themes which gave unity to the art of this part of the world as well as the diverse cultural characteristics which led to the development of regional styles. UC/CSU

ART 106. Latin American Art History (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The artistic heritage of Latin America from the sixteenth century CE to the present. All art will be discussed from both a critical and historical perspective with regard to formal visual elements of style and the societies, values, and ideas that gave birth to Latin American Art. UC/CSU

ART 107. African-American Art History (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Heritage of West African civilizations prior to and during the slave trade, and of African-Americans from colonial to contemporary times. All art will be discussed from both a critical and historical perspective with regard to formal visual elements of style and the societies, values and ideas that gave birth to African-American art. UC/CSU
Offered Spring semesters

ART 108. Women Through Art History (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Investigation of women's role in European and non-European society as artists, patrons and subjects in art from pre-history to the present. Artworks are examined through formal and thematic characteristics and from a historical, social and gender-based perspective. UC/CSU

ART 109. History of Contemporary Art (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Survey of late modern and contemporary art from 1945 to the present day. Art will be discussed and analyzed from critical and historical perspectives, formal visual elements of style, social/cultural contexts, and changing scholarship. Students will learn to identify pivotal artists, styles, and techniques and to critically analyze art within its cultural framework. UC/CSU

ART 118. American Art (3)
Lec-52.5 P/NP available
The history of American art from colonial times to the present. Painting, sculpture, architecture, and crafts will be examined within their historical, political, and sociocultural background. Students learn to identify works by pivotal artists, recognize techniques and formal visual elements, and critically analyze artwork within its contextual framework. UC/CSU

ART 122A. Russian Art at the Legion (3)
Lec-52.5 P/NP available
Russian art from the 10th to early century will cover the Medieval Period, Western Academic Tradition, Romanticism and Critical Realism, Neo-nationalist Movement and the Russian Avant Garde. All art will be discussed for its formal qualities of style, culture, iconography and technical achievement. UC/CSU
Offered on occasion

ART 123Q. Baroque Masters of Light (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
The course examines Baroque Art at the Legion of Honor with emphasis on the Dutch and Italian masters. All art will be discussed from both a critical and historical perspective with regard to cultural context and formal elements of styles. UC/CSU
Class held at the Legion of Honor Fine Arts Museum
Offered on occasion

ART 123U. 18th c. French Art at the Legion (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The course examines 18th-century French paintings from the permanent collection at the Legion of Honor Museum. Paintings will be discussed from both a critical and historical perspective with reference to cultural context and formal elements of style. UC/CSU
Class held at the Legion of Honor Fine Arts Museum
Offered on occasion

ART 123V. Renaissance Art at the Legion (3)
Lec-52.5 P/NP available
The course examines Renaissance painting from the permanent collection and special exhibitions at the Legion of Honor Museum. Paintings will be discussed from a critical and historical perspective, with regard to cultural context and formal elements of style. UC/CSU
Class held at the Legion of Honor Fine Arts Museum
Offered on occasion

ART 123W. 19th Century Painting at the Legion (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The course examines 19th-century painting from the permanent collection and special exhibitions at the Legion of Honor Museum. All art will be discussed from both a critical and historical perspective, with regard to cultural context and formal elements of style. UC/CSU
Class held at the Legion of Honor Fine Arts Museum
Offered on occasion

Fine Arts Courses

The Fine Art/Studio Arts Curriculum provides students with a comprehensive range of instruction in the methods of producing two- and three-dimensional artwork. Basic Design- ART 125A is the prerequisite for ART 125B – Advanced Design: 3D and Basic Drawing - ART 130A serves as the prerequisite for ART 130B - Intermediate Drawing, ART 132A - Beginning Figure Drawing, and ART 139 - Live Model Character Illustration. All studio classes, several of which are offered in hybrid format, should be taken sequentially in order for students to acquire the skills necessary for their success in intermediate, advanced and mastery course work.

Enrollment Limitations on Physical Education and Visual or Performing Arts Courses

Per title 5 Section 55041, effective Fall 2013, students may not enroll more than four times in "active participatory courses that are related in content" in the areas of physical education or visual and performing arts, which includes art, dance, music, and theatre. This limitation applies even if a student receives a substandard grade or "W" during one or more of the enrollments in such a course or if the students petition for repetition due to extenuating circumstances.

Art courses that are related in content are grouped together in "families" of courses below. The families are indicated by their headings, e.g., Design, Basic Drawing, etc. For the most up-to-date listing of courses and families, refer to the online catalog, www.ccsf.edu/catalog.

Design

ART 125A. Basic Design (3)
Lec-35, Lab-70, field trips
Recommended Prep: Completion/concurrent enrollment in ART 130A
An introduction to the basic components of two-dimensional design: subject, form, content, with a focus on their dynamic interrelation. Through observation, analysis, discussion of traditional and contemporary approaches in fine and applied arts, students learn to apply the elements and principles of visual organization to creative projects using various media. UC/CSU
C-ID ARTS 100

ART 125B. Advanced Design: 3D (3)
Lec-35, Lab-70, field trips
Prereq: ART 125A
Recommended Prep:ART 130A
An introduction to the basic elements of three-dimensional form and design, including concepts and language fundamental to all art making. This course covers the structural and visual elements of three-dimensional design and is geared to assist majors: Fine & Applied Arts, Photography, Theater Arts, Fashion, Interior Design, and Architecture. UC/CSU
C-ID ARTS 101
Offered Spring semesters

ART 126. Color (3)
Lec-35, Lab-70, field trips
A comprehensive course in the study of color, its sources, properties, theories and applications in additive and subtractive media. Develops conceptual and practical skills for effective visual communication utilizing color. Color mixing, color interaction, harmonies, contrasts, optical, spatial, psychological, subjective, cultural, historical uses of color are explored through creative projects. UC/CSU
C-ID ARTS 270

Drawing

ART 130A. Basic Drawing (3)
Lec-35, Lab-70, field trips
Recommended Prep: Completion of or concurrent enrollment in: ART 125A
A course in the theory and practice of drawing using a variety of media and subject matter. The student will develop drawing skills through the use of line, plane, tone, shape, form, volume, chiaroscuro and perspective. Group and individual instruction related to progressive assignments will encourage subjective and analytical development. UC/CSU
C-ID ARTS 110

ART 130B. Intermediate Drawing (3)
Lec-35, Lab-70, field trips
Prereq: ART 130A
Recommended Prep: ART 125A
Continued development of drawing skills via projects of greater complexity. This also includes additional approaches to drawing, composition, and varied drawing materials. This course is a member of the drawing family of courses. UC/CSU
C-ID ARTS 205

ART 130C. Advanced Drawing (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 130B
Building on the rigorous drawing studies of ART 130A and ART 130B, students will now focus on developing a self-directed creative process that is informed by research into the expressive, historical, personal, and contemporary aspects of media use and content development as applied in the creation of a series of related thematic drawings. UC/CSU

Figure Drawing

ART 132A. Beginning Figure Drawing (3)
Lec-35, Lab-70, field trips
Prereq: ART 130A
Recommended Prep: ART 125A
Introduction to the basic concepts of drawing the nude figure from life. Students develop a practical understanding of surface anatomy and proportions using a variety of media and techniques, acquire perceptual and critical thinking skills, and are introduced to the expressive potential of figurative drawing. UC/CSU
C-ID ARTS 200
ART 132A is strongly recommended for all art majors.

ART 132B. Intermediate Figure Drawing (3)
Lec-35, Lab-70, field trips P/NP available
Prereq: ART 132A
Building on the previously acquired basic knowledge of drawing the nude figure from life, intermediate students will further develop their understanding of concepts and techniques of figure drawing, continue with more in-depth study of anatomy and proportion, and start working with color and experimental mixed-media approaches. UC/CSU

ART 132C. Advanced Figure Drawing (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 132B
Building on a rigorous study of drawing the nude figure from life, students will focus on developing a self-directed creative process, leading to advanced-level exploration of contemporary art issues and media, while creating a series of related figurative compositions. UC/CSU

ART 132D. Figure Drawing Special Topics (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 132C
Students will integrate advanced figure drawing skills with a focus on special topics such as portraiture, narrative art, mixed media or figurative mural art to develop a personal and expressive body of artwork in a medium of their choice. UC/CSU

Illustration

ART 136A. Introduction to Illustration (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 125A and 130A
Introduction to the professional field of illustration. Instruction will focus on principal areas within the field (Editorial, Advertising,

Fashion, Fantasy and Scientific), its history, standards, practices and current trends. Students will explore and apply a variety of media and illustration techniques, while developing critical thinking, research, and problem-solving skills. CSU

ART 136B. Intermediate Illustration (3)
Lec-35, Lab-70, field trips
Prereq: ART 136A
Further exploration of visual communication strategies as they relate to the field of illustration. Experimenting with wet and dry media, use of research, techniques and professional presentation in the development of personal style. Focus on professional problem-solving approach in the following areas: book illustration, graphic narrative, caricature, and character design. CSU

ART 136C. Advanced Illustration (3)
Lec-35, Lab-70, field trips
Prereq: ART 136B
Development of professional portfolio, comprehensive layout, and the use of type in illustration; digital imaging techniques and artwork preparation for reproduction; emphasis on advanced development of personal style through an examination of content, materials and techniques, as well as further development of vocabulary and presentational skills for effective visual communication. CSU

ART 139. Live Model Character Illustration (3)
Lec-35, Lab-70, field trips
Prereq: ART 130A
Recommended Prep: ART 132A
Develop unique character designs, engage in figurative storytelling, and work from live models as well as photographic resources. Focus on portraiture and facial expressions, dynamic gesture, and prolonged studies of models in costumes and theatrical settings with props using a variety of painting and drawing techniques in color media. UC/CSU
All sections will charge a material fee of $15.00.

Painting

ART 140A. Beginning Painting (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 125A and 130A
Studio course in the technical and conceptual basics of painting in oils or acrylics. Lectures, hands-on studio practice and critiques cover historical and contemporary methods, techniques, concepts, and perceptual skills of painting. UC/CSU

ART 140B. Intermediate Painting (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 140A.
Widens and deepens the skills, techniques, methods, and processes learned in ART 140A. Emphasis on personally expressive themes and content. Expanded materials, and complexity of techniques, and processes. UC/CSU

ART 140C. Advanced Painting (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 140B
Focus is on the formulation of a self-directed creative process that builds upon the skills, methods, and concepts of Intermediate Painting. Advanced painting techniques, materials, themes, concepts and critical skills are emphasized. Ideas are developed into finished works through long-term and series projects. UC/CSU

ART 140D. Painting Mastery (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 140C
This capstone course of the painting family supports students in developing greater technical expertise and further develop conceptual, analytical and material skills begun in Art 140C, while investigating issues specific to painting in order to transition into upper division university classes, private art schools, or as a means to enter the professional art world by approaching galleries, curators, art directors, artist registries with a fully developed body of work. UC/CSU

Mural Art

ART 142A. Mural Ideation to Creation I (3)
Lec-35, Lab-70, field trips
Prereq: ART 140A
Introduction to the history and techniques of mural painting. Traditional and contemporary mural techniques and themes will be explored through the creation of a mural project installed in a school or public space and collectively designed by the class. Students will develop the confidence and ability to work on a large scale, explore new avenues for your painting practice, build collaborative skills, and gain a global perspective on the art of mural painting. UC/CSU

Watercolor

ART 145A. Beginning Watercolor Painting (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 125A and ART 130A
Introduction to the basic characteristics of watercolor: its physicality, tools, techniques, and history. Students will explore methods and techniques in order to develop an understanding of the medium. Emphasis will be placed on aptitude, artistic growth, and technical, perceptual, and conceptual skills to produce and analyze watercolor paintings. UC/CSU

ART 145B. Intermediate Watercolor (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 145A.
Further examination of watercolor painting characteristics. Students will explore methods and techniques in order to develop a deeper sensitivity to the medium. Focus on extending one's knowledge of color and texture. Emphasis on combining traditional and experimental approaches and the development of a personal style and subject matter. UC/CSU

ART 145C. Advanced Watercolor/Water Media (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 145B
Students will focus on developing a cohesive body of watercolor and water media paintings. Expanding upon watercolor skills with those related to acrylic, ink, and gouache. Emphasis will be placed on advanced development of a personal content and image style in which materials and techniques play an essential role. UC/CSU

ART 145D. Watercolor Special Topics (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 145C
Expanding upon advanced-level watercolor/water media techniques and idea development practices students focus on creating a self-directed, unified body of artwork in order to successfully transfer to a university, art school, or professional practice. Emphasis on creating artwork that connects media, style, content, culture, and meaning; and refinement of critical thinking, presentation, and technical skills. This is the capstone course of the Watercolor family. UC/CSU

Chinese Brush Painting

ART 146A. Beginning Chinese Brush Painting (3)
Lec-35, Lab-70, field trips
Using the traditional materials and techniques of Chinese calligraphy and painting, students will learn about the design and philosophy of flower paintings through demonstrations, lectures and video. Based on a series of Chinese masterpieces, students will develop compositional, technical and creative skills. UC/CSU

ART 146B. Advanced Chinese Brush Painting (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 146A
An intermediate brush painting course that focuses on the development of a body of work using varied classical and contemporary calligraphy and painting techniques. Emphasis is on the student's aesthetic and creative success in producing a portfolio of work for transfer and professional opportunities as well as the student's appreciation of Chinese art and culture. UC/CSU

ART 146C. Advanced Chinese Brush Painting (3)
Lec-35, Lab-70, field trips
Prereq: ART 146B
An advanced brush painting course focusing on a self-directed creative process to build upon the skills, methods, and concepts of Intermediate Chinese Brush Painting. Emphasis will be placed on advanced development of a personal language and style in which materials and techniques play an essential role. UC/CSU

ART 146D. Chinese Brush Painting Mastery (3)
Lec-35, Lab-70, field trips
Prereq: ART 146C
This mastery level Chinese brush painting course expands upon ART 146C skills, concepts, and issues to produce a unified body of artwork for transfer to university, art school or professional practice. Emphasis on creating self-directed artwork that connects working approach, style, and content with refinement of critical thinking, presentation, and technical skill. UC/CSU

Fine Arts Printmaking

ART 150A. Beginning Intaglio & Relief Printmaking (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 130A
Introduction to the basics of intaglio and relief printmaking with an emphasis on both contemporary and traditional aspects of the medium based on reference to historical, cultural and contemporary issues of the field. Various plate making and printing techniques will be explored as students develop their aesthetic skills and creative ideas. UC/CSU
C-ID ARTS 220

ART 150B. Intermediate Intaglio and Relief Printmaking (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 150A
This is an intermediate level intaglio and relief printmaking course which expands upon beginning level intaglio and relief plate making and printing techniques. As the second course of the Fine Arts Printmaking family, it is designed to strengthen problem solving skills while creating multi-layered, personal imagery that involves color. This course is part of the AA-T Studio Arts Major. UC/CSU

ART 150C. Advanced Intaglio and Relief Printmaking (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 150B
This advanced intaglio and relief printmaking course expands upon intermediate plate making and printing techniques in support of innovative working styles and unique content that result in the creation of complex prints. The course emphasizes the layering of color and surface information using single and multiple plates. UC/CSU

ART 150D. Printmaking Special Topics (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 150C
Expanding upon advanced techniques, working methods, and idea development practices, students produce a unified body of artwork for that can be applied towards transfer to university, art school or professional practice. Emphasis on creating self-directed artwork that connects working approach, style, and content with refinement of critical thinking, presentation, and technical skill. UC/CSU

Monoprinting

ART 151A. Beginning Monoprint (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 130A
Monoprinting is a cross over discipline that combines drawing and painting skills with printmaking. Beginning Monoprinting is an introduction to a wide variety of contemporary monoprint techniques. Through lecture, demonstration, studio practices, and critiques, students will develop the skills and concepts necessary for basic work in this art discipline. UC/CSU
Offered on occasion

ART 151B. Intermediate Monoprinting (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 151A
Expanding upon beginning monoprint techniques and the development of multi-process prints, students will be introduced to planning and executing long term thematic and mixed media projects with an emphasis on the development of individual artistic growth. Contemporary issues and approaches are explored through lecture and demonstration. UC/CSU
Offered on occasion

ART 151C. Advanced Monoprinting (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 151B
Advanced monoprinting focuses on the development of a body of interrelated monoprints using materials and techniques learned in the previous two levels of monoprinting in order to explore personal creativity through experimental means and prepare a portfolio suitable for advanced study, transfer, and/or career opportunities. UC/CSU
Offered on occasion

Screen Printing

ART 152A. Beginning Screen Printing (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 125A and ART 130A
An introduction to screen printing processes through exploration of hand-cut stencils, directly drawn stencils and photographic techniques for limited-edition and one-of-a-kind fine art prints. In the context of contemporary and traditional printmaking approaches, students develop their aesthetic, critical, and creative thinking skills. UC/CSU
All sections will charge a material fee of $15.00.

ART 152B. Intermediate Screen Printing (3)
Lec-35, Lab-70, field trips
Prereq: ART 152A
Expanding upon the stenciling and photographic techniques introduced in ART 152A, this course covers various stencil creation techniques for exposure to photo-screens and ultimately multiple-color

printing using single and multiple screens for limited-edition and one-of-a-kind fine art prints. In the context of contemporary and traditional printmaking approaches, students develop their aesthetic, critical, and creative thinking skills. UC/CSU
All sections will charge a material fee of $15.00.

ART 152C. Advanced Screen Printing (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 152B
In the context of contemporary and traditional printmaking approaches, students develop their aesthetic, critical, and creative thinking skills that expand upon photographic stencil and digital techniques introduced in ART 152A and 152B. Using various autographic, photographic and digital stencil creation techniques and multiple-color printing with single and multiple screens for limited-edition and one-of-a-kind fine art print UC/CSU

Mixed Media

ART 156A. Beginning Mixed Media (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 125A
Focuses on the contemporary practice and conceptual basis of selecting and combining various media and techniques into two and three-dimensional works of art. Contemporary issues and approaches are explored through lecture and demonstration. UC/CSU
Formerly ART 156
Offered on occasion

ART 156B. Intermediate Mixed Media (3)
Lec-35, Lab-70, field trips
Prereq: ART 156A
Building on the previously acquired knowledge of 156A, intermediate students will further develop their understanding and abilities to combine various media and techniques with the goal of creating two and three-dimensional works of art. Contemporary issues and approaches are explored through lecture and demonstration. UC/CSU

Ceramics

ART 160A. Beginning Ceramics (3)
Lec-35, Lab-70, field trips
Introduction to developing ceramic forms. Basic methods of forming through the use of the potter's wheel, hand-construction, glaze application and kiln-firing processes. Historical uses of clay and its relationship to the development of civilizations and industry. Technical development and exploration of clay as a means for aesthetic growth. UC/CSU

ART 160B. Intermediate Ceramics (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 160A or demonstration of exit skills
Continued development of skills used to create ceramic forms using the potter's wheel, and hand-construction techniques, glaze formulation, glaze application, and kiln-firing processes. Lectures on the historical and contemporary uses of clay. Emphasis on technical and conceptual development of ceramic design. UC/CSU

ART 160C. Advanced Ceramics (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 160B
Advanced ceramic forming methods using the wheel, extruder and hand-construction techniques, glaze formulation, advanced glaze application and kiln-firing processes. Lectures on the historical and contemporary uses of clay. Emphasis on advanced technical and conceptual development. UC/CSU

ART 160D. Ceramics Studio (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 160C
Advanced-level class building on the skills, concepts, issues addressed in ART 160C to create a self-directed, unified body of work in preparation for transferring to university, art school, or professional activities. A refinement of analytical skills and technical expertise in the exploration of contemporary art and ceramics issues. UC/CSU
All sections will charge a material fee of $20.00

ART 162A. Ceramic Sculpture I (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 160A
Introduction to the techniques and concepts of making sculpture with ceramic materials. Emphasis on the development of concepts and content in the creation of ceramic sculpture. Mold-making, hand building, and wheel throwing as applied to sculpture. UC/CSU
Offered on occasion

ART 162B. Ceramic Sculpture II (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 162A
A continued exploration of concepts and techniques in making sculpture with ceramic materials. Conceptualizing and creating in three dimensions. Slip Casting, Hand-building, wheel-throwing, and plaster mold work as applied to ceramic sculpture. Continued emphasis on ceramic sculpture and the development of concepts and content in making art. UC/CSU
Offered on occasion

Sculpture

ART 170A. Beginning Sculpture (3)
Lec-35, Lab-70, field trips
Introduction to the basic elements of three-dimensional form and historical evolution of sculpture. Students will learn basic modeling in clay, additive and reductive plaster processes and beginning woodworking techniques. Emphasis will be placed on building technical skills, expression and artistic growth with a focus on understanding three-dimensional design principals. UC/CSU

ART 170B. Intermediate Sculpture (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 170A
An intermediate level course which expands on techniques and processes of sculpture such as: basic metal fabrication, mold-making, stone or woodcarving. Intermediate level topics such as site-specific sculpture or installation will also be explored. Emphasis will be placed on building and strengthening technical skills, individual expression and conceptual growth. UC/CSU

ART 170C. Advanced Sculpture (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 170B
Focuses on advanced techniques, practices and concepts specific to sculpture. Course is designed to cultivate individual conceptual development. Students produce artworks in a variety of materials, advanced fabrication techniques, and make aesthetic choices based on individual interest informed by research. Emphasis is placed on interplay between concept, material and context. UC/CSU

ART 170D. Sculpture Studio (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 170C
An advanced sculpture course designed to further individual conceptual development; enabling students to be self-directed, produce a body of

work, investigate techniques and make aesthetic choices based on individual interests. An understanding of sculpture materials, fabrication techniques, formal relationships, art history, and safety procedures is necessary to enroll. UC/CSU

Metal Arts and Jewelry

ART 180A. Beginning Jewelry/Metal Arts (3)
Lec-35, Lab-70, field trips
An introduction to basic fabrication processes and design approaches, including use of tools and materials, soldering, cold connections, forming, stone setting, and basic 3-D design principles. Emphasis is placed on gaining technical skill, knowledge of safe practices, personal expression, and evolution of aesthetic sense. CSU

ART 180B. Intermediate Jewelry/Metal Arts (3)
Lec-35, Lab-70, field trips
Prereq: ART 180A
Building on previous experience, intermediate students will explore more advanced jewelry and metal smithing techniques including faceted stone setting, angle raising, kinetic junctions, and forging. Emphasis is placed on refining technical skill, development of tool use, knowledge of safe practices, personal expression, and refinement of aesthetic sense. CSU

ART 180C. Advanced Jewelry/Metal Arts (3)
Lec-35, Lab-70, field trips
Prereq: ART 180B.
Advanced students are provided with an opportunity to focus exploration on subjects of interest to the student. Subjects can include historic, contemporary, one of a kind, or production jewelry/metal arts. The student will be highly self motivated and directed, ready to develop their work, concepts, and design capabilities. CSU

ART 180D. Metal Arts Studio (3)
Lec-35, Lab-70, field trips
Prereq: ART 180C
Capstone course building on the skills, concepts, issues addressed in ART 180C to create a self-directed, unified body of work in preparation for transferring to university, art school, or professional activities. Emphasis on refinement of analytical skills and technical expertise in the exploration of contemporary art and jewelry/metal arts issues. CSU

Lost Wax Casting

ART 181A. Beginning Casting for Metal Arts (3)
Lec-35, Lab-70, field trips
An introduction to basic casting techniques including direct and lost wax methods via the use of the centrifugal and vacuum casting machine, as well as use of the oxy/acetylene torch and electromelt furnace. Emphasis is placed on developing proficiency, thorough knowledge of safe practices, and development of 3-D design skills and personal aesthetic sense. CSU

ART 181B. Intermediate Casting for Metal Arts (3)
Lec-35, Lab-70, field trips
Prereq: ART 181A
Building on beginning casting knowledge and skills, ART 181B students will incorporate traditional and nontraditional techniques to further develop the student's casting competency, including large scale casting, bi-metal casting, mold making and casting multiples. Emphasis is placed on creative risk taking, refining technical skill, knowledge of safe practices, developing content of work, and design aesthetic. CSU

ART 181C. Advanced Casting for Metal Arts (3)
Lec-35, Lab-70, field trips
Prereq: ART 181B
Exploring subjects of interest that can include historic, contemporary, one of a kind, or production casting techniques, students hone working skills and ideation techniques. The course promotes sustainable self-motivation through time management approaches and analysis of working approaches, concept development, and design practices. CSU

Portfolio Study

ART 185. Art Career/Transfer Portfolio Prep (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 136A or ART 137 or ART 130B or ART 132A or ART 140A or ART 145A or ART 146A or ART 150A or ART 151A or ART 152A or ART 156 or ART 160A or ART 162A or ART 170A or ART 180A or ART 181A or ART 190 or FASH 25A or PHOT 51
Intensive survey of professional art practices that are necessary for a career as a visual artist. These practices include marketing, promoting, and exhibiting artwork, staging an exhibition, and preparing a transfer portfolio for a 4-year or graduate art program. CSU
Offered Fall semesters

ART 190. Contemporary Studio Practices (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 125A and ART 130A
This course addresses how artists develop images and ideas that incorporate cross-disciplinary approaches and involve community collaborations. It is intended for students who require hands-on experience in conceptual thinking in the context of art making and contemporary studio practices in order to transfer to a 4 year or graduate program. It is also intended for artists who want to use their formal skills to create meaningful, metaphorical work and actively engage their community. UC/CSU
Offered on occasion

Asian American Studies

Office: Batmale 358
Phone Number: (415) 239-3865
Web Site: www.ccsf.edu/asam

Announcement of Curricula

Social Justice Studies: Asian American Studies Major (AA-T)

The Associate of Arts in Social Justice: Asian American Studies for Transfer Degree, (AA-T SJS Asian American Studies) prepares students for a seamless transfer with priority admissions and Junior class status to a CSU campus program or major in Asian American Studies, or similar major, for completion of a baccalaureate degree. The degree will also prepare Asian American Studies major students for transfer to a U.C. or other baccalaureate degree institution. Students should consult with a counselor to verify specific transfer requirements. Future careers might include teaching, social work, law, community organizing, public health, as well as graduate school or higher education.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify, describe, and compare the diverse historical experiences of different groups of Asian Pacific Americans in the United States

- Analyze and evaluate social, political, cultural and economic issues and conditions related to diverse Asian Pacific American communities in the United States, using appropriate social science methodologies and theories.
- Analyze the intersections of race, gender, class, ethnicity and sexuality within the Asian Pacific American experience.
- Use Asian American Studies scholarship and research methodologies to produce research papers.

The minimum time for completion is four semesters; completion time will vary depending on student preparation and number of units completed per semester.

Courses Required for the AA-T in Social Justice Studies: Asian American Studies

Course	Units
Required Core 1: Race and Ethnicity (3 units)	
IDST 37 Introduction to Ethnic Studies	3.0
Required Core 2: Introduction to Gender (3 units)	
WGST 25 Introduction to Women's Studies: Feminism Demystified	3.0
Required Core 3: History (3 units)	
ASAM 20 Asian American Experience Since 1820	3.0
Area 1: Humanities (3 units): Choose one course from the following list.	
ASAM 6 Asian American Issues through Literature	3.0
ASAM 10 Asian American Popular Culture	3.0
ASAM 30 Asian American Issues Through Film	3.0
IDST 14 American Cultures in Literature and Film	3.0
IDST 46 Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania	3.0
MUS 26 Music in American Culture	3.0
PHST 30 Philippine Society and Culture Through Film	3.0
Area 2: Social Science and Area Studies (6 units) Chose two courses from the list below.	
ASAM 8 Filipino American Community	3.0
ASAM 22 Community Issues & Leadership	3.0
ASAM 27 Asian American Race Relations	3.0
ASAM 35 Asian American Women	3.0
ASAM 40 Chinese American Community	3.0
ASAM 42 Southeast Asians in the U.S.	3.0
BCST 104 Race and Media	3.0
HIST 45 LGBT American History	3.0
IDST 45 Pacific Islanders in the U.S.	3.0
LBCS 88 California Labor History	3.0
LGBT 50 Lesbian/Gay/Bisexual/Transgender/Communities of Color in the U.S.	3.0
PHST 20 The Filipino Family	3.0
PHST 40 Contemporary Issues in the Filipino Diaspora.	3.0
POLS 12 Ethnic Politics in the United States	3.0
PSYC 23 Psychology of Race and Ethnic Relations	3.0
Total:	**18.0**

Asian American Studies Certificate

The Certificate of Accomplishment in Asian American Studies is a program that introduces the diverse Asian American experience in the United States. Students will gain a theoretical, aesthetic, and methodological understanding about the complex experience of different groups of Asians in the United States. This certificate is designed for students who wish to pursue additional specialization in Asian American Studies and Ethnic Studies and for professionals in the public, non-profit, and private sector who want to be more effective in their careers by learning more about the diversity of the Asian American community.

Learning Outcomes

Upon completion of this program, students will be able to:

- Compare and analyze the diverse experiences of Asian Pacific Americans in the United States.
- Explain and interpret intersections of race, class, gender, and sexuality affecting different groups of Asian Pacific Americans in the United States.

The minimum time for completion of this certificate is one semester. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Accomplishment in Asian American Studies Certificate of Accomplishment

Course	Units
Core Course:	
ASAM 20 Asian American Experience Since 1820	3.0
Electives -- choose 9 units from the following courses:	
IDST 40 Contemporary Issues in the Filipino Community	3.0
ASAM 6 Asian American Issues through Literature	3.0
IDST 45 Pacific Islanders in the U.S.	3.0
ASAM 8 Filipino American Community	3.0
ASAM 10 Asian American Popular Culture	3.0
ASAM 22 Community Issues & Leadership	3.0
ASAM 27 Asian American Race Relations	3.0
ASAM 30 Asian American Issues Through Film	3.0
ASAM 35 Asian American Women	3.0
ASAM 40 Chinese American Community	3.0
ASAM 42 Southeast Asians in the U.S.	3.0
Total:	**12.0**

Announcement of Courses

Credit, Degree Applicable Courses:

ASAM 6. Asian American Issues through Literature (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course will examine long term and emergent issues in different genres of Asian American literature. Themes such as dislocation and displacement, nation, home, race, gender, class, and sexuality will be considered. UC/CSU
Offered only in Summer semesters

ASAM 8. Filipino American Community (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Examination of the experiences, histories, and contributions of Filipina/o Americans, past and present. Includes study ofU. S. history and government through the experience of immigrants from the Philippines. Topics include U. S. colonial and neocolonial history in the Philippines, immigration experiences, economic and educational opportunities, family, community, political and social history. UC/CSU
Offered Fall semesters

ASAM 10. Asian American Popular Culture (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course will consider the ways Asian Americans have turned to a wide range of cultural productions such as music, performance arts, visual culture, film, digital/internet cultures and transnational productions to contest and reconstruct ethnic and racial identity in the United States. UC/CSU

ASAM 20. Asian American Experience Since 1820 (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Examination of United States history and government through the experience of immigrant groups from China, Japan, Korea, the Philippines, and India. Topics include immigration experiences, economic opportunities, culture, family, community, and political and social history. Local field trip may be required. UC/CSU

ASAM 22. Community Issues & Leadership (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Examination of contemporary Asian Pacific American (APA) community leadership, organizations, civic participation and public policy. UC/CSU
Offered on occasion

ASAM 27. Asian American Race Relations (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Exploration of race relations between Asian Americans, African Americans, and European Americans. Utilizing theories of race and interaction, and considerations such as class, economics and social inequities. UC/CSU
Offered on occasion

ASAM 30. Asian American Issues Through Film (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course will explore both historical and contemporary themes in Asian American film. Beginning chronologically with early representations of race, gender and sexuality, the course will move towards new representations in films made by and about Asian Americans. This course will survey a broad range of films, including narrative, documentary, and diasporic cinema. UC/CSU

ASAM 35. Asian American Women (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Examination of the experiences, histories, and contributions of Asian American women, using a multi-disciplinary approach that includes history, sociology, political science, and the arts. Includes analysis of racism, sexism, classism, homophobia, immigration, labor, sexualities and culture in the lives of Asian American women, past and present. UC/CSU

ASAM 40. Chinese American Community (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Description and analysis of the Chinese American community. The historical background, family and district organizations, power structure, immigrants, cultural pattern and conflicts, and the socioeconomic problems of the Chinese American community. UC/CSU
No knowledge of Chinese required

ASAM 42. Southeast Asians in the U.S. (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course will explore Southeast Asian communities in the United States after 1975 through the engagement of a variety of sources to investigate community settlement patterns, gender relations, generation, labor and transnational practices. UC/CSU
Offered on occasion

ASAM 61. Asian American Community Field Study (2-4)
Work-120-300 P/NP available
Prereq: Approval of the Asian American Studies Department
Repeat: max. 16.0 units
Community work experience in a project in Asian American Studies subject to the approval and under the supervision of an Asian American Studies instructor. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU
Offered on occasion

ASAM 63. Asian American Community Field Study (4)
Lec-17.5, work-180-225 P/NP available
Repeat: Repeated up to 15.00 Units
Community work experience in a project in Asian American Studies subject to the approval and under the supervision of an Asian American Studies instructor. CSU
Offered on occasion

ASAM 65. Individual Study in Asian American Studies (3)
Lab-157.5, field trips P/NP available
Recommended Prep: Successful completion of a course in Asian American Studies
Supervised individual or group study on topics and issues in Asian American Studies subject to the approval and under the supervision of an Asian American Studies instructor. CSU
UC upon review
Offered on occasion

Asian Studies

Office: Art 304
Phone Number: (415) 452-5304
Web Site: www.ccsf.edu/asianst

Announcement of Curricula

Asian Studies Certificate

This certificate introduces students to the diversities and commonalities of Asian cultures and society, focusing primarily on arts, religion, languages, popular culture and history of the regions of East Asia, South East Asia, and The Middle East. The program integrates area studies and ethnic studies, using interdisciplinary methodologies. It appeals to a broad range of students including international students, students interested in tourism or global business, artists, and students wanting to know more about their cultures of origin. The program serves primarily students who are transferring to a four-year university, but additionally offers professional development for employers, as well as community-based organizations serving global audiences.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify specific cultural areas of Asian civilizations from pre-colonization to twenty-first century and evaluate their contributions to the development of distinct artistic traditions.
- Interpret Asian religious and ethnic formations in relation to socio-political trends.
- Identify the cultural areas of modern Asia and their contributions to modern and postmodern aesthetics.
- Compare the unique features of Asian languages, writing forms, and arts embedded in culture.

The Asian Studies Certificate of Accomplishment is open to any student enrolled at City College of San Francisco.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Asian Studies Certificate

Course	Units
Choose one of the following Arts courses:	
ASIA 11 East Asian Calligraphy: An Introduction	3.0
ART 104 Asian Art History	3.0
Choose two of the following Humanities courses:	
ASIA 15 Asian Societies and Cultures through Film	3.0
ASIA 30 Manga and Anime	3.0
IDST 27B Asian Humanities: Contemporary	3.0
Choose one of the following Social and Behavorial Science courses:	
IDST 30 Demystifying the Middle East	3.0
IDST 31 Women and Gender in the Middle East	3.0
Choose one the following elective courses, if not used above:	
ART 104 Asian Art History	3.0
ASIA 11 East Asian Calligraphy: An Introduction	3.0
ASIA 15 Asian Societies and Cultures through Film	3.0
ASIA 30 Manga and Anime	3.0
CHIN 33 Chinese Culture for Heritage Learners	3.0
CHIN 38 Translation Foundation in Chinese	3.0
IDST 27B Asian Humanities: Contemporary	3.0
IDST 30 Demystifying the Middle East	3.0
IDST 31 Women and Gender in the Middle East	3.0
JAPA 39 Japanese Culture and Civilization	3.0
MUS 24 Music of East Asia	3.0
Total:	**15.0**

Announcement of Courses

Credit, Degree Applicable Courses:

ASIA 11. East Asian Calligraphy: An Introduction (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
This introductory course examines historical development and cultural aspects of East Asian calligraphy. Course emphasizes Chinese Hanzi characters, but also includes the Japanese Kana syllabary, and the Korean Han'gul alphabet. Includes analysis of their relation with East Asian philosophy, religion, literature, and arts. UC/CSU

ASIA 15. Asian Societies and Cultures through Film (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
This course explores religious and cultural traditions and socio-cultural issues in East Asia, India, and Southeast Asia. The course examines ethnic diversity, cultural differences, family structures, marriage systems, colonization, and social inequality as well as their socio-political backgrounds and historical roots through classic and contemporary Asian and Asian-themed film. UC/CSU

ASIA 30. Manga and Anime (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An overview of the history and styles of Japanese comics (manga) and animation (anime), and the role they play in Japanese and American cultures both as artistic forms of expression and as representations of social and political issues. UC/CSU

ART 104. Asian Art History (3)
Lec-52.5, field trips
A survey of the artistic heritages of Asia, from Iran in the west to south-eastern regions of Indonesia, spanning five millennia of Asian art history. ART 104 explores the themes and beliefs which give unity to the art of this part of the world, as well as the diverse cultural characteristics which led to the development of national styles. UC/CSU
C-ID ARTH 130

ART 146A. Beginning Chinese Brush Painting (3)
Lec-35, Lab-70, field trips
Using the traditional materials and techniques of Chinese calligraphy and painting, students will learn about the design and philosophy of flower paintings through demonstrations, lectures and video. Based on a series of Chinese masterpieces, students will develop compositional, technical and creative skills. UC/CSU

ART 146B. Advanced Chinese Brush Painting (3)
Lec-35, Lab-70, field trips
Recommended Prep: ART 146A
An intermediate brush painting course that focuses on the development of a body of work using varied classical and contemporary calligraphy and painting techniques. Emphasis is on the student's aesthetic and creative success in producing a portfolio of work for transfer and professional opportunities as well as the student's appreciation of Chinese art and culture. UC/CSU

ART 146C. Advanced Chinese Brush Painting (3)
Lec-35, Lab-70, field trips
Prereq: ART 146B
An advanced brush painting course focusing on a self-directed creative process to build upon the skills, methods, and concepts of Intermediate Chinese Brush Painting. Emphasis will be placed on advanced development of a personal language and style in which materials and techniques play an essential role. UC/CSU

ART 146D. Chinese Brush Painting Mastery (3)
Lec-35, Lab-70, field trips
Prereq: ART 146C
This mastery level Chinese brush painting course expands upon ART 146C skills, concepts, and issues to produce a unified body of artwork for transfer to university, art school or professional practice. Emphasis on creating self-directed artwork that connects working approach,

style, and content with refinement of critical thinking, presentation, and technical skill. UC/CSU

BCST 104. Race and Media (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Historical study of the images of African-Americans, Asians, Hispanics, and other racial groups as projected through mass media. This includes print, film, radio, television, music, Internet and emerging media. Socio-historical-legal analysis of ways in which affected groups have responded to these images. UC/CSU
Offered on occasion

Chinese Language Courses: See Chinese in this section of the catalog.

CHIN 39. Major Achievements of Chinese Thought and Culture (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A consideration of the humanistic tradition of China and the major achievements of Chinese culture as reflected in language, literature, art, religion and daily life. UC/CSU
No knowledge of Chinese required. Not recommended for students who are enrolled in or who have completed CHIN 49.
Offered on occasion

HIST 35A. Chinese History (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Intellectual, social, political, and economic development of China. Chinese history from ancient times to the Qing Dynasty, approximately 1900. UC/CSU
HIST 35A covers from ancient times to approximately 1900.

HIST 35B. History of China (3)
Lec-52.5 P/NP available
Intellectual, social, political, and economic development of China from 1900 to the present. Emphasis is on twentieth-century China, concentrating on the rise of nationalism and Communist rule on the Mainland. UC/CSU
HIST 35A not prerequisite to 35B. HIST 35B covers from 1900 to the present.
Offered on occasion

HIST 37. History of the Philippines (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course covers the historical development of the Philippines from the pre-colonial period to present day. The evolution of national culture, political and social institutions, and foreign relations will also be examined. UC/CSU

IDST 14. American Cultures in Literature and Film (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary survey of literary and cinematic works of fiction, drama, non-fiction and poetry that investigates unity in diversity in the shifting trajectories of American identities and interrelationships. Groups featured to assess their interactive contributions to American cultures include Native-, European-, African-, Latin-, Asian-Americans, and Pacific Islanders. UC/CSU

IDST 27B. Asian Humanities (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Survey of Asian cultures of modern to contemporary period, especially Arabic-Islamic, Indian, Chinese and Japanese cultures. Emphasis on literature, philosophy, religion, and the arts. Provides an interdisciplinary and cross-cultural approach to the differences and underlying unity of Asian cultures. UC/CSU
IDST 27A Not prerequisite to 27B No knowledge of foreign languages required
Offered on occasion

IDST 29. Islam: Identity & Culture (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
An interdisciplinary survey of Muslim identity and the origins, principles, and practices of Islam, comparing and contrasting them with those of other major religions. Focus on the historical development and current practices of Islam and its impact on philosophy, art, music, architecture, gender, media, popular culture, and politics. UC/CSU
Offered Fall semesters

IDST 30. Demystifying the Middle East (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This interdisciplinary survey of South West Asia and North Africa (the Middle East) introduces students to the historical, cultural, and religious diversity of the region, highlighting contributions in various disciplines, including science, art, music, and literature. It also examines U.S. involvement, representation, media, current political discourse and activism in the region and in diaspora. UC/CSU
Offered Fall semesters

IDST 31. Women and Gender in the Middle East (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary examination of differences/similarities in women's lives in the Muslim/Arab world, including the diaspora, and among minorities in the Middle East/Southwest Asia and North Africa (SWANA). Analysis includes diversity, colonization, nationalism, religion, gender, sexuality, family, law, literature, music, art and film. UC/CSU
Offered Spring semesters

IDST 45. Pacific Islanders in the U.S. (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines Pacific Islander migrations to the United States mainland including the history, culture, and politics of Hawai'i and U.S. Pacific territories. It explores indigenous cultures and American experiences of Pacific Islanders from Guam, American Samoa, Palau, Marshall Islands, Fiji, Samoa, Tonga, Tahiti, New Zealand, and Australia. UC/CSU

IDST 46. Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A survey of traditional and contemporary art across Oceania (Pacific Islands). Emphasis on literature, dance, music, visual arts, film, and museums. Using an interdisciplinary and cross-cultural approach, the course explores the underlying unity of Pacific cultures, including their engagement with both western and non-western societies, colonization, and diasporic communities. UC/CSU

IDST 80A. Diversity and Social Justice: Racism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of race-based oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about racism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80C. Diversity and Social Justice: Sexism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of sexism on individual, institutional, and cultural levels in the United States. Expanding one's knowledge about sexism, increasing personal awareness of one's own sexism and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU

IDST 80D. Diversity and Social Justice: Heterosexism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of homophobia and heterosexism (discrimination based on perceived or real sexual orientation and identity) oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about heterosexism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80E. Diversity and Social Justice: Ableism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of ableism (disability-based oppression) on individual, institutional, and cultural levels in the US. Expanding knowledge about ableism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Fall semesters

IDST 80F. Diversity and Social Justice: Class and Classism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of class oppression and classism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about class, class oppression and classism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

IDST 80G. Diversity and Social Justice: Transphobia (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of transphobia and gender oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about transphobia and gender diversity, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU
Offered Fall semesters

IDST 81B. Diversity and Social Justice: Anti-Semitism/Anti-Arabism (1)
Lec-18 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of anti-Semitism and anti-Arabism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about anti-Semitism and anti-Arabism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

Japanese Language Courses: See Japanese in this section of the catalog.

JAPA 39. Japanese Culture and Civilization (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A consideration of the major achievements of Japanese culture as reflected in language, literature, art, religion, and daily life. No knowledge of Japanese required. UC/CSU
No knowledge of Japanese language required. Not recommended for students who are enrolled in or have completed JAPA 49.
Offered on occasion

LGBT 50. Lesbian/Gay/Bisexual/Transgender/Communities of Color in the U.S. (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines the histories, cultures, identities, communities and unique contributions of lesbian/gay/bisexual and transgender people of color in the U.S. (Asian, Black, Latino, Middle Eastern and Native/Indigenous). UC/CSU
Offered on occasion

MUS 24. Music of East Asia (3)
Lec-52.5, field trips P/NP available
A cross-cultural, comparative survey of both historical and recent developments in the music of China, Japan, and Korea, including the relationship of East Asian music to other aspects of East Asian cultures-philosophy, religion, theater, and dance. UC/CSU

PSYC 23. Psychology of Race and Ethnic Relations (3)
Lec-52.5 P/NP available
An exploration of the experiences, theories, and research concerning issues of race and ethnicity as they relate to individual and group behavior, emotion, and thinking, including attitudes, identity

development, racism, privilege, coping strategies, and intersectional experiences. Psychohistorical analysis of the experiences of African Americans, Asian Americans, Latino(a) Americans, and Native Americans. UC/CSU

Astronomy

Office: Science 400
Phone Number: (415) 239-3242
Web Site: www.ccsf.edu/astro

Announcement of Courses

Credit, Degree Applicable Courses

ASTR 1. Cosmic Evolution (3)
Lec-52.5
Introductory astronomy course with an emphasis on the development of the cosmos and its components. The origin, evolution, and final state of our physical universe. Properties, formation, and evolution of our galaxy and other galaxies, the sun and other stars, and our solar system. Extrasolar planets and the possibility of life elsewhere in the universe. UC/CSU

ASTR 4. Life in the Universe (3)
Lec-52.5
The origin and evolution of life on Earth and the possibility of life elsewhere in the Universe. Applying the disciplines of astronomy, biology, and planetary science, students study the chemical and biological basis for life, limits of life on Earth, and techniques used to search for life beyond Earth. UC/CSU

ASTR 16. Observational Astronomy (1)
Lab-52.5
Prereq: Completion of or concurrent enrollment in ASTR 1 or 14 or 17 or 18 or 19
Through direct investigation, students will examine the motion and appearance of the night sky, characterize and classify astronomical objects such as planets, moons, stars, nebulae, and galaxies, and become familiar with modern observational tools and techniques. UC/CSU

ASTR 17. Planets (3)
Lec-52.5
Recommended Prep: MATH 30 and ENGL 88 or ESL 188
Methods and practice of planetary science and its impact on humanity. Fundamental physical sciences for understanding the origin and evolution of planetary systems. Comparative examination of planetary attributes including atmospheres, geospheres, magnetospheres, and hydrospheres. Solar System and extra-solar planetary systems and life-bearing possibilities. Detailed planetary information revealed by space missions. UC/CSU

ASTR 18. Stars (3)
Lec-52.5
Introduction to stars and stellar systems, including their apparent motions and their use in navigation. Observations and theories regarding stars as the primary producers of energy in the universe and of the chemical elements necessary for life. Evolution of stars and their impact within galaxies and on planets. UC/CSU
Offered Spring semesters

ASTR 19. Galaxies and the Universe (3)
Lec-52.5
Introduction to cosmology, galactic and extragalactic astronomy, with a focus on basic questions of existence: Where do we come from and what is our fate? Covers the universe's origin, evolution, fate, expansion and acceleration, cosmological models explaining these, large scale structure, dark matter and dark energy, properties and phenomena of galaxies, including the Milky Way and active galactic nuclei. UC/CSU

Automotive/Motorcycle, Construction, and Building Maintenance

Office: 1400 Evans
Phone Number: (415) 550-4409
Web Site: www.ccsf.edu/autotech

Announcement of Curricula

City College offers credit for two years of pre-apprentice training for students seeking employment in the automotive industry. Students may apply the earned credit toward the Associate in Science degree.

Employment. Successful completion of training in this program prepares students for entry employment in the areas of automotive-mechanic and body person apprenticeship. Training will be considered in determining level of entry into apprenticeship.

Admission. Applicants for admission must complete an application form which may be obtained from the automotive-technology adviser at 1400 Evans Avenue training center. All applications are reviewed and evaluated, and the results are forwarded to each applicant. To be accepted into the program, it is recommended that students complete the following advisories:

1. ESL 186 or ENGL 88 or readiness for college-level English
2. Math 30 or placement in Math 40

Recommended High School Preparation. Preparation is recommended in auto shop, electricity, machine shop, mechanical drawing, and welding.

Counseling. The automotive-technology advisor consults individually with students in order to help each student select a program best suited to the student's interests and abilities.

General Education. Instruction in general education is included so that students may satisfy the College graduation requirements in this area.

Associate in Science Degree. Students who wish to earn an Associate in Science degree must complete the general-education requirements for graduation from the College and additional electives. Students who satisfy these requirements and complete either of the options in the Curriculum receive the degree of Associate in Science in Automotive Technology. Such students are advised to consult with a College counselor.

Automotive Technology

Automotive Technician Major (AS)

This Automotive Technician Associate in Science Degree prepares students to enter the automotive maintenance field with all the necessary skills to perform entry level work, as well as have a thorough understanding of theory so they will be qualified to participate in advanced training at the dealer level. This program complies with national Automotive Service Excellence (ASE) certification through the accreditation body National Automotive Teachers Education Foundation (NATEF), through which the Automotive department is required to maintain certification every five years.

The AS Degree may be obtained by completion of the required program plus general education requirements and sufficient electives to meet a 60 unit total.

Learning Outcomes

Upon completion of this program, students will be able to:

- Classify and summarize automotive systems, functions, and their interrelation.
- Identify and use basic hand, power, lifting tools and equipment.
- Perform scheduled automotive maintenance and repairs, and utilize service repair information.
- Analyze automotive wiring diagrams and troubleshoot computer circuits and systems.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Automotive Technician

Course	Units
First Semester required courses:	
AUTO 50 Intro to Automotive Mechanics	3.0
AUTO 51 Automotive Electrical	8.0
Choose two of the following elective courses:	
AUTO 53 Automatic & Manual Transmission	8.0
AUTO 54 Engine Repair	8.0
AUTO 55 Engine Performance and Drivability	8.0
AUTO 56 Introduction to Hybrid and EV Auto Maintenance and Repair	4.0
AUTO 58 Automotive Heating and Air-Conditioning	3.0
AUTO 59 Automotive Suspension and Steering	4.0
AUTO 63 Automotive Braking Systems	4.0
AUTO 115 Service Consultant	3.0
Total:	**18.0 – 27.0**

Automotive Hybrid and EV Technology Certificate

This certificate is for students seeking training in hybrid and electric vehicle maintenance. This certificate includes instruction in basic automotive systems (AUTO 50), a thorough understanding of automotive electrical systems (AUTO 51), and an in depth study of hybrid and electric vehicles, system operation, inspection, diagnosis and repair (AUTO 56). Prepares the student for entry-level employment in the maintenance and repair of existing and emerging technology hybrid and electric vehicles.

Learning Outcomes

Upon completion of this program, students will be able to:

- Distinguish, classify and summarize automotive systems, functions, and their interrelation.
- Demonstrate safe shop practices and operate diagnostic equipment.
- Describe the function of vehicle electrical, hybrid, and battery system, systems and components.
- Identify, troubleshoot, analyze, diagnose, and repair existing and emerging hybrid and electric vehicles.
- Compare and contrast innovative fuel saving vehicle systems.

Students must complete each course with a grade of "C" or higher.

Students may apply for certificate having completed course work or equivalent standards within the past 5 years.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Automotive Hybrid and EV Technology

Course	Units
Required courses:	
AUTO 50 Intro to Automotive Mechanics	3.0
AUTO 51 Automotive Electrical	8.0
AUTO 56 Introduction to Hybrid and EV Auto Maintenance and Repair	4.0
Total:	**15.0**

Automotive Technician Certificate

This Automotive Technician Certificate of Achievement prepares students to enter the automotive maintenance field with all the necessary skills to perform entry level work as well as have a thorough understanding of theory so they will be qualified to participate in advanced training at the dealer level. This program complies with our national Automotive Service Excellence (ASE) certification through the accreditation body: National Automotive Teachers Education Foundation (NATEF), through which the Automotive department maintains certification every five years.

Learning Outcomes

Upon completion of this program, students will be able to:

- Classify, and summarize automotive systems, functions, and their interrelation.
- Identify and use basic hand, power, lifting tools and equipment.
- Perform scheduled automotive maintenance and repairs, and utilize service repair information.
- Analyze automotive wiring diagrams and troubleshoot computer circuits and systems.

The minimum time for completion is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Automotive Technician

Course	Units
First Semester required courses:	
AUTO 50 Intro to Automotive Mechanics	3.0
AUTO 51 Automotive Electrical	8.0
Choose two of the following elective courses	
AUTO 53 Automatic & Manual Transmission	8.0
AUTO 54 Engine Repair	8.0
AUTO 55 Engine Performance and Drivability	8.0
AUTO 56 Introduction to Hybrid and EV Auto Maintenance and Repair	4.0
AUTO 58 Automotive Heating and Air-Conditioning	3.0
AUTO 59 Automotive Suspension and Steering	4.0
AUTO 63 Automotive Braking Systems	4.0
AUTO 115 Service Consultant	3.0
Total:	**18.0 – 27.0**

Utility Technician / Helper Certificate

This certificate is for students seeking entry level employment in the automotive industry. This certificate includes instruction in basic

automotive systems, automotive body and paint maintenance and detailing.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate overall vehicle condition.
- Perform basic automotive repairs.

Students may apply for certificate having completed course work or equivalent standards within the past 5 years.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Utility Technician / Helper

Course	Units
Required courses	
AUTO 49 Auto Body Maintenance and Detailing	2.0
AUTO 50 Intro to Automotive Mechanics	3.0
Total:	**5.0**

Auto Body Technology

Autobody Repair and Refinishing Major (AS)

This Autobody Repair and Refinishing Associate of Science Degree prepares students to enter the auto body repair field with all the necessary skills to perform entry level work, as well as providing a thorough understanding of auto body and paint theory. This credential provides education to work safely in an independent or dealership auto body repair facility with a good foundation for advanced training and skill development.

The AS degree may be obtained by completion of the required program plus general education requirements and sufficient electives to meet a 60 unit total.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify auto body safety requirements and employ proper safety actions.
- Use appropriate tools, equipment, and supplies to perform autobody repairs to industry quality standards
- Interpret auto body service repair information and evaluate service measurements.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Autobody Repair and Refinishing

Course	Units
First semester required courses:	
AUTO 49 Auto Body Maintenance and Detailing	2.0
AUTO 200 Auto Body Dent and Damage Repair	2.0
AUTO 203 Introduction to Auto Painting and Refinishing	2.0
Choose 12 units from the following elective courses:	
AUTO 50 Intro to Automotive Mechanics	3.0
AUTO 58 Automotive Heating and Air-Conditioning	3.0
AUTO 201 Bolted Panel Replacement	2.0
AUTO 202 Welded panel repair and replacement	2.0
AUTO 204 Body/Frame Straightening & Repair	2.0
AUTO 205 Auto Body Welding	2.0
AUTO 206 Plastic Repair & Refinishing	2.0
AUTO 115 Service Consultant	3.0
MOTO 61 Custom Metal Fabrication	3.0
MOTO 63 Auto-Moto Custom Painting	4.0
Total:	**18.0**

Autobody Repair and Refinishing Certificate

This Autobody Repair and Refinishing Certificate of Achievement prepares students to enter the auto body repair field with all the necessary skills to perform entry level work, and provides them with a thorough understanding of auto body and paint theory. This credential provides education to safely work in an independent or dealership auto body repair facility with a good foundation for advanced training and skill development.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify auto body safety requirements and employ proper safety actions.
- Use appropriate tools, equipment, and supplies to perform autobody repairs to industry quality standards
- Interpret auto body service repair information and evaluate service measurements.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Autobody Repair and Refinishing

Course	Units
First semester required courses	
AUTO 49 Auto Body Maintenance and Detailing	2.0
AUTO 200 Auto Body Dent and Damage Repair	2.0
AUTO 203 Introduction to Auto Painting and Refinishing	2.0
Choose 12 units from the following elective courses:	
AUTO 50 Intro to Automotive Mechanics	3.0
AUTO 58 Automotive Heating and Air-Conditioning	3.0
AUTO 201 Bolted Panel Replacement	2.0
AUTO 202 Welded panel repair and replacement	2.0
AUTO 204 Body/Frame Straightening & Repair	2.0
AUTO 205 Auto Body Welding	2.0
AUTO 206 Plastic Repair & Refinishing	2.0
AUTO 115 Service Consultant	3.0
MOTO 61 Custom Metal Fabrication	3.0
MOTO 63 Auto-Moto Custom Painting	4.0
Total:	**18.0**

Motorcycle Technology

Motorcycle Technician Major (AS)

This Motorcycle Technician Associate in Science Degree prepares students to enter the motorcycle maintenance field with all the necessary skills to perform entry-level work as well as to have a thorough understanding of theory so they will be qualified to participate in advanced training at the dealer or manufacturer. Degree holders are expected to be qualified for jobs as service managers and manufacturer's representatives.

Associate in Science Degree. The AS Degree may be obtained by completion of the required program plus general education requirements and sufficient electives to meet a 60 unit total.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe the history, culture, and aesthetics of the motorcycle.
- Perform basic tune-up and service operations and interpret maintenance schedules.
- Evaluate, service, and troubleshoot cooling, lubrication, and fuel systems.
- Practice safe shop and personal safety procedures.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Motorcycle Technician

Course	Units
First semester required courses:	
MOTO 90 Introduction to Motorcycle Technology	4.0
Choose at least 14 units from the following elective courses	
MOTO 500 Bicycle Maintenance	3.0
MOTO 61 Custom Metal Fabrication	3.0
MOTO 63 Auto-Moto Custom Painting	4.0
MOTO 91 Motorcycle General Service	4.0
MOTO 92 Tune-up, Electrical and Performance	4.0
MOTO 93 Engine & Power Train Repair	4.0
Total:	**18.0**

Motorcycle Technician Certificate

This Motorcycle Technician Certificate of Achievement prepares students to enter the motorcycle maintenance field with all the necessary skills to perform entry-level work as well as to have a thorough understanding of theory so they will be qualified to participate in advanced training at the dealer or manufacturer. Certificate holders are expected to be qualified for jobs as service managers and manufacturer's representatives.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe the history, culture, and aesthetics of the motorcycle.
- Perform basic tune-up and service operations and interpret maintenance schedules.
- Evaluate, service, and troubleshoot cooling, lubrication, and fuel systems.
- Practice safe shop and personal safety procedures.

The minimum time for completion is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Motorcycle Technician

Course	Units
First semester required courses:	
MOTO 90 Introduction to Motorcycle Technology	4.0
Choose at least 14 units from the following elective courses	
MOTO 500 Bicycle Maintenance	3.0
MOTO 61 Custom Metal Fabrication	3.0
MOTO 63 Auto-Moto Custom Painting	4.0
MOTO 91 Motorcycle General Service	4.0
MOTO 92 Tune-up, Electrical and Performance	4.0
MOTO 93 Engine & Power Train Repair	4.0
Total:	**18.0**

Construction

Construction Major (AS)

This Construction Associate in Science Degree prepares students to enter the construction field with all the necessary skills to perform entry level work as well as have a thorough understanding of theory so they will be qualified to participate in advanced training. Students completing this Associates Degree will be qualified for employment in companies both union and non-union where construction skills are called upon.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify basic OSHA (Occupational Safety and Health Administration) requirements and employ proper safety actions.
- Use appropriate tools and materials to plan and execute construction projects.
- Apply construction skills to a variety of construction projects.
- Describe concepts and components of construction fields and building trades.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Construction

Course	Units
First Semester required courses	
CNST 100 Introduction to Construction Applications	3.0
CNST 77 OSHA 30	2.0
Choose elective courses totaling at least 13 units	
CNST 102 Concrete Applications	3.0
CNST 103 Residential Plumbing	3.0
CNST 106 Fundamentals of the Uniform Plumbing Code	3.0
CNST 107 Blueprint Reading	3.0
CNST 108 Contractor License Preparation	3.0
CNST 109 Residential Wiring	4.0
CNST 111 Carpentry Rough Framing	3.0
CNST 112 Carpentry-Advanced Framing	3.0
CNST 113 Finish Carpentry	3.0
CNST 114 Custom Cabinetmaking	3.0
CNST 116 Furniture Making & Woodworking	3.0
CNST 118A Adv. Project Furniture Making I	3.0
CNST 118B Adv. Project Furniture Making II	3.0
CNST 128 Introduction to the National Electrical Code	2.0
CNST 129 Intermediate National Electrical Code	2.0
CNST 131 Advanced National Electrical Codes	2.0
Total:	**18.0**

Carpentry Certificate

This certificate provides training in the nomenclature, methods, and materials necessary to build a complex wood framed building, including framing of floors, walls, ceilings, roofs, and stairways. This certificate includes required instruction in appropriate safety practices and procedures, basic blueprint reading, construction principles, procedures, tools, and equipment, basic carpentry nomenclature, and hands-on tool usage and framing skills. Additional elective coursework is required in one or more of the following areas: advanced framing, concrete, woodworking, finish carpentry, contractor license

preparation, and drywall skills. Students completing this certificate program will be qualified for employment in companies both union and non-union where carpentry or woodworking skills are needed.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify basic OSHA (Occupational Safety and Health Administration) requirements and employ proper safety actions.
- Use appropriate tools to plan construction projects accurately.
- Describe and evaluate different framing systems and the materials required for building plan specifications.
- Apply construction skills to a variety of rough and finish construction projects.
- Analyze and evaluate floor plans and their interconnected systems.

Students must pass each class with a grade of "C" or higher.

Students may apply for a certificate having completed course work or equivalent standards within the past 5 years.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Carpentry

Course	Units
Required courses:	
CNST 69 Construction Safety	1.0
CNST 100 Introduction to Construction Applications	3.0
CNST 107 Blueprint Reading	3.0
CNST 111 Carpentry Rough Framing	3.0
Choose 3 units from the following elective courses:	
CNST 112 Carpentry-Advanced Framing	3.0
CNST 113 Finish Carpentry	3.0
CNST 116 Furniture Making & Woodworking	3.0
CNST 118A Adv. Project Furniture Making I	3.0
CNST 108 Contractor License Preparation	3.0
or CNST 102 Concrete Applications	3.0
Total:	**13.0**

Construction Certificate

This Construction Certificate of Achievement prepares students to enter the construction field with all the necessary skills to perform entry level work as well as have a thorough understanding of theory so they will be qualified to participate in advanced training. Students completing this certificate will be qualified for employment in both union and non-union companies where construction skills are needed.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify basic OSHA (Occupational Safety and Health Administration) requirements and employ proper safety actions.
- Use appropriate tools and materials to plan and execute construction projects.
- Apply construction skills to a variety of construction projects.
- Describe concepts and components of construction fields and building trades.

The minimum time for completion is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Construction

Course	Units
First Semester required courses	
CNST 100 Introduction to Construction Applications	3.0
CNST 77 OSHA 30	2.0
Choose elective courses totaling at least 13 units	
CNST 102 Concrete Applications	3.0
CNST 103 Residential Plumbing	3.0
CNST 106 Fundamentals of the Uniform Plumbing Code	3.0
CNST 107 Blueprint Reading	3.0
CNST 108 Contractor License Preparation	3.0
CNST 109 Residential Wiring	4.0
CNST 111 Carpentry Rough Framing	3.0
CNST 112 Carpentry-Advanced Framing	3.0
CNST 113 Finish Carpentry	3.0
CNST 114 Custom Cabinetmaking	3.0
CNST 116 Furniture Making & Woodworking	3.0
CNST 118A Adv. Project Furniture Making I	3.0
CNST 118B Adv. Project Furniture Making II	3.0
CNST 128 Introduction to the National Electrical Code	2.0
CNST 129 Intermediate National Electrical Code	2.0
CNST 131 Advanced National Electrical Codes	2.0
Total:	**18.0**

Building Maintenance/Custodial

Custodian for Health Care Industry Certificate of Completion

Students who have successfully earned a Custodial Health Care Certificate are qualified to work in the healthcare industry as a custodian.Training includes biohazard and blood-borne pathogen safety procedures in a variety of environments. These can include hospitals, emergency rooms, labs, and doctors' offices. The program was created in cooperation with local hospitals and agencies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Select and safely handle appropriate equipment and materials.
- Apply custodial terminology and instructions when engaging in custodial tasks
- Interpret and explain workplace instructions
- Apply industry-standard techniques and approved procedures while cleaning healthcare sites and disposing of waste.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and or classes completed per semester.

Courses Required for the Certificate of Completion in Custodian for Health Care Industry

Course	Hours
Choose one of the following language courses	
ESLV 4816 ESL for Janitors (85 hrs)	85.0
TRST 4600 Vocational Foundation Skills--Reading and Writing	30.0-90.0
Required courses:	
TICU 9550 Custodial Training	108.0
TICU 9551 Custodial Training for Healthcare Workers	105.0
Total:	**243.0 – 303.0**

Custodial Training Certificate of Completion

This certificate of completion validates training in tool, equipment, chemical and personal safety, use of proper and appropriate cleaning and maintenance equipment and supplies, and proper handling of diverse chemicals Students successfully completing this certificate will be qualified for entry level custodial and building maintenance employment.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply custodial terminology, directions, units of measurement and instructions to complete custodial tasks.
- Recognize and apply appropriate tool, equipment, chemical, and toxic waste safety and handling.
- Identify and demonstrate recommended practices for the use of custodial tools, machines, chemicals, and specialized equipment.
- Interpret and explain workplace instructions

Students must pass the courses to achieve a certificate.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Custodial Training

Course	Hours
Choose one of the following language courses:	
ESLV 4816 ESL for Janitors (85 hrs)	85.0
TRST 4600 Vocational Foundation Skills-Reading and Writing	30.0-90.0
Required courses:	
TICU 9550 Custodial Training	108.0
Total:	**138.0 – 198.0**

Announcement of Courses

Automotive Technology

Credit, Degree Applicable Courses:

AUTO 49. Auto Body Maintenance and Detailing (2)
Lec-17.5, Lab-52.5, field trips P/NP available
Recommended Prep: ESL 188 or readiness for college-level English
Introductory course on general vehicle body maintenance, minor body part replacement and adjustment, glass replacement, and exterior and interior detailing. CSU

AUTO 50. Intro to Automotive Mechanics (3)
Lec-35, Lab-70
Recommended Prep: MATH 30; ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Introduction to automotive systems, industry best practices, basic vehicle fluid and wheel services, and safety practices. Orientation to the automobile: technical vocabulary, systems, components, safety procedures, proper use of appropriate tools and equipment, and development of hands-on skills. Basic maintenance and repair of the automobile in accord with Automotive Service Excellence (ASE) certification. CSU

AUTO 51. Automotive Electrical (8)
Lec-105, Lab-105, field trips
Prereq: AUTO 50 or pass Challenge Test
This course focuses on automotive electrical systems including basic electrical theory, wiring diagrams, battery technology, starting, charging, lighting, instrumentation and wiring systems, electrical/electronic troubleshooting, digital volt ohm meters, and storage oscilloscopes, in the diagnosis and repair of automotive electronics. Preparation for the ASE-A6, examination. CSU

AUTO 52. Brakes, Suspension, Alignment (8)
Lec-105, Lab-105, field trips
Prereq: AUTO 50 or pass Challenge Test
This ASE (Automotive Service Excellence) certification course (A-5 and A-4 tests) prepares future technicians for a career in brake and suspension repair with an understanding of operation, troubleshooting, and preventive maintenance, including computerized wheel alignment, anti-lock, and stability control systems. CSU
Offered Spring semesters

AUTO 53. Automatic and Manual Transmissions (8)
Lec-105, Lab-105, field trips
Prereq: AUTO 50 or pass Challenge Test
This ASE (Automotive Service Excellence) course prepares for the national exams in automatic transmissions and transaxles (A-2), and manual drivetrains and axles (A-3); diagnosis, service, and repair. CSU
Offered Fall semesters

AUTO 54. Engine Repair (8)
Lec-105, Lab-105, field trips
Prereq: AUTO 50 or pass Challenge Test
Prepares students for ASE (Automotive Service Excellence) Engine Repair A1 test. Fundamental theory and operation of automotive engines. A hands-on course focusing on the analysis of engine problems and proper repair procedures. CSU
Offered Spring semesters

AUTO 55. Engine Performance/Drivability (8)
Lec-105, Lab-105, field trips
Prereq: AUTO 50 or pass Challenge Test
Focus on troubleshooting of fuel and ignition systems with the use of scan tools, multi-meters, vacuum and pressure gauges, and oscilloscope. Prepare for ASE (Automotive Service Excellence) A-8 and L1 certification. This course along with AUTO 50, 51, qualifies for the Performance and Driveability Specialist certificate. CSU
Offered Fall semesters

AUTO 56. Introduction to Hybrid and EV Auto Maintenance and Repair (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Prereq: AUTO 50 and AUTO 51
Principles and functions of hybrid automobiles, and procedures for their maintenance, problem diagnosis and repair. Function of individual system components examined. Critical importance of safety and hybrid-unique equipment and procedures. Maintenance procedures and diagnostic and repair processes for common hybrids (Toyota and Ford) taught in detail. CSU
Offered on occasion

AUTO 58. Automotive Heating and Air-Conditioning (3)
Lec-35, Lab-70, field trips
Prereq: AUTO 50
Learners will study the history, principles of operation, environmental concerns, scientific principles, mechanical components, diagnosis, servicing and testing, system controls, retrofit of old systems, and future trends of automotive HV AC systems. Preparation for Automotive Service Excellence (ASE) A-7 Test. CSU
Offered Fall semesters

AUTO 59. Automotive Suspension and Steering (4)
Lec-52.5, Lab-52.5, field trips
Prereq: AUTO 50
This course prepares students to diagnose and repair automotive tire, wheel, suspension and steering systems. Includes specialized training in the use of Hunter alignment, tire mounting and tire balancing equipment. Preparation for the Automotive Service Excellence (ASE) A-4 test. CSU

AUTO 60. Independent Study (Auto Technology) (1-3)
Lab-52.5 to 157.5 P/NP available
Prereq: AUTO 50 or demonstration of exit skills
Research and application of advanced skills within the topic of Automotive/Trade Skills. Allows student to investigate subjects of special interest and develop skills toward those interests, such as frame design and fabrication, suspension design and fabrication, engine performance modification and reflash of engine computer. CSU
Offered on occasion

AUTO 63. Automotive Braking Systems (4)
Lec-52.5, Lab-52.5
Prereq: AUTO 50
This course prepares future technicians to perform automotive brake system repair with an understanding of operation, troubleshooting, and preventive maintenance, including disk brakes, drum brakes, anti-lock, and stability control systems. Preparation for the ASE Brakes test (A-5 test) CSU

AUTO 68. Introduction to Diesel Technology (3)
Lec-35, Lab-70, field trips
Prereq: AUTO 50
Prepares students for careers in diesel engine repair. Theory of operation and hands-on practice repairing diesel engines. Preparation for the Automotive Service Excellence (ASE) A9 examination. CSU

AUTO 108. Automotive Work Experience (1-6)
Work: 75-450 (total hrs) P/NP available
Prereq: AUTO 50
Repeat: max. 6 units
Paid work experience in the automotive industry under the supervision of a qualified professional. Positions can include dealership technician, independent shop technician and automotive shop office work. Student will attend an initial training and apply to job opportunity with no guarantees of being hired. CSU
Offered Spring semesters

AUTO 115. Service Consultant (3)
Lec-52.5, field trips P/NP available
Prereq: AUTO 50 or demonstration of exit skills
Techniques and practices for creating automotive service orders. Training in industry best practices and legal requirements of creating automotive service orders. Training for career as automotive service writer. Preparation for ASE C1 test. CSU
Offered on occasion

AUTO 117. Subaru Technical Training (2)
Lec-35, Lab-22, field trips
Prereq: Completion of or concurrent enrollment in: AUTO 50
Subaru specific online and hands-on training to prepare students to repair Subaru vehicles. CSU

AUTO 200. Auto Body Dent and Damage Repair (2)
Lec-17.5, Lab-52.5 P/NP available
Recommended Prep: AUTO 50
Basic introduction to welding, metal bumping, metal finishing, and plastic filling. Students will learn analysis of minor body and fender damage and the sequential procedures involved in proper metal damage repair by integrating their classroom gained knowledge with shop practice. CSU
Offered on occasion

AUTO 201. Bolted Panel Replacement (2)
Lec-17.5, Lab-52.5 P/NP available
Recommended Prep: AUTO 50
This course concerns the methods and techniques of fastening and joining metal and plastic parts as they relate to a professional fit and finish on vehicle body and frame structures, including alignment of metal and plastic parts. CSU
Offered Fall semesters

AUTO 202. Welded panel repair and replacement (2)
Lec-17.5, Lab-52.5 P/NP available
Recommended Prep: AUTO 50
This course involves the various methods and techniques of repairing or cutting, fastening, and joining of metals and metal parts as they relate to vehicle body and frame structures, including plasma arc cutting, electric spot, MIG (Metal Inert Gas), gas welding, brazing, and epoxy-joining processes. CSU
Offered Fall semesters

AUTO 203. Introduction to Auto Painting and Refinishing (2)
Lec-17.5, Lab-52.5 P/NP available
Recommended Prep: AUTO 50
This course is designed as an introduction to automotive urethane, polyurethane and water based refinishing. It includes a comprehensive study of the materials, equipment, techniques and processes in the successful application of each of the automotive refinishing materials by integrating classroom gained knowledge with shop practice. This course is required for the Auto body Painting and Refinishing certificate. CSU
Offered on occasion

AUTO 204. Body/Frame Straightening & Repair (2)
Lec-17.5, Lab-52.5 P/NP available
Recommended Prep: AUTO 50
This course concerns the study and repair of conventional and unitized vehicle frames, their straightening and alignment, alignment at cross members, rear and side frame members, suspension systems and steering principles. Frame straightening machines, gauges, and tools as well as appropriate safety will be covered. CSU
Offered Spring semesters

AUTO 205. Auto Body Welding (2)
Lec-17.5, Lab-52.5 P/NP available
Recommended Prep: AUTO 50
In this course students will learn how to identify and work with different types of welding equipment used in the installation of welded panels. They will also learn various methods of welding, brazing, soldering and plasma arc cutting of thin auto body material. CSU
Offered Spring semesters

AUTO 206. Plastic Repair & Refinishing (2)
Lec-17.5, Lab-52.5 P/NP available
Recommended Prep: AUTO 50
This course concerns the techniques of repairing, replacing, and refinishing the many types of plastic and fiberglass parts now being used in auto body construction. Many plastics can be heated, reshaped, repaired and refinished using a variety of different methods. CSU
Offered on occasion

Noncredit Courses:

AUTO 9513. Basic Auto Maintenance (105 hrs)
This is a preparation course for beginning and limited English speaking automotive students, combining lecture and hands-on shop work for most major automotive systems. Introduction to theory, maintenance, troubleshooting, repair, language development skills, and maintenance terminology.
Formerly TIAU 9513

Motorcycle Technology

Credit, Degree Applicable Courses:

MOTO 61. Custom Metal Fabrication (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: AUTO 205
Intermediate course to develop the skills necessary to cut, shape, weld, and fabricate various types of metal products from raw materials. Usage of MIG (Metal Inert Gas), TIG (Tungsten Inert Gas), gas welding, English Wheel, Power Hammer, and various other metal shaping equipment and techniques will be presented. CSU
Offered on occasion

MOTO 63. Auto-Moto Custom Painting (4)
Lec-52.5, Lab-52.5, field trips
Recommended Prep: AUTO 203
This creative spray painting and custom graphics course introduces students to a process of transforming imagination into a unique vehicle appearance. This course is part of the motorcycle certificate series and a more advanced auto body painting and refinishing course. CSU

MOTO 90. Introduction to Motorcycle Technology (4)
Lec-52.5, Lab-52.5 P/NP available
This course is the prerequisite and entry level course to the motorcycle technician series. Students will be shown an overview of the history and culture of motorcycles, industry vocabulary and language, safety, tools, theory of operation and the basic use of hand tools in shop-related projects. The "soft" skills of customer relations are taught next to the "hard" skills of hands-on technical training. Students are introduced to electronic diagnostic equipment. CSU

MOTO 91. Motorcycle General Service (4)
Lec-52.5, Lab-52.5 P/NP available
Prereq: MOTO 90
This course covers the principles, theory of operation, design and functions of motorcycle, fuel, lubrication, frame, suspension, brakes and cooling systems including skills necessary for inspection, disassembly, cleaning, measuring and rebuilding the components and perform preventive maintenance, troubleshooting discrepancies, repairing system components and selecting after-market parts. CSU
Offered Spring semesters

MOTO 92. Tune-up, Electrical and Performance (4)
Lec-52.5, Lab-52.5 P/NP available
Prereq: MOTO 90
This course builds on the basic maintenance learned in Moto 90 by adding motorcycle tune-up, troubleshooting, and performance tuning on a dynamometer; electrical principles and components; and generation, regulation, distribution, control, switching and testing of electrical systems. The class covers many aspects of scheduled maintenance, and also troubleshooting and repair problems associated with electronic ignition, fuel management, and on-board computer systems. CSU
Offered Spring semesters

MOTO 93. Engine & Power Train Repair (4)
Lec-52.5, Lab-52.5 P/NP available
Prereq: MOTO 90
This course trains students in the theory of operation, troubleshooting, major overhaul and general repairs of motorcycle engines and power trains. CSU
Offered Fall semesters

MOTO 500. Bicycle Maintenance (3)
Lec-35, Lab-70, field trips
Course in basics of bicycle and electric bicycle repair and maintenance. Students will learn how to perform maintenance such as repairing flat tires, adjusting derailleurs, chain maintenance, Basic electric system troubleshooting and safety inspection. Rebuilding of wheel, steerer, and bottom brackets bearings will be covered. Frame modifications, wheel-building/truing, and various electric bike services will also be covered. Emphasis on "hands on" implementation and practice. CSU

Construction

Credit, Degree Applicable Courses:

CNST 69. Construction Safety (1)
Lec-17.5
A study of Occupational Safety and Health Administration requirements for the construction industry, leading to an ability to identify safety hazards and prevent accidents. It covers safety issues as they apply to general construction . Also, the subject matter is tailored to specific occupations/trades and to safety issues in our construction courses. Students who successfully complete the course with a "B" or better have the option to apply to the state for a lifetime OSHA 10 hour Construction Safety Certificate. CSU
Upon successful completion of this course, "C" or better, students will also have the options to obtain an OSHA 10 card for a small filing fee.

CNST 77. OSHA 30 (2)
Lec-35
CAL-OSHA 30-hour training: Industry Standards for regulations covered by the Occupational Safety and Health Administration (OSHA) Standards for the Construction Industry. CSU
Upon successful completion of this course, "C" or better, students will also have the options to obtain an OSHA 30 card for a small filing fee.

CNST 88. Practical Mathematics for Construction Trades (3)
Lec-52.5 P/NP available
Recommended Prep: ESLV 3832
Concepts, techniques and applications of measuring, estimating, and mathematics emphasizing practical problems in construction trades. Use of traditional problem solving methods and interactive group activities. CSU

CNST 100. Introduction to Construction Applications (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: CNST 69 or possession of OSHA 10 Certificate
Overview of trades, design and management occupations connected to building projects. Introduction to use of project documents, plans and specifications. Introduces relevant green technologies in the construction field. Practice in using measuring, hand, and power tools. Hands-on use of tools and materials to complete group projects. CSU

CNST 102. Concrete Applications (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: CNST 100 or CNST 69 or Previous OHSA certification
An introduction to the uses, design and installation of concrete elements in construction. Students will apply classroom theory to real outdoor lab building projects. This class enables students to apply what they've learned to other construction courses, as well as to engineering and architecture. Industry safety standards will be strongly emphasized. CSU
Offered on occasion

CNST 103. Residential Plumbing (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: CNST 100 or CNST 69
An introductory course in the methods and materials necessary to install a residential plumbing system. This course offers hands-on practice in the installation of supply, Drain/Waste/Vent (DWV), and gas systems. CSU

CNST 106. Fundamentals of the Uniform Plumbing Code (3)
Lec-52.5 P/NP available
Prereq: Completion of or concurrent enrollment in: CNST 103 or previous or current experience working in the plumbing field.
Recommended Prep: CNST 100
Provides training in the requirements of the California Uniform Plumbing Code (CPC). Topics include general regulations, permit and inspection, residential plumbing systems, storm drainage, fuel piping, mandatory standards, indirect waste, private sewer disposal systems, gray water systems. CSU
Offered Spring semesters

CNST 107. Blueprint Reading (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: CNST 100; ET 108A
This course teaches the skills for reading a variety of construction plans, details, schedules and specifications. The course is a beginning course, yet also enhances skills of those who have existing knowledge of construction drawings. CSU

CNST 107A. Practical Blueprint Reading (1)
Lec-9, Lab-26 P/NP available
This course teaches the basic skills of reading blueprints and specifications. CSU
Offered Spring semesters

CNST 108. Contractor License Preparation (3)
Lec-52.5 P/NP available
Recommended Prep: CNST 100 and CNST 107; or demonstrated understanding of construction principals or experience in the construction industry, and the ability to interpret plans and specifications
Principles for managing a construction business, California Contractor Licensing Law, worker's compensation, construction bonds, labor code, employee relations, safety, construction contracts, fiscal responsibility, scheduling, construction documents, plans, specifications, and the estimating process. CSU
Offered on occasion

CNST 109. Residential Wiring (4)
Lec-52.5, Lab-52.5 P/NP available
Coreq: CNST 100
Recommended Prep: CNST 136
Introduction to basics of residential wiring practices which includes identifying required circuits, load calculations for a circuit and for a service, and the principles of grounding and bonding. The hands-on portion of the course includes best practices for the installation of energy efficiency devices and equipment, as well as the wiring and testing of such gear as heat pumps, occupancy sensors, mini splits and instantaneous water heaters. CSU

CNST 111. Carpentry - Rough Framing (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: CNST 69 or CNST 100
An introductory course in the methods and materials necessary to build a wood framed building. This course offers hands-on practice in the framing of simple floors, walls, ceilings, roofs, and stairways. CSU

CNST 112. Carpentry-Advanced Framing (3)
Lec-35, Lab-70 P/NP available
Prereq: CNST 111
Recommended Prep: CNST 69 and CNST 100
An advanced course in the methods, materials and seismic requirements necessary to build a wood framed building. This course offers hands-on practice in the framing of more complicated floors, walls, ceilings, roofs, stairways and decks. CSU
Offered Spring semesters

CNST 113. Finish Carpentry (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: CNST 69 or CNST 100 or CNST 1069
A course in the methods, materials, and installation techniques necessary to install doors, paneling, countertops, cabinets, crown moulding, baseboard, chair rail, picture rails and similar trim. This course offers hands-on practice in the fine craftsmanship required for finish work. CSU
Offered Fall semesters

CNST 114. Custom Cabinetmaking (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: CNST 100; CNST 1069
Introductory course in the basics of custom cabinetmaking and installation from simple "standalone" cabinets to complete wall-to-wall bookcases and kitchens, as well as stand-alone furniture-grade casework. Approaches and techniques of designing, constructing and installing custom casework including: Face-frame, European, and Die-wall construction; drawer making, associated material and hardware use. CSU

CNST 116. Furniture Making & Woodworking (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: CNST 69
Designed to prepare students for entry-level work or to upgrade their existing skills in woodworking. Course has a hands-on focus that covers safety procedures, furniture design, hand and machine tools, materials identification and applications, fabrication processes, and project planning. CSU

CNST 118A. Advanced Project Furniture Making I (3)
Lec-35, Lab-70 P/NP available
Prereq: CNST 116
Individualized project-based course designed for advanced-level students in furniture making, incorporating the furtherance of those skills (safety, project planning, design, hand and machine tools, material knowledge) acquired in the basic CNST 116 course. CSU

CNST 118B. Advanced Project Furniture Making II (3)
Lec-35, Lab-70 P/NP available
Prereq: CNST 118A
Individualized project-based course designed as a continuation to CNST 118A for advanced-level students in furniture making,

incorporating the furtherance of those skills (safety, project planning, design, hand and machine tools, materials knowledge) acquired in CNST 116 and CNST 118A. CSU

CNST 121. Introduction to Photovoltaics (1.5)
Lec-30, Lab-6 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Introduction to the principles of solar generated electricity and how they are applied on residential rooftops, ground and pole mounts, and larger commercial installations. CSU

CNST 122. Introduction to Photo Voltaic Installation (1)
Lec-12, Lab-24 P/NP available
Prereq: CNST 100
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; Completion of or concurrent enrollment in: CNST 121
Hands-on class in the principles of locating, installing and commissioning a photovoltaic system. CSU

CNST 125. Drywall Hanging and Finishing (1.5)
Lec-17.5, Lab-35 P/NP available
Recommended Prep: CNST 100 and CNST 69
Introductory course in the techniques and applications of hanging, taping and applying smooth and textured finishes. CSU

CNST 128. Introduction to the National Electrical Code (2)
Lec-36 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Designed for first year electricians, this course examines how the National Electrical Code (NEC) is organized and designed to ensure best practices for the protection of personnel and equipment. Introduces common requirements for the wiring of residential and commercial spaces; introduces load calculations for sizing wire, conduit, boxes and other apparatus; instructs students in the most efficient ways to navigate the code. CSU

CNST 129. Intermediate National Electrical Code (2)
Lec-36
Prereq: CNST 128 or CNST 1028
Designed for second and third year electricians. Open to more experienced electricians. Includes load calculations for motors, compressors; requirements for connecting and grounding transformers; revisits calculating conduit fill. Covers equipment less commonly encountered by residential electricians, such as motors and electric vehicle charging stations. Also, requirements for photovoltaic systems. CSU
Formerly the second part of CNST 105.

CNST 130A. Introduction to Residential Energy Efficiency (1.5)
Lec-24, Lab-12, field trips P/NP available
First of three courses preparing students for employment as entry level energy efficiency technicians. Topics include energy audits, proper insulation, heat flow, and energy efficiency. CSU
Formerly CNST 130

CNST 130B. Residential Energy Efficient Systems (1.5)
Lec-24, Lab-12, field trips P/NP available
Prereq: Completion of or concurrent enrollment in: CNST 130A
Second of three courses preparing students for employment as entry level energy efficiency technicians. Topics include various types of residential heating and cooling systems, lighting and appliances with an emphasis on new innovations creating energy efficiency. CSU
Formerly CNST 130

CNST 130C. Residential Building Shell Climate Comfort and Health (1.5)
Lec-24, Lab-12, field trips P/NP available
Prereq: Completion of or concurrent enrollment in: CNST 130B
Last of three courses preparing students for employment as entry-level energy efficiency technicians. Topics include building shell thermal characteristics and efficiency ratings, residential air exchange systems, and health and safety issues with sealed buildings. CSU
Formerly CNST 130

CNST 131. Advanced National Electrical Codes (2)
Lec-36 P/NP available
Prereq: CNST 129 or demonstration of CNST 129 exit skills
This class of the National Electrical Code (NEC) is intended for those students who are getting ready to take the California electrician's certification or the C10 licensing exam. It will focus on emergency and communication systems including broadband requirements. The course will prepare students for the licensing exam calculations including how to use chapter nine's tables on conduit fill and dimensions of wires. Finally, this course will use practice examples of load calculations for residential and commercial projects. CSU

CNST 132. Fundamentals of Refrigeration for Industrial Maintenance (4)
Lec-52.5, Lab-52.5 P/NP available
Basic principles and operation of industrial refrigeration systems; refrigeration cycle, Environmental Protection Agency (EPA) laws and regulations for safe refrigerant handling. CSU

CNST 133. Sales and Marketing Photovoltaics (1.5)
Lec-24, Lab-12
Prereq: Completion of or concurrent enrollment in: CNST 121
Best practices for marketing strategies based on California and federal incentives and to represent a photovoltaic system's performance to a client. CSU

CNST 134. Electrical-Mechanical Fundamentals (4)
Lec-52.5, Lab-52 P/NP available
Fundamentals of electricity and magnetism as they apply to the training of refrigeration technicians. Hands on work with transformers, solenoids, relays, motor starters, and single and three phase hermetic motors and motor control circuits. CSU

CNST 136. Electrical Circuits (4)
Lec-52.5, Lab-52.5 P/NP available
Introduction to basic electrical terms and principles. Includes the design, construction and testing of basic alternating currents (AC) and direct currents (DC) in series, parallel and combination circuits. CSU

Noncredit Courses:

CNST 1025. Drywall Hanging and Finishing (36 hrs)
Recommended Prep: CNST 1069
Introductory course in the techniques and applications of hanging, taping and applying smooth and textured finishes.

CNST 1028. National Electrical Code Introduction (36 hrs)
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
This course examines how the National Electrical Code (NEC) is organized and designed for the protection of personnel and equipment. Introduces common requirements for the wiring of residential and commercial spaces; introduces load calculations for sizing wire,

conduit, boxes and other apparatus; instructs students in the most efficient ways to navigate the code.
This is the first of three classes on the National Electrical Code. The other two explore different sections of the code.

CNST 1029. National Electrical Code 2 (36 hrs)
Recommended Prep: CNST 128 or CNST 1028
This course is designed for students to study equipment that is less commonly encountered by residential electricians. The course will also examine requirements related to the photovoltaic industry, including those which use battery storage.
Formerly this class was part of CNST 1005. That class has been divided into three parts of which this is the second, intermediate level

CNST 1069. Construction Safety (17.5 hrs)
A study of Occupational Safety and Health Administration requirements for the construction industry, leading to an ability to identify safety hazards and prevent accidents. It covers safety issues as they apply to general construction . Also, the subject matter is tailored to specific occupations/trades and to safety issues in our construction courses. Students who successfully complete the course with a "B" or better have the option to apply to the state for a lifetime OSHA 10 hour Construction Safety Certificate.

Custodial

Noncredit Courses:

TICU 9540. Custodial Training (108 hrs)
Preparation for entry level employment as a custodian. Training in safety, use of tools, equipment, chemicals, materials and supplies, and the proper application of dusting, sweeping, mopping, use of ladders, scaffolds, various floor machines and specialized equipment.

TICU 9551. Custodial Training for Healthcare Workers (105 hrs)
Recommended Prep: TICU 9550; ESLV 3816
Safety practices, procedures, tools, equipment and supplies required by a healthcare custodian (healthcare porter). Hands-on training in the methods and materials as they relate specifically to a healthcare environment and in topics covered on the civil service exam required for employment in San Francisco's medical centers. Preparation for custodial work in any medical office or nursing home.

Biological Sciences

Office: Science 304
Phone Number: (415) 239-3645
Web Site: www.ccsf.edu/biology

Announcement of Curricula

(For courses and programs in Biotechnology, see Engineering and Technology.)

Biology Major (AS-T)

Biology is the scientific study of life through the observation of structure, function, reproduction, growth, origin, evolution, and behavior of living organisms and their relation to each other and their environment. Biologists have deepened our understanding of processes and interactions on all levels of biological organization from elucidating cellular processes to fight cancer to assessing interactions in communities that might help prevent the extinction of species. Studying biology provides a background for students to evaluate and understand new discoveries and to make informed decisions about the use of scientific knowledge to benefit all living organisms. The Associate of Science in Biology for Transfer (AS-T) prepares student for upper division biology courses, including general biology, cell or molecular biology, organism biology, marine biology, botany, zoology, ecology, evolution, genetics, anatomy, physiology, microbiology, and agricultural sciences. The AS-T in Biology is designed to prepare students for transfer to a baccalaureate degree program in biology, particularly at the California State University

Learning Outcomes

Upon completion of this program, students will be able to:

- Successfully participate in upper division coursework including general biology, cell or molecular biology, organism biology, marine biology, botany, zoology, ecology, evolution, genetics, anatomy, physiology, microbiology, and agricultural sciences
- Define and correctly use scientific terminology relevant to biological organisms and processes.
- Apply the theory of evolution and use examples from biochemistry and all levels of biological organization to explain the unity and diversity of living forms.
- Explain how form relates to function in both small scale (molecules and subcellular parts) and large scale (animal and plant physiology) systems.
- Evaluate how the expression of genetic information in context activates various elements of organism growth and behavior.
- Provide and evaluate evidence for the growth and change of biological systems through processes based upon chemical transformation pathways and governed by the laws of thermodynamics.
- Write clear, well organized essays or research papers that demonstrate synthesis of information, quantitative reasoning, and critical thinking.
- Apply the process of science and the skills necessary to successfully and safely carry out laboratory experiments

Degree Requirements: Students who wish to earn the Associate in Science in Biology for Transfer must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for completion of either IGETC for STEM or CSU GE for STEM and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. The IGETC for STEM and CSU GE for STEM options permit students completing the AS-T in Biology to follow the IGETC or CSU GE curriculum but delay one Arts or Humanities course and one Social or Behavioral Science course until after transfer. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AS-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AS-T in Biology

Course	Units
Required courses:	
BIO 100A General Biology	5.0
BIO 100B General Biology	5.0
CHEM 101A General College Chemistry	6.0
CHEM 101B General College Chemistry	5.0
Choose one of the following Calculus courses:	
MATH 110A Calculus I	5.0

MATH 100A Short Calculus I 3.0

Complete one of the following Physics Series:
OPTION 1:
PHYC 2A Introductory Physics 3.0
PHYC 2AL Introductory Physics Laboratory 1.0
PHYC 2B Introductory Physics. 3.0
PHYC 2BL Introductory Physics Laboratory 1.0

OPTION 2:
PHYC 4A Classical Mechanics for Scientists and Engineers 3.0
PHYC 4AL Mechanics Laboratory for Scientists and Engineers 1.0
PHYC 4B Electromagnetism for Scientists and Engineers 3.0
PHYC 4BL Electromagnetism Laboratory for Scientists and Engineers 1.0

Choose one of the following electives:
CHEM 208A Organic Chemistry 4.0
ENGL 1B Writing about Literature 4.0
ENGL 1C Writing about Nonfiction 4.0
MATH 100B Short Calculus II. 3.0
MATH 110B Calculus II 5.0
CMST 2 Introduction to Rhetorical Criticism 3.0

Total: . . . . . 35.0 – 39.0

Biological Sciences Major (AS)

CCSF's Biological Sciences major offers basic courses in chemistry and biology to serve students with diverse goals, including transfer to biology programs at U.C., C.S.U. or other four-year institutions. Biological Sciences majors will be able to take most or all of their lower division courses at CCSF before they transfer but should see a counselor to confirm their program of study. Additional courses might be required to transfer to particular institutions. The Biological Sciences major is suitable for students planning to transfer into programs in the biological sciences, including general biology, cell or molecular biology, organism biology, marine biology, botany, zoology, ecology, evolution, genetics, anatomy, physiology, microbiology, and agricultural sciences. The major is also designed for students planning to transfer into a premedical, pre-veterinary, pre-dental, pharmacy, or chiropractic degree program.

Through the core units of the Biological Sciences major, students will gain the scientific knowledge necessary to investigate problems and ideas presented in upper division biology courses and to evaluate scientific information critically. The laboratory work will train students to use current laboratory technologies, equipment, and techniques to engage in the research process.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interrelate the scientific method, scientific research and established scientific knowledge.
- Communicate scientific hypothesis, theories, and findings.
- Summarize major biological concepts.
- Apply laboratory skills fundamental to biological investigation.
- Analyze and interpret biological scientific data.

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Biological Sciences

Course . . . . . Units

Required courses:
BIO 100A General Biology. 5.0
BIO 100B General Biology 5.0
CHEM 101A General College Chemistry. 6.0
CHEM 101B General College Chemistry 5.0
CHEM 208A Organic Chemistry 4.0
PHYC 2A Introductory Physics 3.0
PHYC 2AL Introductory Physics Laboratory 1.0
PHYC 2B Introductory Physics. 3.0
PHYC 2BL Introductory Physics Laboratory 1.0

Choose one of the following calculus courses:
MATH 110A Calculus I. 5.0
MATH 100A Short Calculus I 3.0

Choose two of the following biology electives:
BIO 10 Animal Biology. 4.0
BIO 12 Plant Biology 4.0
BIO 120 Introduction to Microbiology. 4.0
BIO 132 Introduction to Nutrition 3.0
BIO 19 Ecology. 4.0
BIO 51 Introduction to Genetics 3.0

Total: . . . . . 42.0 – 46.0

Biological Sciences (Emphasis Health Science) Major (AS)

CCSF's Biological Sciences (Emphasis Health Science) major offers courses in chemistry, anatomy, physiology, and microbiology to serve students with diverse goals in health sciences, including preparation for Registered Nursing (RN), Bachelors of Science in Nursing (BSN) and Masters of Science in Nursing (MSN) degrees. Note that those transferring to MSN programs already possess BS or BA degrees and are completing prerequisites required for admission. Biological Sciences (Emphasis Health Science) majors will be able to take most or all of their lower division courses at CCSF before they transfer but should see a counselor to confirm their program of study. Additional courses might be required to transfer to particular institutions.

A major in Biological Sciences (Emphasis Health Science) prepares students for further study, certification, and employment in a variety of health science careers such as nursing, radiologic technology, respiratory therapy, occupational therapy, and physical therapy. In addition to these diagnostic and therapeutic fields, students will also be prepared to pursue further education and training in a variety of non-clinical support services, public health, and health administration careers. This program provides most, if not all, of the prerequisite courses needed for entry in RN and BSN programs and most, if not all, of the lower division courses needed for transfer to a four-year college or university.

Through the core units of the Biological Sciences (Emphasis Health Science) major, students will gain the scientific background necessary to complete courses in a variety of healthcare related professional programs and upper division nursing courses. The laboratory work will provide students with fundamental laboratory skills and the ability to critically evaluate and use scientific information.

Learning Outcomes

Upon completion of this program, students will be able to:

- Articulate the relationship between structure and function in the human body.
- Describe how disease states modify normal homeostatic functions.

- Evaluate social and environmental impacts on human health.
- Apply basic laboratory skills and analytical methods to scientific study.
- Critique health-care related scientific information based on the strength and quality of the supporting evidence.

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Biological Sciences (Emphasis Health Science)

Course	Units
Required Courses	
CHEM 32 Introduction to Medical Chemistry	4.0
or CHEM 101A General College Chemistry	6.0
MATH 80 Probability and Statistics	5.0
BIO 108 General Human Anatomy	4.0
BIO 112 Introduction to Human Physiology	4.0
BIO 120 Introduction to Microbiology	4.0
CMST 1A Elements of Public Speaking	3.0
or CMST 20 Interpersonal Communication	3.0
PSYC 1 General Psychology	3.0
or PSYC 21 Lifespan Development	3.0
Total:	**27.0 – 29.0**

Environmental Science Major (AS)

CCSF's Environmental Science major provides students with a strong foundation in the natural sciences in preparation for transfer to a bachelor's degree program in environmental science and related fields. The major integrates coursework, lab work, field studies, and projects in the life sciences and physical sciences with electives from the social sciences to increase the breadth of disciplines that underlie the environmental sciences.

Through the required units for the Environmental Science major, students will gain an understanding of core scientific concepts and their importance in understanding human impacts on the environment. Students will also be able to critically evaluate the scientific evidence and sociopolitical aspects of environmental and natural resource problems, their causes, and proposed solutions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply concepts, models, and quantitative techniques from mathematics, life sciences, and physical sciences to solve complex problems related to the natural world.
- Evaluate quantitative and qualitative evidence regarding the causes and consequences of human impacts on the environment and their implications for ecosystem services and societal welfare.
- Collect, analyze, and interpret environmentally relevant data in laboratory or field settings.
- Apply scientific, economic, and sociopolitical concepts and models to both critically evaluate and propose sustainable solutions to environmental degradation and resource depletion.

See major requirements at the intended transfer institution to choose the appropriate course(s) when options are given.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Environmental Science

Course	Units
Core courses:	
BIO 31 Introduction to Environmental Science	3.0
BIO 31L /GEOG 31L /SUST 31L Environmental Science Laboratory	1.0
CHEM 101A General College Chemistry	6.0
BIO 100A General Biology	5.0
Choose one of the following earth science options:	
GEOL 10 Physical Geology	3.0
and GEOL 10L Physical Geology Lab	2.0
GEOL 30 Environmental Geology	3.0
and GEOL 30L Environmental Geology Lab	1.0
GEOG 1 Physical Geography	3.0
and GEOG 1L Physical Geography Laboratory	1.0
Choose one of the following math options:	
MATH 110A Calculus I	5.0
MATH 100A Short Calculus I	3.0
Choose one of the following physics options:	
Note that the Physics 4 series is often required for those majors with a physical science focus.	
PHYC 4A Classical Mechanics for Scientists and Engineers	3.0
and PHYC 4AL Mechanics Laboratory for Scientists and Engineers	1.0
PHYC 2A Introductory Physics	3.0
and PHYC 2AL Introductory Physics Laboratory	1.0
Choose one of the following second semester core courses:	
A second semester in ALL of these courses is HIGHLY recommended	
BIO 100B General Biology	5.0
CHEM 101B General College Chemistry	5.0
PHYC 4B Electromagnetism for Scientists and Engineers	3.0
and PHYC 4BL Electromagnetism Laboratory for Scientists and Engineers	1.0
PHYC 2B Introductory Physics	3.0
and PHYC 2BL Introductory Physics Laboratory	1.0
MATH 110B Calculus II	5.0
MATH 100B Short Calculus II	3.0
Choose 6 units from the following courses:	
BIO 33 Introduction to Conservation Biology	3.0
CHEM 208A Organic Chemistry	4.0
CHEM 212A Organic Chemistry	6.0
BIO 20 Introduction to Ecology	3.0
BIO 19 Ecology	4.0
ECON 1 Principles of Macroeconomics	3.0
ECON 3 Principles of Microeconomics	3.0
ECON 22 Introduction to Environmental Economics	3.0
ENRG 3 Introduction to Alternative Energy	3.0
ENRG 3L Introduction to Alternative Energy L aboratory	1.0
GEOG 4 Cultural Geography	3.0
GEOG 41A Climate Change	1.0
GEOG 110 Introduction to GIS	3.0
MATH 80 Probability and Statistics	5.0
Any of the previous earth science, physics, mathematics, biology, or chemistry options not already completed	
Total:	**35.0 – 40.0**

Foundations in Biological Sciences Certificate

CCSF's Foundations in Biological Sciences Certificate offers key biology and support courses to serve students with the intention to major in Biology. All of the courses in the certificate are part of CCSF's AS and AS-T degrees in biology or transfer to biology programs at U.C., C.S.U. or other four-year institutions. Generally students will require a year of chemistry and physics to earn a degree in these areas, and students should refer to the transfer institutions requirements when selecting courses. Additional courses might be required to transfer to particular institutions. The Foundations in Biological Sciences Certificate is suitable for students planning to transfer into programs in the biological sciences, including general biology, cell or molecular biology, organism biology, marine biology, botany, zoology, ecology, evolution, genetics, anatomy, physiology, or microbiology. The certificate is also designed for students planning to transfer into a premedical, preveterinary, predental, pharmacy, or chiropractic degree program.

Through the core units of the Foundations in Biological Sciences Certificate, students will gain the scientific knowledge necessary to investigate problems and ideas presented in upper division biology courses and to evaluate scientific information critically. The laboratory work will train students to use current laboratory technologies, equipment, and techniques to engage in the research process.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe biological concepts relevant to diverse biological disciplines.
- Apply laboratory skills fundamental to biological investigation.
- Analyze and interpret biological scientific data.
- Communicate scientific hypothesis, theories, and findings.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Foundations in Biological Sciences

Course	Units
Required courses:	
CHEM 101A General College Chemistry	6.0
BIO 100A General Biology	5.0
BIO 100B General Biology	5.0
Choose one of the following physics options:	
OPTION ONE:	
PHYC 2A Introductory Physics	3.0
PHYC 2AL Introductory Physics Laboratory	1.0
OPTION TWO:	
PHYC 4A Classical Mechanics for Scientists and Engineers	3.0
PHYC 4AL Mechanics Laboratory for Scientists and Engineers	1.0
Choose one of the following calculus courses:	
MATH 100A Short Calculus I	3.0
MATH 110A Calculus I	5.0
Total:	**23.0 – 25.0**

Science Core for Nursing Certificate

Registered nurses (RNs) provide and coordinate patient care, educate patients and the public about various health conditions, and provide advice and emotional support to patients and their family members. Registered Nurses usually take one of three education paths: a Bachelor of Science degree in nursing (BSN), an associates degree in nursing (ADN) or a diploma from an approved nursing program. All of these types of programs require students to take a series of prerequisites prior to entry. Depending on the program various paths that may include courses in speech, communication, statistics, English and psychology may be required. However, all programs require the successful completion of a core set of science courses including courses in Anatomy, Physiology and Microbiology. This program is designed to ensure the successful completion of these key courses as well as providing a fundamental background for successful completion of the scientific portion of the ATI Test of Essential Academic Skill (TEAS).

Learning Outcomes

Upon completion of this program, students will be able to:

- Articulate the structure function relationships within the human body.
- Differentiate between commonly encountered infectious and non-infectious disease states in humans.
- Evaluate the impacts of society and the environment on human health outcomes.
- Apply basic laboratory skills and analytical methods to test a scientific hypothesis.
- Critique health-care related scientific information based on the strength and quality of the supporting evidence

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Science Core for Nursing

Course	Units
Required Courses	
CHEM 32 Introduction to Medical Chemistry	4.0
or CHEM 101A General College Chemistry	6.0
BIO 108 General Human Anatomy	4.0
BIO 112 Introduction to Human Physiology	4.0
BIO 120 Introduction to Microbiology	4.0
Total:	**16.0 – 18.0**

Announcement of Courses

Credit, Degree Applicable Courses:

Biology

BIO 9. Human Biology (4)
Lec-52.5, Lab-52.5, field trips
Recommended Prep: MATH 30; ENGL 88 or ESL 184 or placement in ESL 186 or readiness for college-level English
An introduction to scientific and biological principles through the study of humans as exemplary organisms. Lectures and laboratory exercises will explore current scientific issues, develop critical thinking skills, and examine the structure and function of the human body in relation to health and disease. UC/CSU

BIO 10. Animal Biology (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
An introduction to the biology, evolution, and ecology of animals. Topics include chemistry, cell biology, anatomy, physiology, behavior, evolution, classification, genetics, and the diversity of invertebrate and vertebrate organisms. UC/CSU
Formerly ZOOL 10 Biology 10 is designed for students not spe

cializing in biology, zoology, botany, or the medical sciences and is not recommended for students who have taken BIO 100A, 100B, 11, or PHYS 1.

BIO 11. Science of Living Organisms (4)
Lec-52.5, Lab-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The major concepts of the biological sciences including biochemistry, cells, evolution, genetics, bioenergetics, microbiology, botany, mycology, zoology, ecology, and biotechnology UC/CSU
Not recommended for students who have taken BIO 100A or 100B.

BIO 12. Plant Biology (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Introduction to structure, function, evolution, classification and ecology of plants. Topics include life history plants, levels of organization, metabolism, form and function, and a survey of major taxa (including fungi and photosynthetic protists). Laboratory exercises are coordinated with lecture topics and may include field exercises. UC/CSU
Formerly BOT 10

BIO 14. Plant Ecology (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Plant ecology is the study of interrelationships between plants and their environment and informs us about processes behind patterns observed in nature. Within plant ecology we will synthesize information across levels of ecological organization and address plant physiological ecology, population biology, community and ecosystem ecology and biogeography. UC/CSU
Offered on occasion

BIO 15. The Biology of HIV (3)
Lec-52.5, field trips P/NP available
This course presents the biological basis for HIV/AIDS origins and emergence; epidemiology; virus structure and replication; interaction of HIV with the immune system and disease; HIV testing; current prevention, treatment, and cure strategies. UC/CSU
Offered on occasion

BIO 19. Ecology (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Fundamental concepts of ecology, field observations and experiments applying the scientific method; chemical and energy cycles; effect of physical and biological environment on community structure; diversity and distribution; population dynamics and interspecific reactions; biodiversity of the genetic, species, and ecosystems level and relevant social ecological problems. UC/CSU
Formerly Ecology 20, Biology 19 may include several required Saturday field trips in exchange for class time.

BIO 20. Introduction to Ecology (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This introductory ecology course will study the relationships between organisms and their environment. We will examine species adaptations, population, community and ecosystem ecology, and survey the worlds biomes. We will also evaluate humanities impacts on the living world and explore sustainable solutions. UC/CSU
Formerly ECOL 10. Class will have field trips which may include a Saturday field trip. The course is not open to students concurrently enrolled in ECOL 10 or to those who have taken ECOL 10 in the past.

BIO 21A. Ecology of San Francisco Bay (1)
Lec-17.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An investigation of the ecological significance of San Francisco Bay and historical and current abiotic and biotic factors shaping it. Identification of habitats and the adaptations of their key microbial, plant, and animal components. CSU
Formerly ECOL 80A. This course is offered as a weekend course with a prior mandatory evening orientation on campus.

BIO 21B. Ecology of the City of San Francisco (1)
Lec-17.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An examination of abiotic and biotic factors shaping nature in San Francisco. An analysis of plant, animal, and human interactions within diverse habitat types over time. CSU
Formerly BIO 81A. This is a course taught on two weekend days with a mandatory evening orientation.

BIO 21C. Ecology of Golden Gate National Recreation Area (1)
Lec-17.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An investigation of the ecological significance of Golden Gate National Recreation Area (GGNRA) and the role of historical and current biotic and abiotic factors in shaping it. Observe and describe the diverse habitats and their associated fauna and flora. Highlight management issues that affect the conservation and restoration of these biological and cultural resources. CSU
Formerly BIO 28 and ECOL 80C
Offered Spring semesters

BIO 21D. Ecology of Point Reyes National Seashore (1)
Lec-17.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An investigation of the ecological significance of the Point Reyes National Seashore (PRNS) and the role of historic and current biotic and abiotic factors that shape it. Observation of the diversity of habitats within PRNS and description of their associated fauna and flora. CSU
Formerly ECOL 80D
Offered Spring semesters

BIO 21E. Ecology of Coastal Mendocino County (1)
Lec-17.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An investigation of the ecological significance of coastal Mendocino County and historical and current abiotic and biotic factors shaping it. Identification of habitats and the adaptations of their key microbial, plant and animal components. CSU
Formerly ECOL 80E. This is a one weekend field course with a mandatory orientation on campus.

BIO 21F. Ecology of the San Francisco Bay Delta (1)
Lec-17.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An investigation of the ecological significance of the San Francisco Bay Delta and historical and current abiotic and biotic factors shaping it. Identification of habitats and the adaptations of their key microbial, plant and animal components. CSU
Formerly ECOL 80F. This course is taught on two weekend days with one mandatory on-campus orientation.

BIO 21J. Agroecology (1)
Lec-18, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An examination of ecological issues surrounding agriculture. Analysis of ecosystem services (benefits) provided by sustainable agriculture. Evaluation of different farming methods practiced on local urban farm and how this may relate to personal food choices. CSU
Formerly BIO 80C. Topics in Biology-Agroecology

BIO 26. Habitat Restoration Field Studies (1)
Lec-18, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introductory course analyzing the principles of habitat restoration and habitat restoration techniques. This class will be conducted as a field experience class. The concepts will be developed at specific restoration sites in the San Francisco Bay Area. Students will participate in a restoration activity under the direction of a field ecologist. CSU
Offered Fall semesters

BIO 31. Introduction to Environmental Science (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An examination of the scientific evidence informing our understanding of the causes and consequences of human impacts on the environment. Application of tools, principles, and quantitative reasoning from natural sciences, social sciences, and engineering and technology to study and evaluate sustainable solutions to environmental degradation and resource depletion. UC/CSU
BIO 31= SUST 31= GEOG 31

BIO 31L. Environmental Science Laboratory (1)
Lab-52.5, field trips P/NP available
Prereq: Completion of or concurrent enrollment in: BIO 31 or GEOG 31 or SUST 31
An introduction to tools and techniques used by environmental scientists to investigate human impacts on the environment in lab and/or field settings. Application of qualitative and quantitative concepts and models to evaluate environmental problems and their proposed solutions. UC/CSU
BIO 31L= GEOG 31L=SUST 31L
Offered on occasion

BIO 32. Marine Biology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The natural history of California marine biota with emphasis on the interrelationships between marine life and their environment. UC/CSU
Offered Fall semesters

BIO 32L. Marine Biology Laboratory (1)
Lab-52.5, field trips P/NP available
Prereq: Completion of or concurrent enrollment in: BIO 32
A laboratory course, utilizing a laboratory/field trip format, designed to reinforce and augment the student's understanding of basic principles of marine biology as taught in BIO 32. UC/CSU
Offered Fall semesters

BIO 33. Introduction to Conservation Biology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the discipline of conservation biology focusing on biodiversity, the threats to biodiversity from human activities and the practical aspects of conserving species, habitats and ecosystem function. UC/CSU
Offered Fall semesters

BIO 40. Plants and Animals of California (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Analysis of California's natural geographic, biologic and geologic regions. Examine the basic concepts of ecology, geology, and evolution as they relate to the distribution of California's plants and animals. Assessment of impacts of modern human society on the California biodiversity hotspot and evaluation of mitigating strategies. UC/CSU
Offered Spring semesters

BIO 51. Introduction to Genetics (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 184 or placement in ESL 186 or readiness for college-level English ; High school biology course or BIO 9 or BIO 11
A general survey of the basic principles of genetics and organic evolution with a historical perspective. Classical genetics, molecular genetics, population genetics and evolution, current genetic research and technologies. UC/CSU
Formerly GEN 10
Offered on occasion

BIO 51L. Genetics Laboratory (1)
Lab-52.5 P/NP available
Prereq: Completion of or concurrent enrollment in: BIO 51 BIO 53
Hands-on investigative laboratory experiments encompassing cellular genetics, classical plant and animal genetics, microbial genetics, molecular genetics, biotechnology, forensics, and natural selection. UC/CSU
Formerly GEN 11.

BIO 53. Human Genetics (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or ENGL 1A ; High school biology course or BIO 9 or BIO 11
Basic principles of human genetics. Genetics in development, health and behavior. Family and population genetics. Effects of mutation, assortative mating, and reproductive rates upon gene distribution. Potential advances in human genetic engineering, and the role of genetic counseling. UC/CSU
Formerly GEN 15

BIO 61. The Biology of Cancer (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
This course discusses the history of cancer and its molecular and cellular underpinnings. It examines possible causes and progression of cancer, prevention, screening tests, symptoms, diagnosis, and treatment. UC/CSU
Offered Spring semesters

BIO 91. On-Campus Biology Work Experience (1-8)
Work-60-600, field trips P/NP available
Prereq: Consent of biology instructor required
Repeat: BIO 91 and 92 combined, max. credit: 16 units
On-campus college work experience in a project in the fields of biology, ecology or environmental science subject to the approval and under the supervision of a biology department instructor. CSU

BIO 92. Off-Campus Biology Work Experience (1-8)
Work-60-600, field trips P/NP available
Prereq: Consent of biology instructor required
Repeat: BIO 91 and 92 combined, max. credit: 16 units
Off campus college work experience with a community partner in the fields of biology, ecology or environmental science, subject to approval of and under the supervision of a biology department instructor. CSU

BIO 100A. General Biology (5)
Lec-52.5, Lab-105
Prereq: CHEM 101A
Recommended Prep: (BIO 11 or 1 yr. HS Biology) and ENGL 88 or ESL 188 or readiness for college-level English
A general introduction to cell structure and function, cell biochemistry, cell cycle, principles of molecular and organismal genetics, genetic engineering, and animal form and function. Intended for students majoring in the biological sciences, but open to all qualified students. UC/CSU
C-ID BIOL 135S (BIO 100A + BIO 100B)

BIO 100B. General Biology (5)
Lec-52.5, Lab-105, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A general introduction to evolution, the diversity of life, plant form and function, and ecology. Intended for students majoring in the biological sciences, but open to all qualified students. UC/CSU
C-ID BIOL 135S (BIO 100A + BIO 100B)

BIO 106. Introduction to Human Anatomy and Physiology (4)
Lec-52.5, Lab-52.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
An integrated course covering the fundamental principles of human anatomy and physiology. UC/CSU
Formerly ANAT 14

BIO 108. General Human Anatomy (4)
Lec-52.5, Lab-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Study of the gross and microscopic structure of the human body. UC/CSU
Formerly ANAT 25

BIO 111. Human Physiology (5)
Lec-52.5, Lab-105, field trips
Prereq: CHEM 32 or CHEM 101A
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A course in systems physiology with an emphasis on the quantitative aspects of cellular and molecular mechanisms contributing to homeostasis of the human organism. This course is intended for students transferring to four-year institutions and for those entering graduate-level professional allied health programs. UC/CSU
Formerly PHYS 1
Offered on occasion

BIO 112. Introduction to Human Physiology (4)
Lec-52.5, Lab-52.5
Prereq: CHEM 32 or CHEM 101A
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A course in general human physiology which stresses the analysis of normal function of the human body, including the physiology of cells, muscles, the nervous system, sensation, digestion, circulation, respiration, metabolism, excretion, endocrines, and reproduction. This course is intended for students entering allied health professions. UC/CSU
Formerly PHYS 12

BIO 114. Exploring Neuroscience: An introduction to the Brain (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Designed to expose students to topical questions in neural science, this course will investigate cellular communication, simple reflexes, complex neural networks and complex behaviors such as consciousness, coordinated movement, emotions, motivation, and memory. Intended for all students interested in understanding the science behind the brain. UC/CSU
Formerly PHYS 67
Offered Spring semesters

BIO 118. Introduction to Entomology (4)
Lec-52.5, Lab-52.5
Recommended Prep: BIO 100A or BIO 100B or BIO 11 or BIO 9 or ZOOL 10 or a high school biology course; MATH 40 or placement in MATH 60; ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the biology of arthropod organisms, including insects and arachnids. Topics include the biochemistry, cell biology, anatomy, physiology, behavior, evolution, classification, genetics, diversity, and distribution of arthropods and their effects on human populations and public health. UC/CSU

BIO 119. Emerging Diseases (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 184 or placement in ESL 186 or readiness for college-level English
A general education course emphasizing the intersection of microbiology, epidemiology, ecology and public health as they relate to selected infectious disease agents that threaten human and animal welfare around the globe. It analyzes the influence of biological, environmental and socio-political factors on the emergence of "new" diseases as well as the reemergence of ancient plagues. UC/CSU
Formerly Microbiology 10 (M B 10)
Offered on occasion

BIO 120. Introduction to Microbiology (4)
Lec-52.5, Lab-70 P/NP available
Prereq: CHEM 32 or CHEM 101A or demonstration of CHEM 32 or 101A exit skills
This course explores the evolution, structure, function, diversity and medical importance of microbes and infectious disease agents. Emphasis is placed on the interactions of microbes with the environment, animals, plants and other microbes in health and disease. UC/CSU
Formerly M B 12

BIO 121. Sanitation Principles and Practices (2)
Lec-35 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
Principles of food-borne illness etiology and transmission; food-borne agents resulting in food spoilage, infections and poisonings; sanitary, preventive and managerial practices mandated by public health laws for food service personnel and health inspectors to ensure food safety. CSU
C-ID HOSP 110
Formerly MB 51

BIO 122. Food Safety Manager Preparation (1)
Lec-17.5 P/NP available
This course prepares culinary professionals for the implementation of food safety practices, maintenance of a safe and hygienic foodservice operation, and oversight and training of hourly food workers to prevent the transmission of foodborne illness. The course content is aligned with the Food and Drug Administration (FDA) Food Code and prepares certification candidates for any of the nationally-accredited Certified Food Safety Manager Exams. CSU
This course is designed for students who have previously become certified food safety/protection managers and are refreshing their knowledge prior to recertifying.

BIO 130. Nutrition and Culinary Arts (2)
Lec-35 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
Nutrition and food concepts relevant to students in the Culinary Arts and Hospitality Management Programs. Review properties of nutrients, common metabolic and digestive problems and the required diet modifications and treatment. CSU
Formerly NUTR 51. Not intended for students who have completed BIO 132, BIO 134, NUTR 12 or NUTR 52.

BIO 132. Introduction to Nutrition (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
Emphasis on the practical application of nutrition to everyday life such as planning a healthy diet, assessing one's nutritional food intake, understanding nutritional labels and useful sources for nutrition information. Scientific principles behind the development of Dietary Reference Intakes (DRIs) and Food Guidelines. UC/CSU
Formerly NUTR 52. Not intended for students who have completed BIO 130, 134, NUTR 12 or NUTR 51.

BIO 134. Introduction to Nutrition for Health Sciences (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
An introductory nutrition course intended for students interested in entering the allied health fields with emphasis on physiology, metabolism of nutrients, metabolic diseases and dietary modification to optimize recovery and health. Students will understand and evaluate dietary intake, nutritional assessment, and nutrition care commonly used at clinics and hospitals. UC/CSU
Formerly NUTR 12

Genetics

GEN 11. Genetics Laboratory (1)
Lab-52.5, field trips P/NP available
Prereq: Completion/concurrent enrollment in GEN 10 or 15
Hands-on investigative laboratory experiments encompassing cellular genetics, classical plant and animal genetics, microbial genetics, molecular genetics, biotechnology, forensics, and natural selection. UC/CSU
Offered on occasion

Broadcast Electronic Media Arts

Office: Art X 160
Phone Number: (415) 239-3351
Web Site: www.ccsf.edu/bema

Announcement of Curricula

General Information

The BEMA department is perfectly located within a top-ten media market, and is adjacent to Silicon Valley, which is home to many tech media giants. Our in-depth programs include video production, editing, finishing and motion graphics; Sound recording arts, including multi-track recording, sound design and live sound reinforcement; and digital media content creation, journalism; as well as audiovisual technology. BEMA courses, certificates, and degrees are designed to serve equally – new college students intending to transfer, returning students who wish to pivot to a new industry, and industry professionals needing to update their skill set. Located in the dynamic and diverse city of San Francisco, BEMA is a rewarding and engaging place to study.

Admission. Enrollment is open to all interested students. Please note that some classes have prerequisites, corequisites, and advisories.

Work Experience and Internships. Students enrolled in Broadcast Electronic Media Arts classes refine skills in an in-house internship program which provides the College with media services, video production services, programming for education access television, and support for the college public relations office. After basic production craft skills are mastered, students are supported in internships at industry sites such as broadcast stations, video production houses, sound recording studios, live sound companies, streaming companies, and in-house media services for corporations.

Transfer Information. All Broadcast Electronic Media Arts courses are credit and degree applicable, and selected courses transfer to the CSU and/or UC systems. Students are encouraged to work with a college counselor and a department program advisor to establish an education plan during the first semester of study. For additional information consult the "Transfer Information" section of this catalog.

Facilities and Equipment. Broadcast Electronic Media Arts facilities have undergone extensive upgrades which include installation of a digital video editing lab, digital audio production lab, hybrid sound recording studio, plus two digital teleproduction studios. San Francisco's Educational Access Television Channel 27 and Channel 75 cablecast citywide from the department's facilities.

Additional Information: Broadcasting students who wish to earn the Film, Television & Electronic Media Major (AS-T) in preparation for transfer to a broadcasting department at a four-year university should emphasize the BCST courses in the degree program. Please consult the Department Chair for more information at (415) 239-3527.

Film, Television & Electronic Media Major (AS-T)

The Associate in Science in Film, Television, and Electronic Media for Transfer (AS-T) is designed to build students' performance skills in the areas of film, television, and digital media. Courses emphasize production and operations, technical and aesthetic skills, collaboration, teamwork, as well as analysis and media literacy. The AS-T is a comprehensive lower division program that will prepare students for transfer into bachelor degree programs in broadcast and digital media, film, TV, and similar majors. The Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe and analyze the history, issues and impact of film, television and electronic media in a local and global context.
- Demonstrate media literacy as a key part of the development of critical thinking skills.
- Apply introductory analytical skills to the design and creation of content for film, television and electronic media with a focus on writing, storytelling, teamwork and leadership in preparation for further study at the university level.
- Demonstrate film, television and electronic media production and performance craft skills suitable for further development at the university level.
- Demonstrate standards of professional conduct in a media context.

Degree Requirements: Students who wish to earn the Associate in Science in Film, Television and Electronic Media for Transfer (AS-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AS-T in Film, Television & Electronic Media

Course . . . . . Units

Choose two of the following Required Core Course:

BCST 100 Introduction to Electronic Media 3.0
BCST 110 Introduction to Writing for Electronic Media . . 3.0
CINE 21 Introduction to Film Studies 3.0

Required Core Course Audio Production:

BCST 120 Audio Production 4.0

Required Core Course Chose one Video Production course from the list below:

BCST 140 Studio Video Production 3.0
BCST 141 Field Video Production 3.0
CINE 24 Basic Film Production 4.0

Area 1 Elective: Choose one of the following courses not used above:

BCST 115 Announcing and Performance 3.0
BCST 140 Studio Video Production 3.0
BCST 141 Field Video Production 3.0
BCST 143A Avid Video Editing Beginning 4.0
BCST 144A Video Editing Premiere Intro 4.0
BCST 146A Video Motion Graphics 4.0
CINE 24 Basic Film Production 4.0
CINE 25 Narrative Filmmaking 3.0
CINE 54 Cinematography & Lighting 3.0
CINE 56 Introduction to Digital Film Editing 4.0
CINE 126 Documentary Filmmaking. 3.0
CINE 136 Special Effects. 3.0

Area 2 Elective: Choose one of the following Media History courses:

BCST 101 Media Literacy 3.0
BCST 103 Mass Media and Society 3.0
CINE 18 American Cinema 3.0
CINE 20A Film History: Evolution of Film Expression. . . 3.0
CINE 20B Film History: Contemporary Film Expression . . 3.0

Total: . . . . . 19.0 – 21.0

Audio and Video for the Web Certificate

The Audio and Video for the Web certificate combines the study of creating media content, process and problem solving with tools and techniques of visual communication for broadband distribution. This course of study prepares the student to distribute audio and video content effectively via broadband.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze the processes involved in creating audio and video content for broadband delivery.
- Evaluate the impact internet content has on society.
- Plan, organize and create effective online content that conveys intended message.

Students must complete courses at City College of San Francisco.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Audio and Video for the Web

Course . . . . . Units

Required courses:

BCST 119 Digital Media Skills 3.0
BCST 135 Audio for the Web 1.0
BCST 136 Video for the Web 1.0
BCST 159 Digital Media Portfolio 1.0

Total: 6.0

AV Technologist Certificate Program Certificate

The AV Technologist Certificate of Achievement was created to assist students' entry in the AV industry. Students will be proficient in video/audio production systems and signal flow; basic IP theory and connectivity; and AV business management. This is a joint regional program between City College of San Francisco and Laney College in Oakland.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and apply components of sound and hearing, vision and light, as they pertain to human perception and venue audiovisual systems integration.
- Assemble, test, maintain and troubleshoot an audio, video, and audiovisual network according to AV principles and industry standards.
- Manage the business side of AV and communicate effectively both with clientele and team members.

This Regional Certificate is offered by Laney College, Oakland and City College of San Francisco. Some courses are offered at City College, and some at Laney, and others can be taken at either one.

The minimum time for completion of this certificate is three semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in AV Technologist Certificate Program

Course . . . . . Units

Required courses which are available at City College

BCST 120 Audio Production* 4.0
BCST 127B Interconnected Audio Systems 1.0
BCST 128 Sound Reinforcement 3.0
BCST 140 Studio Video Production** 3.0
BCST 141 Field Video Production*** 3.0
BCST 165 Industry Internship 2.0

* Students may substitute Media 111-Basic Audio Production (3-Units), at Laney College for BCST 120.

** Students may substitute Media 108-Studio Production (3-Units), at Laney College for BCST 140

*** Students may substitute Media 104-Beginning Digital Video Production (3-Units) at Laney College for BCST 141.

The following REQUIRED courses are available at Laney College

Laney College Course: Media 165 AV Essentials I for AV installation technicians Signal flow, rack installation of audio, video, and IT components, cable construction, basic low voltage electrical systems and requirements. 3.0

Laney College Course: Media 166 AV Essentials II Essentials for AV installation technicians Continuation of signal flow, rack installation of audio, video, and IT components, cable construction, basic low voltage electrical systems and requirements; troubleshooting, IP connectivity and customer relations. 3.0

Recommended additional coursework:

CNIT 106 Introduction to Networks 3.0
MABS 202 PowerPoint Presentations 3.0

Total: 22.0

Broadcast Motion Graphics Certificate

The Broadcast Motion Graphics certificate builds on the Foundations in Broadcasting Electronic Media Arts Certificate with an emphasis on motion graphics and effects for television and video. Students completing this certificate program will be qualified for entry-level employment in motion graphics and effects for television, advertising, public relations, multimedia, education, music, theater, film, entrepreneurial projects and media departments of agencies, businesses, and institutions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze, plan, and manage the creative and technical elements of broadcast and video effects and motion graphics workflow.
- Apply the skills of a motion graphics and special effects assistant to work in a variety of areas within the television and video production process.
- Apply knowledge of motion graphic and special effects hardware and software to television and video projects and programming.
- Display professionalism and effective application of workforce protocol and communication skills in the video industry.

Completion Requirements: Students must complete 12 units from the courses listed below at City College of San Francisco.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Broadcast Motion Graphics

Course . . . . . Units

Choose two of the following video editing courses:

BCST 143A Avid Video Editing Beginning 4.0
BCST 143B Avid Video Editing Intermediate 4.0
BCST 144A Video Editing Premiere Intro 4.0
BCST 144B Video Editing Premiere Intermediate 4.0

Required courses:

BCST 146 Video Motion Graphics 4.0
BCST 147 Advanced Video Editing. 4.0

Choose one of the following advanced video production courses:

BCST 148 HDTV Studio Production 4.0
BCST 149 HDTV Field Production 4.0

Choose two units from the following internship courses:

BCST 160 College Internship 1.0 2.0
BCST 165 Industry Internship 1.0 2.0

Total: 20.0

Convergent Media Production Certificate

This certificate focuses on creative and effective storytelling and branding using multi-platform and multi-format production concepts. Students will utilize audio, video, social media apps, and storytelling techniques, and technologies to produce engaging convergent media productions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Integrate industry-standard skills across a range of media for delivery of audio and video content on the internet.
- Develop, implement, and manage creative storytelling across platforms and devices.
- Create a distribution and promotional plan for a convergent media product using social media.
- Analyze media from a variety of perspectives in order to create socially responsible campaigns.

Students must complete at least 25 units from the courses listed below at City College of San Francisco.

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Convergent Media Production

Course . . . . . Units

Courses can be taken in any order (pre-requisites may apply), however, these are foundational courses and should be taken in the first year if possible: Choose 20 Units from the following courses.

BCST 115 Announcing and Performance 3.0
BCST 119 Digital Media Skills 3.0
BCST 120 Audio Production 4.0
BCST 135 Audio for the Web 1.0
BCST 136 Video for the Web 1.0
BCST 141 Field Video Production 3.0
PHOT 51 Beginning Photography. 3.0
VMD 101/DSGN 101/PHOT 100 Design Fundamentals. . 3.0
VMD 105 Visual Media Digital Skills 3.0

VMD 140 Web Production I 3.0

Choose two of the following writing courses:
BCST 110 Introduction to Writing for Electronic Media . 3.0
JOUR 22 Feature Writing 3.0
JOUR 35 Internet Journalism 3.0

Choose one of the following video editing courses:
BCST 143A Avid Video Editing Beginning 4.0
BCST 144 Digital Video Editing: FCP & Premiere 4.0

Chose one of the following media analysis courses:
BCST 103 Mass Media and Society 3.0
BCST 104 Race and Media 3.0
BCST 105 Gender & Mass Media 3.0

These courses are more advanced and it is recommended that they be taken the second year if possible: Choose 11 units from the following courses.

BCST 124A Pro Tools Editing Essentials 2.0
CMST 8 Rhetoric of Popular Culture 3.0
JOUR 26 Fundamentals of Public Relations 3.0
PHOT 57 Photography for the Web 3.0
VMD 141 Web Production II 3.0

Choose one advanced course from the list below:
BCST 146 Video Motion Graphics 4.0
PHOT 102B Documentary/News Photography 2.0
VMD 127 User Experience 3.0

Required capstone courses:
BCST 158 Social Media for Professionals 3.0
BCST 165 Industry Internship 2.0

Total: . . . . . 51.0 – 53.0

Foundations in Broadcast Electronic Media Arts Certificate

The Foundations In Broadcast Electronic Media Arts certificate provides essential knowledge and skills in audio, video, and interactive media in preparation for intermediate and advanced practice and study of media arts and related certificates. It can serve as a stand alone certificate in the basics of media arts or the basis for a pathway to broader introduction to theory, practice, and aesthetics in the craft of the audio, video and media arts.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze major mass communication issues and the impact of new technology in the sound recording, video, multimedia, television, and radio industries.
- Plan and implement projects that include using the basics of sound, video, and internet tools.
- Display professionalism and effective application of workforce protocol and communication skills.

Students must complete at least 8 units from the courses listed below at City College of San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Foundations in Broadcast Electronic Media Arts

Course . . . . . Units
Required courses:
BCST 110 Introduction to Writing for Electronic Media . . 3.0
BCST 119 Digital Media Skills 3.0
BCST 120 Audio Production 4.0
BCST 159 Digital Media Portfolio 1.0

Choose one of the following media studies options:
BCST 100 Introduction to Electronic Media 3.0
BCST 103 Mass Media and Society 3.0

Choose one of the following video production courses:
BCST 140 Studio Video Production 3.0
BCST 141 Field Video Production 3.0

Total: 17.0

Live Sound Certificate

The Live Sound Certificate is a stand-alone certificate with an emphasis in the sound reinforcement industry. This certificate provides students with a foundation in the application of live sound in various acoustic spaces and venues. Students learn how to operate and troubleshoot live sound production equipment and are prepared for entry-level work doing live sound for theaters, nightclubs, concert halls, sporting events, conferences, conventions, presentations, and live sound distribution via broadcast, cable, wireless, mobile devices and emerging media.

Learning Outcomes

Upon completion of this program, students will be able to:

- Plan and execute the sound reinforcement set-up for vocals, acoustic and electronic instruments.
- Configure public address (PA) system for various sized spaces and audience numbers and demonstrate proper placement and distribution of speakers.
- Identify and troubleshoot acoustic requirements of various sized spaces.
- Utilize equalization techniques to remedy any problems with acoustics.
- Plan and configure multi-track recorder and video camera for live event recording.
- Demonstrate professionalism and effective application of workforce protocol and communication skills in the live sound industry .

Students must complete at least 10-units from the courses listed below at City College of San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Live Sound

Course . . . . . Units
Required courses:
BCST 120 Audio Production 4.0
BCST 124A Pro Tools Editing Essentials 2.0
BCST 124B Pro Tools Mixing with Plugins 2.0
BCST 125A Beginning Sound Recording Studio 5.0
BCST 127B Interconnected Audio Systems 1.0
BCST 128 Sound Reinforcement 3.0
BCST 141 Field Video Production 3.0
BCST 163 Media Internship Preparation 1.0

Choose 2 units from the following internship courses:
BCST 160 College Internship 1.0-2.0
BCST 165 Industry Internship 1.0-2.0

Total: 23.0

Multimedia Broadcast Journalism Certificate

This certificate provides students with news research, writing, reporting, and packaging skills for entry-level employment in radio, television, cable, syndicated, Internet, and satellite news organizations. The Multimedia Journalism certificate is also recommended for degree holders seeking to upgrade skills for career transition.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and analyze structure and writing style of material for electronic media news.
- Integrate and apply various news media writing and announcing techniques through information gathering, writing news stories, and on-camera presentations.
- Apply techniques and practices for digital video, audio production, and cross platform distribution for electronic news gathering.
- Assess and discuss the ethical issues of multi-media journalism.
- Display professionalism and effective application of workforce protocol in the multi-media news industry.

Students must complete at least 16 units from the courses listed below at City College of San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Multimedia Broadcast Journalism

Course . . . . . Units

Courses can be taken in any order (pre-requisites may apply), however these are foundational courses and should be taken in the first semester if possible.

BCST 115 Announcing and Performance 3.0
BCST 119 Digital Media Skills 3.0
BCST 141 Field Video Production 3.0
BCST 159 Digital Media Portfolio 1.0
JOUR 21 News Reporting and Writing 3.0

These courses are more advanced and should be taken the second semester if possible:

BCST 110 Introduction to Writing for Electronic Media . . 3.0
BCST 135 Audio for the Web 1.0
BCST 136 Video for the Web 1.0
BCST 158 Social Media for Professionals 3.0
JOUR 35 Internet Journalism 3.0

Choose 2 units from the following internship courses:

BCST 160 College Internship 1.0-2.0
BCST 165 Industry Internship 1.0-2.0

Total: 26.0

Multimedia Content Creation for the Internet Certificate

Students will utilize common tools and techniques to create effective Students will utilize common tools and techniques to create effective and engaging internet content. They will be able to conceptualize, produce, and deliver meaningful multimedia material including video, audio, and social media posts. Those who complete this program can apply for entry level social media positions or media content creator positions, or use these skills to improve their creative portfolio and express opinions effectively in online campaigns.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze the processes involved in creating audio, video, and social media content for broadband delivery.
- Evaluate the impact internet content has on society.
- Plan, organize, and create effective online content that conveys an intended message.

At least 10 units must be completed at City College San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Multimedia Content Creation for the Internet

Course . . . . . Units

Required Courses:

BCST 119 Digital Media Skills 3.0
BCST 135 Audio for the Web/Podcasting 1.0
BCST 136 Video for the Web 1.0
BCST 158 Social Media for Professionals 3.0
BCST 159 Digital Media Portfolio 1.0

Electives: Take 9 units from the following courses:

ART 125A Basic Design 3.0
BCST 100 Introduction to Electronic Media 3.0
BCST 101 Media Literacy 3.0
BCST 103 Mass Media and Society 3.0
CINE 19 Documentary, Digital Media and Society 3.0
CMST 1A Elements of Public Speaking 3.0
CMST 2 Introduction to Rhetorical Criticism 3.0
CNIT 129 Social Media, Blogs in Web Development 3.0
CNIT 131 Internet Basics and Beginning HTML 3.0
PHOT 60A Beginning Photoshop 3.0

Total: 18.0

Sound Design Certificate

The Sound Design Certificate teaches the skills and craft of audio post-production. Courses use a hands-on, project-based approach to teach recording and editing techniques for sound effects, dialog, music, and ambience. Students will use industry-standard equipment in audio-for-visual media production facilities, and in location sound. Students who complete this certificate are prepared for entry-level positions in facilities specializing in audio-for-video and film production, television, radio production, advertising, and theater

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze visual media and assess the dialog, music and sound effects in post-production.
- Collaborate in a group to plan, spot, and engineer sound effects and Automated Dialog Recording (ADR) sessions.
- Edit, sweeten, and place sync and ADR dialog, as well as Foley, library and created sound-effects in sync with picture.
- Operate a digital audio workstation to edit and sweeten dialog, music, and effects audio in sync to picture using a variety of surround sound formats.
- Demonstrate professionalism and effective application of workforce protocol and communication skills in the sound for television, film and media industry.

Students must complete at least 10 units from the courses listed below at City College of San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Sound Design

Course	Units
Required Sound Recording courses:	
BCST 120 Audio Production	4.0
BCST 124A Pro Tools Editing Essentials	2.0
BCST 124B Pro Tools Mixing with Plugins	2.0
BCST 125A Beginning Sound Recording Studio	5.0
BCST 126 Sound For Visual Media	3.0
BCST 127A Surround Sound Mixing	1.0
BCST 163 Media Internship Preparation	1.0
Choose two units from the following internship courses:	
BCST 160 College Internship	1.0-2.0
BCST 165 Industry Internship	1.0-2.0
Total:	**20.0**

Sound Recording Arts Certificate

The Sound Recording Arts Certificate builds on the Foundations in Broadcast Electronic Arts Certificate with an emphasis on the sound recording industry. Students learn recording techniques and how to operate the equipment used in recording commercial music. Courses include hands-on exposure to production processes such as tracking, overdubbing, mixing and mastering by participating in recording sessions. Students are prepared for entry-level positions at recording studios, sound reinforcement companies, mobile on-site music recording companies, radio production facilities, and audio post-production facilities including sound for video games.

Learning Outcomes

Upon completion of this program, students will be able to:

- Plan and execute the studio set-up for multi-track recording session with microphone and line level devices.
- Configure multi-track control room equipment to track and monitor a music recording session and then engineer the session.
- Plan, configure, and execute a multi-track mixdown session, including identifying and troubleshooting problems.
- Master final product for distribution on industry standard formats.
- Display professionalism and effective application of recording industry workforce protocol, communication skills, and behavior in the recording studio environment

Students must complete at least 10 units from the courses listed below at City College of San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Sound Recording Arts

Course	Units
Core courses:	
BCST 124A Pro Tools Editing Essentials	2.0
BCST 124B Pro Tools Mixing with Plugins	2.0
BCST 125A Beginning Sound Recording Studio	5.0
BCST 125B Intermediate Sound Recording Studio	5.0
Choose 2 units from the following course electives:	
BCST 160 College Internship	1.0 2.0
BCST 165 Industry Internship	1.0 2.0
Total:	**16.0**

Television Production Certificate

The Television Production Certificate builds on the Foundations in Broadcasting Electronic Media Arts Certificate with an emphasis in television production aesthetics and techniques. This certificate provides intermediate video production skills including instruction in pre-production planning, audio and video production, program completion and distribution. Students completing this certificate program will be qualified for entry-level employment in video production for television, advertising, public relations, multimedia, education, music, theater, entrepreneurial projects and corporate media departments.

Learning Outcomes

Upon completion of this program, students will be able to:

- Plan and implement the aesthetic and technical elements of TV studio and video field production through the pre-production, production, and delivery stages.
- Work in a variety of areas within the context of a television studio and field production.
- Produce and direct a short video production.
- Display professionalism and effective application of workforce protocol and communication skills in the television and video production industry.

Students must complete at least 4 courses listed below at City College of San Francisco.

All courses must have been taken within the last four years.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Television Production

Course	Units
Core courses:	
BCST 115 Announcing and Performance	3.0
BCST 140 Studio Video Production	3.0
BCST 141 Field Video Production	3.0
Choose one of the following video editing courses:	
BCST 143A Avid Video Editing Beginning	4.0
BCST 144A Video Editing Premiere Intro	4.0
Choose one of the following television production courses:	
BCST 148 HDTV Studio Production	4.0
BCST 149 HDTV Field Production	4.0
Choose two units from the following internship options:	
BCST 160 College Internship	2.0
BCST 165 Industry Internship	2.0
Total:	**18.0**

Video Editing and Post Production Certificate

The Video Editing and Post Production certificate builds on the Foundations in Broadcasting Electronic Media Arts Certificate with an emphasis in video post production and editing. This certificate provides instruction in basic video production, video editing, managing post-production tasks and distribution of video programs. Students completing this certificate program will be qualified for entry-level employment in

video production and editing for television, advertising, public relations, multimedia, education, music, theater, film, entrepreneurial projects and media departments of agencies, businesses, and institutions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Plan and implement the aesthetic and technical elements of video programs through pre-production and post-production stages in the context of video editing and finishing.
- Produce content working in a variety of professional roles in the context of post-production.
- Apply a variety of video editing techniques related to story content and intent.
- Use color correction, audio finishing, and simple motion graphic techniques to effectively finish a video program
- Display professionalism and effective application of workforce protocol and communication skills in the video editing and post production industry.

Students must complete at least 4 courses listed below at City College of San Francisco.

All courses must have been taken within the last four years.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Video Editing and Post Production

Course	Units
Required Courses: Courses may be taken in any order. Prerequisites may apply.	
BCST 124A Pro Tools Editing Essentials	2.0
BCST 147 Advanced Video Editing	4.0
Choose two of the following video editing courses:	
BCST 143A Avid Video Editing Beginning	4.0
BCST 143B Avid Video Editing Intermediate	4.0
BCST 144A Video Editing Premiere Intro	4.0
BCST 144B Video Editing Premiere Intermediate	4.0
Choose one of the following advanced courses:	
BCST 146A Video Motion Graphics	4.0
BCST 149 HDTV Field Production	4.0
Choose 2 units from the following internship courses:	
BCST 160 College Internship	2.0
BCST 165 Industry Internship	2.0
Total:	**18.0**

Announcement of Courses

Students enrolled in Broadcast Electronic Media Arts lecture and laboratory courses may be required to purchase additional materials. Students may be charged a materials use fee.

Credit, Degree Applicable Courses:

BCST 100. Introduction to Electronic Media (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Development and impact of electronic media institutions of radio, television, cable, satellite, internet, and new media technologies as social, vocational, economic, and political forces in American society. The emphasis of this course is on history, organization, operation, occupation, programming, political development, regulation, and business practices. UC/CSU

BCST 101. Media Literacy (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Critical analysis of aesthetic and thematic aspects of television, cable, streaming audio, video, and mobile device programming. Methods of interpreting visual and oral messages present in news, entertainment, sports and advertising. Impact of emerging technologies on program content and form. UC/CSU
Offered on occasion

BCST 103. Mass Media and Society (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A general interest course covering the history, organization and social role of major mass communication media, such as radio, television, motion pictures, print, recording industries, Internet, and the World Wide Web. Basic theory of communication and communication research. Emphasis on the influence of mass media on the individual and society. UC/CSU

BCST 104. Race and Media (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Historical study of the images of African-Americans, Asians, Hispanics, and other racial groups as projected through mass media. This includes print, film, radio, television, music, Internet and emerging media. Socio-historical-legal analysis of ways in which affected groups have responded to these images. UC/CSU
Offered on occasion

BCST 105. Gender & Mass Media (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An exploration of the mass-mediated messages - radio, television, film, print and the Internet - and how they influence and define gender roles, with particular emphasis on how women are represented. A critique of roles given to individuals of each gender. An update on opportunities for women in each of the mainstream and alternative media industries. UC/CSU
Offered on occasion

BCST 110. Introduction to Writing for Electronic Media (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Basic introductory course in writing for electronic media. Emphasis on preparing scripts in proper formats, including fundamental technical, conceptual and stylistic issues related to writing non-fiction and fiction scripts for informational and entertainment purposes in electronic media. Includes a writing evaluation component as a significant part of the course requirement. CSU
Offered Fall semesters

BCST 115. Announcing and Performance (3)
Lec-52.5, field trips
Recommended Prep: BCST 120; ENGL 88 or ESL 188 or readiness for college-level English
Introduction to basic theory and practice in interpretation of copy, pronunciation, and announcer's duties for radio, television, podcast and web video. Study and practice of oral skills for effective communication of meaning in scripts, newscasts, voiceovers and commercial

messages with emphasis on development of voice, articulation and pronunciation. CSU
Offered Spring semesters

BCST 119. Digital Media Skills (3)
Lec-52.5, Lab-17.5
A hands-on overview of computer operations, equipment common to digital video and audio production, industry standard software, media storage, and manipulation of video and audio media with proper management of files. CSU

BCST 120. Audio Production (4)
Lec-52.5, Lab-70
Introduction to the theory and practice of audio production and recording techniques. Fundamentals of sound design, aesthetics, microphones, signal processing, and digital recording. Students gain hands-on experience in recording, editing, and mixing audio combined with basic knowledge of applied audio concepts, production workflow, equipment functions, audio editing software and career possibilities. CSU
C-ID FTVE 120

BCST 124A. Pro Tools Editing Essentials (2)
Lec-35
Prereq: BCST 119 or demonstration of BCST 119 exit skills
An introductory short-course to provide foundational skills necessary to edit audio using Digital Audio Workstations (DAWs) with a focus on Avid Pro Tools software. Overview of industry standard digital audio software and hardware. CSU
Formerly BCST124

BCST 124B. Pro Tools Mixing with Plugins (2)
Lec-35
Prereq: Completion of or concurrent enrollment in: BCST 120
Recommended Prep: Completion of or concurrent enrollment in: BCST 124A or demonstration of 124A exit skills
This beginning level course follows the 124A introduction to Pro Tools editing and further develops skills the students need to properly use digital signal processors in the final stage of mixing a multitrack digital project. CSU

BCST 125A. Beginning Sound Recording Studio (5)
Lec-52.5, Lab-105, field trips
Prereq: BCST 120 or demonstration of exit skills
Recommended Prep: BCST 119 and BCST 124A
This course introduces students to the analog and digital multi-track techniques used in various stages of professional sound recording as well as the workflow and etiquette required in a professional recording studio environment. The processes of acquiring basic tracks, overdubbing, editing, and mixing will be examined using tech-enhanced materials. CSU

BCST 125B. Intermediate Sound Recording Studio (5)
Lec-52.5, Lab-105, field trips
Prereq: BCST 125A
Recommended Prep: BCST 124A
Project-based course designed as a continuation of BCST l25A for intermediate-level students furthering their skills in the various stages of professional sound recording and mixing. Practice in the development of workflow and etiquette required in a professional studio environment will be further developed using tech-enhanced materials. CSU

BCST 126. Sound For Visual Media (3)
Lec-35, Lab-52.5, field trips
Prereq: BCST 120; BCST 119
Recommended Prep: BCST 141; BCST 140
Hands-on overview and theory of the processes, craft skills, and equipment used to apply sound to picture. Examines the stages of location sound production, dialog recording, sound editorial, sound design, Foley, music and mixing techniques for television, Internet, games and emerging media. CSU
Offered Fall semesters

BCST 127A. Surround Sound Mixing (1)
Lec-12, Lab-32, field trips
Prereq: BCST 126 or Demonstration of BCST126 exit skills
Project-intensive course learning and practicing the skills required for mixing audio in a surround sound environment. Students learn to apply multi-channel audio plug-ins and the techniques used to mix to multiple speakers for music mixes and sound-for-visual-media projects. CSU
Offered Fall semesters

BCST 127B. Interconnected Audio Systems (1)
Lec-17.5, Lab-17.5, field trips
Prereq: BCST 128 or Demonstration of exit skills
Recommended Prep: CNIT 106
Project-oriented, hands-on introduction to build, manage and maintain interconnected audio systems using WiFi, Bluetooth, Audio over Ethernet (AoE) and AoIP standards. CSU
This course will be offered in Spring semesters only.
Offered Spring semesters

BCST 128. Sound Reinforcement (3)
Lec-35, Lab-52.5, field trips
Prereq: BCST 120
Live sound history, theory, technology, and craft skills with an emphasis on the technical manipulation of sound in acoustic spaces. Includes hands-on live sound production and operations for nightclubs, theaters, large-scale concert venues, and distributed sound systems. CSU
Offered Spring semesters

BCST 129. Sound For Games and Interactive Media (3)
Lec-52.5, Lab-17.5, field trips
Aesthetics and hands-on experience in sound design for interactive media. This course will focus on placing rich, captivating layers of music, dialog, and ambient backgrounds through middleware to enhance the experience of the video game player. The unique workflow and implementation of sound for games will also be explored. CSU
Offered on occasion

BCST 135. Audio for the Web (1)
Lec-15, Lab-9
Prereq: Completion of or concurrent enrollment in: BCST 119
Recommended Prep: BCST 120
A hands-on class focusing on technical considerations and content issues required to produce and deliver audio over the web. History of audio on the web and its impact on traditional broadcast media. CSU

BCST 136. Video for the Web (1)
Lec-15, Lab-9
Prereq: Completion of or concurrent enrollment in BCST 119
Recommended Prep: BCST 141 (formerly BCST 145)
A hands-on class focusing on technical considerations and content

issues required to produce and deliver video content over the Internet. History of video delivery technology and its impact on traditional broadcast media. CSU

BCST 140. Studio Video Production (3)
Lec-35, Lab-70, field trips
Recommended Prep: BCST 119
Theory and operation of video production equipment and facilities. Video production planning and organization; concept development, and production management. Instruction in camera, audio, lighting, live switching, server operation as well as above-the-line roles such as writer, director, producer. Students acquire knowledge and skills by creating studio-based video programming. CSU
Can be applied to CSU SFSU BECA program as replacement for BECA 240
Offered Fall semesters

BCST 141. Field Video Production (3)
Lec-35, Lab-70, field trips
Recommended Prep: Completion of or concurrent enrollment in BCST 119
Aesthetic and technical elements of video field production, with emphasis on concept development, pre-production, production, and post-production. Students collaborate to create video packages, gaining skills and familiarity in video production processes, operation of video production equipment and visual storytelling. CSU
formerly BCST 145
Offered Spring semesters

BCST 143A. Avid Video Editing - Beginning (4)
Lec-52.5, Lab-52.5, field trips
Prereq: BCST 119 or demonstration of exit skills
Recommended Prep: BCST 140 or BCST 141
An introduction to digital video editing for television, video, and multimedia programs using primarily Avid Media Composer and Apple Macintosh operating system. This hands-on class focuses on the operation, technology, techniques, and aesthetic process of editing video content with related title and visual effects components. CSU
Offered on occasion

BCST 143B. Avid Video Editing - Intermediate (4)
Lec-52.5, Lab-52.5, field trips
Prereq: BCST 143A or demonstration of exit skills
Recommended Prep: BCST 140 or BCST 141
Digital video finishing for television, video, and multimedia programs using primarily Avid Media Composer and the Apple Macintosh operating system. This hands-on class focuses on the operation, technology, techniques, and aesthetic process of finishing video content with color correction and grading, visual effects and audio sweetening using external applications and techniques. CSU
Offered on occasion

BCST 144A. Video Editing Premiere Intro (4)
Lec-52.5, Lab-52.5, field trips
Prereq: BCST 119 or demonstration of exit skills
Recommended Prep: BCST 140 or BCST 141
An introduction to digital video editing for television, video, and multimedia programs using primarily Adobe Premiere Pro and Apple Macintosh operating system. This hands-on class focuses on the operation, technology, techniques, and aesthetic process of editing video content with related title and visual effects components. CSU
Offered Fall semesters

BCST 144B. Video Editing Premiere Intermediate (4)
Lec-52.5, Lab-52.5, field trips
Prereq: BCST 144A or demonstration of exit skills
Recommended Prep: BCST 140 or BCST 141
Digital video finishing for television, video, and multimedia programs using primarily Adobe Premiere Pro and the Apple Macintosh operating system. This hands-on class focuses on deepening the experience and skill of the operation, technology, techniques, and aesthetic process of editing video content with related title and visual effects components. CSU
Offered Fall semesters

BCST 146A. Video Motion Graphics (4)
Lec-52.5, Lab-52.5, field trips
Prereq: BCST 143A or BCST 144A or VMD 150 or CINE 56 or PHOT 57 or PHOT 60A
Recommended Prep: BCST 141
Introduces students to core processes involved in conceptualizing and executing digital effects, compositing techniques, and motion graphics sequences. Concepts and skills are introduced, practiced, and integrated in projects in a hands-on, classroom/laboratory setting. Topics include layering, animating, compositing, effects, as well as technical and creative considerations. Formerly BCST 146. CSU
Formerly BCST 146. This course uses Adobe After Effects

BCST 146B. Video Motion Graphics - Intermediate (4)
Lec-52.5, Lab-52.5, field trips
Prereq: BCST 146A or demonstration of BCST 146A exit skills
Continuation course for intermediate level Motion Graphics students to further develop knowledge and skills in conceptualizing and executing digital effects, compositing and motion graphics projects for distribution in broadcast, cablecast, webcast and on mobile devices. Concepts and skills previously introduced in BCST 146A are expanded upon in a hands-on classroom/laboratory setting. CSU
This course uses Adobe After Effects.

BCST 147. Advanced Video Editing (4)
Lec-52.5, Lab-52.5, field trips
Prereq: BCST 143 or BCST 144 or CINE 56 or demonstration of exit skills.
An advanced video editing course that builds on prior introductory classes. The focus is on understanding and practicing video editing processes and techniques across a variety of TV and video genres in order to gain solid skills and work examples of current video technology as related to processes, storytelling, formats, visual effects and hardware. CSU

BCST 148. HDTV Studio Production (4)
Lec-52.5, Lab-70, field trips
Prereq: BCST 140 or equivalent skills; Completion of or concurrent enrollment in: BCST 119 or equivalent skills
Recommended Prep: BCST 110; BCST 115; BCST 126; BCST 141 and BCST 143 or BCST 144
Aesthetic and technical elements of studio television production with emphasis on program development. Students collaborate to design, write and produce programming using contemporary broadcast studio standards and technology for cablecast on San Francisco's Educational Access Cable Channel 27. CSU
Offered Spring semesters

BCST 149. HDTV Field Production (4)
Lec-52.5, Lab-70, field trips
Prereq: BCST 141 or equivalent skills; Completion of or concurrent enrollment in: BCST 119 or equivalent skills
Recommended Prep: BCST 110; BCST 126; BCST 140 and BCST 143 or BCST 144
Advanced aesthetic and technical elements of digital video field production. Students write and produce digital video packages from concept through post-production, and collaborate in teams to create professional quality digital video packages and segments for cablecast on Education AccessTelevision Channel 27 and distribution on the internet. CSU
Offered Spring semesters

BCST 150. Special Project (2)
Lab-105 P/NP available
Prereq: BCST 125A or BCST 126 or BCST 128 or BCST 127A or BCST 143A or BCST 144A or BCST 146A or BCST 147
Students apply theory and skills acquired in electronic media classes to an independent electronic media project acceptable to both student and instructor. Permission of instructor is required to register. CSU
Instructor approval of independent study proposal required

BCST 158. Social Media for Professionals (3)
Lec-52.5
Prereq: BCST 119 or demonstration of BCST 119 exit skill
Recommended Prep: CNIT 129
This course teaches how to use current social media tools such as Facebook, Twitter, Instagram, LinkedIn, and YouTube to develop, integrate and leverage social networks. Learn how to create professional brands, integrate social media into journalism and social justice, and will also critique current social media practices. Students will create a professional social media platform. CSU

BCST 159. Digital Media Portfolio (1)
Lec-12, Lab-24, field trips P/NP available
Prereq: Completion of or concurrent enrollment in BCST 119
Students develop an online portfolio for gaining entry-level work in the Entertainment and Media industries. CSU

BCST 160. College Internship (1-8)
Work-60-600 P/NP available
Prereq: Approval of the Broadcast Electronic Media Arts Department; Completion of or concurrent enrollment in: BCST 163
Recommended Prep: BCST 119 and BCST 120 and (BCST 140 or BCST 141)
Repeat: max. 8 units
Media related work experience and further career development in a supervised setting. On campus college work experience in college district media support services such as Broadcast Media Services, Educational Access Television, Audio Visual, Outreach and Recruitment Services and Marketing Public Information. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU
Formerly BCST 160A

BCST 163. Media Internship Preparation (1)
Lec-17.5 P/NP available
This course prepares the student to find and successfully complete a college based or industry based media internship. Students prepare a media resume, learn networking, time management, and interview skills. Students improve work based skills, research media jobs and prepare for media industry employment. CSU

BCST 165. Industry Internship (1-8)
Work-60-600 P/NP available
Prereq: Approval of the Broadcast Electronic Media Arts Department; Completion of or concurrent enrollment in: BCST 163
Recommended Prep: BCST 125A or BCST 126 or BCST 128 or BCST 146 or BCST 147 or BCST 148 or BCST 149
Repeat: max. 8 units
Media related work experience and further career development in a supervised setting. Work experience in an approved industry facility such as a television station, a sound recording studio or business, a webcast enterprise, a radio station, a video production company, a corporate media production enterprise, and/or a multimedia/transmedia production team. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU
Formerly BCST 165A

Business

Office: Cloud 105
Phone Number: (415) 239-3203
Web Site: www.ccsf.edu/business

Announcement of Curricula

General Information

The Business Department offers two-year degree programs in accounting, administrative support, general business, finance, marketing, paralegal/legal studies, real estate and travel and tourism. Credit certificate programs are available in real estate, microcomputer accounting, general business, finance, international business, marketing, paralegal/legal studies, office technology, real estate, retail management, travel and tourism, travel and tourism destination specialist, and supervision. Noncredit (no tuition fees) two semester certificate programs are available in various areas of administrative/office support, computerized accounting, computer applications, and small business. In addition, a variety of mini-certificates in areas such as word processing (Word), spreadsheets (Excel), web pages for business, and office publishing can be earned in less than a semester.

Admission. Enrollment in the Business Program is open to all interested students. In some curricula, however, students must satisfy prerequisites before being admitted to certain courses.

Instruction in Business and General Education. Training is designed to help students acquire a high degree of technical skill, familiarize themselves with business principles and procedures, and develop the sense of responsibility essential to success. Each curriculum in the Credit Business Programs includes instruction in both a major field and related subjects such as business correspondence, speech, and business mathematics. Instruction in general education is included so that students may satisfy the College graduation requirements in this area.

Work Experience Training. Students enrolled in the Credit Business Programs may obtain credit for experience in their major fields by enrolling in work experience courses. Students are supervised by both employers and instructors.

Students may offer toward graduation a maximum of six semester units of credit earned in off- or on-campus work-experience courses or in any combination of both.

Associate in Science Degree. The Business Department offers majors in accounting, administrative support, general business, finance, marketing, paralegal/legal studies, real estate and travel and tourism. Students who complete all courses required for their major and satisfy

general College graduation requirements will receive the Associate in Science Degree.

Transfer Information. The Business Department offers the Associate in Science in Business Administration for Transfer. Students in the Business Program who intend to transfer to other colleges or universities should consult their academic advisers and their counselors and should consult the section of this catalog entitled, "Transfer Information."

Noncredit Certificate Programs. These programs provide directed training for employment in the modern office. Computer skills, communication skills, and job preparation courses are emphasized in the noncredit sequences to prepare students for entry-level, clerical employment.

Programs Offered:

Accounting
- Accounting Major
- Computer Accounting Credit Certificate
- Noncredit Certificates:
  - Accounting Assistant and Core Skills
  - Bookkeeping
  - Cloud-Based Accounting Systems
  - QuickBooks & Spreadsheets for Accounting

Administrative Support/Office Technology
- Administrative Support Major
- Credit Certificates:
  - Construction Office Administration
  - Office Technology
  - Office Administration Specialist
- Noncredit Certificates:
  - Business Information Worker (BIW)
  - Business Website Builders
  - Digital Literacy & Core Skills
  - Electronic Publishing
  - Excel Professional I Microsoft Office Specialist (MOS)
  - Excel Professional II Microsoft Office Specialist (MOS)
  - Medisoft for Business
  - Website Development for E-Business

Finance
- Finance Major
- Finance Credit Certificate

General Business
- Business Administration Major for Transfer
- General Business Major
- General Business Credit Certificates:

International Business
- International Business Credit Certificate

Management
- Supervision and Management Major
- Supervision and Management Credit Certificate

Marketing
- Marketing Major
- Marketing Credit Certificate

Paralegal/Legal Studies
- Paralegal/Legal Studies Major
- Paralegal/Legal Studies Credit Certificate

Real Estate
- California Real Estate Major
- California Real Estate Credit Certificate

Retail Management
- Retail Management Credit Certificate

Small Business
- Small Business Noncredit Certificate

Accounting

Accounting Major (AS)

Students who satisfactorily complete the curriculum in Accounting, a two-year course of study, are qualified for employment as junior accountants in private, public, and civil-service accounting and as junior auditors in private and civil-service accounting. The program also gives graduates skills which would lead to many opportunities for career advancement.

The course of study includes instruction in principles of accounting, intermediate accounting, auditing, cost accounting, microcomputer accounting, and income-tax procedure.

Learning Outcomes

Upon completion of this program, students will be able to:
- Develop and maintain a financial information system
- Apply uniform commercial law to common business transactions
- Generate and analyze management reports
- Analyze and explain financial statements in oral and written communication
- Prepare individual federal and California income tax returns

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Accounting

Course	Units
First Semester:	
ACCT 1 Financial Accounting	5.0
MABS 60 Introduction to Computer Applications for Business	3.0
BSMA 68 Mathematics of Business	3.0
Second Semester:	
ACCT 2 Managerial Accounting	5.0
BSEN 74 Written Business Communication	3.0
ACCT 59 Federal Income Tax	3.0
MABS 101 Spreadsheets for Business/Excel	3.0
Third Semester	
BSL 1 Business Law I	3.0
ACCT 51 Intermediate Accounting	5.0
ACCT 55 Cost Accounting	3.0
ACCT 53 Accounting with Sage 50	3.0
ACCT 59B California Income Tax	1.0
Fourth Semester	
BSL 2 Business Law 2	3.0
ACCT 52 Intermediate Accounting	5.0

ACCT 54 Auditing 3.0
CRER 62 Successful Job Search Techniques 1.0

Recommended additional coursework:
BSEN 76 Business and Technical Report Writing. 3.0
SMBS 135 Ownership and Operation of a Small Business . . 3.0

Total: 52.0

Computer Accounting Certificate

Prepares students to enter the job market in positions that use a computerized accounting system for Accounts Receivable, Accounts Payable, Payroll, General Ledger, and other functions. Admission: Enrollment is open to all interested students.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and record transactions following the appropriate accounting guidelines.
- Design, set up and maintain an accounting system that utilizes accounting and business software.
- Generate and analyze computerized accounting reports, financial statements, and payroll reports.
- Identify and plan for computer accounting employment options appropriate to one's skills

Students may obtain the Certificate of Achievement in Computer Accounting by completing each of the following courses with a final grade of "C" or higher.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Computer Accounting

Course . . . . . Units
Required courses:
ACCT 53 Accounting with Sage 50. . . . . 3.0
ACCT 57 Accounting with QuickBooks 3.0
MABS 60 Introduction to Computer Applications for Business 3.0
MABS 101 Spreadsheets for Business/Excel 3.0
BSMA 68 Mathematics of Business 3.0
CRER 62 Successful Job Search Techniques 1.0

Choose one of the following accounting courses:
ACCT 10 Introduction to Accounting 5.0
ACCT 1 Financial Accounting. 5.0

Total: 21.0

Accounting Assistant & Core Skills Certificate of Completion

This Noncredit Certificate of Completion prepares the student for entry-level assistant positions in A/P, A/R, billing, payroll, or in the financial services industry. Students learn to keep finanical records, prepare reports, update financial information, develop accounting office skills, and develop core soft skills for business communication. Microsoft Excel and Intuit QuickBooks skills are advanced such that students are prepared to take both Certiport and employment testing.

Learning Outcomes

Upon completion of this program, students will be able to:

- Explain accounting principles and concepts.
- Prepare for Microsoft Excel examinations by solving real-world business problems.
- Apply standard business English to write employment and business documents.

Recommended: ESLN 3500 or placement in ESLN 3600

Exit Requirements: Typing: 30+ wpm in a timed test with 90% accuracy. Minimum attendance of 80% in all classes is required.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Accounting Assistant & Core Skills

Course . . . . . Hours
Choose one of the following basic computer literacy courses:
COMP 9245 Computer Literacy Basic Level 30.0
COMP 9905 Intro to Windows for MS Office Applications. 45.0

Required Excel courses:
COMP 9900 Microsoft Excel for Business I 45.0
COMP 9904 Microsoft Excel for Business II. 45.0

Choose one of the following accounting courses or course combinations:
ACBO 9201 Accounting I Proprietorship and Partnership 90.0
ACBO 9206 Basic Accounting Concepts I. 45.0
and ACBO 9207 Basic Accounting Concepts II. 45.0

Choose one of the following QuickBooks courses or course combinations:
ACBO 9205 Quickbooks Complete 90.0
ACBO 9208 QuickBooks: Level 1 . . . . . 45.0
and ACBO 9209 QuickBooks: Level 2. . . . . 45.0

Required core skills courses:
BOSS 4500 Business English I. 45.0
BOSS 4501 Business English II 45.0
BOSS 4510 Business Communications. 45.0
BOSS 3502 Customer Service Principles & Soft Skills 45.0
COMP 9921 The Internet and Social Customer Service 45.0
BOSS 5500 Keyboarding for Computers 45.0
BOSS 3500 Job Preparation 45.0

Total: . . . . . .615.0 – 630.0

Bookkeeping Certificate of Completion

Preparation for bookkeeping employment. Students will acquire manual and computerized accounts receivable, accounts payable, payroll, general accounting and end-of period procedures skills.

This certificate will allow the student to progress into other accounting certification programs.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform manual and electronic record keeping and general accounting skills.
- Perform computerized bookkeeping and accounting procedures.

Recommended: ESLN 3500 or placement in ESLN 3600

The minimum time for completion of this certificate is one semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Bookkeeping

Course	Hours
Required Courses	
ACBO 9216 Recordkeeping for the Business Office	45.0
ACBO 9206 Basic Accounting Concepts I.	45.0
Choose one of the following QuickBooks options:	
OPTION ONE:	
ACBO 9205 Quickbooks Complete	90.0
OPTION TWO:	
ACBO 9208 QuickBooks: Level 1	45.0
ACBO 9209 QuickBooks: Level 2	45.0
Total:	**180.0**

Cloud-Based Accounting Systems Certificate of Completion

This Noncredit Certificate of Completion prepares students for entry-level accounting positions or prepares entrepreneurs to use cloud-based accounting software for their own businesses. Students learn how to set up and operate Quickbooks Online (QBO). Cloud-based accounting skills are developed and practiced so that students gain a solid competency to help them prepare for the QuickBooks Certified User (QBCU) – Online examination.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform a range of accounting tasks using cloud-based software.
- Create a cloud-based accounting system using QBO to manage real-world business problems.
- Evaluate mobile and third-party apps associated with QBO.

Recommended: Completion of noncredit ESLN 3700, ACBO 9206 and COMP 9905; typing 25 net wpm.

Exit Requirements: Minimum attendance of 80% in all classes is required.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Cloud-Based Accounting Systems

Course	Hours
Required Courses:	
ACBO 9219 Quickbooks Online: Level 1	45.0
ACBO 9220 Quickbooks Online: Level 2.	45.0
ACBO 9221 Quickbooks Online: Level 3	45.0
COMP 9941 Computer Applications Self Paced	45.0
Total:	**180.0**

QuickBooks & Spreadsheets for Accounting Certificate of Completion

This Noncredit Certificate of Completion prepares students for entry-level and mid-level clerical accounting positions. Students will learn skills needed to be competitive in the present job market using Microsoft Excel, and accounting principles with the integration of QuickBooks. Spreadsheet and QuickBooks skills are developed and practiced so that students gain a solid competency in Excel and are prepared for both Certiport and employment testing.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify the steps in the accounting cycle and use spreadsheets as they relate to worksheet manipulation and accounting principles.
- Use technology as a tool to complete essential business office tasks and competency for employment testing.
- Prepare and interpret simple financial statements for businesses.

Advisory Entrance Requirements. Completion of ESLN 3700, COMP 9905 or COMP 9245, BOSS 5500 and BOSS 5506

Exit Requirements. Minimum attendance of 80% in all classes is required.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in QuickBooks & Spreadsheets for Accounting

Course	Hours
Required courses:	
COMP 9900 Microsoft Excel for Business I	45.0
COMP 9904 Microsoft Excel for Business II.	45.0
ACBO 9206 Basic Accounting Concepts I.	45.0
ACBO 9207 Basic Accounting Concepts II	45.0
COMP 9941 Computer Applications Self Paced	45.0
Choose one of the following Quickbooks courses or course combination options:	
OPTION ONE:	
ACBO 9205 Quickbooks Complete	90.0
OPTION TWO:	
ACBO 9208 QuickBooks: Level 1	45.0
ACBO 9209 QuickBooks: Level 2	45.0
Total:	**315.0**

Administrative Support/ Office Technology

Administrative Support Major (AS)

This program is designed for students working or planning to work in administrative support positions in industry and government. Areas of emphasis include word processing, spreadsheets, and database management. Computer classes are taught "hands-on" in computer labs. Students have the opportunity to polish their written communication skills as well as learn the computer skills needed to succeed in a challenging office environment. Students who complete the curriculum receive the Associate in Science degree in Administrative Support.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create effective business-related documents
- Apply computer skills to complete business tasks
- Utilize effective and appropriate communication in an office environment

In addition to major requirements, students must complete general education requirements for a degree. See a counselor for more information on graduation requirements.

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Administrative Support

Course . . . . . Units

First semester required courses:

BSEN 70 Grammar and Writing Essentials for Business 5.0

GNBS 100 Essential Skills for Business Professionals. . . . 1.0

First semester choose one of the following courses:

MABS 30 Computer Keyboarding 3.0

MABS 35 Keyboarding: Speedbuilding 1.5

Second semester required courses:

BSEN 74 Written Business Communication 3.0

BSMA 68 Mathematics of Business 3.0

MABS 391 Word Processing/Microsoft Word 3.0

Third semester required courses:

MABS 101 Microsoft Excel 3.0

MABS 202 PowerPoint Presentations. 3.0

MRKT 145 Computer Marketing Applications 3.0

Fourth semester required courses:

BSEN 76 Business and Technical Report Writing. 3.0

MABS 67 Database for Business/Microsoft Access 3.0

Fourth semester choose one of the following courses:

MABS 408 Website Builder for Business Portfolio /Productivity. 3.0

MABS 409 Developing Business Websites Adobe Muse 3.0

MABS 410 Photoshop and Acrobat for Business 3.0

Total: 34.5

Construction Office Administration Certificate

The Certificate of Accomplishment in Construction Office Administration is a training program for students interested in occupations in the construction industry such as front office support, construction administrative assistant, office coordinator, and project coordinator.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create clear, concise, courteous, well-organized business messages.
- Evaluate appropriate methods of scheduling for different phases of the construction process.
- Create professional documents, spreadsheets, presentations, emails, and calendars.
- Apply appropriate spreadsheet functions to solve everyday business problems.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Accomplishment in Construction Office Administration

Course . . . . . Units

Choose one of the following computer applications for business courses:

MABS 60 Introduction to Computer Applications for Business 3.0

MABS 62 Computer Applications for Business on Mac . 3.0

Required additional courses:

CM 100 Fundamentals of Construction Management . . . 3.0

MABS 101 Spreadsheets for Business/Excel 3.0

BSEN 74 Written Business Communication 3.0

Total: 12.0

Office Technology Certificate

The certificate curriculum is designed for students who desire recognition for completing a rigorous course of study in business office skills but who may not be interested in pursuing a degree. The curriculum prepares students for business positions such as administrative assistant, secretary, and office assistant. Employees in these types of positions perform a variety of administrative tasks including document processing, using computer applications such as presentation graphics and spreadsheets, scheduling appointments, and researching and organizing information.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create effective business-related documents
- Apply computer skills to complete business tasks
- Utilize effective and appropriate communication in an office environment.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Office Technology

Course . . . . . Units

First Semester: required courses:

BSEN 70 Grammar and Writing Essentials for Business 5.0

GNBS 100 Essential Skills for Business Professionals 1.0

First Semester: choose one of these keyboarding courses:

MABS 30 Computer Keyboarding 3.0

MABS 35 Keyboarding: Speedbuilding 1.5

Second Semester: required courses:

BSEN 74 Written Business Communication 3.0

MABS 101 Microsoft Excel 3.0

MABS 391 Word Processing/Microsoft Word 3.0

Total: . . . . . 16.5 – 18.0

Office Administration Specialist Certificate

The Certificate of Accomplishment in Office Administration Specialist is designed for students re-entering the workforce or continuing their education. This program incorporates hands-on, in-depth training of current software applications and soft skills such as communication, decision making and team building. Students completing this certificate program will be qualified for entry-level business office and administrative support positions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use business software applications to complete tasks such as word processing, spreadsheet, presentation, database, email, and cloud computing services.
- Solve business problems using appropriate functions.
- Prepare written materials and draft business documents
- Build and maintain a business website

The minimum time for completion of this certificate is one semester. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Accomplishment in Office Administration Specialist

Course . . . . . Units
Required core courses:
BSEN 74 Written Business Communication 3.0
MABS 101 Spreadsheets for Business/Excel 3.0
MABS 406 Developing Websites Dreamweaver 3.0
Choose one of the following computer applications for business courses:
MABS 60 Introduction to Computer Applications for Business 3.0
MABS 62 Computer Applications for Business on Mac . . 3.0
Total: 12.0

Business Information Worker (BIW) Certificate of Completion

This Noncredit Certificate of Completion prepares students for MOS core certifications. The student learns and develops the competencies for passing a MS Word, Excel, Outlook and PowerPoint employment exams while progressing through the various levels of each application. Students develop grammar, writing, customer service skills, business communication, and identify common core skills desired for the workplace.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform a variety of communication tasks using business software.
- Analyze real-world business problems to prepare for Microsoft Office (MOS) examinations.
- Demonstrate common soft skills desired for the workplace.

Recommended. Completion of noncredit ESLN 3700 or higher; typing 25 net wpm.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of units completed per semester. Successful completion of all courses with a passing grade of C or higher. Minimum attendance of 80% in all courses.

Courses Required for the Certificate of Completion in Business Information Worker (BIW)

Course . . . . . Hours
Required core skills courses:
BOSS 5500 Keyboarding for Computers 45.0
COMP 9905 Intro to Windows for MS Office Applications. 45.0
COMP 9903 Software Update 15.0
BOSS 4500 Business English I 45.0
BOSS 4501 Business English II 45.0
BOSS 4510 Business Communications 45.0
BOSS 3502 Customer Service Principles & Soft Skills 45.0
Required Office software courses:
WOPR 9995 Microsoft Word for Business I 45.0
WOPR 9996 Microsoft Word for Business II 45.0
COMP 9928 PowerPoint for Business 45.0
COMP 9900 Microsoft Excel for Business I 45.0
COMP 9904 Microsoft Excel for Business II. 45.0
COMP 9936 Outlook for Office Support 45.0
COMP 9941 Computer Applications Self Paced 45.0
Choose one of the following electives:
BOSS 3500 Job Preparation 45.0
COMP 9909 Microsoft Excel for Business III 45.0
COMP 9857 MS Office Business Applications w/Simulated Projects 90.0
COMP 9899 Electronic Publishing for Business I 45.0
Total: . . . . . 645.0 – 690.0

Business Website Builders Certificate of Completion

This certificate is designed to help students develop website builder knowledge and digital image editing and cloud productivity skills that can be applied to an entry- or mid-level administrative office position.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use a variety of business software for digital image editing, proofing, presentation, webpage optimization, and electronic publications
- Examine and edit text by correcting simple spelling, punctuation, and grammar mistakes.
- Create and provide basic proofing of electronic interactive publications for individual, private, and/or non-profit business offices
- Select and use webpage development software to create individual, private, and non-profit business websites

Advisory Entrance Requirements. ESLN 3700 or TRST 2321; and COMP 9905

The minimum time for completion of this certificate 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Noncredit Certificate in Business Website Builders

Course . . . . . Hours
Required courses:
BOSS 4500 Business English I 45.0
BOSS 4501 Business English II 45.0
COMP 9921 The Internet and Social Customer Service. . . 45.0
COMP 9944 Acrobat for Bus/Office. 45.0
COMP 9959 Photoshop Essentials 45.0
COMP 9967 Google Apps for Business I. 45.0
COMP 9968 Google Apps for Business II 45.0
COMP 9908 Computer & Web-based Applications. . . . 45.0
COMP 9917 Building Individual Websites 45.0
COMP 9918 Building Business Web Sites 45.0
Total: 450.0

Digital Literacy & Core Skills Certificate of Completion

This Noncredit Certificate of Completion prepares students for digital literacy skills and soft skills through writing and other forms of communication on computers and various social media sites. Students are introduced to computer literacy, keyboarding techniques, review grammar, writing, customer service skills, and identify common core skills desired for the workplace.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use technology as a tool to complete essential business writing and communication tasks.

- Use standard Internet and emailing practices and establish social media accounts.
- Identify common core skills desired for the workplace.

Program Advisory: Completion of ESLN 3800

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Digital Literacy & Core Skills

Course	Hours
Required courses:	
BOSS 5500 Keyboarding for Computers	45.0
COMP 9905 Intro to Windows for MS Office Applications	45.0
COMP 9921 The Internet and Social Customer Service	45.0
BOSS 3502 Customer Service Principles & Soft Skills	45.0
BOSS 4500 Business English I	45.0
BOSS 4501 Business English II	45.0
BOSS 4510 Business Communications	45.0
BOSS 3500 Job Preparation	45.0
Total:	**360.0**

Electronic Publishing Certificate of Completion

Students create and develop interactive documents, newsletters, and websites, support document and content management systems, and create cloud-based archives. Through these activities, students develop electronic publishing skills for entry-or-mid-level administrative support and related positions in industries such as education, government, and administrative support positions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe the major components of desktop software applications.
- Apply appropriate tools and options to create electronic publications.
- Create web optimized images and an electronic portfolio.

Advisory Entrance Requirements. Completion of ESLN 3800; COMP 9905 or COMP 9245

Exit Requirements. Successful completion of all courses with a passing grade of "C" or better. Minimum attendance of 80% in all classes is required.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Completion in Electronic Publishing

Course	Hours
Required courses:	
COMP 9959 Photoshop Essentials	45.0
COMP 9944 Acrobat for Bus/Office	45.0
COMP 9938 Publisher for Business Desktop Publishing	45.0
COMP 9935 Business Web Graphicsf	45.0
COMP 9908 Computer & Web-based Applications	45.0
COMP 9899 Electronic Publishing for Business I	45.0
COMP 9907 Electronic Publishing for Business II	45.0
Total:	**315.0**

Excel Professional I Microsoft Office Specialist (MOS) Certificate of Completion

In this program, students develop and practice Microsoft Excel skills in order to gain solid competency and prepare for both Certiport and employment testing.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform simple to complex operations using Microsoft Excel.
- Evaluate real-world business problems in preparation for the Excel MOS Core examination.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Completion in Excel Professional I Microsoft Office Specialist (MOS)

Course	Hours
Required courses:	
COMP 9900 Microsoft Excel for Business I	45.0
COMP 9904 Microsoft Excel for Business II	45.0
COMP 9941 Computer Applications Self Paced	45.0
Total:	**135.0**

Note: Students must complete the Excel MOS Core module of COMP 9941.

Excel Professional II Microsoft Office Specialist (MOS) Certificate of Completion

In this program, students gain expert capability in Microsoft Excel and prepare to take both Certiport and employment testing.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform manual and spreadsheet business calculations.
- Complete advanced spreadsheet formulas and formatting techniques.
- Practice solving real-world business problems in preparation for the Excel MOS Expert examination.

Students must complete the Excel Professional I (MOS) program or demonstrate competency in Excel Levels 1 and 2.

Recommended: ESLN 3600 or placement in ESLN 3700.

The minimum time for completion of this certificate is one semester. Completion time will vary based on student preparation and the number of classes completed per semester.

Courses Required for the Certificate of Completion in Excel Professional II Microsoft Office Specialist (MOS)

Course	Hours
Required Course	
BOSS 2500 Business Math with Spreadsheets I	45.0
COMP 9909 Microsoft Excel for Business III	45.0
COMP 9941 Computer Applications Self Paced	45.0
Total:	**135.0**

Note: Students must complete the Excel MOS Expert module of COMP 9941.

Medisoft for Business Certificate of Completion

Program Goal:Prepare students for entry-level medical office positions, such as a receptionist or an admitting clerk. Students will learn Medisoft an office management software system that streamlines

scheduling and business procedures. Topics include Medisoft terminology and basic skills in Microsoft Office Word and Excel.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform tasks typical of an entry-level position in a medical office.
- Apply Microsoft and Medisoft technology to complete essential business office tasks.
- Interpret and prepare simple business statements for the medical office.

Program Advisories: Completion of noncredit ESLN 3600, COMP 9905 or COMP 9245

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Medisoft for Business

Course	Hours
Required courses:	
BOSS 6500 Business Data Entry w/ Introduction to Medisoft	45.0
BOSS 6501 Business Medical Office Applications using Medisoft Level 1	90.0
BOSS 6502 Business Office Skills using Medisoft Level 2	90.0
BOSS 6503 Medisoft Simulated Office Practice Level 3	45.0
COMP 9900 Microsoft Excel for Business I	45.0
WOPR 9995 Microsoft Word for Business I	45.0
Total:	**360.0**

Website Development for E-Business Certificate of Completion

This certificate is designed to develop students skills covering website development, website customization, addition of e-business functions to a website, and preparation and integration of digital media, images, and interactive media content in a website. These skills can be applied to jobs requiring website development, website maintenance, website content creation, digital advertising, digital marketing, and e-business.

Learning Outcomes

Upon completion of this program, students will be able to:

- Select and organize content for an e-business website.
- Enhance visual images or interactive media for inclusion in a web page to improve the users' experience.
- Use appropriate software applications to develop or customize an e-business website.
- Implement specific e-business functions for website enhancement, productivity, or marketing impact.
- Customize an e-business website for mobile devices.

Advise ESLN 3700 or TRST 2321; COMP 9905

The minimum time for completion of this certificate will be two semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Completion in Website Development for E-Business

Course	Hours
Required Courses:	
COMP 9917 Building Individual Websites	45.0
COMP 9918 Building Business Web Sites	45.0
COMP 9922 Flash for Bus/Office Presentations	45.0
COMP 9933 Building Business Web Pages with Adobe Web Standard-Level I	45.0
COMP 9934 Building Business Web Pages with Adobe Web Standard-Level II.	45.0
COMP 9935 Business Web Graphics	45.0
COMP 9959 Photoshop Essentials	45.0
Choose one of the following courses:	
COMP 9919 Using Dreamweaver for Basic Business Web Pages	45.0
COMP 9920 Using SharePoint Designer (Expression Web) for Basic Web Pages	45.0
Total:	**360.0**

Finance

Finance Major (AS)

The four-semester program leading to the Associate in Science degree is primarily designed for those planning to enter the financial services industry in entry-level or operational positions and those in the industry seeking advancement. The program is also meant for those students wishing to gain knowledge about the discipline of finance before transferring to a four-year college or university.

Learning Outcomes

Upon completion of this program, students will be able to:

- Assess the financial condition of individuals and companies.
- Communicate business concepts effectively in oral and written formats.
- Categorize the relationships between and components of financial markets, institutions and instruments.
- Interpret multiple aspects of financial risk management.
- Calculate the value of real and financial assets to make investment decisions.
- Examine debt and equity as sources of capital.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Finance

Course	Units
First semester required courses:	
GNBS 119 Introduction to Business	3.0
FIN 136 Personal Financial Planning	3.0
or FIN 136M Personal Financial Planning Math Emphasis	3.0
First semester: choose one of the following math courses:	
BSMA 68 Mathematics of Business	3.0
MATH 75 Mathematical Analysis for Business.	3.0
MATH 90 Precalculus Algebra	5.0
Second semester required Computer Applications class	
MABS 101 Spreadsheets for Business/Excel	3.0
Second semester: choose one of the following Accounting courses:	
ACCT 1 Financial Accounting	5.0
or ACCT 10 Introduction to Accounting	5.0

Third semester choose one of the following courses:
BSEN 74 Written Business Communication 3.0
or ENGL 1A University-Parallel Reading and Composition 4.0

Any semester: Take the following three classes over the course of the program
FIN 110 Principles of Risk Management. 3.0
and FIN 133 Money and Banking. 3.0
and FIN 138 Principles of Investment 3.0

Total: . . . . . 29.0 – 32.0

Finance Certificate

The Certificate of Achievement curriculum is designed for students who desire recognition for completing a rigorous course of study in financial services skills but who may not be interested in pursuing a degree.

Learning Outcomes

Upon completion of this program, students will be able to:

- Prepare financial analysis using core quantitative skills.
- Communicate business concepts effectively in oral and written formats.
- Outline the relationships between and components of financial markets, institutions and instruments.
- Explain multiple aspects of financial risk management.
- Calculate the value of real and financial assets to make investment decisions.
- Define debt and equity as sources of capital.

Credit Toward Graduation. Credit earned in obtaining the Certificate of Achievement may be applied toward CCSF graduation requirements.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Finance
Course . . . . . Units
First semester: choose one of the following courses:
FIN 136 Personal Financial Planning 3.0
or FIN 136M Personal Financial Planning Math Emphasis 3.0

First semester required courses:
LERN 50/IDST 50 College Success 3.0
or GNBS 119 Introduction to Business 3.0

First semester: choose one of the following courses:
BSMA 68 Mathematics of Business 3.0
or MATH 75 Mathematical Analysis for Business 3.0

Second semester required courses:
BSEN 74 Written Business Communication 3.0

Second semester: choose one of the following courses:
MABS 60 Introduction to Computer Applications for Business 3.0
or MABS 101 Spreadsheets for Business/Excel 3.0

Second semester: choose one of the following courses:
FIN 110 Principles of Risk Management. 3.0
or FIN 130 Principles of Bank Operations 3.0
or FIN 133 Money and Banking 3.0
or FIN 138 Principles of Investment. 3.0

Total: 18.0

General Business

Business Administration Major (AS-T)

The Associate in Science in Business Administration for Transfer is designed to prepare students who wish to transfer to pursue a baccalaureate degree in Business Administration, particularly to the California State University. This program provides the academic foundation required for various areas of business, such as accounting, management, finance, and marketing.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use business terms and concepts related to functional areas of business including: marketing, finance, human resources, management, operations, accounting, economics, and international business.
- Examine the external forces (social, economic, technological, competitive, and regulatory) that impact business decisions.
- Develop and exhibit high standards of professional practice, demonstrating awareness of ethical and social responsibilities in today's business environment.
- Critically evaluate, analyze, and interpret information to solve problems and make business decisions.

Degree Requirements: Students who wish to earn the Associate in Science in Business Administration for Transfer (AS-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AS-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AS-T in Business Administration
Course . . . . . Units
Required courses:
ACCT 1 Financial Accounting. 5.0
ACCT 2 Managerial Accounting. 5.0
ECON 1 Principles of Macroeconomics. 3.0
ECON 3 Principles of Microeconomics. 3.0
BSL 1 Business Law I. 3.0

Choose one of these statistics options:
ECON 5 Introductory Statistics for Economics, Business and Social Sciences. 5.0
MATH 80 Probability and Statistics 5.0

Select TWO of the following courses:
MATH 100A Short Calculus I 3.0
or GNBS 119 Introduction to Business 3.0
or One of the following computer courses:
MABS 60 Introduction to Computer Applications for Business 3.0
CNIT 100 Intro to Computers Using PC's 3.0
CS 101 Introduction to Information Systems. 3.0

Total: 30.0

General Business Major (AS)

This major allows students to earn the Associate Degree while partially preparing them for transfer into the Business Administration major at a four-year college or university. In addition, it prepares the student for an entry-level position in any business office.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use business terms and concepts related to functional areas of business including: marketing, finance, human resources, management operations, accounting, economics and international business.
- Examine the external forces (social, economic, technological, competitive and regulatory) that impact business decisions.
- Develop and exhibit high standards of professional practice, demonstrating awareness of ethical and social responsibilities in today's multi-cultural, team-oriented, rapidly-changing environment.
- Critically evaluate, analyze and interpret information to solve problems and make business decisions.
- Analyze the impact of globalization on business and the diverse world of global business.

The minimum time for completion is four semesters assuming that students start at a transfer level eligibility in both math and English.

Courses Required for the Major in General Business

Course	Units
Courses Required:	
ACCT 1 Financial Accounting	5.0
ACCT 2 Managerial Accounting	5.0
BSL 1 Business Law I	3.0
ECON 1 Principles of Macroeconomics	3.0
ECON 3 Principles of Microeconomics	3.0
GNBS 119 Introduction to Business	3.0
Choose one of the following required courses:	
MABS 60 Introduction to Computer Applications for Business	3.0
MABS 62 Computer Applications for Business on Mac	3.0
Choose one of the following required courses:	
ECON 5 Introductory Statistics for Economics, Business and Social Sciences	5.0
MATH 80 Probability and Statistics	5.0
Recommended electives:	
BSEN 74 Written Business Communication	3.0
CMST 1A Elements of Public Speaking	3.0
BSMA 68 Mathematics of Business	3.0
MABS 101 Spreadsheets for Business/Excel	3.0
MABS 406 Developing Websites Dreamweaver	3.0
SMBS 135 Ownership and Operation of a Small Business	3.0
FIN 136 Introduction to Financial Planning	3.0
MATH 75 Mathematical Analysis for Business	3.0
MATH 110A Calculus I	5.0
Total:	**30.0**

General Business Certificate

This field of concentration is designed to acquaint the student with the business world in general. Students with definite career/educational goals are encouraged to follow the appropriate curriculum guide for their specific field of concentration such as Accounting, Finance, Marketing, Real Estate, etc.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use business terms and concepts related to functional areas of business.
- Explain the economic, technological, and regulatory forces that impact business decisions.
- Exhibit high standards of professional practice and fulfill ethical and social responsibilities in a multi-cultural, team-oriented, rapidly-changing environment.
- Analyze and interpret data to solve problems and make business decisions.
- Analyze the impact of globalization on business and the diverse world of global business.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in General Business

Course	Units
Required courses:	
GNBS 119 Introduction to Business	3.0
MABS 60 Introduction to Computer Applications for Business	3.0
BSL 1 Business Law I	3.0
ECON 1 Principles of Macroeconomics	3.0
Choose one of the following Accounting courses:	
ACCT 10 Introduction to Accounting	5.0
ACCT 1 Financial Accounting	5.0
Recommended additional coursework:	
BSMA 68 Mathematics of Business	3.0
MRKT 140 Introduction to Marketing	3.0
MGT 231 Introduction to Supervision and Management	3.0
BSEN 74 Written Business Communication	3.0
FIN 136 Personal Financial Planning	3.0
Total:	**17.0**

International Business

International Business Certificate

The Certificate Program in International Business fulfills the needs of three groups: 1) students preparing themselves for careers in international business, 2) currently employed individuals whose job responsibilities require expertise in international business practices, and 3) entrepreneurs who want to begin or globalize their business ventures.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify core concepts of International Business.
- Communicate effectively in oral and written formats within an international business context.
- Describe the operations of international financial markets.
- Analyze issues arising from technology transfers and the protection of intellectual property.
- Formulate marketing plans and promotional strategies that incorporate consumer behavior factors and measurements of effectiveness.

- Create effective internet applications and electronic payment systems in the context of international business transactions.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in International Business

Course	Units
Required courses:	
INTR 162 Introduction to International Business.	3.0
INTR 167 International Business Law	3.0
INTR 170 International Business Finance	3.0
Choose one of the following courses:	
INTR 172 International E-Business: Resources and Tools	3.0
or INTR 173 Export-Import	3.0
Choose one of the following courses:	
INTR 163 International Marketing	3.0
or MRKT 140 Introduction to Marketing	3.0
Total:	**15.0**

Management

Supervision and Management Program Major (AS)

The Supervision and Management program (SAM) is designed to comprehensively cover the major aspects of supervision and management necessary to advance and succeed in the business economy. Course work will cover the basic business management skills with emphasis on human relations, leadership, and communications designed to meet the needs of those who are (1) preparing for supervisory positions, (2) seeking advancement opportunities, and (3) planning to own and operate their own business. This program prepares students to move into positions as supervisors, team leaders, or managers. Students will become proficient in problem solving, decision-making, communicating, managing people, working in groups and teams, and understanding and applying basic managerial skills.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the functions and roles of management to achieve organizational success.
- Apply theories of behaviors to workplace situations.
- Apply effective communication skills.
- Determine the appropriate human resources procedures and processes for various situations.
- Integrate critical thinking and problem solving in making strategic decisions.
- Discuss practices to minimize bias and promote equity in the workforce.
- Maintain and improve technological and interpersonal skills for professional development.

Advisory: ESL 188 or ENGL 88 or placement in ENGL 1A

Assuming students start this AS with transfer-level Math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Supervision and Management Program

Course	Units
MGT 231 Introduction to Supervision and Management	3.0
MGT 232 Organizational Behavior for Supervisors	3.0
MGT 233 Human Resources Management	3.0
MGT 234 Communication for Business Management	3.0
MABS 60 Introduction to Computer Applications for Business	3.0
GNBS 100 Essential Skills for Business Professionals.	1.0
Choose one of the following courses:	
MGT 235 Organizational Leadership	3.0
MGT 236 Women Leaders at Work	3.0
Total:	**19.0**

Supervision and Management Certificate

Companies want professionals who possess the ability to effectively supervise, manage, and lead others. The Supervision and Management (SAM) program is designed for professionals wanting to gain a mix of theoretical and practical management knowledge and skills such as effective communication, strong leadership, critical thinking, problem solving, performance management, and team building to achieve and fulfill their career goals.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the functions and roles of management to achieve organizational success.
- Apply theories of behaviors to workplace situations.
- Apply effective communication skills.
- Determine the appropriate human resources procedures and processes for various situations.
- Integrate critical thinking and problem solving in making strategic decisions.
- Discuss practices to minimize bias and promote equity in the workforce.
- Maintain and improve essential skills for professional development.

Credit Toward Graduation. All credits that students earn in obtaining the Certificate of Achievement in Supervision may be applied toward satisfaction of the requirement for graduation from the college.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Supervision and Management

Course	Units
Required courses:	
MGT 231 Introduction to Supervision and Management	3.0
MGT 232 Organizational Behavior for Supervisors	3.0
MGT 233 Human Resources Management	3.0
MGT 234 Communication for Business Management	3.0
GNBS 100 Essential Skills for Business Professionals.	1.0
Choose one of the following courses:	
MGT 235 Organizational Leadership	3.0
MGT 236 Women Leaders at Work	3.0
Total:	**16.0**

Marketing

Marketing Major (AS)

The curriculum in Marketing, a two-year course of study, offers students interested in careers in marketing, advertising, social media marketing, professional selling, consumer behavior and other marketing jobs specialized training for career advancement and employment. The Marketing curriculum combines classroom instruction, practical experiences, coordinated part-time employment, and internships.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create an integrated marketing communications plan which includes promotional strategies and measures of effectiveness
- Identify core concepts of marketing and the role of marketing in business and society
- Formulate marketing strategies that incorporate psychological and sociological factors which influence consumers
- Analyze marketing problems and provide solutions based on a critical examination of marketing information
- Apply marketing knowledge and skills to real-world experiences on the job

Assuming students start this AS with transfer-level Math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Marketing

Course	Units
Required courses:	
INTR 163 International Marketing	3.0
MRKT 122 Professional Selling	3.0
MRKT 140 Introduction to Marketing	3.0
MRKT 150 Consumer Behavior	3.0
MRKT 170 Advertising and Integrated Marketing Communication	3.0
MRKT 180 Social Media Marketing	3.0
MGT 231 Introduction to Supervision and Management	3.0
Choose from the following courses	
GNBS 119 Introduction to Business	3.0
SMBS 135 Ownership and Operation of a Small Business	3.0
Choose from the following courses	
MABS 60 Introduction to Computer Applications for Business	3.0
MRKT 145 Computer Marketing Applications	3.0
Total:	**27.0**

Marketing Certificate

A certificate in Marketing prepares students for an entry level job in marketing, sales, advertising, social media marketing and consumer behavior.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create an integrated marketing communications plan which includes target audience analysis, pricing objectives, promotional strategies and measures of effectiveness.
- Organize a marketing team that effectively coordinates with other functional areas using effective principles of leadership and communication.
- Calculate and forecast pricing, revenue, sales and profit scenarios in a marketing environment.
- Produce marketing correspondence and materials using common software applications.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Marketing

Course	Units
Required courses:	
MRKT 122 Professional Selling	3.0
MRKT 140 Introduction to Marketing	3.0
MRKT 150 Consumer Behavior	3.0
MRKT 170 Advertising and Integrated Marketing Communication	3.0
MGT 231 Introduction to Supervision and Management	3.0
INTR 163 International Marketing	3.0
MRKT 180 Social Media Marketing	3.0
Choose one of the following Business options:	
GNBS 119 Introduction to Business	3.0
SMBS 135 Ownership and Operation of a Small Business	3.0
Choose one of the following Computer options:	
MABS 60 Introduction to Computer Applications for Business	3.0
MRKT 145 Computer Marketing Applications	3.0
Total:	**27.0**

Paralegal/Legal Studies

Paralegal/Legal Studies Major (AS)

The program of study for the Associate in Science degree in Paralegal/Legal Studies is ABA-approved and complies with the requirements established under current California law to become a paralegal. NOTE: Paralegals may not provide legal services directly to the public except as permitted by law. Our program is designed so that students may satisfy the general education requirements and paralegal course requirements simultaneously to earn both the degree and the Certificate of Achievement. The paralegal certificate is ONLY awarded upon completion of the general education requirements for the Associate's degree.

General Education Requirements by the ABA: The ABA has general requirements that are different than those required by CCSF. If you have questions on the general education requirements, please call 415/239-3508 to speak to the Paralegal/Legal Studies Program Coordinator. Currently, the ABA does NOT accept courses approved for CCSF's General Education areas as follows:

Area A: Business English, Business Mathematics, Computer Science, Design, Microcomputer Applications for Business, and Supervision and Management

Area C: Nutrition and Ornamental Horticulture

Area D: Academic Achievement Personal Success, Health Education, and Physical Education

Area E: Design

Area G: Culinary Arts, Health Education, Nutrition, and Physical Education

Area H: Health Education, Physical Education, and Supervision and Business Management

Learning Outcomes

Upon completion of this program, students will be able to:

- Locate and analyze the law.
- Prepare and file pleadings in both the federal and California court systems.
- Use law office software efficiently.

Admission Requirements: Enrollment is open to all interested students who completed ENGL 1A or its equivalent with a final grade of C or higher. Students transferring general education coursework completed at another school must furnish an official transcript.

Students may transfer up to 12 units of paralegal courses completed at another ABA-approved paralegal program provided that the student submit an official transcript verifying the following: (1) the courses are similar in content and contact hours to our existing courses and (2) the letter grade earned in such courses was a C or higher. Courses completed in a law school are not acceptable for transfer as these courses do not emphasize or teach paralegal skills. The Program reserves the right to determine the transferability of any coursework completed outside City College of San Francisco.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Paralegal/Legal Studies

Course	Units
Required courses:	
PLS 1 Introduction to Paralegal Studies	3.0
PLS 2 Legal Research and Writing I	3.0
PLS 3 Legal Research and Writing II	3.0
PLS 4 Litigation I	3.0
PLS 5 Litigation II	3.0
PLS 6 Law Office Management and Procedures	3.0
Choose 18 units from the following elective courses:	
BSL 1 Business Law I	3.0
BSL 2 Business Law 2	3.0
PLS 7 Corporate Law	3.0
PLS 9 Wills, Trusts, and Probate Administration	3.0
PLS 12 Family Law	3.0
PLS 14 Immigration Law	3.0
PLS 16 Paralegal Work Experience	1.0-3.0
Total:	**36.0**

Paralegal/Legal Studies Certificate

The program of study for the Certificate of Achievement in Paralegal/Legal Studies is ABA-approved and complies with the requirements established under current California law to become a paralegal.

The certificate program is designed for students who already hold a college degree and wish to earn just a paralegal certificate to gain employment as a paralegal working under the supervision of an attorney. Students are taught how to write and communicate in formats acceptable in today's law offices; how to locate and analyze the law; how to handle the ethical issues facing today's legal professionals; how to navigate through the federal and California court systems; and how to operate within a law office. This program provides practical skills in law office software and business practices as well as instruction in the areas of substantive law.

Learning Outcomes

Upon completion of this program, students will be able to:

- Locate and analyze the law.
- Prepare and file pleadings in both the federal and California court systems.
- Use law office software efficiently.

Admission Requirements. Enrollment is open to all interested students who already hold a college degree OR who have completed 30 units of general education or law-related courses with a 2.0 grade point average or higher at an accredited, post-secondary school prior to admission into our paralegal program. In addition, all students entering the Certificate of Achievement in Paralegal/Legal Studies program must have completed ENGL 1A or its equivalent with a final grade of C or higher. Students transferring general education coursework completed at another school must furnish an official transcript.

Students may transfer up to 12 units of paralegal courses completed at another ABA-approved paralegal program provided that the student submit an official transcript verifying the following: (1) the courses are similar in content and contact hours to our existing courses and (2) the letter grade earned in such courses was a C or higher. Courses completed in a law school are not acceptable for transfer as these courses do not emphasize or teach paralegal skills. The Program reserves the right to determine the transferability of any coursework completed outside City College of San Francisco.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Paralegal/Legal Studies

Course	Units
Required courses:	
PLS 1 Introduction to Paralegal Studies	3.0
PLS 2 Legal Research and Writing I	3.0
PLS 3 Legal Research and Writing II	3.0
PLS 4 Litigation I	3.0
PLS 5 Litigation II	3.0
PLS 6 Law Office Management and Procedures	3.0
Choose 12 units from the following elective courses:	
BSL 1 Business Law I	3.0
BSL 2 Business Law 2	3.0
PLS 7 Corporate Law	3.0
PLS 9 Wills, Trusts, and Probate Administration	3.0
PLS 12 Family Law	3.0
PLS 14 Immigration Law	3.0
PLS 16 Paralegal Work Experience	1.0-3.0
Total:	**30.0**

Real Estate

California Real Estate Major (AS)

The curriculum in Real Estate, a two-year course of study, is designed to give students a sound foundation in theory and practice so that they may hold a position specialized in realty work, and to help them obtain the California real estate salesperson's license. The curriculum is approved by the Department of Real Estate of the State of California, the California Association of Realtors, and the San Francisco Board of Realtors.

Entry positions open to graduates who pass the California State examination for a salesperson's or broker's license include those of sales agent, rental agent, or property manager for a bank or land-development company; or in the property department of a corporation, a savings-and-loan company, or an insurance company. Graduates may also search titles and close transactions in the escrow departments of any of these establishments or for escrow companies.

Students interested in obtaining a real estate salesperson's or a broker's license may obtain information by visiting the the State of California Department of Real Estate website at www.dre.ca.gov

The course of study includes instruction in the following: principles of real estate, real estate practice, real estate economics and investments, legal aspects of real estate, principles of real estate appraisal, and principles of real estate finance.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply the principles and practice of real estate in California.
- Apply critical thinking and analytical skills of California real estate concepts.
- Explain California real estate contracts, disclosures and procedures.
- Apply real estate ethics as outlined in business and professional code of conduct.
- Analyze and evaluate the financial suitability of real estate opportunities.

Students must satisfy the City College graduation requirements and must complete the following courses.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in California Real Estate

Course	Units
Required courses:	
R E 181 Principles of Real Estate	3.0
R E 185 Legal Aspects of Real Estate	3.0
R E 186 Principles of Real Estate Finance.	3.0
R E 191 Principles of Real Estate Appraisal	3.0
R E 184 Real Estate Practice	3.0
R E 189 Real Estate Economics	3.0
Total:	**18.0**

California Real Estate Certificate

The California Real Estate Certificate is currently awarded by 70 community colleges in California. City College of San Francisco participates in this Statewide program and awards the California Real Estate Certificate to any day or evening student who completes this prescribed program.

A student may complete only those courses required for the California Real Estate Certificate, since this is awarded independently of the Associate in Science degree. However, students who complete the full course of study leading to that degree will have completed the requirements for, and may be awarded, the California Real Estate Certificate.

The Certificate of achievement is designed so that those seeking entry employment may prepare themselves to take the State licensing examination for real estate salespersons, and so that those already employed in various branches of real estate work may gain further knowledge and develop additional competence.

Learning Outcomes

Upon completion of this program, students will be able to:

- Define an overview of the basic concepts of California Real Estate.
- Apply tools learned to the California Real Estate market place.
- Apply knowledge of agency and fiduciary responsibility.
- Explain real estate opportunities and risk.
- Identify and understand key real estate terms.
- Qualify to take the California Department of Real Estate State Exam.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in California Real Estate

Course	Units
Required courses:	
R E 181 Principles of Real Estate*	3.0
R E 185 Legal Aspects of Real Estate	3.0
R E 186 Principles of Real Estate Finance.	3.0
R E 191 Principles of Real Estate Appraisal	3.0
R E 184 Real Estate Practice	3.0
R E 189 Real Estate Economics	3.0

* If the candidate for the California Real Estate Certificate holds a valid California real estate salesperson's or broker's license, a three-unit course in real estate or another area of business may be substituted in lieu of RE 181.

Choose 6 units from course electives:	
R E 182 Escrow Fundamentals	3.0
R E 183 Real Estate Property Management	3.0
R E 187 Real Estate Taxation	3.0
R E 192 Advanced Real Estate Appraisal	3.0
Total:	**24.0**

Retail Management

Retail Management Certificate

The Retail Management Certificate introduces students to the fundamentals of business, marketing, and retail. Retail experience is a plus, but is not required to successfully complete this program. The Certificate meets the requirements of the Western Association of Food Chains (WAFC) Retail Management Certificate program.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze market opportunities.
- Recruit and manage people.
- Manage supplier relationships.
- Promote a retail business using online and offline marketing strategies.
- Use the principles of consumer behavior to create a buying experience that will build loyal customers.
- Analyze business profitability.

Each course must be completed with a grade of C or higher or Pass.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Retail Management

Course	Units
Required courses:	
MABS 60 Introduction to Computer Applications for Business	3.0
MGT 231 Introduction to Supervision and Management	3.0
MGT 232 Organizational Behavior for Supervisors	3.0
MGT 233 Human Resources Management	3.0
MRKT 140 Introduction to Marketing	3.0
SMBS 135 Ownership and Operation of a Small Business.	3.0
Choose one of the following Accounting or Business Math options:	
ACCT 10 Introduction to Accounting	5.0
ACCT 1 Financial Accounting	5.0
BSMA 68 Mathematics of Business	3.0
Choose one of the following Communications options:	
BSEN 74 Written Business Communication	3.0
MGT 234 Communication for Business Management	3.0
Total:	**24.0 – 26.0**

Small Business

Small Business Certificate of Completion

The Small Business Certificate of Competion prepares students for a successful launch of their own small business and helps small business owners increase the effectiveness and operation of their business marketing, planning, technology, finance, and communications.

Learning Outcomes

Upon completion of this program, students will be able to:

- Plan and execute various activities required for the successful launch of a small business.
- Research and create the plans necessary for the successful funding and ongoing management of a small business.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Small Business

Course	Hours
Required courses:	
SMBU 9419 Developing a Business Plan	18.0
SMBU 9467 Getting Started in Business	18.0
Choose two of the following elective courses:	
SMBU 9888 Small Business Funding	18.0
SMBU 9476 Green and Sustainable Small Business	18.0
SMBU 9793 Small Business Marketing and Sales	18.0
SMBU 9799 Technology for Small Business	18.0
Total:	**72.0**

Announcement of Courses

Accounting

Credit, Degree Applicable Courses:

ACCT 1. Financial Accounting (5)
Lec-87.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; BSMA 68
Introduction to accounting information system and recording and reporting of business transactions with a focus on the accounting cycle, terminology, application of basic principles and theories, classified financial statements and statement analysis for decision makers. Includes issues relating to balance sheet valuations, revenue and expense recognition and cash flows. UC/CSU
C-ID ACCT 110

ACCT 2. Managerial Accounting (5)
Lec-87.5
Prereq: ACCT 1
Fundamental concepts and applications of managerial accounting techniques in the business world. Cost determination, cost analysis and control, performance evaluation, and the preparation and use of economic information for internal management purposes. UC/CSU
C-ID ACCT 120

ACCT 10. Introduction to Accounting (5)
Lec-87.5
Recommended Prep: MATH 30 or ENGL 88 or ESL 188 or readiness for college-level English
Designed to meet the needs of students in specific occupational programs and as an exploratory course to determine student interest and aptitude in accounting. Emphasis on the principles of double-entry bookkeeping, business and accounting terminology, and the use of various accounting worksheets to calculate and prepare accounting and business reports. CSU
ACCT 1 may be elected in lieu of ACCT 10 to satisfy the requirement in any curriculum in business.

ACCT 51. Intermediate Accounting (5)
Lec-87.5
Recommended Prep: ACCT 2
Designed for the students who pursue accounting beyond introductory study. A rapid review of fundamentals, with problems in valuation and presentation of assets, and liabilities, together with a study of analytical procedures. The course meets the educational requirements for the Certified Public Accountant (CPA) exam as determined by the California State Board. CSU

ACCT 52. Intermediate Accounting (5)
Lec-87.5
Prereq: ACCT 51
Designed for students who pursue accounting beyond introductory study. Course topics include investments, revenue recognition, income taxes, accounting changes, and error analysis. This course may help meet the educational requirement for the Certified Public Accountant (CPA) exam as determined by the California State Board of Accountancy. CSU
Offered Spring semesters

ACCT 53. Accounting with Sage 50 (3)
Lec-52.5
Prereq: ACCT 10 or ACCT 1.
Recommended Prep: MABS 60 AND BSMA 68.
Design, setup, and implementation of an accounting system in Sage 50 while following Generally Accepted Accounting Principles. Topics include accounts receivable, accounts payable, payroll, general ledger, financial statement analysis, and the comparison, analysis, and use of computer accounting software systems. CSU

ACCT 54. Auditing (3)
Lec-52.5
Recommended Prep: ACCT 2
Designed for students who are pursuing accounting beyond introductory study. Covers the objectives, scope and history of external auditing for financial statements. Qualifies as meeting a part of the

educational requirements for the Certified Public Accountant exam as determined by the California State Board of Accountancy. CSU

ACCT 55. Cost Accounting (3)
Lec-52.5
Recommended Prep: ACCT 2
Fundamental accounting procedures covering job order, process, and standard cost systems; budgetary control; direct costing; cost reports for management use. CSU

ACCT 56. Municipal Governmental Accounting (3)
Lec-52.5 P/NP available
Prereq: ACCT 1
Recommended Prep: ACCT 51
A study of the practices and methods of municipal governmental accounting encompassing terminology, reporting requirements, recording methods and the uses of funds. CSU
Offered Spring semesters

ACCT 57. Accounting with QuickBooks (3)
Lec-52.5
Prereq: ACCT 10 or 1
Design and operate an accounting system using Quickbooks software while following Generally Accepted Accounting Principles. Topics include implementing an accounting system for a new company, preparing reports on customer and sales activities, employee and payroll activities and purchase transactions. CSU

ACCT 58. Accounting Ethics (3)
Lec-52.5 P/NP available
Prereq: ACCT 1
Ethical standards of the accounting profession with emphasis on contemporary issues confronting accountants and auditors including their social and ethical responsibilities. Topics include the history of ethical thought, tax and auditing fiduciary responsibilities, the America Institute of Certified Public Accountants Code of Professional Conduct, financial statement representations, and the theoretical and practical application of ethical principles in business and accounting. CSU

ACCT 59. Federal Income Tax (3)
Lec-52.5 P/NP available
Designed for students who want to pursue the study of tax accounting or who want to prepare their own individual tax returns. Topics include tax filing requirements, gross income, itemized deductions, capital gains and losses. Helps to prepare students to meet requirements for the Certified Public Accountant (CPA) exam. CSU

ACCT 59B. California Income Tax (1)
Lec-18 P/NP available
Prereq: ACCT 59 or demonstration of exit skills
Study of California State Income Tax law, income tax problems, and preparation of California income tax returns. CSU

Noncredit Courses:

ACBO 9201. Accounting I - Proprietorship (90 hrs)
Recommended Prep: ESLN 3700 or TRST 2322
Fundamental accounting principles and procedures of a service business organized as a proprietorship. Topics include steps in the accounting cycle for proprietorship such as transactions, journals, ledgers, financial statements, cash controls systems, and bank reconciliations.
Offered Spring semesters

ACBO 9202. Accounting II - Partnerships, Corporation, and Manufacturing Business (90 hrs)
Recommended Prep: ACBO 9201
Fundamental accounting principles and procedures of a merchandising business organized as a partnership, corporation and manufacturing business. Topics includes accounting procedures for partnerships, sources of funds for a corporation, statements of cash flow, and end-of period adjustments and financial statements.
Offered Spring semesters

ACBO 9204. QuickBooks: Level 3 (45 hrs)
Recommended Prep: ACBO 9209
Advanced course in managing a computer based accounting system using Quickbooks Desktop application while applying Generally Accepted Accounting Principles (GAAP). Topics include a review of the accounting cycle; working with balance sheet accounts, using classes, customizing and integrating QuickBooks, adjusting entries and closing the books. The third in a series of three courses.

ACBO 9205. QuickBooks Complete (90 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600
Through simulated practice for various business entities, students will learn to use QuickBooks Premier and Pro to perform and complete simple to complex accounting tasks such as accounts receivable, accounts payable and payroll.
Offered Spring semesters

ACBO 9206. Basic Accounting Concepts I (45 hrs)
Recommended Prep: ESLN 3700; COMP 9905 or COMP 9245
Introduction to business accounting principles and concepts. Topics include steps in the accounting cycle for a proprietorship such as financial statements, ledgers, journals, cash control systems, and bank reconciliations. The integration of Microsoft Excel and QuickBooks is introduced.

ACBO 9207. Basic Accounting Concepts II (45 hrs)
Recommended Prep: ACBO 9206
Basic accounting concepts for a merchandising business organized as a corporation. Topics include special journals, inventory, payroll using a manual accounting system, writing off bad debts, and analyzing financial statements to make business decisions. Greater emphasis on software such as Microsoft Excel and QuickBooks is incorporated into this course.

ACBO 9208. QuickBooks: Level 1 (45 hrs)
Recommended Prep: ESLN 3700; COMP 9905 or COMP 9245
Completion of or concurrent enrollment in: ACBO 9206
A beginning course in managing a computer based accounting system using Quickbooks Desktop application while applying Generally Accepted Accounting Principles (GAAP). Topics include setting up a new company; recording sales, receivables, payables, and purchases; generating financial statements, reports and charts. The first in a series of three courses.

ACBO 9209. QuickBooks: Level 2 (45 hrs)
Recommended Prep: ACBO 9208
An intermediate course in managing a computer based accounting system using Quickbooks Desktop application while applying Generally Accepted Accounting Principles (GAAP). Topics include managing inventory, job costing, estimates, time tracking, setting up and tracking payroll, record correcting entries, generating financial statements, reports and charts at an intermediate level. The second in a series of three courses.

ACBO 9210. Income Tax Preparation (45 hrs)
Recommended Prep: ESLN 3700 or placement in ESLN 3800
An introduction to the basic mechanism of federal individual, partnership, and corporate income taxation. Topics include: federal income tax history, types of federal tax forms, filing status, what income is reported and not reported, IRS website search for online forms, publications, and current tax laws, and how to complete individual income tax forms 1040EZ, 1040A and 1040 including Schedules A, B, C, D and E, corporation income tax form 1120, and partnership income tax form 1064.

ACBO 9215. Microsoft Access for Accounting Principles (45 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600
Integrating Microsoft Access with principles of accounting. Topics include queries, reports, tables, forms, using Access to track inventory and customer orders, interpreting financial information and payroll.

ACBO 9216. Recordkeeping for the Business Office (45 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600
Students will learn the recordkeeping procedures for accounts receivable, accounts payable, stock record, purchase order, sales and payroll clerks. This course will help students use Microsoft Excel to create forms, reports and financial statements for small businesses.
Offered Spring semesters

ACBO 9219. Quickbooks Online: Level 1 (45 hrs)
Recommended Prep: ESLN 3700; COMP 9905; ACBO 9206
A beginning course in managing a cloud-based accounting system using Quickbooks Online (QBO), a subscription service, while applying Generally Accepted Accounting Principles (GAAP). Topics include setting up a new company; recording sales, receivables, payables, and purchases; generating financial statements, reports and charts; and evaluating QBO mobile and third-party apps. The first in a series of three courses.

ACBO 9220. Quickbooks Online: Level 2 (45 hrs)
Recommended Prep: ESLN 3700; ACBO 9219; COMP 9905
An intermediate course in operating a cloud-based accounting system using Quickbooks Online (QBO) software while following Generally Accepted Accounting Principles (GAAP). Topics includes banking, inventory, payroll processing, and evaluating inventory, banking, and payroll apps associated with QBO. The second in a series of three courses.

ACBO 9221. Quickbooks Online: Level 3 (45 hrs)
Recommended Prep: ESLN 3700; ACBO 9219 and ACBO 9220
An advanced course using Quickbooks Online (QBO) accounting web-based software. Topics include preparing adjusting entries, customizing, classes, budgeting, completing the accounting cycle and the evaluation of apps associated with QBO. The third in a series of three courses.

Business English

Credit, Degree Applicable Courses:

BSEN 70. Grammar and Writing Essentials for Business (5)
Lec-87.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An intensive review of grammar and punctuation usage. Practice in writing effective business documents such as letters, memorandums, and e-mail messages using well-constructed sentences and paragraphs. Practice in applying editing and proofreading skills. CSU

BSEN 74. Written Business Communication (3)
Lec-52.5 P/NP available
Recommended Prep: BSEN 70 or ENGL 88 or ESL 188 or readiness for college-level English
Extensive practice in writing and editing business letters, memorandums, e-mail messages, and other business documents. Class discussions on style, structure, goals of written business communication, and cultural diversity in business. Practice in using appropriate English in business documents. CSU

BSEN 76. Business and Technical Report Writing (3)
Lec-52.5 P/NP available
Recommended Prep: BSEN 70 or ENGL 88 or ESL 188 or readiness for college-level English
Produce business and technical reports that present ideas clearly and persuasively, solve problems, and evaluate alternatives. Apply techniques of primary and secondary research. Present data accurately in business and technical reports. Explore collaborative tools for the report-writing demands of the digital workplace. CSU
Offered Spring semesters

Noncredit Courses:

BOSS 4500. Business English I (45 hrs)
Recommended Prep: ESLN 3800
Development of written communication skills through strengthening business vocabulary, proper sentence structure, correct spelling, proper use of pronouns, and knowledge of online office reference.

BOSS 4501. Business English II (45 hrs)
Recommended Prep: BOSS 4500 or equivalent, ESLN 3800
Continued development of written communication skills: punctuation, business vocabulary, capitalization, varied sentence structure, spelling, proper use of verbs, adjectives and adverbs, and knowledge of online office reference materials. Introduction to composing a business letter.

BOSS 4510. Business Communications (45 hrs)
Recommended Prep: BOSS 4500 or equivalent, ESL Level 6+
A lecture-lab course to develop basic writing skills for the business world. Topics in this course include the business writing process and traits to improve writing, as well as practice writing emails, memos, letters, instructions and summaries.

BOSS 4515. Business Writing for Digital Media (45 hrs)
Recommended Prep: Completion of or concurrent enrollment in: BOSS 4510
A hands-on course to develop skills in business writing for digital platforms. Topics include the interactive nature of digital business communication, internet research, multi-media storytelling, writing for business websites, and business use of social media.

Business Law

Credit, Degree Applicable Courses:

BSL 1. Business Law I (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The nature, purpose, and sources of law; the historical development of the law and its function with respect to society and business; contracts, agency, tort, criminal law, business ethics, corporation, partnership and legal concepts. UC/CSU
C-ID BUS 125
Formerly CLW 18

BSL 2. Business Law 2 (3)
Lec-52.5
Prereq: BSL 1
Sales, regulation of business, real property, community property, environmental law, employment law, bailment law, wills and trusts, and security regulations. UC/CSU
Formerly CLW 19

Business Mathematics

Credit, Degree Applicable Course:

BSMA 68. Mathematics of Business (3)
Lec-52.5 P/NP available
Recommended Prep: (MATH 30 or MATH 43 or MATH 75)
Completion of or concurrent enrollment in: (MABS 60 or MABS 101)
A study of mathematical problems in business including Accounting (payroll, depreciation, inventory, financial statements), Finance (Investments, Time Value of Money, simple and compound interest), Marketing (metrics, ROI), and the use of graphs and tables. While this class will include a basic introduction to performing calculations using spreadsheet software, no background is required. CSU

Noncredit Course:

BOSS 2500. Business Math with Spreadsheets I (45 hrs)
Recommended Prep: completion of or concurrent enrollment in: ESLN 3500
Students will to perform business calculations including discounts, commissions, markups/markdowns, credit charges, simple/compound interest, and future/present value of loans and annuities. This course includes manual and spreadsheet applications of each topic.

Commercial Law

See Business Law.

Computer Applications for Business

Credit, Degree Applicable Courses:

MABS 30. Computer Keyboarding (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 184 or placement in ESL 186 or higher
Students learn to keyboard by touch on the computer for efficiency in executing routine business tasks. Topics include searching the Internet, maintaining electronic files, and using business applications. Course also includes basic computer concepts of hardware, software, and the operating system. CSU

MABS 35. Keyboarding: Speedbuilding (1.5)
Lab-87.5 P/NP available
Recommended Prep: MABS 30
Keyboarding skill development on computer keyboard with associated software, emphasizing proper tecnique to develop speed and accuracy. Drills target individual student deficiencies. Develop proper touch control of entire computer keyboard (including alphabetic, number, and symbol keys; numeric keypad) with proper control of the Space Bar, Enter, Tab, and Shift keys. CSU
Offered on occasion

MABS 60. Introduction to Computer Applications for Business (3)
Lec-52.5 P/NP available
Recommended Prep: MABS 30
Introduction to the concepts and skills required for using computer applications for business. Includes fundamental concepts of hardware, the operating system, and the most frequently used office applications: word processing, electronic spreadsheet, database management, presentations, web browsers, and email. UC/CSU

MABS 62. Computer Applications for Business on Mac (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MABS 30; ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Essential concepts and skills course required for using computer applications in Mac business environments. Includes fundamental concepts of hardware, the operating system, office software and cloud-based productivity applications in Word, PowerPoint, Excel, and Outlook. Students manage e-mail and calendars and create cloud-based storage file management structures. UC/CSU

MABS 67. Database for Business/Microsoft Access (3)
Lec-52.5 P/NP available
Recommended Prep: MABS 30
Introduction to dynamic relational database management using Microsoft Access. This course provides in-depth coverage of the concepts and techniques required to create, manage, format, modify, and configure Access database objects. Topics covered include creating tables with fields, defining table relationships, constructing queries, designing custom forms, and custom reports. Course completion will assist in the preparation for the Microsoft Office Specialist MS Access certification exams. CSU

MABS 101. Microsoft Excel (3)
Lec-52.5 P/NP available
Recommended Prep: MABS 30
This course provides in-depth coverage of the concepts and techniques required to use Microsoft Excel to create spreadsheets to express, analyze, and solve business-related problems, and to assist in the preparation for the Microsoft Office Specialist Excel certification exam. CSU

MABS 202. PowerPoint Presentations (3)
Lec-52.5 P/NP available
Recommended Prep: MABS 25 or MABS 30
Introduction to the concepts and skills required for creating business presentations using Microsoft PowerPoint. Topics include planning an effective presentation, developing on-screen slides; inserting pictures, tables, charts, and diagrams in to slides; and constructing a slide show with animation, transitions, sound, and timings. CSU

MABS 391. Word Processing/Microsoft Word (3)
Lec-52.5 P/NP available
Prereq: MABS 30 or 35 or ability to type at least 35 words per minute with no more than one error per minute
Recommended Prep: ESL 186 or placement in ESL 188
Experience creating and editing documents using Microsoft Word including paragraph and page formatting; proofing tools, tables, styles, columns, mail merge, headers/footers. Advanced features include building blocks, references, sharing/protecting documents. CSU
Formerly WDPR 391.

MABS 406. Developing Web Sites-Dreamweaver (3)
Lec-52.5 P/NP available
Recommended Prep: MABS 60
Experience in developing and maintaining a business website with HTML and CSS. Topics include tables, page divisions, links, image, forms, and built-in JavaScript behaviors. CSU

MABS 408. Website Builder for Business Portfolio / Productivity (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MABS 60 and BSEN 70
This course will provide students with an overview of webpage development using drag and drop website builders. Assignments will focus on online website builders, cloud-based productivity tools, and software applications available to users as and when needed for specific temporary projects, known or unexpected business workloads, and portfolio development. CSU
Offered on occasion

MABS 409. Developing Business Websites - Adobe Muse (3)
Lec-52.5 P/NP available
Recommended Prep: MABS 60 and BSEN 70
Fundamentals of custom business website development without coding using Adobe Muse web development software. Topics include tools that create and format web pages, add text, images, media, and widgets, add basic e-business functions, optimize layouts for mobile devices, and create a responsive business website. CSU

MABS 410. Photoshop and Acrobat for Business (3)
Lec-52.5 P/NP available
Recommended Prep: MABS 60; BSEN 70
Create, edit, organize, and optimize web images and documents using industry standard programs Adobe Photoshop and Adobe Acrobat. Topics include digital image editing, automation batch tools, document manipulation and conversion, optical character recognition (OCR), encryption, and interactive forms, and portable document format. Produce business office materials for outreach, social networks, electronic publications, print and web, and documents for use in content management systems (CMS). CSU

MABS 413. E-Commerce Apps for Entrepreneurial Business (3)
Lec-52.5 P/NP available
Recommended Prep: MABS 60; BSEN 70
This course will survey contemporary e-commerce apps, marketplaces, and platforms that facilitate entrepreneurial business success. Topics include planning, marketing, and managing business products and services with specific e-commerce apps. Students will be able to identify the most appropriate e-business options and e-commerce apps for a given business function. CSU

Noncredit Courses:

BOSS 3500. Job Preparation (45 hrs)
Recommended Prep: ESLN 3700 or TRST 3332; COMP 9905 or COMP 9245 or COMP 9921 or WOPR 9990
Improve the efficiency of job search strategies and develop methods for researching labor market data, including short term and long term employment projections, and local area employment opportunities. Self-assess strengths and communication skills, write resumes, cover letters and thank you letters, build interviewing skills, use the Internet to gather employment data where faster than average job growth is projected, and overview the importance customer service.

BOSS 3501. Customer Service Skills (15 hrs)
Recommended Prep: WOPR 9991 or equivalent, COMP 9921 or equivalent, ESL Level 6+
Teaches specific skills to effectively deal with customers and clients in a variety of different situations. For the front-line employee who is the first point of contact with customers.
Offered Fall semesters

BOSS 3502. Customer Service Principles & Soft Skills (45 hrs)
Recommended Prep: ESLN 3700 or TRST 2322
This course focuses on retaining customers by establishing effective customer service practices. Topics include web-based customer service, electronic communication, the professional work ethic, customer loyalty, needs and wants of customers, difficult personalities, in-person customer service, business letters and emails, how to solve problems, and customer complaints. Students review interpersonal and soft skills.

BOSS 5500. Keyboarding for Computers (45 hrs)
Recommended Prep: ESLN 3400
Students will acquire basic knowledge of the keyboard to interact more efficiently with desktop computers. Instruction covers introduction to the keyboard and development of basic keyboarding skills.

BOSS 5501. Keyboarding: Skill Development (90 hrs)
Keyboarding skill development on computer keyboard with associated software, emphasizing proper technique. Keyboarding drills target individual student deficiencies. The student will develop touch control of the keyboard and proper typing techniques to build basic speed.

BOSS 5502. Clerical Keyboarding (90 hrs)
Recommended Prep: BOSS 5500,5501 or 5503
Emphasis on formatting business documents such as reports, letters, and memoranda. Topics also include skill building for accuracy/speed, keyboarding practice and working in a simulated office to learn the ten-key numeric keypad.

BOSS 5505. Keyboarding: Quick Course (15 hrs)
This multilevel course serves as a quick introduction or review of the alphabetic and numeric keys, or a quick speed/accuracy building course. Emphasis is on individual student need. Skills taught through instructor-led and/or self-paced instruction.
Offered on occasion

BOSS 5506. Keyboarding: The Numeric Keypad (15 hrs)
Emphasis on the development and mastery of the numeric keypad on the computer keyboard. Students will learn numeric key location, and develop speed and accuracy by touch. This course is useful for data entry accounting, administrative and office support positions requiring numeric input.

BOSS 6500. Business Data Entry w/ Introduction to Medisoft (45 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700
Project-based data entry course to provide fundamental skills needed for Medisoft courses and noncredit certificate. Data entry activities into Medisoft with emphasis on the importance of data accuracy, consistency, and completeness.
Formerly COMP 9908

BOSS 6501. Business Medical Office Applications using Medisoft Level 1 (90 hrs)
Recommended Prep: BOSS 6500; ESLN 3600 or placement in ESLN 3700
This course introduces the Medisoft business software application, an industry-standard database used in most medical business offices. This hands-on course provides students the opportunity to learn the procedures of recordkeeping and billing in Medisoft to appropriately enter and retrieve confidential medical records and information.

BOSS 6502. Business Office Skills using Medisoft Level 2 (90 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700; BOSS 6501
This course covers administrative duties and skills in the Medisoft business software application needed for successful completion of the Medisoft for Business Certificate. Topics include appointment scheduling, preparing reports, maintaining patient information, generating bills, maintaining inventory, and preparing assignments.

BOSS 6503. Medisoft Simulated Office Practice Level 3 (45 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700; BOSS 6502
This course expands on the administrative duties and skills in the Medisoft business software application needed to apply and/or integrate them to produce real-world business medical simulation projects. This is the last required course for completion for the Medisoft for Business Certificate. Topics includes printing customized Medisoft reports, processing patient payments, and submitting insurance claims.

COMP 9000. Supervised Training of Computer Applications for Business (90 hrs)
Coreq: Concurrent enrollment in a Business course
Academic support for currently enrolled Business Department students in an instructor-supervised computer lab. Students work on assignments given in other Business Department credit and noncredit classes. Instructors assist students with computer skills and assignment content to achieve academic course learning outcomes.

COMP 9245. Windows Essentials for MS Office Applications (30 hrs)
Recommended Prep: ESLN 5/6
Essential computer concepts and techniques for the beginning computer user. Students will learn to use a Windows or Mac based operating system. Students are introduced to Internet and Email basics with an overview of business office productivity tools.

COMP 9857. MS Office Business Applications with Simulated Projects (90 hrs)
A comprehensive introduction of Microsoft Office business applications-Word, Excel, Outlook, Access, and PowerPoint. Students will learn the fundamental features and functions of these applications and apply and/or integrate them to produce real-world business projects.

COMP 9894. Microsoft Access Essentials (15 hrs)
Recommended Prep: COMP 9905 or equivalent, ESL Levels 5/6
Microsoft Access Essentials I is an introduction to using database software and terminology. Students learn to create the structure of the database, create tables, queries, forms, and reports. Additionally, students learn to create relationships between tables, modify tables, design and establish query criteria, and customize forms and reports.
Offered Fall semesters

COMP 9899. Electronic Publishing for Business I (45 hrs)
Recommended Prep: ESLN 3700 and COMP 9245 or COMP 9905 or COMP 9967
Electronic publishing for the business office using such programs as Microsoft Publisher or Adobe InDesign. Students will create and manage business documents for print or electronic distribution including business newsletters, postcards, interactive forms, flyers, and web publications. Students develop page layouts, edit text, optimize bitmaps, correct simple spelling, punctuation, and grammar errors in the development of business documents.

COMP 9900. Microsoft Excel for Business I (45 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700
A comprehensive introduction to using spreadsheet software to solve business problems. Students learn to set up, format, save, and print spreadsheets. Additional topics include using logical and mathematical functions and creating graphs from spreadsheet data.

COMP 9901. Microsoft Access for Business I (45 hrs)
Prereq: COMP 9905
Recommended Prep: ESLN 3600
Students learn database design guidelines to create the structure of the database, which allows them to create tables, queries, forms, and reports for business data. Students learn to edit tables, design and establish query criteria, and customize forms and reports.

COMP 9903. Software Update (15 hrs)
Recommended Prep: Windows OS Basics, ESL Level 6 or above
An overview course that introduces students to current business software, including, but not limited to Windows/Mac operating systems, MS Office (word processing, spreadsheets, databases, presentations), Internet and E-mail, cloud based business productivity tools, computerized accounting, business graphics or desktop publishing software, Web authoring and animation software, and business multimedia software.

COMP 9904. Microsoft Excel for Business II (45 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700
A comprehensive course providing proficiency in using spreadsheet software to solve business problems. Students learn enhanced worksheet design for business applications, database management techniques, and creating and executing simple and complex macros.

COMP 9905. Intro to Windows for MS Office Applications (45 hrs)
Recommended Prep: ESLN 5/6
An introduction to computer concepts and techniques for beginning computer students. Students will learn to use the Windows operating system to organize and manage data, resources and Office applications. A brief introduction of the Office applications: Word, Excel, PowerPoint, and Access, and a unit on Internet and E-mail is included.

COMP 9907. Electronic Publishing for Business II (45 hrs)
Recommended Prep: ESLN 3700; COMP 9933; COMP 9245 or COMP 9905
This course further develops electronic publishing by enhancing business office publications and making them interactive using such programs as Microsoft Publisher, Adobe InDesign, and Adobe Acrobat Professional. Students deconstruct business documents and templates, create a business office newsletter, business posters, interactive business registration forms, upload files and folders in a cloud-based drive, and import/export documents in various file formats.

COMP 9908. Computer & Web-based Applications (45 hrs)
Recommended Prep: TRST 4601 or ESLV 3821; BOSS 5500 or 25 net wpm keyboarding; Any hands-on introductory computer course of at least 27 hours or equivalent experience
Use of the latest state-of-the art computer and/or web-based software and its applications for business and office procedures. Students work with industry-specific software and explore new features in the latest version of an older software release. Instructor led demonstration with individual work, group work, data entry, and one-on-one tutoring as needed.

COMP 9909. Microsoft Excel for Business III (45 hrs)
Prereq: COMP 9904
Recommended Prep: Completion of or concurrent enrollment in: ESLN 3500
Students learn advanced spreadsheets formulas and formatting techniques and will concentrate on various Excel applications including formula auditing, PivotTables, PivotCharts, and macros.

COMP 9910. Microsoft Access for Business II (45 hrs)
Prereq: COMP 9901
Recommended Prep: ESLN 3600 and COMP 9905
Students create custom reports, forms and combination Main Form/SubForm for business data. Data searches with multiple criteria using Queries and column sorts. Display data through PivotTables and PivotCharts. Create easy access to database objects by using Macros to design and develop a switchboard.

COMP 9912. PC Upgrade and Optimization (15 hrs)
Recommended Prep: Windows OS Basics, ESL Level 6 or above
An overview course that introduces students to the basic concepts of computer components, installing and uninstalling Microsoft Office application software, installing device drivers, installation and use of antivirus and spyware.
Offered Spring semesters

COMP 9917. Building Individual Web Sites (45 hrs)
Recommended Prep: ESLN 3700 or TRST 2322; and COMP 9245 or COMP 9905
Fundamentals of website content management and blogging tools for creation of an individual or business blog. Students will create an individual online portfolio, or a business website enhancement. Students will develop, organize, format, manage, and publish content to the web using WordPress.
Offered Spring semesters

COMP 9918. Building Business Web Sites (45 hrs)
Recommended Prep: ESLN 3700 or TRST 2322; and COMP 9245 or COMP 9905
An introductory hands-on project based website development course for the business office. Students will plan, format, develop, and publish a basic business website using Adobe Muse web development software. Students will add text, images, media, widgets, navigation elements, and links to a website.
Offered Spring semesters

COMP 9919. Using Dreamweaver for Basic Business Web Pages (45 hrs)
Recommended Prep: ESLN 3600 and COMP 9905 or COMP 9245
Developing and maintaining a personal or business website using HTML and CSS built-in functions of Adobe Dreamweaver. Topics include new website definition, creating and editing the site, adding pages, links, images, text, and media. Beginning through intermediate skills are taught.

COMP 9920. Using SharePoint Designer (Expression Web) for Basic Web Pages (45 hrs)
Recommended Prep: Windows OS Basics, ESL level 6 or above
Instruction to Microsoft SharePoint Designer (Expression Web) web authoring tool to create a personal or business website. Topics include new site creation, editing, and maintaining the site, image and text insertions, publishing a site, and using tables, divs and forms.
Offered on occasion

COMP 9921. The Internet and Social Customer Service (45 hrs)
Recommended Prep: Windows OS Basics, ESL level 6 or above
Introductory course provides increased focus on Internet research skills, including search topics to expand on concepts or find the most recent information about a topic. This course provides a broad understanding of the most up-to-date functions, email and Internet resources, and topics such as social media customer service.

COMP 9922. Flash for Bus/Office Presentations (45 hrs)
Recommended Prep: COMP 9925, 9245, 9905 or equivalent, ESL Level 6+
Introduces business office students to the basic concepts of business presentations using Flash. Business students learn introductory techniques in creating storyboards, animated slide shows, ad banners, and Web pages. Students are also introduced to basic publishing concepts for viewing their work in the Flash Player on multiple computer applications.
Offered Spring semesters

COMP 9928. PowerPoint for Business (45 hrs)
Recommended Prep: ESLN 3700 or TRST 2322; COMP 9245
The course is designed for the office business professional or other computer user. Topics include creating a PowerPoint slide show, adding visuals to enhances a slide show, customizing a presentation, and delivering a presentation.

COMP 9932. Excel for Accounting Principles (45 hrs)
Recommended Prep: ACBO 9203, Windows OS Basics, ESL level 6 or above
Instruction in the utilization of Microsoft Excel (spreadsheet software) as it relates to accounting principles. Students will have practice in formatting, formulas, and functions, charts/graphs, worksheet manipulation, database and macro commands.
Offered Spring semesters

COMP 9933. Building Business Web Pages with Adobe Web Standard-Level I (45 hrs)
Recommended Prep: ESLN 3600 and (COMP 9905 or COMP 9245)
Project-oriented approach to developing a business website using various Adobe web development software applications. Topics include types and functions of software applications; creating and formatting web pages with text, graphics, and media; adding forms and interactivity, and integration of output from several software applications into a single website project.

COMP 9934. Building Business Web Pages with Adobe Web Standard-Level II (45 hrs)
Prereq: COMP 9933 or COMP 9919 or COMP 9918
Recommended Prep: ESLN 3600 and COMP 9905
Project-oriented approach using Adobe web development software for the development of e-business and mobile websites. Topics include: further development of business websites by adding business functions to a website such as website analytics, search engine optimization, and e-business and shopping cart widgets; optimizing web pages for mobile devices; creating a mobile website; and creating a responsive website.

COMP 9935. Business Web Graphics (45 hrs)
Recommended Prep: ESLN 3600 and COMP 9245; and knowledge of Windows OS basics or COMP 9905
Create business web graphics and business web media using Adobe web graphics and web authoring tools. Create, edit, manage, and optimize vector and bitmap images for web pages. Topics include creation of a custom webpage layout, creation of web page banners, web page

backgrounds, and adding digital media to a web page. Creation of a web page layer comp with navigational elements.

COMP 9936. Outlook for Office Support (45 hrs)
Recommended Prep: Windows OS Basics, ESL level 6 or above
A hands-on lecture and lab course that introduces Outlook-Microsoft's desktop information management application. Topics include e-mail basics, creating a personal schedule, task list and a contact list using Outlook's features of Contacts, Calendar, Inbox, and Tasks.
Offered Spring semesters

COMP 9938. Publisher for Business Desktop Publishing (45 hrs)
Recommended Prep: ESLN 3700 or TRST 2321, COMP 9245 or COMP 9905
This is a lecture and lab course which introduces students to the basic concepts of desktop publishing using Microsoft Publisher. Students will create business publications, such as, advertising, flyers, newsletters, trifold brochures, business cards, envelopes and letterheads.

COMP 9941. Computer Applications - Self Paced (45 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700, or TRST 2322 or placement in TRST 3331; WOPR 9995 or COMP 9904 or COMP 9910 or COMP 9928; WOPR 9995 or COMP 9936; ACBO 9208 and ACBO 9209
A self-paced computer software course that supports the attainment of an industry standard certificate as a Microsoft Office Specialist (MOS) or Intuit QuickBooks Certified User (QBCU). Students will complete real-world simulated projects using Gmetrix and Certiport software in one selected core area: MS Word, MS Excel, MS PowerPoint, MS Access, MS Outlook, or Intuit QuickBooks. Students will analyze real-world business problems and then apply appropriate solutions using Gmetrix and Certiport training and testing software.
Students train, test, and attain an industry recognized certification in one of the following products using Gmetrix software: Word, Excel, PowerPoint, Access, Outlook Outlook, or QuickBooks. Gmetrix and Certiport or certification tools used for training & testing purposes. 800 score recommended for advancement to proctored Certiport exam.
Offered on occasion

COMP 9942. Microcomputer Lab (45 hrs)
Coreq: Concurrent enrollment in any Business Department course
Instructor-supervised computer lab for currently enrolled Business Department students. Students work independently on assignments given in other Business Department credit and noncredit courses.

COMP 9944. Acrobat for Bus/Office (45 hrs)
Recommended Prep: COMP 9245, 9905 or equivalent, ESL Level 6+
An introductory hands-on project based course teaching business office students PDF document conversion, document consolidation, interactive form creation, PDF optimization, redaction, security, electronic PDF distribution, and portfolio development. Students will create interactive business/office forms/office forms for electronic distribution.
Offered Fall semesters

COMP 9947. Windows Folder and File Concepts (15 hrs)
Recommended Prep: ESL Level 5/6 or above
Fundamentals of efficient management of electronic files/folders in a business office using a Windows or Mac based operation system. Students create file and folder naming conventions, learn to view and navigate through levels of folders, setup a cloud storage system, and organize folders in removable storage devices.

COMP 9948. Acrobat Bus/Office Doc Conversion (15 hrs)
Recommended Prep: COMP 9245, 9905 or equivalent, ESL Level 6+
An introductory course teaching the business office students PDF document conversion, document consolidation, Adobe PDF creation, security, and interactive from development. Students will combine and convert business office documents from various file formats for electronic PDF distribution.
Offered on occasion

COMP 9952. Internet and E-mail for the Business Office (15 hrs)
Recommended Prep:COMP 9942, 9905, 9947 or equivalent, ESL Level 6+
Introductory course to provide familiarity of the Internet and email. Topics covered include an introduction to the Internet and email, browser features, navigating the Web, cloud computing services, and evaluate websites for clarity, content, and credibility.

COMP 9957. Photoshop Elements I (15 hrs)
Recommended Prep: COMP 9245, COMP 9905, or equivalent; ESLN 5/6
An introduction to image file management and digital image editing software. Students are introduced to file naming conventions and organization, bitmap file formats, and various digital editing modes. Students will learn to organize and enhance business graphics for personal portfolio development and business office work.
Offered Fall semesters

COMP 9958. Photoshop Elements II (15 hrs)
Recommended Prep: COMP 9245, COMP 9905, or equivalent, COMP 9957; ESLN 5/6
An introduction to digital image editing software to create business office graphics for Web and desktop publishing. Students apply auto correct features, make selections, repair exposure problems, combine images, reframe, retouch and recompose images, and share and export digital graphic files in various formats.
Offered Fall semesters

COMP 9959. Photoshop Essentials (45 hrs)
Recommended Prep: TRST 2322 or ESLN 3700 or placement in ESLN 3800; COMP 9245 or COMP 9905
Fundamental digital image software course. Students learn to organize and digitally edit business office images for web page development, and electronic publishing. Students repair exposure problems, create selections, auto correct, reframe, retouch, recompose, and share and export image files in various file formats.
This course is not intended for students interested in graphic design and web design. Please see programs/courses in Visual Media Design Department".

COMP 9964. Microsoft Outlook Essentials (15 hrs)
Recommended Prep: COMP 9905, ESL Level 5/6 or above
Hands-on lecture/lab introduces the business student to the basics of Outlook-Microsoft's desktop information management application. Students will explore the basic concepts of using Outlook for email; create contact lists, task lists, calendars, and appointments.

COMP 9967. Google Apps for Business I (45 hrs)
Recommended Prep: ESLN 3700; COMP 9905 or COMP 9245; COMP 9921
Google Apps for Business I is a hands-on course that introduces students to cloud-based file storage, email, security, file management, Google Drive, Docs, Sheets, Slides, Calendar, Blogger, and group collaboration. Students learn to share docs, collaborate in groups, develop

error free blog posts, memo, cover letter, and a personal budget, and migrate and convert Microsoft Office documents into to Google Docs, Sheets, and Presentations, and archive them in the Google Drive.

COMP 9968. Google Apps for Business II (45 hrs)
Recommended Prep: ESLN 3700 and COMP 9245 or COMP 9905
Google Apps for Business II is a hands-on course that introduces to data collection strategies using Google Forms and builds on existing understanding of cloud productivity tools. Students create and embed surveys into blogs, support content management, gather employee and client feedback, manage spreadsheets, back up assignments in the cloud, create archives, learn to connect and collaborate, encrypt, and share documents in the most common file formats.

COMP 9975. MS Office Applications I (45 hrs)
Recommended Prep: ESLN 3600 and COMP 9905 and COMP 9947 and COMP 9952 or equivalent skills
An introduction to Microsoft Office applications in Word, Excel, Access, and PowerPoint. Topics include Microsoft Office basics, formatting business letters, creating and editing worksheets and databases, PowerPoint presentations, and additional hands-on simulated projects.

COMP 9976. MS Office Applications II (45 hrs)
Recommended Prep: ESLN 3600 and COMP 9975 or or equivalent skills
An intermediate level course of Microsoft Office applications in Word, Excel, Access, and PowerPoint. Topics include creating a flyer and table in Word, analyzing data in Excel, creating forms and reports in Access, and building a PowerPoint presentation with animation, tables, and charts. The integration of Microsoft Office applications is introduced.

COMP 9977. Microsoft OneNote (45 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600
A hands-on course that introduces Microsoft OneNote, a free-form information gathering and multi-user collaboration software. Students will use this electronic notebook to create and gather notes, drawings, screen clippings and audio and video commentaries to share with other OneNote users over the Internet or on a network.

WOPR 9990. Word Processing (Multi Level) (90 hrs)
Recommended Prep: TRST 2322 or ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)
Beginning to advanced Microsoft Word course focusing on essential word processing skills as required in a business office. Students learn to prepare, format, maintain documents, create tables, merge documents, and create business letters, newsletters, and forms.
Offered Fall semesters

WOPR 9995. Microsoft Word for Business I (45 hrs)
Recommended Prep: ESLN 3600 or TRST 2322
A hands-on course introducing Microsoft Word word-processing software application. Topics include Microsoft Word basics, creating and maintaining documents, tables, forms and mail merge.
Formerly WOPR 9486

WOPR 9996. Microsoft Word for Business II (45 hrs)
Prereq: WOPR 9995
Recommended Prep: ESLN 3600 or TRST 2322
Create custom documents containing a table of contents, sections, index references and an index. Students create macros, and learn techniques to collaborate effectively using features in Microsoft Word.

Entrepreneurship

ENTR 101. Introduction to Entrepreneurship (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course provides a practical and experience-centric approach to entrepreneurship. This practice-based method focuses on nurturing an entrepreneurial mindset and skill set, and equips students with tools to bring one's idea from concept to launch. The course promotes active learning and engagement with the realities of entrepreneurship, encouraging entrepreneurial thinking beyond just learning the concepts of planning, funding, pitching and marketing their creative ideas. CSU

ENTR 102. Applied Design Thinking for Entrepreneurship (1.5)
Lec-26.25, field trips P/NP available
Prereq: DSGN 105; Completion of or concurrent enrollment in: ENTR 101
Preparation for collaborative forms of interaction and idea generation that allow for innovative solutions using design thinking, a major driver for strategic differentiation and competitive advantage among firms. Explore technology and radical innovation as forces behind the transformation of leading industries and their entrepreneurial value. CSU

Finance

Credit, Degree Applicable Courses:

FIN 110. Principles of Risk Management (3)
Lec-52.5 P/NP available
Recommended Prep: (MATH 30 or MATH 43 or MATH 45)
The fields of risk, risk management, and insurance, including the legal elements of risk and contracts. Designed for any business student who is interested in learning about risk management, legal contracts, and financial risk, as well as those interested in the insurance industry. CSU
Offered Fall semesters

FIN 130. Principles of Bank Operations (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Fundamentals of bank functions; operations involving day-to-day banking activities: various bank services such as deposits, loans, trust, and international; legal aspects of banking; the Federal Reserve System and related regulatory controls. CSU
Offered Fall semesters

FIN 133. Money and Banking (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The nature and significance of money in both a historical and contemporary sense. Emphasis on the commercial banking process and the Federal Reserve. Financial institutions other than commercial banks; international payment problems. CSU
Offered Spring semesters

FIN 136. Personal Financial Planning (3)
Lec-52.5 P/NP available
Recommended Prep: BSMA 68
Personal financial planning is critical. This class will help you develop financial plans in your personal life to buy a house and invest, and understand the importance of starting to save for retirement right away. It will introduce you to important Finance topics such as

insurance, taxes. The class is also a useful introduction to Finance for those pursuing academic goals in business. CSU
Not intended for students who have taken FIN 136M.

FIN 136M. Personal Financial Planning - Math Emphasis (3)
Lec-52.5 P/NP available
Prereq: MATH 40
Personal financial planning is critical. Learn to develop financial plans for your personal life such as buying a house, investing, evaluating insurance, paying taxes, and starting to save for retirement right away. Includes rigorous application of linear, algebraic, exponential, and logarithmic functions with applications to personal finance and is useful preparation for university-level classes in Finance. CSU
For a less mathematically rigorous approach to Personal Finance see FIN 136 (which does not fulfill CSU Area B4).

FIN 138. Principles of Investment (3)
Lec-52.5 P/NP available
Recommended Prep: BSMA 68; ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
The principles and practices in the investment field and successful investment policies for the individual investor are studied, serving as a good practical application as well as good preparation for higher-level classes. This will include establishing an investment program, sources of investment information, tools utilized in security and market analysis, and an analysis of securities markets and institutions. CSU

General Business

Credit, Degree Applicable Course:

GNBS 100. Essential Skills for Business Professionals (1)
Lec-17.5
Students will learn effective communication, problem solving and decision making, positive attitude and taking initiative, teamwork and collaboration. All of these are essential skills for business. CSU

GNBS 119. Introduction to Business (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Overview of the functional areas of business -- including marketing, human resources, finance, accounting, operations, and management -- within a socially responsible global business environment. In addition, provides an overview of small business and entrepreneurship, ethics, economics, international business, and e-commerce. UC/CSU
C-ID BUS 110

GNBS 120. Business Ethics and Social Responsibility (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or BSEN 74 or readiness for college-level English
This course emphasizes the centrality of ethical values such as honesty, trust, respect, and fairness in the context of individual and organizational effectiveness. Become a more effective decision maker by examining the role and the social responsibility of ethics in the business environment. UC/CSU
Offered on occasion

GNBS 125. Green & Sustainable Business (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines the environmental profiles of the major business segments. Introduction to the major concepts of green business, including natural capitalism, the costs and benefits of green business, and how green technologies can improve competitiveness and profitability. CSU
Offered Fall semesters

GNBS 127. Green & Sustainable Operations Management (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines the environmental impact of the functional areas of an organization and focuses on applying models for sustainability. Teaches important tools, including triple bottom line accounting, natural capitalism, social responsibility, and applying 'just in time' principles in a business environment. CSU
Offered Spring semesters

International Business

Credit, Degree Applicable Courses:

INTR 162. Introduction to International Business (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course provides an overview of international business focusing on global perspective of international trade and investment, financial markets, business issues and strategies in the global economy, international marketing and business operations of multinational corporations. CSU
Formerly Survey of International Business

INTR 163. International Marketing (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Marketing execution in an international environment. Impact of cultural, economic, legal, and political environments on creating, pricing, promoting, and distributing products/services. Role of global trade organizations on international marketing strategy. CSU

INTR 167. International Business Law (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the legal aspects of International Business, including U.S. trade laws, contracts, transactions, technology transfers, intellectual property protection, shipping documents, insurance, finance, economic communities, and dispute resolution. CSU
Formerly titled International Law
Offered Fall semesters

INTR 170. International Business Finance (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the financial decisions impacting International Business, including assessing the current economic environment, computing foreign exchange rates, analyzing foreign exchange risks, learning how to calculate time value of money of global assets, and considering current and prior issues impacting international finance. CSU
Offered Spring semesters

INTR 172. International E-Business: Resources and Tools (3)
Lec-52.5 P/NP available
Recommended Prep: MABS 30 or equivalent keyboarding and computer skills; ENGL 88 or ESL 188 or readiness for college-

level English
A practical exploration of conducting successful international business using the tools and resources of today's Internet, including E-commerce marketing, product and trade data access, search engines, web site alternatives, transportation tracking, governmental resources and assistance, electronic submission of customs documentation, electronic payments, internet software tools and business related hardware options. CSU
Offered Spring semesters

INTR 173. Export-Import (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the concepts of international export and import practices, including identifying foreign markets, export and import regulations, channels of distribution, tariffs, evaluating functions of U.S. Customs and freight forwarders, and evaluating payment methods including letters of credit and currency exchange. CSU
Offered on occasion

Management

Credit, Degree Applicable Courses:

MGT 231. Introduction to Supervision and Management (3)
Lec-52.5
Concepts of supervision and management including planning, organizing, recruiting, training, decision-making, communication, employee relations, motivation, discipline, rewards/incentives, and grievances. CSU
Formerly SUPV 231

MGT 232. Organizational Behavior for Supervisors (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Concepts and principles of human relations in organizations, including application of motivational theory, group dynamics, managing change, leadership styles, training, and organizational development. CSU
Formerly SUPV 232

MGT 233. Human Resources Management (3)
Lec-52.5
Recommended Prep: BSEN 74 or ENGL 88 or ESL 188 or readiness for college-level English
This course focuses on human resources management principles and techniques, including recruiting, job performance, employee development, career management, discipline, labor relations, and employment law; also sexual harassment, health issues in the workplace, discrimination, Americans with Disabilities Act, downsizing, managing a diverse workforce, and governmental regulations. CSU
Formerly SUPV 233

MGT 234. Communication for Business Management (3)
Lec-52.5
Recommended Prep: BSEN 74
Students will learn concepts, strategies, and models to help improve communication skills. This course encompasses topics such as cultural diversity, critical thinking, ethical communication, listening skills, communicating in managerial and leadership roles, managing conflicts, communicating in teams and groups, technology in communication, and public presentations. Students will understand the importance of effective communication in the workplace. CSU
Formerly SUPV 234

MGT 235. Organizational Leadership (3)
Lec-52.5
Recommended Prep: BSEN 74 or ENGL 88 or ESL 188 or readiness for college-level English
This course explores collaborative and inclusive leadership and management styles along with the vision and values needed to effectively lead successful organizations. Examines strategies for developing and encouraging skills that enable leaders and managers to succeed in business, government, nonprofits, education, and community-based organizations. UC/CSU
Formerly SUPV 235

MGT 236. Women Leaders at Work (3)
Lec-52.5 P/NP available
This course explores women's leadership, management, and communication styles and the vision and values women leaders bring to an effective environment in business, education, government and community organizations. Examines strategies for developing and encouraging skills that enable and allow women leaders and managers to succeed. CSU
Formerly SUPV 236

Marketing

Credit, Degree Applicable Courses:

MRKT 122. Professional Selling (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The fundamentals of selling in a professional environment. Students learn to identify target markets, prospect for clients, write a sales plan, develop a sales strategy, identify and resolve conflicts of interest, make an oral presentation, respond effectively to objections, ask for a commitment, and manage a sales force. CSU

MRKT 140. Introduction to Marketing (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A general survey of types and functions of marketing institutions, products and services, channels of distribution, trends in marketing practices, and a study of consumer behavior. CSU
Required for all Marketing majors.

MRKT 145. Computer Marketing Applications (3)
Lec-52.5 P/NP available
Introduction to desktop publishing and presentation software using Microsoft Office professional applications and web-based tools. Design and create professional marketing materials such as newsletters, brochures, flyers, logos, business forms, and animated slideshow presentations. CSU

MRKT 150. Consumer Behavior (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to the core concepts and applications of contemporary consumer behavior. Consumer behavior topics include needs and motives, personality, perception, learning, attitudes, cultural influence that lead to understanding consumer decision-making and behavior. Explores the impact of consumer behavior on marketing strategies and promotional tactics. CSU

MRKT 170. Advertising and Integrated Marketing Communication (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Exploration of the role of advertising and integrated marketing communications in the marketplace. Working knowledge of the following areas associated with the advertising industry: Target marketing, ad agency organizations and operations, media strategies, use of television, radio, outdoor advertising, online and social media, print media, sales promotions, and alternative advertising. CSU
Required for all Marketing and Fashion Merchandising majors.

MRKT 180. Social Media Marketing (3)
Lec-52.5 P/NP available
This course is designed to build students' social media marketing skills by working on projects that give students hands on experience implementing social media marketing campaigns and strategies. Topics include integrating targeted social media platforms into a marketing plan, creating social media marketing campaigns, and measuring the success of campaign efforts. Upon completion, students will be able leverage and integrate social media to promote products, services and brands. CSU

Paralegal/Legal Studies

Credit, Degree Applicable Courses:

PLS 1. Introduction to Paralegal Studies (3)
Lec-52.5
Prereq: ENGL 1A
Study of the code of ethics in the legal profession; the steps to file a lawsuit; the California and federal court systems; the areas of torts, contracts, property law, and criminal law and procedure; the role of a paralegal; and the operations of a law office CSU
Offered Fall and Spring semesters

PLS 2. Legal Research and Writing I (3)
Lec-52.5
Prereq: ENGL 1A
Study and practice of written, verbal, electronic communication and legal research techniques and styles used in today's law offices. Students will also be required to research online and using print, Shepardize, and cite properly their sources. CSU
Offered Fall and Spring semesters

PLS 3. Legal Research and Writing II (3)
Lec-52.5
Prereq: PLS 1 and PLS 2
This course teaches students how to research more effectively using both online and print sources, how to cite check and shepardize, and how to argue persuasively via two types of legal memoranda. CSU
Offered Fall semesters

PLS 4. Litigation I (3)
Lec-52.5
Prereq: PLS 1 and PLS 2
This course teaches students how to gather the information and draft the pleadings to commence a lawsuit in court or respond to a lawsuit. CSU
Offered Spring semesters

PLS 5. Litigation II (3)
Lec-52.5
Prereq: PLS 3 and PLS 4
This course focuses on the discovery, trial, and post-trial phases of a lawsuit and the role of a paralegal in each phase. CSU
Offered Fall semesters

PLS 6. Law Office Management and Procedures (3)
Lec-52.5
Prereq: PLS 3 and PLS 4
Recommended Prep: MABS 60
This course covers law office management systems, personnel management, accounting, and operations. CSU
Offered Spring semesters

PLS 7. Corporate Law (3)
Lec-52.5
Prereq: PLS 3
This course covers legal aspects of various business entities, including corporations, sole proprietorships, partnerships, and joint ventures and emphasizes the duties of a paralegal in forming, maintaining, and terminating the above entities. CSU
Offered on occasion

PLS 9. Wills, Trusts, and Probate Administration (3)
Lec-52.5
Recommended Prep: PLS 3
This course teaches the law of wills and trusts; the organization and jurisdiction of a California probate court; and the administration of estates in California probate courts, including gift inheritance and estate taxes. CSU
Offered on occasion

PLS 12. Family Law (3)
Lec-52.5
Prereq: PLS 3; PLS 4
This course covers the tasks associated with marital dissolutions such as the division of marital property and child custody as well as alternate family structures in today's society. CSU
Offered on occasion

PLS 14. Immigration Law (3)
Lec-52.5
Recommended Prep: PLS 3
This course is a practice-oriented overview of immigration law and covers family and employment visas, political asylum, naturalization, non-immigrant visas, and removal. CSU
Offered on occasion

PLS 16. Paralegal Work Experience (1-3)
Work-60-225, field trips
Prereq: PLS 1 and PLS 2 and PLS 3 and PLS 4
Repeat: Students can repeat once (total 2 enrollments)
Students will work with practicing attorneys and paralegals, apply the skills learned in the paralegal classes, and gain experience working in a legal environment. CSU
Replaces PLS 16, PLS 18, and PLS 19
Offered Fall and Spring semesters

Real Estate

Credit, Degree Applicable Courses:

R E 181. Principles of Real Estate (3)
Lec-52.5
Fundamental real estate course covering the basic laws and principles of California real estate; provides background and terminology necessary for advanced study in specialized courses. Designed to assist those preparing for the California state real estate salesperson licensing examination. CSU

R E 182. Escrow Fundamentals (3)
Lec-52.5
Basic methods and techniques of real estate escrow procedures including legal responsibilities of individuals engaged in escrow work. Types

of instruments used on the job and their preparation, closing statements, disbursements of funds, proration calculations, public and ethical responsibilities. CSU

R E 183. Real Estate Property Management (3)
Lec-52.5
An introductory course dealing with real estate property management and its relationships to agency, contracts, rentals, basic rent rules, rent control, tenant selection, insurance, repairs and maintenance, evictions, discrimination, landlord and tenant rights, public and private housing facilities, and government participation and regulations. CSU

R E 184. Real Estate Practice (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 184 or placement in ESL 186 or readiness for college-level English
Day-to-day functions and operations of the real estate broker and salesperson. The duties and responsibilities of real estate brokerage including listing, prospecting, advertising, marketing, financing, sales techniques, escrow, ethics, and compliance of state and federal regulations. CSU

R E 185. Legal Aspects of Real Estate (3)
Lec-52.5
Recommended Prep: R E 181; ENGL 88 or ESL 188 or readiness for college-level English
A study of California real estate law covering agency, contracts, disclosures, landlord/tenant disputes, property taxes, common interest subdivisions, escrow and title insurance, as well as recent legislation governing real estate transactions. CSU

R E 186. Principles of Real Estate Finance (3)
Lec-52.5
Analysis of real estate financing, including lending policies in financing residential, commercial and special purpose properties. Emphasis on various methods of financing and lending criteria. CSU

R E 187. Real Estate Taxation (3)
Lec-52.5
Recommended Prep: R E 181; MATH 60; ENGL 88 or ESL 188 or readiness for college-level English
This course encompasses Federal and California State income tax and other tax laws influencing the purchase, sale, exchange, and use of real property. Topics include depreciation, capital gains, installment sales, pre-paid interest, and tax saving opportunities. Tax planning, federal gift and estate taxes, and transfer taxes are explored. CSU

R E 189. Real Estate Economics (3)
Lec-52.5
Recommended Prep: R E 181; ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
Use of economic analysis as the basis for prudent real estate purchases and investments. Students will explore the impact of financing and government policies with respect to investment markets. Review the economic advantages and disadvantages of various types of real estate purchases and investment. CSU

R E 191. Principles of Real Estate Appraisal (3)
Lec-52.5
Basic course in real estate valuation with emphasis on residential property. Topics include valuation principles; the formal appraisal process; analysis of city, neighborhood and site data, architectural style analysis of improvement and residential construction classifications; depreciation; market data valuation; the sales comparison, cost and income approaches to value; reconciliation of approaches to final value conclusion; appraisal report formats and role of the professional appraiser. CSU

R E 192. Advanced Real Estate Appraisal (3)
Lec-52.5
Prereq: R E 191
Advanced study in appraisal and valuation techniques with emphasis on income capitalization models to value multifamily residential,commercial, and industrial properties. The course reviews the formal appraisal process and basic real estate mathematics, financial functions of a dollar, and time value of money. Application of concepts in capitalization and reconstruction analysis, property operating statements, and the derivation and application of capitalization on yield rates. CSU
Offered on occasion

Small Business

Credit, Degree Applicable Courses:

SMBS 135. Ownership and Operations of a Small Business (3)
Lec-52.5 P/NP available
An introduction to organizing and managing a successful small business enterprise. Emphasis on formulating a business plan, preparing financial statements, conducting marketing research, finding sources of financing, developing marketing and business strategies, and responding to legal and ethical issues. CSU

Noncredit Courses:

SMBU 9419. Developing a Business Plan (18 hrs)
Recommended Prep: ESLN 3700
For prospective and new business owners. Outlines the process of developing and pitching a business plan. Introduction to pitch decks and pitching strategies.

SMBU 9467. Getting Started in Business (18 hrs)
Recommended Prep: ESLN 3700
An overview of the considerations involved in starting a new business. Topics include entrepreneur and small business characteristics, evaluation of business idea, business licenses and permits, legal structures for business, and basic financial considerations.

SMBU 9476. Green and Sustainable Small Business (18 hrs)
Recommended Prep: ESLN 3700
An exploration of the major types of green certifications and the process of achieving them, as well as the obstacles and opportunities small businesses face in implementing and maintaining sustainable practices that are economically, ecologically, and socially sound.

SMBU 9477. eBay for Your Small Business (9 hrs)
Create an online presence for your small business using eBay. Learn how to become a seller, research and create winning listings, use PayPal, deal with shipping and complete sales.

SMBU 9792. Small Business Management (18 hrs)
An introduction to basic administration and management concepts and procedures for small business, including an overview of the rights and responsibilities of employees and employers.

SMBU 9793. Small Business Marketing and Sales (18 hrs)
Recommended Prep: ESLN 3700
A practical, targeted study of how to develop and implement a successful marketing strategy for small business.

SMBU 9799. Technology for Small Business (18 hrs)
An introduction to free cloud-based software tools for entrepreneurs engaging in business research and planning, website management,

blogging, database creation, search engine optimization (SEO) and point of sale solutions.

SMBU 9801. Communication and Management (18 hrs)
Recommended Prep: ESLN 3700
Development of effective interpersonal communication skills in business settings, thinking strategically about communication as a future business owner. Introduction to communication guidelines and related issues and the opportunity to put those guidelines into practice.

SMBU 9888. Small Business Funding (18 hrs)
Recommended Prep: SMBU 9419; ESLN 3700
Exploration of ways entrepreneurs can raise startup capital for their small business funding, with pros and cons of each. Evaluation of a business idea for viability and fundability.

Travel and Tourism

Credit, Degree Applicable Courses:

TRTV 173. Destinations: Historical and Archaeological (3)
Lec-52.5
An analysis of the historical and archaeological travel destinations of the world. Travelers want to find a connection to their heritage. Students learn all the "must see" places for the well-traveled. More people travel to historical and archaeological sites than any other segment of the travel industry. CSU
Offered on occasion

Word Processing

See curricula and course listings under Computer Applications for Business in this section of the catalog.

Work Experience*

*See Work Experience section of the catalog

Career Development

Office: MU 101
Phone Number: (415) 452-5651
Web Site: www.ccsf.edu/cdc
Formerly CDCD

Announcement of Courses

Credit, Degree Applicable Courses:

CRER 60. Creating Career Options (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
An in-depth guide to creating career options throughout life. Topics include career curiosity, self assessment, occupational health, career development over the life span, and influence of career choice on family and relationships. Emphasis on the role of career development in contributing to a satisfying and healthy life. Helpful to those considering a career change or undecided about a college major. UC/CSU

CRER 61. Orientation to Career Success (1)
Lec-17.5 P/NP available
Recommended Prep: ENGL 88 or ESL 184 or placement in ESL 186 or readiness for college-level English
Constructing career success through integrating values, skills, and interests with an understanding of the emerging world of work. Topics include self-assessment, on-line and other career resources, and the construction of a plan for exploring career options. Appropriate for new college students as well as continuing students CSU

CRER 62. Successful Job Search Techniques (1)
Lec-17.5 P/NP available
Recommended Prep: ENGL 88 or ESL 184 or placement in ESL 186 or readiness for college-level English
A comprehensive job search course that addresses skills assessment, generating employment options, hard copy and electronic resources and job postings, research techniques, traditional resume types as well as keyword scan able resumes and cover letters, and interview techniques. Emphasis on techniques to sustain healthy motivation for job search networking and development throughout life. CSU

Chemistry

Office: Science 233
Phone Number: (415) 452-5651
Web Site: www.ccsf.edu/chemistry

Chemistry Certificate

Chemistry is the investigation of matter. Grappling with the difficult problems students will face during their lifetimes such as the treatment of disease, assessment of environmental pollutant risk, the challenge of feeding a growing world population, understanding the processes that affect the Earth's climate, and the continuous improvement of technology all requires an integrated approach to problem solving and an understanding of chemistry. Students obtaining a Certificate of Achievement in chemistry will develop a view of the world around them that is shaped by their understanding of chemical principles, physics, and the language of mathematics. During experiences in a laboratory setting, students will practice the scientific method to explore chemical phenomena, solve problems in a strategic fashion, and formulate and communicate an understanding of matter from a chemist's perspective. Students obtaining a Certificate of Achievement in chemistry will be prepared to transfer to a Bachelor of Science in chemistry program at a four-year college and take upper division chemistry coursework in thermodynamics, quantum mechanics, as well as organic, inorganic, and nuclear chemistry, enter the chemistry workforce, or pursue opportunities where chemistry plays a role. Future careers for students obtaining a Certificate of Achievement in chemistry, after further education, include:

- High school or middle school teacher
- Physician
- Patent attorney
- Chemical Engineer
- Criminologist
- Museum Curator
- Environmental Engineer

Learning Outcomes

Upon completion of this program, students will be able to:

- Assess scientific data and use those data to evaluate the quality of conclusions.
- Perform multi-step organic syntheses, planning through implementation and structural verification, with the aid of gas chromatography/mass spectrometry and infrared and nuclear magnetic resonance spectroscopy.
- Identify and quantify organic chemical compounds after obtaining and purifying them from their natural plant sources.
- Use multiple pieces of scientific laboratory instrumentation to analyze environmental samples and use this data to evaluate the risks of environmental exposure.
- Use current technology to assess, organize, and apply relevant chemical information.

- Apply mathematical representations and use the language of chemistry to communicate an understanding of chemistry in written and oral form.

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Chemistry

Course	Units
Required Courses:	
CHEM 101A General College Chemistry	6.0
CHEM 101B General College Chemistry	5.0
CHEM 212A Organic Chemistry	6.0
CHEM 212B Organic Chemistry	6.0
MATH 110A Calculus I	5.0
MATH 110B Calculus II	5.0
MATH 110C Calculus III	5.0
MATH 130 Linear Algebra and Differential Equations	5.0
PHYC 4A Classical Mechanics for Scientists and Engineers	3.0
PHYC 4AL Mechanics Laboratory for Scientists and Engineers	1.0
PHYC 4B Electromagnetism for Scientists and Engineers	3.0
PHYC 4BL Electromagnetism Laboratory for Scientists and Engineers	1.0

Students may substitute MATH 120 + 125 for MATH 130.

Elective Courses (choose one):	
CHEM 85 Seminar in Chemistry	1.0
BTEC 5 Briefings in Biotechnology	1.0
Total:	**52.0**

Announcement of Courses

Credit, Non-Degree Applicable Course:

CHEM C. Problem Solving in Chemistry (1.5)
Lec-26.25 P/NP only
Coreq: CHEM 101A.
Support for students who are concurrently enrolled in Chem 101A, the first semester of General College Chemistry. Topics include problem-solving concepts and skills necessary for success in calculations involving chemical equations, chemical formulas, stoichiometry, gas laws, kinetic molecular theory, thermochemistry, atomic structure, molecular structure, and chemical equilibrium. Concepts are taught in the context of the linked Chem 101A course.
Recommended as a supplement to be taken concurrently with CHEM 101A for students who need additional help.

Credit, Degree Applicable Courses:

CHEM 32. Introduction to Medical Chemistry (4)
Lec-52.5, Lab-52.5 P/NP available
Recommended Prep: MATH 30
Basic concepts of general, organic, and biological chemistry as they apply to the human body. No previous chemistry required. Satisfies the requirements of nursing and related majors that require one semester of chemistry. UC/CSU
Open to all students. No previous chemistry or physics required. Satisfies the requirements of nursing and related majors that require one semester of chemistry. Also satisfies the recommended prerequisite for PHYS 12 and MB 12. Students taking a major that requires two semesters of chemistry should enroll in CHEM 101A or 103A should enroll in CHEM 40.

CHEM 40. Introduction to Chemical Principles (5)
Lec-70, Lab-52.5
Prereq: MATH 40 or ET 108A or BTEC 108A or placement in MATH 60
Introductory chemistry. Nomenclature, stoichiometry, gases, acids/bases, solutions, chemical reactivity, atomic/molecular structure. UC/CSU
C-ID CHEM 101
Students may enroll in this course to remove a high school deficiency in chemistry. Designed to prepare the beginning student as well as to strengthen the re-entry student for CHEM 101A or 103A. Students who plan to enroll in CHEM 101A or 103A are advised to take MATH 60 concurrently.

CHEM 85. Seminar in Chemistry (1)
Lec-18 P/NP available
In partnership with San Francisco State University, career professionals in chemistry and related fields will discuss their current research programs and provide information on career opportunities. Presentations on career opportunities for students studying chemistry. CSU
UC upon review

CHEM 101A. General College Chemistry (6)
Lec-70, Lab-105
Prereq: CHEM 40 or an Advanced Placement test score of 3 or higher or (placement in CHEM 101A/103A by examination and advising); MATH 60 or MATH 92 or (placement into MATH 80+80S or higher or other demonstration of MATH 60 or 92 skills)
Stoichiometry, solutions and aqueous reactions, gas behavior, thermochemistry, atomic structure and periodic properties, chemical bonding, molecular structure, condensed phases and intermolecular forces, and an introduction to equilibrium. UC/CSU
C-ID CHEM 110; C-ID CHEM 120S (CHEM 101A + CHEM 101B)
Students who are majoring in engineering, except chemical engineering, should enroll in CHEM 103A. CHEM 101A-B are the standard college courses required in many curricula. CHEM 101A may be substituted for CHEM 103A.

CHEM 101B. General College Chemistry (5)
Lec-52.5, Lab-105
Prereq: CHEM 101A or 103A
Chemical kinetics, applications of aqueous equilibrium, chemical thermodynamics, oxidation and reduction, electrochemistry, symmetry, crystal structures and solid state chemistry, transition metal ions, descriptive chemistry of selected elements, and introduction to organic chemistry. UC/CSU
C-ID CHEM 120S (CHEM 101A + CHEM 101B)

CHEM 103A. General Chemistry for Engineering (5)
Lec-70, Lab-52.5
Prereq: CHEM 40 or an Advanced Placement test score of 3 or higher or placement in CHEM 101A/103A; MATH 60 or placement in MATH 90
Thermochemistry, atomic structure, periodic properties, bonding, solid-state structures, fundamentals of organic chemistry, solution chemistry, thermodynamics, kinetics, equilibrium, acids and bases, and electrochemistry. Designed for students majoring in all engineering programs except chemical engineering. Students who have passed CHEM 101A may not receive credit for CHEM 103A. UC/CSU
Designed for students majoring in all engineering programs except chemical engineering.
Offered Spring semesters

CHEM 110. Chemistry and the Environment (3)
Lec-52.5 P/NP available
A presentation of chemical fundamentals related to environmental issues and society. Intended for non-science majors. UC/CSU

CHEM 208A. Organic Chemistry (4)
Lec-52.5, Lab-52.5
Prereq: CHEM 101A or 103A
The first semester of a one-year course in organic chemistry for students not majoring in chemistry or biochemistry. CHEM 208A/208B is designed for students majoring in the life sciences, including premedical students. UC/CSU
C-ID CHEM 150; C-ID CHEM 160S (CHEM 208A + CHEM 208B)

CHEM 208B. Organic Chemistry (4)
Lec-52.5, Lab-52.5
Prereq: CHEM 208A or 212A
The continuation of CHEM 208A. The second semester of a one-year course for students not majoring in chemistry or biochemistry. UC/CSU
C-ID CHEM 160S (CHEM 208A + CHEM 208B)

CHEM 212A. Organic Chemistry (6)
Lec-70, Lab-105
Prereq: CHEM 101B
The first semester of a one-year course in organic chemistry for students who major in chemistry, biochemistry, and other chemistry intensive sciences. CHEM 2l2A/2l2B also satisfies the organic chemistry requirements of medical schools. UC/CSU
C-ID CHEM 150; C-ID CHEM 160S (CHEM 212A + CHEM 212B)
CHEM 212A may be substituted for CHEM 208A.

CHEM 212B. Organic Chemistry (6)
Lec-70, Lab-105
Prereq: CHEM 212A or 208A
The second semester of a one-year course in organic chemistry for students who major in chemistry, biochemistry, and other chemistry intensive sciences. UC/CSU
C-ID CHEM 160S (CHEM 212A + CHEM 212B)
CHEM 212B may be substituted for CHEM 208B.

Child Development and Family Studies

Office: (New Building) Multi-Use Bldg. MUB 249
Phone Number: (415) 239-3172
Web Site:www.ccsf.edu/cdev

Announcement of Curricula

General Information

The Child Development and Family Studies Department provides educational curriculum for adult students interested in entering or continuing education for careers with children and provides services to support the needs of children and families from diverse backgrounds. The Department offers a wide variety of credit, noncredit and grant-funded programs and services that further adult understanding of how children learn, grow and develop, including: educational and practicum experiences for adults, quality ECE programs for infants, preschoolers and school-age children, and youth, parent education programs at varied times and community locations throughout San Francisco, and transfer courses for students interested in K – 12 teaching, CTE teaching and related careers.

Child and Adolescent Development Major (AA-T)

The Associate in Arts in Child and Adolescent Development for Transfer (AA -T) degree provides students with an interdisciplinary course of study in Child Development. For students not interested in teaching or in caring for children in group settings, this major provides an alternative preparation for students interested in working with children and families in a range of settings and provides lower division major preparation for transfer, particularly to Child and Adolescent Development majors at the California State University. This major provides coursework examining research that focuses on developmental outcomes and factors spanning conception to emerging adulthood. This option of study is intended for students who aspire to careers in developmental research, public policy, social work, school psychology, family support and similar fields. The courses provide content breadth in Child Development.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and compare the stages of human development from conception to emerging adulthood.
- Analyze developmental milestones and typical and atypical development.
- Apply statistical and research methodologies for comparing and contrasting data on developmental outcomes and conditions.
- Differentiate cultural and historical impacts on development
- Analyze and apply relevant psychological concepts to self-reflection and everyday life.

Students who wish to earn the Associate in Arts in Child and Adolescent Development for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA-T program with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Child and Adolescent Development

Course	Units
Required core courses:	
PSYC 1 General Psychology	3.0
CDEV 53 Child Growth and Development	3.0
Choose one of the following Statistics core courses:	
ECON 5 Introductory Statistics for Economics, Business and Social Sciences	5.0
PSYC 5 Statistics for Behavioral Sciences	5.0
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies	5.0
MATH 80 Probability and Statistics	5.0
Choose 3 courses (minimum of 9 semester units) from the following:	
GEOG 4 Cultural Geography	3.0
PSYC 21 Lifespan Development	3.0
CDEV 67 Child, Family, and Community	3.0
CDEV 73 Observing and Assessing Young Children	3.0
BIO 9 Human Biology	4.0
or BIO 11 The Science of Living Organisms	4.0
Total:	**20.0 – 21.0**

Early Childhood Education Major (AS-T)

Associate in Science in Early Childhood Education for Transfer. This degree is intended for students who plan to complete a bachelor's degree in a similar major at a CSU or articulated private college or university program. Students completing the degree are guaranteed admission to the CSU system, but not to a particular campus or major; they may also be guaranteed admission to participating private institutions. A student graduating with an Associate in Science in Early Childhood Education for Transfer (Early Childhood Education AS-T) may transfer to complete a Bachelor's Degree in Early Childhood Education, Child and Adolescent Development, Family and Consumer Sciences, Human Communication, Human Services, Liberal Studies or related fields.

Learning Outcomes

Upon completion of this program, students will be able to:

- Articulate stages of child growth and development, including brain development, sensory motor development, cognitive development, language development, physical development and social-emotional development.
- Examine the role of families and communities in the lives of children and youth, including secure relationships, community resources, diverse family structures, inclusion and the development of a community commitment to social justice.
- Explain developmentally appropriate practice and diverse philosophical approaches in early childhood settings.
- Describe the fundamental importance of play, sensory learning, inclusion and nurturing and responsive relationships.
- Compare and apply practices that promote professional and personal integrity among children, families, staff and colleagues including reflective practice, collaboration and teamwork strategies.
- Design and apply cross-cultural skills and knowledge to develop curriculum, communicate with families, build relationships with families and support the positive identity development of culturally diverse children and families.
- Describe safe and healthful environments in early education settings and in the community.
- Evaluate and demonstrate formal and informal observations and assessments of children to document development, play, growth and learning.

Students who wish to earn the Associate in Science in Early Childhood Education for Transfer (AS-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AS-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AS-T in Early Childhood Education

Course	Units
Required courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 65 Orientation to ECE Principles and Practice	3.0
CDEV 66 Introduction to Early Childhood Curriculum	3.0
CDEV 67 Child, Family, and Community	3.0
CDEV 72 Supervised Field Experience in Early Childhood Education	3.0
CDEV 73 Observing and Assessing Young Children	3.0
CDEV 92 Health, Safety and Nutrition in Early Childhood Programs	3.0
CDEV 93 Cultural Diversity in Early Childhood Education	3.0
Total:	**24.0**

Child Development & Family Studies Major (AS)

The Child Development Program is designed so that students may satisfy the requirements for graduation from the College with a major in Child Development and Family Studies. Students are prepared for a variety of careers including early childhood education, family support, recreation, after-school and school-based professions and after additional study, can enter a variety of careers including TK-12 classroom teaching, school administration, etc. The program is aligned with other ECE/CDEV majors throughout the state Curriculum Alignment Project to allow for statewide uniformity in the major and portability of coursework from other California Community Colleges.

Learning Outcomes

Upon completion of this program, students will be able to:

- Articulate the stages of child growth and development, including brain development, sensory motor development, cognitive development, language development, physical development and social-emotional development.
- Examine the role of families and communities in the lives of children and youth, including secure relationships, community resources, diverse family structures, inclusion and the development of a community commitment to social justice.
- Explain developmentally appropriate practice and diverse philosophical approaches in early childhood settings.
- Describe the fundamental importance of play, sensory learning, inclusion and nurturing and responsive relationships.
- Compare and apply practices that promote professional and personal integrity among children, families, staff and colleagues including reflective practice, collaboration and teamwork strategies.
- Design and apply cross-cultural skills and knowledge to develop curriculum, communicate with families, build relationships with families and support the positive identity development of culturally diverse children and families.
- Describe safe and healthful environments in early education settings and in the community.
- Evaluate and demonstrate formal and informal observations and assessments of children to document development, play, growth and learning.

Enrollment is open to all students interested in working with children in early childhood, after-school or community based programs or in gaining knowledge needed to become employed in related professions such as TK-12 teacher, recreation worker, paraprofessional, youth worker or to transfer for further study.

The Degree curriculum requires a total of 60 semester units. After completing units from the Child Development Department and the General Education Requirements, a student may enroll in any approved course (as electives) to total the 60 units for an A.S. Degree.

Assuming students start this AS with graduation-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Child Development and Family Studies

Course	Units
Required courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 65 Orientation to ECE Principles and Practice.	3.0
CDEV 66 Introduction to Early Childhood Curriculum	3.0
CDEV 67 Child, Family, and Community	3.0
CDEV 72 Supervised Field Experience in Early Childhood Education.	3.0
CDEV 73 Observing and Assessing Young Children	3.0
CDEV 92 Health, Safety and Nutrition in Early Childhood Programs	3.0
CDEV 93 Cultural Diversity in Early Childhood Education.	3.0
Choose 6 units from the following elective courses:	
CDEV 68 Interactions with Children	3.0
CDEV 74 Children with Special Needs	3.0
CDEV 96 Understanding Children with Challenging Behaviors	3.0
CDEV 98 Sensory Motor Development and Activities	3.0
CDEV 108 Communicating with Families.	3.0
CDEV 120 Special Education TK-12	3.0
Total:	**30.0**

Child Development: Administration Certificate

This certificate prepares students interested in assuming leadership and administrative positions in early childhood, school-age and other community-based settings. Competencies required to lead and administer a variety of programs are included as well as introductory business and management strategies appropriate for leading programs serving children, youth and their families.

This certificate satisfies the educational requirements and courses needed for the specialization component of the California Commission on Teacher Credentialing, Child Development Permit.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate and describe stages of child growth and development.
- Examine the role of families and communities in the lives of children and youth.
- Distinguish developmentally appropriate practice and diverse philosophical approaches in a range of settings for children and youth.
- Identify the general competencies and regulatory requirements needed to administer a child development program.
- Classify and explain the components of supervision needed to lead a child development program.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Child Development: Administration

Course	Units
Required courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 65 Orientation to ECE Principles and Practice	3.0
CDEV 66 Introduction to Early Childhood Curriculum	3.0
CDEV 67 Child, Family, and Community	3.0
Required courses for area of specialization: Administration	
CDEV 90 Early Childhood Administration I	3.0
CDEV 91 Early Childhood Administration II	3.0
Total:	**18.0**

Child Development: Family Childcare Certificate

This certificate is appropriate for those students interested in opening or further developing a licensed family child care program or beginning a career in family child care. Current family child care providers interested in topical content and specific subjects would also be served.

The Certificate of Accomplishment will be granted upon successful completion of the required number of units in course work. A grade of "C" or better is required in all certificate courses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate basic components of and professional responsibilities in family childcare settings.
- Distinguish and describe the elements of family child care, including regulatory requirements.
- Explain the developmental needs of children and families when planning family child care programs.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Child Development: Family Childcare

Course	Units
SECTION I: Complete 3 units from the following: courses:	
CDEV 41E Starting A Large Family Child Care or Center.	1.0
CDEV 41I Advanced Business Practices in Family Child Care	1.0
CDEV 41J Development of Infancy in Family Child Care	1.0
CDEV 41K Infant/Toddler Curriculum in Family Child Care	1.0
CDEV 44 Family Child Care Environmental Rating Scale	1.0
SECTION II: Complete 3 units from the following courses:	
CDEV 41C Issues in CDEV – Leadership Seminar	0.5-1.0
CDEV 41F Serving Children with Special Needs in Family Child Care	1.0
CDEV 41G Communicating with Families in Family Child Care	1.0
CDEV 41H Family Child Care Environment	1.0
CDEV 41N Music and Movement in Family Child Care	1.0
CDEV 41O Outdoor Learning in Family Child Care	1.0
CDEV 41P Mixed Ages in FamiIy Child Care	1.0
CDEV 41S Learning Activities in Family Child Care	1.0

CDEV 41V Exploring Math in Family Child Care 1.0
CDEV 41W Exploring Science in Family Child Care. . . . 1.0
Total: 6.0

Child Development: Infant/Toddler Care Certificate

This certificate prepares students to care for infants and toddlers in a range of educational settings. This certificate satisfies the specialty area in Infant /Toddler Care for the California Commission on Teacher Credentialing Child Development Permit.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate stages of child growth and development.
- Examine the role of families and communities in the lives of children and youth.
- Distinguish developmentally appropriate practice and diverse philosophical approaches in infant/toddler settings.
- Differentiate the critical elements of developmental needs for infants and toddlers.
- Apply understanding of infant and toddler development when caring for infants and toddlers.
- Examine and analyze appropriate curriculum choices for infants and toddlers.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Child Development: Infant/Toddler Care

Course . . . . . Units
Required courses:
CDEV 53 Child Growth and Development 3.0
CDEV 65 Orientation to ECE Principles and Practice . . 3.0
CDEV 66 Introduction to Early Childhood Curriculum 3.0
CDEV 67 Child, Family, and Community 3.0
Choose 6 units from following elective courses:
CDEV 61 Infant/Toddler Growth and Development 3.0
CDEV 62 Infant/Toddler Care in Group Settings. 3.0
CDEV 85 Relationship-based Infant/Toddler Care 3.0
Total: 18.0

Child Development: Pre-Teacher Certificate

This Certificate of Accomplishment in TK-12 Pre-Teacher is an entry level certificate to introduce students to the field of TK-12 education and to begin on a pathway to earning an AS degree, a BA and a Multiple Subject or Single Subject credential. This certificate represents a beginning step for future TK to 12th grade classroom teachers. Coursework focuses on preparing students for teaching as a career and includes key content and fieldwork. The program prepares students to be classroom aides, para-professionals and to begin careers as assistants in TK to 12th grade classrooms as a first step.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate stages of growth and development of children and youth.
- Distinguish developmentally appropriate practice and diverse philosophical approaches in TK-12 settings.
- Examine the role of families and communities in TK-12 education.
- Examine the role of the TK-12 teacher and trends in public education.
- Organize the steps to becoming a credentialed teacher in California and examine current educational requirements.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Child Development: Pre-Teacher

Course . . . . . Units
Required courses:
CDEV 53 Child Growth and Development 3.0
CDEV 150 Orientation to TK-12 Education 3.0
Choose one of the following field experience courses:
CDEV 71 Elementary Supervised Field Experience 3.0
CDEV 75 High School Supervised Field Experience 3.0
Choose 6 units from the following elective courses:
CDEV 67 Child, Family, and Community 3.0
CDEV 120 Special Education TK-12 . . . . . 3.0
P SC 11 Conceptual Physical Science 3.0
P SC 11L Physical Science Laboratory. 1.0
LERN 53A Test Prep for CBEST Basic Skills Test-English 0.5
LERN 53B Test Prep: Standardized Exams: CBEST-Math 0.5
LERN 53C Test Prep: Standardized Exams: CSET 0.5
LERN 53D Test Prep for CSET Multiple Subjects Exam: Math 0.5
Total: 15.0

Child Development: Professional Development and Advocacy Certificate

The Professional Development & Advocacy Certificate prepares students to better understand the decisions and beliefs that shape policies and programs for children and families and to advocate for improvements and changes. This certificate builds upon practitioner content in the field and extends to coursework that introduces advocacy and the importance of professional development to improve quality settings for children and youth.

Learning Outcomes

Upon completion of this program, students will be able to:

- Explain the stages of child growth and development across all domains including brain, sensory motor, language, cognitive, physical and social-emotional development.
- Examine the role of families and communities in the lives of children and youth, including secure relationships, community resources, diverse family structures and the development of a community commitment to social justice.
- Articulate developmentally appropriate practice and diverse philosophical approaches in early childhood settings.
- Analyze and examine the impact of federal and state policies on children and families and advocacy strategies in the field of early childhood education.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Child Development: Professional Development and Advocacy

Course	Units
Required courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 65 Orientation to ECE Principles and Practice	3.0
CDEV 66 Introduction to Early Childhood Curriculum	3.0
CDEV 67 Child, Family, and Community	3.0
Choose 1 unit from the following area of specialization: Professional Development and Advocacy elective courses:	
CDEV 41B Issues in CDEV Teacher Seminar	0.5
CDEV 41C Issues in CDEV – Leadership Seminar	0.5-1.0
CDEV 41L Advocacy and Professional Standards in ECE	1.0
Choose 3 units from the following elective courses:	
CDEV 41M Substitute Teaching in ECE Programs.	1.0
CDEV 41U Dual Language Learning in Early Childhood	3.0
CDEV 44 Family Child Care Environmental Rating Scale	1.0
CDEV 45 ITERS and ECERS Rating ScaIe	1.0
CDEV 46 Teacher-Child Interactions in Early Care and Education Using the Classroom Assessment Scoring System (CLASS)	1.0
CDEV 81 Early Literacy Development--Preschool	1.0
CDEV 87 Promoting Social and Emotional Competence in Young Children	3.0
CDEV 105 Adult Supervision and Mentoring in Early Care and Education	2.0
CDEV 114 Work Experience in Child Development	1.0-3.0
Total:	**16.0**

Child Development: School-Age Care Certificate

This Certificate prepares students to work with school-age children in group educational settings and satisfies the educational requirements for the California Commission on Teacher Credentialing's Child Development School Age Permit.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate and describe stages of child growth and development.
- Examine the role of families and communities in the lives of children and youth.
- Distinguish developmentally appropriate practice and diverse philosophical approaches in a range of settings for children and youth.
- Classify and distinguish the unique characteristics of child development settings for older, school-age children in out-of-school time settings.
- Analyze the core teaching competencies practiced in school-age education.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Child Development: School-Age Care

Course	Units
Required courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 65 Orientation to ECE Principles and Practice	3.0
CDEV 66 Introduction to Early Childhood Curriculum	3.0
CDEV 67 Child, Family, and Community	3.0
Required courses for area of specialization: School-Age Care	
CDEV 95 School-Age Child Care Curriculum	3.0
CDEV 97 School Age Growth & Development.	3.0
Total:	**18.0**

Child Development: Violence Intervention in Early Childhood Certificate

This Certificate prepares students to implement trauma-informed practices in community-based organizations and educational settings with a focus on how to understand and support families and children exposed to violence. This Certificate satisfies the educational requirements for the Specialization Component of the California Commission on Teacher Credentialing's Child Development Permit.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate and describe stages of child growth and development.
- Examine the role of families and communities in the lives of children and youth.
- Distinguish developmentally appropriate practice and diverse philosophical approaches in a range of settings for children and youth.
- Analyze the impact of violence and trauma on children and families.
- Assess violence prevention and intervention strategies for children, families and communities.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Child Development: Violence Intervention in Early Childhood

Course	Units
Required courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 66 Introduction to Early Childhood Curriculum	3.0
CDEV 67 Child, Family, and Community	3.0
CDEV 65 Orientation to ECE Principles and Practice	3.0
Required courses for area of specialization: Violence Intervention	
CDEV 100 Violence and Its Impact on Children and Their Families	3.0
CDEV 101 Intro to Violence Intervention	3.0
Total:	**18.0**

Child Development: Youth Worker Certificate

The Youth Worker Certificate is designed to prepare students interested in pursuing careers with older children and youth in a variety of settings. Content includes youth development principles relevant

to working in group or one-on-one settings with older children and youth. Students can also pursue transfer opportunities in recreation, child and adolescent development, social work, teaching, health education and other related fields.

Learning Outcomes

Upon completion of this program, students will be able to:

- Compare the developmental needs of older children and youth when planning curriculum for youth programs in the community.
- Examine the role of families and communities in the lives of children and youth.
- Analyze the emerging field of youth worker and examine the variety of settings where youth are served.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Child Development: Youth Worker

Course	Units
Required courses:	
CDEV 67 Child, Family, and Community	3.0
CDEV 78 Supervised Field Experience in Community Youth Organizations	3.0
CDEV 79 Youth Program Development	3.0
HLTH 65 Youth Development & Leadership	3.0
Choose one of the following growth and development courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 97 School Age Growth & Development	3.0
Choose 3 units from the following elective courses:	
IDST 80A Diversity and Social Justice: Racism	0.5
IDST 80C Diversity and Social Justice: Sexism	0.5
IDST 80D Diversity and Social Justice: Heterosexism	0.5
IDST 80E Diversity and Social Justice: Ableism	0.5
IDST 80F Diversity and Social Justice: Class and Classism	0.5
IDST 80G Diversity and Social Justice: Transphobia	0.5
IDST 81A Diversity: Ageism and Adultism (Age-based Oppression)	1.0
IDST 81B Diversity and Social Justice: Anti-Semitism/ Anti-Arabism	1.0
CDEV 99 Sensory Processing Disorder in Children	1.0
CDEV 121 Children with ADHD	1.0
CDEV 122 Social Emotional Differences K-12	1.0
CDEV 123 Learning Disabilities	1.0
CDEV 124 Individualized Education Programs	1.0
CDEV 125 Children's Emotional Development	1.0
Choose 6 units from the following elective courses:	
ADMJ 51 Juvenile Procedures	3.0
ADMJ 59 Organized Crime	3.0
CDEV 71 Elementary Supervised Field Experience	3.0
CDEV 95 School-Age Child Care Curriculum	3.0
CDEV 97 School Age Growth & Development	3.0
CDEV 100 Violence and Its Impact on Children and Their Families	3.0
HLTH 38 Trauma Response and Recovery	3.0
HLTH 67 HIV and Hepatitis Navigation Skills	3.0
WGST 54 The Politics of Sexual Violence	3.0
WGST 55 Ending Sexual Violence: Peer Education	3.0
Total:	**24.0**

ECE Associate Teacher Certificate

This certificate includes Early Childhood Education (ECE) courses and is an entry level certificate for students preparing to work with groups of children in early childhood settings. The courses are required by the Department of Social Services, Community Care Licensing to work in licensed child care facilities in California. Completing the certificate also satisfies the educational requirements for the Associate Teacher level of the California Commission on Teacher Credentialing's Child Development Permit. These core courses form the foundational requirements for continued work with young children in a variety of educational and classroom settings, including ECE, infant/toddler care, school-age care, and after additional study, K-12 classrooms.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate stages of child growth and development.
- Examine the role of families and communities in the lives of children and youth.
- Distinguish developmentally appropriate practice and diverse philosophical approaches in a range of settings for young children.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in ECE Associate Teacher

Course	Units
Required Courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 65 Orientation to ECE Principles and Practice	3.0
CDEV 66 Introduction to Early Childhood Curriculum	3.0
CDEV 67 Child, Family, and Community	3.0
Total:	**12.0**

ECE Practitioner Certificate

This Certificate provides the Early Childhood Education Practitioner with a course of study that satisfies multiple requirements and content needs. The core licensing requirements required by the Department of Social Services, Community Care Licensing are satisfied as well as the courses required for the California Commission on Teacher Credentialing, Child Development Permit. Students interested in working as a classroom teacher in ECE, early elementary (TK) or similar settings will develop the foundational knowledge of how children learn and grow and what they need for optimal development in a range of settings.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate stages of child growth and development.
- Examine the role of families and communities in the lives of children and youth.
- Distinguish developmentally appropriate practice and diverse philosophical approaches in a range of settings for young children.
- Distinguish best practices and professional competencies for a variety of careers in teaching.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in ECE Practitioner

Course	Units
Required courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 65 Orientation to ECE Principles and Practice	3.0
CDEV 66 Introduction to Early Childhood Curriculum	3.0
CDEV 67 Child, Family, and Community	3.0
Choose 3 units from following elective courses:	
CDEV 72 Supervised Field Experience in Early Childhood Education	3.0
CDEV 73 Observing and Assessing Young Children	3.0
CDEV 92 Health, Safety and Nutrition in Early Childhood Programs	3.0
CDEV 93 Cultural Diversity in Early Childhood Education	3.0
Choose 3 units required from following depth elective courses:	
CDEV 64 Introduction to Stress Reduction and Coping in Early Childhood and Elementary School Programs	3.0
CDEV 68 Interactions with Children	3.0
CDEV 76 Supporting LGBT Families in Educational Settings	3.0
CDEV 98 Sensory Motor Development and Activities	3.0
CDEV 106 Exploring Science in Early Childhood	3.0
CDEV 107/HLTH 177 Introduction to Child Nutrition	3.0
CDEV 108 Communicating with Families	3.0
Total:	**18.0**

Introduction to Special Education Certificate

This Certificate of Accomplishment in Special Education-Autism is a 8 unit entry point into the field of Special Education and prepares students to work in entry-level positions with children with special needs in a variety of school settings. It completes the educational requirements for a Behavioral Specialist Internship working one-on-one with children with autism. These units also count towards a Certificate of Achievement in Special Education.

Learning Outcomes

Upon completion of this program, students will be able to:

- Distinguish appropriate interventions for children with autism aged 0-5.
- Plan differentiated teaching strategies for creating developmentally appropriate inclusive classrooms.
- Differentiate strategies for collaborating with families and connecting families with community resources.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Introduction to Special Education

Course	Units
Required courses:	
CDEV 41T Early Autism Spectrum Disorders	1.0
CDEV 74 Children with Special Needs	3.0
or CDEV 120 Special Education TK-12	3.0
CDEV 53 Child Growth and Development	3.0
or CDEV 67 Child, Family, and Community	3.0
Choose 1 unit from the following elective courses:	
CDEV 121 Children with ADHD	1.0
CDEV 122 Social Emotional Differences K-12	1.0
CDEV 123 Learning Disabilities	1.0
CDEV 124 Individualized Education Programs	1.0
Total:	**8.0**

Special Education TK-12 Certificate

This Certificate of Achievement in Special Education TK (transitional kindergarten) -12 builds on the Special Education Certificate of Accomplishment to build knowledge, skills and abilities related to inclusive and special education in TK-12 settings working with children 4-18 years old. This certificate completes additional educational requirements for Special Education teaching assistant positions and is part of a pathway towards earning a Special Education and/or Multiple Subjects Teaching Credential to teach in TK-5 classrooms.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate stages of child growth and development, with particular emphasis on typical and atypical development.
- Examine the role of families and communities in the lives of children and youth, particularly children and youth with special needs.
- Describe developmentally appropriate practices for the inclusion of children with special needs in TK-12 settings.
- Categorize sensory and learning challenges in TK-12 aged children and identify strategies to address them.

The minimum time for completion of the certificate is 2 semesters. Completion will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Special Education TK-12

Course	Units
Required Courses:	
CDEV 53 Child Growth and Development	3.0
CDEV 67 Child, Family, and Community	3.0
CDEV 120 Special Education TK-12	3.0
CDEV 150 Orientation to TK-12 Education	3.0
Choose one of the following courses:	
CDEV 95 School-Age Child Care Curriculum	3.0
CDEV 97 School Age Growth & Development	3.0
Choose three of the following one-unit courses:	
CDEV 121 Children with ADHD	1.0
CDEV 122 Social Emotional Differences K-12	1.0
CDEV 123 Learning Disabilities	1.0
CDEV 124 Individualized Education Programs	1.0
Total:	**18.0**

Special Education: ECE Intervention Certificate

This Certificate of Achievement builds on the Introduction to Special Education Certificate of Accomplishment and continues the pathway to an ongoing career in Early Childhood Special Education. The coursework builds skills for general and special education teachers to understand the strengths and challenges of children with special needs and to describe inclusive strategies to respond to them. The coursework prepares students to work with young children with special needs in a range of settings, both one-on-one and group, in both general education and special education environments. Taken together, the courses complete educational requirements for the California Commission on Teacher Credentialing's Child Development Permit and satisfy the core licensing requirements required by the Department of Social Services

Community Care Licensing. The Certificate of Accomplishment will be granted upon successful completion of the required number of units of coursework.

Learning Outcomes

Upon completion of this program, students will be able to:

- Differentiate stages of child growth and development, with particular emphasis on typical and atypical development.
- Examine the role of families and communities in the lives of children and youth, particularly children with special needs.
- Distinguish developmentally appropriate practice and diverse philosophical approaches in early childhood settings.
- Compare differentiated teaching strategies for creating inclusive early childhood classrooms and engaging children with diverse learning styles, strengths and needs.
- Categorize sensory and learning challenges for children and identify strategies to address them.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Special Education: ECE Intervention

Course	Units
Required Courses:	
CDEV 74 Children with Special Needs	3.0
CDEV 53 Child Growth and Development	3.0
CDEV 65 Orientation to ECE Principles and Practice	3.0
CDEV 66 Introduction to Early Childhood Curriculum	3.0
CDEV 67 Child, Family, and Community	3.0
Choose 3 units from the following course electives:	
CDEV 96 Understanding Children with Challenging Behaviors	3.0
CDEV 41T Early Autism Spectrum Disorders	1.0
CDEV 99 Sensory Processing Disorder in Children	1.0
CDEV 124 Individualized Education Programs	1.0
CDEV 125 Children's Emotional Development	1.0
Total:	**18.0**

Announcement of Courses

Child Development

Credit, Degree Applicable Courses:

CDEV 11B. Pediatric Preventive Health Ed (.5)
Lec-9 P/NP available
Instruction in recognition and management of preventive health practices, prevention health policies and injury prevention in the child care setting. Course fulfills the partial requirement of AB243 mandated Health and Safety Training established by State EMS Authority for child care providers. CSU

CDEV 11C. First Aid Care For III Children (.5)
Lec-9
Identification, transmission, control and care for common childhood illness and communicable disease. Child care first aid practices and procedures for the management of well children with mild illness, chronic health conditions and special needs. This course fulfills the partial continuing education requirement of the AB 243 mandated Health and Safety Training established by the State EMS Authority for Child Care Providers. CSU

CDEV 41B. Issues in CDEV-Teacher Seminar (.5)
Lec-8.75 P/NP available
Teachers in ECE, K-12 and youth-serving programs attend seminars on emerging trends and issues related to improving program quality, understanding child development, specific curricular content, advocacy and community resources in the SF Bay Area, assessment and planning and teaching and learning. CSU
Offered on occasion

CDEV 41C. Issues in CDEV - Leadership Seminar (1)
Lec-17.5 P/NP available
Courses in seminar format for practitioners, directors, site supervisors, leaders and staff in programs serving children and youth related to professional development, including topics such as: emerging trends in the field, quality improvement efforts, advocacy, staff supervision, legal and licensing issues, facilities and fund development and other topics as needed. CSU
Offered on occasion

CDEV 41D. The Child Development Permit and Professional Growth Advising (1)
Lec-17.5
Overview of the Child Development Permit Matrix, including the application process, recent changes and requirements for education and experience. Emphasis on the role of the Professional Growth Advisor using the "California Early Childhood Educator (ECE) Competencies". Utilizing the CA ECE Registry and the role of the Registry in tracking professional development and academic coursework will also be covered. CSU
Offered on occasion

CDEV 41E. Starting A Large Family Child Care or Center (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Requirements for opening a child care center or family child care, or expanding an existing family child care. Emphasis on space and program considerations, including those unique to San Francisco. Strategies for the provision of quality, developmentally appropriate and culturally relevant services to children and families. CSU
Offered on occasion

CDEV 41F. Serving Children with Special Needs in Family Child Care (1)
Lec-17.5 P/NP available
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
An overview of the range of developmental differences of children with special needs with an emphasis on the role of the family child care provider in designing environments to include children with special needs; creating appropriate accommodations; sharing community support strategies and resources with families; and participating in the Individualized Education Plan (IEP) process. CSU
Offered on occasion

CDEV 41G. Communicating with Families in Family Child Care (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
The value of positive family-provider communication. Techniques and strategies for communicating the developmental needs of children with a variety of social, economic, cultural and family structures factors are considered. CSU
Offered on occasion

CDEV 41H. Family Child Care Environment (1)
Lec-17.5
Developmentally appropriate environments in home-based group care for children at various ages and stages, and areas of development. The role of the licensed family child care provider in supporting growth and development, particularly in physical- sensory motor development, through thoughtful design of the environment. CSU
Offered on occasion

CDEV 41I. Advanced Business Practices in Family Child Care (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Overview of the operation of a family child care. Information on continuous compliance with licensing requirements, procedures for a successful business, marketing and meeting the developmental needs of young children in group care. CSU
Offered on occasion

CDEV 41J. Development of Infancy in Family Child Care (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Introduction to the developmental patterns from the prenatal to toddler years for family child care providers; enhance skills in caring for young children in a home care setting. CSU
Offered on occasion

CDEV 41K. Infant/Toddler Curriculum in Family Child Care (1)
Lec-17.5
Theory and practice of the care and education of the very young child with an emphasis on the significance of the early years and how children learn.The importance of quality care, relationships and planning curriculum and environments that meet the needs of young children in family child care settings will be stressed. CSU
Offered on occasion

CDEV 41L. Advocacy and Professional Standards in ECE (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Professional standards in child development including quality rating scales, the profession's code of ethics, and strategies for advocacy. CSU
Offered on occasion

CDEV 41M. Substitute Teaching in ECE Programs (1)
Lec-17.5 P/NP available
Emphasis on strategies for working with children, staff, administrators and families in new and rotating child care settings. CSU
Offered on occasion

CDEV 41N. Music and Movement in Family Child Care (1)
Lec-17.5
Integrating music and movement activities into the family child care curriculum for infants, toddlers and preschoolers. Opportunities for physical, cognitive and social-emotional and cultural learning will be covered along with effective strategies for facilitating small group activities. CSU
Offered on occasion

CDEV 41O. Outdoor Learning in Family Child Care (1)
Lec-17.5, field trips
An exploration of outdoor learning opportunities for young children in home-based child care focused on the developmental needs of infants, preschoolers and school-age children. Active and sensory play, discoveries in nature, imaginative and creative arts, safety standards, design elements, and community resources. CSU
Offered on occasion

CDEV 41P. Mixed Ages in FamIy Child Care (1)
Lec-17.5
An exploration of the benefits and challenges of meeting the developmental needs of mixed ages of children in family child care. Environmental adaptations for time together and time apart, daily planning and flexibility, and effective strategies to maximize the benefits will be examined and practiced. CSU
Offered on occasion

CDEV 41S. Learning Activities in Family Child Care (1)
Lec-17.5
An examination of the learning activities during play and routine care in family child care programs. Materials, arrangement, scheduling and caregiver strategies that support language and reasoning, problem solving, concept development and socialization will be emphasized. CSU
Offered on occasion

CDEV 41T. Early Care for Children with Autism (1)
Lec-17.5
Overview of the unique characteristics and needs of young children with Autism Spectrum Disorder (ASD). The role of the paraprofessional in an exceptional needs setting will be examined. Early intervention strategies will be emphasized. CSU
Offered on occasion

CDEV 41U. Dual Language Learning in Early Childhood (3)
Lec-52.5
Emphasis is on the acquisition of second languages in Dual Language and Bilingual Early Care and Education programs. Current research on language acquisition, public policy implications, best practices for language curriculum development and strategies for authentic assessment and home/school connections will be emphasized. CSU
Offered on occasion

CDEV 41V. Exploring Math in Family Child Care (1)
Lec-17.5
An exploration of the developmental sequence of early mathematical concepts and their application in the family child care setting. Selection of materials, the development of activities and games to foster math learning and the practice of using teachable moments during daily routine and play experiences. CSU
Offered on occasion

CDEV 41W. Exploring Science in Family Child Care (1)
Lec-17.5
An active exploration of the materials and strategies that can support young children's interest in how the world works. Emphasis on the natural and physical sciences and the promotion of inquiry-based experiences in family child care. CSU
Offered on occasion

CDEV 44. Family Child Care Environmental Rating Scale (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
The Family Child Care Environmental Rating Scale, Revised (FCCERS-R) for family child care providers in multi-age groupings. The FCCERS-R continues to be used nationally and locally to measure quality of care of family child care programs. This course is designed to

support current practitioners in using the FCCERS-R in family child care programs. CSU
Offered on occasion

CDEV 45. ITERS and ECERS Rating ScaIe (1)
Lec-17.5
Examination of standardized environmental rating scales for early care and education programs. Provides knowledge and skills necessary for administering and interpreting the ECERS-R and ITERS-R rating scales for development of high quality care. CSU
Offered on occasion

CDEV 46. Teacher-Child Interactions in Early Care & Education Using Classroom Assessment Scoring System (1)
Lec-17.5
Overview of the Classroom Assessment Scoring System (CLASS) with an emphasis on the importance of adult-child interactions for development and learning outcomes and the analysis of classroom practice. CSU
Offered on occasion

CDEV 53. Child Growth and Development (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception to adolescence, with an emphasis on interactions between maturational processes and environmental factors. Developmental theory, investigative research methodologies, observation of children, evaluation of individual differences and analysis of development at various stages. UC/CSU
C-ID CDEV 100

CDEV 61. Infant/Toddler Growth and Development (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Physical/sensory-motor, social-emotional, and cognitive/language development of the prenatal period throughout the first three years will be studied with an emphasis on interactions between genetic and environmental factors. Brain development research and major developmental theories are the guiding principles for practice. Caring adults as a foundation for all development will be emphasized. CSU

CDEV 62. Infant/Toddler Care in Group Settings (3)
Lec-52.5, field trips
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Introduction to relationship-based care in infant/toddler programs supported by current brain development research. Curriculum planning is based on observation, meeting infants/toddlers' needs and providing positive guidance. Focus is on primary care, continuity of care, and individualized care in small groups. CSU

CDEV 64. Introduction to Stress Reduction and Coping in Early Childhood and Elementary School Programs (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Overview of theories, issues, concerns and concepts related to the origins of stress; exploration of stress reduction techniques and coping strategies designed for young children and teachers in early childhood and elementary school programs. CSU
Offered on occasion

CDEV 65. Orientation to ECE Principles and Practice (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Principles of developmentally appropriate practices applied to programs and environments; the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting development across all domains for all children. Historical roots of early childhood programs and the evolution of professional practices promoting advocacy, ethics and professional identity. CSU
C-ID ECE 120

CDEV 66. Introduction to Early Childhood Curriculum (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Appropriate curriculum and environments for children from birth to age 6. Teachers' roles in supporting development and joy of learning for all children using observation and assessment and emphasizing the essential role of play through language, literacy, social/ emotional learning, physical/motor activity, sensory learning, art, creativity, math and science. CSU
C-ID ECE 130

CDEV 67. Child, Family, and Community (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
An examination of tile developing child in a societal context focusing on the interrelationship of family, school and community and emphasizing 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. UC/CSU
C-ID CDEV 110

CDEV 68. Interactions with Children (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Children's interactions and their relationship with teachers; dynamics of social interaction in the context of child growth and development; motivation and management of children's social behavior; working in childcare settings; current trends in care. CSU
Offered on occasion

CDEV 71. Elementary Supervised Field Experience (3)
Lec-26.5, Work-90-112.5
Prereq: Approval of the Child Development Department
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
Supervised fieldwork in diverse public elementary schools. Practical classroom experiences linking theory and practice, professionalism and comprehensive understanding of elementary school children and various roles of adults. Assessment and curriculum emphasized, as students design, implement and evaluate experiences for development and learning for elementary school children. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU
Offered Fall semesters

CDEV 72. Supervised Field Experience in Early Childhood Education (3)
Lec-26.5, Work-90
Prereq: CDEV 53; CDEV 65; CDEV 66; CDEV 67; Approval of the Child Development Department
Demonstration of early childhood teaching competencies under guided supervision. Practical classroom experiences linking theory and practice, professionalism, and comprehensive understanding of children and families. Child centered, play-oriented teaching, learning, assessment and curriculum as students design, implement and evaluate experiences for development and learning for young children. One unit of work experience credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU
C-ID ECE 210

CDEV 73. Observing and Assessing Young Children (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
This course focuses on the appropriate use of assessment and observation strategies to document development, growth, play and learning to join with families and professionals in promoting children's success. Recording strategies, rating systems, portfolios, and multiple assessment tools are explored. CSU
C-ID ECE 200

CDEV 74. Children with Special Needs (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Early childhood teachers and paraprofessionals will explore the developmental strengths and needs or young children 0-5 with special needs and inclusion strategies and techniques for partnering with families. CSU

CDEV 75. High School Supervised Field Experience (3)
Lec-26.5, Work-90-112.5
Prereq: Approval of the Child Development Department
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
Supervised fieldwork in diverse secondary schools (grades 6-12). Practical classroom experiences linking theory and practice, with a comprehensive understanding of the needs of secondary school youth and the various roles of adults. An introduction to the secondary environment and Common Core Standards under guided supervision. One unit of work experience credit is earned for each 60 hours of unpaid or 75 hours of paid work. UC/CSU
Offered on occasion

CDEV 76. Supporting LGBT Families in Educational Settings (3)
Lec-52.5
Recommended Prep: CDEV 67
Analysis of challenges faced by lesbian, gay, bisexual and transgender (LGBT) families in educational settings and exploration of the role of educators and educational programs in creating inclusive, accepting and celebratory environments. CSU
HISTORICAL CDEV 76=LGBT 76 (LGBT 76 deactivated 3/15/16)
Offered on occasion

CDEV 78. Supervised Field Experience in Community Youth Organizations (3)
Lec-26.5, Work-90-112.5
Prereq: Approval of the Child Development Department
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
Supervised work experience in youth-serving agencies to make connections between theory and practice. Observation and evaluation of school-age children and youth, planning of group activities, and the role of adults in youth programs will be examined in this course. This course fulfills the requirement for the Community Youth Worker Certificate. One unit of work experience credit is earned for each 60 hours of unpaid or 75 hours of paid work. CSU
Offered Spring semesters

CDEV 79. Youth Program Development (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Explore various aspects of programming for youth including curriculum planning, observation, evaluation and assessing developmental needs. Youth settings and programs will be examined with an emphasis on the cultivation of an "assets-based" model of youth development and leadership principles. This course fulfills the requirement for the Community Youth Certificate. CSU
Offered Fall semesters

CDEV 81. Early Literacy Development--Preschool (1)
Lec-17.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Strategies in preschool to develop language, pre-reading and pre-writing skills. Selecting books and materials; engaging children in shared literary experiences, promoting skills and early experiments with print. Issues and strategies for second language learners. CSU
Offered on occasion

CDEV 85. Relationship-based Infant/Toddler Care (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Principles and practices of relationship-based care that support infant/toddler social-emotional development, learning during routine care and play activities, and development of language and communication. The parent-provider partnership is explored as key to understanding children and keeping them connected to the family and culture. CSU

CDEV 87. Promoting Social and Emotional Competence in Young Children (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Course topics will include strategies to promote children's social and emotional development and tools to address challenging behaviors and mental health needs. Course includes interrelated levels of practice in developing positive relationships with children, families and colleagues; creating supportive environments; utilizing social and emotional teaching strategies to provide intensive, individualized interventions. CSU
This course meets requirements for the Certificate of Achievement in Child Development: Professional Development and Advocacy.
Offered on occasion

CDEV 89. Early Childhood Administration Practicum (3)
Lec-52.5
Prereq: Completion of or concurrent enrollment in: CDEV 90 or CDEV 91
This class provides advanced content for administrators and directors in effective administration, supervision and management of early childhood programs. Emphasis will be on financial management, governance, data-based decision making, and human relations. CSU

CDEV 90. Early Childhood Administration I (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
A course focusing on the business and administrative aspects of operating early childhood education programs. Explores regulatory requirements including legal issues to analyze impact on center operations and specific management tools used to reflect upon about current business practices. CSU

CDEV 91. Early Childhood Administration II (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Administration, supervision and management of early childhood programs. Emphasis on human relations including staffing; family involvement; and developing communication guidelines for director/teacher, teacher/teacher, teacher/family and managing the daily operations of program. CSU

CDEV 92. Health, Safety, and Nutrition in Early Childhood Programs (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Introduction to laws, regulations, standards, curriculum, policies and procedures related to health safety and nutrition for all children. Components that ensure physical health, mental health and safety for children and staff and the importance of collaboration with families and health professionals. Focus on integrating concepts into planning and program development. CSU
C-ID ECE 220

CDEV 93. Cultural Diversity in Early Childhood Education (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Theoretical and practical implications of social identity, oppression and privilege for young children, families, programs,and teaching. Strategies for culturally and linguistically appropriate antiÂ·bias approaches supporting all children in a diverse society. Self-examination and reflection on social identity, stereotypes and bias, social and educational access, media and schooling. CSU
C-ID ECE 230

CDEV 95. School-Age Child Care Curriculum (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Understanding child development and family concerns essential in planning a developmentally appropriate school-age child care program. Explores relationships with children and families, age appropriate activities, positive guidance and planning the environment. CSU

CDEV 96. Understanding Children with Challenging Behaviors (3)
Lec-52.5 P/NP available
Prereq: CDEV 53
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Overview of issues related to children who exhibit behaviors that are challenging for adults in early childhood programs. Explores current brain research, theories in preventing challenging behaviors, sensory-motor intervention approaches, the importance of nurturing relationships and reflective practices. CSU
Offered on occasion

CDEV 97. School Age Growth & Development (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Human growth and development, ages five to twelve, and early and mid-adolescence, covering physical, cognitive, language, and social development. Developmental theories and issues affecting the lives of school age children in contemporary society. Required for the Certificate of Achievement in Child Development: Youth Worker and School Age Childcare. CSU

CDEV 98. Sensory Motor Development and Activities (3)
Lec-52.5, field trips
Prereq: Completion of or concurrent enrollment in: CDEV 53
Recommended Prep: ESL 182 or ENGL 88
Overview of sensory motor development in young children; developmentally appropriate sensory motor activities and experiences; and the relationship of physical, cognitive, and social-emotional development to brain development in young children. CSU
Offered on occasion

CDEV 99. Sensory Processing Disorder in Children (1)
Lec-17.5
Recommended Prep: CDEV 53; ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Overview of issues related to Sensory Processing Disorder (SPD) in young children, with an emphasis on early identification and intervention strategies. The class will explore subtypes of SPD, sensory integration interventions and overlapping patterns with ADHD and autistic-spectrum disorders. CSU
Offered on occasion

CDEV 100. Violence and Its Impact on Children and Their Families (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 182 or placement in ESL 184 or readiness for college-level English
An exploration of violence and its impact on the physical and psychological well-being of children, families, early childhood teachers, and others. Emphasis is on early relationships and how they affect a child's worldview, plus practitioner self-care and multi-cultural awareness. CSU
Offered Fall semesters

CDEV 101. Introduction to Violence Intervention (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An overview of violence prevention and intervention strategies found in best practice early childhood programs. This course focuses on developing professional and interpersonal skills of educators to respond to diverse children and their families who experience high levels of stress and chronic violence that compromise development and can result in the need for trauma care. CSU
Offered Spring semesters

CDEV 105. Adult Supervision & Mentoring in Early Care and Education (2)
Lec-35
Prereq: CDEV 90 or CDEV 91
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Methods and principles of supervising adults in early childhood class

rooms. Emphasis on the role of the experienced teacher who functions as the supervisor to center staff. Explores the head teacher's relationship to new teachers while simultaneously addressing the needs of children, parents and other staff. CSU
Offered Spring semesters

CDEV 106. Exploring Science in Early Childhood Education (3)
Lec-52.5
Recommended Prep: CDEV 66
Early childhood teachers will explore materials and teaching strategies that support young children's interest in and understanding of science and the natural world. CSU
Offered Spring semesters

CDEV 107. Introduction to Child Nutrition (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
The course provides an overview of child nutrition issues, with an emphasis on practical skills and approaches to influence positive eating behaviors that promote optimal health and nutrition. Topics include basic nutrition principles, the feeding relationship, breastfeeding & child nutrition, planning healthy meals & snacks, food safety, childhood obesity, physical activity, nutrition education, child nutrition programs & food assistance resources CSU
Cross-listed with HLTH 177 (formerly HLTH 107)

CDEV 108. Communicating with Families (3)
Lec-52.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Importance of communication in child care and school settings. Family needs, differences, and expectations are stressed. Special attention paid to cultural, racial, economic, gender, and family structure differences and their various impacts on communication strategies. CSU

CDEV 114. Work Experience in Child Development (1-3)
Work-60-225 P/NP only
Prereq: Approval of the Child Development Department
Repeat: max. 6 units
This course will provide on or off-campus experience in early childhood/child development- ECE, K -12 classroom, after-school or youth work settings. The focus will be on providing practical experience in the methods and principles of teaching in early childhood and school-age classrooms. Emphasis will be placed on the role of the teacher in the field experience setting. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU
Students must obtain required TB testing, and other clearances (criminal record, immunizations) depending on site requirements. Approval of Child Development Work Experience Coordinator. To be made at first meeting after course registration and enrollment.

CDEV 120. Special Education TK-12 (3)
Lec-52.5, field trips
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Introduction to basic issues in special education TK-12 including legal rights of children with disabilities and their families, Individual Educational Plans (IEPs), 'dis'ability awareness, inclusion, overview of common learning differences, collaboration strategies and community resources. CSU
Offered Fall semesters

CDEV 121. Children with ADHD (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Explore behaviors, strengths, and needs of children with ADHD and develop teaching strategies that support them and their families. Conventional and alternative approaches to diagnosis and treatment as well as prevention and inclusion strategies will be explored. CSU

CDEV 122. Social Emotional Differences K-12 (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
This course will explore the definition and etiology of social emotional disturbance (SED), disproportionality and strategies to address it, prevention/intervention strategies for supporting children diagnosed with SED and strategies for teacher self-awareness and reflection. CSU

CDEV 123. Learning Disabilities (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Explore common learning disabilities including dyslexia, dyscalulia and other visual and auditory processing disorders. Identify multisensory strategies for teaching children with learning disabilities; learn how to adapt curriculum and create an inclusive learning environment; and become aware of community resources. CSU

CDEV 124. Individualized Education Programs (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Learn about Individualized Education Programs and Plans (IEPs) and Individualized Family Service Plans (IFSPs) for children with special needs, including planning IEP/IFSP meetings, setting goals and objectives, writing the IEP plan, legal rights of children with disabilities, and collaborating with families and colleagues to develop and implement an Individualized Education Program or Individual Family Service Plan. CSU
Offered on occasion

CDEV 125. Children's Emotional Development (1)
Lec-17.5
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Learn about emotional development of young children and strategies for building emotional competence and supporting children's social-emotional development. This course emphasizes fostering social-emotional coping strategies for children and teachers. CSU

CDEV 150. Orientation to TK-12 Education (3)
Lec-52.5, field trips
Recommended Prep: ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
An overview of TK-12 teaching from multicultural perspectives including the history of US public education, inequities in the field, actions to address inequities, current trends in the field, philosophies of teaching, and teaching strategies. UC/CSU

Noncredit Courses:

Infancy and Early Childhood

CDEV 8000. Careers in Teaching in CA (3-6 hrs)
An overview of teaching opportunities, requirements and certifications in California in a range of school settings. Career opportunities and labor market demand will be covered. Credentialing, permitting and certifications to be defined. ECE, Transitional Kindergarten, K-12 (elementary, middle and high school) and community college teaching requirements will be reviewed.

CDEV 8002. Parents and Infants (45 hrs)
Informal lecture and discussion on Infant Development during the first seven months of life and on issues of concern to new parents. Course will cover characteristics of normal infant development, daily routines and feeding practices, and impact of the infant on the family.

CDEV 8003. Infant Development (45 hrs)
Informal discussion on the growth and development of infants 8-14 months are held in an enriched play environment. Topics include physical/sensory-motor, social-emotional, cognitive and language development. Influence of parenting styles, family life, and the infant's impact on the family would be covered.

CDEV 8004. Postpartum Doula Training (18 hrs)
An introduction to the practice of postpartum doulas, providing support for newborns and new parents at home. Topics include birth recovery, bonding, infant soothing, basic newborn care, infant feeding and giving culturally appropriate care to support the emotional and physical development of the newborn and the family. Building a practice and doula self care are incorporated to support practitioners.

Preschool and School-Age Children

CDEV 8100. Child Observation (54 hrs)
An exploration of child growth and development through observation and interaction with children 15 months through kindergarten age; child rearing practices; effective parenting; health, safety and nutrition; decision making in family life; utilization of community resources.

CDEV 8101. The Child Development Lab School (54 hrs)
A focused study of child growth and development and family resources utilizing laboratory child development facilities. Practice in utilizing teaching techniques while interacting with young children, 18 mos-5 yrs old. Provide educational opportunities and community service resource information for students and parents.

CDEV 8104. Parenting Participating Class (270-306 hrs)
An exploration of early childhood development with an emphasis on parent/child relationships, community resources and parent/child communication. Discussion of the developmental needs of children 2-5 years. Parents attend 5-17 hours per week.

CDEV 8117. Positive Parenting (54 hrs)
Includes the role of parents/guardians in the healthy development of children from birth through adolescence. Emphasis on building positive relationships with children in the areas of bonding, attachment, self esteem, family dynamics, age-appropriate expectations and the importance of positive communications. Fulfills court-mandated parent education requirements.

Parenting

CDEV 8202. Foster Parenting and Resource Families (18 hrs)
Exploration of the role of the foster parent and resource families. Emphasis placed on human development from birth through adolescence. Topics include separation and grieving; drug and sexual education for adolescents; the roles of foster parents and biological parents; community resources including the agency and placement worker. Fulfills requirements of the California Community FKCE Licensing mandated in-service curriculum.

CDEV 8203. Overview of Growth and Development: Birth through Age 10 with an Emphasis on Out-of-Home Placement (12-18 hrs)
An exploration of child growth and development from birth through age 10 with an emphasis on the impact of out-of-home placement on the physical, cognitive, and psychosocial domains.

CDEV 8204. Overview of Growth and Development: Ages 10-18 with an Emphasis on Out-of-Home Placement (12-18 hrs)
An exploration of child growth and development ages 10-18 with an emphasis on the impact of out-of-home placement on the physical, cognitive, and psycho-social domains.

CDEV 8205. Foster/Resource Families: Working with Agencies and Community Resources (12-18 hrs)
An overview of the processes and procedures involved in the care of children in out-of-home placement. Topics include communicating with social workers, advocating for children, and navigating the special education system.

CDEV 8206. Parenting in the Business Community (54 hrs)
General principles of human development, birth through adolescence. Emphasis on issues for working parents, family dynamics, and community resources for child care. (Classes may be available at the college or in community or workplace settings).
Offered on occasion

CDEV 8507. Becoming a Resource Family (6-12 hrs)
Explores the basics of becoming a resource/foster family, what is involved in the process, and how that transition can impact the family. It is not a substitute for the required pre-licensing training offered by agencies and counties.

CDEV 8508. Parenting Basics: Birth to Two Years (12-24 hrs)
Informal lecture and discussion on Child Development during the first two years of life and on issues of concern to new parents. Course will cover characteristics of typical infant and child development, daily routines and feeding practices, and impact of the child on the family.

CDEV 8509. Parenting Basics 3-5 years (12-24 hrs)
Informal lecture and discussion on child development ages 3-5 years and on issues of concern to parents. Course will cover characteristics of typical child development and behavior, keeping children healthy, and an overview of care and education programs for preschool aged children.

CDEV 8510. Parenting Basics 5-10 years (12-24 hrs)
Informal lecture and discussion on child development ages 5-10 years and on issues of concern to parents. Course will cover characteristics of typical child development and behavior, keeping children healthy, and an overview of care and education programs for school aged children.

CDEV 8511. Parenting Basics 10-14 years (12-24 hrs)
Informal lecture and discussion on child development ages 10-14 years and on issues of concern to parents. Course will cover characteristics of typical child and preadolescent development and behavior, keeping children healthy, and an overview of care and education programs for school aged children.

Chinese

Office: Art 202
Phone Number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Curricula

Chinese (Mandarin) Major (AA)

Program Information: The Chinese program provides instruction in developing a student's ability to communicate in Chinese, both written and oral, through the intermediate level and to gain a knowledge of Chinese cultures throughout the world. The program is designed to meet transfer goals as well as personal development and career growth. Students must complete the curriculum with final grades of C or higher in their major preparation.

Degree Curriculum: The Degree Curriculum in Chinese is a two-year course of study designed to build a strong language foundation as well as expose students to Chinese cultural content and some literature. Students who complete the curriculum are better prepared to transfer to the CSU and UC systems as well as other universities with the intent of majoring or minoring in Chinese.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate fluency to interact in Chinese in a normal and spontaneous fashion at an intermediate level.
- Understand and react to authentic materials and current media at an intermediate level.
- Demonstrate understanding of geography and cultural differences in the Chinese-Speaking world.
- Display an intermediate level of proficiency in speaking, understanding, reading and writing in Chinese to perform successfully in upper division work.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Chinese (Mandarin)

Course . . . . . Units

18 total units -- either Option 1 (Chinese Language Learners) or Option 2 (Native Speakers)

OPTION 1: Chinese Language Learners

Choose 15 units from this list of core courses:

CHIN 2 Continuation of Elementary Chinese 5.0
or CHIN 2A Continuation of Elementary Chinese 3.0
and CHIN 2B Continuation of Elementary Chinese. . . 3.0
CHIN 3 Intermediate Chinese. 5.0
or CHIN 3A Intermediate Chinese 3.0
and CHIN 3B Intermediate Chinese 3.0
CHIN 4 Continuation of Intermediate Chinese 5.0
or CHIN 4A Continuation of Intermediate Chinese. . . 3.0
and CHIN 4B Continuation of Intermediate Chinese . 3.0

Choose 3 units from the following courses or any course not used from the list above:

CHIN 1 Elementary Chinese 5.0
or CHIN 1A Elementary Chinese. 3.0
and CHIN 1B Elementary Chinese 3.0
CHIN 12B Continuation of Beginning Conversational Mandarin 3.0
CHIN 12C Intermediate Conversational Mandarin 3.0
CHIN 30A Advanced Intermediate Chinese. 3.0
CHIN 30B Continuation of Advanced Intermediate Chinese 3.0
ASIA 11 East Asian Calligraphy: An Introduction 3.0

OPTION 2: Native Speakers:
Required courses:

CHIN 31A Intermediate Mandarin Chinese for Bilingual Students 3.0
CHIN 31B Continuation of Intermediate Mandarin Chinese for Bilinguals 3.0
CHIN 32 Chinese Grammar and Chinese Culture. 3.0

Choose 9 units from the following courses:

CHIN 14A Conversational Mandarin for Speakers of Other Chinese Dialects 3.0
CHIN 14B Conversational Mandarin for Other Dialect Speakers 3.0
CHIN 14C Intermediate Conversational Mandarin for Chinese Speaking Students 3.0
CHIN 33 Chinese Culture for Heritage Learners 3.0
CHIN 36 Chinese Idioms And Proverbs 3.0
CHIN 38 Translation Foundation in Chinese 3.0
ASIA 11 East Asian Calligraphy: An Introduction 3.0

Total: 18.0

Chinese (Mandarin) Certificate

The Certificate of Accomplishment in Chinese (Mandarin) provides students, prospective employers and others with documented evidence of persistence and academic accomplishment in the language.

Learning Outcomes

Upon completion of this program, students will be able to:

- Understand the main points of standard speech on familiar matters encountered in work, school, leisure, etc.
- Understand texts which consist mainly of high-frequency everyday or job-related language.
- Judge and respond to most situations likely to arise while traveling in an area where the language is spoken.
- Write simple connected text on topics which are familiar or of personal interest or personal letters describing experiences and impressions.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Chinese (Mandarin)

Course . . . . . Units

Choose 9 units from the following core courses:

CHIN 1 Elementary Chinese 5.0
or CHIN 1A Elementary Chinese. 3.0
and CHIN 1B Elementary Chinese 3.0
CHIN 2 Continuation of Elementary Chinese 5.0
or CHIN 2A Continuation of Elementary Chinese 3.0
and CHIN 2B Continuation of Elementary Chinese. . . 3.0
CHIN 3 Intermediate Chinese. 5.0
or CHIN 3A Intermediate Chinese 3.0
and CHIN 3B Intermediate Chinese 3.0
CHIN 4 Continuation of Intermediate Chinese 5.0
or CHIN 4A Continuation of Intermediate Chinese 3.0

and CHIN 4B Continuation of Intermediate Chinese 3.0
CHIN 30A Advanced Intermediate Chinese 3.0
CHIN 30B Continuation of Advanced Intermediate Chinese 3.0
CHIN 31A Intermediate Mandarin Chinese for Bilingual Students 3.0
CHIN 31B Continuation of Intermediate Mandarin Chinese for Bilinguals 3.0
CHIN 32 Chinese Grammar and Chinese Culture 3.0

Choose 6 units from the following elective courses:
CHIN 14A Conversational Mandarin for Speakers of Other Chinese Dialects 3.0
CHIN 14B Conversational Mandarin for Other Dialect Speakers 3.0
CHIN 14C Intermediate Conversational Mandarin for Chinese Speaking Students 3.0
CHIN 12A Beginning Conversational Mandarin 3.0
CHIN 12B Continuation of Beginning Conversational Mandarin 3.0
CHIN 12C Intermediate Conversational Mandarin 3.0
CHIN 33 Chinese Culture for Heritage Learners 3.0
CHIN 36 Chinese Idioms And Proverbs 3.0
CHIN 38 Translation Foundation in Chinese 3.0
ASIA 11 East Asian Calligraphy: An Introduction 3.0

Any core option course not yet completed.

Total: 15.0

Announcement of Courses

Students of beginning Mandarin are directed to consider CHIN 1, 1A, 12A, 14A.

A placement test in Chinese is available for guidance in selecting the appropriate course. For information, call 239-3223.

Credit, Degree Applicable Courses:

CHIN 1. Elementary Chinese (5)
Lec-87.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English or completion of any City College or university foreign language course
Beginner's course. Grammar, composition, and reading. Practice in speaking and understanding Mandarin. UC/CSU

CHIN 1A. Elementary Chinese (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English or completion of any City College or university foreign language course
Beginner's courses. (Especially recommended for students starting the study of Chinese for the first time.) Grammar, composition, and reading. Practice in speaking and understanding Mandarin. UC/CSU
CHIN 1A+1B = CHIN 1

CHIN 1B. Elementary Chinese (3)
Lec-52.5 P/NP available
Prereq: CHIN 1A or demonstration of CHIN 1A exit skills.
Beginner's courses. (Especially recommended for students starting the study of Chinese for the first time.) Grammar, composition, and reading. Practice in speaking and understanding Mandarin. UC/CSU
CHIN 1A+1B = CHIN 1

CHIN 2. Continuation of Elementary Chinese (5)
Lec-87.5 P/NP available
Prereq: CHIN 1 or 1B or demonstration of CHIN 1/1B exit skills.
Second semester course. Continuation of the study of grammar, composition, and reading. Practice in speaking and understanding Mandarin. UC/CSU

CHIN 2A. Continuation of Elementary Chinese (3)
Lec-52.5 P/NP available
Prereq: CHIN 1 or 1B or demonstration of CHIN 1/1B exit skills.
Continuation of the study of grammar, composition, and reading. Practice in speaking and understanding Mandarin. UC/CSU
CHIN 2A+2B = CHIN 2
Offered on occasion

CHIN 2B. Continuation of Elementary Chinese (3)
Lec-52.5 P/NP available
Prereq: CHIN 2A or demonstration of CHIN 2A exit skills.
Continuation of the study of grammar, composition, and reading. Practice in speaking and understanding Mandarin. UC/CSU
CHIN 2A+2B = CHIN 2

CHIN 3. Intermediate Chinese (5)
Lec-87.5 P/NP available
Prereq: CHIN 2 or CHIN 2B
Grammar, composition and reading. Practice in speaking and understanding Mandarin. Understanding of Chinese culture. Not for speakers of Mandarin. UC/CSU
Offered on occasion

CHIN 3A. Intermediate Chinese (3)
Lec-52.5 P/NP available
Prereq: CHIN 2 or CHIN 2B
Grammar, composition and reading. Practice in speaking and understanding Mandarin. Understanding of Chinese culture. Not for speakers of Mandarin. UC/CSU
CHIN 3A+3B = CHIN 3
Offered on occasion

CHIN 3B. Intermediate Chinese (3)
Lec-52.5 P/NP available
Prereq: CHIN 3A
Grammar, composition and reading. Practice in speaking and understanding Mandarin. Understanding of Chinese culture. Not for speakers of Mandarin. UC/CSU
CHIN 3A+3B = CHIN 3
Offered on occasion

CHIN 4. Continuation of Intermediate Chinese (5)
Lec-87.5 P/NP available
Prereq: CHIN 3 or CHIN 3B or demonstration of CHIN 3 or 3B exit skills
Intermediate grammar, composition and reading. Practice in speaking and understanding Mandarin. Understanding of Chinese culture. UC/CSU
Offered on occasion

CHIN 4A. Continuation of Intermediate Chinese (3)
Lec-52.5 P/NP available
Prereq: CHIN 3 or 3B or demonstration of CHIN 3/3B exit skills.
Grammar, composition and reading. Practice in speaking and understanding Mandarin. Understanding of Chinese culture. UC/CSU
CHIN 4A+4B = CHIN 4
Offered on occasion

CHIN 4B. Continuation of Intermediate Chinese (3)
Lec-52.5 P/NP available
Prereq: CHIN 4A or demonstration of CHIN 4A exit skills.
Continuation of intermediate grammar, composition and reading. Practice in speaking and understanding Mandarin. Understanding of Chinese culture. UC/CSU
CHIN 4A+4B = CHIN 4
Offered on occasion

CHIN 10A. Beginning Conversational Cantonese (3)
Lec-52.5 P/NP available
Beginner's course in Cantonese. Extensive oral training in Cantonese. Emphasis on practical vocabulary and idiom rather than on formal grammar and literature. Students will learn tone and markings rather than Chinese characters. CSU
Recommended for all beginning students. Not recommended for native speakers of Cantonese.
Offered Fall semesters

CHIN 10B. Continuation of Beginning Conversational Cantonese (3)
Lec-52.5 P/NP available
Recommended Prep: CHIN 10A or demonstration of exit skills
Second semester course in Cantonese. Continuation of extensive oral training in Cantonese. Emphasis on practical vocabulary and idiom rather than on formal grammar and literature. Students will learn tone and markings rather than Chinese characters. CSU
Not recommended for native speakers of Cantonese.
Offered Spring semesters

CHIN 10C. Intermediate Conversational Cantonese (3)
Lec-52.5 P/NP available
Recommended Prep: CHIN 10B or demonstration of exit skills
Third semester course in Cantonese. Continuation of extensive oral training in Cantonese. Designed for students who wish to continue acquiring more advanced skills of the spoken language with a minimum of formal grammar. Students will learn tone and markings rather than Chinese characters. CSU
Not recommended for native speakers of Cantonese.
Offered Fall semesters

CHIN 10D. Continuation of Intermediate Conversational Cantonese (3)
Lec-52.5, Lab-17.5 P/NP available
Recommended Prep: CHIN 10C or demonstration of exit skills
Fourth semester course in Cantonese. Continuation of extensive oral training in Cantonese. Designed for students who wish to continue acquiring more advanced skills of the standard spoken language with a minimum of formal grammar. Students should have command of tone and markings, rather than Chinese characters. CSU
Formerly Intermediate Cantonese
Offered on occasion

CHIN 12A. Beginning Conversational Mandarin (3)
Lec-52.5 P/NP available
Extensive oral training in Mandarin. Emphasis on practical vocabulary, pronunciation, and idiomatic usage. Designed for students who wish to acquire basic skills of spoken Mandarin rather than reading and writing in Chinese characters. CSU
Not recommended for native speakers of Mandarin nor to speakers of other Chinese languages. These students should consider CHIN 14A, Conversational Mandarin for Speakers of Other Chinese Dialects: Level I.

CHIN 12B. Continuation of Beginning Conversational Mandarin (3)
Lec-52.5 P/NP available
Recommended Prep: CHIN 12A or 1A or demonstration of CHIN 12A or 1A exit skills.
Second semester course. Continuation of Beginner's course in Mandarin. Extensive oral training in Mandarin. Emphasis on practical vocabulary, pronunciation and idiomatic usage. Designed for students who wish to acquire basic skills of spoken Mandarin rather than reading and writing in Chinese characters. CSU
Offered Spring semesters

CHIN 12C. Intermediate Conversational Mandarin (3)
Lec-52.5 P/NP available
Recommended Prep: CHIN 12B or CHIN 1 or CHIN 1B or demonstration of exit skills
Third semester course. Continuation of extensive oral training in Mandarin. Emphasis on practical vocabulary, pronunciation and idiomatic usage. Designed for students who wish to acquire more advanced skills of spoken Mandarin with a minimum of formal grammar rather than reading and writing in Chinese characters. CSU
Recommended for all students with limited background in Chinese. Not recommended for native speakers of Mandarin.
Offered on occasion

CHIN 14A. Beginning Conversational Mandarin for Speakers of Other Chinese Dialects (3)
Lec-52.5 P/NP available
Recommended Prep: Oral fluency in at least one Chinese dialect other than Mandarin.
The first third of the beginner's course in Mandarin for students who speak another dialect of Chinese. Emphasis on pronunciation and fundamental vocabulary, using Pinyin. Designed for students who wish to acquire basic skills of spoken Mandarin rather than formal grammar and literature. CSU
Recommended for all beginning students of Mandarin who can speak at least one Chinese dialect and for students who have some knowledge of Chinese. Not recommended for native speakers of Mandarin.

CHIN 14B. Conversational Mandarin for Other Dialect Speakers (3)
Lec-52.5 P/NP available
Recommended Prep: CHIN 14A or demonstration of exit skills
Continuation of oral training in Mandarin. Emphasis on practical vocabulary, pronunciation and idiomatic usage. Designed for students who wish to acquire basic skills of spoken Mandarin rather than formal grammar and literature. CSU
Requires an additional 1 hour.

CHIN 14C. Advanced Conversational Mandarin for Speakers of Other Chinese Dialects (3)
Lec-52.5 P/NP available
Recommended Prep: CHIN 14B or demonstration of CHIN 14B exit skills
Extensive oral training in advanced Mandarin. Emphasis on advanced expressions and idiomatic usage. Designed for students who wish to continue acquiring skills of spoken Mandarin at an advanced level rather than formal grammar and literature. CSU
Recommended for all students who can speak at least one Chinese dialect or students who have some knowledge of Chinese. Not recommended for native speakers of Mandarin.
May not be offered every semester.
Offered on occasion

CHIN 30A. Advanced Intermediate Chinese (3)
Lec-52.5 P/NP available
Recommended Prep: CHIN 4 or demonstration of oral fluency in a Chinese dialect (including standard Mandarin) and knowledge of 450 Chinese characters
Intermediate training in written and spoken Mandarin with emphasis on reading and composition. Linguistic ability in both English and Chinese are used as a basis for increasing vocabulary and enhancing reading and writing skills through short stories, poems, essays and compositions. UC/CSU
Offered Fall semesters

CHIN 30B. Continuation of Advanced Intermediate Chinese (3)
Lec-52.5 P/NP available
Prereq: CHIN 30A or demonstration of exit skills
Recommended Prep: CHIN 4 or demonstration of oral fluency in a Chinese dialect (including standard Mandarin) and knowledge of 550 Chinese characters
Continued intermediate training in written and spoken Mandarin with emphasis on reading, speaking and composition. Increased linguistic ability in both English and Chinese are used as a basis for increasing vocabulary and enhancing reading and writing skills through short stories, poems, essays and compositions. UC/CSU
Offered Spring semesters

CHIN 30C. Advanced Intermediate Chinese (3)
Lec-52.5 P/NP available
Recommended Prep: CHIN 30B or demonstration of CHIN30B exit skills
Advanced intermediate training in written and spoken Mandarin with emphasis on reading and composition. Linguistic ability in both English and Chinese are used as a basis for increasing vocabulary and enhancing reading and writing skills through short stories, poems, essays and compositions. UC/CSU
Offered on occasion

CHIN 31A. Pre-Advanced Mandarin Chinese for BilingualStudents (3)
Lec-52.5 P/NP available
Recommended Prep: Oral fluency in at least one Chinese dialect other than standard Mandarin and knowledge of approximately 600-800 Chinese characters.
Intensive training in written and spoken Mandarin with emphasis on reading, speaking, and composition. Linguistic ability in both English and Chinese are used as a basis for increasing vocabulary and enhancing reading and writing skills through short stories, poems, essays and compositions. Close to pre-advanced training in written and spoken Mandarin. UC/CSU
Chinese 31A is not a prerequisite for Chinese 31B. These courses may be taken non-sequentially. These courses are designed for bilingual students who are effective in oral communication in at least one Chinese dialect other than standard Mandarin, but need formal training in both receptive and productive skills in Mandarin.
Offered Fall semesters

CHIN 31B. Continuation of Pre-Advanced MandarinChinese for Bilinguals (3)
Lec-52.5 P/NP available
Recommended Prep: Oral fluency in at least one Chinese dialect other than standard Mandarin and knowledge of approximately 600-800 Chinese characters.
Intensive training in written and spoken Mandarin with emphasis on reading, speaking, and composition. Increased linguistic ability in both English and Chinese are used as a basis for increasing vocabulary and enhancing reading and writing skills through short stories, poems, essays and compositions. Pre-advanced training in written and spoken Mandarin. UC/CSU
Chinese 31A is not a prerequisite for Chinese 31B. These courses may be taken non-sequentially. This course is designed for bilingual students who are effective in oral communication in at least one Chinese dialect other than standard Mandarin, but need formal training in both recptive and productive skills in Mandarin.
Offered Spring semesters

CHIN 32. Chinese Grammar and Chinese Culture (3)
Lec-52.5 P/NP available
Prereq: CHIN 14A or CHIN 14B or CHIN 14C or CHIN 31A or CHIN 31B or demonstration of equivalent language skills
Recommended Prep: Oral fluency in a Chinese regional language including Mandarin and an intermediate-high reading and writing comprehension in Chinese
Advanced review of grammatical structures and discussions on various aspects of Chinese culture and customs as manifested through the Chinese language. UC/CSU
Offered on occasion

CHIN 33. Chinese Culture for Heritage Learners (3)
Lec-52.5 P/NP available
Recommended Prep: CHIN 14C or CHIN 31A or CHIN 31B or demonstration of CHIN 14C or CHIN 31A or CHIN 31B exit skills or oral fluency in at least one Chinese dialect including standard Mandarin
A consideration of the humanistic tradition of China and the major achievements of Chinese culture as reflected in language, literature, art, craft and daily life. Taught in Chinese. UC/CSU
Offered on occasion

CHIN 36. Chinese Idioms and Proverbs (3)
Lec-52.5 P/NP available
Prereq: CHIN 14A or CHIN 14B or CHIN 14C or CHIN 31A CHIN 31B or demonstration of equivalent language skills
Recommended Prep: Oral fluency in a Chinese regional language including Mandarin and an intermediate-high reading and writing comprehension in Chinese
An in depth study of Chinese idioms and proverbs, which are closely linked with Chinese mythology, history, literature, philosophy and moral teaching. They are still commonly used in vernacular Chinese writing and in the spoken language today. The course is designed for heritage learners. UC/CSU
Offered on occasion

CHIN 38. Translation Foundation in Chinese (3)
Lec-52.5 P/NP available
Prereq: CHIN 4 or CHIN 14A or CHIN 14B or CHIN 14C or CHIN 31B or CHIN 32 or CHIN 33 or demonstration of exit skills
Recommended Prep: Fluency in at least one Chinese regional dialect including Mandarin, and an intermediate high reading and writing comprehension in Chinese.
Focused training in written translation of English to Chinese and vice versa through comparison and contrast of English and Chinese grammar and authentic sentences and short passages guided by basic written translation principals. CSU
Offered on occasion

CHIN 39. Major Achievements of Chinese Thought and Culture (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A consideration of the humanistic tradition of China and the major achievements of Chinese culture as reflected in language, literature, art, religion and daily life. UC/CSU
No knowledge of Chinese required. Not recommended for students who are enrolled in or who have completed CHIN 49. Offered on occasion

Cinema

Office: Cloud Hall 126
Phone Number: (415) 239-3651
Web Site: www.ccsf.edu/film

Announcement of Curricula

General Information

The Cinema Department is ideally situated in the San Francisco Bay Area, which is home to one of the country's most vibrant film cultures and traditions. Our program is unique in the breadth of its course offerings, the quality of its instruction, and the accessibility of its equipment. As part of one of the largest, most diverse community colleges in the country, the Cinema Department is an exciting and rewarding place to study film.

The Cinema department is equipped to fulfill a wide range of professional and academic goals. Production and studies classes include, but are not limited to: cinematography and lighting, screenwriting, directing, producing, editing, sound for motion picture, feature and documentary production, film history, aesthetics and genre/auteur studies.

Students work with evolving technologies and state of the art equipment that emphasizes hands-on training and portfolio production. Film studies courses provide a historical view of film in our culture through the examination of aesthetic and technical changes in the medium. The knowledge and experience acquired in the program will prepare students to pursue their goals in the motion picture industry or transfer to an institution of higher learning.

Our dedicated faculty and staff consist of award-winning filmmaking professionals who create an environment that encourages creativity, technical proficiency, and critical thinking.

Each year students in the Cinema Department produce CITY SHORTS, a high-profile film festival. This public event provides students an opportunity to showcase their work and celebrate with the community.

Career Opportunities

- Production Assistant
- Grip and Lighting Technician
- Camera Operator
- Film and Video Editor
- Motion Picture Director
- Producer
- Production Manager
- Screenwriter
- Sound Recordist
- Sound Mixer
- Festival Curator

Cinema Production Major (AS)

The Associate in Science Degree in Cinema Production is intended for students who are interested in pursuing a career in film production and/or preparing to continue in a production program at a 4-year institution. In the first semester, students may enroll concurrently in the following courses: CINE 21, 24, 25, 30, 60, and 75.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply basic principles of film production and industry practice
- Analyze different film forms and genres
- Execute technical and aesthetic skills in celluloid and digital film production
- Demonstrate storytelling skills for film

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Cinema Production

Course	Units
Required core courses:	
CINE 21 Introduction to Film Studies	3.0
CINE 24 Basic Film Production	4.0
CINE 25 Narrative Filmmaking	3.0
CINE 54 Cinematography & Lighting	3.0
Choose two of the following production courses:	
CINE 30 Production Planning	3.0
CINE 56 Introduction to Digital Film Editing	4.0
CINE 60 Sound for Motion Pictures I	3.0
CINE 75 Screenwriting	3.0
CINE 72 Nonfiction Scriptwriting	3.0
Choose one of the following core production courses:	
CINE 57 Experimental Filmmaking	3.0
CINE 126 Documentary Filmmaking	3.0
CINE 131 Directing Motion Pictures	3.0
Choose one of the following advanced production courses:	
CINE 61 Sound for Motion Pictures II	3.0
CINE 74 Advanced Cinematography And Lighting	3.0
CINE 76 Advanced Digital Film Editing	4.0
CINE 85 Advanced Screenwriting	3.0
CINE 136 Special Effects	3.0
CINE 170 Film/Video Work Experience	2.0
Required capstone course:	
CINE 124A Film Production Workshop	3.0
Total:	**27.0 – 30.0**

Film Studies Major (AA)

The Film Studies major provides students with critical thinking skills and various perspectives on historical and contemporary media forms. The major teaches close study of media in social, cultural, political, aesthetic and technological contexts to promote the understanding of film as a crucial element of the global environment. The AA prepares students for transfer to upper division film/cinema programs at four-year colleges and universities.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply media literacy through critical, analytical, and argumentation skills and independent research.

- Analyze formal elements of film to critically assess the language of cinema.
- Evaluate the ways in which film is influenced and shaped by individuals, movements, institutions and technologies.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Film Studies

Course	Units
Required courses:	
CINE 18 American Cinema	3.0
CINE 20A Film History: Evolution of Film Expression	3.0
CINE 20B Film History: Contemporary Film Expression	3.0
CINE 21 Introduction to Film Studies	3.0
Choose one of the following film studies courses:	
CINE 19 Documentary, Digital Media and Society	3.0
CINE 22 The Documentary Tradition	3.0
CINE 23A Films of Alfred Hitchcock.	3.0
CINE 23B Focus on Film Noir	3.0
Choose one of the following electives:	
ASAM 30 Asian American Issues Through Film	3.0
ASIA 30 Manga and Anime	3.0
BCST 101 Media Literacy	3.0
BCST 103 Mass Media and Society	3.0
CINE 24 Basic Film Production	4.0
CMST 8 Rhetoric of Popular Culture	3.0
ENGL 61 Literature and Film.	3.0
IDST 14 American Cultures in Literature and Film	3.0
LGBT 11 Film Expression: History of Queer Film	3.0
LGBT 12 Contemporary LGBTQ Film	3.0
LGBT 75 Queer Cinema in the 1970s	3.0
PHST 30 Philippine Society and Culture Through Film	3.0
WGST 10 Women and Film	3.0
Total:	**18.0 – 19.0**

Film, Television & Electronic Media Major (AS-T)*

* See Broadcast Elelctronic Media Arts section of the Catalog.

Cinema Foundations Certificate

This Certificate provides foundational elements of motion picture concepts, production and post-production. Upon completion students will have the essential tools to take back to their current or new employment, thrive in a 4-year program, obtain entry-level work in the field and/or execute their own independent projects.

Learning Outcomes

Upon completion of this program, students will be able to:

- Operate camera, lighting and sound equipment in accordance with industry standards.
- Utilize post-production techniques to produce narrative films with picture, sound and editing.
- Apply pre-production, production and post-production skills to film production workflow.

In the first semester CINE 24, 25 and 60 may be taken concurrently.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Cinema Foundations

Course	Units
Required courses:	
CINE 24 Basic Film Production	4.0
CINE 25 Narrative Filmmaking	3.0
CINE 54 Cinematography & Lighting	3.0
CINE 60 Sound for Motion Pictures I	3.0
Choose one of the following editing courses:	
BCST 144A Video Editing Premiere Intro	4.0
CINE 56 Introduction to Digital Film Editing	4.0
Total:	**17.0**

Cinematography Certificate

The Cinematography certificate provides students with well-rounded technical skills in camera and lighting techniques and aesthetics grounded in film studies. The curriculum provides students with experience with advanced camera, grip and lighting gear as students learn to use these to tell stories and move viewers. Students who complete this certificate will be prepared for entry level positions in commercial and independent narrative, documentary, music video or corporate production as director/producers, cinematographers, gaffers, grips, set electricians and audio video technicians.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply cinematography fundamentals for film and video.
- Collaborate in a group to plan and execute a dramatic scene, functioning in the role of producer, director, director of photography and editor.
- Demonstrate expressive use of composition, lens choice, lighting and camera movement.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Cinematography

Course	Units
Required courses:	
CINE 21 Introduction to Film Studies	3.0
CINE 24 Basic Film Production	4.0
CINE 25 Narrative Filmmaking	3.0
CINE 54 Cinematography & Lighting	3.0
CINE 56 Introduction to Digital Film Editing	4.0
CINE 74 Advanced Cinematography And Lighting.	3.0
Total:	**20.0**

Directing Certificate

The Directing Certificate provides a strong foundation in narrative filmmaking focusing on the role and responsibilities of the Director from creation of shooting scripts to optimizing collaborative skills with set crew and talent. Completion prepares students for upper division film work at a 4-year university, entry-level work in the field or applicable creative and professional assets to utilize in creative work environments.

With completion of this Certificate entry-level employment opportunities may include: Production Assistant, Script Reader/Development Assistant, Casting Director (Assistant), Choreographer Trainee, Assistant to the Director, Assistant Director Music Video Director,

Assistant to the Producer, Production Design Intern/Assistant, Independent Filmmaker.

In the first semester CINE 24, 25, 30, 75 and TH A 154A can be taken concurrently. College-level English preparedness is strongly advised.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply knowledge of continuity, shooting styles, and editing methods to direct narrative films.
- Analyze crew roles and interpret results during the film production phase.
- Identify, analyze and solve performance issues through script analysis and establishing performance guidelines
- Apply technical and communication skills to work effectively on a film set
- Analyze and formulate shot lists to prepare a film for production.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Directing

Course	Units
Required courses:	
CINE 24 Basic Film Production	4.0
CINE 25 Narrative Filmmaking	3.0
CINE 30 Production Planning	3.0
CINE 54 Cinematography & Lighting	3.0
CINE 131 Directing Motion Pictures	3.0
Choose one of the following elective courses:	
CINE 75 Screenwriting	3.0
TH A 154A Beginning Acting For The Camera	4.0
Total:	**19.0 – 20.0**

Film Studies Certificate

The Film Studies Certificate of Achievement teaches students to think critically about the culture, aesthetics, and technology of film and media. The expansive curriculum of the certificate develops an understanding of media production as a global enterprise. The certificate prepares students for further study in the Film Studies AA major and transfer to upper division film/cinema programs at four-year colleges and universities.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply media literacy through critical, analytical, and argumentation skills and independent research
- Analyze formal elements of film to critically assess the language of cinema
- Evaluate the ways in which film is influenced and shaped by individuals, movements, institutions and technologies

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester. The majority of required courses for the certificate are offered online in the Spring, Summer, and Fall semesters.

Courses Required for the Certificate of Achievement in Film Studies

Course	Units
Required courses:	
CINE 20A Film History: Evolution of Film Expression	3.0
CINE 20B Film History: Contemporary Film Expression	3.0
CINE 21 Introduction to Film Studies	3.0
Choose 6 units from the following Film History/Studies elective courses:	
CINE 18 American Cinema	3.0
CINE 19 Documentary, Digital Media and Society	3.0
CINE 22 The Documentary Tradition	3.0
CINE 23A Films of Alfred Hitchcock.	3.0
CINE 23B Focus on Film Noir	3.0
Choose 3 units from the following elective courses:	
ASAM 30 Asian American Issues Through Film	3.0
ASIA 15 Asian Societies and Cultures through Film	3.0
ASIA 30 Manga and Anime	3.0
BCST 101 Media Literacy	3.0
BCST 103 Mass Media and Society	3.0
CINE 24 Basic Film Production	4.0
CMST 8 Rhetoric of Popular Culture	3.0
ENGL 61 Literature and Film.	3.0
IDST 14 American Cultures in Literature and Film	3.0
LGBT 11 Film Expression: History of Queer Film	3.0
LGBT 12 Contemporary LGBTQ Film	3.0
LGBT 75 Queer Cinema in the 1970s	3.0
PHST 30 Philippine Society and Culture Through Film	3.0
WGST 10 Women and Film	3.0
Total:	**18.0 – 19.0**

Pre-Production/Producing Certificate

The Pre-Production/Producing certificate prepares students in the planning and the business of the production of motion pictures including inter-disciplinary instruction in Cinema production, pre-production and basic business offerings. The curriculum examines the narrative and provides real world skills such as evaluating cost, budgeting and marketing in order to complete a film or commercial project. Students who complete this certificate are prepared for entry level positions in a producer's office in positions such as Assistant Production Office Coordinator, Travel Coordinator, or Transportation Dispatcher.

Learning Outcomes

Upon completion of this program, students will be able to:

- Manage technical aspects of motion picture and video production.
- Analyze data to make responsible business decisions relevant to motion picture and video production.
- Use motion picture and video terms and concepts when communicating with client and crew.
- Propose solutions to ethical and social conflicts in a multicultural, team-oriented, rapidly changing environment.
- Act professionally and employ workforce protocol in collaboration, communication, and behavior in a film production environment

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Pre-Production/Producing

Course	Units
Required courses:	
CINE 24 Basic Film Production	4.0
CINE 25 Narrative Filmmaking	3.0

CINE 30 Production Planning 3.0
CINE 54 Cinematography & Lighting 3.0
CINE 170 Film/Video Work Experience 2.0

Choose one of the following course electives:
CINE 126 Documentary Filmmaking. 3.0
CINE 131 Directing Motion Pictures 3.0

Choose one of the following business courses:
GNBS 119 Introduction to Business 3.0
MRKT 122 Professional Selling 3.0
SMBS 135 Ownership and Operation of a Small Business 3.0

Total: 21.0

Scriptwriting Certificate

The Scriptwriting Certificate of Achievement provides students with knowledge of and skills in scriptwriting for a broad range of media, including non-fiction and narrative film, broadcast, radio, electronic media, and journalism. Students gain knowledge of professional formats, research methods, story elements, visual grammar, and aesthetic considerations, in the course of developing scriptwriting skills specific to each format. With a required curriculum that spans writing for narrative and non-fiction film and electronic media, and cross-departmental electives, the Certificate expands students' understanding of historical, cultural, and political contexts, and of informational, entertainment and persuasive uses of media, providing solid grounding for continued education at a 4-year university and for entry-level employment as scriptwriters, content developers, story editors, and writer/producers.

With completion of this Certificate possible entry-level employment opportunities include: Broadcast Journalist, Video Writer/Producer for cultural, educational, informational and and commercial applications, Computer App Writer/Producer, Advertising Copywriter, Writer/Designer of website narratives, Content Developer, Documentarian, Screenwriter, Independent Filmmaker, Game writer/designer/story editor/storyboard artist.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply basic principles of cinematic storytelling
- Evaluate historically and culturally significant film narratives
- Create original scripts and screenplays
- Revise the structure of original scripts and screenplays

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Scriptwriting

Course . . . . . Units

Required courses:
CINE 72 Nonfiction Scriptwriting 3.0
CINE 75 Screenwriting 3.0
CINE 85 Advanced Screenwriting 3.0
BCST 110 Introduction to Writing for Electronic Media . . 3.0

Select one of the following Film History/Studies courses:
CINE 18 American Cinema 3.0
CINE 19 Documentary, Digital Media and Society 3.0
CINE 20A Film History: Evolution of Film Expression . 3.0
CINE 20B Film History: Contemporary Film Expression 3.0
CINE 21 Introduction to Film Studies 3.0
CINE 22 The Documentary Tradition 3.0
CINE 23A Films of Alfred Hitchcock. 3.0
CINE 23B Focus on Film Noir 3.0

Choose one of the following elective courses:
ASAM 30 Asian American Issues Through Film 3.0
BCST 104 Race and Media 3.0
ENGL 35A Introduction to Writing Fiction 3.0
ENGL 35G Introduction to Writing Creative Nonfiction 3.0
ENGL 51 The Graphic Novel as Literature 3.0
ENGL 61 Literature and Film. 3.0
IDST 14 American Cultures in Literature and Film 3.0
LBCS 104A Work Tales- Beginning Performance. 3.0
LGBT 12 Contemporary LGBTQ Film 3.0
PHST 30 Philippine Society and Culture Through Film . . 3.0
TH A 171A Beginning Storytelling and Performance. . . . 3.0
VMD 166 Storytelling and Storyboarding 3.0

Total: 18.0

Announcement of Courses

Credit, Degree Applicable Courses:

CINE 18. American Cinema (3)
Lec-52.5 to 52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introductory course in film studies examining the history and development of Hollywood and the movie business and their sustained influence on American culture. The tools of cinematic grammar in creating a universal visual language are also explored. UC/CSU

CINE 19. Documentary, Digital Media and Society (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines how evolving digital technology has dramatically altered how we understand society, politics, and culture in the context of documentary. The course explores the aesthetics of documentary and how digital technology has transformed how we understand the rhetoric of documentary form and culture. Topics of study include documentary modes, citizen journalism, social media, digital convergence, transmedia storytelling, immersive journalism, and interactive documentary. UC/CSU

CINE 20A. Film History: Evolution of Film Expression (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
History of cinema as a unique expressive medium from 19th century origins to the mid- 20th century. Aesthetics of silent and sound films, relation of film techniques to content, films in social/historical context and in relation to other arts and popular culture. Screenings in class for study and analysis. UC/CSU
Offered Fall semesters

CINE 20B. Film History: Contemporary Film Expression (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
History of cinema as a unique expressive medium from the mid 20th century to the present. The post-WWII film renaissance: movements, genres and changing technologies; the expansion of filmmaking to

newly represented people, places and ideas; cinema in the digital age. UC/CSU
Offered Spring semesters

CINE 21. Introduction to Film Studies (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introductory course that addresses film production and film theory through the critical analysis of motion pictures. The course covers popular and technical approaches to cinema, including filmmaking techniques like directing, cinematography and editing, and visual aesthetics. UC/CSU

CINE 22. The Documentary Tradition (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introductory course that addresses documentary film history, methods, and practices. This is a survey course that covers a wide range of documentary topics such as early Soviet documentary, ethnographic films, cinema vÃ©ritÃ©, Direct Cinema, experimental documentary, and political nonfiction cinema. UC/CSU
Offered on occasion

CINE 23A. Films of Alfred Hitchcock (3)
Lec-52.5 P/NP available
Recommended Prep: CINE 18 or CINE 20A or CINE 20B or CINE 21; ESL 188 or ENGL 88 or readiness for college-level English
An auteur study of the films of Alfred Hitchcock as both the "master of suspense" and an artist of anxiety. Explore Hitchcock's films in terms of their themes, stylistic tendencies and social/historical context. Hitchcock's influence and place in film history is explored in depth. UC/CSU
Offered on occasion

CINE 23B. Focus on Film Noir (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Study the enduring appeal of film noir's dark shadows, corruption, seductive femme fatales, alienated antiheroes, mid-century psychological struggles, and rain-slicked streets, often adapted from pulp novels and hardboiled crime fiction. UC/CSU
Offered on occasion

CINE 24. Basic Film Production (4)
Lec-70 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The course offers instruction in basic film production, including fundamentals of digital and analog camera operation, basic editing principles, and an overview of lighting and sound. In-class equipment and crew workshops, assigned technical and creative exercises, individual off-campus film and video projects, in-class screening and critique of student work. Each student completes at least two individual projects. UC/CSU

CINE 25. Narrative Filmmaking (3)
Lec-52.5 P/NP available
Prereq: Completion of or concurrent enrollment in: CINE 24
This course provides students with intensive practice in narrative technique and aesthetics known as the classical continuity system. Emphasis is placed on pre-visualizing, filming and editing scenes which employ continuity, create dramatic effects and encourage audience identification. The history and practice of narrative technique is explored via shooting and editing exercises which culminate in the execution of a final film project. CSU

CINE 30. Production Planning (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course covers all aspects of planning the production of film projects. The skills to estimate, calculate, negotiate and evaluate all costs, legal concerns, insurance issues, permits and pitfalls of film production will be explored. Project budgets and organization for shorts, music videos, commercials, documentaries and narrative feature films are examined. CSU

CINE 40. Professional Development & Film Exhibition (2)
Lec-35, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Develops students' awareness of professions in the field in production, distribution and exhibition and various strategies for achieving success. Puts students face-to-face with commercial and independent filmmakers, editors, public television producers, and exhibition professionals. Students gain both a historical overview of festival exhibition and practical work experience in programming a film festival. Course culminates in City Shorts, the annual spring student film showcase. CSU
Formerly CINE 40 Film Festival
Offered on occasion

CINE 54. Cinematography & Lighting (3)
Lec-52.5, field trips
Prereq: completion of or concurrent enrollment in CINE 25
Development of the art and practice of cinematography and lighting in the execution of short, single-camera styled projects. Assignments focus on lens choice, motivated camera movement, color temperature & correction, 16mm and digital video camera operation, and lighting design. Students learn to work together as a crew as defined by industry standards. CSU

CINE 56. Introduction to Digital Film Editing (4)
Lec-52.5, Lab-52.5, field trips
Prereq: CINE 24
Recommended Prep: CINE 25
Introduction to digital film editing and post-production techniques using current industry standard, non-linear editing systems within the cinematic discipline. Editing skills are learned in the context of examining film form, style and aesthetics. CSU
Offered Spring semesters

CINE 57. Experimental Filmmaking (3)
Lec-52.5, field trips P/NP available
Recommended Prep: CINE 24; CINE 25
Explore non-narrative filmmaking techniques stressing personal expression through individual production of short films in a historical context. Projects include utilization of a range of different experimental techniques and will reference films screened and discussed in class. CSU
Offered on occasion

CINE 60. Sound for Motion Pictures I (3)
Lec-52.5, field trips
Recommended Prep: CINE 24 and CINE 25
An overview of sound recording and design with a focus on hands-on, practical approaches. Sound recording techniques using a variety of microphones and decks; sound editing and design using digital audio workstations including sync sound, dialogue, sound effects, music, and mixing. Film screenings, lectures, demonstrations and field trips. CSU

CINE 61. Sound for Motion Pictures II (3)
Lec-52.5, field trips P/NP available
Prereq: CINE 24; CINE 25; CINE 60
Advanced work for filmmakers in sound recording, editing, design and mixing for motion pictures. Demonstrations of professional film location sound equipment, digital sound editing workstations, and film sound mixing studios. Film screenings and field trips to complement class lectures, discussions, exercises, demonstrations, group and individual work projects. CSU
Offered on occasion

CINE 72. Nonfiction Scriptwriting (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introductory course that offers essential skills in writing a professional nonfiction script. Attention to research methods supporting content development, interviewing technique, story structure, script format, and cinematic grammar are emphasized. Historical nonfiction films and their influence on current work will also be explored. CSU

CINE 74. Advanced Cinematography And Lighting (3)
Lec-52.5, field trips
Prereq: CINE 54.
Building on CINE 54 Cinematography & Lighting, students will further develop their ability to translate theme, story, and emotion into motion picture imagery. Cinematography & lighting skills are refined via single-camera styled projects. Assignments focus on complex lighting design and camera movement as students employ advanced camera, lighting & grip equipment. CSU
Offered Spring semesters

CINE 75. Screenwriting (3)
Lec-52.5
Prereq: ENGL 1A
An introductory course that addresses writing for cinema. Professional format, story structure and aesthetics are emphasized as these skills are then utilized in creating original screenplays. CSU

CINE 76. Advanced Digital Film Editing (4)
Lec-52.5, Lab-52.5, field trips
Prereq: CINE 56
Advanced editing skills and techniques to create professional quality projects, including transcoding, color correction, and mastering. Historical and contemporary editing styles are explored. CSU
Offered Spring semesters

CINE 85. Advanced Screenwriting (3)
Lec-52.5
Prereq: CINE 75
An advanced course reinforcing writing skills required for visual media and, in particular, cinema. Professional format, character and plot development, film grammar and aesthetics are emphasized in creating and revising original screenplays. CSU
Offered on occasion

CINE 124A. Film Production Workshop (3)
Lec-52.5, field trips P/NP available
Prereq: CINE 54 and CINE 56 and CINE 60
Recommended Prep: CINE 30 and CINE 61 and CINE 74 and CINE 75 and CINE 76
This is an advanced production course that refines and expands skills developed in prior CCSF Cinema classes. It is a requirement for the major. This course focuses on the planning and development of an original film idea, and on crew skills. CINE 124A meets concurrently with CINE 124B. UC/CSU
Offered Spring Semesters

CINE 124B. Film Production Workshop (3)
Lec-52.5, field trips P/NP available
Prereq: CINE 124A
Recommended Prep: CINE 30 and CINE 61 and CINE 74 and CINE 75 and CINE 76
This is an advanced production course that refines and expands skills developed in prior CCSF Cinema classes. This course focuses on the production and completion of a short film that has been prepared in Cinema 124A. UC/CSU
Offered Spring semesters

CINE 126. Documentary Filmmaking (3)
Lec-52.5, field trips
Recommended Prep: CINE 24
Introduction to documentary filmmaking production, from concept to distribution. Emphasis on fundamental skills including documentary producing, sound recording, lighting, cinematography and editing. Production practice is explored in the context of historical movements and contemporary issues. CSU
Offered on occasion

CINE 131. Directing Motion Pictures (3)
Lec-52.5 P/NP available
Prereq: CINE 24 and CINE 25; Completion of or concurrent enrollment in: CINE 54
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Explores the role of the film director in the translation of script to screen through development and execution of single-camera-style projects. Emphasis is on script analysis, pre-visualization planning and blocking, crew management and working with actors. CSU
Offered on occasion

CINE 136. Special Effects (3)
Lec-52.5
Recommended Prep: CINE 24 and 25
Introduction to design and creation of professional level Special Effects for cinema using industry standard tools such as After Effects and Photoshop. Focus is primarily on the Computer Generated Imagery (CGI) special effects production process. Contemporary effects processes are examined in a historical context CSU
Offered on occasion

CINE 170. Film/Video Work Experience (2)
Work-120-150
Prereq: Consent of CINE Work-Experience coordinator
Repeat: Students can repeat three times (total 4 enrollments)
Supervised paid or unpaid work in the film/video industry or related projects. Jobs usually arranged by the student, subject to faculty approval. Job experiences at CCSF, such as issuing film equipment, mentoring/tutoring cinema students, crewing or editing sound or

picture for a local production company, are within the scope of this learning experience. CSU

Communication Studies

Office: Cloud 208A
Phone Number: (415) 452-7126
Web Site: www.ccsf.edu/communicationstudies

Announcement of Curricula

Communication Studies Major (AA-T)

Communication studies majors learn the theory and principles behind the communication process and acquire skills needed to effectively communicate with others-both within and across cultural boundaries-in a variety of public, professional, and interpersonal settings. Students learn how to analyze audiences and craft messages that work well within these contexts as well as develop organizational, critical thinking, research, and listening skills. Students completing this major typically transfer into a broad array of communication studies majors.

Learning Outcomes

Upon completion of this program, students will be able to:

- Articulate an understanding of the way humans manage and contextualize symbolic behavior and how communication practices shape realities and develop civic, social and environmental awareness.
- Identify and use culturally competent communication practices and effectively communicate diverse cultural understandings.
- Manage speaking anxiety to furnish confident and effective verbal presentations with presentation aids.
- Apply advanced critical thinking skills to structure diverse, logical, credible, and well researched arguments that address complex problems.
- Critique the communication practices of others in order to develop critical listening skills that further the constructive exchange of ideas.

Students who wish to earn the Associate in Arts in Communication Studies for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Communication Studies

Course . . . . . Units
Core courses:
CMST 1A Elements of Public Speaking 3.0
CMST 5 Intercultural Communication 3.0
CMST 20 Interpersonal Communication 3.0

Choose one of the following courses:
CMST 7 Oral Interpretation of Literature 3.0
CMST 38 Forensics Competition 3.0

Choose one of the following courses:
CMST 3 Argumentation and Debate 3.0
CMST 4 Group Communication 3.0

Choose one of the following courses:
CMST 2 Introduction to Rhetorical Criticism 3.0
ENGL 1B Writing about Literature 4.0
ENGL 1C Writing about Nonfiction 4.0

Total: . . . . . 18.0 – 19.0

Announcement of Courses

Credit, Degree Applicable Courses:

CMST 1A. Elements of Public Speaking (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Mastery of the research, organization, and delivery of extemporaneous speeches. Focus on rhetorical theory, listening, audience analysis, speech construction, language, evidence testing, and visual aids. UC/CSU
C-ID COMM 110
Formerly SPCH 1A.

CMST 2. Introduction to Rhetorical Criticism (3)
Lec-52.5
Prereq: ENGL 1A
Studies the rhetorical tradition and significant rhetorical artifacts. Analyzes public discourse through the application of commonly applied rhetorical methods. Communication artifacts are evaluated for support, reasoning, language use, message construction, and context in a series of academic research papers. Emphasizes critical thinking principles alongside techniques of effective discourse. UC/CSU
Formerly SPCH 2.

CMST 3. Argumentation and Debate (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Critical approaches to legal, social, political problems are studied through oral argument and debate formats. Analysis, evidence, reasoning, rhetorical positioning, persuasion, refutation, and rebuttal from a communication perspective. UC/CSU
C-ID COMM 120
Formerly SPCH 3.

CMST 4. Group Communication (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Focus on the principles of group interaction and decision making, including the study of leadership, teamwork, and conflict resolution. Participation in groups to share information, solve problems, and reach consensus. UC/CSU
Formerly SPCH 4.

CMST 5. Intercultural Communication (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course develops competence in managing conflict and interacting with people who are culturally different. Students participate in discussions and complete written and oral assignments, developing communication strategies and skills that result in deliberate and fruitful intercultural outcomes. UC/CSU
Formerly SPCH 5.

CMST 6. Workplace Communication (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Study and application of effective workplace communication principles. Focus on development of communication skills that support the development of healthy workplace relationships, delivery of effective business presentations, and pursuit of career opportunities. CSU
Formerly SPCH 6.

CMST 7. Oral Interpretation of Literature (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Focus on interpretation as a creative and analytical meaning-making process. Training in solo, duet and group readings of drama, prose and poetry. Through selecting, reading, analyzing, editing and interpreting culturally diverse literature, students will better understand the structural and aesthetic components of narrative and performance. UC/CSU
Formerly SPCH 7.

CMST 8. Rhetoric of Popular Culture (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Studies U.S. popular culture as a means to communicate cultural values and attitudes. Evaluates popular culture in different mediums, such as advertisements, social media, television, film, and politics. Uses communication methods to develop a greater understanding of the ways communication functions as a vehicle for social change. UC/CSU
Formerly SPCH 8.

CMST 12. Fundamentals of Oral Communication (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the theory, basic principles, and methods of oral communication with emphasis on improving speaking and listening skills in the context of interpersonal communication, small group discussion, and public speaking. CSU
Formerly SPCH 12.

CMST 20. Interpersonal Communication (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Focus on the impact that communication has on the interaction between individuals in settings including family, friendship, intimate and work situations. Students are expected to demonstrate and apply these skills through individual and group presentations and activities. UC/CSU
Formerly SPCH 20

CMST 30. Individual Project in Oral Communication (1)
Lec-11, Lab-20, field trips P/NP only
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Skills development in researching, writing, and delivering scripted speeches or debates that publicly address a socially significant issue. CSU
Offered on occasion

CMST 38. Forensics Competition (3)
Lec-52.5, Lab-17.5, field trips P/NP available
Recommended Prep: CMST 1A or CMST 3 or CMST 4 or ESL 79
Repeat: Students can repeat three times (total 4 enrollments)
Students develop speaking and argumentation skills, specializing in one or more of the following areas: oral interpretation of literature, debate, platform speaking or limited preparation speaking. Students who repeat the course master communication skills through further instruction and practice. Participation in tournament, campus or community presentations is required. CSU
Formerly SPCH 38.

Noncredit Courses:
CMST 1001. Communication Anxiety (20 hrs)
Recommended Prep: ESLN 3800
Develop confidence and learn strategies to manage apprehension and anxiety when delivering presentations and communicating in small groups. This course may be taken alone or as supplemental instruction for courses that involve oral communication.
Offered Spring semesters

Computer Networking and Information Technology

Office: Science 147
Phone Number: (415) 452-5323
Web Site: www.ccsf.edu/cnit

Announcement of Curricula

General Information

For students who wish to earn an Associate's degree, or who want computer training that will lead to employment, the Computer Networking and Information Technology Department offers certificate programs. Areas of study include computer technical support, networking, cyber security and web development.

Transfer to Other Colleges and Universities. Students who complete the two-year Associate in Science degree program may choose to continue their education and earn a Bachelor's degree. City College of San Francisco has transfer agreements with many of the California State University and University of California campuses.

Students who are interested in transferring after completion of the two-year degree program should consult the "Transfer Information" section of this catalog and discuss their plans with their program advisor or counselor.

Computer Networking and Information Technology Major (AS)

The Associate of Science degree with a major in Computer Networking and Information Technology (CNIT) provides students with a solid foundation of skills, knowledge and hands on experience with the core areas of the field of Computer Networking and Information Technology as well as current trends and technologies used in the computer industry. The topics covered in this major include Computer Hardware, Computer Network Administration, Network Security and the basics of Internet and Web development, as well as an option in one of the following areas: Computer Technical Support, Internet and Web Development Techniques, Network Security, Wireless Networks, Cisco Networking, or Microsoft Windows Administration. This degree qualifies students for employment in entry-level network administration, computer technical support or web development positions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate computer hardware components and design a functional computer system.
- Demonstrate the use of network devices, network operating systems and networking models and their related protocols.
- Develop and maintain a basic web site using web development industry standards.
- Explain the basics of network security systems.
- Demonstrate competency in one of the required optional areas (see program description).

Optional competency areas:

- Computer Technical Support: Troubleshoot and repair defective computer systems
- Internet and Web Development Techniques: Recognize and use appropriate web development technologies to promote or enhance the work environment
- Network Security: Develop strategies for network defense using firewalls, routers, switches, antivirus, anti-spyware tools, and hacking techniques
- Wireless Networks: Evaluate components to prepare and install wireless networks
- Cisco Networking: Configure and operate Cisco Local and Wide Area Networking hardware and software
- Microsoft Windows: Install and support a Microsoft Windows networking environment including Windows Server, SQL Server database and Windows Desktop edition

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Computer Networking and Information Technology

Course	Units
Core courses:	
CNIT 103 Computer Hardware	3.0
CNIT 131 Internet Basics and Beginning HTML	3.0
CNIT 120 Network Security	3.0
Choose one of the following network courses:	
CNIT 106 Introduction to Networks	3.0
CNIT 201C Introduction to Cisco Networks	3.0
Choose one of the following options	
OPTION 1: Computer Technical Support	
CNIT 104 Operating Systems Technologies	3.0
CNIT 105 IT Customer Support	3.0
CNIT 401 Windows 10 Technical Support	3.0
CNIT 103L Computer Hardware Lab	1.0
or CNIT 105L Computer Technical Support	1.0
OPTION 2: Internet and Web Development Techniques	
CNIT 132 Intermediate HTML and CSS	3.0
CNIT 133 JavaScript, jQuery, AJAX	3.0
CNIT 134 Server Side Technologies for the Web	3.0
OPTION 3: Network Security	
CNIT 121 Computer Forensics	3.0
CNIT 122 Firewalls	3.0
CNIT 123 Ethical Hacking & Network Defense	3.0
OPTION 4: Wireless Networks	
CNIT 107 Wireless LANs	3.0
CNIT 113 Technology of Smartphones & Mobile Devices	3.0
CNIT 108 Wireless Networks, Advanced	3.0
OPTION 5: Cisco Networking	
CNIT 202C Routing and Switching Essentials	3.0
CNIT 203C Scaling Networks	3.0
CNIT 204C Connecting Networks	3.0
OPTION 6: Microsoft Windows	
CNIT 411 Administering Windows Server	3.0
CNIT 412 Configuring Advanced Windows Server	3.0
CNIT 401 Windows 10 Technical Support	3.0
or CNIT 415 SQL Server Administration	3.0
Total:	**21.0 – 22.0**

Certificate Curricula

The certificate programs are designed to meet the needs of students who want 1) to obtain entry-level employment, 2) to advance in their current positions, or 3) to change careers. Certificate programs enable students to demonstrate specialization in areas such as computer technical support, networking, security, and web site development techniques.

Requirements for the Certificate of Accomplishment or Achievement. A student may obtain the Certificate of Accomplishment or Achievement by completing each of the courses offered in the certificate programs as listed below with a grade of "C" or better.

Several certificate programs are available. Each program prepares a student for a different career path. Additional information is available from the Department Chairperson.

Advanced Web Development Techniques Certificate

This certificate includes instruction and practice in the advanced techniques for development, configuration and operation of websites. Students completing this certificate program will be qualified for employment in entry-level or mid-level positions in front-end website development.

Learning Outcomes

Upon completion of this program, students will be able to:

- Develop and maintain websites according to industry standards
- Apply techniques to add interactivity to web pages via scripting programs and use of libraries/frameworks
- Apply techniques to enhance ranking of websites in search engines and enhance accessibility

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Advanced Web Development Techniques

Course	Units
Required courses:	
CNIT 132 Intermediate HTML and CSS	3.0
CNIT 133 JavaScript, jQuery, AJAX	3.0
CNIT 133A JavaScript Libraries/Frameworks	3.0
CNIT 133M Mobile Web w/HTML, CSS & JS	3.0
CNIT 132A Advanced HTML and CSS	1.0
CNIT 132S SEO & Analytics for Web Dev	1.0
Choose one of the following work experience courses:	
CNIT 198 Internship and Work Experience	2.0

CNIT 195 Software Development Practicum 3.0
Total: . . . . . 16.0 – 17.0

Computer Technical Support Certificate

This certificate includes instruction in the support of a typical workplace computer environment including hardware, operating systems, and application programs. Students in this program practice diagnostic troubleshooting, technical and logical problem solving, end-user training, and customer relations skills. Students completing this certificate program will be qualified for entry-level computer technical support, IT and help desk positions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate components and configure a functional computer system.
- Troubleshoot and repair defective computer systems.
- Configure and diagnose basic network connectivity.
- Demonstrate correct use of office productivity applications.

Students must complete each course with a grade of "C" or higher.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Computer Technical Support

Course . . . . . Units
Required courses:
CNIT 100 Intro to Computers Using PC's 3.0
CNIT 101 Operating Systems I Windows 3.0
CNIT 102 Operating Systems II Command Line 3.0
CNIT 103 Computer Hardware 3.0
CNIT 104 Operating Systems Technologies 3.0
CNIT 105 IT Customer Support 3.0
CNIT 106 Introduction to Networks 3.0
Choose one of the following courses:
CNIT 197 Internship and Work Experience 1.0
CNIT 103L Computer Hardware Lab 1.0
CNIT 105L Computer Technical Support 1.0
Total: 22.0

Computer Technician Certificate

This certificate includes instruction and practice in the identification, installation, and configuration of hardware devices to build, maintain, upgrade, and improve performance of a computer system. This course prepares students for CompTIA's A+ exam, a certification equivalent to six months' work experience as a computer technician. Students completing this certificate program will be qualified for entry-level computer technician and technical support positions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify, install and configure hardware devices.
- Build, maintain and upgrade computer systems.
- Improve performance of computer systems.
- Prepare for industry certification exam equivalent to 6 months' work experience as a computer technician.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Computer Technician

Course . . . . . Units
Required courses:
CNIT 101 Operating Systems I Windows 3.0
CNIT 102 Operating Systems II Command Line 3.0
CNIT 103 Computer Hardware 3.0
CNIT 103L Computer Hardware Lab 1.0
CNIT 104 Operating Systems Technologies 3.0
CNIT 197 Internship and Work Experience 1.0
Total: 14.0

Advanced Cybersecurity Certificate

This certificate includes instruction in security risks and protection techniques for mobile devices, Web applications, and telephone networks, and how to manage information security programs. Students completing this certificate program will be qualified for employment as incident response specialists, Chief Security Officers, or malware analysts, and be able to prepare for the (ISC)^2 Certified Information Systems Security Professional exam.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe common cybersecurity threats and defenses, prioritize them, and properly implement defenses such as firewalls and intrusion defense systems
- Analyze systems for evidence of abuse or intrusions
- Perform advanced attacks and defend against them
- Communicate with management effectively and clearly, and prepare security management policies

Courses Required for the Certificate of Accomplishment in Advanced Cybersecurity

Course . . . . . Units
Core courses:
CNIT 124 Advanced Ethical Hacking 3.0
CNIT 125 Information Security Professional Practices . . 3.0
CNIT 126 Practical Malware Analysis 3.0
CNIT 127 Exploit Development 3.0
CNIT 128 Hacking Mobile Devices 3.0
Total: 15.0

Fundamentals of Networking Certificate

This certificate provides a solid core of the concepts and terminology, and introduction and overview of all aspects of computer networking, including components and principles of local and wide area networking and the Internet. Students who complete this certificate will be ready to undertake further study and advance to more specific industry training in order to be qualified for entry-level positions in network administration.

Learning Outcomes

Upon completion of this program, students will be able to:

- Define the major hardware components of computers and network devices.
- Describe the role of operating systems including network operating systems.

- Compare and contrast the OSI and TCP/IP networking models and their related protocols.
- Create a simple web site using HTML and upload it on a server.
- Explain the role of switches and routers in LANs and WANs.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Fundamentals of Networking

Course	Units
Required courses:	
CNIT 103 Computer Hardware	3.0
CNIT 104 Operating Systems Technologies	3.0
CNIT 106 Introduction to Networks	3.0
CNIT 131 Internet Basics and Beginning HTML	3.0
CNIT 120 Network Security	3.0
Total:	**15.0**

Fundamentals of Technical Support Certificate

This certificate includes instruction in introductory technical support skills. Students will learn the fundamentals of: problem-solving technical support issues related to end-user computer applications, hardware and operating systems. Students completing this certificate program will be qualified for employment in entry-level computer technical support positions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Recognize technical support skills required by the IT industry.
- Identify and solve computer-related issues.
- Support and maintain computer applications, hardware and operating systems.
- Provide basic IT Project Management skills.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Fundamentals of Technical Support

Course	Units
Required courses:	
CNIT 100 Intro to Computers Using PC's	3.0
CNIT 103 Computer Hardware	3.0
CNIT 104 Operating Systems Technologies	3.0
CNIT 105 IT Customer Support	3.0
CNIT 103L Computer Hardware Lab	1.0
or CNIT 197 Internship and Work Experience	1.0
Total:	**13.0**

JavaScript Specialist Certificate

This certificate includes instruction and practice in the development, configuration and operation of web sites focusing on JavaScript and its libraries/frameworks. Students completing this certificate program will be qualified for employment in entry-level positions in dynamic front-end web site development.

Learning Outcomes

Upon completion of this program, students will be able to:

- Develop and maintain web sites according to industry standards
- Apply techniques to add interactivity to web pages via scripting programs and/or use of libraries/frameworks

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in JavaScript Specialist

Course	Units
Required courses:	
CNIT 132 Intermediate HTML and CSS	3.0
CNIT 133 JavaScript, jQuery, AJAX	3.0
CNIT 133A JavaScript Libraries/Frameworks	3.0
CNIT 133M Mobile Web w/HTML, CSS & JS	3.0
Total:	**12.0**

Maker Studies Certificate*

*See Maker Studies section of the catalog.

Microsoft Windows Networking Certificate

This certificate includes instruction and practice in the theory, design, configuration, and operation of local and wide area networks using Microsoft Windows servers. Students completing this certificate program will be qualified for employment in entry-level positions in network management and technical support of Windows networks.

Learning Outcomes

Upon completion of this program, students will be able to:

- Define various components of Windows Server
- Install Windows Server
- Use advanced techniques to implement and manage active directory infrastructure.
- Support hardware, software and end-users of Windows OS Desktop edition

The minimum time for completion of this certificate is three semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Accomplishment in Microsoft Windows Networking

Course	Units
Choose one of the following courses:	
CNIT 106 Introduction to Networks	3.0
CNIT 201C Introduction to Cisco Networks	3.0
Required courses:	
CNIT 401 Windows 10 Technical Support	3.0
CNIT 410 Installing and Configuring Windows Server	3.0
CNIT 411 Administering Windows Server	3.0
Choose one of the following courses:	
CNIT 412 Configuring Advanced Windows Server	3.0
CNIT 415 SQL Server Administration	3.0
Total:	**15.0**

Mobile Web App Development Certificate

The program of study for the Certificate of Achievement in Mobile Web App Development includes instruction and practice in the development of websites and web apps for mobile devices. This course of study prepares students for adapting and/or creating websites, web apps, and hybrid apps that are able to work well in mobile devices.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use front-end web development techniques to develop web-sites, or web apps, or hybrid applications for different platforms (desktop and mobile devices)
- Evaluate, select, and use appropriate tools to convert/adapt and test websites for mobile devices
- Apply the different available solutions to build web apps or hybrid web apps

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Mobile Web App Development

Course	Units
Required courses:	
CNIT 131H Introduction to HTML and CSS	1.0
CNIT 132 Intermediate HTML and CSS	3.0
CNIT 133 JavaScript, jQuery, AJAX	3.0
CNIT 133M Mobile Web w/HTML, CSS & JS	3.0
CNIT 134 Server Side Technologies for the Web	3.0
Choose one of the following courses:	
CNIT 131A XML and JSON	3.0
CNIT 113 Technology of Smartphones & Mobile Devices	3.0
Total:	**16.0**

Network Security Certificate

This certificate includes instruction in the measures that must be taken to detect and prevent network security mistakes and vulnerabilities, and includes descriptions of common attacks and methods to configure operating systems, servers, routers, firewalls, and email. Students completing this certificate program will be qualified for employment in entry-level network security positions and be able to prepare for CompTIA Security+ exam.

Learning Outcomes

Upon completion of this program, students will be able to:

- Explain the basics of network security.
- Assess confidentiality, integrity, availability, and non-repudiation (ClAN).
- Apply strategies for network defense.
- Protect the IT environment using hacking techniques.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Network Security

Course	Units
Required courses:	
CNIT 106 Introduction to Networks	3.0
CNIT 120 Network Security	3.0
CNIT 122 Firewalls	3.0
CNIT 123 Ethical Hacking & Network Defense	3.0
Choose one of the following courses:	
CNIT 124 Advanced Ethical Hacking	3.0
CNIT 121 Computer Forensics	3.0
CNIT 125 Information Security Professional Practices	3.0
Total:	**15.0**

Routing and Switching (Cisco) Certificate

This certificate includes instruction and practice in the theory, design, configuration, and operation of simple Local and Wide Area Networks. Students completing this certificate program will be qualified for employment in entry-level positions in network administration and be able to prepare for the Cisco Certified Entry Networking Technician (CCENT) and the Cisco Certified Network Associate (CCNA) certification exam.

Learning Outcomes

Upon completion of this program, students will be able to:

- Compare and contrast the OSI and TCP/IP networking models and their related protocols
- Explain the importance of addressing and naming schemes of various layers of data
- Compare and configure various internal routing protocols
- Analyze, configure and troubleshoot switch configurations including LANs and VLANs
- Describe and configure a variety of WAN protocols in routers
- Define basic network security issues and possible solutions

Students must complete each course with a grade of "C" or higher.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Routing and Switching (Cisco)

Course	Units
Required courses:	
CNIT 103 Computer Hardware	3.0
CNIT 201C Introduction to Cisco Networks	3.0
CNIT 202C Routing and Switching Essentials	3.0
CNIT 203C Scaling Networks	3.0
CNIT 204C Connecting Networks	3.0
CNIT 120 Network Security	3.0
CNIT 411 Administering Windows Server	3.0
Total:	**21.0**

Security for Web App Development Certificate

The program of study for the Certificate of Accomplishment in Security for Web App Development includes instruction and practice in the development of web sites and web apps using the most current security techniques. This course of study prepares students for adapting and/or creating web sites with techniques that enhance the security of those applications.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use front-end web development techniques to develop and publish web sites or web apps for different platforms
- Compare the different methods for securing shared resources used by web apps
- Evaluate the different types of security problems that might occur in a web application project
- Implement web application security techniques effectively

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Security for Web App Development

Course	Units
Required Courses:	
CNIT 120 Network Security	3.0
CNIT 132 Intermediate HTML and CSS	3.0
CNIT 133 JavaScript, jQuery, AJAX	3.0
CNIT 129S Securing Web Applications	3.0
Choose one of the following courses:	
CNIT 131A XML and JSON	3.0
CS 150A Introduction to SQL Databases and NoSQL	3.0
Total:	**15.0**

Web Site Development Techniques Certificate

This certificate includes instruction and practice in the development, configuration and operation of web sites. Students completing this certificate program will be qualified for employment in entry-level positions in web site development and administration.

Learning Outcomes

Upon completion of this program, students will be able to:

- Develop and maintain web sites according to industry standards
- Recognize and use appropriate Web 2.0 technologies to promote or enhance the work environment
- Add interactivity to web pages via scripting programs and/or server-side technologies

Students must complete each course with a grade of "C" or higher.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Web Site Development Techniques

Course	Units
Choose one of the following courses:	
CNIT 131H Introduction to HTML and CSS	1.0
CNIT 131 Internet Basics and Beginning HTML	3.0
Required courses:	
CNIT 132 Intermediate HTML and CSS	3.0
CNIT 133 JavaScript, jQuery, AJAX	3.0
CNIT 134 Server Side Technologies for the Web	3.0
Choose one of the following courses:	
CNIT 131A XML and JSON	3.0
CNIT 129 Web 2.0 Internet Technologies	3.0
Total:	**13.0 – 15.0**

Wireless Networking Certificate

This certificate includes instruction in the description, installation, and configuration of network devices for wireless communication, focusing on issues of performance and security. Students completing this certificate program will be qualified for employment in entry-level positions in the administration of wireless networks and to begin preparation for the Certified Wireless Network Administrator (CWNA) and Certified Wireless Security Professional (CWSP) industry certification exam.

Learning Outcomes

Upon completion of this program, students will be able to:

- Configure and diagnose basic network connectivity
- Evaluate components of and prepare a wireless network
- Install a wireless network
- Troubleshoot a wireless network
- Configure mobile network technology

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Wireless Networking

Course	Units
Required courses:	
CNIT 106 Introduction to Networks	3.0
CNIT 107 Wireless LANs	3.0
CNIT 108 Wireless Networks, Advanced	3.0
CNIT 120 Network Security	3.0
CNIT 113 Technology of Smartphones & Mobile Devices	3.0
Total:	**15.0**

Announcement of Courses

Credit, Degree Applicable Courses:

CNIT 10. Careers in Computer Networking and Information Technology (1)

Lec-17.5 P/NP available

Introduction to new technologies and employment opportunities in computer networking and information technology. Guest speakers currently working in the field describe opportunities, working conditions, pay levels, and training required to succeed in the field today. CSU

Offered Fall semesters

CNIT 11. IT Professional Conduct (1)

Lec-17.5 P/NP available

Recommended Prep: CRER 62

Skills and techniques for effective professional self-promotion and workplace rapport in an Information Technology environment. Establishing a professional image and reputation, including resumes and portfolio building, and adhering to workplace protocols and standards for professional conduct. CSU

CNIT 34. Computer Technology Skills for Teachers (3)

Lec-52.5 P/NP available

Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English

General and specialized computer and technology skills for teachers and future teachers. Desktop and mobile computer hardware, networking and security basics, software and coding tools for teaching and learning, and representative and emerging technologies in use in educational settings such as K-12 and higher education. Meets multiple and single subject credential state requirements. CSU

CNIT 40. DNS Security (1)

Lec-17.5 P/NP available

Recommended Prep: CNIT 106

DNS is essential but has numerous security issues: hijacking, packet amplification, spoofing, snooping, and more. Configure secure DNS servers and detect malicious activity. DNSSEC (DNS Security) principles and deployment. Hands-on projects using both Windows and Linux platforms. CSU

Offered on occasion

CNIT 50. Network Security Monitoring (1)
Lec-17.5 P/NP available
Recommended Prep: CNIT 106
Learn modern, powerful techniques to inspect and analyze network traffic, to quickly detect abuse and attacks and respond to them. This class also covers the configuration and use of Security Onion, a popular open-source Linux distribution designed for network security monitoring. CSU

CNIT 100. Introduction to Computers Using PCs (3)
Lec-52.5
A computer literacy course using IBM-compatible computers. Prepares students to use computers to write papers, organize information, and use e-mail. Overview of computer components, hardware and software. Fundamentals of the Windows and other operating systems and applications such as word processing, spreadsheets, database, and e-mail and the Internet. Students use computers to complete their class assignments. UC/CSU

CNIT 100M. Introduction to Computers Using Macintosh (3)
Lec-52.5 P/NP available
Computer literacy course using Apple computers. Prepares students to use computers to write papers, organize information and use email. Overview of computer components including hardware, software and data. Fundamentals of the Finder and applications such as word processing, spreadsheets, email, and the Internet. Students use Apple computers to complete class assignments. UC/CSU

CNIT 101. Operating Systems I - Windows (3)
Lec-52.5
Recommended Prep: CNIT 100
A technical course about the Microsoft Windows operating system for students who have some computer experience. Learn techniques to manage a personal computer through the use of operating system utilities and commands. Practice setting up and customizing the interface and managing programs and data. Manage the computer system hardware. CSU

CNIT 102. Operating Systems II - Command Line (3)
Lec-52.5
Recommended Prep: CNIT 101
An intermediate to advanced-level course covering the use of Windows command line tools with the primary focus on Command Prompt and Windows PowerShell. This course is designed for students planning to take a certificate with concentration in Windows server and client administration, networking or hardware, and for advanced Windows users. Students will learn how to use Windows command line tools to manage and troubleshoot Windows servers and workstations. CSU

CNIT 103. Computer Hardware (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 101
This course provides the knowledge and skills needed to install hardware, configure, repair and maintain computer system in a typical office environment. Topics include hardware components and peripherals, assembly, upgrading and basic troubleshooting. CSU

CNIT 103L. Computer Hardware Lab (1)
Lab-52.5 P/NP available
Recommended Prep: Completion of or concurrent enrollment in: CNIT 103
A project-oriented hands-on introduction to hardware identification, maintenance, upgrade, diagnosis, and troubleshooting. Designed to provide practice with concepts, techniques and procedures covered in CNIT 103 with hands-on exercises that prepare for A+ certificate exams. Teamwork will be emphasized. CSU

CNIT 103M. Apple Mac Hardware (3)
Lec-52.5 P/NP available
This course provides the knowledge and skills needed to service the hardware on various Apple Mac systems. Topics include hardware components, system configuration, hardware upgrades, troubleshooting techniques, Apple specific tools and safety procedures. CSU
Offered on occasion

CNIT 104. Operating Systems Technologies (3)
Lec-52.5
Recommended Prep: CNIT 103
This course provides the knowledge and skills to select and install system software, and to diagnose and troubleshoot system problems due to software configuration. Covers all aspects of the operating system, configuration files, drivers, and resource allocation. Topics include computer architecture and the interaction of hardware and software, documentation, command line operations, use of utilities for diagnostics and for configuration, and editing the Registry. CSU

CNIT 105. IT Customer Support (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 103; CNIT 104
Introduction to the field of technical support, including the critical people skills and exceptional technical knowledge required to provide outstanding service. Emphasis on information resources and technical tools needed most to function effectively in a technical support position. CSU

CNIT 105L. Computer Technical Support Lab (1)
Lab-52.5 P/NP available
Recommended Prep: CNIT 105.
Hardware diagnosis and troubleshooting, software maintenance, upgrading, and problem solving; work with Help Desk software to log calls, and real end-user problems in a simulated Service Center. Designed to provide hands-on practice with hardware and software, techniques and procedures, covered in CNIT 105. Teamwork will be emphasized. CSU
Offered Spring semesters

CNIT 106. Introduction to Networks (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 100; CNIT 103
This course will teach the skills required to troubleshoot, configure, and manage common network devices; establish basic network connectivity; understand and maintain network documentation; identify network limitations and weaknesses; and implement network security, standards, and protocols. The candidate will have a basic understanding of enterprise technologies, including cloud and virtualization technologies. Follows objectives of CompTIA Network+ certification exam. CSU

CNIT 106A. Introduction to Networking (1)
Lec-17.5
This is a course for students in related disciplines such as audiovisual technology, who need a basic understanding of networking to use equipment in the field. CSU

CNIT 107. Wireless LANs (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 106
Selection, installation and configuration of wireless networks, including: fundamentals and standards of wireless communication, installation of network access points, and installation, configuration and management of typical products. Also included: common

applications, monitoring the network, security, troubleshooting, upgrade, and modification. Students in this course should be already familiar with LAN technologies. CSU

CNIT 108. Wireless Networks, Advanced (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 107
Students will design, install, configure, manage, and maintain wireless networks with advanced fundamentqls ofWLANs, current and developing standards and protocols, boosting, detecting and extending signal, troubleshooting and monitoring the network, security issues, research of proposed security solutions. The course follows objectives for the Certified Wireless Network Administrator Exam (CWNA). CSU
Offered Spring semesters

CNIT 113. Technology of Smartphones & Mobile Devices (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 100
Overview of mobile device technologies with an emphasis on smartphones and tablets. This course will introduce the technologies behind smartphones and tablets including the hardware, cellular networks, operating systems, browsers, app development process, and support needs from and individual and corporate perspective. CSU
Offered Fall semesters

CNIT 120. Network Security (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 106 or 201C
Knowledge and skills to recognize security vulnerabilities, implement security measures, analyze network environments for known security threats or risks, defend against attacks or viruses, ensure data privacy and integrity. Terminology and procedures for implementation and configuration of security: access control, authorization, encryption, packet filters, firewalls and Virtual Private Networks (VPNs). CSU

CNIT 121. Computer Forensics (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 120
Forensics tools, methods and procedures for investigating computers. Data recovery techniques and evidence collection, protection of evidence, expert witness skills and computer crime investigation techniques. Analysis of various file systems and specialized diagnostic software to retrieve data. Prepares in part for CompTIA Security+ and maps to Computer Investigation Specialists exam. CSU

CNIT 122. Firewalls (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 120
Fundamentals, techniques, and procedures to design an effective secure Internet connection using software or hardware firewalls. Discussion of types of firewalls, packet filtering, proxy servers, Intrusion Detection Systems, and Virtual Private Networks (VPNs). CSU

CNIT 123. Ethical Hacking & Network Defense (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 106 or CNIT 201C or CNIT 120
Learn how hackers attack computers and networks, and how to protect Windows and Linux systems. Legal restrictions and ethical guidelines will be taught and enforced. Students will perform many hands-on labs, both attacking and defending, using port scans, footprinting, buffer overflow exploits, SQL injection, privilege escalation, Trojans, and backdoors. CSU

CNIT 124. Advanced Ethical Hacking (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 123
Advanced techniques in ethical hacking of Windows and Linux systems. Hands-on labs include Google hacking, automated footprinting, sophisticated ping and port scans, privilege escalation, attacks against telephone and Voice over Internet Protocol (VoIP) systems, routers, firewalls, wireless devices, web servers, and Denial of Service attacks. CSU
Offered Fall semesters

CNIT 125. Information Security Professional Practices (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 123
Covers information security in depth, including access control, application security, enterprise continuity, cryptography, technical risk management, physical security, and telecommunications and network security. This class helps to prepare students for the Certified Information Systems Security Professional (CISSP) credential, which is essential for high-level information security professionals. CSU
Offered Spring semesters

CNIT 126. Practical Malware Analysis (3)
Lec-52.5 P/NP available
Recommended Prep: CS 110B or equivalent familiarity with programming
Learn how to analyze malware, including computer viruses, trojans, and rootkits, using basic static analysis and dynamic analysis, including IDA Pro and other tools. CSU
Offered Spring semesters

CNIT 127. Exploit Development (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 123
Learn how to find vulnerabilities and exploit them to gain control of target systems including operating systems. Covers essential exploit development skills for advanced penetration testers and security professionals. Students will be required to obey high ethical principles and not exploit systems without authorization. CSU
Offered Fall semesters

CNIT 128. Hacking Mobile Devices (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 113 and CNIT 123
Mobile devices run specialized operating systems with security problems. Students will learn how mobile operating systems and apps work, how to find and exploit vulnerabilities and how to defend them. Topics will include phone call, voicemail, SMS intrusion, jailbreaking, rooting, NFC attacks, mal ware, browser exploitation, and application vulnerabilities. CSU
Offered on occasion

CNIT 129. Social Media, Blogs in Web Development (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 100 or demonstration of CNIT 100 exit skills
Overview of Wordpress and social media technologies to develop websites and/or use together with existing websites. Covers Web 2.0 and 3.0 technologies such as blogs, sites, social media, wikis, video and photo sharing and other tools how to integrate those technologies together. CSU
Offered Spring semesters

CNIT 129S. Securing Web Applications (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 120 and CNIT 131
Techniques used by attackers to breach Web applications, and how to protect them. How to secure authentication, access, databases, and back-end components. How to protect users from each other. How to find common vulnerabilities in compiled code and source code. CSU

CNIT 131. Internet Basics and Beginning HTML (3)
Lec-52.5 P/NP available
Methods of using the Internet. History, design and protocol methods used on Internet including: electronic mail, connection to remote computers, file transfer, World Wide Web, basic web page creation and publishing using HTML and CSS. Additional topics include: computer security, copyright and electronic commerce, and basic Unix shell commands requisite to shell account use. CSU

CNIT 131A. XML and JSON (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 131H or CNIT 131
Introduction to eXtensible Markup Language (XML) and JavaScript Object Notation (JSON). Hands-on experience with XML documents, Document Type Definition (DTD), namespaces, schemas, and data presentation with eXtensible Style Language (XSLT) or Cascading Style Sheets (CSS). Introduction to JSON syntax to store and exchange data. CSU
Offered Fall semesters

CNIT 131H. Introduction to HTML and CSS (1)
Lec-17.5 P/NP available
Recommended Prep: CNIT 100
This is a beginning course in the use of HTML and CSS. It will prepare students to build simple web pages using basic HTML and CSS according to the latest standards. Students will also learn how to upload the web page files to a web server. CSU

CNIT 132. Intermediate HTML and CSS (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 131.
Intermediate and advanced HTML and CSS, based on W3C latest standards, to publish information on the World Wide Web, including images, multimedia, tables, and forms. Cascading Style Sheets used to standardize the appearance of web pages. Introduction to JavaScript, XML and server side technology (CGI-scripts and/or PHP). CSU
Hand-coded web pages using HTML, CSS following latest standards and FTP to transfer to web server.

CNIT 132A. Advanced HTML and CSS (1)
Lec-17.5 P/NP available
Recommended Prep: CNIT 132
Advanced HTML & CSS techniques such as performance and organization of files, advanced pseudo-classes, flexible grids, transitions and animations, semantics and accessibility, preprocessors and complex selectors. CSU
Offered Fall semesters

CNIT 132S. SEO & Analytics for Web Dev (1)
Lec-17.5 P/NP available
Prereq: CNIT 132
Techniques to improve search engine rankings of web sites and the use of analytic tools to give a better understanding of the audience accessing the web sites. CSU
Offered Fall semesters

CNIT 133. JavaScript, jQuery, AJAX (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 132
Creation of interactive web pages using JavaScript, ECMAScript including properties, methods, objects, and event handlers of the Document Object Model (DOM). Introduction of jQuery and AJAX techniques in web pages. CSU

CNIT 133A. JavaScript Libraries/Frameworks (3)
Lec-52.5 P/NP available
Prereq:. CNIT 133
Recommended Prep: CNIT 132
An extension of the JavaScript course to define and study the use of the most common JavaScript frameworks/libraries to enhance web development projects. CSU
Offered Fall semesters

CNIT 133M. Mobile Web w/HTML, CSS & JS (3)
Lec-52.5 P/NP available
Prereq: CNIT 133 or equivalent knowledge of HTML, CSS, and JavaScript/jQuery
Conversion of desktop websites and an introduction to building web applications for smartphones and mobile devices with intermediate HTML and JavaScript. Includes jQuery and intermediate CSS for controlling the appearance of mobile device websites and introduction of some development frameworks and platforms. UC/CSU
Offered Fall semesters

CNIT 134. Server Side Technologies for the Web (3)
Lec-52.5 P/NP available
Prereq: CNIT 133 or CS 110A
Recommended Prep: CNIT 132
Creation and maintenance of web pages using server side technologies such as ASP.NET. Server controls, HTML controls, database access, validation of input data, sitemap, navigation (menu) based on the most current ASP.NET technology. CSU
First part requires Windows OS to install Visual Studio
Offered Spring semesters

CNIT 140. IT Security Practices (3)
Lec-52.5
Recommended Prep: CNIT 124
Intensive training and preparation for national security competitions and CTF (capture the flag) events. Material includes penetration testing methodology, network defense methodology, and report writing. CSU
Offered on occasion

CNIT 141. Cryptography for Computer Networks (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 120 and MATH 40
The class focuses on practical applications: selecting, implementing, testing, and maintaining systems to protect data on modern computer networks. Mathematical underpinnings and practical applications of modern cryptographic systems, including the Advanced Encryption Standard (AES), the Secure Hash Algorithms (SHA), and Rivest-Shamir-Adleman (RSA). CSU

CNIT 151. Introduction to Virtualization (3)
Lec-52.5
This course is an introduction to virtualization. Students will learn about server, cloud, client, storage networking and application virtualization in the public and private cloud, and requirements for virtual environments, administration, and data security. Students will be

exposed to different virtualization applications and platforms such as: VMware, Oracle VBox and Azure. CSU
Offered on occasion

CNIT 152. Incident Response (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 120 and CNIT 106
When computer networks are breached, incident response (IR) is required to assess the damage, eject the attackers, and improve security measures so attackers cannot return. This class covers the IR tools and techniques required to defend modern corporate networks. This class is part of the Advanced Cybersecurity Certificate. CSU

CNIT 153. VMware: Install, Configure, Manage (3)
Lec-52.5 P/NP available
PRERE.: CNIT 106
This hands-on training course explores installation, configuration, and management of VMware products. Upon completion of this course students can take the examination to become a VMware Certified Professional. The course is based on the latest release of VMware software available. CSU
Offered on occasion

CNIT 154. EMC - Information Storage and Management (3)
Lec-52.5 P/NP available
Prereq: CNIT 106
Students will learn about the transition from a Classic Data Center environment to Virtual Data Center and the Cloud virtualization at each layer - compute, storage, network, desktop, and application - along with business continuity in a VDC environment. Students will also learn Cloud computing basics, infrastructure components, service management activities, security concerns, and considerations for Cloud adoption. CSU
Offered on occasion

CNIT 155. AWS Cloud Practitioner (3)
Lec-52.5 P/NP available
This course covers Amazon Web Server Cloud deployment and service models, Cloud infrastructure, and the key considerations in migrating to Cloud computing. This course also provides the required technology essentials across all domains—including server, storage, networking, applications, and databases—to help develop a strong understanding of virtualization and Cloud computing technologies. CSU
Offered on occasion

CNIT 160. Cybersecurity Responsibilities (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 120
Explores security technology, risks, countermeasures, and consequences, to help cybersecurity analysts protect those who rely on them. Includes hands-on activities such as packet analysis, exploiting vulnerable systems, and password cracking, and also research, presentations, and debates about current controversies, laws, and policies. Addresses topics such as surveillance, cyberwar, and computer crime. CSU

CNIT 195. Software Development Practicum (3)
Lec-52.5, field trips P/NP available
Recommended Prep: CS 177 or CS 130B or CS 231 or CS 150A or CS 211E or CS 232 or CNIT 133 or CS 110B or CS 111B or CS 114D
Integrate and apply knowledge gained through CCSF coursework in a team-based environment, collaborating with students in Visual Media Design's VMD 200A/B: Design Studio Practicum. Work on realistic projects with input invited from local employers. Develop, design and program a professional software project in a team environment. CSU
CNIT 195 = CS 195
Offered on occasion

CNIT 197. Internship and Work Experience (1)
Work-60-75
Prereq: Approval of the CNIT Department
Recommended Prep: Completion of 9 units of CNIT courses
Repeat max. 8.0 units
Supervised on- or off-campus work involving computer use. Internships are joint ventures between institutions or companies and the Computer Networking and Information Technology Department. Students must be employed in any area including, but not limited to, help desk, hardware technician, networking technician, system administration, internet, web development, or computer operation. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU

CNIT 198. Internship and Work Experience (2)
Work-120-150
Prereq: Approval of the CNIT Department
Recommended Prep: Completion of 9 units of coursework in CNIT
Repeat max. 8.0 units
Supervised on- or off-campus work involving computer use. Internships are joint ventures between institutions or companies and the Computer Networking and Information Technology Department. Students must be employed in any area including, but not limited to, help desk, hardware technician, networking technician, system administration, internet, web development, or computer operation. One unit of credit is earned for 60 hours of unpaid or 75 hours of paid work. CSU

CNIT 201C. Introduction to Cisco Networks (3)
Lec-52.5
Prereq: CNIT 100
Architecture, structure, functions, components, and models of the Internet and other computer networks. Use of OSI and TCP layered models to examine protocols and services. IP addressing and subnetting. Fundamentals of Ethernet concepts, media, and operations. First course of Cisco Networking Academy Exploration series preparing for CCENT and CCNA Certifications. CSU

CNIT 202C. Routing and Switching Essentials (3)
Lec-52.5
Recommended Prep: CNIT 201C
Architecture, components, and operations of routers and switches in a small network. Configure router and switch for basic functionality. Troubleshoot and resolve common issues with RIPvl, RIPv2, single-area OSPF, virtual LAN, and inter-VLAN routing in IPv4 and IPv6 networks. Second course in Cisco Networking Academy towards CCENT and CCNA Certifications. CSU
Offered Spring semesters

CNIT 203C. Scaling Networks (3)
Lec-52.5
Prereq: CNIT 202C
Architecture, components, and operations of routers and switches in larger and more complex networks. Configuration and troubleshooting of routers and switches for advanced functionality with OSPF, EIGRP, and STP in both IPv4 and IPv6 networks. Knowledge and skills needed to implement a WLAN in a small-to-medium network. CSU
Offered Fall semesters

CNIT 204C. Connecting Networks (3)
Lec-52.5
Prereq: CNIT 202C
Recommended Prep: CNIT 203C
WAN technologies and network services required by converged applications in a complex network. Selection criteria of network devices and WAN technologies to meet network requirements. Configuration and troubleshooting of network devices with data link protocols. Implementation of virtual private network (VPN) operations in a complex network. CSU
Offered Fall semesters

CNIT 205C. CCNA Security (3)
Lec-52.5 P/NP available
Prereq: CNIT 201C; Completion of or concurrent enrollment in: CNIT 202C
Cisco Certified Network Associate (CCNA) Security provides the knowledge and skills needed to prepare for entry-level security specialist careers. CCNA Security aims to develop an in-depth understanding of network security principles as well as the tools and configurations required to secure a network. Preparation for the CCNA-Security certification exam. CSU
Offered on occasion

CNIT 214. Internet of Things (3)
Lec-52.5 P/NP available
Prereq: CNIT 106 or CNIT 201C
Introduction to the Internet of Things (IoT), where people, processes, things, and data are connected via emerging Internet technologies. A variety of networking and computer hardware devices will be integrated into end-to-end systems to solve practical problems. CSU
Offered on occasion

CNIT 401. Windows 10 Technical Support (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 101
Knowledge, skills and hands-on experience to install, configure, and maintain Windows 10 Operating system. Course aligned with the Microsoft Certification Certificates. CSU
Offered on occasion

CNIT 410. Installing and Configuring Windows (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 103 or 106
Knowledge and skills required to install and configure Windows 2012 core infrastructure services. This course is aligned with the Microsoft Certified System Administrator 70-410. CSU
Offered Spring semesters

CNIT 411. Administering Windows Server (3)
Lec-52.5 P/NP available
This course is introduced to account for the new line of servers introduced by Microsoft. It provides students with the knowledge and skills required to administer Windows core infrastructure services. This course is aligned with the Microsoft Certified System. CSU
Offered on occasion

CNIT 412. Configuring Advanced Windows Server (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 411
This course provides students with the knowledge and skills required to administer advanced Microsoft servers. The students acquire hands-on knowledge of real world experience to become IT administrators. This course in aligned with the Microsoft Certifications exams on configuring advanced server services. CSU
Offered Fall semesters

CNIT 415. SQL Server Administration (3)
Lec-52.5
Covers the SQL Server database management system. In this advanced course, students will gain the knowledge and skills to install, configure and maintain SQL Server and manage the day-to-day administration of a client/server database in an enterprise network environment. CSU
Offered on occasion

CNIT 416. Installing and Configuring Windows Server 2016 (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 103; Completion of or concurrent enrollment in: CNIT 106
This course introduces the new line of servers by Microsoft. It provides students with the knowledge and skills required to install and configure Windows 2016 core infrastructure services. This course is aligned with the Microsoft Certified System Administrator 70-740. CSU
Offered Spring semesters

CNIT 417. Administering Windows Server 2016 (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 416
This course introduces the new line of servers by Microsoft. It provides students with the knowledge and skills required to administer Windows core infrastructure services. This course is aligned with the Microsoft Certified System Administrator exam. CSU
Offered Fall semesters

CNIT 418. Identity With Windows 2016 (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 417
This course provides the knowledge and skills required to administer advanced Microsoft servers. The students acquire hands-on knowledge of real world experience to become IT administrators. This course is aligned with the Microsoft Certifications exams on configuring advanced server services. CSU
Offered Spring semesters

CNIT 420. Configuring and Administering Microsoft Azure (3)
Lec-52.5 P/NP available
Prereq: CNIT 101
Recommended Prep: CNIT 416
Azure administrator skills training needed to be successful deploying Software-as-a-Service (Saas), Infrastructure-as-a-Service (IaaS), and Platform-as-a-Service (PaaS) solutions. Includes training in planning IaaS solutions for fault tolerance and performance, deployment of Virtual Machines (VMs), and systems management using Windows Powershell and the Azure CLI V2. CSU

CNIT 501. Certified Information Systems Auditor (3)
Lec-52.5 P/NP available
Prereq: CNIT 120
Preparation for the Certified Information Systems Auditor (CISA) credential. This field includes information systems audit, governance, life cycle, system implementation, protecting information assets, business continuity, and disaster recovery. CSU
Offered on occasion

Computer Science

Office: Batmale 456
Phone Number: (415) 239-3655
Web Site: www.ccsf.edu/cs

Announcement of Curricula

General Information

The Computer Science Department offers courses in computer programming, databases, and Unix/Linux system administration. We have transfer and degree programs, as well as certificate programs. Our courses range from entry-level to professional development.

Computer Science Major (AS)

Graduates of the Associate Degree program in Computer Science will have the skills in computer programming required for transfer to California State University, University of California, and other universities for career paths in Computer Science, Software Engineering, Computer Engineering, and related fields. The curriculum includes instruction in the fundamentals of problem solving and analysis, programming, data structures, and computer architecture.

Students who complete the Associate in Computer Science degree program are encouraged to continue their education and earn a Bachelor's degree. Students who are interested in transferring after completion of this degree program should consult the "Transfer Information" section of the catalog and discuss their plans with their program advisor or counselor. So as to not duplicate course work, it is recommended that students try to satisfy the requirements of the transfer institution as well as those of City College. To substitute another class because of specific requirements of the transfer institution, consult with the Computer Science Department Chair.

Universities may have additional or different lower-division course requirements before transfer. Students need to check the particular institution for their requirements. Students should pay particular attention to which programming series they take (CS 110B-C or CS 111B-C), as different universities may take one or the other track. The web site www.assist.org can provide information about applicable courses for transfer to satisfy degree requirements. Some universities will require Math and/or Physics classes beyond those required here, and those additional classes can be taken at CCSF.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create and program algorithmic solutions to solve problems.
- Solve mathematical problems using discrete math and calculus.
- Design circuits and create assembly language programs to run on them.

Enrollment is recommended only to students who have a solid understanding of Algebra (at the level of Math 60 or higher). English language skills are also required. (ESL 188 or higher recommended.) Students who have never done any programming are advised to take CS 110A before beginning this program.

Assuming students start with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Computer Science

Course	Units
Choose one of the following courses:	
CS 110B Programming Fundamentals: C++	4.0
CS 111B Programming Fundamentals: Java	4.0
Choose one of the following courses:	
CS 110C Data Structures and Algorithms: C++	4.0
CS 111C Data Structures and Algorithms: Java	4.0
Required courses:	
CS 270 Computer Architecture with Assembly Language	4.0
MATH 110A Calculus I	5.0
MATH 110B Calculus II	5.0
MATH 115 Discrete Mathematics	3.0
Students who intend to transfer may need to take the following:	
CS 110A Intro to Programming	4.0
PHYC 4A Classical Mechanics for Scientists and Engineers	3.0
PHYC 4AL Mechanics Laboratory for Scientists and Engineers	1.0
PHYC 4B Electromagnetism for Scientists and Engineers	3.0
PHYC 4BL Electromagnetism Laboratory for Scientists and Engineers	1.0
MATH 110C Calculus III	5.0
Total:	**25.0**

Certificate Curricula

The certificate programs are designed to meet the needs of students who want 1) to obtain entry-level employment, 2) to increase their opportunities to advance in their current positions, or 3) to change the kind of work they do currently. Certificate programs make it possible for a student to demonstrate specialization in the areas such as computer programming, databases, and Unix/Linux system administration.

Requirements for the Certificate of Accomplishment or Achievement. A student may obtain the Certificate of Accomplishment or Achievement by completing each of the courses offered in the certificate program with a grade of "C" or higher.

Many certificate programs are available. Each program prepares a student for a different career path. Additional information is available from the Department degree advisor or the Department Chairperson.

Android App Programming Certificate

This certificate is designed to teach students how to program native apps (mobile device applications) to run on Android phones and tablets. Students learn programming in Java and Kotlin, including the specifics of how to program for Android devices, as well as best practices regarding data structures and algorithms, and Linux system utilities. Students completing this certificate program will be qualified for employment as entry-level app developers.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze problems and interpret technical specifications to create and program appropriate algorithmic solutions.
- Write Linux commands to manipulate directories, their contents, and permissions.
- Create Java programs with graphical user interfaces.
- Implement applications that utilize the distinctive capabilities of Android.
- Operate effectively within a team, gaining work experience.
- Evaluate and implement data structures and algorithms for given problems, considering appropriateness and efficiency.

Students who have never done any programming are advised to take CS 110A before beginning this program.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Android App Programming

Course	Units
Required courses:	
CS 160A Introduction to Unix/Linux	2.0
CS 111B Programming Fundamentals: Java	4.0
CS 111C Data Structures and Algorithms: Java	4.0
CS 211S Advanced Java: Standard Edition	3.0
CS 211D Android Programming	3.0
Choose one of the following Internship/Project Experience courses:	
CS 177 Software Engineering	3.0
CS 195 Software Development Practicum	3.0
CS 198 Industry Internship	1.0-4.0
CNIT 197 Internship and Work Experience	1.0
CNIT 198 Internship and Work Experience	2.0
Total:	**17.0 – 20.0**

Build Automation for DevOps & QA Certificate

The program of study for the certificate in Build Automation for DevOps & QA will give students a solid grounding in the automation of software quality assurance testing (QA), as well as systems to build and release software. Students will learn the fundamentals of: working in a Linux environment; writing shell scripts and automation scripts using Ruby or Python, and Software Engineering principles. This course of study prepares students for entry-level positions in DevOps, Software QA and/or Build and Release Automation.

Learning Outcomes

Upon completion of this program, students will be able to:

- Write Unix/Linux commands utilizing redirection, pipes, and regular expressions, including manipulation of files, directories, their contents and their permissions.
- Analyze common text processing and system tasks and interpret technical specifications to create algorithmic solutions, including the use of control structures, subroutines, lists, classes, and objects.
- Implement and test software thoroughly and methodically in a team environment.
- Perform continuous integration tests on the contents of a repository.
- Implement, exercise, and manage QA and regression tests for known defects and issues.
- Manage version tags and branches to build specific software versions.

Students must complete each course with a grade of "C" or higher. Where applicable, grades of "Pass" may be used.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Build Automation for DevOps & QA

Course	Units
Required courses:	
CS 160A Introduction to Unix/Linux	2.0
CS 160B Unix/Linux Shell Scripting	2.0
CS 177 Software Engineering	3.0
CS 178 Build Automation for DevOps & QA	3.0
Choose one of the following elective courses:	
CS 132A Ruby Programming	3.0
CS 131B Programming Fundamentals: Python	4.0
CNIT 133 JavaScript, jQuery, AJAX	3.0
Total:	**13.0 – 14.0**

Computer Programming: C++ Certificate

The program of study for the certificate in Computer Programming: C++ includes instruction and practice in the programming language C++, use of the Linux operating system, and a broader context of computer architecture, parallel programming, shell scripting, or database queries. This course of study prepares students for entry-level positions in software quality assurance, computer programming, and related fields.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze problems and interpret technical specifications to create and program appropriate algorithmic solutions, utilizing the most appropriate features of C++.
- Compare and contrast algorithms for efficiency.
- Predict the results of code using standard data structures with associated algorithms.
- Write Linux/Unix commands to manipulate files, directories, their contents and their permissions.

Program within a specialized context: write programs that use more than one thread, process or task concurrently to solve a problem, selecting data structures that maintain integrity under concurrent access; design computer circuits and implement code in assembly language; write multiple table database queries in SQL; or write shell scripts to accept command-line arguments and capture program output.

Operate effectively within a team, gaining work experience.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Computer Programming: C++

Course	Units
Required courses:	
CS 110B Programming Fundamentals: C++	4.0
CS 110C Data Structures and Algorithms: C++	4.0
CS 160A Introduction to Unix/Linux	2.0
Choose one:	
CS 280 Introduction to Parallel and Cloud Programming	4.0
CS 270 Computer Architecture with Assembly Language	4.0
CS 150A Introduction to SQL Databases and NoSQL	3.0
CS 160B Unix/Linux Shell Scripting	2.0
Choose one of the following Internship/Project Experience courses:	
CS 195 Software Development Practicum	3.0
CS 177 Software Engineering	3.0
CS 198 Industry Internship	1.0-4.0
CNIT 197 Internship and Work Experience	1.0
CNIT 198 Internship and Work Experience	2.0
Total:	**13.0 – 18.0**

Computer Programming: Java Certificate

The program of study for the certificate in Computer Programming: Java includes instruction and practice in the Java programming language including database interaction, as well as software engineering practices. This course of study prepares students for entry-level positions in quality assurance and computer programming in a variety of settings.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze problems and interpret technical specifications to create and program appropriate algorithmic solutions, utilizing the most appropriate features of Java.
- Write Java code for array-based and linked data structures that work with generics.
- Compare and contrast algorithms for efficiency.
- Predict the results of code using standard data structures with associated algorithms.
- Write Linux/Unix commands to manipulate files, directories, their contents and their permissions.
- Write multiple table database queries in SQL.
- Operate effectively within a team, gaining work experience.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Computer Programming: Java

Course	Units
Required courses:	
CS 111B Programming Fundamentals: Java	4.0
CS 111C Data Structures and Algorithms: Java	4.0
CS 160A Introduction to Unix/Linux	2.0
CS 211S Advanced Java: Standard Edition	3.0
Choose one of the following database courses:	
CS 150A Introduction to SQL Databases and NoSQL	3.0
CS 211E Advanced Java: Enterprise	3.0
Choose one of the following Internship/Project Experience courses:	
CS 195 Software Development Practicum	3.0
CS 177 Software Engineering	3.0
CS 198 Industry Internship	1.0-4.0
CNIT 197 Internship and Work Experience	1.0
CNIT 198 Internship and Work Experience	2.0
Total:	**17.0 – 20.0**

Data Science Fundamentals Certificate

This certificate will provide an introduction to data science and technical computing skills. Students will learn the basics of working in a Unix or Linux environment, basic programming techniques using Python, database fundamentals including SQL, data visualization techniques, and statistics.

Learning Outcomes

Upon completion of this program, students will be able to:

- Write Unix commands to manipulate directories, their contents, and permissions.
- Create regular expressions to perform pattern matching.
- Analyze common text processing tasks and interpret technical specifications to create and program algorithmic solutions.
- Write multiple table database queries in SQL.
- Access and analyze data to produce information visualizations and discover patterns.

Students who have never done any programming are advised to take CS 110A before beginning this program.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Data Science Fundamentals

Course	Units
Required courses:	
CS 160A Introduction to Unix/Linux	2.0
CS 131B Programming Fundamentals: Python	4.0
CS 150A Introduction to SQL Databases and NoSQL	3.0
CS 256 Data Visualization	3.0
Choose one of these statistics courses:	
MATH 80 Probability and Statistics	5.0
ECON 5 Introductory Statistics for Economics, Business and Social Sciences	5.0
PSYC 5 Statistics for Behavioral Sciences	5.0
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies	5.0
Total:	**17.0**

Database Programming and Administration Certificate

This certificate includes instruction and practice in database fundamentals and interacting with

databases using both SQL queries and procedural programming. This course of study prepares

students for entry-level positions in database management, administration, development and programming.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze a problem and interpret technical specifications to create and program appropriate algorithmic solutions.
- Design and create queries in SQL for accessing and updating data.
- Write shell scripts to accept command-line arguments and capture program output.
- Write programs that interact with databases and/or structure databases to interact with programs
- Display professionalism and gain work experience in a team environment.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester. Some combinations of courses for this certificate may require additional course units to meet course advisories. (For example, if you take both CS 231 and CS 211E, then you will have to take both CS 131B and CS 111B first). Students who have never done any programming are advised to take CS 110A before beginning this program.

Courses Required for the Certificate of Achievement in Database Programming and Administration

Course	Units
Required courses:	
CS 150A Introduction to SQL Databases and NoSQL	3.0
CS 160A Introduction to Unix/Linux	2.0

CS 160B Unix/Linux Shell Scripting 2.0

Choose one of the following courses:
CS 111B Programming Fundamentals: Java 4.0
CS 131B Programming Fundamentals: Python 4.0
CS 130A PHP Programming 4.0
CS 132A Ruby Programming 3.0

Choose two of the following courses:
CS 155P MySQL Programming 3.0
CS 155B MySQL Database Administration 3.0
CS 231 Advanced Python Programming 3.0
CS 211E Advanced Java: Enterprise 3.0
CS 130B Advanced PHP Programming 3.0
CS 232 Ruby on Rails Development 3.0

Choose one of the following Internship/Project Experience courses:
CS 177 Software Engineering 3.0
CS 195 Software Development Practicum 3.0
CS 198 Industry Internship 1.0-4.0
CNIT 197 Internship and Work Experience 1.0
CNIT 198 Internship and Work Experience 2.0

Total: . . . . . 17.0 – 21.0

Game and Simulation Programming Certificate

The Game and Simulation Programming certificate prepares students for careers as video game developers and programmers of simulations, using some of the most popular gaming languages/platforms: C++, C#, and Unity. Students will learn about game design and the game industry, C++ programming including data structures and algorithms, and programming simulations and games in Unity using C#. Students will have a foundation of algebra and physics to better simulate real-world situations and behaviors.

Learning Outcomes

Upon completion of this program, students will be able to:

- Design and implement modular programs using modern features of C++.
- Evaluate and implement data structures and algorithms for given problems, considering appropriateness and efficiency.
- Utilize the Unity game engine and integrated development environment (IDE) to the creation of games.
- Simulate real-world situations and behaviors.
- Operate effectively within a team, gaining work experience.

Students who have never done any programming are advised to take CS 110A before beginning this program.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Game and Simulation Programming

Course . . . . . Units
Required courses:
CS 185 Exploring Game Worlds. 3.0
CS 110B Programming Fundamentals: C++ 4.0
CS 110C Data Structures and Algorithms: C++. 4.0
CS 214U Game and Simulation Programming in Unity . . 4.0
MATH 90 Precalculus Algebra 5.0
or MATH 90 Precalculus Algebra 5.0
and MATH 90S Support for Precalculus Algebra 3.0
or placement into MATH 100A or 110A

Choose one of the following physics courses:
PHYC 2A Introductory Physics 3.0
PHYC 4A Classical Mechanics for Scientists and Engineers 3.0

Choose one of the following Internship/Project Experience courses:
CS 177 Software Engineering 3.0
CS 195 Software Development Practicum 3.0
CS 198 Industry Internship 1.0-4.0
CNIT 197 Internship and Work Experience 1.0
CNIT 198 Internship and Work Experience 2.0

Total: . . . . . 24.0 – 35.0

iPhone App Programming Certificate

This certificate teaches how to program native apps (mobile device applications) to run on iPhones, iPads, and other iOS devices. Students learn programming in Swift, and also programming of data structures and algorithms in Java or C++. The specifics of how to program for iPhones is covered, as well as substantial project experience. Students completing this certificate program will be qualified for employment as entry-level app developers and quality assurance technicians.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze a problem and interpret technical specifications to create and program appropriate algorithmic solutions.
- Develop and test Swift classes and protocols, interfacing with Web APIs.
- Extend User Interface Kit (UIKit) classes to create custom view controllers.
- Create working iPhone applications that utilize the distinctive capabilities of iOS.
- Compare and contrast algorithms for efficiency.
- Predict the results of code using standard data structures with associated algorithms.
- Operate effectively within a team, gaining work experience

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in iPhone App Programming

Course . . . . . Units
Choose one of the following Programming Fundamentals courses:
CS 112 Beginning iPhone Programming using Swift 4.0
CS 110B Programming Fundamentals: C++ 4.0
CS 111B Programming Fundamentals: Java 4.0

Required capstone course:
CS 212 iPhone Programming 4.0

Choose one of the following Data Structures & Algorithms courses:
CS 110C Data Structures and Algorithms: C++. 4.0
CS 111C Data Structures and Algorithms: Java 4.0

Choose one of the following Internship/Project Experience courses:
CS 177 Software Engineering 3.0
CS 195 Software Development Practicum 3.0
CS 198 Industry Internship 1.0-4.0
CNIT 197 Internship and Work Experience 1.0
CNIT 198 Internship and Work Experience 2.0

Total: . . . . . 13.0 – 16.0

Linux Administration Certificate

The program of study for this certificate in Linux Administration will give students the skills needed to install and configure a basic Linux server in a networked environment. Besides basic command-line use, students will learn intermediate-level Linux administration skills including configuring and managing file systems, configuring and monitoring basic system security, and configuring default servers. It is designed to prepare students for entry-level positions in Linux Administration.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze common text processing tasks and write Unix commands to solve them.
- Design and implement bash shell scripts to solve administrative tasks.
- Analyze a Linux system and revise its configuration to solve issues of performance, security, connectivity, and availability of services.
- Configure default NFS, ftp, and http servers and the firewall and SELinux settings to access them.
- Install entire physical or virtual machines with custom physical file systems and logical volumes.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Linux Administration

Course	Units
Required courses:	
CS 160A Introduction to Unix/Linux	2.0
CS 160B Unix/Linux Shell Scripting	2.0
CS 260A Linux System Administration	4.0
Total:	**8.0**

Web Application Programming Certificate

The program of study for the certificate in Web Application Programming will give students a solid grounding in full-stack open source web development skills. Students will learn the fundamentals of: working in a Linux environment; developing front-end web pages using HTML and JavaScript; using SQL databases; and server-side programming techniques using Ruby, PHP, Python, ASP.NET and/or Java. This course of study prepares students for entry-level positions developing web applications.

Learning Outcomes

Upon completion of this program, students will be able to:

- Write Unix/Linux commands including redirection and pipes, to manipulate files, directories, their contents and their permissions.
- Create regular expressions to perform pattern matching.
- Analyze a problem and interpret technical specifications to create and program algorithmic solutions.
- Write multiple table database queries in SQL.
- Create, build, and publish interactive Web pages using HTML and JavaScript.
- Write object-oriented server-side web site programs that interact with databases.
- Operate effectively within a team, gaining work experience.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester. Students who have never done any programming are advised to take CS 110A before beginning this program.

Courses Required for the Certificate of Achievement in Web Application Programming

Course	Units
Required courses:	
CS 160A Introduction to Unix/Linux	2.0
CNIT 132 Intermediate HTML and CSS	3.0
CNIT 133 JavaScript, jQuery, AJAX	3.0
CS 150A Introduction to SQL Databases and NoSQL	3.0
Choose one of the following Programming courses:	
CS 111B Programming Fundamentals: Java	4.0
CS 131B Programming Fundamentals: Python	4.0
CS 132A Ruby Programming	3.0
CS 130A PHP Programming	4.0
Choose one of the following Advanced Programming courses:	
CS 211E Advanced Java: Enterprise	3.0
CS 231 Advanced Python Programming	3.0
CS 232 Ruby on Rails Development	3.0
CS 130B Advanced PHP Programming	3.0
CNIT 134 Server Side Technologies for the Web	3.0
Choose one of the following Internship/Project Experience courses:	
CS 195 Software Development Practicum	3.0
CS 177 Software Engineering	3.0
CS 198 Industry Internship	1.0-4.0
CNIT 197 Internship and Work Experience	1.0
CNIT 198 Internship and Work Experience	2.0
Total:	**18.0 – 22.0**

Announcement of Courses

Credit, Degree Applicable Courses:

CS 110A. Intro to Programming (4)
Lec-70
Recommended Prep: MATH 60 or MATH 92
Introduction to computer programming and problem solving. No prior programming experience required. Course concepts include: problem solving techniques, algorithms, program design, control structures, functions, and arrays. UC/CSU
C-ID COMP 112

CS 110B. Programming Fundamentals: C++ (4)
Lec-70
Recommended Prep: CS 110A
This course covers programming fundamentals using the C++ language. Topics include pointers, arrays, structured elements, dynamic memory allocation, and Object Oriented programming. Assignments require planning, good coding practices, and documentation. UC/CSU
C-ID COMP 122

CS 110C. Data Structures and Algorithms: C++ (4)
Lec-70
Prereq: CS 110B.
Analysis and design of computer algorithms and the underlying data structures using an object-oriented approach. Analysis of algorithm timing and efficiency. Study of lists, stacks, queues, trees, searching, sorting, and recursion. Introduction to Unified Modeling Language

(UML), heaps, graphs, tables, hashing, and direct access files. Further study of abstract data types. UC/CSU
C-ID COMP 132

CS 111B. Programming Fundamentals: Java (4)
Lec-70
Recommended Prep: CS 110A.
This course covers programming fundamentals using the Java language, using an object-oriented approach to problem solving. Topics include classes, objects, references, dynamic memory allocation, inheritance, polymorphism, arrays, files, design and implementation of abstract data types, in numerical and non-numerical applications. UC/CSU
C-ID COMP 122

CS 111C. Data Structures and Algorithms: Java (4)
Lec-70
Prereq: CS 111B.
The analysis and design of computer algorithms and their underlying data structures. Analysis of the timing and efficiency of algorithms. Study of lists, stacks, queues, trees, backtracking, searching, sorting and recursion. Introduction to graphs, hash tables, heaps, priority queues and direct access files. Further study of abstract data types and object-oriented programming. UC/CSU
C-ID COMP 132

CS 112. Beginning iPhone Programming using Swift (4)
Lec-70 P/NP available
This course provides a hands on, project based curriculum for first-time programmers to learn the very basics of computer programming using the Swift language. Students will learn how to use variables, basic logic, and simple Object Oriented Programming to create working apps. CSU

CS 130A. PHP Programming (4)
Lec-70 P/NP available
Recommended Prep: CNIT 132 or demo of exit skills; and CS 110A or 111A or similar programming experience
Introduction to the open source Web scripting language PHP. Build dynamic Web applications. Semantics and syntax of the PHP language, including discussion on the practical problems that PHP solves. Write server-side cross-platform HTML-embedded scripts to implement dynamic Web pages that interact with databases and files. CSU

CS 130B. Advanced PHP Programming (3)
Lec-52.5 P/NP available
Recommended Prep: CS 130A
This class covers using PHP for database connectivity to build scalable, dynamic websites. Assignments emphasize using PHP for user authentication, site personalization, content management, session tracking, and user-driven database updating. Class project demonstrates using PHP and a database (MySQL) to build a scalable, object oriented, template-based web application. CSU
Offered on occasion

CS 131B. Programming Fundamentals: Python (4)
Lec-70 P/NP available
Recommended Prep: CS 110A
This course covers programming fundamentals using the Python language. Python is interpreted, interactive, and object-oriented. Recommended for general-purpose programming, system administration, or web programming. Topics include classes, objects, inheritance, polymorphism, design and implementation of abstract data types, dictionaries, lists, list comprehensions, files, modules, and mutable and immutable types. UC/CSU
Formerly CS 131A

CS 132A. Ruby Programming (3)
Lec-52.5 P/NP available
Recommended Prep: CS 110A or CS 130A or CS 160B or 160B.
Ruby is interpreted, interactive, and object-oriented. Recommended for general-purpose programming, system administration, or web programming with the Ruby on Rails web framework. Write stand-alone programs that perform tasks including interfacing or system calls and libraries, processing text using regular expressions, and retrieving information from web sites. CSU

CS 142. Programming Techniques for XML (3)
Lec-52.5 P/NP available
Recommended Prep: CS 110A or CS 130A or CS 131B or CS 132A or CS 160B
Programming techniques for processing XML data. Comparison of programming approaches, including SAX, SAX-like, and DOM interfaces. Navigating, filtering, and modifying XML. Transformation of XML data. Use of XML with databases and serialization. CSU
Offered on occasion

CS 150A. Introduction to SQL Databases and NoSQL (3)
Lec-52.5 P/NP available
A course in the use of SQL database management systems to create, query, and update database tables. The course covers both the syntax and the logic of the major features of the SQL language. It also covers a brief overview of NoSQL (Not Only SQL) data sources such as JSON, and MongoDB. CSU

CS 155B. MySQL Database Administration (3)
Lec-52.5
Recommended Prep: CS 155A or 150A or 151A; CS 160B
Students install and configure a MySQL server and create and manage user accounts. Issues pertaining to optimization, security, privileges, tuning, troubleshooting, and performing upgrades are studied and practiced. CSU
Offered on occasion

CS 155P. MySQL Programming (3)
Lec-52.5 P/NP available
Recommended Prep: CS 150A or CS 151A or CS 155A
An advanced course in the use of MySQL techniques to process database objects. Design and develop MySQL program units: stored procedures, functions, and database triggers. Work with dynamic SQL and with XML data. CSU
Offered on occasion

CS 160A. Introduction to Unix/Linux (2)
Lec-35 P/NP available
Introduction to using the Unix/Linux operating system. Unix/Linux file management and common text processing utilities including searching. UC/CSU

CS 160B. Unix/Linux Shell Scripting (2)
Lec-35 P/NP available
Recommended Prep: CS 160A or demonstration of CS 160A exit skills
Analyze, design, write, test, and debug shell scripts. Students learn basic shell scripting techniques and develop scripting skills needed for Unix/Linux System Administration courses. The bash shell is used. UC/CSU

CS 177. Software Engineering (3)
Lec-52.5 P/NP available
Recommended Prep: Prior programming experience, such as; CS 110A or CS 130A or CS 131B or CS 132A
Introduction to principal software engineering processes and pitfalls. Focus on user needs, development organizations, methodologies, testing, and tools. Use of techniques and tools including Agile Software Development, Test-Driven Development, and version control. UC/CSU

CS 178. Build Automation for DevOps & QA (3)
Lec-52.5, Lab-17.5 P/NP available
Recommended Prep: CS 132A, 177, and 260A
Development and Operations (DevOps) is the use of build automation tools to automate provisioning, configuration, monitoring, and management of data centers and networks. These same tools are used to automatically build and test software for Quality Assurance (QA). You will learn how to design tests and use tools like Jenkins to execute planned systematic actions that provide confidence in a software product under development, and its infrastructure. CSU
Offered Fall semesters

CS 185. Exploring Game Worlds (3)
Lec-52.5 P/NP available
Recommended Prep: VMD 105
Utilizing Unity game engine and a range of additional tools, this course is an introduction to the career opportunities in the games industry. Students will learn how individual games are made, distributed, and sold both via physical media and online. Also examined are virtual reality and augmented reality. CSU
Formerly VMD 180

CS 186. XR: Games, Virtual and Augmented Reality using Unity (3)
Lec-52.5, field trips P/NP available
Recommended Prep: CS 185; VMD 166
Develops fundamental skills in the use of the Unity 3D game engine to develop games and X Reality (XR or Cross Reality), including virtual reality, augmented reality and simulations or 'experiences'. Students will design independently and as part of a team. Also covers workflow itself - time and resource management, planning and production strategies for entertainment products. CSU
Formerly VMD 182

CS 195. Software Development Practicum (3)
Lec-52.5, field trips P/NP available
Recommended Prep: CS 177 or CS 131B or CS 111B or CS 110B or CS 132A or CS 130A or CS 150A
Integrate and apply knowledge gained through CCSF coursework in a team-based environment, collaborating with students in Visual Media Design's VMD 200A/B: Design Studio Practicum. Work on realistic projects with input invited from local employers. Develop, design and program a professional software project in a team environment. CSU
Offered Spring semesters

CS 197P. Technical Interview Preparation (1)
Lec-17.5 P/NP only
Prereq: Completion of or concurrent enrollment in: CS 110C or CS 111C
Preparation for programming job interviews - problem-solving and algorithm questions, solved on a white board or online chat. How to approach these interviews, and how to solve the common kinds of problems given. Requires prior experience programming Data Structures and Algorithms in C++, Java, or similar. CSU

CS 197V. Version Control and Online Code Repositories (1)
Lec-17.5 P/NP only
Recommended Prep: CS 110A or prior programming experience
How to use version control software such as Git, and online code repositories such as GitHub. Use these systems for team collaboration in software development, and to present work online as a portfolio for job applications. Set up an online code repository as a portfolio for employers to assess what kind of programming experience an applicant has. CSU

CS 198. Industry Internship (1-4)
Work-60-300 P/NP available
Repeat: Maximum credit: 9 units
Provides students with the opportunity to earn course and certificate credit for working in the field, in a supervised setting in the ICT/Computer Science industry. Internships include software quality assurance (QA), junior developer, database programmer or administrator, Linux system administrator, etc. CSU
Offered only in Summer semesters

CS 199. Independent Study (1-3) (1-3)
Lab-52.5 to 157.5 P/NP available
Recommended Prep: CS 110C or CS 111C or CS 211E or CS 212 or CS 177
Large-scale individual projects in computer science to be defined in cooperation with an instructor-supervisor. The project must be in an area not covered by other course offerings. The student is responsible for the project definition and completion under the guidance of an instructor/supervisor. CSU
UC upon review

CS 211D. Android Programming (3)
Lec-52.5 P/NP available
Recommended Prep: CS 111B
An advanced course in the design and development of applications for mobile devices running the Android operating system. Students will use the Android SDK and Android Studio to create programs including how to craft User Interfaces (UIs), create location-based applications, and access web services. CSU

CS 211E. Advanced Java: Enterprise (3)
Lec-52.5 P/NP available
Recommended Prep: CS 111B and CS 211S.
Advanced Java Enterprise Edition covers features of the Java language essential for building network and web oriented applications. Topics include networking, Java Database Connectivity (JDBC), Servlets, JavaBeans, JavaServer Pages (JSP), Remote Method Invocation (RMI), JavaScript Object Notation (JSON), and Extensible Markup Language (XML). UC/CSU
Offered Spring semesters

CS 211S. Advanced Java: Standard Edition (3)
Lec-52.5
Recommended Prep: CS 111B
Introduces advanced Java language features and packages that are essential for building Java Standard Edition applications. Topics include multithreading, collections, generics, Swing classes, lambdas, functional programming, and streams. Helps prepare students for industry certification in Java programming. UC/CSU

CS 212. iPhone Programming (4)
Lec-70 P/NP available
Recommended Prep: CS 112 or CS 110B or CS 111B
An advanced course in the design and development of iOS applications using Xcode and Swift. CSU

CS 214U. Game and Simulation Programming in Unity (4)
Lec-70 P/NP available
Prereq: CS 110B or CS 111B
This course provides students with the opportunity to learn computer science concepts in the context of game and simulation development. Data algorithms, behavioral algorithms, memory management, object and class hierarchy, and Unity's architectural pattern will be presented. CSU
Offered Fall semesters

CS 230W. WordPress and Drupal CMS Development (3)
Lec-52.5 P/NP available
Recommended Prep: CS 130A and CNIT 132 and CS 160A
This course introduces students to creating and deploying WordPress and Drupal content management systems (CMS) for web development using custom plug-ins and modules. Topics include WordPress and Drupal core features, APIs, plug-in and module development, architecture, deploying to cloud hosting, PHP performance tuning, data management, and security. CSU

CS 231. Advanced Python Programming (3)
Lec-52.5 P/NP available
Prereq: CS 131B
Second course in the Python programming language. Covers resources, practices, and modules used by successful Python programmers; processes in the Python ecosystem; documentation, debugging, and testing; data serialization and use of persistent stores and web services; various implementations of the Python language. Students write useful programs demonstrating mastery of these techniques, which are applicable to real world problems. UC/CSU

CS 232. Ruby on Rails Development (3)
Lec-52.5 P/NP available
Recommended Prep: CNIT 132 and CS 132A
Developing data driven web applications with Ruby on Rails. Core aspects of the framework including ActiveRecord, HTML with embedded Ruby (ERB), Rails Controller classes, Action Mailer, and application testing. CSU
Offered Fall semesters

CS 256. Data Visualization (3)
Lec-52.5 P/NP available
Prereq: CS 131B or CS 111B or CS 110B or CS 132A or CS 212
Recommended Prep: MATH 80 or ECON 5 or PSYC 5 or LALS 5
Access and analyze data and produce information visualizations to discover patterns. Fundamental skills and concepts for Data Science, applicable for scientists, journalists, business people, and database programmers. Requires programming in a language of student's choice. CSU

CS 260A. Linux System Administration (4)
Lec-70 P/NP available
Recommended Prep: CS 160B
The administration of a Linux server. Prepares students for industry certification and entry-level employment in System Administration. Topics include process control, system monitoring, filesystem preparation and maintenance, logical volumes, basic servers and the firewall, virtual machines, startup and shutdown, user accounts, periodic tasks, security issues and installations. CSU

CS 270. Computer Architecture with Assembly Language (4)
Lec-70
Prereq: CS 110B or CS 111B
Recommended Prep: CS 160A and MATH 115
Basic computer organization including the instruction cycle, parts of CPU (Central Processing Unit), memory hierarchy including caching, pipelining, exception handling, and issues of multiprocessing. Write assembly language programs using a sample architecture. Translation from high-level code is discussed. Basic hardware components and control circuits are designed in logic using combinational and sequential circuits. UC/CSU
C-ID COMP 142

CS 280. Introduction to Parallel and Cloud Programming (4)
Lec-70, Lab-17.5 P/NP available
Recommended Prep: CS 110B or CS 111B
Programming fundamentals using multiple processors or computers to solve a problem. Mechanics of computation, multi-tasking and multi-threading and object-oriented approaches to managing many computing elements working on the same problem. Programming for Cloud computation, Big Data access, and highly parallel computing hardware, e.g. multi-core processors and Graphics Processing Units. CSU
Offered on occasion

Construction Trades

See Automotive/Motorcycle, Comstruction, and Building Maintenance.

Construction Management

See Architecture.

Consumer Education

See Health Education.

Counseling Development

Office: MUB 39
Phone Number: (415) 452-5235
Web Site: www.ccsf.edu/cscd

Announcement of Course

Credit, Degree Applicable Course:

COUN 105. Student Success Seminar II (.5)
Lec-9 P/NP only
This brief course is intended to help students on third and fourth semester probation re-gain good academic standing. Students develop time management and motivational strategies and learn about college policies, study skills, and student resources. Developing a comprehensive educational plan is key. CSU

Counseling, New Student

Office: Conlan 205
Phone Number: (415) 239-3296
Web Site: www.ccsf.edu/nscd

Announcement of Courses

Credit, Degree Applicable Courses:

AAPS 100. Achieving an Academic Attitude (3)
Lec-52.5, field trips P/NP available
Students learn performance/achievement-based tools and competencies to assist in thinking critically about personal development expectations and social contexts. Engage in an action plan for future academic and personal success by understanding topics such as communication, motivation, and cultural competencies. CSU

AAPS 101. College Orientation (.5)
Lec-9 P/NP only
Assists students to identify their educational goals and chart their course to achieve success at City College of San Francisco. Topics include college policies and procedures, programs and services,

expectations and requirements as well as the campus facilities, student's rights and responsibilities. CSU
Offered only in Summer semesters

AAPS 103. Orientation to College Transfer (3)
Lec-52.5 P/NP available
Coreq: ENGL 88B or ENGL 88
An overview of the concepts and significance of factors that contribute to college transfer and college success. Factors to be explored include social awareness, cultural identity, goal setting, educational planning, study skills, and college resources. Focus on understanding the college/university systems and on understanding of the relationship of cultural experiences and college success. UC/CSU
Offered Fall semesters

AAPS 104. Student Success Seminar (.5)
Lec-9 P/NP only
This brief course is intended to help students on first- or second-semester probation to regain good academic standing. Students develop time management and motivational strategies and learn about available college resources to help them reach academic success. Students also learn about academic polices and educational goal options. CSU

Noncredit Courses:

AAPS 1111. Orientation to Noncredit Certificate Programs (10 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
Introduction to the nature, purpose and application of noncredit studies and programs at City College of San Francisco. Topics include the range and variety of noncredit studies, contrast to credit studies, expectations for noncredit students, and introduction to the college's services for noncredit students' success.

CSU GE-Breadth

Website: www.ccsf.edu/artic

Announcement of Curricula

CSU GE-Breadth Certificate

Students who complete the approved California State University General Education-Breadth transfer pattern might be eligible to obtain the Certificate of Achievement in CSU GE-Breadth. Details of the course requirements and learning outcomes are available in the Transfer Information section of this catalog. Students are strongly encouraged to consult with a counselor for further information.

(See also IGETC Certificate)

Culinary Arts and Hospitality Studies

Office: Statler Wing 156
Phone Number: (415) 239-3152
Web Site: www.ccsf.edu/cahs

Announcement of Curricula

The Culinary Arts and Hospitality Studies (CAHS) Department (formerly the Hotel and Restaurant Department) includes both credit and noncredit programs.

Credit, Associate in Science Degree programs are offered with three distinct majors: Culinary Arts Management; Food Service Management; or Hotel Management. (See below for details about these programs).

Noncredit Certificate Programs. The Culinary and Service Skills Training Certificate Program, and the Baking and Pastry Certificate Program, provide short-term skills training for entry into the labor market and are offered for noncredit (no college credit). (See below for details about these programs).

Credit, Consumer Classes. These classes are offered for college credit and are designed for non-professionals and open to the general public. These courses are not included in the CAHS degree programs.

General Information

History. Established in 1936 as the Hotel and Restaurant Department, this was the first community college program in the United States offering training in hospitality subjects. Since then, thousands of hospitality professionals have graduated from the Program. The department is also supported by our extensive hospitality library, the Alice Statler Library.

Culinary Arts and Hospitality Studies Mission Statement. The Culinary Arts and Hospitality Studies Department at City College of San Francisco is designed to provide students with strong foundational and practical culinary and management skills necessary to succeed in the hospitality industry.

Our Vision. Equally grounded in culinary arts and management, students learn through hands-on culinary, management and academically related classes, to develop real-world skills and knowledge necessary to excel in the food service, restaurant and hospitality industry.

Employment. Graduates find employment in many facets of the hospitality industry including hotels, restaurants, clubs, cafeterias, cruise ships, retirement communities, catering companies, educational institutions and purveyors, to name a few career possibilities.

The jobs that students receive immediately upon graduating varies greatly, depending upon which program they completed, their career goals, and practical experience. Graduates may accept positions such as: line cook, pastry cook, baker, host, food server, hotel reservationist, desk clerk, cashier and night auditor; to entry level management positions, such as: assistant restaurant manager, hotel reservations manager, assistant front office manager, and purchasing agent.

Graduates progress in their careers to such positions as: executive chef, restaurant and hotel general manager, executive pastry chef, concierge, restaurant owner, food and beverage director, garde manger chef, sales manager, bakery owner, catering director, food service director, sous chef, country club manager, hotel director of sales and marketing, director of banquets are a few higher level career possibilities.

Associate in Science Degree Programs

Please visit ***www.ccsf.edu/cahs*** for more information and an application.

Accreditation. The Culinary Arts Management Program and the Food Service Management Program are accredited by The American Culinary Federation. Upon completion of their A.S. degree major, students can apply for a Certificate of Completion from the Accrediting Commission of the American Culinary Federation (ACF). Please see Program Advisor for more information regarding the certificate. For more information about this agency, see the "Overview of the College" section of this Catalog.

Food Safety Managers Certification. As a prerequisite to graduation from the Culinary Arts Management Program, or from the Food Service Management Program, Food Safety Management Certificate, students are required to successfully pass a California food safety certification examination* issued by an accredited food protection manager certification organization (SB602 & Sec 113790 of CA Health & Safety Code).

* e.g.: The National Registry of Food Safety Professionals - Food Safety Manager Certification exam or the ServSafe Food Protection Manager Certification exam, issued by the National Registry of Food Safety Professionals.
* This exam is administered through the CCSF Biology 121 (formerly Microbiology 51) course.

Applicants who have already earned a college degree (A.S./A.A., B.A./B.S., etc.) are still required to fulfill CCSF A.S. degree requirements. Students accepted to one of the CAHS degree programs and are registered in classes, request an "Evaluation of Transferred Credit". Please see CAHS Program Advisor or CCSF Counselor for more information.

Transfer. Students who intend to transfer to four year universities for a baccalaureate degree should consult with our Program Advisor or Counselor for guidance on planning a program to transfer. The degree programs are designed to facilitate transferring to four year universities.

Program Probation Policy. Academic probation occurs when a student fails to maintain a 2.00 cumulative grade point average. Students are removed from probation when their cumulative grade point average is increased to a minimum of 2.50.

Disqualification. Students may be disqualified from the Program for any of the following reasons:

1. Receiving a final grade of "D" or "F" in any of the required major courses.
2. Remaining on probation for two consecutive semesters.
3. Receiving a final grade of "D" or "F" in a laboratory class being repeated, because of receiving an initial grade of "D" or "F".
4. For reasons described in various sections of this catalog.

Students receiving a final grade of "D" or "F" in any of the consecutive laboratory series class (CAHS 10A-B/N-NL, CAHS 20A-B-C, CAHS 30A-B) must confer with the Program Advisor and repeat those classes before progressing to the next class in the sequence.

Culinary Arts Management Program

Introduction. An Associate in Science degree with a major in the Culinary Arts Management is offered to prepare students for a culinary career. This is a two year, four semester course of study. This program and all of the degree programs include management related course in their respective fields.

This is a rigorous, full time, day program. Students are advised to be well prepared to commit themselves to being in school 8 hours per day, 5 days a week for the duration of the Program. Students who are entering college for the first time usually take five or more semesters to complete the program.

Accreditation. The Culinary Arts Management Program and the Food Service Management Program are accredited by The American Culinary Federation. Upon completion of their A.S. degree major, students can apply for a Certificate of Completion from the Accrediting Commission of the American Culinary Federation (ACF). Please see Program Advisor for more information regarding the certificate. For more information about this agency, see the "Overview of the College" section of this Catalog.

Admission and Applications. Prior to being admitted to Culinary Arts Management Program, applicants must complete the procedure for admission to City College of San Francisco.

When applicants have been admitted to the College, they must also complete the CAHS Department's application form, which may be obtained at the CAHS office located at Statler Wing, Room 156, by calling the office at (415) 239-3152, or by printing the application from our website: www.ccsf.edu/cahs and mailing it in.

Completed applications must be submitted by the second Monday in November for the following Spring semester and by the second Monday in April for the following Fall semester (unless these dates are displaced by a holiday). Applicants should call (415) 239-3152 for the exact deadline dates for each semester.

Prerequisites:

- Applicants are advised to have ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; or to have completed ENGL 1A at CCSF or its equivalent at another college.
- A 2.0 grade point average on prior college or high school transcripts is advised.
- Applicants must be in good physical and mental health.

Note: Applicants who have already earned a college degree (A.S./A.A., B.A./B.S., etc.) are required to fulfill CCSF A.S. degree requirements. Students should request an "Evaluation of Transfer Credit" after they are registered in classes and accepted to one of the CAHS degree programs. Please see Program Advisor or CCSF Counselor for more information.

Students are required to confer with the Program Advisor as to the specific classes necessary to complete their program and the order in which courses should be taken. Laboratory classes are restricted to program majors.

Costs. In addition to the current applicable tuition, fees, books, and other such college expenses, students will need to purchase uniforms,kitchen tools, and material fees at an approximate cost of $575.00 (a one-time cost).

Course of Study. Students must take a core group of courses. Students in the Culinary Arts Management Program must take sequential laboratory courses in food preparation and service: CAHS 10A, 10B, CASH 10N/NL, CAHS 20A, CAHS 20B, CAHS 20C, CAHS 30A, 30B and the internship class CAHS 40W.

This program includes extensive hands-on training in the department's four kitchens, bake shop, quick service cafe, cafeteria, and fine dining restaurant.

Students must complete an unpaid industry internship for which they earn class credit (CAHS 40W). Students secure these internships with the assistance of the Program Advisor.

In addition, business and management courses are also required to prepare students to be professionals in the culinary field.

General education courses (English, math, humanities, history, and diversity classes) are also required to fulfill A.S. degree requirements.

Culinary Arts Management Major (AS)

Students may earn an Associate in Science Degree with a concentration in Culinary Arts. This major is offered to prepare students for a culinary career. This is a two year program and includes management related courses in their respective fields. It is a rigorous, full time, day program. Students are advised to be well prepared to commit themselves to being in school 8 hours per day, 5 days a week for the duration of the program. Students must complete 12 units of A.S. degree requirements before continuing to the second year.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply the concept and techniques of sanitation, personal hygiene and professional attire to hospitality environments.

- Use costing principles and trends to profitably operate hospitality establishments
- Work in a professional kitchen as a line and/or pastry cook.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester. There is a separate application form for the CAHS program. Applicants should contact the Culinary Arts and Hospitality Studies department for deadline dates.

Recommended preparation for entry into the program:
ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English

MATH 30 or equivalent

Courses Required for the Major in Culinary Arts Management

Course . . . . . Units

Required introductory course:
CAHS 100 Introduction to Hospitality 3.0

Choose one of the following required options:
OPTION ONE
CAHS 10A Culinary Fundamentals I 5.0
CAHS 10B Culinary Fundamentals I 5.0

OPTION TWO
CAHS 10N Culinary Fundamentals 1 . . . . . 4.0
CAHS 10NL Culinary Fundamentals 1 Laboratory 6.5

Required Courses:
CAHS 20A Culinary Fundamentals II A 3.0
CAHS 20B Culinary Fundamentals II B 3.0
CAHS 20C Culinary Fundamentals II C 3.0
CAHS 21 Meat Analysis 2.0
CAHS 30A Restaurant Operations 4.5
CAHS 30B Restaurant Operations 4.5

Note: CAHS 10A-B/N-NL, 20A-B-C, 30A-B and 40W must be taken in sequence

BIO 121 Sanitation Principles and Practices. 2.0
BIO 130 Nutrition and Culinary Arts 2.0
CAHS 33 Procurement and Costing. 3.0
MGT 231 Introduction to Supervision and Management 3.0
CAHS 42 Fundamentals of Hospitality Financial Reports. 3.0
CMST 1A Elements of Public Speaking 3.0
or CMST 6 Workplace Communication 3.0
or CMST 20 Interpersonal Communication 3.0
CAHS 40W Work Experience* 5.0

* To be taken in student's final semester and by consent of instructor.

Choose one of the following required courses
PSYC 26 Applied Psychology. 3.0
LBCS 96C Labor Relations in the Modern American Workplace 3.0

PLUS: Students are required to take 3 units of the following courses:
CAHS 60A Sous Vide Cooking. 1.0
CAHS 60B Classic & Modern Sauces. 1.0
CAHS 60D Advanced Pantry/Cold Kitchen Preparations 1.0
CAHS 60E Charcuterie, Forcemeats, and Pates 1.0
CAHS 60F Principles of Food Carving 1.0
CAHS 60G Global Cuisines: France. 1.0
CAHS 60H Global Cuisines: Italy. 1.0
CAHS 60J Global Cuisines: United States 1.0
CAHS 60L Advanced Pastry Doughs, Batters, and Creams 1.0
CAHS 60M Chocolate and Confections 1.0
CAHS 60N Mousses: Cakes and Desserts 1.0
CAHS 60O Wedding Cakes. 1.0
CAHS 60P Plated Desserts: Presentations & Techniques. 1.0
CAHS 53A Cuisines of Mexico: Oaxaca. 3.0

Total: . . . . . .60.0 – 60.5

Food Service Management Program

Introduction. The major in Food Service Management is offered to prepare students who are interested in a food related career in the "front of the house" – but NOT in the kitchen. This program focuses on food service management, such as restaurant management, catering management, banquet management, purchasing, etc.

This is a two year, four semester course of study and is a rigorous, full time, day program. Students are advised to be well prepared to commit themselves to being in school 8 hours per day, 5 days a week for the duration of the Program. Students who are entering college for the first time usually take five or more semesters to complete the Program.

Accreditation. The Food Service Management Program is accredited by The American Culinary Federation. Upon completion of their A.S. degree major, students can apply for a Certificate of Completion from the Accrediting Commission of the American Culinary Federation (ACF). Please see Program Advisor for more information regarding the certificate. For more information about this agency, see the "Overview of the College" section of this Catalog.

Admission and Applications. Prior to being admitted to Food Service Management Program, applicants must complete the procedure for admission to City College of San Francisco.

When applicants have been admitted to the College, they must also complete the CAHS Department's application form, which may be obtained at the CAHS office located at Statler Wing, Room 156, by calling the office at (415) 239-3152, or by printing the application from our website: *www.ccsf.edu/cahs* and mailing it in.

Completed applications must be submitted by the second Monday in November for the following Spring semester and by the second Monday in April for the following Fall semester (unless these dates are displaced by a holiday). Applicants may call (415) 239-3152 for the exact deadline dates for each semester.

Prerequisites:

- Applicants are advised to have ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; or to have completed ENGL 1A at CCSF or its equivalent at another college.
- A 2.0 grade point average on prior college or high school transcripts is advised.
- Applicants must be in good physical and mental health.

Note: Applicants who have already earned a college degree (A.S./A.A., B.A./B.S., etc.) are required to fulfill CCSF A.S. degree requirements. Students should request an "Evaluation of Transfer Credit" after they are registered in classes and accepted to one of the CAHS degree programs. Please see Program Advisor or CCSF Counselor for more information.

Students are required to confer with the Program Advisor as to the specific classes necessary to complete their program and the order in which courses should be taken. Laboratory classes are restricted to program majors.

Costs. In addition to the current applicable tuition, fees, books, and other such college expenses, students will need to purchase uniforms,kitchen tools, and material fees at an approximate cost of $575.00 (a one-time cost).

Course of Study. All students must take a core group of courses which includes one semester in the kitchen and the following semesters emphasize front of the house service and management. Students in the Food Service Management Program must take sequential laboratory courses in food preparation, service and management: CAHS 208, CAHS 10A, 10B, CAHS 10N/NL, CAHS 30A, 10B and the internship class CAHS 40W.

This program includes extensive hands-on training in the department'sfour kitchens, bake shop, quick service cafe, cafeteria, and fine dining restaurant. Students must complete an unpaid industry internship for which they earn class credit (CAHS 40W). Students secure these internships with the assistance of the Program Advisor.

Note: The first semester of this program requires the same classes as the first semester of the Culinary Arts Program.

General education courses (English, math, humanities, history, and diversity classes) are also required to fulfill A.S. degree requirements.

Food Service Management Major (AS)

Students may earn an Associate in Science Degree with a major in Food Service Management. This major is offered to prepare students who are interested in a front of the house food-related career. These classes should be taken with A.S. degree requirements.

Learning Outcomes

Upon completion of this program, students will be able to:

- Practice communication skills, professional behaviors and techniques required to execute superior customer service and exceed guest's expectations
- Apply professional, supervisory and interpersonal skills needed to work with diverse groups and successfully manage food and beverage operations.
- Implement principles of cost control and sound business practices to profitably operate and evaluate food service establishments.
- Apply fundamental front and back-of-house skills in a variety of food service operations.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

There is a separate application form for the CAHS program. Applicants should contact the Culinary Arts and Hospitality Studies department for deadline dates.

Recommended preparation for entry into the program:

ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English

MATH 30 or equivalent

Courses Required for the Major in Food Service Management

Course . . . . . Units

Required introductory course:

CAHS 100 Introduction to Hospitality 3.0

Choose one of the following required options:

OPTION ONE

CAHS 10A Culinary Fundamentals I 5.0
CAHS 10B Culinary Fundamentals I 5.0

OPTION TWO

CAHS 10N Culinary Fundamentals 1 . . . . . 4.0
CAHS 10NL Culinary Fundamentals 1 Laboratory 6.5

Required courses:

CAHS 30A Restaurant Operations 4.5
CAHS 30B Restaurant Operations 4.5
CAHS 32 Hospitality Marketing 3.0
CAHS 33 Procurement and Costing. 3.0
CAHS 34 Fundamentals of Contemporary Hospitality Law 3.0
CAHS 42 Fundamentals of Hospitality Financial Reports 3.0
CAHS 208 Intro to Event and Meeting Planning 4.0
BIO 121 Sanitation Principles and Practices. 2.0
BIO 130 Nutrition and Culinary Arts 2.0
MGT 231 Introduction to Supervision and Management 3.0
CMST 1A Elements of Public Speaking 3.0
or CMST 6 Workplace Communication 3.0
or CMST 20 Interpersonal Communication 3.0
CAHS 40W Work Experience* 5.0

* CAHS 40W to be taken in student's final semester and by consent of instructor.

Choose one of the following required courses:

CAHS 205 Introduction to Wine 3.0
CAHS 222 Beverage Management 3.0

Choose one of the following required courses:

PSYC 26 Applied Psychology. 3.0
LBCS 96C Labor Relations in the Modern American . . . 3.0

Total: . . . . . .59.0 – 60.0

Hotel Management Program

Introduction. Students may earn an Associate in Science with a major in Hotel Management. This major is designed to prepare students to work in the rooms division of a hotel or lodging facility. Students also spend one semester in the kitchen to help prepare for the Food and Beverage department of a hotel. However, this major does not prepare students for a culinary career.

Admission and Applications.

Prior to being admitted to Hotel Management Program, applicants must complete the procedure for admission to City College of San Francisco.

When applicants have been admitted to the College, they must also complete the CAHS Department's application form, which may be obtained at the CAHS Department office located at Statler Wing, Room 156, by calling the office at (415) 239-3152, or by printing the application from our website: www.ccsf.edu/cahs and mailing it in.

Completed applications must be submitted by the second Monday in November for the following Spring semester and by the second Monday in April for the following Fall semester (unless these dates are displaced by a holiday). Applicants may call (415) 239-3152 for the exact deadline dates for each semester.

Prerequisites:

- Applicants are advised to have ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; or to have completed ENGL 1A at CCSF or its equivalent at another college.
- A 2.0 grade point average on prior college or high school transcripts is advised.
- Applicants must be in good physical and mental health.

Note: Applicants who have already earned a college degree (A.S./A.A, B.A./B.S., etc.) are required to fulfill CCSF A.S. degree requirements. Students should request an "Evaluation of Transfer Credit" after they are registered in classes and accepted to this program. Please see Program Advisor or CCSF Counselor for more information.

Students are required to confer with the Program Advisor as to the specific classes necessary to complete their program and the order in which courses should be taken.

Costs. In addition to the current applicable tuition, fees, books, and other such college expenses, students will need to purchase uniforms, kitchen tools, and material fees at an approximate cost of $575.00 (a one-time cost).

Course of Study. Students are required to take all the classes listed in the Hotel Management Curriculum below along with requirements for an A.S. degree. Students must complete an unpaid industry internship for which they earn college credit (CAHS 40W). Students secure these internships with the assistance of the Program Advisor.

General education courses (English, math, humanities, history, and diversity classes) are also required to fulfill A.S. degree requirements.

Hotel Management Major (AS)

Students may earn an Associate in Science Degree with a major in Hotel Management. This major prepares students to work in the Rooms Division of a hotel or lodging facility. These classes should be taken with A.S. degree requirements.

Learning Outcomes

Upon completion of this program, students will be able to:

- Categorize the different departments within a hotel and explain the interactions between them.
- Enhance organizational performance through use of industry specific technology.
- Apply costing principles and trends to profitably operate hospitality establishments.
- Apply the concept and techniques of sanitation, personal hygiene and professional attire to hospitality environments.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

There is a separate application form for the CAHS program. Applicants should contact the Culinary Arts and Hospitality Studies Department for deadline dates.

Recommended preparation for entry into the program:

ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English

MATH 30 or equivalent

Courses Required for the Major in Hotel Management

Course . . . . . Units

Required Introductory course

CAHS 100 Introduction to Hospitality 3.0

Choose one of the following required options:
OPTION ONE

CAHS 10A Culinary Fundamentals I 5.0
CAHS 10B Culinary Fundamentals I 5.0

OPTION TWO

CAHS 10N Culinary Fundamentals 1 . . . . . 4.0
CAHS 10NL Culinary Fundamentals 1 Laboratory 6.5

Required Courses:

CAHS 32 Hospitality Marketing 3.0
CAHS 33 Procurement and Costing 3.0
CAHS 34 Fundamentals of Contemporary Hospitality Law 3.0
CAHS 42 Fundamentals of Hospitality Financial Reports 3.0
CAHS 43 Principles of Hotel Administration 3.0
BIO 121 Sanitation Principles and Practices 2.0
CMST 1A Elements of Public Speaking 3.0
or CMST 6 Workplace Communication 3.0
CMST 20 Interpersonal Communication 3.0
CAHS 40W Work Experience* 5.0

* *To be taken in the student's final semester and with consent of the instructor

Choose one of the following required courses:

PSYC 26 Applied Psychology 3.0
LBCS 96C Labor Relations in the Modern American . . . 3.0

Choose one of the following required courses:

MGT 231 Introduction to Supervision and Management 3.0
MGT 233 Human Resources Management 3.0

Choose one of the following required options:
OPTION ONE

CAHS 30A Restaurant Operations 4.5
and CAHS 30B Restaurant Operations 4.5

OPTION TWO

CAHS 208 Intro to Event and Meeting Planning 4.0

Total: . . . . . 51.0 – 56.5

Announcement of Courses

NOTE: Some lecture courses are not offered every semester. Consult the Time Schedule for the times these courses will be offered.

Credit, Degree Applicable Courses:

CAHS 10A. Culinary Fundamentals I (5)
Lec-35, Lab-170
Prereq: Admission to the Culinary Arts and Hospitality Studies degree program; Completion of or concurrent enrollment in: CAHS 10B
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; MATH 30 or equivalent
Fundamentals of commercial food preparation for hotels and restaurants. Skills for handling of professional kitchen equipment, tools and machinery through practical application. Preparation of breakfast, salads, and sandwiches. Practice of sanitation and safety techniques; kitchen terminology; mathematics related to food cost and measurements; organizational skills, accuracy and speed. CSU
CAHS 10A formerly comprised one half-semester of CAHS 10.

CAHS 10B. Culinary Fundamentals I (5)
Lec-35, Lab-170
Prereq: Admission to the Culinary Arts and Hospitality Studies degree program; Completion of or concurrent enrollment in: CAHS 10A
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; MATH 30 or equivalent
Fundamentals of commercial pastry and baking preparation for hotels, restaurants and bakeries. Skills for handling of professional pastry

kitchen equipment, tools and machinery through practical application. Preparation of breakfast pastries, cookies, plated desserts, cakes pies and tarts. Practice of sanitation and safety techniques; kitchen terminology; mathematics related to recipe conversions and measurements; organizational skills, accuracy and speed. CSU
CAHS10B formerly comprised one half-semester of CAHS10.

CAHS 10N. Culinary Fundamentals 1 (4)
Lec-70
Prereq: Admission to the Culinary Arts and Hospitality Studies degree program
Coreq: CAHS 10NL
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; MATH 30 or equivalent
Fundamentals of commercial food preparation for the hospitality industry. Concepts for handling professional kitchen tools and equipment, food sanitation, safety, kitchen mathematics and terminology. Theory of the preparation of various hot and cold savory dishes and various baked goods. This course is the lecture component for CAHS 10NL. CSU
All sections will charge a material fee of $75.00

CAHS 10NL. Culinary Fundamentals 1 Laboratory (6.5)
Lab-350
Coreq: CAHS 10N
Fundamentals of commercial food preparation for the hospitality industry. Skills for handling professional kitchen tools and equipment through practical application. Preparation of various hot and cold savory dishes and various baked goods. Practice of food sanitation, safety techniques, organizational skills, and kitchen mathematics and terminology. This course is the laboratory component for CAHS 10N. CSU
All sections will charge a material fee of $75.00

CAHS 20A. Culinary Fundamentals II A (3)
Lec-23, Lab-104
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: CAHS 20B and CAHS 20C
Advanced principles of food preparation and service. Emphasis is on classical French cooking and its foundation for modern styles of cuisine. Students will practice classical and modern cooking techniques employing all standard cooking methods. Production is centered around butchery and utilizing related cuts for curing, smoking, sausage making and the art of garde manger - patÃ©s, terrines and hors d'oeuvres. CSU
C-ID HOSP 160 (CAHS 20A + CAHS 20B + CAHS 20C)

CAHS 20B. Culinary Fundamentals II B (3)
Lec-23, Lab-104
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: CAHS 20A; CAHS 20C
Advanced principles of food preparation and service. Emphasis is on classical French cooking and its foundation for modern styles of cuisine. Students will practice classical and modern cooking techniques employing all standard cooking methods. Production is focused on fine dining restaurant cooking and kitchen management. Line cooking in various stations emphasized. CSU
C-ID HOSP 160 (CAHS 20A + CAHS 20B + CAHS 20C)

CAHS 20C. Culinary Fundamentals II C (3)
Lec-24, Lab-104
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: CAHS 20A; CAHS 20B
Advanced principles of food preparation and service. Emphasis is on classical French cooking and its foundation for modem styles of cuisine. Students will practice classical and modem cooking in a production lab environment (Industrial kitchen), employing all standard cooking techniques, producing a variety of entrees, starches, vegetables, sauces and a variety of foods from around the world. CSU
C-ID HOSP 160 (CAHS 20A + CAHS 20B + CAHS 20C)

CAHS 21. Meat Analysis (2)
Lec-35
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; Completion of or concurrent enrollment in: CAHS 20A and CAHS 20B and CAHS 20C
This class will focus on the fabrication of beef, pork, veal, lamb, poultry and fish; Proper cuts and their uses; Recognition of the quality of meat and cooking methods used for various cuts of meats. Knowledge necessary for proper purchasing of meats in order to maintain the proper percentage of profit in a restaurant operation. CSU

CAHS 30A. Restaurant Operations (4.5)
Lec-41.37, Lab-124.13
Prereq: CAHS 20A and CAHS 20B and CAHS 20C Completion of or concurrent enrollment in: CAHS 30B
This course focuses on front-of-house restaurant operations, such as food and beverage service, management, menu design and pricing strategies. A key component of the course is intensive hands-on training in the fine dining restaurant. CSU
C-ID HOSP 130 (CAHS 30A + CAHS 30B)

CAHS 30B. Restaurant Operations (4.5)
Lec-41.37, Lab-124.13
Prereq: CAHS 20A and CAHS 20B and CAHS 20C; Completion of or concurrent enrollment in: CAHS 30A
This course focuses on food service operations such as management, cost control for cafeterias and quick service business models. A key component of the course is intensive hands-on training in the two college food service outlets: the cafeteria and quick service outlets. CSU
C-ID HOSP 130 (CAHS 30A + CAHS 30B)

CAHS 32. Hospitality Marketing (3)
Lec-52.5
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
Fundamentals of marketing in the hospitality industry, including research, sales, advertising, public relations, social media and other concepts related to hospitality marketing. CSU
Offered Spring semesters

CAHS 33. Procurement and Costing (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 186 or readiness for college-level English; MATH 30 or equivalent
A study of the best practices for the sourcing, procurement, and costing of products, equipment, and services for use in the foodservice industry. CSU
C-ID HOSP 120

CAHS 34. Fundamentals of Contemporary Hospitality Law (3)
Lec-52.5
Prereq: Admission to the CAHS program
An overview of the legal system as it pertains to hotels, restaurants, bars, and private clubs with an emphasis on liability prevention particularly in the areas of employment, ADA and civil rights compliance, food service liability, responsible beverage service and the innkeeper/guest relationship. CSU
C-ID HOSP 150
Offered Fall semesters

CAHS 40W. Work Experience (5)
Work-300-375
Prereq: Evidence of passing a CA Food Safety Manager Certification exam administered by an accredited food protection manager certification organization (e.g. Servsafe or National Registry of Food Safety Professionals) per SB 602 & CA Health & Safety Code; And approval of CAHS work experience instructor/coordinator
Repeat: Students can repeat twice (total 3 enrollments)
Off campus laboratory training in hotels, restaurants and other allied areas. This final course in the program is designed to provide practical experience in the branch of the industry to which the student shows to be best adapted or in which the student desires additional training beyond that given in prior classes. One unit of credit is earned for 60 hours of unpaid work, or 75 hours of paid work. CSU
Must be taken in the student's final semester in the program.

CAHS 42. Fundamentals of Hospitality Financial Reports (3)
Lec-52.5
Prereq: Admission to the CAHS program
An introductory and practical overview of hotel and restaurant accounting with emphasis on understanding what the numbers mean and how to apply them in actively managing the operation of a hotel, restaurant, or other food business. CSU

CAHS 43. Principles of Hotel Administration (3)
Lec-52.5, field trips
Comprehensive survey of operating system and components of a hotel-resort facility, including front office, housekeeping, food and beverage, sales and marketing, accounting, property maintenance, human resources management. Describes management administration, concepts, principles, hotel operations as a major industry. Introduction to how revenue management, social media marketing, reputation management, Smith Travel Report and profit and loss statements show the success or failure of a hotel. CSU
C-ID HOSP 140

CAHS 53A. Cuisines of Mexico: Oaxaca (3)
Lec-17.5, Lab-105, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English; CAHS 10A or CAHS 10 or CAHS 10Q or (CAHS 10N and CAHS 10NL) or culinary industry experience
An advanced culinary course that familiarizes the student with authentic cuisine of Oaxaca, Mexico. Students will explore the history and use of indigenous ingredients, local cooking methods, techniques, and terminology related to Oaxacan cuisine. CSU

CAHS 60A. Sous Vide Cooking (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: CAHS 20A or CAHS 20B or CAHS 20C
Lecture and demonstration of the history, trends, and applications of sous vide cooking. CSU
Offered Spring semesters

CAHS 60B. Classic & Modern Sauces (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: CAHS 20A or CAHS 20B or CAHS 20C
Lecture and demonstration of the history, trends, and techniques of classic and modern sauce-making. CSU
Offered Fall semesters

CAHS 60D. Advanced Pantry/Cold Kitchen Preparations (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: CAHS 20A or CAHS 20B or CAHS 20C
Advanced techniques used in the pantry/cold kitchen including: salads, cold soups, sandwiches, pickles, appetizers and hors d'oeuvres. CSU
Offered on occasion

CAHS 60E. Charcuterie, Forcemeats, and Pates (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: CAHS 20A or CAHS 20B or CAHS 20C
Basic techniques including smoking and curing, for creating charcuterie, sausages and pates. CSU
Offered on occasion

CAHS 60F. Principles of Food Carving (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: (CAHS 20A or CAHS 20B or CAHS 20C)
Lecture and demonstration of the basic techniques for carving showpieces from fruit, tallow, and ice. CSU
Offered on occasion

CAHS 60G. Global Cuisines: France (1)
Lec-18
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: CAHS 20A or CAHS 20B or CAHS 20C
An advanced culinary course including lecture on the history, techniques, ingredients, and current trends of French cuisine, and demonstration of techniques for production. CSU
Offered Spring semesters

CAHS 60H. Global Cuisines: Italy (1)
Lec-18
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL); Completion of or concurrent enrollment in: CAHS 20A or CAHS 20B or CAHS 20C
An advanced culinary course including lecture and demonstration of the history, techniques, ingredients, and current trends of Italian cuisine. CSU
Offered Fall semesters

CAHS 60J. Global Cuisines: United States (1)
Lec-18
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL)
Coreq: CAHS 20A or CAHS 20B or CAHS 20C
An advanced culinary course including lecture and demonstration of the history, techniques, ingredients, and current trends of United States cuisine. CSU
Offered Fall semesters

CAHS 60L. Advanced Pastry Doughs, Batters, and Creams (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL) or CSST 9661; Completion of or concurrent enrollment in: (CAHS 20A or CAHS 20B or CAHS 20C) or (CSST 9650 or CSST 9651)
A study of the history and techniques for the production of tart doughs, choux paste, puff pastry, cookie doughs, creams and curds and their use in finished desserts. CSU
Offered on occasion

CAHS 60M. Chocolate and Confections (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL) or CSST 9661; Completion of or concurrent enrollment in: CAHS 20A or CAHS 20B or CAHS 20C or CSST 9650 or CSST 9651
Lecture and demonstration on the history of chocolate, chocolate tempering, and the production process for making ganaches, molded truffles and chocolate decor. Techniques for producing assorted confections and candies. CSU
Offered Summer semesters

CAHS 60N. Mousses: Cakes and Desserts (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL) or CSST 9661; Completion of or concurrent enrollment in: (CAHS 20A or CAHS 20B or CAHS 20C) or (CSST 9650 or CSST 9651)
Applied study of techniques for the production process for creating mousse-based desserts and "entremet" cakes. Emphasis on current trends, including use of seasonal and local produce. CSU
Offered Spring semesters

CAHS 60O. Wedding Cakes (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL) or CSST 9661; Completion of or concurrent enrollment in: CAHS 20A or CAHS 20B or CAHS 20C or CSST 9650 or CSST 9651
Lecture and demonstration on wedding cake production including pricing, sizing, design considerations, techniques for assembly, and delivery. Preparation and use of sponge cakes, fillings, buttercreams, fondant, royal icing, decorations, and dummy cakes. Includes discussion on the history of wedding cakes. CSU
Offered on occasion

CAHS 60P. Plated Desserts: Presentations & Techniques (1)
Lec-17.5
Prereq: (CAHS 10A and CAHS 10B) or (CAHS 10N and CAHS 10NL) or CSST 9661; Completion of or concurrent enrollment in: CAHS 20A or CAHS 20B or CAHS 20C or CSST 9650 or CSST 9651
Applied study of dessert presentations for restaurants and buffets: menu planning, development, assembly techniques, plating, and buffet design. Emphasis on current trends, including use of seasonal and local produce. CSU
Offered Spring semesters

CAHS 100. Introduction to Hospitality (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
A comprehensive examination of the hospitality industry, including hotels, restaurants, clubs, and the travel and tourism sectors. Emphasis on organizational structures, departments, job classifications, and career paths within each sector. Lecture and discussions are enhanced by industry guest speakers. CSU
C-ID HOSP 100

CAHS 205. Introduction to Wine (3)
Lec-52.5 P/NP available
Prereq: Students must be 21 to enroll
An introduction to the history of wine, major wine regions and production of grapes along with basic techniques of sensory evaluation of wines, with emphasis on the major grape varieties and their varying Old and New World expressions. CSU
Offered Spring semesters

CAHS 208. Intro to Event and Meeting Planning (4)
Lec-35, Lab-105, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
An introduction to the basics of meeting and event planning including types of meetings and events plus all the necessary steps needed to plan a successful meeting or event from site selection and budget to space planning and food and beverage options. CSU
Offered Spring semesters

CAHS 209. Food Business Entrepreneurship (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Through lectures and industry guest speakers this class explores the fundamentals of what it takes to start a food business such as truck, pop up or restaurant. Topics covered include components of a business plan, lease or purchase negotiations, design and build out of a space, staffing, permits and licenses, how to plan for profitability and more. CSU
Offered Fall semesters

CAHS 222. Beverage Management (3)
Lec-52.5, field trips P/NP available
This course covers the basics of beverage management for hotels, restaurants, and bars. Topics covered will include alcoholic and non-alcoholic beverage production methods and proper service, creation of beverage lists, costing, bar design and equipment, hiring, management, and the fundamentals of mixology. CSU
Offered Fall semesters

CAHS 244. Foods and Fitness (3)
Lec-52.5, Lab-17.5, field trips P/NP available
Survey of nutrient needs in different stages of the life, including food and meal patterns appropriate for specialized dietary needs, current controversies surrounding common health problems and dietary interrelationships. Analysis of weight control dietary regimes and nutritional assessment of food intake for optimum health. CSU
Offered Fall semesters

CAHS 245. Introduction to Food Preparation for Home (3)
Lec-35, Lab-52.5 P/NP available
Introduction to hands-on food preparation techniques with an emphasis on practical skills. Course also includes nutritious meal planning, cost effective, seasonal food selection, purchasing, storage,

preservation concepts, safety, sanitation, elementary nutrition and standards for sensory evaluation. CSU
REQUESTED CREDIT CLASSIFICATION A. Credit/Degree applicable ('meets all standards of Title V. Section 55002(a))
Offered on occasion

CAHS 246. Special Occasion Cooking (3)
Lec-35, Lab-52.5
Special occasion menu planning and preparation including principles and procedures involved in food selection, preparation, storage and use of specialized cooking equipment. Students prepare and serve complete menus for special occasions, ethnic, family celebrations and holidays. Wine and food pairings, specialty plating, table decoration and garnishing also included. CSU
Offered Spring semesters

CAHS 247. Food and Culture (2)
Lec-1 to 17.5, Lab-3 to 52.5 P/NP available
Hands-on food preparation focusing on the cuisine of multiple cultures. Topics covered: food in relation to historical, geographical, and social customs; principles of international food preparation and evaluation of specialized equipment UC/CSU
Offered on occasion

Noncredit Programs

The noncredit programs provide both short-term and one-year certificates in introduction to culinary fundamentals, culinary and service skills, and baking and pastry. These programs are designed for entry into the labor market.

Program Advisory. Strong verbal and written skills, and the ability to lift 50 pounds. Classes are taught through a combination of lecture and hands-on training in the Educated Palate restaurant at the Downtown Center or at facilities at the Chinatown/North Beach center. These courses prepare students for entry-level work in restaurant and hotel kitchens and dining rooms.

Procedures for noncredit enrollment:

1. File a CCSF noncredit student application either online or at the Downtown or Chinatown/North Beach centers.
2. Meet with a counselor for program information, placement test dates, and instructions on how to enroll.
3. Take the following placement tests (if you have not yet taken any ESL or TRST courses):
   - Noncredit English (CASAS) or Noncredit ESL, and
   - Noncredit math test (CASAS).

   CASAS testing is available at Downtown, John Adams, and Southeast campuses. Non credit ESL testing is available at all City College campuses except Southeast and Evans. The following link can be used to find the noncredit testing schedule: http://www.ccsf.edu/NEW/en/future-students/future_noncreditstudents.html
4. Bring testing information to a counselor to receive enrollment instructions.
5. Enrollment will begin the first day of noncredit instruction.

For more information about our noncredit programs, please call: 415.239.3152 or visit ***www.ccsf.edu/cahs***

Culinary Arts Basic Training Certificate of Completion

Introduction to kitchen basics, such as equipment use, safety, and sanitation. In addition, this course focuses on culinary fundamentals such as knife skills, classic cooking methods and preparation, vocabulary and basic kitchen math.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe and practice proper food safety and sanitation at an introductory level, including maintaining personal hygiene.
- Use industry-specific tools, equipment, and technology, employing beginning-level work skills in a culinary environment.
- Apply basic culinary knowledge and terminology needed to be employed in a food service establishment.

Prereq: ESLN 3600 or TRST 2322 or placement in ESLN 3700 or TRST 3331; and TRST 2421 or placement in TRST 3421

Successful completion of the course with the grade of "C" or better, and a minimum of 80% attendance.

The minimum time for completion of this certificate is one semester. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Completion in Culinary Arts Basic Training

Course	Hours
Required courses:	
CABT 9000 Introduction to Culinary Fundamentals	250.0
BOSS 3501 Customer Service Skills	15.0
Total:	**265.0**

Culinary and Service Skills Training Certificate of Completion

This noncredit certificate program provides short-term culinary and service skills training for entry into the labor market.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe and practice proper food safety, sanitation and personal hygiene.
- Identify, discuss and apply principles of recipe scaling, food costing, menu pricing and POS systems in restaurant cost controls.
- Identify professional tools, equipment, materials and ingredients; demonstrate their preparation and service in a safe and proper manner.
- Identify and apply practices and principles for working in a professional restaurant kitchen and dining room.

A certificate will be awarded after successful completion of both courses with the grade of "C" or better, and a minimum of 80% attendance.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Culinary and Service Skills Training

Course	Hours
Required Courses	
CSST 9660 Food Technology and Dining Services-Section I	510.0
CSST 9661 Food Preparation and Dining Services-Section II	510.0
Total:	**1020.0**

Baking and Pastry Certificate of Completion

The noncredit certificate programs provide short-term culinary and service skills training for entry into the labor market. While generally designed for those interested in attaining a certificate, these classes also work well for professionals and non-professionals interested in refining their skills.

Learning Outcomes

Upon completion of this program, students will be able to:

- Work in a safe and sanitary manner
- Employ basic kitchen math including recipe costing and sizing.
- Identify and properly utilize professional bakery tools and equipment.
- Work in a professional bakery and/or baking department.

A certificate will be awarded after successful completion of both courses with the grade of "C" or better, and a minimum of 80% attendance.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Baking and Pastry

Course	Hours
Required courses:	
CSST 9650 Introduction to Baking and Pastry	510.0
CSST 9651 Advanced Baking and Pastry	510.0
Total:	**1020.0**

Announcement of Courses

Noncredit Courses:

CABT 9000. Introduction to Culinary Fundamentals (250 hrs)
Prereq: ESLN 3600 or TRST 2322 or placement in ESLN 3700 or TRST 3331; and; TRST 2421 or placement in TRST 3421
Introduction to kitchen basics, such as equipment use, safety, and sanitation. In addition, this course focuses on culinary fundamentals such as knife skills, classic cooking methods and preparation, vocabulary and basic kitchen math.

CSST 9650. Introduction to Baking and Pastry (510 hrs)
Recommended Prep: ESLN 3600 or TRST 2322 or placement in ESLN 3700 or TRST 3331; and TRST 2421 or TRST 3421
Development of the skills necessary for an entry-level position in the baking and pastry industry. Topics include safety and sanitation, bakeshop terminology, proper use of equipment, weights and measures, ingredients and their functions, baker's math, baking methods and the development of basic baking skills. Students learn through a combination of lecture, demonstrations, and extensive hands-on practice.
All sections will charge a material fee of $75.00

CSST 9651. Advanced Baking and Pastry (510 hrs)
Prereq: CSST 9650
Recommended Prep: ESLN 3600 or placement in ESLN 3700 or TRST 3331; TRST 2421 or TRST 3421
Development and improvement upon the basic skills and common techniques used in the baking and pastry industry. Topics include merinques, petit fours and miniatures, mousses and creams, frozen desserts, chocolate and confections, fancy and display cakes, yeast-raised products using preferments, baker's math, ingredient functionality, troubleshooting.
All sections will charge a material fee of $75.00

CSST 9660. Food Technology and Dining Services-Section I (510 hrs)
Recommended Prep: ESLN 3600 or TRST 2322 or placement in ESLN 3700 or TRST 3331; TRST 2421 or placement in TRST 3421
This is the first course of a two semester sequence focusing on dining room operations which provides students with the basic skills required for entry-level work in professional restaurant service and operations. A key component of the course is intensive hands-on training in the Educated Palate restaurant.
All sections will charge a material fee of $75.00

CSST 9661. Food Preparation and DiningServices-Section II (510 hrs)
Prereq: CSST 9660
Recommended Prep: ESLN 3600 or TRST 2322 or placement in ESLN 3700 or TRST 3331; TRST 2421 or ; placement in TRST 3421
This is the second course of a two semester sequence leading to a certificate in Food Technology and Dining services. The course provides students with the basic skills required for entry-level work in professional kitchens. The curriculum includes intensive hands-on training providing food for the Educated Palate Restaurant demonstrations readings and lectures on a variety of culinary topics.
All sections will charge a material fee of $75.00

BOSS 3501. Customer Service Skills (15 hrs)
Recommended Prep: WOPR 9991 or equivalent, COMP 9921 or equivalent, ESL Level 6+
Teaches specific skills to effectively deal with customers and clients in a variety of different situations. For the front-line employee who is the first point of contact with customers.
Offered Fall semesters

Custodial

See Automotive/Motorcycle, Comstruction, and Building Maintenance

Dental Assisting

Office: Cloud 304F
Phone Number: (415) 239-3479
Web Site: www.ccsf.edu/dad

Announcement of Curricula

Degree Curriculum

Training in the curriculum in Dental Assisting is designed to prepare students for employment as Registered and Certified Dental Assistants in private practice, specialty dentistry, hospitals, clinics and dental schools. Positions to which graduates may advance with experience and further training include those of dental product sales representative, insurance auditor, manager, supervisor, educator, and RDAEF. This program includes instruction in intra-oral dental functions and direct patient care/chairside experience in dental schools, clinics and private offices and public dental care facilities in San Francisco and the Daly City/South San Francisco area. Students who have completed their training satisfactorily are qualified to take the state licensure examination to become Registered Dental Assistants and the national examination to become Certified Dental Assistants.

Accreditation. The program in Dental Assisting is accredited by the American Dental Association's Commission on Dental Accreditation, a specialized accrediting body recognized by the Council on Postsecondary Accreditation and by the United States Department of Education, and is accredited by Dental Board of California, Department of Consumer Affairs, State of California. For more information about this agency, see the "Overview of the College" section of this Catalog.

Course of Study. The two-year course of study includes instruction in traditional four-handed dental assisting techniques and in the legally allowed intra-oral functions delegated to a registered dental assistant. Courses in dental anatomy, dental materials, radiography, and preventive dentistry are prerequisites to clinical instruction. The clinical phase of the curriculum utilizes the School of Dentistry at the Arthur A. Dugoni School of Dentistry at the University of the Pacific, San Francisco; affiliated hospital clinics; and selected private dental offices.

Associate in Science Degree. The curriculum is designed so that students may satisfy the requirements for graduation from the College and receive the degree of Associate in Science.

Information Regarding Admission. Requests concerning admission should be addressed as follows: Department Chair, Dental Assisting, Box C-4, City College of San Francisco, 50 Frida Kahlo Way, San Francisco, California 94112.

Consideration for Admission to the Curriculum. The curriculum in Dental Assisting, offered to new applicants in the fall semester only, is open to all interested students who fulfill the following admission requirements:

1. Be in good physical and mental health.
2. Eligibility for admission to CCSF. (See in this catalog the Admission to College Admission open to individuals 18 years of age or older, high school graduates and others).
3. Complete the Program's application and health history forms and submit to the Dental Assisting Program's office.
4. Applications are required to complete the following courses with a C or higher prior to applying to the Dental Assisting Program:
    - ENGL 88 or ESL 186 or placement in ENGL 1A or ESL 188*
    - BIO 9 or BIO 106 (formerly ANAT 14) or BIO 108 (formerly ANAT 25) or BIO 112 (formerly PHYS 1 or PHYS 12) or equivalent*
    - Typing skill of 45 wpm or better. This requirement may be met by successfully completing a computer or typing class, or a typing test can be administrated at the Program's office. The course for the typing skill does not need to be met at college level. Proof of successful completion of a computer or typing class will be acceptable on any level.

*Students who have a Bachelor's degree (BS or BA), are waived from the English, Science, and typing requirements. Please provide proof of degree with your application.

Students who have not attended college for more than 2 years or do not have a degree in science: It is **highly recommended** to complete BIO 9 or BIO 106 as a refresher course prior to the program.

*Students may apply while you are concurrently enrolled in the prerequisite courses. Please indicate this in the application. Students may be conditionally accepted to the program, pending verification of your final grade. All courses must be completed PRIOR to the Fall semester.

Advanced Placement. Applicants who have been admitted to the curriculum and who have previous education or experience in dental assisting may apply for credit and advanced placement in the curriculum. However, such applicants should first have completed the science, English and keyboard requirements.

Bases for Disqualification. Students who receive a final grade lower than "C" in any dental assisting course will be disqualified from continuing in the curriculum. Students who receive a final grade lower than "C" will be permitted to repeat a course only once and must achieve a grade of "C" at all evaluation periods. Students who repeat a course and who do not achieve a grade of "C" at an evaluation period will be disqualified from continuing in the curriculum. Students may also be disqualified for safety and other reasons consistent with College policy.

Major in Dental Assisting. Students who have satisfied the requirements for graduation from the College and who have completed the curriculum will receive the Major in Dental Assisting.

Eligibility for the Certification Examination and CA Licensure Examinations (RDA). Graduates who receive a Major or a Certificate of Achievement are eligible to take the Certification Examination given by the Dental Assisting National Board and the Licensure Examinations to become a Registered Dental Assistant given by the Dental Board of California.

Dental Assisting Major (AS)

Learning Outcomes

Upon completion of this program, students will be able to:

- Integrate the knowledge of dental science, materials, radiography, procedures, patient and office management into the clinical practices required of registered dental assistants in general and specialized dentistry.
- Perform with competency all registered dental assistant duties outlined by the California Dental Practice Act.
- Conduct work ethically and professionally, as expected in the dental assisting profession.
- Anticipate what is required in state and national licensure exams that authorize one to perform registered and certified dental assistant functions.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Dental Assisting

Course	Units
First Semester:	
DENT 51 Applied Dental Science I	4.0
DENT 55A Dental Roentgenography	2.0
DENT 62 The Dental Assistant in Practice	3.0
Second Semester:	
DENT 55B Dental Roentgenography	2.0
DENT 57 Dental Office Management	3.0
Third Semester:	
DENT 52 Dental Materials and Procedures	3.0
DENT 53 Introduction to Chairside Assisting	3.0
Fourth Semester	
DENT 54 Applied Dental Science II	2.0
DENT 67 Advanced Dental Procedures	4.0
DENT 70 Clinical Chairside Assisting	7.0
DENT 110A Coronal Polish	0.5
Total:	**33.5**

Certificate Curriculum

The program of study for the Certificate of Achievement in Dental Assisting is designed to prepare students to take the licensing examination to be a Registered Dental Assistant as administered by the Dental Board of California and also to take the national certification examination to be a Certified Dental Assistant as administered by the Dental Assisting National Board. This course can be completed in two semesters (after completing prerequisites).

Accreditation. The curriculum is accredited by the Commission on Dental Accreditation of the American Dental Association and is approved by Dental Board of California, Department of Consumer Affairs, State of California.

Information Regarding Admission. Requests concerning admission should be addressed as follows: Department Chair, Dental Assisting, Box C-4, City College of San Francisco, 50 Frida Kahlo Way, San Francisco, CA 94112.

Consideration for Admission to the Curriculum. The curriculum in Dental Assisting is open to all interested students who fulfill the following requirements:

1. Be in good physical and mental health.
2. Eligibility for admission to CCSF. (See in this catalog the Admission to College - Admission open to individuals 18 years of age or older, high school graduates and others).
3. File with the Office of Admissions and Records a completed application for admission to City College (for dates, see in this catalog the "Calendar of Instruction"). Students must also complete the Program's application and health history forms and submit to the Dental Assisting Program's office.
4. Recommended preparation for the program: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English.
5. Applicants are required to complete the following courses with a C or higher prior to applying to the Dental Assisting Program:
   - BIO 9 or BIO 106 or BIO 108 or BIO 112
   - Typing skill of 45 wpm or better. This requirement may be met by successfully completing a computer or typing class, or a typing test can be administrated at the Program's office. The course for the typing skill does not need to be met at college level. Proof of successful completion of a computer or typing class will be acceptable on any level.

Advanced Placement. Applicants who have been admitted to the curriculum and who have previous education or experience in dental assisting may apply for credit and advanced placement in the curriculum. However, such applicants should first have completed the science, English and keyboard requirements.

Basis for Disqualification. Students who receive a final grade lower than "C" in any dental assisting course will be disqualified from continuing in the curriculum. Students who receive a final grade lower than "C" will be permitted to repeat a course only once and must achieve a grade of "C" at all evaluation periods. Students who repeat a course and who do not achieve a grade of "C" at an evaluation period will be disqualified from continuing in the curriculum. Students may also be disqualified for safety and other reasons consistent with College policy.

Eligibility for the Certification Examination and Licensure Examinations. Graduates who complete the Major or the Certificate of Achievement in Dental Assisting are eligible to take the Certification Examination given by the Dental Assisting National Board and the Licensure Examinations to become a Registered Dental Assistant given by the California Board of Dentistry.

Dental Assisting Certificate

Learning Outcomes

Upon completion of this program, students will be able to:

- Integrate the knowledge of dental science, materials, radiography, procedures, patient and office management into the clinical practices required of registered dental assistants in general and specialized dentistry.
- Perform with competency all registered dental assistant duties outlined by the California Dental Practice Act.
- Conduct work ethically and professionally, as expected in the dental assisting profession.
- Anticipate what is required in state and national licensure exams that authorize one to perform registered and certified dental assistant functions.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Credit Toward Graduation. All credits that students earn in obtaining the Certificate of Achievement in Dental Assisting may also be applied toward satisfaction of the requirements for graduation from the College.

Courses Required for the Certificate of Achievement in Dental Assisting

Course	Units
First Semester:	
DENT 51 Applied Dental Science I	4.0
DENT 52 Dental Materials and Procedures	3.0
DENT 53 Introduction to Chairside Assisting	3.0
DENT 55A Dental Roentgenography	2.0
DENT 62 The Dental Assistant in Practice	3.0
Second Semester:	
DENT 54 Applied Dental Science II	2.0
DENT 55B Dental Roentgenography	2.0
DENT 57 Dental Office Management	3.0
DENT 67 Advanced Dental Procedures	4.0
DENT 70 Clinical Chairside Assisting	7.0
DENT 110A Coronal Polish	0.5
Total:	**33.5**

Announcement of Courses

Credit, Degree Applicable Courses:

DENT 51. Applied Dental Science I (4)
Lec-52.5, Lab-52.5
Prereq: BIO 9 or ANAT 14 or ANAT 25 or PHYS 1 or PHYS 12; Completion of or concurrent enrollment in: DENT 55A and DENT 62
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Dental terminology, anatomy and physiology, mechanisms for transmitting disease and controlling/decreasing resistance to infection; oral embryology, histology, pathology, morphology. Preliminary oral examination; charting conditions - hard/soft tissues; taking/recording vital signs, cavity detector, etc. Sterilization/disinfection, infection control procedures and infectious disease process. Lab fee is required. CSU
Offered Fall semesters

DENT 52. Dental Materials and Procedures (3)
Lec-35, Lab-52.5
Prereq: Completion of or concurrent enrollment in: DENT 51 and DENT 55A and DENT 62
Coreq: DENT 53
The study of the materials and their safe handling that are employed in dentistry for the fabrication of dental appliances and tooth restorations and the manipulation of these materials. Introduction to intra-oral tasks delegated to the qualified registered dental assistant, which are related to operative dentistry such as liners, cementation & facebow transfer. Lab fee is required. CSU
Offered Fall semesters

DENT 53. Introduction to Chairside Assisting (3)
Lec-35, Lab-52.5
Prereq: Completion of or concurrent enrollment in: DENT 51 and DENT 55A and DENT 62
Coreq: DENT 52
Instruction in the role and functions of chairside assistant, such as preparing the operatory, placement of topical agents, oral evacuation, instrument identification and grasps/transfers, hand and rotary instrument identification and maintenance, placement and removal of rubber dam and matrix retainers, placement of sedative restorations, fabrication of acrylic temporary crowns, and restoration, prosthodontics and endodontics armamentarium, tray set ups and procedures. Lab fee is required. CSU
Offered Fall semesters

DENT 54. Applied Dental Science II (2)
Lec-35
Prereq: DENT 51 and DENT 52 and DENT 53 and DENT 55A and DENT 62; Completion of or concurrent enrollment in: DENT 55B and DENT 57
Coreq: DENT 67 and DENT 70 and DENT 110A
Experiences are provided to review the student's knowledge of microbiology, disease transmission, and altering resistance to infection. Preventive dentistry, nutrition and application of the skills necessary for a preventive therapist are provided. Oral pathological conditions, the use of drugs, and dental therapeutics related to dental office emergencies are discussed. California RDA Law and Ethics. CSU
Offered Spring semesters

DENT 55A. Dental Roentgenography (2)
Lec-17.5, Lab-52.5
Prereq: Completion of or concurrent enrollment in: DENT 51 and DENT 62
Instruction in the basic principles of radiography, history, protection, and safety guidelines. Physics and biological effects of radiation, for the patient's and operator's protection and comfort. Types of receptors, exposure and autoprocessing techniques on manikins. Composition and preparation of solutions. The relationship of dental anatomy and facial structures to the exposure and mounting of relationship of dental anatomy and facial structures to the exposure and mounting of films. Lab Fee is required. CSU
Offered Fall semesters

DENT 55B. Dental Roentgenography (2)
Lec-17.5, Lab-52.5
Prereq: DENT 51 and DENT 55A and DENT 62
Coreq: DENT 57
Advanced techniques of dental radiography, anatomical landmarks, dental anatomy pertaining to dental radiography, exposure and processing faults. Emphasis is on evaluation of the quality of the films both intra and extra oral. Experiences in exposing full mouth radiographs for diagnosis by dentists. Processing and maintaining automatic processors. Knowledge of panoramic & digital techniques and other related radiographic equipment. Lab Fee is required. CSU
Offered Spring semesters

DENT 57. Dental Office Management (3)
Lec-52.5
Prereq: DENT 51 and DENT 55A and DENT 62
Coreq: DENT 55B
Instruction in the non-clinical functions which dental auxiliaries are required to perform with emphasis on financial arrangements, collection techniques, insurance processing and maintenance of office records, account receivable transactions, office mail, inventory, purchasing, accounts payable, payroll, disbursements, tax records, marketing and group practice. Use of computer to perform basic dental office management. CSU
Offered Spring semesters

DENT 62. The Dental Assistant in Practice (3)
Lec-35, Lab-52.5, field trips
Prereq: Completion of or concurrent enrollment in: DENT 51 and DENT 55A
The dental health team, ethics/jurisprudence HIPAA, history of dentistry, home care instruction including whitening, applied psychology, communication skills; verbal and written (telephone/fax/computer) communication, the special patient, appointment control, recall systems and the administrative assistant, use of Dentrix software for office functions. Lab Fee is required. CSU
Offered Fall semesters

DENT 67. Advanced Dental Procedures (4)
Lec-52.5, Lab-52.5
Prereq: DENT 51 and DENT 52 and DENT 53 and DENT 55A and DENT 62; Completion of or concurrent enrollment in: DENT 55B and DENT 57
Coreq: DENT 54 and DENT 70 and DENT 110A
Instruction in the specialties of dentistry including advance endodontics, periodontics, orthodontics, oral surgery, removable prosthodontics, and pediatric dentistry as well as the armamentarium required for each. Development of preclinical skills in the expanded functions required of the Registered Dental Assistant. Students are required to meet standards of competency for all required tasks including coronal polishing and ultrasonic removal of cement from ortho bands. Lab fee is required. CSU
Offered Spring semesters

DENT 70. Clinical Chairside Assisting (7)
Lec-42.5, Lab-10, work-264 P/NP only
Prereq: Current certification in Cardiopulmonary or American Red Cross for healthcare provider; and completion of or concurrent enrollment in: DENT 54, and DENT 55B and DENT 57 and DENT 67
Clinical experiences on delivery of direct patient care, critical thinking exercises, reports, projects, and preparation for employment (interviews, writing resume and cover letter). Clinical instruction and practice in four-handed procedures. Emphasis on general and specialty dentistry (oral surgery, peridontics, endodontics, orthodontics, prosthodontics) and the intra-oral tasks assigned to the registered dental assistant. Development of professional attitude (ethics/jurisprudence) in dental assisting. Building skills in the use of dental materials and equipment. Evaluation of clinical experience. Career placement opportunities. Taking a mock Registered Dental Assisting Practical Examination. CSU
Offered Spring semesters

DENT 110A. Coronal Polish (.5)
Lec-7, Lab-8 P/NP available
Prereq: Current Registered Dental Assistant or eligible for the RDA Examination
This course is designed and approved to meet the Dental Board of California's regulation for Coronal Polish. This course includes lecture and clinical hours. The students will be taught and use techniques for removal from the clinical crown the following: pellicle, plaque, and extrinsic strain. The students will be required to provide their own

patients and follow program's sterilization, and infection control policies. CSU
Offered Spring semesters

Disabled Students Courses

Office: Rosenberg Library 323
Phone Number: (415) 452-5481
Web Site: www.ccsf.edu/dsps

Announcement of Courses

Credit, Degree Applicable Courses:

DSPS 20. Adapted Fitness and Wellness (1)
Lab-35 P/NP available
An introduction to physical fitness and wellness for students with disabilities. Emphasis is placed on creating a modified exercise program to increase physical activity and cardiovascular conditioning. Course includes exercises such as walking, stretching, wheelchair movement, body weight movements and stress reduction techniques to enhance general wellness. UC/CSU
Offered on occasion

Credit, Non-Degree Applicable Courses:

Title 5, Section 56029 of the California Code of Regulations allows DSPS students the option of repeating the following courses multiple times with the consent of the DSPS Department.

DSPS M. Learning Strategies for College (2)
Lec-17.5, Lab-52.5 P/NP only
Coreq: Enrollment in at least one other CCSF credit course
As allowed by Title 5 provisions
An individualized course designed for students who have learning disabilities. Focus is on utilizing skills and compensatory strategies to overcome learning challenges. Similar in content to DSPS O except that DSPS M is for those who require more intensive assistance.

DSPS O. Diagnostic Learning (1)
Lab-52.5 P/NP only
Coreq: Enrollment in at least one other CCSF credit course
As allowed by Title 5 provisions
An individualized course for students who have learning disabilities. Focus is on utilizing skills and compensatory strategies to overcome learning challenges. Students are assisted in the lab in using the strategies on assignments from their classes.

DSPS Q. Main Idea Strategies (1)
Lec-17.5 P/NP only
Recommended Prep: Completion of or concurrent enrollment in: ENGL 88 or ENGL 1AS or ENGL 1A or ESL 182 or ESL 184 or ESL 186 or ESL 188
Designed for students with learning disabilities who are in courses involving reading and writing. Improvement of reading comprehension and basic written expression. Prerequisite language and reasoning skills necessary for identifying the main idea in addition to textbook reading study skills.
Offered on occasion

DSPS S. Strategies for Problem Solving (2)
Lec-35 P/NP only
Practical application of analytical and creative problem-solving process strategies (goal setting, learning styles, decision-making, etc.) designed for students with learning disabilities, but open to others. Reinforces student accountability. Major assignments, quiz, and final project are comprehensive, subjective, interactive, and conceptually-based rather than based on retention of facts.
Offered on occasion

DSPS T. Diagnostic Learning Essentials (.5)
Lab-26.25 P/NP only
Coreq: Enrollment in at least one other CCSF credit course
An individualized course for students who have learning disabilities. Focus is on instruction and practice of compensatory strategies to overcome learning weaknesses. Students are assisted in the lab in using the strategies on assignments from their classes.

DSPS X. Strategies for Success in Math (2)
Lec-26.25, Lab-35 P/NP only
Recommended Prep: MATH 30 or MATH 40 or MATH 43
Strategies for success in Math for students with learning disabilities who are enrolled in Math 30, 40, or 43. Emphasis on strategies for processing, language expression, memory, reasoning, and processing speed as they relate to Math.

Noncredit Courses

DSPS 4014. Accessible Arts and Crafts (90-108 hrs)
Arts and crafts adapted for all disabilities. Introduces basic art concepts and crafts skills. Students create projects using materials and processes increasingly more challenging as the course progresses and their abilities develop. Adaptive equipment and techniques introduced as needed. May lead to exhibition of student art work.

DSPS 4017. Accessible Theatre Arts (36-54 hrs)
Designed for students with disabilities to provide life-skill proficiencies essential to the fulfillment of academic, career technical, and personal goals in theatre arts. Students explore and develop abilities in creative self-expression, through participation in a variety of accessible dramatic experiences, increasing their range of physical expression, developing creative verbal self-expression, and learning to work collaboratively with others. Process may lead to dramatic productions.

DSPS 4023. Job Search Skills (72-108 hrs)
Course designed for students with disabilities. Emphasis on exploration of individual skills and interests, work options, communication skills and appropriate work behaviors. Small group work on developing attitudes, self-confidence, and competencies to locate, secure, and retain employment.

DSPS 4028. Coping with Acquired Brain Injury (108 hrs)
Students with mild acquired brain injury learn strategies to improve attention, memory, organization, planning, reasoning, and communication in a supportive group setting. Classroom tasks include following directions, problem-solving, time management, verbal and written skills. Emphasis is placed on student responsibility, reliability, goal-setting, and organization.

DSPS 4033. Stroke - Communication (45-54 hrs)
For students experiencing receptive and/or expressive language difficulty (aphasia) resulting from a stroke or other acquired brain impairment. Class focuses on improving overall, functional communication skill in a group setting. Exercises include listening, speaking, reading, writing, and structured conversation. May also be useful to caregivers.

DSPS 4035. Accessible Computer Laboratory (45-90 hrs)
A laboratory course designed for students with disabilities. Needs-based instruction in adaptive computer software and equipment for academic, vocational or personal use. Also, computer-assisted

instruction in Internet, email, business software, cognitive retraining, and/or basic skills.

DSPS 4040. Disability and Employment: Independent Vocational Exploration (20 hrs)
Recommended Prep: ESLN 3800 or TRST 3346
For individuals interested in vocational rehabilitation process to secure competitive non-supported employment without assistance of a job developer or coach. Emphasis is on defining career options based on functional abilities and limitations. Topics include work-life balance, hiring discrimination laws, benefits planning and negotiation of workplace accommodations. Course utilizes assessment tools and research of resources to help explore local labor market trends and develop a career path.

DSPS 4044. Healthy Choices/Consumer Education (42.5-51 hrs)
This course is designed for adults with disabilities. Practical information and effective strategies to practice good nutrition, manage personal health, and maintain an active, healthy lifestyle for increasing independence. Focus on consumer skills related to food shopping, label reading, meal planning and food safety.

DSPS 4101. Communication for the Blind (72-90 hrs)
This class gives persons with visual disabilities the opportunity to interact with peers and participate in structured discussions, games and activities that improve or maintain skills in the areas of communication, problem-solving, memory, self-advocacy and self-expression and "brain fitness".

DSPS 4210. Lipreading (36-54 hrs)
Instruction and practice in lipreading, communication breakdown strategies, stress reduction, creative problem solving, and assertiveness. Acquaints students with assistive listening devices and available services. Supportive group environment. Appropriate for mild to severe hearing impairment.

DSPS 4222. Breath, Sound, and Motion for Well-being (35-44 hrs)
Reinforcement of healthy living choices. An introduction to the connections of breath, voice, body, and mind connections using movement. Practicing self-empowerment and relaxation techniques for overall well-being. Additional modalities explored for strength building, both physically and mentally, with an overall goal of increasing self enjoyment of life. Designed to be accessible for students with and without disabilities.
Modified for individuals with all levels of ability.

DSPS 4305. High School Level Learning Strategies (105 hrs)
Recommended Prep: Concurrent enrollment in a TRST high school class (TRST 1321 or higher)
A course in learning strategies designed for students with disabilities who are taking high school level classes. Students learn about their unique learning styles and apply newly-learned strategies to their course assignments in reading, writing, and/or math. May be repeated.

DSPS 4414. Accessible Arts and Crafts - Essentials (16-30 hrs)
Designed for students with disabilities. Introduces basic art concepts and crafts skills. Students create projects using materials and processes increasingly more challenging as the course progresses and their abilities develop. Adaptive equipment and techniques introduced as needed.
Offered on occasion

DSPS 4417. Accessible Theater Arts - Essentials (16-30 hrs)
Designed for students with disabilities. Students explore and develop abilities in creative self-expression. Through participation in a variety of dramatic experiences, students increase their range of physical expression, develop creative verbal self-expression and learn to work collaboratively with others. Process may lead to dramatic productions.
Offered on occasion

DSPS 4422. Digital Literacy (27 hrs)
Course designed for students with disabilities. Explore fundamental skills to begin to be digital citizens and responsibly use technology to find, evaluate, organize, create, and share information.

DSPS 4423. Preparation for Job Search (43-52 hrs)
This class emphasizes exploration of individual skills and interests to lay the groundwork needed to find and keep employment. Includes time management, accessing community resources, exploring work options, developing communication skills and appropriate work behaviors. Course designed for students with disabilities.

DSPS 4428. Financial Literacy (27 hrs)
Course designed for students with disabilities. Students explore fundamental information and develop basic skills necessary to more independently manage financial resources and financial well-being related to employment including basic budgeting, banking, and problem solving.

DSPS 4435. Accessible Computer Laboratory - Essentials (25-30 hrs)
A laboratory course designed for students with disabilities. Individualized instruction of adaptive computer software and equipment for academic, vocational or personal use. Also computer-assisted instruction in Internet, email, business software, basic skills and cognitive development.
Offered on occasion

Earth Sciences

Office: Science 43
Phone Number: (415) 452-7423
Web Site: www.ccsf.edu/Earth

Announcement of Curricula

Degree Curricula

Environmental Studies Major (AS)

CCSF's Environmental Studies major provides students with a strong foundation in the natural and social sciences in preparation for transfer to a bachelor's degree program in environmental studies and related fields.

Through the required units for the Environmental Studies major, students will apply core principles and methods across the natural and social sciences to explore how the environment influences and is influenced by human institutions. Students will be able to analyze scientific, economic, political, and societal factors impacting environmental and natural resource problems and both critically evaluate and propose sustainable solutions. The major also provides opportunities for experiential learning through laboratory work and field investigations.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply concepts, models, and quantitative techniques from mathematics and the natural and social sciences to solve complex problems related to the natural world and society.

- Apply tools, practices, and quantitative reasoning to collect, analyze, and interpret environmentally relevant data in laboratory or field settings.
- Evaluate quantitative and qualitative evidence regarding the causes and consequences of human impacts on the environment and their implications for societal welfare.
- Apply scientific, economic, and sociopolitical concepts and models to both critically evaluate and propose sustainable solutions to environmental degradation and resource depletion.

See major requirements at the intended transfer institution to choose the appropriate course(s) when options are given.

The minimum time for completion of this degree is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Environmental Studies

Course . . . . . Units

Core course:

BIO 31 Introduction to Environmental Science 3.0

Choose one of the following biological science courses:

BIO 11 Science of Living Organisms 4.0
BIO 100A General Biology 5.0
BIO 20 Introduction to Ecology 3.0
BIO 19 Ecology 4.0

Choose one of the following chemistry courses:

CHEM 40 Introduction to Chemical Principles 5.0
CHEM 101A General College Chemistry 6.0

Choose one of the following earth science course combinations:

GEOG 1 Physical Geography 3.0
and GEOG 1L Physical Geography Laboratory 1.0
GEOL 10 Physical Geology 3.0
and GEOL 10L Physical Geology Lab 2.0
GEOL 30 Environmental Geology 3.0
and GEOL 30L Environmental Geology Lab 1.0

Choose one of the following math courses:

ECON 5 Introductory Statistics for Economics, Business and Social Sciences 5.0
MATH 80 Probability and Statistics 5.0
PSYC 5 Statistics for Behavioral Sciences 5.0
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies 5.0
MATH 100A Short Calculus I 3.0
MATH 110A Calculus I 5.0

Choose two of the following social science courses:

ANTH 3 Introduction to Social and Cultural Anthropology 3.0
ANTH 3C Introduction to Cultural Anthropology: Focus on American Cultures 3.0
ECON 1 Principles of Macroeconomics 3.0
ECON 3 Principles of Microeconomics 3.0
GEOG 4 Cultural Geography 3.0
GEOG 7 Economic Geography 3.0
POLS 22 Environmental Politics and Policy 3.0
POLS 1 American Government 3.0
PSYC 1 General Psychology 3.0
SOC 1 Introduction to Sociology 3.0

Choose 6 units from the following courses:

BIO 31L /GEOG 31L /SUST 31L Environmental Science Laboratory 1.0
BIO 33 Introduction to Conservation Biology 3.0
BIO 100B General Biology 5.0
CHEM 101B General College Chemistry 5.0
ENRG 3 Introduction to Alternative Energy 3.0
ENRG 3L Introduction to Alternative Energy Laboratory 1.0
GEOG 41A Climate Change 1.0
GEOG 110 Introduction to GIS 3.0
HLTH 53 Personal and Community Health 3.0
HLTH 221 Health and Social Justice 3.0
OCAN 1 Oceanography 3.0
OCAN 1L Oceanography Lab 2.0
PHYC 10 Conceptual Physics 3.0
PHYC 10L Conceptual Physics Laboratory 1.0

Any of the above earth science, mathematics, biology, or social science options not already completed

Total: . . . . . 30.0 – 36.0

Geography Major (AA-T)

Geographers study the relationships among places, natural systems, society and cultural activities and the interdependence of these from the spatial perspective.

Geographers today are active in the examination and planning of our communities and the development of our human landscapes along with the study of global warming, deforestation, pollution, and a variety of other environmental quandaries.

This Associate in Arts in Geography for Transfer (AA-T) is specifically designed to prepare students for transfer to a CSU geography program at the upper division level. It may also be appropriate for transfer to other four-year institutions. To accomplish this goal, majors will complete transferable lower-division courses in geography and related fields. Geography majors will be able to take most or all of their lower division courses at CCSF before they transfer, but should see a counselor to confirm their program of study. Additional courses might be required to transfer to particular institutions.

Through the core classes of the AA-T in Geography, students will gain the knowledge necessary to investigate problems and ideas presented in upper division geography courses. The laboratory work will train students to use current laboratory technologies, equipment and techniques to engage in the research process using scientific methods and to investigate research questions safely.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret spatially distributed data and draw valid conclusions by using maps, graphs and/or Geographic Information Systems (GIS)
- Evaluate core concepts in cultural and physical geography and apply them to contemporary events and issues.
- Compare and contrast the general biophysical and sociocultural differences and similarities among world regions.
- Communicate geographic information effectively in oral, written, and graphic form.

Degree Requirements: Students who wish to earn the Associate in Arts in Geography for Transfer must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

See major requirements at the intended transfer institution to choose the appropriate courses when options are given and to ensure complete coverage.

Assuming students start this AA-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Geography

Course	Units
Required courses:	
GEOG 1 Physical Geography	3.0
GEOG 1L Physical Geography Laboratory	1.0
GEOG 4 Cultural Geography	3.0
GEOG 3 World Regional Geography	3.0
GEOG 110 Introduction to GIS	3.0
Choose 2 of the following courses:	
GEOG 7 Economic Geography	3.0
GEOG 111 GIS Analysis and Modeling	3.0
GEOG 112 GIS Software Technology	3.0
GEOL 10 Physical Geology	3.0
ANTH 3 Introduction to Social and Cultural Anthropology	3.0
Recommended additional coursework	
OCAN 1 Oceanography	3.0
OCAN 1L Oceanography Lab	2.0
GEOG 31/SUST 31 Introduction to Environmental Science	3.0
GEOG 41A Climate Change	1.0
GEOL 91 Geoscience Work Experience	0.5-3.0
Total:	**19.0**

Geology Major (AS-T)

Geology is the study of the materials of which the Earth is made (rocks, minerals, water, oil, natural gas, and magmas), the structures that are produced (Earth layers, mountains, volcanoes, basins), the processes acting upon them (earthquakes, volcanism, landslides, floods, magnetic fields), and the evolution of Earth and its materials over time (Earth formation, early history, ice ages, and climate change).

Geology courses are recommended for anyone interested in understanding and living with the natural world around us and in making informed decisions on matters pertaining to interactions between natural Earth processes and society.

Geology, an interdisciplinary science, requires expertise in chemistry, physics, mathematics, computer science, and critical thinking. It requires skill in problem solving, analysis, scientific inquiry, and communication. This Associate's of Science Transfer in Geology is specifically designed to prepare students for transfer to a CSU geology program at the upper division level. It may also be appropriate for transfer to other four-year institutions. To accomplish this goal, majors will complete transferable lower-division courses in geology, math, and chemistry.

Geology majors will be able to take most or all of their lower division courses at CCSF before they transfer, but should see a counselor to confirm their program of study. Additional courses might be required to transfer to particular institutions. The geology transfer major is suitable for students planning to transfer into programs in the geology, oceanography, earth sciences, and environmental sciences.

Through the core classes of the AS-T in Geology, students will gain the scientific knowledge necessary to investigate problems and ideas presented in upper division geology courses. The laboratory work will train students to use current laboratory technologies, equipment and techniques to engage in the research process using scientific methods and to investigate research questions safely.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply tools, practices, and quantitative reasoning to collect, analyze, and interpret geologically relevant data in laboratory and field settings.
- Apply concepts, models, and quantitative techniques from mathematics, physics, chemistry, and biology to solve complex geologic problems.
- Apply scientific inquiry and investigation of evidence to formulate and critically evaluate scientific arguments, especially as relates to geologic phenomena.
- Evaluate quantitative and qualitative evidence for how humans impact earth processes and how earth processes impact humans.

Degree Requirements: Students who wish to earn the Associate in Science in Geology for Transfer (AS-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AS-T in Geology

Course	Units
Required courses:	
GEOL 10 Physical Geology	3.0
GEOL 10L Physical Geology Lab.	2.0
GEOL 11 Historical Geology	3.0
GEOL 11L Historical Geology Lab	1.0
CHEM 101A General College Chemistry	6.0
CHEM 101B General College Chemistry	5.0
MATH 110A Calculus I	5.0
MATH 110B Calculus II	5.0
RECOMMENDED: One of the following physics courses	
PHYC 4A Classical Mechanics for Scientists and Engineers	3.0
PHYC 4AL Mechanics Laboratory for Scientists and Engineers	1.0
PHYC 4B Electromagnetism for Scientists and Engineers	3.0
PHYC 4BL Electromagnetism Laboratory for Scientists and Engineers	1.0
or PHYC 2A Introductory Physics.	3.0
PHYC 2AL Introductory Physics Laboratory	1.0
PHYC 2B Introductory Physics.	3.0
PHYC 2BL Introductory Physics Laboratory	1.0

* NOTE: Students who want to increase their opportunities should choose Physics 4A/B series instead of 2A/B (especially if they plan to major in geochemistry or geophysics).

RECOMMENDED: One or more of the following course options for specialization:

GEOL 21A San Francisco Coastal Geology 0.5
GEOL 21B San Francisco Geology 0.5
GEOL 21C The San Andreas Fault System 0.5
OCAN 1 Oceanography 3.0
GEOL 30 Environmental Geology 3.0

Recommended additional activities:

Enroll in the Earth Sciences Club

Become part of the Earth Sciences Mentoring Program (see Department website for details).

Total: 30.0

Oceanography Major (AS)

The oceanography major is designed to clearly demonstrate the breadth of expertise required by Oceanographers and to prepare students for the advanced courses and projects that lie ahead should they transfer to a bachelor's major in oceanography at a four-year college.

The ocean plays a central role in physical, biological, chemical, and geological processes on earth. As such, a degree in oceanography requires an understanding of the interactions between the biosphere, hydrosphere, lithosphere, and atmosphere.

Oceanography courses are recommended for anyone interested in better understanding and living with the natural water bodies around us, in understanding global climate system, and in making informed decisions on matters pertaining to interactions between natural Earth processes and society.

Oceanography, an interdisciplinary science, requires expertise in chemistry, physics, biology, geology, mathematics, computer science, and critical thinking. It requires skill in problem solving, analysis, scientific inquiry, and communication. Students completing the Associate in Science in Oceanography will be prepared for upper division studies in oceanography and for transfer to an oceanography program at a four-year college. To accomplish this goal, majors will complete transferable lower-division courses in oceanography, biology, math, chemistry, and physics.

Oceanography majors will be able to take most or all of their lower division courses at CCSF before they transfer but should see a counselor to confirm their program of study. Additional courses might be required to transfer to particular institutions. The Oceanography major is suitable for students planning to transfer into programs in marine science, oceanographic and atmospheric sciences, oceanography, earth sciences, and environmental sciences. Note: because of the diversity within this discipline, students will narrow their focus once they get to their transfer institution (to biological oceanography, geological oceanography, physical oceanography, or chemical oceanography). We cannot provide coverage for all these areas of focus in this one major and don't intend to. Please seek advice to determine if there are additional courses you should take for your particular major.

Through the core units of the oceanography major, students will gain the scientific knowledge necessary to investigate problems and ideas presented in upper division oceanography courses. The laboratory work will train students to use current laboratory technologies, equipment and techniques to engage in the research process using scientific methods and to investigate research questions safely.

Learning Outcomes

Upon completion of this program, students will be able to:

- Make accurate field observations at outcrops, distinguishing those from interpretations, especially as relates to oceanographic phenomena.
- Apply the methods of scientific inquiry to investigate oceanographic phenomena.
- Synthesize ideas from physics, chemistry, biology, and geology to solve complex ocean-related problems
- Analyze and discuss scientific topics with rigor, including a skeptical evaluation of evidence.
- Evaluate the impacts of society on the ocean ecosystem.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Oceanography

Course . . . . . Units

Core courses:

OCAN 1 Oceanography 3.0
OCAN 1L Oceanography Lab 2.0
CHEM 101A General College Chemistry 6.0
MATH 110A Calculus I 5.0
MATH 110B Calculus II 5.0
PHYC 4A Classical Mechanics for Scientists and Engineers 3.0
PHYC 4AL Mechanics Laboratory for Scientists and Engineers 1.0
PHYC 4B Electromagnetism for Scientists and Engineers 3.0
PHYC 4BL Electromagnetism Laboratory for Scientists and Engineers 1.0

Choose one of the following courses:

CHEM 101B General College Chemistry 5.0
MATH 110C Calculus III 5.0

Choose one of the following course combinations:

GEOL 10 Physical Geology 3.0
and GEOL 10L Physical Geology Lab 2.0
BIO 100A General Biology 5.0
and BIO 100B General Biology 5.0

NOTE: Students who want to major in biological oceanography should take the BIO 100A + B option instead of geology.

Recommended additional activities:

Enroll in the Earth Sciences Club

Become part of the Earth Sciences Mentoring Program (see Department website for details).

Enroll in both the geology and biology classes as many transfer programs will require both.

Enroll in Math 110C

Enroll in a computer class, such as GEOG 110

Total: . . . . . 39.0 – 44.0

Certificate Curriculum

Geographic Information Systems (GIS) Certificate

Students will develop in-depth knowledge of the fundamental concepts and practice of Geographic Information Systems (GIS) and learn hands-on problem-solving skills doing real-world GIS application projects. Students will be able to apply this knowledge and hands-on skills to various fields including, but not limited to, planning, engineering, geography, criminology, real estate, biotech, public utilities, transportation, forestry, ecology, resource management, emergency response, business/marketing.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply GIS technology to evaluate real-world problems, and communicate the GIS project process and generate written and graphic medias at a professional level.
- Locate, assess, and retrieve spatial data and knowledge across the GIS technical community to design solutions for GIS projects.
- Distinguish from among the underlying theories of GIS technology (including projections and spatial databases) to effectively design appropriate solutions to project needs.

A minimum of two of the courses must be taken at City College of San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Geographic Information Systems (GIS)

Course	Units
Required courses:	
GEOG 110 Introduction to GIS	3.0
GEOG 111 GIS Analysis and Modeling	3.0
GEOG 112 GIS Software Technology	3.0
Total:	**9.0**

Announcement of Courses

General Information

The Earth Sciences Department offers day and evening courses that advance students toward degrees in both the natural and social sciences. Credit earned is transferable, and most courses satisfy specific graduation requirements at four-year universities. For more information, visit our website: ***www.ccsf.edu/Earth***.

Credit, Degree Applicable Courses:

Geography

GEOG 1. Physical Geography (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 186 or readiness for college-level English; MATH 30
An introduction to Earth's physical environment. Processes and patterns of weather and climate, climate change, the development of landforms, plant and animal distributions, and the interpretation of maps. Attention given to the physical environment and natural hazards of California and the Bay Area. UC and CSU transferable. UC/CSU
C-ID GEOG 110; C-ID GEOG 115 (GEOG1 + GEOG 1L)

GEOG 1L. Physical Geography Laboratory (1)
Lab-52.5, field trips
Coreq: GEOG 1
The study of weather and climate, tectonic processes, and landforms. Emphasis on the interpretation of weather maps, climate data, aerial photographs, and topographic maps. UC and CSU transferable. UC/CSU
C-ID GEOG 111; C-ID GEOG 115 (GEOG 1 + GEOG 1L)

GEOG 3. World Regional Geography (3)
Lec-52.5
A survey of the world's major geographic regions through their physical, cultural, demographic, political, and economic characteristics. This course emphasizes geographic factors related to demographic, environmental, and political transformations. UC/CSU
C-ID GEOG 125
Offered on occasion

GEOG 4. Cultural Geography (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to patterns in the contemporary human landscape. Topics include dynamics of population growth, migration, systems of agriculture, the legacy of colonialism, uneven economic development, the historical development and spread of religion and language. UC/CSU
C-ID GEOG 120
Offered Fall semesters

GEOG 7. Economic Geography (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to economic geography. Topics include patterns and processes of urbanization, industrialization, and the inter-linked global economy. Contemporary issues such as international business and changing patterns of manufacturing in the United States. UC/CSU
Offered Spring semesters

GEOG 31. Introduction to Environmental Science (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An examination of the scientific evidence informing our understanding of the causes and consequences of human impacts on the environment. Application of tools, principles, and quantitative reasoning from natural sciences, social sciences, and engineering and technology to study and evaluate sustainable solutions to environmental degradation and resource depletion. UC/CSU
GEOG 31= BIO 31= SUST 31

GEOG 31L. Environmental Science Laboratory (1)
Lab-52.5, field trips P/NP available
Prereq: Completion of or concurrent enrollment in: BIO 31 or GEOG 31 or SUST 31
An introduction to tools and techniques used by environmental scientists to investigate human impacts on the environment in lab and/or field settings. Application of qualitative and quantitative concepts and models to evaluate environmental problems and their proposed solutions. UC/CSU
BIO 31L= GEOG 31L=SUST 31L

GEOG 41A. Climate Change (1)
Lec-17.5
An introduction to the science of climate change. Topics include basic processes of weather and climate, methods for studying past and current climate, models for climate change projects, and natural and human-induced processes of climate change. UC/CSU
Offered on occasion

Geographic Information Systems

GEOG 110. Introduction to GIS (3)
Lec-43.75, Lab-26.25
Recommended Prep: CNIT 100
A primer course for GIS technology. History, structure, uses, and current trends of GIS, related fundamental concepts, basic query and

cartography operations using an industry-standard GIS software such as ESRI's ArcViewTM version 9 or ArcExplorerTM. UC/CSU
C-ID GEOG 155

GEOG 111. GIS Analysis and Modeling (3)
Lec-43.75, Lab-26.25
Prereq: GIS 110 or GEOG 110
Foundational course of GIS software. GIS database design, data collection, sophisticated analysis, 3D modeling, production of professional maps. Hands-on training using industry-standard GIS software by ESRI. Introduces Global Positioning Systems (GPS) as they relate to GIS. CSU
Offered Spring semesters

GEOG 112. GIS Software Technology (3)
Lec-43.75, Lab-26.25
Prereq: GEOG 110
Hands-on training in the advanced application of GIS technology. Modeling, linear referencing data model, software customization using ESRI's ModelBuilder™ platform and Python programming language, web GIS using Google Map™ and KML™ mash-up technology. CSU
Offered Fall semesters

Geology

GEOL 10. Physical Geology (3)
Lec-52.5
Recommended Prep: ((MATH 55 and MATH 60) or ET 108B)); ENGL 88 or ESL 188 or readiness for college-level English
Introduction to the basic concepts of physical geology, including Earth's origins and internal structure, plate tectonics, mountain building, earthquakes, minerals, rocks, volcanic processes, geologic time, weathering, erosion, coastal processes, landslides, streams, glaciers, and ice ages and natural resources. Emphasis on geologic features of western North America. UC/CSU
C-ID GEOL 100; C-ID GEOL 101 (GEOL 10 + GEOL 10L)

GEOL 10L. Physical Geology Lab (2)
Lec-17.5, Lab-52.5, field trips
Prereq: completion of or concurrent enrollment in GEOL 10
Recommended Prep: ((MATH 55 and MATH 60) or ET 108B)); completion of or concurrent enrollment in: ENGL 88 or ESL 188
Introduction to the materials of the Earth with emphasis on the identification and interpretation of common minerals and rocks (especially those common to California); interpretation of topographic, geologic, and structural maps; and analysis of plate tectonics processes. UC/CSU
C-ID GEOL 100L C-ID GEOL 101 (GEOL 10 + GEOL 10L)
One mandatory field trip. Transportation is NOT provided.

GEOL 11. Historical Geology (3)
Lec-52.5, field trips
Recommended Prep: ((MATH 55 and MATH 60) or ET 108A)) and ENGL 88 or ESL 188 or readiness for college-level English
The study of Earth's history and the methods and tools used in its interpretation. Includes topics such as the formation and growth of continents, the creation and destruction of ocean basins, and the evolution of life on Earth as represented by the fossil record. Emphasis on the geologic and life history of North America. UC/CSU
C-ID GEOL 110
Offered on occasion

GEOL 11L. Historical Geology Lab (1)
Lab-52.5, field trips
Prereq: Completion of or concurrent enrollment in GEOL 11
The laboratory component to an introduction to Earth's history and the life it supports. Subjects include geologic dating, plate tectonics, stratigraphy, fossils, biological evolution, the planet's origin and the processes that have influenced paleogeography during the past 4.6 billion years. UC/CSU
C-ID GEOL 110L
Offered on occasion

GEOL 21A. San Francisco Coastal Geology (.5)
Lec-3, Lab-17.5, field trips P/NP only
Field class that introduces students to geological processes at work along the San Francisco Pacific coastline, emphasizing scientific field work, coastal erosion, human interactions with the coastline, sand formation and migration, and geologic history of the coastline. Field work requires hiking across uneven terrain and up and down hills. CSU
Offered on occasion

GEOL 21B. San Francisco Geology (.5)
Lec-3, Lab-17.5, field trips P/NP only
Field class that introduces students to geological processes at work in the city of San Francisco, emphasizing scientific field work surface and rock types, topographic features and their formation, geologic hazards, and geologic history. Field work requires hiking across uneven terrain and up and down hills. CSU
Offered on occasion

GEOL 21C. The San Andreas Fault System (.5)
Lec-3, Lab-17.5, field trips P/NP only
Field class that introduces students to geological processes at work within the San Andreas fault system, emphasizing scientific field work, the physical, biological, and historical impacts of earthquakes, fault formation and evolution, and geologic history of local faults. Field work requires hiking across uneven terrain and up and down hills. CSU
Offered on occasion

GEOL 30. Environmental Geology (3)
Lec-52.5, field trips
Recommended Prep: (MATH 55 and MATH 60) or ET 108A
Completion of or concurrent enrollment in: ENGL 88 or ESL 188 or readiness for college-level English
The scientific study of human interaction with Earth's near-surface environment. Topics include hazardous Earth processes, natural resources, climate and climate change, and the impacts of human population growth and pollution on environmental sustainability. UC/CSU
C-ID GEOL 130; C-ID GEOL 131 (GEOL 30 + GEOL 30L)
Offered on occasion

GEOL 30L. Environmental Geology Lab (1)
Lab-52.5, field trips
Prereq: Completion of or concurrent enrollment in: GEOL 30
An introduction to the fundamentals of Environmental Geology through laboratory work in hazards and resource assessment, regional planning as relates to these assessments, and the nature and dynamics of human interactions with Earth's near-surface environment (hydrosphere, atmosphere, soil systems and land forms). UC/CSU
C-ID GEOL 130L; C-ID GEOL 131 (GEOL 30 + GEOL 30L)
Offered on occasion

GEOL 91. Geoscience Work Experience (.5-3)
Work-30-225 P/NP available
max. credit: 9 units
Internship in geoscience-related settings (such as laboratory, museum, park, geotechnical firm, government agency, or CCSF department) under the supervision of a qualified professional. The student will need to arrange the internship and then contact the department to enroll

in this class. Suggestions and strategies are on the CCSF Earth Science website. CSU

Oceanography

OCAN 1. Oceanography (3)
Lec-52.5, field trips
Recommended Prep: ((MATH 55 and MATH 60) or ET 108A); completion of or concurrent enrollment in: ENGL 88 or ESL 188
Introduction to the major physical, biological, chemical, and geological processes at work in the oceans. Covers the formation and evolution of the oceans through Earth's history and the dynamics and interactions of currents, coastal processes, climate, seawater chemistry and physics, marine ecosystems, and society. UC/CSU

OCAN 1L. Oceanography Lab (2)
Lec-17.5, Lab-52.5, field trips
Prereq: completion of or concurrent enrollment in: OCAN 1
Recommended Prep: ((MATH 55 and MATH 60) or ET 108B)); completion of or concurrent enrollment in: ENGL 88 or ESL 188
Introduction to the physical, biological, chemical, and geological processes at work in the oceans with emphasis on measuring and analyzing data pertaining to San Francisco Bay and the Pacific Coast including the interactions of seafloor features, weather systems, currents, tides, swell, coastal processes, seawater chemistry and physics, and biological communities. UC/CSU
One mandatory field trip. Transportation is NOT provided.

Physical Science

Credit, Degree Applicable Course:

P SC 11. Conceptual Physical Science (3)
Lec-52.5, Lab-17.5, field trips
Recommended Prep: MATH 40 and ENGL 88 or ESL 188 or readiness for college-level English
An overview of the physical sciences: physics, chemistry, Earth science and astronomy. Content is taught at a conceptual level using basic math such as ratios, square roots, scientific notation, graph interpretation, slope and simple algebra. Intended for non-science majors looking for a broad understanding of the physical universe. UC/CSU
Not recommended to students who have completed a college-level course in physics, physical science, chemistry, geology,or astronomy with a final grade of "C" or higher.

P SC 11L. Physical Science Laboratory (1)
Lab-52.5
Prereq: Completion of or concurrent enrollment in: P SC 11
Recommended Prep: MATH 40
Physical Science laboratory integrates concepts from physics, chemistry, earth science and astronomy. Data collection, critical thinking, and laboratory skills are emphasized. UC/CSU

Economics

Office: Batmale 656
Phone Number: (415) 239-3330
Web Site: www.ccsf.edu/socialsci

Announcement of Curricula

Degree Curricula

Economics Major (AA-T)

The AA-T in Economics offers students a comprehensive lower division program in economics. The AA-T prepares students who wish to transfer and pursue a baccalaureate degree in Economics, particularly at California State University campuses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify, analyze, apply, and evaluate basic economic concepts, principles, and methods.
- Identify and analyze important economic problems and issues, and identify, analyze, apply, compare, and evaluate important economic models and theories and relevant policy alternatives.
- Describe and analyze U.S. economic development and important economic institutions in social, cultural, political, and international contexts, including areas such as race, ethnicity, gender, and sexual orientation, and identify, analyze, apply, and evaluate alternative theories and related policy recommendations.
- Identify, analyze, apply, and evaluate the economic concepts, principles and alternative economic theories of the nature and development of international economic relations, including international trade and finance, considering important institutions and policies affecting international trade and finance.
- Identify, develop, apply, and interpret the important concepts and methods of descriptive and inferential statistics relevant for economics, the other social sciences, and statistical analysis in general.
- Meet the requirements for transfer to pursue a baccalaureate degree in Economics, particularly at the California State University campuses.

Degree Requirements: Students who wish to earn the Associate in Arts in Economics for Transfer (AAT) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Economics

Course	Units
Required courses:	
ECON 1 Principles of Macroeconomics	3.0
ECON 3 Principles of Microeconomics	3.0
Choose one of the following Statistics options:	
ECON 5 Introductory Statistics for Economics, Business and Social Sciences *	5.0
MATH 80 Probability and Statistics	5.0
PSYC 5 Statistics for Behavioral Sciences	5.0

* ECON 5 is recommended.

Choose one of the following Calculus options:	
MATH 110A Calculus I*	5.0
MATH 100A Short Calculus I	3.0

* Students intending to pursue graduate study in Economics are encouraged to take MATH 110A, MATH 110B, MATH 110C, MATH 115, and MATH 120 and 125 or MATH 130.

Choose ONE of the following elective courses (List A):	
MATH 110B Calculus II	5.0
ACCT 1 Financial Accounting	5.0
ACCT 2 Managerial Accounting	5.0

Choose ONE of the following elective courses (List B):
ECON 6 International Economics 3.0
ECON 15 Political Economy 3.0
ECON 20 LGBT Economics 3.0
ECON 25 Women in the Economy 3.0
ECON 30 Economics of the African American Community 3.0
Total: . . . . . 22.0 – 24.0

Announcement of Courses

(See also courses in "Business Administration" and "Business.")

Credit, Degree Applicable Courses:

ECON 1. Principles of Macroeconomics (3)
Lec-52.5 P/NP available
Prereq: MATH 40 or equivalent
General principles, terminology, and methodology of economics with emphasis on macroeconomics. Economic organization and institutions, markets, national income analysis, business cycles, models of aggregate economic analysis, macroeconomic equilibrium, money and banking, fiscal and monetary policy, economic growth, fundamentals of international economics. UC/CSU
C-ID ECON 202
Students who met the prerequisite with a course taken other than at CCSF may verify this on the first day of class

ECON 3. Principles of Microeconomics (3)
Lec-52.5 P/NP available
Prereq: MATH 40 or equivalent
General principles and terminology of economics, with emphasis on microeconomics. Supply and demand theory, utility, elasticity, production, costs, revenues, market structures, income distribution, market failures and government policy, and international trade. UC/CSU
C-ID ECON 201

ECON 5. Introductory Statistics for Economics, Business and Social Sciences (5)
Lec-87.5 P/NP available
Prereq: MATH 60 or MATH 92 or (placement into MATH 80+80S or higher or other demonstration of MATH 60 or 92 skills)
Application of statistical methods and interpretation of statistical findings to facilitate decision-making in Economics, Business, Political Science and other Social Sciences. Data sources, types and interpretation; descriptive statistics; probability theory; discrete and continuous probability distributions; sampling distributions; confidence intervals; hypothesis tests; nonparametric statistics; simple linear regression analysis; computer-based statistical analysis. UC/CSU
C-ID MATH 110
Students transferring to UC can only transfer one of Econ 5, Math 80, Psych 5, and LALS 5 for credit.

ECON 6. International Economics (3)
Lec-52.5
Introduction to the general principles, terminology, and methods of international economics, with emphasis on international trade. Examine several alternative models of international trade as well as foreign exchange markets, currency/financial crisis, globalization, unfair trade practices, regional integration, and the impact of trade on economic growth. UC/CSU

ECON 15. Political Economy (3)
Lec-52.5 P/NP available
Integrates economic analysis with the institutional and political structure of society. Basic principles, terminology and methods of political economy; alternative theories of economic growth and instability, income determination and poverty, consumerism and the role of class, race and gender in modern globalized economic systems; alternatives to the free market. UC/CSU
Offered on occasion

ECON 20. LGBT Economics (3)
Lec-52.5 P/NP available
LGBT economic roles in the U.S. and world economies, including varying experiences of sexual minorities by class, race, gender and ethnicity. This course is designed to introduce the principles of economic analysis in the study of the roles of LGBT people in American and world cultures. Examines markets and government policies for heteronormative biases; role of homophobia and sexism in economic inequality and discrimination for LGBT people and those out of the gender binary; public policy regarding LGBT people's work and incomes. UC/CSU
Offered on occasion

ECON 22. Introduction to Environmental Economics (3)
Lec-52.5 P/NP available
An introduction to environmental studies emphasizing the interplay of ecology, economics, ethics, and public policy. Topics include market failure as causes of environmental degradation; ecological sustainability; and incentive-based economics policies for resolving problems of resource scarcity and environmental pollution. CSU

ECON 25. Women in the Economy (3)
Lec-52.5 to 52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Women's roles in the U.S. economy, including varying experiences related to race, ethnicity, sexuality, and class. Women's occupations and earnings; unpaid household activities; experiences of women from three American cultures; related public policy. Applies and contrasts mainstream economic and political economy theories of gender inequality. UC/CSU
Offered on occasion

ECON 30. Economics of the African American Community (3)
Lec-52.5 P/NP available
An introduction to the principles of Black political economy. Topics will include: Black employment, employment discrimination, Black capitalism, the Black underclass, homelessness, and community economic development. The empirical link between race, class and income distribution will also be examined. UC/CSU

Engineering and Technology

Office: Science 148
Phone Number: (415) 239-3505
Web Site: www.ccsf.edu/engtech

Announcement of Curricula

General Information

Engineering and industrial practice in the United States is based to a considerable extent on the team concept. Engineers, scientists, experts in management and production, and others coordinate their work with that of technicians, craftspersons, and workers with varying degrees

of skill in order to complete particular projects. To meet the varying needs of students and industry, the Engineering and Technology Department at City College of San Francisco offers an Engineering Program along with two Engineering Technology programs to train technicians. The programs are designed so that students may satisfy the requirements for graduation from the College and receive a degree of Associate in Science. In addition, the Engineering Technology programs provide a good foundation for transfer to a bachelor degree program in engineering technology or industrial technology.

Courses in the Engineering Department are identified according to the following headings: Computer Aided Drafting (CAD), Electronics (ELEC), Engineering (ENGN), Engineering Technology (ET), Welding (WELD), and Geographic Information System (GIS).

Engineering Major (AS)

The Associate in Science Degree in Engineering offers students the skills to design functional products and systems based on a foundation formed from engineering, physical science, and mathematics coursework. Graduates generally transfer to four-year institutions as juniors where they can major in a variety of engineering disciplines: computer, electrical, electronics, mechanical, civil, industrial, chemical, or manufacturing. Others seek employment as engineering technicians or technologists.

Engineering students on the transfer track are encouraged to complete additional general education college requirements so they may earn the AS in Engineering as they transfer to a four-year institution.

The degree program is based upon the recommendation of the Engineering Liaison Committee which represents the University of California, California State Universities, private universities, and community college engineering schools and departments.

Learning Outcomes

Upon completion of this program, students will be able to:

- Employ problem solving skills in basic engineering, physics, and chemistry topics.
- Calculate math skills through differential equations.
- Develop engineering analyses, reports and presentations using applicable software.
- Analyze and interpret general scientific and engineering information.
- Design experiments and numerical simulations.

Consult the catalog for specific requirements and courses available to satisfy the graduation requirements for the Associate in Science Degree. So as to not duplicate course work, it is recommended that you try to satisfy the requirements of your targeted transfer institution(s) as well as those of City College.

If you wish to substitute another class because of specific requirements of your targeted transfer institution(s) you will attend, consult with an Engineering Department Advisor.

NOTE: Four-year universities may have additional course requirements for completion of lower division. Consult the Transfer Center or an Engineering Advisor for additional information. Other technical courses that typically transfer in engineering include CHEM 101B; ENGN 24, 36, 37, 45; MATH 115, 120, 130; PHYC 4D and 4DL.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Engineering

Course	Units
Recommended First Semester:	
ENGN 10A Introduction to Engineering: The Profession	2.0
ENGN 10B Introduction to Engineering: Software Tools and Design	2.0
MATH 110A Calculus I	5.0
Choose one of the following Chemistry courses:	
CHEM 101A General College Chemistry	6.0
CHEM 103A General Chemistry for Engineering	5.0
Subsequent Semesters Additional Major Requirements	
ENGN 20 Introduction to Circuit Analysis	3.0
ENGN 20L Introduction to Circuit Analysis Laboratory	1.0
ENGN 38 Introduction to Programming Concepts and Methodologies for Engineers	3.0
MATH 110B Calculus II	5.0
MATH 110C Calculus III	5.0
MATH 125 Differential Equations.	3.0
PHYC 4A Classical Mechanics for Scientists and Engineers	3.0
PHYC 4AL Mechanics Laboratory for Scientists and Engineers	1.0
PHYC 4B Electromagnetism for Scientists and Engineers	3.0
PHYC 4BL Electromagnetism Laboratory for Scientists and Engineers	1.0
PHYC 4C Waves and Thermodynmaics for Scientists and Engineers	3.0
PHYC 4CL Waves and Thermodynamics Laboratory for Scientists and Engineers	1.0
Total:	**46.0 – 47.0**

Biotechnology Major (AS)

The Biotechnology Program, of the Engineering and Technology Department, offers students specialized training for employment as bio-technicians engaged in research and development, and a variety of biomanufacturing disciplines. All students in this field of study complete the required core courses. Specialization is offered from the second through the fourth semester course work and will lead to a certificate of accomplishment concurrently. The program advisers work closely with each student to assure normal progress. Upon successful completion of the curriculum, students receive the Associate in Science degree with Biotechnology as the Major.

Explore careers in biotechnology here: https://www.biotech-careers.org

Training in the Major. The Biotechnology major focuses on hands-on skills need to work in the biotechnology industry. In addition to training in basic chemistry and biology, and molecular and cell biology, students are trained in a variety of current biotechnology techniques. Students have the option of doing an internship, along with career development training tailored to the biotechnology industry.

Employment. Students who complete the curriculum satisfactorily are qualified for positions in quality control, research and development, and biomanufacturing technicians in research labs and biotechnology companies.

Four-year Degree Preparation. The Biotechnology AS degree prepares students to transfer to the Bachelor of Science in Biomanufacturing programs at Solano and Mira Costa Community Colleges. Students who wish to transfer to a biology program at UC/CSU can apply some

transfer-level chemistry and biology courses toward the Biotechnology AS degree. UC/CSU transfer students will need to take additional courses after completion of the Biotechnology AS degree. The Biotechnology AS degree articulates with the Biotechnology program at Northeastern University. Contact the Biotechnology Program Coordinator for more information about transferring to UC/CSU and the articulation agreement with Northeastern University.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create an accurate record of laboratory work, and use effective written and oral skills to communicate results and analyses of experiments.
- Design, perform, and analyze experiments on nucleic acids, proteins, and cell physiology.
- Explain basic molecular and cell biology principles as they relate to biotechnology.
- Use principles of good laboratory etiquette and professionalism to work effectively in the biotechnology industry.
- Evaluate how ethical concerns influence the biotechnology industry.

Assuming a student starts this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Biotechnology

Course . . . . . Units

Required Math courses:

BTEC 108A Practical Mathematics for Laboratory Science* 3.0
ET 108B Practical Mathematics II* 3.0

* BTEC 108A can be replaced with an equivalent or more advanced math course.

* ET108B can be replaced by an equivalent or more advanced math course.

Choose one of the following required Biology courses:

BIO 11 The Science of Living Organisms 4.0
BIO 100A General Biology 5.0

Choose one of the following required Chemistry courses:

CHEM 32 Introduction to Medical Chemistry 4.0
CHEM 101A General College Chemistry 6.0

Choose one of the following communication courses:

BTEC 107 Language Skills for Technicians 3.0
CMST 6 Workplace Communication 3.0
CMST 1A Elements of Public Speaking 3.0

Choose 24 units from the following Technical Elective courses:

BTEC 5 Briefings in Biotechnology 1.0
BTEC 10 Research Skills for Career Opportunities in Biology 2.0
BTEC 12A GLP and GMP Principles 1.0
BTEC 14A Biotechnology Laboratory Techniques 2.0
BTEC 14B Biotechnology Internship Support 4.0
BTEC 15 Career Exploration in Bioscience 2.0
BTEC 21A Mammalian Cell Culture 2.0
BTEC 21B Fluorescent Cell Technology 2.0
BTEC 21C Stem Cell Technology 3.0
BTEC 22 Enzyme Linked Immunosorbent Assay (ELISA) 1.0
BTEC 23 Western Blotting Techniques 1.0
BTEC 24 Introduction to PCR. 1.0
BTEC 25 Analytical PCR Technology 1.0
BTEC 93 Biotechnology Work experience. 1.0
BTEC 103 Protein Purification. 2.0
BTEC 115 Recombinant DNA Biotechnology 5.0
BTEC 120 Cell Biotechnology 5.0
CHEM 101B General College Chemistry 5.0
BIO 100B General Biology 5.0

Total: . . . . . 41.0 – 44.0

Engineering Technology Program

General Information

In the Engineering Technology Programs, City College trains students for employment as engineering technicians - persons who work with or under the directions of engineers and perform duties requiring a combination of the theoretical knowledge of an engineer and some of the skills of a craftsman.

The College offers two-year curricula in engineering technology in two fields: Electronics Engineering Technology and Mechanical Engineering Technology. The curricula in these fields comprise the Engineering Technology Programs. Students should be aware that any change in major, such as a change from one technical curriculum to another or from one program to another, requires additional time for the completion of their revised educational objectives.

Prerequisites. High school prerequisites are one-year courses in elementary and advanced algebra, geometry, trigonometry, mechanical drawing, and physics. A one-year course in high school chemistry is highly recommended for students intending to transfer to a bachelor degree program in Engineering Technology. Students who have not completed the required high school courses may take them at City College of San Francisco.

Students should possess a minimum level of competency in English communication skills. The completion of English as a Second Language 79 is recommended.

Broad Preparation for Employment. Because emphasis in the Program is on both fundamental engineering theory and basic industrial practices, graduates may qualify for employment in many fields: CAD operator, production planning and control, manufacturing, testing, inspection, sales, installation, maintenance, or servicing.

Each curriculum in engineering technology includes courses in subjects common to all branches of engineering. In general, these subjects include the following: graphics, mathematics, orientation to engineering, and physics. Through this related study, students obtain a better understanding of the work in their majors and develop a broad technical background.

General Education. The curricula also include instruction in general education so that students may satisfy the College graduation requirements in this area.

Associate in Science Degree and Major. The Engineering Technology Program is designed so that students may satisfy the requirements for graduation from the College. Students who satisfy these requirements and complete any of the curricula with final grades of C or higher in their major technical courses also receive the Associate in Science degree in Electronic Engineering Techno-logy or Mechanical Engineering Technology. The Major may be considered a recommendation by the faculty of the Engineering and Technology Department which, in conjunction with the Career Development and Placement Center, will aid the graduate in finding a position.

Transfer to Other Colleges and Universities. Students in the Engineering Technology Programs may either enter industry upon

graduation or transfer to a four-year institution to earn a bachelor's degree in engineering technology. Several campuses of the California State University such as the Sacramento, Long Beach, and Pomona campuses, as well as private institutions, such as DeVry University, offer graduates this opportunity. Engineering Technology students may also choose to transfer to a bachelor degree program in industrial technology offered at several campuses of the California State University, such as the San Francisco, San Jose, Fresno, and Chico campuses. The time required for completion of curricula open to graduates at these schools is normally two additional years. Students who intend to transfer should consult their advisers and the section in this catalog entitled "Transfer Information."

Common Core. All students in Engineering Technology initially enroll in common core courses.

Electronic Engineering Technology Major (AS)

The Major in Electronic Engineering Technology offers students training for employment in industries utilizing analog and digital systems, microprocessors, and communication electronics. The major is designed to be a two-year course of study in which students work closely with Engineering and Electronics faculty to develop the skills needed for work in the electronics industry. Upon successful completion of the curriculum, students receive the Associate in Science Degree in Electronic Engineering Technology.

Training in the first year is designed to provide students with a sound working knowledge of the theory of direct-and alternating-current circuits (common to both electrical and electronic applications). Students also study the basic principles of amplifiers, solid-state devices, digital techniques, circuits, and systems. In the second year, the student completes courses in advanced electronics; including microprocessors, communication systems (i.e. radios), and non-sinusoidal circuits.

Students who complete the curriculum satisfactorily are qualified for positions as technicians engaged in research and development, manufacturing, testing, installing, and maintaining electronic equipment. Graduates may advance after obtaining experience and further training to become production supervisors, sales engineers, field engineers, and test engineers.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply current technology to emerging applications of mathematics, science, and engineering.
- Employ circuit analysis and design, associated software, analog and digital electronics, and microcomputers to problem solving in an electronic systems technology environment.
- Apply knowledge of physics and hands-on competence to electronics circuits in a rigorous mathematical environment.
- Communicate digital and analog circuit designs effectively in a group environment.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Electronic Engineering Technology

Course . . . . . Units

Required courses (recommended to be completed in First Semester):

ENGN 10A Introduction to Engineering: The Profession 2.0
ET 50 Technical Mathematics 4.0
ET 104 Introduction to Engineering Drawing and Manufacturing 2.0
ELEC 101 Electronics I: Essentials of Electronics Measurements and Passive Circuits 2.5
PHYC 2A Introductory Physics 3.0
PHYC 2AL Introductory Physics Laboratory 1.0

Required specialization courses:

PHYC 2B Introductory Physics 3.0
PHYC 2BL Introductory Physics Laboratory 1.0
MATH 100A Short Calculus I 3.0
CMST 12 Fundamentals of Oral Communication 3.0
ELEC 102A Electronics II: Active Analog Circuits and Practical Applications 2.5
ELEC 102B Electronics II: Digital Circuits and Practical Applications 2.5
ELEC 103A Electronics III: Analog Circuits and Practical Applications 2.5
ELEC 103B Electronics III: Digital Circuit Interfaces and Programming 2.5
ELEC 104A Electronics IV: Wireless Analog and Digital Communication Systems 2.5
ELEC 104B Electronics IV: Microcontroller Interfaces and Programming 2.5

Choose 4 units of Technical Electives:

Choose Technical Electives from Engineering (ENGN) and/or Computer Networking and Information Technology (CNIT) courses. Please consult an engineering advisor to ensure your choices match your academic goals. You may request to substitute courses not on the above list if you get approval of an engineering advisor. These could include mechanical courses, engineering courses, or courses in other departments 4.0

Total: 43.5

Mechanical Engineering Technology Major (AS)

The Major in Mechanical Engineering Technology offers students specialized training for employment as engineering technicians engaged in research, design, operation, maintenance, testing, or sales. The major is designed to be a two-year course of study in which students work closely with Engineering and Engineering Technology faculty to develop the skills needed for work in various engineering related industries. Specialization options are offered from the second through the fourth semester. Upon successful completion of the curriculum, students receive the Associate in Science Degree in Mechanical Engineering Technology.

Training in the first year is designed to provide students with a sound working knowledge of the principles of engineering drawing, applied mathematics, electrical circuits, physics, manufacturing methods, and computers. In the second year, students have the option to focus on computer aided design (CAD), advanced manufacturing (CAM), heating ventilation and air-conditioning (HVAC), or engineered plumbing systems.

Students who complete the curriculum satisfactorily are qualified for positions such as an estimator-designer, assistant operating engineer, mechanical or research technician, or junior test engineer. Graduates may advance after obtaining experience and further training to become production supervisors, sales engineers, field engineers, and test engineers.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply and adapt current knowledge to emerging applications of mathematics, science, engineering and technology.

- Perform technical calculations and solve technical problems commonly encountered in mechanical engineering technology careers.
- Function competently in a laboratory environment; making measurements safely operating technical equipment, critically analyzing and interpreting experimental results, and properly reporting on experimental results, including their potential for improvement.
- Identify, analyze, formulate and solve technical engineering problems by applying modern tools, including scientific calculators, computers, and appropriate software.
- Apply technical and communication skills to work effectively in a group environment.

Students must complete each course with a grade of "C" or higher in order to be awarded the Associate in Science Degree in Mechanical Engineering Technology.

In almost all cases, more advanced physics, mathematics, or technical courses covering the same areas can be substituted for the required courses listed. This is ideal if you are on the transfer path and would also like to earn an AS Degree. Please contact the Department Chair to evaluate any substitutions.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Mechanical Engineering Technology

Course . . . . . Units

Required core courses:

ENGN 10A Introduction to Engineering: The Profession 2.0
ET 50 Technical Mathematics 4.0
ET 104 Introduction to Engineering Drawing and Manufacturing 2.0
ELEC 101 Electronics I: Essentials of Electronics Measurements and Passive Circuits 2.5
PHYC 2A Introductory Physics 3.0
PHYC 2AL Introductory Physics Laboratory 1.0
PHYC 2B Introductory Physics 3.0
PHYC 2BL Introductory Physics Laboratory 1.0

Choose one of the following Speech options:

CMST 12 Fundamentals of Oral Communication 3.0
CMST 4 Group Communication 3.0

Choose one of the following concentration OPTIONS:
OPTION 1: Computer Aided Drafting
REQUIRED COURSES:

CAD 180 Introduction to Technical Drawing 1.0
CAD 181 Introduction to Computer Aided Drafting CAD I 2.5
CAD 182 Engineering Detailing in Revit 2.5
CAD 184 Structural Building Information Modeling (BIM) in Revit 2.5
CAD 190 Part Modeling in SolidWorks 2.5
CAD 99A 3D Printing & Solid Modeling 1.0
CAD 99B Advanced AutoCAD Techniques 1.0

OPTION 2: HVACR and Engineered Plumbing Systems
REQUIRED COURSES:

ET 130 Applied Fluid Mechanics for Mechanical Engineering Technology 3.0
ET 136A HVAC System Fundamentals 2.0
ET 136B Fundamentals of Air Conditioning and Refrigeration 2.0
ET 139A Engineering Plumbing Systems 3.0
ET 139B Plumbing System Design Fundamentals 3.0
CAD 187 Mechanical, Electrical, and Plumbing (MEP) Building Information Modeling (BIM) in Revit 2.5

ELECTIVES -- choose 3 units from the following courses:

ENGN 24 Engineering Design Graphics 3.0
ENGN 38 Introduction to Programming Concepts and Methodologies for Engineers 3.0
WELD 140 Manufacturing Processes 3.0

Up to 3 units of course work can be taken from courses not on the above technical elective list with approval of an engineering advisor. These could include electronics courses, engineering courses or courses in other departments.

Total: . . . . . .34.5 – 40.0

Engineering-Related Occupations

Certificate Curricula

General Information

The Certificate Programs in Engineering-Related Occupations consists of several programs of study: the Certificate Curriculum in Air-Conditioning and Refrigeration, the Certificate Curriculum in Biomanufacturing, the Certificate Curriculum in Biotechnology, the Certificate Curriculum in Stem Cell Technology, the Certificate Curriculum in Drafting, the Certificate Curriculum in Electronics, and the Certificate Curriculum in Engineering Plumbing Systems. For further information, contact the Engineering and Technology Department office, Science Hall, Room 148.

Admission. Enrollment in these curricula is open to those who:

1. Want to add to their knowledge of and skills in engineering-related occupations, and
2. Want to improve their competence in these fields in order to prepare for advancement. Students are required to satisfy prerequisites before admission in certain courses in the curricula; however, instructors will accept equivalent experience in lieu of various prerequisites.

Application for Certificate. To apply for a certificate in one of the curricula below, contact the Engineering and Technology Department office, Science Hall, Room 148, phone (415) 239-3505.

Heating, Ventilation, Air-Conditioning and Refrigeration Certificate

The Heating, Ventilation, Air Conditioning and Refrigeration (HVACR) program at City College of San Francisco offers instruction, theory, and training in design and repair of HVACR equipment. The program combines theory with practical hands-on training designed to simulate the work environment and skills needed to excel in this challenging field. The program prepares students for employment in the field and provides an opportunity for currently employed personnel to achieve a level of HVACR certification.

Students completing the program will be qualified for employment as HVACR installers, mechanics and technicians.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate a strong understanding about thermodynamic properties of the steam tables; dry air and psychrometric processes involved in air-conditioning cooling and heating systems.
- Calculate air-conditioning cooling and heating load calculations.

- Estimate fan horsepower from airflow quality and pressure drop for ductwork systems and water horsepower from water from through pipes.
- Demonstrate the skills of selecting proper air conditioning units, refrigeration components, equipment and pipe sizes for fluid systems in buildings.
- Verify safety devices, record data in logs, and identify any potential problems.

Students may obtain the Certificate of Accomplishment in Heating, Ventilation, Air-Conditioning & Refrigeration by completing the following courses with a grade of "C" or higher. At the start, ET130 should be taken, followed by or concurrent with ET136A, ET136B, and CAD187. Students who have completed ET 135A, B, or C under the previous program will have their coursework honored and should speak to the instructor or department chair to determine the best course of academic study.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Accomplishment in Heating, Ventilation, Air-Conditioning and Refrigeration

Course	Units
Required courses:	
ET 130 Applied Fluid Mechanics for Mechanical Engineering Technology	3.0
ET 136A HVAC System Fundamentals.	2.0
ET 136B Fundamentals of Air Conditioning and Refrigeration	2.0
CAD 187 Mechanical, Electrical, and Plumbing (MEP) Building Information Modeling (BIM) in Revit	2.5
Total:	**9.5**

Biotechnology Certificate

The biotechnology certificate program is designed to prepare students to work in a research lab or biotech company as a technician in research and development, or manufacturing of biotechnology reagents. This program is designed for students who have a strong grasp of algebra, biology, and chemistry from previous college coursework. The Bridge to Bioscience provides the needed training to start in the Biotechnology Certificate Program.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create an accurate record of laboratory work, and communicate results and analysis of experiments.
- Design and analyze basic experiments on nucleic acids, proteins, and cell physiology.
- Perform experiments using industry standard techniques to analyze nucleic acids, proteins, and cell physiology.
- Summarize current scientific and ethical concepts in biotechnology.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Biotechnology

Course	Units
Required courses:	
BTEC 21A Mammalian Cell Culture	2.0
BTEC 22 Enzyme Linked Immunosorbent Assay (ELISA)	1.0
BTEC 24 Introduction to PCR.	1.0
BTEC 25 Analytical PCR Technology	1.0
BTEC 115 Recombinant DNA Biotechnology	5.0
BTEC 120 Cell Biotechnology	5.0
Total:	**15.0**

Biotechnology Lab Assistant Certificate

The biotech industry has grown tremendously over the past several years. This growth has generated an increasing number of interesting and challenging entry-level jobs. There is now a large demand for workers who are qualified for these positions. This certificate program is designed to give a rigorous and engaging introduction to the biosciences while strengthening the math and language skills needed for success in these entry level positions. The Biotechnology Lab Assistant Certificate will prepare students for jobs as media prep technicians, laboratory aids or laboratory safety monitors. No previous experience or coursework in science is necessary for entry into the Program. Students will gain valuable work experience in an internship in a bioscience laboratory.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform basic mathematical calculations commonly used in the biosciences.
- Execute laboratory techniques commonly used in the biotechnology industry and other biosciences.
- Apply knowledge of cGMP (current Good Manufacturing Practices) and GLP (Good Laboratory Practices) to complete work in a regulated biotechnology operation.
- Follow laboratory protocols and verbal instructions to perform common techniques in a bioscience laboratory.
- Demonstrate strong job search skills for jobs in the bioscience industry.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Biotechnology Lab Assistant

Course	Units
Required courses	
BTEC 10 Research Skills for Career Opportunities in Biology	2.0
BTEC 107 Language Skills for Technicians	3.0
BTEC 108A Practical Mathematics for Laboratory Science	3.0
BTEC 12A GLP and GMP Principles	1.0
BTEC 14A Biotechnology Laboratory Techniques	2.0
BTEC 14B Biotechnology Internship Support	4.0
Total:	**15.0**

Stem Cell Technology Certificate

Students in the Stem Cell Technology certificate program will be prepared to work at a biotech company or an academic research lab as a technician in mammalian cell culture or adult and embryonic stem cell culture.

Learning Outcomes

Upon completion of this program, students will be able to:

- Utilize proper aseptic technique in laminar flow hood and laboratory bench.

- Apply skills in culturing and maintaining mammalian cells including stem cells.
- Formulate and apply knowledge of fluorescent markers and stains in cell biology research.
- Evaluate and apply methods of quantifying and analyzing cellular proteins and nucleic acids.
- Apply knowledge of industry regulations and processes.

The Stem Cell Technology certificate is designed for students that have a strong grasp of algebra, biology, and chemistry from precious academic or work experience. The following courses (or the equivalent) are strongly recommended: One semester of elementary algebra or completion of a higher level math class, two semesters of general chemistry and one semester of general biology.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Accomplishment in Stem Cell Technology

Course	Units
Required courses:	
BTEC 21A Mammalian Cell Culture	2.0
BTEC 21B Fluorescent Cell Technology	2.0
BTEC 21C Stem Cell Technology	3.0
BTEC 12A GLP and GMP Principles	1.0
Choose at least 2 units of the following course or course combinations:	
BTEC 115 Recombinant DNA Biotechnology	5.0
BTEC 24 Introduction to PCR	1.0
and BTEC 25 Analytical PCR Technology	1.0
Choose at least 2 units from the following course or course combinations:	
BTEC 120 Cell Biotechnology	5.0
BTEC 22 Enzyme Linked Immunosorbent Assay (ELISA)	1.0
and BTEC 23 Western Blotting Techniques	1.0
Recommended additional coursework:	
BTEC 5 Briefings in Biotechnology	1.0
Total:	**12.0**

Engineered Plumbing Systems Certificate

This certificate includes instruction in the design and sizing of a wide variety of plumbing systems and the application of basic fluid flow principles. These skills are necessary in the design of domestic water, rainwater, sanitary drainage, fire protection, fuel gas, compressed air, hydronic and steam heating systems. Students completing this certificate program will be qualified to work alongside engineers as a plumbing systems designer.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply basic principles of plumbing systems to the design of drain, waste, vent, hot water, cold water and fuel gas systems.
- Interpret plumbing codes and regulations and apply the codes in a practical way.
- Calculate system and equipment sizes based on engineering principles for plumbing systems, including building utilities, medical gas, compressed air, decorative pools, swimming pools water treatment, waste water treatment, automatic fire sprinklers.
- Propose solutions to problems dealing with basic principles of fluid flow, including the general energy equation, friction losses, pressure on submerged surfaces, buoyant forces, flow measurement, pump and fan performance characteristics and flow of real fluids in open and closed conduits.
- Employ standard practices in fire protection system design.

Students may obtain the Certificate of Accomplishment in Engineered Plumbing Systems by completing the following courses with a grade of "C" or higher. ET130, ET139A, ET139B, and CAD187 may be taken in any order. Students who have completed ET 139C under the previous program should speak to the instructor or department chair to determine the best course of academic study. Students with previous experience in this field may petition to waive or substitute requirements as approved the Department Chair.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Accomplishment in Engineered Plumbing Systems

Course	Units
Required courses:	
ET 130 Applied Fluid Mechanics for Mechanical Engineering Technology	3.0
ET 139A Engineering Plumbing Systems	3.0
ET 139B Plumbing System Design Fundamentals	3.0
CAD 187 Mechanical, Electrical, and Plumbing (MEP) Building Information Modeling (BIM) in Revit	2.5
Total:	**11.5**

Machining Technology Level I Certificate

Machining technology programs prepare graduates for careers in manufacturing industries. Topics include detailed drawing (electrical, electronic, and mechanical) blueprint reading, hands-on set up, machine tools, and machine shop operations with emphasis on lathes, horizontal and vertical milling machines.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply basic measuring tools (steel rules, vernier calipers, and micrometers), layout tools, and hand tools.
- Comply with current machine shop safety and environmental regulations.
- Perform basic operations using manual mills, lathes, and drill presses in accordance with industry recognized and accepted practices.

Students may apply for certificate having completed course work within the past 5 years.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Machining Technology Level I

Course	Units
Required courses:	
ET 104 Introduction to Engineering Drawing and Manufacturing	2.0
WELD 140 Manufacturing Processes	3.0
Total:	**5.0**

Machining Technology Level II Certificate

Machining technology programs prepare graduates for careers in manufacturing industries. A level II certificate includes basic machine shop blueprint reading and machine shop operations. Added are more advanced applications of lathe and milling which include Computer Numerical Control (CNC) training in G and M codes and explanation of Geometric Dimensioning and Tolerancing (GD&T) symbols and their meanings.

Learning Outcomes

Upon completion of this program, students will be able to:

- Utilize hand and layout tools.
- Comply with current machine shop safety and environmental regulations.
- Perform operations using manual mills, lathes, and drill presses in accordance with industry recognized and accepted practices.
- Develop tool path codes required to produce products using multi axis CNC turning equipment.
- Establish uniform dimensioning and tolerancing practices on manufacturing drawings.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Machining Technology Level II

Course	Units
Required courses:	
ET 104 Introduction to Engineering Drawing and Manufacturing	2.0
WELD 140 Manufacturing Processes	3.0
ET 150 Metrology and CNC Machining	2.0
Total:	**7.0**

Sustainability Certificate

The Sustainability Certificate Program is designed for working professionals, business owners, and students working towards a degree who wish to incorporate sustainability concepts into their existing or future educational pathways and careers.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate evidence regarding the causes and consequences of human impacts on the environment and societal welfare.
- Apply scientific, economic, and sociopolitical concepts and models to both critically evaluate and propose sustainable solutions to environmental degradation and resource depletion.
- Apply methods of scientific inquiry to collect, analyze, and interpret environmentally relevant data in laboratory or field settings.
- Assess future career or educational goals in the field of sustainability.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Sustainability

Course	Units
Required courses:	
SUST 31/GEOG 31 Introduction to Environmental Science	3.0
SUST 31L /BIO 31L /GEOG 31L Environmental Science Laboratory	1.0
SUST 91 Applied Research in Sustainability	2.0
Choose 10 units from the following elective courses:	
BIO 19 Ecology	4.0
GEOG 1 Physical Geography	3.0
ENRG 3 Introduction to Alternative Energy	3.0
GEOG 4 Cultural Geography	3.0
GEOG 7 Economic Geography	3.0
GEOG 41A Climate Change	1.0
GEOL 30 Environmental Geology	3.0
GEOL 30L Environmental Geology Lab	1.0
ENRG 3L Introduction to Alternative Energy Laboratory	1.0
OCAN 1 Oceanography	3.0
OCAN 1L Oceanography Lab	2.0
POLS 22 Environmental Politics and Policy	3.0
SUST 5 Sustainability and the Environment Speaker Series	1.0
** **Up to 3 units from the following weekend field courses:**	
GEOL 21A San Francisco Coastal Geology	0.5
GEOL 21B San Francisco Geology	0.5
GEOL 21C The San Andreas Fault System	0.5
BIO 21A Ecology of San Francisco Bay	1.0
BIO 21B Ecology of the City of San Francisco	1.0
BIO 21C Ecology of Golden Gate National Recreation Area	1.0
BIO 21D Ecology of Point Reyes National Seashore	1.0
BIO 21E Ecology of Coastal Mendocino County	1.0
BIO 21F Ecology of the San Francisco Bay Delta	1.0
BIO 21J Agroecology	1.0
BIO 26 Habitat Restoration Field Studies	1.0
Total:	**16.0**

Basic Electronics Certificate

The Certificate in Basic Electronics includes instruction in the fundamental principles of electronics. Students will be able to apply this knowledge and understanding to perform tests, troubleshooting and repair of analog and digital electronic circuits and instruments. Program provides instruction in the building of circuits that demonstrate an understanding of basic electronics device principles. Students will also learn how to develop procedural methods in troubleshooting and repair of analog and digital circuits and instruments.

Learning Outcomes

Upon completion of this program, students will be able to:

- Construct electronic circuits from schematics.
- Employ industry accepted procedures with typical electronic test and measurement equipment to verify circuit performance.
- Perform calculations as related to circuit components and parameters.
- Integrate discrete and IC components into functioning end products.
- Resolve schematic and build errors.

A minimum of two of the courses required for the Certificate of Accomplishment in Basic Electronics must be taken at City College of San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Basic Electronics

Course	Units
Required courses:	
ET 50 Technical Mathematics	4.0
ELEC 101 Electronics I: Essentials of Electronics Measurements and Passive Circuits	2.5
ELEC 102A Electronics II: Active Analog Circuits and Practical Applications	2.5
ELEC 102B Electronics II: Digital Circuits and Practical Applications	2.5
Total:	**11.5**

Intermediate Electronics Certificate

The Certificate in Intermediate Electronics provides advanced electronics instruction building upon foundations provided in the Basic Electronics Certificate. Students will be instructed in the implementation of projects utilizing industry standard electronic devices, learning their associated functions and principles. With these additional skills and knowledge, students will be able to resolve common software, hardware, and interface errors in electronic systems of increasing complexity.

Learning Outcomes

Upon completion of this program, students will be able to:

- Construct electronic circuits using discrete and IC components from schematics.
- Verify circuit performance using typical electronic test and measurement equipment following industry accepted procedures.
- Determine circuit parameters and component values via related rules and calculations.
- Design and merge analog and digital technology in modern radio circuits.
- Describe a digital design, implement and test it using design software tools.
- Program a microcontroller to interface to electrical and electromechanical devices.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Intermediate Electronics

Course	Units
Required courses:	
ELEC 101 Electronics I: Essentials of Electronics Measurements and Passive Circuits	2.5
ELEC 102A Electronics II: Active Analog Circuits and Practical Applications	2.5
ELEC 103A Electronics III: Analog Circuits and Practical Applications	2.5
ELEC 103B Electronics III: Digital Circuit Interfaces and Programming	2.5
ELEC 104A Electronics IV: Wireless Analog and Digital Communication Systems	2.5
ELEC 104B Electronics IV: Microcontroller Interfaces and Programming	2.5
Total:	**15.0**

Computer Aided Design (CAD)-Architectural Certificate

This certificate includes instruction in technical drawing and the use of software tools to create 2-dimensional and 3-dimensional models for use in architecture, building science, and building information models. Students will gain significant practice in creating models through extensive lab work using industry standard software tools. This certificate program provides skills valuable to architects, construction trades, and engineers in industries where high quality building drawings are needed.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create architectural drawings using CAD and illustration software programs.
- Employ drawing and illustration skills essential for the architectural, construction and building trades industries.
- Evaluate the software or techniques most effective for three dimensional parametric building design.
- Draw and dimension precisely as per ANSI standards.
- Recognize industry standards and apply them in architectural drawings and documents.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Computer Aided Design (CAD)-Architectural

Course	Units
Required courses:	
ARCH 20 Architectural Graphics I	3.0
BIM 120 Revit Architecture I	3.0
ARCH 214 AutoCAD I	3.0
Choose 5 units from the following elective courses:	
CAD 184 Structural Building Information Modeling (BIM) in Revit	2.5
CAD 187 Mechanical, Electrical, and Plumbing (MEP) Building Information Modeling (BIM) in Revit	2.5
CAD 190 Part Modeling in SolidWorks	2.5
Total:	**14.0**

Computer Aided Drafting (CAD) Certificate

This certificate includes instruction in technical drawing and the use of software tools to create 2-dimensional and 3-dimensional models. Students will gain significant practice in creating models through extensive lab work using industry standard software tools. This certificate program provides skills valuable to machinists, manufacturers, architects, technicians, and engineers in industries where high quality technical drawings are needed.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create drawings using CAD and illustration software programs.
- Apply drawing and illustration skills essential for employment in architectural, engineering, construction and manufacturing industries.
- Evaluate which software or technique is most effective for a particular goal.
- Dimension precisely as per ANSI standards.

- Evaluate industry standards and their purpose in technical documents and illustrations.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Computer Aided Drafting (CAD)

Course	Units
Required courses:	
CAD 180 Introduction to Technical Drawing*	1.0
CAD 181 Introduction to Computer Aided Drafting CAD I	2.5
CAD 182 Engineering Detailing in Revit	2.5

* Students may substitute the following for CAD 180: Completion of ET 104, or demonstration of prior drafting and drawing skills by performing at satisfactory level on a test.

Choose 3 of the following electives:	
CAD 184 Structural Building Information Modeling (BIM) in Revit	2.5
CAD 187 Mechanical, Electrical, and Plumbing (MEP) Building Information Modeling (BIM) in Revit	2.5
CAD 190 Part Modeling in SolidWorks	2.5
CAD 99A 3D Printing & Solid Modeling	1.0
and CAD 99B Advanced AutoCAD Techniques	1.0
Total:	**13.0 – 13.5**

Manufacturing and Fabrication Certificate

This certificate program is designed to provide the student with instruction in basic welding, machining, and fabrication processes. Students completing this certificate program will be qualified for manufacturing apprenticeships or internships.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform welding tasks using gas and arc welding equipment.
- Plan, design, and fabricate basic multi-part prototypes.
- Operate machine shop and welding equipment safely.

Students must complete each course with a grade of "C" or higher.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Accomplishment in Manufacturing and Fabrication

Course	Units
Required courses:	
WELD 140 Manufacturing Processes	3.0
WELD 144A Survey of Welding Processes	2.0
WELD 144B Intermediate Welding Processes	2.0
Elective Courses: Choose 3 units from the following	
CAD 190 Part Modeling in SolidWorks	2.5
ELEC 101 Electronics I: Essentials of Electronics Measurements and Passive Circuits	2.5
WELD 144C Advanced Welding Processes	2.0
ENGN 48L Introduction to Engineering and Technology Laboratory	1.0
ET 104 Introduction to Engineering Drawing and Manufacturing	2.0

ENGN 48L & ET 104 must both be taken for the 3 units to apply towards the certificate

Total:	**10.0**

Welding Technology Level I Certificate

The Welding Technology program provides students with training in oxy-acetylene cutting, AC/DC shielded metal arc welding, gouging, semi-automatic gas metal arc welding, flux core welding and tungsten inert gas welding. Training in the planning, layout, forming, joining, and fabrication of various shapes in light and heavy gauge metal and pipes is provided. Students will work on various projects throughout the time they are enrolled in the welding program.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate the use of welding and metal cutting processes safely and correctly
- Perform diverse welding procedures on steel test plates in two or more welding positions.
- Select and calibrate welding and cutting methods to fabricate assigned projects

Students may apply for certificate having completed course work within the past 5 years.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Welding Technology Level I

Course	Units
Required courses:	
WELD 144A Survey of Welding Processes	2.0
WELD 144B Intermediate Welding Processes	2.0
WELD 144C Advanced Welding Processes	2.0
Total:	**6.0**

Announcement of Courses

Biotechnology

Credit, Degree Applicable Courses:

BTEC 4. Introduction to Biotechnology (3)
Lec-35, Lab-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the growing field of biotechnology by pairing practical hands-on laboratory activities with career presentations by scientists and industry professionals. Basic biological concepts are covered along with discussions of careers in biomanufacturing, forensics, agriculture, biofuels, bioinformatics and drug discovery. UC/CSU

BTEC 5. Briefings in Biotechnology (1)
Lec-18 P/NP available
Career professionals in biotechnology and related fields will discuss their current bioscience programs and provide information on career opportunities and pathways. Presentations will cover basic research, new products, processes, and prospects for the future in medicine, environmental restoration, forensics, and agriculture. Implications for society and governmental regulations will also be discussed. UC/CSU

BTEC 6. Basics of Cell Culture (1)
Lec-9, Lab-27, field trips P/NP available
Recommended Prep: BTEC 5
Introduction to mammalian cell culture and stem cell biology and techniques. Practical hands on experience include aseptic techniques, counting cells, cell/stem cell culture maintenance, fluorescence labeling and stem cell differentiation. CSU
Offered only in Summer semesters

BTEC 10. Research Skills for Career Opportunities in Biology (2)
Lec-17.5, Lab-52.5 P/NP available
Coreq: BTEC 107; BTEC 108A
Recommended Prep: ESLN 3700 or ESL 182 or ENGL 88 or placement into ESLN 3800 or ESL 184
Introduction to the laboratory skills and concepts necessary to work in the biotechnology industry, allied health or other biology-related fields. This course is part of the learning community Bridge to Biosciences program. CSU

BTEC 12A. GLP and GMP Principles (1)
Lec-18, Lab-6, field trips P/NP available
Recommended Prep: ESLN 3700 or ESL 182 or ENGL 88 or placement in ESLN 3800 or ESL 184
This course provides a general overview of Food and Drug Administration regulations as they pertain to the biotechnology field. Knowledge of Current Good Laboratory Practices (cGLP) and Current Good Manufacturing Practices (cGMP) is needed to work in biotechnology manufacturing and preclinical research laboratories. The course will emphasize practices of cGLP, cGMP and SOP that pertain to biopharmaceutical industry. CSU

BTEC 14A. Biotechnology Laboratory Techniques (2)
Lec-26.25, Lab-26.25
Recommended Prep: Completion of or concurrent enrollment in: BTEC 10
An introduction to laboratory techniques needed for entry-level positions in the biotechnology industry and research laboratories. The course covers basic lab skills such as solution making, bacteria cultures, plasmid DNA and protein purification. Intended as an introductory class for the students in preparation of the more advanced biotechnology classes and/or an internship in a biotechnology lab for students who complete the Bridge to Biosciences. CSU

BTEC 14B. Biotechnology Internship Support (4)
Lec-70, field trips
Prereq: BTEC 14A and BTEC 15
Coreq: BTEC 93
Support for student interns placed in local bioscience laboratories. Provide tools to effectively communicate internship experience, present scientific concepts and network with professionals in the field. Types of internships may include, but are not limited to basic research, biomanufacturing, environmental sciences, quality control or assurance technicians. CSU
The BTEC 14A prerequisite can be satisfied by passing 4 units of CCSF Biotechnology Program laboratory courses. Contact the instructor to challenge the BTEC 14A prerequisite.

BTEC 15. Career Exploration in Bioscience (2)
Lec-35, Lab-17.5 P/NP available
Recommended Prep: Completion of or concurrent enrollment in any laboratory course in the CCSF Biotechnology Program or Bridge to Biosciences Program (BTEC 10, 107 and 108A); ESLN 3700 or ESL 182 or ENGL 88 or placement into ESLN 3800 or ESL 184
Students will explore various careers in bioscience through online research and informational interviews. They will present a summary of a chosen bioscience career to industry scientists. They will communicate and network with industry professionals, and attend professional workshops and seminars to gain internships and jobs through the Bridge Internship Program. CSU

BTEC 21A. Mammalian Cell Culture (2)
Lec-36, Lab-18, field trips P/NP available
Recommended Prep: (MATH 40 or ET 108A) and BIO 11 and (CHEM 32 or CHEM 40)
Introduction to techniques for culturing mammalian cells, including media formulation, aseptic technique, freezing, thawing, subculturing, and maintaining cells. Theory includes maintaining proper growth conditions, preventing contamination, as well as cellular responses to DNA damage and gene expression. Practical experience includes the proper use and care of equipment for culturing cells and performing cell growth and viability assays. CSU

BTEC 21B. Fluorescent Cell Technology (2)
Lec-36, Lab-18, field trips P/NP available
Prereq: BTEC 21A
Introduction to advanced techniques in the study of normal and mutant tissue culture cells including organelle visualization with various fluorophores, transfection with fluorescent markers, and immunostaining. In depth coverage of the theory behind and use of fluorescent microscopy and current research methods using fluorescent technology, including apoptosis assays and immunocytochemistry, DNA microarrays and FACS analysis. CSU

BTEC 21C. Stem Cell Technology (3)
Lec-48, Lab-24, field trips P/NP available
Prereq: BTEC 21B
A general introduction to the principles of stem cell biology. Topics include embryonic stem cells in early development, adult stem cells, potential applications of stem cell culture and ethical issues involved in stem cell research. Emphasis on laboratory techniques including culture of mouse embryonic stem cells, and analysis of stem cells by immunofluorescence and flow cytometry. CSU

BTEC 21D. Introductory Stem Cell Internship Support (4)
Lec-70
Prereq: BTEC 21C
Coreq: BTEC 93
Provides the necessary communication tools for beginning students placed in off-campus stem cell biology internships. Emphasis is put on demonstrating how their work contributes to the overall the scientific research being conducted at their internship site. Types of internships may include, but are not limited to, differentiation of pluripotent stem cells, FACS analysis, primary cell culture, propagation of iPS cells, immunolocalization, microarray analysis and tumor cell characterization. CSU
Offered Fall semesters

BTEC 21E. Advanced Stem Cell Internship Support (4)
Lec-70
Prereq: BTEC 21D
Coreq: BTEC 93
Development of complex analysis and enhanced scientific presentation skills necessary for continuing students placed in off-campus stem cell biology internships. Students will complete and present a

novel research project. Types of internships may include, but are not limited to, differentiation of pluripotent stem cells, FACS, cell culture, propagation of iPS cells, immunolocalization, micro array analysis and tumor cell characterization. CSU
Offered Spring semesters

BTEC 22. Enzyme Linked Immunosorbent Assay (ELISA) (1)
Lec-17.5, Lab-10.5, field trips P/NP available
Recommended Prep: MATH 40 and BIO 11
Underlying principles of immunoassay with focus on ELISA. Examples of ELISA techniques used in the pharmaceutical, biotechnology, and clinical laboratory settings will be discussed. Laboratory exercises and discussions cover qualitative and quantitative data analysis and direct, indirect, sandwich, and competitive ELISA methods. CSU

BTEC 23. Western Blotting Techniques (1)
Lec-16, Lab-8, field trips P/NP available
Recommended Prep: BIO 11 and MATH 40
Underlying principles of immunoassay with focus on Western blots. Applications of Western blotting techniques used in the pharmaceutical, biotechnology, and clinical laboratory settings will be discussed. Laboratory exercises feature hands-on exercises emphasizing all aspects of Western blotting including running protein gels, blotting, immunodetection and data analysis. CSU

BTEC 24. Introduction to PCR (1)
Lec-16, Lab-8 P/NP available
Recommended Prep: BIO 11
An introduction to the theoretical aspects and laboratory techniques of the Polymerase Chain Reaction (PCR). Students gain practical experience performing PCR as well as experimenting with optimization of the reaction. Applications of PCR used in biotechnology industry, basic science, forensics, epidemiology, diagnostics, and determination of evolutionary relationships will be discussed. CSU

BTEC 25. Analytical PCR Technology (1)
Lec-16, Lab-8 P/NP available
Prereq: BTEC 24 or demonstration of BTEC 24 exit skills
A course in the theory and practice of current polymerase chain reaction (PCR) analytical methods. Students will gain laboratory experience in performing techniques such as multiplex PCR, reverse transcriptase PCR (RT-PCR), and real-time PCR. Experimental optimization will be emphasized. CSU

BTEC 93. Biotechnology Work experience (1-8)
Work-60-600 P/NP available
Prereq: Consent of Bioscience Internship/Work Experience Coordinator. Contact the instructor.
Repeat: max. 16.00 units
Work experience for student in the Biotechnology Program through internships in the biotechnology industry. Interns are placed in local academic institutions and biotechnology companies. CSU

BTEC 103. Protein Purification (2)
Lec-28, Lab-28 P/NP available
Recommended Prep: CHEM 32 and (BIO 11 or BTEC 10) and BTEC 120
An introduction to protein purification techniques including sample preparation, column chromatography, and analysis of purification. Hands on training with manual and automated chromatography systems used in industry and research laboratories. Purification analysis includes gel electrophoresis, specific activity, and mass balance calculations. CSU

BTEC 107. Language Skills for Technicians (3)
Lec-52.5, Lab-17.5
Coreq: BTEC 10 and BTEC 108A
Recommended Prep: ESLN 3700 or ESL 182 or ENGL 88 or placement in ESLN 3800 or ESL 184
Introductory level lecture course covering basic scientific language and concepts of biology and chemistry, and the academic study skills needed to succeed in science courses. An orientation to the field of biotechnology and professional opportunities. CSU
BTEC 108A is part of a learning community for Bridge to Biosciences. Concurrent enrollment in BTEC 10 and BTEC 107 is required. For more info, contact Li Lovett by email: lmiao@ccsf.edu

BTEC 108A. Practical Mathematics for Laboratory Science (3)
Lec-52.5, Lab-17.5
Coreq: BTEC 10 and BTEC 107
Recommended Prep: ESLN 3700 or ESL 182 or ENGL 88 or placement in ESLN 3800 or ESL 184
Concepts, techniques and applications of mathematics and elementary algebra emphasizing applications to practical problems in biotechnology and chemistry. Use of traditional problem solving methods and interactive group activities.

BTEC 115. Recombinant DNA Biotechnology (5)
Lec-52.5, Lab-105, field trips P/NP available
Recommended Prep: BIO 11 and CHEM 32
In-depth coverage of current recombinant DNA methods and concepts of modern genomics. The course emphasizes laboratory work using techniques such as culture of bacteria, DNA and RNA purification, plasmid DNA construction, cDNA synthesis, and real-time PCR. CSU
Formerly BIO 65
Offered Fall semesters

BTEC 120. Cell Biotechnology (5)
Lec-52.5, Lab-105, field trips P/NP available
Recommended Prep: BIO 11; CHEM 32
An introduction to the principles and techniques of molecular and cell biology, and protein analysis. The emphasis is on lab techniques such as spectroscopy, preparation of cell lysates, Western blot, immunoprecipitation, enzyme assays, analysis of signal transduction, and stable transfection of mammalian cells. CSU
Offered Spring semesters

Computer Aided Drafting (CAD)

Credit, Degree Applicable Courses:

CAD 99A. 3D Printing and Solid Modeling (1)
Lec-16, Lab-16
Overview of 3D Printing, from its origins to its revolutionary future, and its impact on the design process. Produce a simple part in a 3D modeling software and print it. Experience using two significant categories of 3D printers. CSU

CAD 99B. Advanced AutoCAD Techniques (1)
Lec-16, Lab-16
Advanced AutoCAD techniques including 3D modeling and rendering, customization, external references, and data linking and management. CSU

CAD 180. Introduction to Technical Drawing (1)
Lec-8.75, Lab-26.25
Introduction to engineering and technical drawing techniques, the systems of drawings and their applications in design, and the basic shape description of products. Technical sketching; dimensioning; sections

and applications of orthographic projection standards in technical documents. CSU

CAD 181. Introduction to Computer Aided Drafting - CAD I (2.5)
Lec-35, Lab-35
Recommended Prep: CAD 180 or ET 104 or 1 year H.S. Drafting
Introduction to Computer Aided Drafting (CAD) hardware and software operations and their applications in drafting; basic shape description, display, editing, dimensioning and plotting. UC/CSU

CAD 182. Engineering Detailing in Revit (2.5)
Lec-35, Lab-35
Recommended Prep: CAD 180 or ET 104 or equivalent skills/course work with 100 hours of industrial work experience in basic AutoCAD
An introduction to Autodesk's Revit in platforms such as MEP, Structure and Architecture implementing Building Information Modeling (BIM). Basic concepts of Revit and simple 3D Revit modeling to generate building plans, sections, elevations, details and 3D views. Use of Revit in building engineering construction industry. CSU
Offered Spring semesters

CAD 184. Structural Building Information Modeling (BIM) in Revit (2.5)
Lec-35, Lab-35
Recommended Prep: CAD 182
Building Information Modeling (BIM) - The essential features and functionality of Autodesk Revit structural tools from building and schematic design through construction documentation. Topics include 3D modeling, steel and concrete detail design for fabrication, parametric building design, scheduling for materials and quantity takeoff. CSU
Offered Fall semesters

CAD 187. Mechanical, Electrical, and Plumbing (MEP) Building Information Modeling (BIM) in Revit (2.5)
Lec-35, Lab-35
Recommended Prep: ARCH 214 or CAD 181 or demonstration of CAD 181 exit skills
HVAC (Heating, Ventilation & Air Conditioning) and piping system design using parametric application software such as AutoDesk's Revit-MEP . Introduction to computer generated documents to specify HVAC and piping systems layout and details. HVAC and process pipe industry drawing standards. Mechanical design including determination of equipment sizes. CSU
Offered Spring semesters

CAD 190. Part Modeling in SolidWorks (2.5)
Lec-35, Lab-35
Recommended Prep: CAD 181
Overview of extending CAD-based graphics into 3-dimensional parametric modeling, realistic rendering, animation of assemblies, and exploded views. Introduction to SolidWorks. Experience creating a computer-generated physical 3D model using a state-of-the-art 3D printer. CSU

Electronics

Credit, Degree Applicable Courses:

ELEC 101. Electronics I: Essentials of Electronics - Measurements and Passive Circuits (2.5)
Lec-35, Lab-35
Recommended Prep: ET 50 or MATH 40 or placement in MATH 60
This course covers the construction and analysis of basic electronic circuits including capacitors and inductors. Use of the multi-meter to measure DC and AC voltages and currents in resistive series/parallel circuits and the oscilloscope for AC, pulsed waveforms, phase, and time delay measurements. Use of computer simulation software (Multisim) to analyze circuits. CSU

ELEC 102A. Electronics II: Active Analog Circuits and Practical Applications (2.5)
Lec-35, Lab-35
Recommended Prep: ELEC 101 or demonstration of exit skills.
This course covers diode characteristics, power supplies, bipolar transistors, simple one-stage amplifiers, constant current sources, and transformers. The student will learn the intermediate use of the oscilloscope and multi-meter for both calibration and troubleshooting. Hands-on electronic projects include building their own power supply, a current regulator, and various amplifier circuits. CSU

ELEC 102B. Electronics II: Digital Circuits and Practical Applications (2.5)
Lec-35, Lab-35
Recommended Prep: ELEC 101
This course covers Boolean logic concepts, flip-flops, memory, counters, clocks, display decoders and timers. Analysis of digital logic principles is practiced by building and testing functional and practical projects. There will be intense hands-on troubleshooting using logic analyzers, probes, signal generators and digital multimeters. Standard industry testing methods and equipment are used throughout the course. CSU

ELEC 103A. Electronics III: Analog Circuits and Practical Applications (2.5)
Lec-35, Lab-35
Prereq: ELEC 102A or demonstration of exit skills
Introduction to intermediate analog electronic circuits, including field effect transistor basics, various analog amplifiers, operational amplifiers and their use. Hands-on electronic projects include building summing and difference amplifiers, audio amplifiers, and AM/FM radios. CSU
Offered Spring semesters

ELEC 103B. Electronics III: Digital Circuit Interfaces and Programming (2.5)
Lec-35, Lab-35
Prereq: ELEC 102B or demonstration of exit skills.
Hardwired digital logic systems. Digital to analog interfacing using digital-to-analog (D/A) and analog-to-digital (A/D) integrated circuits. Introduction to programmable logic devices, field programmable gate arrays (FPGA), VHDL (VHSIC Hardware Description Language), Verilog hardware description language, and various computer memories. CSU
Offered Fall semesters

ELEC 104A. Electronics IV: Wireless Analog and Digital Communication Systems (2.5)
Lec-35, Lab-35
Prereq: ELEC 102A or demonstration of exit skills.
This course covers analog and digital communications systems, antennas, and serves as an introduction to microwave signals. CSU
Offered Fall semesters

ELEC 104B. Electronics IV: Microcontroller Interfaces and Programming (2.5)
Lec-35, Lab-35
Prereq: ELEC 102A or demonstration of exit skills
Recommended Prep: ELEC 102B
Hands-on microcontroller interfacing, driver programs, input sensors, output electrical, and electromechanical devices. CSU
Offered Spring semesters

Energy

Credit, Degree Applicable Courses:

ENRG 3. Introduction to Alternative Energy (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to the science that underpin alternative energy resources and their implementation in various contexts. Covers: fundamental energy science and math; climate change; national and global energy trends; solar, wind, and hydro resources; photoelectric effect; photosynthesis; geothermal; and nuclear. Explores decarbonization of the energy system and integration of distributed energy resources. UC/CSU

ENRG 3L. Introduction to Alternative Energy Laboratory (1)
Lab-52.5, field trips
Recommended Prep: Completion of or concurrent enrollment in: ENRG 3
Physical science oriented laboratory course focused on alternative energy. Provides experimental understanding of the scientific principles that drive renewable energy systems. Solar, wind, fuel cells, geothermal, combustion and other energy experiments. Gain critical hands-on insight into the advantages and limitations of each energy system. UC/CSU
Offered Spring semesters

Engineering

Credit, Degree Applicable Courses:

ENGN 10A. Introduction to Engineering: The Profession (2)
Lec-35
The history and development of engineering as a profession. Engineering disciplines, job functions, educational requirements, transfer school information, academic success strategies, workplace skills, engineering ethics, sustainability principles applied to engineering, current and projected activities in the various branches of engineering. UC/CSU

ENGN 10B. Introduction to Engineering: Software Tools and Design (2)
Lec-17.5, Lab-52.5
Prereq: MATH 90 or MATH 92 or placement in MATH 100A or 110A
Introduction to team oriented engineering design, problem solving processes, and the use of computers in the solution of engineering problems - including commercial spreadsheet applications and analysis/graphics applications. Emphasis on technical communication, teamwork, engineering design and problem solving methodologies. Multiple hands-on design projects. UC/CSU

ENGN 20. Introduction to Circuit Analysis (3)
Lec-52.5
Prereq: Completion of or concurrent enrollment in: MATH 110C and PHYC 4B
Recommended Prep: ENGN 10B
Introduction to circuit analysis to determine the natural, forced and complete responses of zero, first and second-order networks and systems. Standard circuit-analysis techniques will be covered including Kirchhoff's Laws, loop and nodal analysis, Thevenin and Norton's Theorems, generalized impedance and admittance techniques and phasor methods. UC/CSU

ENGN 20L. Introduction to Circuit Analysis Laboratory (1)
Lab-52.5
Prereq: Completion of or concurrent enrollment in: ENGN 20
Recommended Prep: ENGN 10B
An introduction to the construction and measurement of electrical circuits. Basic use of electrical test and measurement instruments including multimeters, oscilloscopes, power supplies, and function generators. Use of circuit simulation software. Interpretation of measured and simulated data based on principles of circuit analysis for DC, transient, and sinusoidal steady-state (AC) conditions. Elementary circuit design. Practical considerations such as component value tolerance and non-ideal aspects of laboratory instruments. Construction and measurement of basic operational amplifier circuits. UC/CSU

ENGN 24. Engineering Design Graphics (3)
Lec-35, Lab-52.5, field trips
Prereq: ET 50 or MATH 95 or demonstration of their exit skills
This course covers the principles involved in visually communicating engineering designs. Topics include technical sketching, engineering graphics and design; development of visualization skills by using computer aided drafting (CAD) software in conjunction with orthographic projection problems; emphasis on computer aided design; mechanical dimensioning and tolerancing practices and graphical analytical methods of solutions to three-dimensional problems. Assignments develop sketching and 2-D and 3-D CAD skills. The use of CAD software is an integral part of this course. UC/CSU

ENGN 36. Engineering Mechanics - Statics (3)
Lec-52.5
Prereq: PHYC 4A and Completion of or concurrent enrollment in: MATH 110C
Recommended Prep: ENGN 10B
A first course in engineering mechanics: properties of forces, moments, couples and resultants; two- and three-dimensional force systems acting on engineering structures in equilibrium; analysis of trusses, and beams; distributed forces, shear and bending moment diagrams, center of gravity, centroids, friction, and area and mass moments of inertia. UC/CSU

ENGN 37. Engineering Mechanics - Dynamics (3)
Lec-52.5
Prereq: ENGN 36
Recommended Prep: ENGN 10B
An introductory calculus-based course in dynamics covering kinematics and kinetics of particles, systems of particles, rigid bodies, and systems of rigid bodies. Applications of Newton's Second Law, the Work-Energy Theorem, the Principle of Impulse and Momentum, Coriolis acceleration and impact. UC/CSU

ENGN 38. Introduction to Programming Concepts and Methodologies for Engineers (3)
Lec-52.5, Lab-17.5
Prereq: MATH 100A or MATH 110A
Engineering problem solving using computer programming. Topics include problem solving strategies, algorithm development, structured programming design, the interface of software with the physical world (e.g., the use of sensors) and the application of numerical techniques. UC/CSU

ENGN 45. Materials Science for Engineers (3)
Lec-35, Lab-52.5
Prereq: CHEM 101A or CHEM 103A; PHYC 4A and PHYC 4AL
Recommended Prep: ENGN 10B; Completion/concurrent enrollment in CHEM 101B; and PHYS 4B/4BL
An introductory course in the fundamental science of materials used by engineers. Emphasis on structure and properties. Some processing and applications of materials is also covered. Finally, a strategy is developed for the selection and use of these materials in engineering design. UC/CSU

ENGN 48L. Introduction to Engineering and Technology - Laboratory (1)
Lab-52.5 P/NP available
A project-oriented, hands-on course to introduce students to the practices and methodologies used in Engineering and Technology. Areas of

focus are electronics, mechanical construction/fabrication and technical mathematics. CSU

Engineering Technology

Credit, Degree Applicable Courses:

ET 50. Technical Mathematics (4)
Lec-70
Prereq: ET 108B or demonstration of exit skills or MATH 90; MATH 92 and MATH 95
Applied mathematics designed to develop the ability to solve technical problems. Practical application of algebra, geometry, and trigonometry to basic problems in the applied sciences, including the study of alternating current circuitry with emphasis on periodic functions, vector analysis, logarithms, and exponential functions. CSU

ET 104. Introduction to Engineering Drawing and Manufacturing (2)
Lec-17.5, Lab-52.5
Fundamental drafting techniques including sketching, orthographic projection and dimensioning. Development of detailed drawings (electrical, electronic, and mechanical) for the fabrication of individual projects. Sheet metal shop practices; use of hand tools; measurement and layout techniques. Printed circuit board design and fabrication. Machine tools and machine shop operations. CSU

ET 108A. Practical Mathematics I (4)
Lec-70
Concepts, techniques and applications of arithmetic and elementary algebra emphasizing applications to practical problems. Interactive and traditional problem solving methods. Class interactive group exercises applying mathematical techniques to various applications and real world problems.

ET 108B. Practical Mathematics II (3)
Lec-43.75, Lab-26.25
Prereq: ET 108A or demonstration of exit skills
Concepts, techniques, and applications of intermediate algebra and introductory trigonometry emphasizing real world applications. Interactive group exercises and problem-solving methods. Demonstrations of mathematical concepts by showing how they are applied to various fields such as medical, business, industrial, and scientific. Emphasis on problem solving and the application of mathematics to real world problems. CSU
ET 108B=CDEV 108B

ET 130. Applied Fluid Mechanics for Mechanical Engineering Technology (3)
Lec-52.5
An introduction to fluid statics and the basic laws of fluid flow; conservation of mass, momentum and energy. Applications of the basic laws to internal and external incompressible flow, including specific topics in pipe flow systems, centrifugal pumps and fans, streamlining, fluid flow meters, psychometrics of air and water-vapor mixtures, and basic elements of air conditioning. Use of psychometric instruments and psychometric charts to graphically analyze processes. CSU
Replaces ET 135A and ET 139C Formerly ET 135A Replaces ET 135A and ET 139C for Certificates in Engineered Plumbing Systems and Heating, Ventilation, Air-Conditioning & Refrigeration

ET 136A. HVAC System Fundamentals (2)
Lec-26.25, Lab-26.25
Calculations of cooling loads. Applications of heat transfer and air handling equipment. Design of air-conditioning systems. Analysis of air conditioning equipment, components, and control systems. Lab work including instruments and instrumentation for measuring air flow. CSU
Formerly ET 135B

ET 136B. Fundamentals of Air Conditioning and Refrigeration (2)
Lec-26.25, Lab-26.25
Recommended Prep: Completion of or concurrent enrollment in: ET 130
The refrigeration cycle, refrigeration systems, heat transfer components, and control systems. Laboratory work in operational characteristics of working systems. Analysis of refrigeration systems. Measurements of pressure, temperature and flow rates. Details of the function and interrelation of system components. CSU
Formerly ET 135C

ET 139A. Engineering Plumbing Systems (3)
Lec-52.5
Flow of liquids in domestic water, rainwater and fuel gas piping systems, sanitary drainage piping and sizing drainage systems, flow of air in vent piping, sewer systems. Study of national and local codes, specifications and case problems. CSU
Offered Spring semesters

ET 139B. Plumbing System Design Fundamentals (3)
Lec-52.5, field trips
Recommended Prep: ET 130
Design and sizing for a wide variety of plumbing systems, acoustics in plumbing construction, plumbing system specifications, plumbing construction costs, coordination of plumbing design with other construction work, energy conservation and review of plumbing installations. CSU
Offered on occasion

ET 140. Facility Automation and PLCs (2)
Lec-17.5, Lab-52.5
Prereq: ET 50 or equivalent math course
Recommended Prep: ELEC 101
This course introduces Programmable Logic Controllers (PLCs) and explains how they can be used in a plant, manufacturing system, or part of centralized control of a building's heating, ventilation, and air conditioning (HVAC) system. There will be practical applications and exercises using PLCs in the workplace. CSU

ET 150. Metrology and CNC Machining (2)
Lec-17.5, Lab-52.5
Prereq: ET 104
Introduction to computer numerical control (CNC) training in G and M codes. Hands on training on CNC machines: testing, debugging, and running programs. Identify the elements of machine drawings; interpret dimensions, tolerances, and geometric aspects of blueprints; and explain Geometric Dimensioning and Tolerancing (GD&T) symbols and their meanings CSU

Environmental Monitoring

Credit, Degree Applicable Courses:

EMSA 22. Foundations in Environmental Instrumentation, Sampling and Monitoring (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Recommended Prep: MATH 40 or ET/BTEC 108A or placement in MATH 60; BIO 11; and CHEM 32 or 40
This introductory course in environmental field monitoring provides exposure and understanding of environmental field sampling and monitoring techniques for chemical and microbiological contaminants that impact the environment. Theoretical and practical experience is

offered with emphasis on regulatory requirements governing sampling and field analysis of water, soil and air matrices. CSU
Formerly EMAP 22X/BIO 224X/GEOL 35X
Offered Spring semesters

EMSA 28. Environmental Microbiology Methods (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: BIO 11 or BTEC 10; and MB 12; and CHEM 32 or CHEM 40; and MATH 40 or ET/BTEC 108A or placement in MATH 60
An introduction to the theoretical aspects and laboratory methods in environmental microbiology. Students gain practical experience performing EPA and standard methods and protocols to examine environmental samples such as water, soil, and air. The laboratory will emphasize methods used to detect, enumerate and identify microorganisms in the environment. UC/CSU
Offered on occasion

EMSA 30A. Water Quality Analysis by Anion-based Chromatography (.5)
Lec-12, Lab-12, field trips P/NP available
Prereq: Completion of or concurrent enrollment in EMSA 22 or EMSA 28
Students will be taught the theory and practical applications of ion chromatography as it relates to water and drug quality analysis; identification and quantification of anions and other small molecules. This course will specifically study (EPA-Method-300.1A) and other standard methods used in both environmental and drug analyses. CSU
Offered Fall semesters

Geographic Information Systems

See Earth Sciences.

Sustainability

SUST 5. Sustainability and the Environment Speaker Series (1)
Lec-18, field trips P/NP available
Recommended Prep: Background in environmental science; Completion of or concurrent enrollment in: BIO 31 or GEOG 31 or SUST 31
Students will hear from professionals and experts from government, private, non-profits and public sectors as they share their insights on careers in sustainability and the environment. Career opportunities, academic and job training pathways will also be discussed. CSU

SUST 31. Introduction to Environmental Science (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An examination of the scientific evidence informing our understanding of the causes and consequences of human impacts on the environment. Application of tools, principles, and quantitative reasoning from natural sciences, social sciences, and engineering and technology to study and evaluate sustainable solutions to environmental degradation and resource depletion. UC/CSU
SUST 31= BIO 31= GEOG 31

SUST 31L. Environmental Science Laboratory (1)
Lab-52.5, field trips P/NP available
Prereq: Completion of or concurrent enrollment in: BIO 31 or GEOG 31 or SUST 31
An introduction to tools and techniques used by environmental scientists to investigate human impacts on the environment in lab and/or field settings. Application of qualitative and quantitative concepts and models to evaluate environmental problems and their proposed solutions. UC/CSU
BIO 31L= GEOG 31L=SUST 31L

SUST 91. Applied Research in Sustainability (.5-8)
Work-30-600, field trips P/NP available
Prereq: Approval of Engineering & Technology Department
Recommended Prep: BIO 31 or SUST 31 or GEOG 31
Repeat max. 16.0 units
Internship in sustainability-related settings (such as environmental education, alternative energy systems, sustainable water systems, green building, habitat restoration, urban agriculture) under the supervision of a qualified professional. The student will need to arrange the internship and then contact the instructor to enroll in this class. Suggestions and strategies are available on course website. One unit of credit is earned for 60 hours of unpaid or 75 hours of paid work. CSU

Welding

Credit, Degree Applicable Courses:

WELD 140. Manufacturing Processes (3)
Lec-26.25, Lab-78.75
Elementary machine tool practice, with special emphasis on the use of the lathe engine, horizontal and vertical milling machines, and drill press. CSU

WELD 144A. Survey of Welding Processes (2)
Lec-26.5, Lab-26.5
Classroom instruction and laboratory practice in joining metal by welding. This course is designed to provide the safe and operational uses of the basic welding processes including oxy/fuel welding, oxy/fuel cutting, and Gas Tungsten Arc Welding (GTAW). This course provides students with cutting and welding skills relevant to industry standards, welding certification requirements and general purposes. CSU

WELD 144B. Intermediate Welding Processes (2)
Lec-26.5, Lab-26.5
Prereq: WELD 144A
Classroom instruction and laboratory practice in joining metal by welding. This course is designed to provide the safe and operational uses of the intermediate welding processes including Shielded Metal Arc Welding (SMAW), Flux Core Arc Welding (FCAW) and physical testing of welds. This course covers business oriented topics such as inventory control, machine maintenance, and sustainability. This course provides students with cutting and welding skills relevant to industry standards, welding certification requirements and general purposes. CSU

WELD 144C. Advanced Welding Processes (2)
Lec-26.5, Lab-26.5
Prereq: WELD 144B
Classroom instruction and laboratory practice in joining metal by welding. This course is designed to provide the safe and operational uses of the advanced welding and fabrication processes such as Gas Tungsten Arc Welding (GTAW) of exotic materials and Gas Metal Arc Welding (GMAW) of custom objects. This course provides students with cutting and welding skills relevant to industry standards, welding certification requirements and general purposes. CSU

WELD 148. Welding Symbols and Inspection (3)
Lec-52.5
Recommended Prep: ET 50
Introduction into welding symbols, codes, terminology, metallurgy, procedures, processes; welder qualification; high-strength bolting; the basics of destructive and non-destructive examination. CSU

English

Office: Batmale 556
Phone Number: (415) 239-3406
Web Site: www.ccsf.edu/english

Announcement of Curricula

English Major (AA-T)

Associate in Arts in English for Transfer. CCSF's English major offers a wide variety of language, literature, and writing courses to serve students with diverse goals, including transfer to UC, CSU, or other four year colleges. English majors will be able to complete most or all of their lower division preparation at CCSF before they transfer but should see a counselor to confirm their program of study.

By taking units of Core Reading and Composition courses, students will learn techniques to produce clear, precise prose by integrating writing, reading, and research. The required units of Core Surveys of literature in English will ensure students have a broad familiarity with different eras of literary history; an additional requirement of units of Specialized Literature courses provides students with an opportunity for more focused study. If students anticipate careers in law, education, communication, writing, government, advertising, or business, the English major should serve them well.

Learning Outcomes

Upon completion of this program, students will be able to:

- Distinguish genres, themes, and contexts within a variety of works of literature.
- Employ methods of Interpreting literature across genres.
- Assess, evaluate, and analyze ideas expressed in text or in spoken language.
- Create (write or present) coherent arguments that exhibit clear prose and synthesize diverse bodies of knowledge.
- Conceptualize, write, workshop, present for feedback, revise, and edit an original text.

Students who wish to earn the in Associate in Arts in English for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in English

Course . . . . . Units

Required Group 1: Core Reading and Composition courses:

ENGL 1B Writing about Literature 4.0
ENGL 1C Writing about Nonfiction 4.0

Choose 6 units from Group 2: Core Survey courses:

ENGL 30A American Literature, Beginnings to Civil War . 3.0
ENGL 30B American Literature, 1865-present 3.0
ENGL 46A Survey of Literature in English, Part 1: Beowulf through Milton 3.0
ENGL 46B Survey of Literature in English, Part 2: Late-17th through the Mid-19th Century 3.0
ENGL 46C Survey of Literature in English, Part 3: Mid- Nineteenth through the Twentieth Century 3.0

Choose 6 units from Group 3: Specialized Literature courses:

ENGL 35A Introduction to Writing Fiction 3.0
ENGL 35B Intermediate Fiction Writing 3.0
ENGL 35C Introduction to Writing Poetry 3.0
ENGL 35D Intermediate Poetry Writing 3.0
ENGL 35L Introduction to Literary Magazine 3.0
ENGL 35M Intermediate Literary Magazine 3.0
ENGL 43 Introduction to Poetry 3.0
ENGL 44A Survey of World Literature, Part 1: Ancient, Medieval, and Early Modern 3.0
ENGL 44B Survey of World Literature, Part II: Early Modern to the Present 3.0
ENGL 48C Science Fiction and Fantasy 3.0
ENGL 48K The Bible as Literature 3.0
ENGL 51 The Graphic Novel as Literature 3.0
ENGL 52 Shakespeare 3.0
ENGL 57 Survey of Women's Literature 3.0
ENGL 58 Contemporary Women's Writing 3.0
CLAS 35 Tragic Drama of Greece 3.0
Group 2 courses not already taken.. . . . . 3.0

Total: 20.0

English Major (AA)

CCSF's English major offers a wide variety of language, literature, and writing courses--GE transferable units--to serve students with diverse goals, including transfer to UC, CSU, or other four year colleges. English majors will be able to complete most or all of their lower division preparation at CCSF before they transfer but should see a counselor to confirm their program of study. By taking units of Core Reading and Composition Courses, students will learn techniques to produce clear, precise prose by integrating writing, reading, and research. The required units of Core Surveys of literature in English will ensure students have a broad familiarity with different eras of literary history; an additional requirement of Specialized Literature Courses provides students with an opportunity for more focused study. If students anticipate careers in law, education, communication, writing, government, advertising, or business, the English major should serve them well.

Learning Outcomes

Upon completion of this program, students will be able to:

- Distinguish genres, themes, and contexts within a variety of works of literature.
- Employ methods of Interpreting literature across genres.
- Assess, evaluate, and analyze ideas expressed in text or in spoken language.
- Write or present coherent arguments that exhibit clear prose and synthesize diverse bodies of knowledge.
- Develop and improve an original text.

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in English

Course . . . . . Units

Choose 4 units from Group 1: Core Reading and Composition courses

ENGL 1B Writing about Literature 4.0

Choose 6 units from Group 2: Core Survey courses

ENGL 46A Survey of Literature in English, Part 1: Beowulf through Milton 3.0
ENGL 46B Survey of Literature in English, Part 2: Late-17th through the Mid-19th Century 3.0
ENGL 46C Survey of Literature in English, Part 3: Mid- Nineteenth through the Twentieth Century 3.0

ENGL 30A American Literature, Beginnings to Civil War . 3.0
ENGL 30B American Literature, 1865-present 3.0

Choose a minimum of 9 units from Group 3: Specialized Writing and Literature

Group 1 or 2 courses not already taken. 3.0
CLAS 35 Tragic Drama of Greece 3.0
ENGL 43 Introduction to Poetry 3.0
ENGL 44A Survey of World Literature, Part 1: Ancient, Medieval, and Early Modern 3.0
ENGL 44B Survey of World Literature, Part II: Early Modern to the Present 3.0
ENGL 48C Science Fiction and Fantasy 3.0
ENGL 48K The Bible as Literature 3.0
ENGL 51 The Graphic Novel as Literature 3.0
ENGL 52 Shakespeare. 3.0
ENGL 54 Children's and Young Adult Literature 3.0
ENGL 57 Survey of Women's Literature. 3.0
ENGL 58 Contemporary Women's Writing. 3.0
ENGL 61 Literature and Film. 3.0
ENGL 35A Introduction to Writing Fiction 3.0
ENGL 35B Intermediate Fiction Writing 3.0
ENGL 35C Introduction to Writing Poetry 3.0
ENGL 35D Intermediate Poetry Writing 3.0
ENGL 35G Introduction to Writing Creative Nonfiction . . 3.0
ENGL 35H Intermediate Creative Nonfiction Writing . . 3.0
ENGL 35L Introduction to Literary Magazine 3.0
ENGL 35M Intermediate Literary Magazine. 3.0
ENGL 1C Writing about Nonfiction 4.0

Total: . . . . . 19.0 – 20.0

Creative Writing Certificate

The Creative Writing Certificate is interdisciplinary, allowing students to major or minor in creative writing and develop skills that support careers in publishing, editing, web-editing, and non-profit organizations in the arts/arts education. All courses in the Creative Writing Certificate are transferable to the California State University system; most are transferable to the University of California. Some courses satisfy requirements for CSU General Education Humanities Area C2, IGETC Area 3B, and CCSF General Education graduation requirements for Areas E and H.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify craft elements of creative writing.
- Analyze and appraise published or unpublished literary work for its literary merit.
- Analyze and appraise the relationship between culture and literary expression.
- Compose original creative works in various genres.
- Apply skills used in the publication process.
- Design and present literary expression in the community.

The Creative Writing Certificate is open to any student enrolled at CCSF who meets the prerequisite requirements for the required courses. Students must complete all courses at City College of San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Creative Writing

Course . . . . . Units

Choose 2 of the following Intro to Creative Writing courses:

ENGL 35A Introduction to Writing Fiction 3.0
ENGL 35C Introduction to Writing Poetry 3.0
ENGL 35G Introduction to Writing Creative Nonfiction . . 3.0

Choose 1 of the following Intro to Creative Writing in the Community courses:

ENGL 35L Introduction to Literary Magazine 3.0
IDST 36 Poetry for the People. 3.0

Choose 1 of the following Continuing Studies in Creative Writing courses:

ENGL 35B Intermediate Fiction Writing. 3.0
ENGL 35D Intermediate Poetry Writing 3.0
ENGL 35H Intermediate Creative Nonfiction Writing . . 3.0
ENGL 35M Intermediate Literary Magazine. 3.0
IDST 36 Poetry for the People* 3.0

* Courses used in one section cannot be used to fulfill a requirement for another section.

Choose 1 of the following Craft Exploration courses:

BCST 110 Introduction to Writing for Electronic Media . . 3.0
CINE 72 Nonfiction Scriptwriting 3.0
CINE 75 Screenwriting. 3.0
DSGN 101/PHOT 100/VMD 101 Design Fundamentals. . . 3.0
JOUR 22 Feature Writing 3.0
JOUR 29A Introduction to Magazine Editing and Production. 3.0
PHOT 51 Beginning Photography. 3.0
PHOT 57 Photography for the Web 3.0
PHOT 100/DSGN 101/VMD 101 Design Fundamentals. . 3.0
TH A 171A Beginning Storytelling and Performance. . . . 3.0
TH A 171B Intermediate Storytelling and Performance. . 3.0
TH A 171C Advanced Intermediate Storytelling and Performance 3.0
TH A 171D Advanced Storytelling and Performance 3.0
WGST 20 Her/His/Ourstories. 3.0
VMD 101/DSGN 101/PHOT 100 Design Fundamentals. . 3.0
VMD 166 Storytelling and Storyboarding 3.0

Any 3-unit Creative Writing course elective (in the ENGL 35 family or IDST 36) not already used for a different certificate requirement.

Choose 1 of the following Studies in Literature courses:

ENGL 30A American Literature, Beginnings to Civil War . 3.0
ENGL 30B American Literature, 1865-present 3.0
ENGL 43 Introduction to Poetry 3.0
ENGL 44A Survey of World Literature, Part 1: Ancient, Medieval, and Early Modern 3.0
ENGL 44B Survey of World Literature, Part II: Early Modern to the Present 3.0
ENGL 46A Survey of Literature in English, Part 1: Beowulf through Milton 3.0
ENGL 46B Survey of Literature in English, Part 2: Late-17th through the Mid-19th Century 3.0
ENGL 46C Survey of Literature in English, Part 3: Mid- Nineteenth through the Twentieth Century. 3.0
ENGL 48C Science Fiction and Fantasy 3.0
ENGL 48K The Bible as Literature 3.0
ENGL 51 The Graphic Novel as Literature 3.0
ENGL 52 Shakespeare. 3.0
ENGL 54 Children's and Young Adult Literature 3.0
ENGL 57 Survey of Women's Literature. 3.0
ENGL 58 Contemporary Women's Writing. 3.0
ENGL 61 Literature and Film. 3.0
HUM 11 Music, Art, and Literature: Traditional. 3.0
HUM 12 Music/Art/Literature: Modern 3.0
HUM 20 Bay Area Arts 3.0

HUM 25 Women in the Arts 3.0
HUM 41A Western Cultural Values: Pre-history to the Middle Ages 3.0
HUM 41B Western Cultural Values 3.0
HUM 48 African-American Music, Art and Literature . . . 3.0
IDST 14 American Cultures in Literature and Film 3.0
IDST 46 Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania 3.0
LGBT 15 From Greece to Stonewall: Global LGBT Literature, Art and Culture 3.0
Total: 18.0

Announcement of Courses

CCSF English assessment and placement is required prior to enrollment in English courses. For more information, please see "Steps to Become a CCSF Students in Credit Courses" in the "Admission to the College" section of this Catalog.

Students for whom English is a second language should take the ESL Placement Test. Non-native English speakers with proficient English skills can be placed into the general English sequence.

The chair of the English Department or designee rules on all matters of equivalency of ENGL 1A and 1B courses completed at out-of-state colleges, universities, or private institutions.

For information about the prerequisite challenge process, see the Assessment Center webpage (https://www.ccsf.edu/assessment) or meet with the English Eligibility Coordinator in Batmale 514 to schedule a written essay challenge exam. Access English eligibility information from the English Department website http://www.ccsf.edu/english.

Credit, Non-Degree Applicable Courses:

ENGL 12. English Bridge (1.5)
Lec-26.25 P/NP only
A short term English Composition course offered to incoming and continuing students as preparation for full-term English courses.

ENGL 86. Introduction to College Reading and Writing (6)
Lec-105, field trips
Prereq: ENGL L or placement in ENGL 86
This course provides practice in writing, reading, and study skills. The emphasis is on acquiring and using strategies to comprehend texts and to undertake writing projects.
This course is not intended for ESL students.

Credit, Degree Applicable Courses:

ENGL 88. College Reading and Writing (6)
Lec-105, field trips
This course provides training in academic essay writing and analytical reading. The emphasis is on reading multiple academic texts, synthesizing ideas, and developing and revising text-based, thesis-driven essays at the pre-collegiate level.
ENGL 88A + 88B = ENGL 88

ENGL 88B. College Reading and Writing (3)
Lec-52.5, field trips
This course offers training in analytical reading and academic essay writing. The emphasis is on reading multiple academic texts, synthesizing ideas, and developing and revising text-based, thesis-driven essays at the pre-collegiate level.
English 88B is the second course in a two-course equivalent of the six-unit English 88. ENGL 88A + 88B = ENGL 88

ENGL 1A. University-Parallel Reading and Composition (4)
Lec-70, field trips
Prereq: ENGL 88 or ENGL 88B or ESL 188 or placement in ENGL 1A
University-parallel reading, writing, and critical thinking with a major research component. Reading, writing, and research assignments are based predominately on non-fiction texts. UC/CSU
C-ID ENGL 100 (ENGL 110)

ENGL 1AS. English 1A Support (2)
Lec-35, field trips P/NP available
Prereq: Placement into ENGL 1AS
Coreq: ENGL 1A
This supplemental course, taken in conjunction with English 1A (depending on placement), provides additional support for students in English 1A in academic essay writing and analytical reading. Emphasis is on writing process and the skills involved in reading multiple academic texts and developing and revising text-based, thesis-driven essays at the collegiate level. CSU
This course must be taken in conjunction with English 1A

ENGL 1B. Writing about Literature (4)
Lec-70
Prereq: ENGL 1A
University-parallel reading, writing, and critical thinking applied to literature, including poetry, drama, and fiction. Essay writing employing methods of literary analysis, academic research, and critical thinking. UC/CSU
C-ID ENGL 120 (ENGL - LIT 100)

ENGL 1C. Writing about Nonfiction (4)
Lec-70, field trips
Prereq: ENGL 1A
A course in composition and rhetoric that helps students hone a style appropriate for upper-division work that integrates the close reading of nonfiction and the writing of expository and argumentative essays. Focus on sharpening critical thinking skills, analyzing and evaluating texts, and writing text-based prose. UC/CSU
C-ID ENGL 105 (ENGL 115)

ENGL 9. Introduction to College Reading (2)
Lec-35 P/NP available
This course presents a basic grounding and practice in the academic reading process, reading comprehension, and vocabulary development. CSU
Not recommended for students who have completed English 19.

ENGL 10. Introduction to English Tutoring (2)
Lec-36 P/NP only
Prereq: ENGL 1A
This course is designed to train students who wish to tutor in the English Lab or other English tutorial programs or classrooms on campus. The course content will cover tutoring theory and effective strategies for peer tutoring in English. CSU

ENGL 17. Writing Workshop for English 1A (1.5)
Lec-26.25 P/NP only
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Practice in developing strategies for university-parallel research essays. Useful for students who want additional preparation and support in developing a writing process and academic habits of mind. In this supportive learning community, students improve their chances of completing English 1A. CSU
Offered on occasion

ENGL 19. College Reading (2)
Lec-35 P/NP available
Recommended Prep: ENGL 9 or ENGL 88 or ESL 188 or readiness for college-level English
This course is designed for students who wish to improve their reading skills in all academic areas, including comprehension, textual analysis, and vocabulary at the transfer level. CSU
Not recommended for students concurrently enrolled in ENGL 9. May be taken after ENGL 9, while concurrently enrolled in another English course, or independently.

ENGL 22A. English Support Seminar: Introduction to the Academic Essay (.5)
Lec-8.75 P/NP only
This seminar introduces students to models of academic essays and how to create their own academic essays, including considerations of language, style, audience, and structure. CSU

ENGL 22B. English Support Seminar: Thesis and Topic Sentence Development (.5)
Lec-8.75 P/NP only
This seminar teaches students how to create effective thesis statements and topic sentences, including considerations of language, style, and structure. CSU

ENGL 22C. English Support Seminar: Revising and Editing (.5)
Lec-8.75 P/NP only
This seminar explores effective revision and editing processes, providing students with ways to "re-think" their writing and incorporate concrete strategies for improvement. CSU

ENGL 26. English Grammar and Sentence Combining (3)
Lec-52.5 P/NP available
This course teaches the rules of English grammar and sentence-combining techniques to help students understand and fix common grammatical errors and write more sophisticated sentences. CSU
Recommended for students who wish to improve their knowledge and understanding of basic English grammar and those who want to tutor English/ESL.

ENGL 26A. English Grammar: Sentence Core (1)
Lec-17.5 P/NP available
This course teaches the fundamentals of parts of speech and strategies for identifying errors in pronoun and verb use to help students understand and fix common grammatical errors. CSU
Recommended for students who wish to improve their knowledge and understanding of basic grammar. ENGL 26 = ENGL 26A + ENGL 26B + ENGL 26C

ENGL 26B. English Grammar: Sentence Structure (1)
Lec-17.5 P/NP available
Recommended for students who wish to improve their knowledge and understanding of basic grammar. ENGL 26 = ENGL 26A + ENGL 26B + ENGL 26C

ENGL 26C. English Grammar: Sentence Combining (1)
Lec-17.5 P/NP available
This course teaches the rules of English grammar and sentence-combining techniques to help students understand and fix common grammatical errors and write more sophisticated sentences. CSU
Recommended for students who wish to improve their knowledge and understanding of basic and more advanced English grammar and/or tutor English/ESL. ENGL 26= ENGL 26A + 26B +26C

ENGL 30A. American Literature, Beginnings to Civil War (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
ENGL 30A surveys American literature from its Native and European beginnings to the Civil War. It is designed to introduce students to the analysis of a variety of texts forming and critiquing the idea of America and a national literature. UC/CSU
C-ID ENGL 130
Offered in alternate Spring semesters

ENGL 30B. American Literature, 1865-present (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-leve English
ENGL 30B is a course surveying American literature from the Civil War to the present. It is designed to introduce students to significant stories, novels, poetry and drama. UC/CSU
C-ID ENGL 135
Offered in alternate Spring semesters

ENGL 35A. Introduction to Writing Fiction (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
In this introduction to the fundamentals of short story writing, students develop story writing skills by studying elements of fiction in published works, engaging in writing exercises, and learning to participate in a workshop. UC/CSU
C-ID ENGL 200 (ENGL-CW 100) (ENGL 35A + ENGL 35C)

ENGL 35B. Intermediate Fiction Writing (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 35A
In this intermediate fiction workshop, students expand their skills writing, reading, and critiquing short stories, as well as share their writing with peers in a workshop setting. UC/CSU

ENGL 35C. Introduction to Writing Poetry (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Beginning poetry writing course: reading, listening to, and analyzing poetry in order to apply basic poetic techniques to their work. Poetry writing, both in and out of class, and workshopping with peers in a supportive environment. UC/CSU
C-ID ENGL 200 (ENGL-CW 100) (ENGL 35A + ENGL 35C)

ENGL 35D. Intermediate Poetry Writing (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 35C; ENGL 88 or ESL 188 or readiness for ENGL 88
Recommended Prep: ENGL 35C; ENGL 88 or ESL 188 or readiness for ENGL 88 Recommended Prep: ENGL 35C
In this intermediate poetry workshop, students expand their skills in writing, reading, and critiquing poetry, as well as share their writing with peers in a workshop setting. UC/CSU

ENGL 35G. Introduction to Writing Creative Nonfiction (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This beginning creative nonfiction writing course introduces students to the fundamentals of memoir writing, literary nonfiction, and

personal essay, while cultivating creative and critical thinking skills through the examination of diverse authors, and preparing students for intermediate creative nonfiction writing, especially those students considering a major or minor in creative writing. UC/CSU

ENGL 35H. Intermediate Creative Nonfiction Writing (3)
Lec-52.5, field trips P/NP available
Prereq: ENGL 35G
In this intermediate creative nonfiction writing course, students expand their ability to write literary memoir, personal essays, and nonfiction shorts. Students will also further develop their ability to read and critique both diverse professional writing and writing of their peers. UC/CSU

ENGL 35L. Introduction to Literary Magazine (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ENGL 88B or ESL 188 or readiness for college-level English
This class teaches students the basics of producing a literary magazine. Students gain experience in writing, copy editing, and production while developing the aesthetic judgment and the skills for taking on greater editorial and production responsibilities in the future. CSU
Offered Spring semesters

ENGL 35M. Intermediate Literary Magazine (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 35L
The class teaches students intermediate to advanced editorial and project management skills involved in publishing a literary magazine, including managing submissions and reading groups and coordinating with other departments on design and layout. CSU
Offered Spring semesters

ENGL 43. Introduction to Poetry (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Across time and cultures, poetry is one of the most powerful ways to communicate thought and emotion and celebrate the beauty of language. This class helps students understand, appreciate, and analyze a wide range of poems, from canonical works to contemporary popular forms. UC/CSU
Offered on occasion

ENGL 44A. Survey of World Literature, Part 1: Ancient, Medieval, and Early Modern (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of significant world literature in English translation, from antiquity through the late Renaissance. UC/CSU
C-ID ENGL 140 (ENGL-LIT 180)
Offered on occasion

ENGL 44B. Survey of World Literature, Part II: Early Modern to the Present (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of significant world literature in English translation, from the early modem period to the present. UC/CSU
C-ID ENGL 145 (ENGL-LIT 185)
ENGL 44A is not prerequisite to 44B
Offered on occasion

ENGL 46A. Survey of Literature in English, Part 1: Beowulf through Milton (3)
Lec-52.5 P/NP available
Prereq: ENGL 1A
A survey of significant literature written in English, from the Anglo-Saxon era through the late Renaissance. UC/CSU
C-ID ENGL 160 (ENGL-LIT 160)
No part of ENGL 46 series is prerequisite to any other part. Required for a university major in English.
Offered every third semester

ENGL 46B. Survey of Literature in English, Part 2: Late-17th through the Mid-19th Century (3)
Lec-52.5 P/NP available
Prereq: ENGL 1A
A survey of important literature written in English, from the Restoration through Neo-Classicism and Romanticism to the Early Victorian period. UC/CSU
C-ID ENGL 165 (ENGL 46B + ENGL 46C)
No part of ENGL 46 series is prerequisite to any other part. Required for a university major in English.
Offered every third semester

ENGL 46C. Survey of Literature in English, Part 3: Mid- Nineteenth through the Twentieth Century (3)
Lec-52.5 P/NP available
Prereq: ENGL 1A
A survey of important literature written in English, from the Mid to Late Victorian Era through Early Modernism. UC/CSU
C-ID ENGL 165 (ENGL 46B + ENGL 46C)
No part of the English 46 series is prerequisite to any other part. Required for a university major in English.
Offered every third semester

ENGL 48C. Science Fiction and Fantasy (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The roots, twentieth-century rise, and contemporary status of the science fiction and fantasy literary genres are studied. Focus is on recurrent themes and tropes, as well as the mythological, philosophical, and socio-cultural foundations from which they arise. UC/CSU
Offered on occasion

ENGL 48K. The Bible as Literature (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the Bible in English--one of Western culture's most influential books and an important source for literature--through a study of its literary aspects, interpretative methods, and historical context. UC/CSU
Offered on occasion

ENGL 51. The Graphic Novel as Literature (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course focuses on the graphic novel as a literary and artistic medium exploring a variety of topics in a sophisticated and compelling manner, unique to this genre. UC/CSU
Offered on occasion

ENGL 52. Shakespeare (3)
Lec-52.5 P/NP available
Prereq: ENGL 88 or ENGL 88B or ESL 188 or placement in ENGL 1A
A survey of Shakespeare's plays and poetry that emphasizes his growth as a literary artist and the social and artistic forces which shaped his work in the Elizabethan/Jacobean periods. Students learn strategies for textual analysis and interpretation, engage in in-depth discussion, write critical essays, and develop analytical and creative projects. UC/CSU
Offered Spring semesters

ENGL 54. Children's and Young Adult Literature (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ENGL 88B or ESL 188 or readiness for college-level English
Children's and young adult literature from fairy tales to vampires, from monsters to magicians, including history, features, and cultural influences. Literary criticism and analysis applied to texts from diverse authors, cultures, and time periods, plus the social construction of the experience of youth and the meaning of "childhood." UC/CSU

ENGL 57. Survey of Women's Literature (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of literature written in English by women over the last four hundred years, emphasizing nineteenth and early twentieth century novels, poetry, and drama by major as well as rediscovered authors prior to 1970. UC/CSU
Offered on occasion

ENGL 58. Contemporary Women's Writing (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An exploration of contemporary women's writing: fiction, poetry, drama, creative nonfiction, and hybrid forms written in English by contemporary women from diverse social, cultural and ethnic backgrounds. UC/CSU
Formerly ENGL 58A
Offered on occasion

ENGL 61. Literature and Film (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Critical analysis of literary texts in relation to film. Develop critical thinking and literary analysis skills, and acquire knowledge of literary and film techniques, by examining the relationship between filmed and written versions of a single text, theme, social issue, historical period, or ethnic/cultural experience. UC/CSU

Noncredit Course:

ENGL 1000. Supervised Tutoring - English (50 hrs)
A course designed to help faculty-referred students strengthen and refine college English skills and achieve course learning outcomes. Under faculty supervision, students utilize technology, receive tutoring, attend workshops, and engage in writing, reading, study skills, or research.
Recommended for students concurrently enrolled in English and/or Humanities.

Classics

Announcement of Course

Credit, Degree Applicable Course:

CLAS 35. Tragic Drama of Greece (3)
Lec-52.5 to 52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An intensive consideration of the tragic dramas of Greece in English translation from a literary standpoint. UC/CSU
Offered on occasion

English as a Second Language

Office: Batmale 616
Phone Number: (415) 239-3003
Web Site: www.ccsf.edu/esl

Announcement of Curricula

Credit Programs

Advanced Academic English as a Second Language Certificate

The Certificate of Accomplishment in Advanced Academic ESL provides students, prospective employers, and others with documented evidence of persistence and academic accomplishment in ESL.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and synthesize complex authentic texts from various genres to participate in academic and professional discourse.
- Compose logically developed, well-supported, complex texts.
- Communicate orally with advanced-level accuracy and fluency in academic and professional communication.

The minimum time for completion of this certificate is one semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Advanced Academic English as a Second Language

Course	Units
Required courses:	
ESL 79 Advanced Speaking and Pronunciation	3.0
ESL 188 ESL College Reading and Writing	6.0
Choose a minimum of 3 units from the following elective courses:	
ESL 66 Advanced Listening and Reading	3.0
ESL 67 Practical Writing for ESL Students	3.0
ESL 69 Accent Improvement	3.0
ESL 85 Advanced Editing and Grammar Review	3.0
or ESL 85A Advanced Editing and Grammar Review A	1.0
and ESL 85B Advanced Editing and Grammar Review B	1.0
and ESL 85C Advanced Editing and Grammar Review C	1.0
ESL 95 High Advanced Editing and Grammar Review	3.0
Total:	**12.0**

Advanced English as a Second Language Oral Communication Skills Certificate

The Certificate of Accomplishment in Advanced English as a Second Language (ESL) Oral Communication Skills provides students, employers, and others with documented evidence of persistence and academic accomplishment in listening and speaking in academic and professional environments.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and synthesize complex oral and written material to participate in academic or professional oral discourse.
- Negotiate challenging listening encounters in academic or professional settings.
- Speak with fluency and accuracy in advanced academic or professional oral discourse.
- Recognize and correct pronunciation errors that impede successful communication.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Advanced English as a Second Language Oral Communication Skills

Course	Units
Required courses:	
ESL 142 High Intermediate Listening/Speaking	3.0
ESL 79 Advanced Speaking and Pronunciation	3.0
Choose one of the following course electives:	
ESL 66 Advanced Listening and Reading	3.0
ESL 69 Accent Improvement	3.0
Total:	**9.0**

Announcement of Courses

Credit Courses

Initial recommended placement in the credit ESL program is based on results of 1) the ESL Placement Examination 2) a writing sample, and 3) consultation with the student; for continuing students, successful completion of courses with letter grades requires a grade of "C" or higher. Credit ESL courses are not intended for native speakers of English.

Credit, Non-Degree Applicable Courses:

ESL 12. ESL Bridge (1.5)
Lec-26.25 P/NP only
Recommended Prep: High School Diploma
A short-term ESL multi-skills course offered to incoming and continuing students as preparation for full-term ESL courses and the placement process.

ESL 75. Intermediate Editing and Grammar Review (3)
Lec-52.5 P/NP available
Prereq: ESLA 3180 or placement in ESL 182
Support for non-native speakers of English; intermediate grammar for texts which are lightly adapted for ESL and composition; editing/proofreading skills to improve quality and accuracy of written pre-college work at the intermediate level.
Intended for non-native speakers of English taking ESL 182 or ESL 184 who require additional instruction in intermediate grammar and writing skills.

ESL 75A. Intermediate Editing and Grammar Review A (1)
Lec-17.5 P/NP available
Prereq: ESLA 3180 or placement in ESL 182
The first short support course in a series of three for non-native speakers of English. Intermediate grammar with a focus on sentence parts and basic sentence structures. Editing/proofreading skills to improve quality and accuracy of pre-college written work at an intermediate level.
ESL 75 = ESL 75A + 75B + 75C. Intended for non-native speakers of English taking ESL 182, ESL 184, or other courses, who require additional instruction in intermediate grammar and writing skills.

ESL 75B. Intermediate Editing and Grammar Review B (1)
Lec-17.5 P/NP available
Prereq: ESLA 3180 or placement in ESL 182
The second short support course in a series of three for non-native speakers of English. Intermediate grammar with a focus on complexity in basic sentence structures. Editing/proofreading skills to improve quality and accuracy of pre-college written work at an intermediate level.
ESL 75 = ESL 75A + 75B + 75C. Intended for non-native speakers of English taking ESL 182, ESL 184, or other courses, who require additional instruction in intermediate grammar and writing skills.

ESL 75C. Intermediate Editing and Grammar Review C (1)
Lec-17.5 P/NP available
Prereq: ESLA 3180 or placement in ESL 182
The third short support course in a series of three for non-native speakers of English. Intermediate grammar with a focus on connecting ideas in complex sentence structures. Editing/proofreading skills to improve quality and accuracy of pre-college written work at an intermediate level.
ESL 75 = ESL 75A + 75B + 75C. Intended for non-native speakers of English taking ESL 182, ESL 184, or other courses, who require additional instruction in intermediate grammar and writing skills.

ESL 85. Advanced Editing and Grammar Review (3)
Lec-52.5 P/NP available
Prereq: ESL 184 or ESL 75 or placement in ESL 186
Recommended Prep: Concurrent enrollment in ESL 186 or ENGL 88 or ENGL 88B
Support for non-native speakers of English; advanced grammar for high level texts and composition; editing/proofreading skills to improve quality and accuracy of written pre-college work at the advanced level. Meets requirements for the Certificate of Accomplishment in Advanced Academic English as a Second Language.
Intended for non-native speakers of English taking ESL 186, ESL 188, ENGL 88, or ENG 88B who require additional instruction in advanced grammar and writing skills

ESL 85A. Advanced Editing and Grammar Review A (1)
Lec-17.5 P/NP available
Prereq: ESL 75 or ESL 184 or placement in ESL 186
The first short support course in a series of three for non-native speakers of English. Advanced English grammar with a focus on complexity and accuracy in verb structures. Editing/proofreading skills to improve quality and accuracy of pre-college written work at an advanced level.
ESL 85 = ESL 85A + 85B + 85C Intended for non-native speakers of English taking ESL 186, ESL 188, or other courses, who require additional instruction in advanced grammar and writing skills.

ESL 85B. Advanced Editing and Grammar Review B (1)
Lec-17.5 P/NP available
Prereq: ESL 75 or ESL 184 or placement in ESL 186
The second short support course in a series three for non-native speakers of English. Advanced grammar with a focus on sentence complexity and connecting ideas. Editing/proofreading skills to improve quality and accuracy of pre-college written work at an advanced level.
ESL 85 = ESL 85A + 85B + 85C Intended for non-native speakers of English taking ESL 186, ESL 188, or other courses, who

require additional instruction in advanced grammar and writing skills.

ESL 85C. Advanced Editing and Grammar Review C (1)
Lec-17.5 P/NP available
Prereq: ESL 75 or ESL 184 or placement in ESL 186
The third short support courses for non-native speakers of English. Advanced grammar with a focus on sentence variety and complexity. Editing/proofreading skills to improve quality and accuracy of pre-college written work at an advanced level.
ESL 85 = ESL 85A + 85B + 85C Intended for non-native speakers of English taking ESL 186, ESL 188, or other courses, who require additional instruction in advanced grammar and writing skills.

ESL 95. High Advanced Editing and Grammar Review (3)
Lec-52.5 P/NP available
Prereq: ESL 85 or ESL 186 or placement in ESL 188 or ENGL 1A
Recommended Prep: Completion of or concurrent enrollment in: ESL 188 or ENGL 88 or ENGL 1A
Support for non-native speakers of English. High-advanced grammar for college and other authentic texts and composition. Editing/proofreading skills to improve quality and accuracy of written college work at the advanced level.

ESL 95A. High Advanced English Editing and Grammar Review A (1)
Lec-17.5 P/NP available
Recommended Prep: ESL 85 or ESL 85C or ESL 186 or placement in ESL 188
The first of three short support courses for non-native speakers of English with a focus on the foundational elements of high advanced grammar, including noun and adjective phrases and clauses, working with the complex and often irregular grammar of authentic texts and composition. Editing and proofreading skills to improve quality and accuracy in written college level work.
Open to students enrolled in any CCSF course who need instruction in avoiding errors related to English language learning. Students may take ESL 95A, ESL 95B, and ESL 95C in any order.

ESL 95B. High Advanced Editing and Grammar Review B (1)
Lec-17.5 P/NP available
Recommended Prep: ESL 85 or ESL 85C or ESL 186 or placement in ESL 188
The second of three short support courses for non-native speakers of English with a focus on the complex and often irregular English verb system found in authentic college level texts and composition. Editing and proofreading skills to improve quality and accuracy in written college level work.
Open to students enrolled in any CCSF course who need instruction in avoiding errors related to English language learning. Students may take ESL 95A, ESL 95B, and ESL 95C in any order.

ESL 95C. High Advanced Editing and Grammar Review C (1)
Lec-17.5 P/NP available
Recommended Prep: ESL 85 or ESL 85C or ESL 186 or placement in ESL 188
The third of three short support courses for non-native speakers of English addressing grammar via the meaning and cultural conventions of the complex and often irregular English found in authentic college level texts and composition. Editing and proofreading skills to improve quality and accuracy in written college level work.
Open to students enrolled in any CCSF course who need instruction in avoiding errors related to English language learning. Students may take ESL 95A, ESL 95B, and ESL 95C in any order.

ESL 122. Low-Intermediate Listening/Speaking (3)
Lec-52.5 P/NP available
Prereq: ESLA 3180 or placement in ESL 122
Pre-academic listening and speaking skills and strategies. Oral communication activities and oral presentations with vocabulary and grammatical structures appropriate to the low-intermediate level.
Intended to be taken together with an academic reading/writing course such as ESL 110 or 120, depending on the reading/writing placement

ESL 132. Intermediate Listening/Speaking (3)
Lec-52.5 P/NP available
Prereq: ESL 122 or ESLA 3180 or placement in ESL 132
Intermediate academic listening and speaking skills and strategies. Oral communication activities and oral presentations with vocabulary and grammatical structures appropriate to the intermediate level.
Intended to be taken with a reading/writing course such as ESL 120 or ESL 130 or ESL 140 (depending on Reading/Writing course placement)

ESL 142. High Intermediate Listening/Speaking (3)
Lec-52.5 P/NP available
Prereq: ESL 132 or placement in ESL 142
High intermediate academic listening and speaking skills and strategies. Oral communication activities, oral presentations and listening competency with vocabulary and grammatical structures appropriate to the high-intermediate level.
Intended to be taken with a reading/writing course such as ESL 182 or ESL 184 or ESL 186 (depending on Reading/Writing course placement)

ESL 182. Intermediate Academic ESL (6)
Lec-105, Lab-15
Prereq: ESLA 3180 or placement in ESL 182
Training and practice in intermediate reading and writing, with emphasis on language structure and vocabulary development for non-native speakers of English. Practice in reading passages from informational and literary texts to support written work. Practice in a variety of writing tasks. Intermediate language skills integrated on the basis of academic tasks and content.
Intended to be taken together with a Listening/Speaking course such as ESL 122, ESL 132, or ESL 142

Credit, Degree Applicable Courses:

ESL 49. Pronunciation (3)
Lec-52.5, Lab-15 P/NP available
Prereq: ESLA 3180 or placement in ESL 182
Systematic practice in American English sounds and speech for improved reading and oral communication, especially listening and pronunciation. Recommended for ESL 182 and 184 students. CSU
Intended to be taken together with a reading/writing class, such as ESL 182 and a listening/speaking class, such as ESL 122 or 132

ESL 66. Advanced Listening and Reading (3)
Lec-52.5
Prereq: ESL 182 or placement in ESL 184
Intensive work on academic skills and strategies in the areas of listening in mainstream classroom lectures, reading of a variety of text types in different academic content areas, and note-taking and test-taking. CSU
This course is designed for students who already have time-management and native-language academic skills. Intended to be taken concurrently with ESL 140, 150, 160, 186, or 188 for

students who need additional work in academic listening and reading.

ESL 67. Practical Writing for ESL Students (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 186 or placement in ESL 188
Practice in interpreting documents, professional and academic applications and other written instructions, and composing a variety of writings, including those required to apply for admissions, scholarships, internships and employment opportunities, to take advantage of opportunities and funding, and to problem solve and engage effectively in civic life. CSU

ESL 69. Accent Improvement (3)
Lec-52.5, Lab-15 P/NP available
Prereq: ESL 182 or placement in ESL 184
Improvement in standard American English pronunciation with emphasis on accent reduction, by improving overall clarity, voice quality, and physical presentation. Recommended for ESL 140, 150, 160 students with pronunciation problems. CSU

ESL 79. Advanced Speaking and Pronunciation (3)
Lec-52.5 P/NP available
Prereq: ESL 184 or placement in ESL 186
Recommended Prep: ESL 142 or ESL 69
Practice in effective communication in academic situations through the use of individual and group presentations, oral reports and summaries, debates, and discussions, in conjunction with pronunciation practice. CSU
Not intended for students who have completed more than one level beyond ESL 160

ESL 184. High Intermediate Academic ESL (6)
Lec-105, Lab-15
Prereq: ESL 182 or placement in ESL 184
Training and practice in high intermediate reading and writing, with emphasis on language structure and vocabulary development for non-native speakers of English. Practice in reading passages from a variety of academic genres used to support written work. Practice in a variety of writing tasks at the high intermediate level. High intermediate language skills integrated on the basis of academic tasks and content. UC/CSU
Intended to be taken together with a listening/speaking courses such as ESL 132 or ESL 142 (depending on listening/speaking course placement)

ESL 186. ESL Introduction to College Reading and Writing (6)
Lec-105, Lab-15
Prereq: ESL 184 or placement in ESL 186
Training and practice in advanced academic reading and writing, with emphasis on language structure and vocabulary development for non-native speakers of English. Practice in reading multiple academic texts, synthesizing ideas, and developing and revising text-based assignments at the pre-collegiate level. Advanced language skills integrated on the basis of academic tasks and content. UC/CSU

ESL 188. ESL College Reading and Writing (6)
Lec-105, Lab-15
Prereq: ESL 186 or placement in ESL 188
Pre-collegiate training and practice in critical reading and analytical writing, with emphasis on language structure and vocabulary development for non-native speakers of English. Research, synthesis, and documentation skills. High-advanced language skills integrated on the basis of academic tasks and content. UC/CSU

Announcement of Curricula

Noncredit Programs

General Programs

- ESL Literacy
- ESL Beginning Low
- ESL Beginning Low Focus Skills
- ESL Beginning Low Oral Communication Skills
- ESL Beginning High
- ESL Beginning High Focus Skills
- ESL Beginning High Oral Communication Skills
- ESL Beginning Intensive
- ESL Computer Assisted
- ESL Intermediate Low
- ESL Intermediate Low Focus Skills
- ESL Intermediate High
- ESL Intermediate High Focus Skills
- ESL Intermediate Oral Communication Skills
- ESL Advanced Low
- ESL Pre-Academic

Vocational ESL Programs

- ESL Beginning Workplace Skills
- Beginning VESL Communication
- Beginning VESL for Janitorial Workers
- Beginning VESL for the Hospitality Industry
- High Beginning VESL for Job Search
- High Intermediate ESL for Health Professionals
- Intermediate VESL for Job Searching
- Intermediate VESL-Office Workers
- VESL for Construction Workers
- VESL Preparation-Healthcare Careers
- Vocational ESL Office Training

General Programs

ESL Literacy Noncredit Certificate

English as a Second Language students with little or no English language skills develop basic language skills to prepare them for community participation, further study, or entry-level employment.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify a limited range of simple spoken words from learned material.
- Relate personal information and basic survival needs in limited social conversation.
- Identify letters, numbers, and basic words.
- Write words, phrases, and high-frequency expressions from learned material.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Noncredit Certificate in ESL Literacy

Course	Hours
Choose one of the following literacy courses:	
ESLN 3010 ESL Literacy A (175 hrs)	175.0
ESLN 3015 ESL Literacy A	85.0
ESLN 3020 ESL Literacy B (175 hrs)	175.0
ESLN 4015 ESL Literacy A Abridged	45.0
Choose one of the following Beginning High 1 courses:	
ESLN 3100 Beginning Low 1 (175 hrs)	175.0
ESLN 3105 Beginning Low 1 Abridged	85.0
Total:	**130.0 – 350.0**

ESL Beginning Low Noncredit Certificate

In this certificate, English as a Second Language students develop low beginning English skills in speaking, listening, reading, and writing to prepare for limited community participation, further study, and entry-level work.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret commonly used beginning low statements and questions in familiar contexts.
- Employ simple learned phrases and sentences to engage in basic social conversations.
- Construct general meaning from simplified reading materials on familiar topics.
- Write simple words and sentences.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Beginning Low

Course	Hours
Choose one of the following Beginning Low 1 courses:	
ESLN 3100 Beginning Low 1 (175 hrs)	175.0
ESLN 3105 Beginning Low 1 Abridged	85.0
Choose one of the Beginning Low 2 courses:	
ESLN 3120 ESL Beginning Low 1-2 Multilevel	175.0
ESLN 3200 Beginning Low 2 (175 hrs)	175.0
ESLN 3205 Beginning Low 2 Abridged	85.0
Total:	**170.0 – 350.0**

ESL Beginning Low Focus Skills Noncredit Certificate

Low beginning skills are emphasized for students who want focused practice in listening, reading, and writing. These courses in English as a Second Language expand low beginning English skills and prepare students for limited community participation, further study, and entry-level work.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret commonly used spoken language in familiar contexts.
- Employ simple learned phrases and sentences to engage in limited social situations using familiar basic conversations.
- Construct limited meaning from simplified reading materials on familiar topics.
- Compose a series of simple sentences based on learned vocabulary and low beginning grammatical structures.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Beginning Low Focus Skills

Course	Hours
Choose one of the following core courses:	
ESLN 3120 ESL Beginning Low 1-2 Multilevel	175.0
ESLN 3150 Beginning Low 1-2 Intensive	175.0
ESLN 3200 Beginning Low 2 (175 hrs)	175.0
ESLN 3205 Beginning Low 2 Abridged	85.0
Choose one of the following focus skill courses:	
ESLF 3128 Reading Beginning Low.	85.0
ESLF 3129 Writing Beginning Low	85.0
ESLF 5125 Speaking and Listening: Beginning Low	85.0
Total:	**170.0 – 260.0**

ESL Beginning Low Oral Communication Skills Noncredit Certificate

Low beginning ESL students develop speaking skills in this certificate. Students practice communicating in basic conversations using simple learned phrases and sentences. This certificate prepares students for limited community participation, further study, and future entry-level work.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify general ideas in beginning low oral discourse on limited familiar topics.
- Produce low beginning language to engage in conversational exchanges on limited familiar topics.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Beginning Low Oral Communication Skills

Course	Hours
Choose one of the following communication skills courses:	
ESLF 3144 Pronunciation Beginning	85.0
ESLF 4127 Beginning Low Conversation	45.0
ESLF 5125 Speaking and Listening: Beginning Low	85.0
Choose one of the following core courses:	
ESLN 3100 Beginning Low 1 (175 hrs)	175.0
ESLN 3105 Beginning Low 1 Abridged	85.0
ESLN 3120 ESL Beginning Low 1-2 Multilevel	175.0
ESLN 3200 Beginning Low 2 (175 hrs)	175.0
ESLN 3205 Beginning Low 2 Abridged	85.0
Total:	**125.0 – 260.0**

ESL Beginning High Noncredit Certificate

These courses in English as a Second Language develop and expand Beginning High English skills.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify main points and some details of spoken English in familiar contexts in spite of unfamiliar vocabulary.

- Relate information about basic needs and routine activities in common social situations in comprehensible English.
- Apply basic word analysis and vocabulary development skills to determine general meaning of simple written English text.
- Produce a paragraph of grammatically correct and related sentences about familiar topics using appropriate Beginning High language structures and forms.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Noncredit Certificate in ESL Beginning High

Course	Hours
Choose one of the following Beginning High Level 3 courses:	
ESLN 3300 Beginning High 3 (175 hrs)	175.0
ESLN 3305 Beginning High 3 Abridged	85.0
Choose one of the following Beginning High 4 and multi-level courses:	
ESLN 3140 Beginning 1-4 Multilevel	175.0
ESLN 3340 Beginning High 3-4 Multilevel	175.0
ESLN 3350 Beginning High 3-4 Intensive	175.0
ESLN 3400 Beginning High 4 (175 hrs)	175.0
ESLN 3405 Beginning High 4 Abridged	85.0
Total:	**170.0 – 350.0**

ESL Beginning High Focus Skills Noncredit Certificate

High beginning skills are emphasized for students who want focused practice in listening, speaking, reading, or writing. These courses in English as a Second Language develop and expand high beginning English skills and prepare students for community participation, further study, and employment.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify main ideas and some details in spoken and written English in familiar contexts with some unfamiliar vocabulary.
- Utilize high beginning basic English language structures to speak and write about familiar topics.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Beginning High Focus Skills

Course	Hours
Choose one of the following core courses:	
ESLN 3140 Beginning 1-4 Multilevel	175.0
ESLN 3400 Beginning High 4 (175 hrs)	175.0
ESLN 3405 Beginning High 4 Abridged	85.0
ESLN 3340 Beginning High 3-4 Multilevel	175.0
ESLN 3350 Beginning High 3-4 Intensive	175.0
Choose one of the following high beginning focused skill courses:	
ESLF 3348 Reading Beginning High	85.0
ESLF 3349 Writing High Beginning	85.0
ESLF 5345 Speaking and Listening Beginning High	85.0
Total:	**170.0 – 260.0**

ESL Beginning High Oral Communication Skills Noncredit Certificate

In this certificate, high beginning ESL students develop speaking skills to participate in social interactions on familiar topics to expand their ability to participate in the community, continue their education, and pursue better employment opportunities.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify general ideas and some details in high beginning oral discourse on a variety of familiar contexts.
- Engage in conversational exchanges in comprehensible English on familiar topics with some unfamiliar vocabulary.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Beginning High Oral Communication Skills

Course	Hours
Choose one of the following communication skills courses:	
ESLF 3144 Pronunciation Beginning	85.0
ESLF 4347 Beginning High Conversation	45.0
ESLF 5345 Speaking and Listening Beginning High	85.0
Choose one of the following core courses:	
ESLN 3140 Beginning 1-4 Multilevel	175.0
ESLN 3300 Beginning High 3 (175 hrs)	175.0
ESLN 3305 Beginning High 3 Abridged	85.0
ESLN 3340 Beginning High 3-4 Multilevel	175.0
ESLN 3400 Beginning High 4 (175 hrs)	175.0
ESLN 3405 Beginning High 4 Abridged	85.0
Total:	**125.0 – 260.0**

ESL Beginning Intensive Noncredit Certificate

This is an ESL Beginning Intensive accelerated study certificate.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify main topic of conversation on familiar material and general meaning of non-face-to-face speech in familiar contexts.
- Relate information about basic needs and routine activities in a variety of common social situations.
- Construct limited meaning from basic written material by using word analysis and vocabulary development strategies.
- Produce short grammatically correct paragraphs related to common familiar topics.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Noncredit Certificate in ESL Beginning Intensive

Course	Hours
Required courses	
ESLN 3150 Beginning Low 1-2 Intensive	175.0
ESLN 3350 Beginning High 3-4 Intensive	175.0
Total:	**350.0**

ESL Computer Assisted Noncredit Certificate

Using digital technology and online ESL resources, students enhance intermediate level ESL listening, speaking, reading, and writing skills through computer-assisted projects. This certificate allows ESL students to expand language and digital skills to prepare them for increasing community participation, further study, and employment.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use learned language structures and digital processes to communicate in oral interactions in an automated environment.
- Apply reading skills and digital technologies to determine meaning of written text.
- Use digital technologies and learned language structures to create simple written texts.
- Use digital technologies to develop language skills and conduct basic research.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) in each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Computer Assisted

Course	Hours
Choose one of the following courses:	
ESLB 3821 Introduction to Computers for ESL-Intermediate	85.0
ESLB 4821 Intermediate Introduction to Computers for ESL	45.0
ESLV 3829 Computer VESL High Intermediate	85.0
Choose one of the following courses:	
ESLF 3006 Computer Assisted ESL Intermediate	175.0
ESLF 3020 Computer Assisted ESL Multilevel	85.0
ESLF 4002 Computer Assisted ESL Beginning Low	85.0
ESLF 4004 Computer Assisted ESL Beginning High	85.0
ESLF 4006 Intermediate CALL	85.0
ESLF 5006 Computer-Assisted ESL Projects	45.0
Total:	**90.0 – 260.0**

ESL Intermediate Low Noncredit Certificate

This certificate in English as a Second Language allows students to develop and expand low intermediate English skills in speaking, listening, reading, and writing and prepares them for increasing community participation, further study, and employment.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify key points and supporting ideas in spoken English in familiar and some unfamiliar contexts.
- Employ low intermediate language structures and word choice to communicate in extended formal and informal conversations.
- Interpret adapted and short authentic informational and literary texts on a variety of topics.
- Write one or two organized paragraphs containing related ideas and appropriate details.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Intermediate Low

Course	Hours
Required course:	
ESLN 3500 Intermediate Low 5 (175 hrs)	175.0
Choose one of the following courses:	
ESLN 3550 Intermediate Low 5-6 Intensive	175.0
ESLN 3560 Intermediate Low 5-6	175.0
ESLN 3600 Intermediate Low 6 (175 hrs)	175.0
Total:	**350.0**

ESL Intermediate Low Focus Skills Noncredit Certificate

Low intermediate skills are emphasized for students who want focused practice in listening, speaking, reading, or writing. These courses in English as a Second Language allow students to develop and expand low intermediate English skills and prepare them for increasing community participation, further study, and employment.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify general and supporting ideas in narrative and informational listening texts containing some unfamiliar vocabulary.
- Engage in extended conversational exchanges in formal and informal settings with increasing accuracy and fluency.
- Interpret main and supporting ideas in adapted and simple authentic narrative and informational texts in mostly familiar contexts.
- Communicate ideas and appropriate details in one or more clearly organized paragraphs.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Intermediate Low Focus Skills

Course	Hours
Choose one of the following core courses:	
ESLN 3550 Intermediate Low 5-6 Intensive	175.0
ESLN 3560 Intermediate Low 5-6	175.0
ESLN 3600 Intermediate Low 6 (175 hrs)	175.0
Choose one of the following focus skill courses:	
ESLF 3568 Reading Intermediate Low	85.0
ESLF 3569 Writing Low Intermediate	85.0
ESLF 5565 Speaking and Listening Intermediate Low	85.0
Total:	**260.0**

ESL Intermediate High Certificate of Competency

This Certificate of Competency in English as a Second Language allows students to develop and expand high intermediate English skills for community involvement, the workforce, and/or future academic studies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify essential points and details of spoken English on familiar and unfamiliar topics.
- Apply high intermediate language structures and forms in extended oral discourse.
- Identify essential points of written English on familiar and unfamiliar topics.

- Apply high intermediate language structures and forms in extended written discourse.

Advisory: ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester. Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Certificate of Competency in ESL Intermediate High

Course	Hours
Required course:	
ESLN 3700 Intermediate High 7 (175 hrs)	175.0
Choose one of the following courses:	
ESLN 3580 Intermediate 5-8 Multilevel	175.0
ESLN 3780 Intermediate High 7/8 Multi-Level	175.0
ESLN 3800 lntermediate High 8	175.0
ESLA 3180 Introduction to Academic ESL	175.0
Total:	**350.0**

ESL Intermediate High Focus Skills Noncredit Certificate

High intermediate skills are emphasized for students who want focused practice in listening, speaking, reading and writing. These courses in English as a Second Language develop and expand high intermediate English skills to prepare students for CTE courses, credit ESL and other credit courses, and career pathways.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify essential points of authentic extended spoken texts.
- Identify essential points of authentic extended written texts.
- Employ appropriate high intermediate structures and forms to communicate in extended spoken discourse.
- Employ appropriate high intermediate structures and forms to communicate in extended written discourse.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a "P" (Pass) for all courses to achieve a certificate.

Courses Required for the Noncredit Certificate in ESL Intermediate High Focus Skills

Course	Hours
Choose one of the following core courses:	
ESLN 3580 Intermediate 5-8 Multilevel	175.0
ESLN 3780 Intermediate High 7/8 Multi-Level	175.0
ESLN 3800 lntermediate High 8	175.0
Choose one of the following focus skill courses:	
ESLF 3002 ESL Current Events (85 hrs)	85.0
ESLF 3584 Pronunciation Intermediate	85.0
ESLF 5785 Speaking and Listening Intermediate High	85.0
ESLF 3788 Reading Intermediate High (85 hrs)	85.0
ESLF 3789 Writing Intermediate High	85.0
Total:	**260.0**

ESL Intermediate Oral Communication Skills Noncredit Certificate

In this certificate, intermediate ESL students develop speaking skills to participate in extended interactions to expand their ability to participate in the community, continue their education, and pursue employment opportunities. Students are also able to read and discuss authentic material on familiar topics.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret informational and narrative spoken and written texts on a variety of topics.
- Employ appropriate intermediate language structures and word choice in spoken English to communicate on a variety of topics in increasingly extended oral discourse.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Intermediate Oral Communication Skills

Course	Hours
Choose one of the following communication skills courses:	
ESLF 3584 Pronunciation Intermediate	85.0
ESLF 4567 Intermediate Low Conversation	45.0
ESLF 4787 Intermediate High Conversation	45.0
ESLF 5565 Speaking and Listening Intermediate Low	85.0
ESLF 5785 Speaking and Listening Intermediate High	85.0
ESLV 3819 Social Communication	85.0
Choose one of the following core courses:	
ESLN 3500 Intermediate Low 5 (175 hrs)	175.0
ESLN 3560 Intermediate Low 5-6	175.0
ESLN 3580 Intermediate 5-8 Multilevel	175.0
ESLN 3600 Intermediate Low 6 (175 hrs)	175.0
Total:	**220.0 – 260.0**

ESL Advanced Low Noncredit Certificate

These courses in English as a Second Language allow students to develop and expand low advanced English skills in order to participate in the community, further their studies, and seek employment.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply a variety of strategies to participate in a range of oral discourse with increasing fluency and control of complex language structures and forms.
- Interpret authentic narrative and informational spoken and written texts, including abstract topics in familiar contexts.
- Write multi-paragraph texts using appropriate structures and forms.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Advanced Low

Course	Hours
Required course:	
ESLN 3900 Advanced Low 9 (175 hrs)	175.0
Choose one of the following courses:	
ESLN 3580 Intermediate 5-8 Multilevel	175.0
ESLN 3780 Intermediate High 7/8 Multi-Level	175.0
ESLN 3800 lntermediate High 8	175.0
ESLA 3180 Introduction to Academic ESL	175.0
Total:	**350.0**

ESL Pre-Academic Noncredit Certificate

The ESL Pre-Academic certificate is a program for students who intend to pursue further academic studies. It is a bridge to the ESL credit academic sequence and covers pre-academic speaking, listening, reading, and writing in integrated skills, intensive, and pre-academic courses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use analytic strategies to interpret meaning of pre-academic spoken and written texts.
- Use learned language and strategies to produce written and spoken texts on pre-academic topics.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in ESL Pre-Academic

Course	Hours
Required course:	
ESLA 3180 Introduction to Academic ESL	175.0
Choose one of the following courses:	
ESLN 3500 Intermediate Low 5 (175 hrs)	175.0
ESLN 3550 Intermediate Low 5-6 Intensive	175.0
ESLN 3560 Intermediate Low 5-6	175.0
ESLN 3580 Intermediate 5-8 Multilevel	175.0
ESLN 3600 Intermediate Low 6 (175 hrs)	175.0
ESLN 3700 Intermediate High 7 (175 hrs)	175.0
ESLN 3780 Intermediate High 7/8 Multi-Level	175.0
ESLN 3800 lntermediate High 8	175.0
ESLN 3900 Advanced Low 9 (175 hrs)	175.0
Total:	**350.0**

Vocational ESL Programs

ESL Beginning Workplace Skills Certificate of Competency

This certificate of competency provides beginning English language skills to prepare students for the workplace. Courses emphasize basic English communication and computer skills.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret basic oral and written instructions to complete simple workplace tasks.
- Apply beginning level language skills when producing simple workplace texts using a computer.
- Examine and describe U.S. workplace culture and practices.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Competency in ESL Beginning Workplace Skills

Course	Hours
Choose one of the following courses:	
ESLV 3836 Beginning VESL for Customer Service	85.0
ESLV 4842 ESL for Work Beginning	85.0
Choose one of the following courses:	
ESLF 4002 Computer Assisted ESL Beginning Low	85.0
ESLF 4004 Computer Assisted ESL Beginning High	85.0
ESLB 3821 Introduction to Computers for ESL-Intermediate	85.0
ESLB 3822 Keyboarding for ESL Students (175 hrs)	175.0
ESLB 4821 Intermediate Introduction to Computers for ESL	45.0
ESLB 4822 ESL Keyboarding	85.0
Total:	**130.0 – 260.0**

Beginning VESL Communication Certificate of Competency

This Certificate of Competency provides beginning English language skill development for communication in the workplace.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply beginning ESL skills to communicate with co-workers and supervisors.
- Describe U.S. workplace culture and practices.

Advisory: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester. Students must receive a P (Pass) in each course in the certificate.

Courses Required for the Certificate of Competency in Beginning VESL Communication

Course	Hours
Required courses:	
ESLV 3836 Beginning VESL for Customer Service	85.0
ESLV 4842 ESL for Work Beginning	85.0
Total:	**170.0**

Beginning VESL for Janitorial Workers Noncredit Certificate

This is a Beginning Vocational ESL certificate. These courses in English as a Second Language develop and expand beginning English skills for students interested in the custodial industry.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and pronounce names of basic janitorial equipment and tools.
- Use basic janitorial terminology and relate janitorial tasks.
- Demonstrate on-the-job safety practices.
- Relate basic workers' rights on the job.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Noncredit Certificate in Beginning VESL for Janitorial Workers

Course	Hours
Required courses:	
ESLV 4816 ESL for Janitors (85 hrs)	85.0
ESLV 4842 ESL for Work Beginning	85.0
Total:	**170.0**

Beginning VESL for the Hospitality Industry Noncredit Certificate

This is a Beginning Vocational ESL certificate. These courses in English as a Second Language develop and expand beginning English skills for students interested in working in the hospitality industry.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and pronounce names of basic tools and equipment in the hospitality industry.
- Demonstrate on-the-job safety practices.
- Engage in job related communication with co-workers and supervisors on the job.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Noncredit Certificate in Beginning VESL for the Hospitality Industry

Course	Hours
Choose one of the following courses:	
ESLV 3814 ESL for Chinese Cooking (85 hrs)	85.0
ESLV 3827 ESL for Hotel/Service Workers (85 hrs)	85.0
ESLV 3836 Beginning VESL for Customer Service	85.0
Required course:	
ESLV 4842 ESL for Work Beginning	85.0
Total:	**170.0**

High Beginning VESL for Job Search Certificate of Competency

This Certificate of Competency provides high beginning level ESL students English language skill development for job search in the U.S.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret written job search documents.
- Apply high beginning ESL structures and vocabulary to written and oral job search communication.
- Examine U.S. work culture in relation to job search.

Advisory: Completion of ESLN 3300 or placement in ESLN 3400

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester. Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Certificate of Competency in High Beginning VESL for Job Search

Course	Hours
Required courses	
ESLV 3825 Career Exploration	45.0
ESLV 3826 Beginning Job Search	45.0
Total:	**90.0**

High Intermediate ESL for Health Professionals Certificate of Competency

This certificate of competency prepares high intermediate non-native English speaking students with communication skills and cultural competencies to help them succeed in CCSF or other health care programs and future employment in the health care field.

Learning Outcomes

Upon completion of this program, students will be able to:

- Explore career goals and apply job search and professional development strategies in health care careers.
- Apply high intermediate English skills effectively to communicate in health care environments.
- Recognize and analyze current issues in the field of health care.
- Interpret cultural beliefs and values in health care and apply English skills effectively to communicate in a multicultural work environment.

Advisory: ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester. Students must receive a Pass (P) for each course in the certificate.

Courses Required for the Certificate of Competency in High Intermediate ESL for Health Professionals

Course	Hours
Required courses:	
ESLV 3842 Healthcare Communication I	85.0
ESLV 3843 Healthcare Communication II.	85.0
ESLV 3844 Healthcare Communication III.	85.0
Total:	**255.0**

Intermediate VESL for Job Searching Noncredit Certificate

This is an Intermediate VESL certificate for students interested in practicing job search skills. These courses in English as a Second Language develop and expand intermediate English skills.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe past training, education, experience, skills, and interests in an interview.
- Interpret job want-ads, announcements, and descriptions.
- Compare some cultural values and attitudes in the United States towards work with those in the student's native country.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Noncredit Certificate in Intermediate VESL for Job Searching

Course	Hours
Required course:	
ESLV 3823 ESL for Job Searching	85.0
Choose one of the following courses:	
ESLV 3800 ESL for the Workplace (85 hrs)	85.0
ESLV 4822 Workplace Communication Strategies	40.0
ESLV 3801 Workplace Communication	175.0
Total:	**125.0 – 260.0**

Intermediate VESL-Office Workers Certificate of Competency

This Certificate of Competency provides skill development in intermediate level ESL to help students prepare for other CCSF or local office skills programs and future employment in an office setting.

Learning Outcomes

Upon completion of this program, students will be able to:

- Communicate appropriately in an office setting using intermediate ESL language skills.
- Analyze office workplace culture.

Advisory: ESLN 3600 (Intermediate Low 6)

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester. Students must receive a P (Pass) in each course in the certificate.

Courses Required for the Certificate of Competency in Intermediate VESL-Office Workers

Course	Hours
Required courses:	
ESLV 3804 VESL for Clerical Workers (175 hrs)	175.0
ESLV 3819 Social Communication	85.0
Total:	**260.0**

VESL for Construction Workers Noncredit Certificate

This certificate develops and expands ESL intermediate level students' communication skills for jobs in the construction trades.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply basic construction terms in a variety of communication activities.
- Communicate and apply general safety practices in construction tasks.
- Ask and answer questions appropriately to clarify basic tasks in a construction work environment.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Noncredit Certificate in VESL for Construction Workers

Course	Hours
Required course:	
ESLV 3832 ESL for Construction Workers (85 hrs)	85.0
Choose one of the following courses:	
ESLV 3800 ESL for the Workplace (85 hrs)	85.0
ESLV 3801 Workplace Communication (175 hrs)	175.0
Total:	**170.0 – 260.0**

VESL Preparation-Healthcare Careers Certificate of Competency

This Certificate of Competency provides high intermediate level ESL students with oral communication skill development to prepare them for CCSF or local health care programs and future employment in health.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply high intermediate ESL language skills to communicate in a health care setting.
- Identify appropriate interaction in a multicultural healthcare setting.

Advisory: ESLN 3700 (Intermediate High 7).

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester. Students must receive a P (Pass) for each course in the certificate.

Courses Required for the Certificate of Competency in VESL Preparation-Healthcare Careers

Course	Hours
Required courses:	
ESLV 3819 Social Communication	85.0
ESLV 3830 High Intermediate VESL for Healthcare Careers	175.0
Total:	**260.0**

Vocational ESL Office Training Noncredit Certificate

This noncredit certificate prepares ESL students for a variety of entry-level office positions in an automated environment or further advanced studies, including business studies. Students learn basic business skills (keyboarding and office correspondence), basic business communication skills (telephone skills and job search), and basic computer applications (word processing, database management, and spreadsheets).

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and evaluate general office work culture in the U.S.
- Communicate effectively and respond appropriately in an office environment.
- Use basic technology to complete office procedures.
- Apply job search skills to find office work.

Admission Requirements. Completion of ESLN 3500 (Intermediate Low 5) and typing (25 wpm).

Requirements for Completion. In addition to the course requirements, students must also fulfill the following requirements: 80% minimum attendance and typing (45 wpm; 10% error rate).

Students must receive a grade of C or P (Pass) for each course in the certificate.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Noncredit Certificate in Vocational ESL Office Training

Course	Hours
Required courses:	
ESLV 3804 VESL for Clerical Workers (175 hrs)	175.0
ESLV 3801 Workplace Communication (175 hrs)	175.0
Choose four of the following courses:	
ESLB 3821 Introduction to Computers for E SL-Intermediate	85.0
ESLB 3822 Keyboarding for ESL Students (175 hrs)	175.0
ESLB 4822 ESL Keyboarding	85.0
ESLV 3819 Social Communication	85.0
ESLV 3823 ESL for Job Searching	85.0
ESLV 3829 Computer VESL High Intermediate	85.0
Total:	**690.0 – 780.0**

Announcement of Courses

Noncredit Courses:

These courses are designed for students whose first or native language is not English. Students gain proficiency in English to find employment, to continue their education, and to function successfully in the culture and society of the United States. Survival skills are stressed in the first three levels of the program. Vocational paths provide a bridge to vocational training. Up to 90 ESL credits may be used as elective credit for the high school diploma.

ESL, Academic

ESLA 1000. Supplemental Academic English Instruction (22.5 hrs)
Coreq: Enrollment in at least one other CCSF course
Recommended Prep: Non-native speaker of English
This course takes place in the Center for Language and Academic Development (CLAD), trains and supports students in identifying and choosing appropriate skill building activities, and offers direct

instruction on the oral production, aural comprehension, pronunciation, reading, and writing of academic English.

ESLA 3180. Introduction to Academic ESL (175 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)
Preparation for credit ESL courses. Training and practice in beginning academic reading, writing, listening, and speaking, with emphasis on language structure and vocabulary development for non-native speakers of English. Practice in reading informational and literary texts, and writing paragraphs and summaries. Language skills integrated on the basis of academic tasks and content.

ESL, Bridge

ESLB 3821. Introduction to Computers for ESL-Intermediate (85 hrs)
Recommended Prep: ESLN 3400 or placement in ESL 3500 (Intermediate Low 5)
Introduction to computers for intermediate level ESL students. Overview of English terminology used in computer and digital applications: word processing software, the Internet, email, spreadsheets, presentations, and digital platforms. ESL reading, writing, speaking and listening skills are developed through a variety of projects and interactive work.

ESLB 3822. Keyboarding for ESL Students (175 hrs) (175 hrs)
Recommended Prep: ESLN 3100 or placement in ESLN 3200 (Beginning Low 2)
Reinforcement of beginning low English language skills through introduction to computer keyboarding with materials and lessons adapted for ESL students. Development of keyboarding skills for speed and accuracy.

ESLB 4821. Intermediate Introduction to Computers for ESL (45 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
A brief introduction to computers for intermediate level ESL students. Overview of English terminology used in common computer software and applications. Word processing software and digital platforms to explore the Internet, email, spreadsheets, and presentations. ESL reading, writing, speaking, and listening skills are developed through projects and interactive work.

ESLB 4822. ESL Keyboarding (85 hrs)
Recommended Prep: ESLN 3100 or placement in ESLN 3200 (Beginning Low 2)
Reinforcement of English language skills through introduction to computer keyboarding with materials and lessons especially adapted for ESL students. Development of keyboarding skills for speed and accuracy.

ESL, Citizenship

ESLC 3031. Beginning Low Citizenship (85 hrs)
Recommended Prep: ESLN 3100 or placement in ESLN 3200
Preparation for the U.S. Citizenship test for low beginning English students. Speaking, listening, reading, and writing skills are taught to prepare for the test questions on U.S. history, government, and the Constitution given by the United States Citizenship and Immigration Service (USCIS).
Offered on occasion

ESLC 3032. ESL/Citizenship for Multi-Level 1-4 (85 hrs)
Recommended Prep: ESLN 3100 or placement in ESLN 3200, 3300, or 3400
Preparation for the U.S. Citizenship test given by the United States Citizenship and Immigration Service (USCIS). Beginning speaking, listening, reading, and writing skills for Beginning English 1-4 level students to prepare for citizenship test questions on U.S. history, U.S. government, and the Constitution.

ESLC 3033. ESL Citizenship Intermediate 5-8 (85 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 or higher
Preparation for the U.S. Citizenship test given by the United States Citizenship and Immigration Service (USCIS) for ESL Levels 5-8 students. Intermediate speaking, listening, reading, and writing skills are applied to answer test questions about U.S. history, government structure and organization, and the Constitution. Preparation for extended conversations about personal history.
Offered on occasion

ESLC 4032. ESL Citizenship Multi-level 1-4 (40 hrs)
Recommended Prep: Literate in Native Language
Preparation for the U.S. Citizenship test given by the United States Citizenship and Immigration Service or ESL Levels 1-4 students. Accurate responses to test questions, both oral and simple written responses are emphasized for Beginning ESL level students.

ESL, Focus

ESLF 3002. ESL Current Events (85 hrs) (85 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600 (Intermediate Low 6)
Readings from a variety of sources on current events and issues followed by discussions to increase awareness of local, state, national and international issues. Development of reading, vocabulary, listening and speaking skills. Emphasis on evaluation and interpretation of materials.
Offered on occasion

ESLF 3006. Computer Assisted ESL - Intermediate (175 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Intermediate level ESL listening, speaking, reading and writing skills are expanded and developed through communicative activities and individual or group computer projects. Instruction includes computer terminology and development and application of computer skills to a variety of projects.

ESLF 3020. Computer Assisted ESL - Multilevel (85 hrs)
Recommended Prep: ESLN 3100 or placement in ESLN 3200 (Beginning Low 2)
Development of speaking, listening, reading, writing, and basic computer skills through the use of language learning software and online ESL resources. Designed to meet the needs of ESL students at various levels.

ESLF 3128. Reading - Beginning Low (85 hrs)
Recommended Prep: Native language literacy
Low beginning reading skills development. Comprehension of simple print materials on familiar topics. Beginning vocabulary development.
Offered on occasion

ESLF 3129. Writing - Beginning Low (85 hrs)
Recommended Prep: Native language literacy
Low beginning writing skills development. Basic sentence construction and form completion. Basic written communication for use in everyday life.
Offered on occasion

ESLF 3144. Pronunciation - Beginning (85 hrs)
Recommended Prep: Native language literacy
Basic pronunciation skills through understanding of English sounds. Rhythm, stress, and intonation are introduced.

ESLF 3348. Reading - Beginning High (85 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
High beginning reading skills development. Comprehension of adapted written materials on familiar topics. Beginning vocabulary and word analysis skills.

ESLF 3349. Writing - High Beginning (85 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
High beginning writing skill development. Paragraphs on familiar topics and basic personal and practical correspondence. Basic editing skills.

ESLF 3568. Reading - Intermediate Low (85 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Low intermediate reading skill development. Comprehension and analysis of a variety of adapted and authentic written English materials. Expansion of word analysis skills.

ESLF 3569. Writing - Low Intermediate (85 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Low intermediate writing skill development. Strategies for writing clear, structured multi-paragraph texts and correspondence addressing a variety of purposes.

ESLF 3584. Pronunciation - Intermediate (85 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Pronunciation skills for improved oral communication. Review of formation and production of English sounds. Rhythm, stress, and intonation in intermediate level conversations.

ESLF 3788. Reading - Intermediate High (85 hrs) (85 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)
High intermediate reading skill development. Comprehension and response to authentic written informational and narrative texts. Vocabulary skills development.

ESLF 3789. Writing - Intermediate High (85 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)
High intermediate writing focus course. Strategies for writing clear, complex multi-paragraph texts and correspondence addressing a variety of purposes.
Offered on occasion

ESLF 4002. Computer Assisted ESL - Beginning Low (85 hrs)
Recommended Prep: Native language literacy
Low beginning level English as a Second Language (ESL) listening, speaking, reading and writing skills are developed through computer-assisted ESL language learning activities in a computer lab. Introduction to basic computer vocabulary and technologies for ESL learning.
Formerly ESLF 3007

ESLF 4004. Computer Assisted ESL - Beginning High (85 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning Low 3)
High beginning level English as a Second Language (ESL) listening, speaking, reading, and writing skills are developed in an interactive computer lab. Introduction to basic computer terminology and visual and digital media tools and technologies for ESL learning. Includes short in-class project.
Formerly ESLF 3008

ESLF 4006. Intermediate CALL (85 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Intermediate level English as a Second Language (ESL) listening, speaking, reading, and writing skills are developed in an interactive computer lab. Introduction to basic computer terminology and visual and digital media tools and technologies for ESL learning. Short in-class group projects.

ESLF 4127. Beginning Low Conversation (45 hrs)
Recommended Prep: Native language literacy
Low beginning speaking and listening skills. Participation in short conversations in routine social situations to communicate basic needs.

ESLF 4347. Beginning High Conversation (45 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
High beginning speaking and listening skills. Participation in simple conversations about common topics in routine social situations.

ESLF 4567. Intermediate Low Conversation (45 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Low intermediate speaking and listening skills. Participation in conversations and discussions on familiar and some unfamiliar topics.

ESLF 4787. Intermediate High Conversation (45 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)
High intermediate speaking and listening skills. Participation in discussions and extended conversations on a variety of current topics.

ESLF 5006. Computer-Assisted ESL Projects (45 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Intermediate level English as a Second Language (ESL) listening, speaking, reading, and writing skills are expanded through group interactive computer lab projects in an abridged course. Exposure to computer vocabulary and skills.
Offered Fall and Spring semesters

ESLF 5125. Speaking and Listening: Beginning Low (85 hrs)
Recommended Prep: Native language literacy
Short conversations about familiar topics in familiar contexts focusing on low beginning speaking and listening.

ESLF 5345. Speaking and Listening - Beginning High (85 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
High beginning speaking and listening focus course. Comprehension of important points and details in spoken English. Basic conversations on a variety of topics.

ESLF 5565. Speaking and Listening - Intermediate Low (85 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Low intermediate speaking and listening focus course. Comprehension of main ideas and details of spoken English in familiar and some unfamiliar contexts. Participation in conversations and discussions. Introduction to oral presentations.

ESLF 5785. Speaking and Listening - Intermediate High (85 hrs)
High intermediate speaking and listening focus course. Comprehension of essential points and details of spoken English. Extended conversations and discussions on a variety of topics. Oral presentation skills.

ESL, Noncredit General

ESLN 3010. ESL Literacy A (175 hrs)
Recommended Prep: Developing literacy in native language
Orientation to the classroom and development of ESL literacy skills. Emphasis on oral English for survival and development of pre-reading and pre-writing skills.

ESLN 3015. ESL Literacy A (85 hrs)
Recommended Prep: Developing literacy in native language
Orientation to classroom procedures, and development of ESL literacy listening and speaking skills and pre-reading and pre-writing skills.

ESLN 3020. ESL Literacy B (175 hrs)
Recommended Prep: Developing literacy in native language
Development of ESL literacy skills. Emphasis on English sound/symbol correspondence, and reading and writing simple English words and phrases.

ESLN 3100. Beginning Low 1 (175 hrs)
Recommended Prep: Literate in native language
Beginning Low 1 language skills. Language for daily life and limited participation in basic social exchanges. Aural, oral, and reading readiness are stressed. Basic writing skills are introduced.

ESLN 3105. Beginning Low 1 Abridged (85 hrs)
Recommended Prep: Native language literacy
Low beginning 1 language skills. A short course of speaking, listening, reading, and writing English in limited familiar contexts.

ESLN 3120. ESL Beginning Low 1-2 Multilevel (175 hrs)
Recommended Prep: Literacy in native language
Beginning low language skills. Language for daily needs and participation in basic social conversations. Aural, oral, and reading skills development are emphasized. Simple writing is introduced.

ESLN 3140. Beginning 1-4 Multilevel (175 hrs)
Recommended Prep: Placement in ESLN 3100 (Beginning Low 1)
Beginning level English skills for students with varying English language proficiencies for school, work and basic needs. Development of listening, speaking and reading skills. Production of sentences and brief paragraphs.

ESLN 3150. Beginning Low 1-2 Intensive (250 hrs)
Recommended Prep: Literacy in native language
Low beginning accelerated course. Basic language skills, including frequently used vocabulary and low beginning grammar. Introductory listening comprehension, oral communication, reading, and writing skills.

ESLN 3200. Beginning Low 2 (175 hrs)
Recommended Prep: ESLN 3100 or placement in ESLN 3200 (Beginning Low 2)
Beginning Low 2 language skills. Language for daily needs and participation in basic common social conversations. Aural, oral, and reading development are emphasized. Simple writing is introduced.

ESLN 3205. Beginning Low 2 Abridged (85 hrs)
Recommended Prep: ESLN 3100 or placement in ESLN 3200 (Beginning Low 2)
Low beginning 2 language skills. A short course of speaking, listening, reading, and writing English in familiar contexts.

ESLN 3300. Beginning High 3 (175 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
Beginning High 3 language skills. Comprehension of spoken English in familiar contexts. Communication about basic needs and routine activities in basic conversations in common social situations. Comprehension of simplified reading texts. Sentence writing and introduction to short, simple paragraphs.

ESLN 3305. Beginning High 3 Abridged (85 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
High beginning 3 language skills. A short course of speaking, listening, reading, and writing English in familiar contexts.

ESLN 3340. Beginning High 3-4 Multilevel (175 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
High beginning level English skills for school, work and basic needs. Development of listening, speaking and reading skills. Production of sentences and brief paragraphs.

ESLN 3350. Beginning High 3-4 Intensive (175 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
High beginning accelerated course. High beginning language skills, including vocabulary, grammar, listening comprehension, oral communication, reading, and writing skills in familiar contexts.

ESLN 3400. Beginning High 4 (175 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
Beginning High 4 language skills. Spoken English in familiar contexts, communication about basic needs and common activities, and conversations in routine social situations. Comprehension of simplified reading texts. Sentence development to write loosely organized paragraphs.

ESLN 3405. Beginning High 4 Abridged (85 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
High beginning 4 English language skills. A short course of speaking, listening, reading, and writing English in a variety of familiar contexts.

ESLN 3500. Intermediate Low 5 (175 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Intermediate low 5 language skills. Participation in extended conversations on familiar topics. Comprehension of authentic or adapted narratives and descriptive passages. Development of short, clearly organized paragraphs.

ESLN 3550. Intermediate Low 5-6 Intensive (175 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Low intermediate accelerated course. Intermediate language skills, including vocabulary, grammar, listening comprehension, oral communication, reading, and writing skills in familiar and unfamiliar contexts.

ESLN 3560. Intermediate Low 5-6 (175 hrs)
Recommended Prep: ESLN 3400
Low intermediate language skills. Extended conversations on familiar and new topics. Development of reading and word analysis skills. Production of organized paragraphs.

ESLN 3580. Intermediate 5-8 Multilevel (175 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Intermediate level English skills for students with varying English language proficiencies for education, employment and social settings.

Expansion of listening, speaking, and reading skills. Production of organized paragraphs and multi-paragraph texts.

ESLN 3600. Intermediate Low 6 (175 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600 (Intermediate Low 6)
Intermediate Low 6 language skills. Participation in extended conversations on some unfamiliar topics. Comprehension of short reading passages and vocabulary development. Development of clearly organized paragraphs.

ESLN 3700. Intermediate High 7 (175 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700
High Intermediate 7 language skills. Extended conversations, and discussions and/or lectures. Comprehension of authentic reading material including main ideas, simple inferences and vocabulary from context. Development of organized and connected written paragraphs.

ESLN 3780. Intermediate High 7/8 Multi-Level (175 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)
Intermediate-high language skills. Conversations, discussions, lectures and readings of increasing length and complexity. Increased fluency and grammatical accuracy in both speaking and writing. Analysis of main ideas, inference, and vocabulary in authentic written and spoken texts. Practice to increase fluency and grammatical accuracy in speaking and writing paragraphs and short compositions.

ESLN 3800. lntermediate High 8 (175 hrs)
Recommended Prep: ESLN 3700 or placement in ESLN 3800 (Intermediate High 8)
High Intermediate 8 language skills. Extended conversations, discussions, and lectures in special fields of interest. Comprehension of authentic reading material on a variety of topics including main ideas, inferences, vocabulary from context, and conclusions. Development of unified and cohesive written compositions.

ESLN 3900. Advanced Low 9 (175 hrs) (175 hrs)
Recommended Prep: ESLN 3800 or placement in ESLN 3900 (Advanced Low 9)
Advanced low 9 language skills. Extended conversations and discussions on a variety of topics based on authentic listening and reading material. Development of sentence-combining skills and unified, cohesive written texts.

ESLN 4015. ESL Literacy A Abridged (45 hrs)
Recommended Prep: Developing literacy in native language
Short literacy course. Development of ESL literacy listening and speaking skills for basic needs and introduction to pre-reading and pre-writing skills.

ESL, Vocational

ESLV 3801. Intermediate ESL Workplace Communication (175 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500
Intermediate English to develop communication strategies and cultural knowledge for successful interaction in the workplace.

ESLV 3804. VESL for Clerical Workers (175 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600 (Intermediate Low 6 level)
Communicative language required for general clerical work. Terminology related to office procedures, forms, filing, and telephone training is emphasized. Language for job search and job retention is included.
Offered on occasion

ESLV 3814. ESL for Cooking (85 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
Development of high beginning ESL written and oral communication skills for employment in the restaurant industry. English terminology for cooking utensils, supplies, common tasks, and safety in restaurants.

ESLV 3819. Social Communication (85 hrs)
Recommended Prep: ESLN 3400 or placement in ESLN 3500 (Intermediate Low 5)
Development of intermediate ESL conversational strategies for appropriate interactions at work and in a variety of social situations in the United States. Discussions about U.S. workplace culture.

ESLV 3823. ESL for Job Searching (85 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600 (Intermediate Low 6)
Development of written and oral English skills that support a successful job search for non-native English speaking students. Emphasis is on the language required to use online job search tools, create resumes and cover letters, and interview.
Offered on occasion

ESLV 3825. Career Exploration (45 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
Development of high beginning ESL oral communication skills and vocabulary for seeking employment in the U.S. workplace.
Offered on occasion

ESLV 3826. Beginning Job Search (45 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
Development of high beginning ESL written and oral communication skills for seeking employment in the U.S. workplace.
Offered on occasion

ESLV 3827. ESL for Hospitality Workers (85 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
High beginning ESL to develop communication strategies for successful interaction in the hospitality industry.
Offered on occasion

ESLV 3829. Computer VESL - High Intermediate (85 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600 (Intermediate Low 6)
Communicative language skills, computer vocabulary and terminology used in the automated office environment. Computer applications for documents, spreadsheets and presentations. Additional focus will be on language development necessary for following procedures, problem-solving, and responding to computer messages.

ESLV 3830. High Intermediate VESL for Healthcare Careers (175 hrs)
Recommended Prep: ESLN 3600 or placement in ESLN 3700
Development of high intermediate English language skills necessary for healthcare workers. Study of and pronunciation of basic medical terms. Social and cultural skills necessary for successful interaction in healthcare surroundings.
Offered on occasion

ESLV 3832. ESL for Construction Workers (85 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
Development of high beginning ESL oral communication skills for employment in the construction industry. English terminology for job duties and responsibilities, tools, equipment, materials, measurement, and safety.

ESLV 3836. Beginning VESL for Customer Service (85 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
Development of beginning level ESL communication skills for employment in the customer service industry.
Offered on occasion

ESLV 3842. Healthcare Communication I (85 hrs)
Recommended Prep: Health care background; ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)
Designed for health care professionals with high intermediate English language proficiency. Integrated language skills for career options and requirements in health care, patient-centered communication techniques, interaction patterns among health co-workers, assertive communication, and health care systems and traditions. Prepares students for CCSF health care programs.
Offered every third semester

ESLV 3843. Healthcare Communication II (85 hrs)
Recommended Prep: Health care background; ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)
Designed for health care professionals with high intermediate English language proficiency. Integrated language skills for job search documents and interviews, interaction patterns on health care teams, discussion of treatment options with patients and alternative health perspectives, and communication strategies among culturally diverse patients and health workers. Prepares students for CCSF health care programs.
Offered every third semester

ESLV 3844. Healthcare Communication III (85 hrs)
Recommended Prep: Health care background; ESLN 3600 or placement in ESLN 3700 (Intermediate High 7)
Designed for health care professionals with high intermediate English language proficiency. Develop integrated language skills for professional communication including reporting safety issues, communicating with special-needs patients, resolving conflict with co-workers, understanding legal and ethical issues, and researching racial and cultural health disparities in health care settings. Prepares students for CCSF health care programs.
Offered every third semester

ESLV 4816. ESL for Custodians (85 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
Development of high beginning ESL oral communication skills for employment in the custodial industry. English terminology for job duties and responsibilities, tools, equipment, measurement, chemicals, and safety. Job search skills are included.
Offered on occasion

ESLV 4822. ESL Workplace Communication Strategies (22.5-45 hrs)
Recommended Prep: ESLN 3300 or placement in ESLN 3400 (Beginning High 4)
High beginning English to develop communication strategies for successful interaction in the workplace.
Offered on occasion

ESLV 4842. ESL for Work - Beginning (85 hrs)
Recommended Prep: ESLN 3200 or placement in ESLN 3300 (Beginning High 3)
Beginning level English to develop basic workplace skills and become a successful employee, including U.S. culture, health and safety, basic rights, and effective communication.
Offered on occasion

Environmental Horticulture and Floristry

Office: EH/F
Phone Number: (415) 239-3140
Web Site: www.ccsf.edu/envhort

Announcement of Curricula

General Information

The Environmental Horticulture and Floristry Department offers students a choice of preparation for employment in producing, selling, and caring for plants and flowers used to beautify homes, stores, gardens, parks, highways, and industrial property. Training is offered in four fields: commercial cut-flower and greenhouse production, landscape gardening and landscape contracting, nursery and garden-center operation, and retail floristry. The Program in Environmental Horticulture and Floristry comprises the curricula in these fields. Students may complete majors concurrently in any two of these fields, or, with the help of the teaching staff, plan a course of study to meet their particular needs.

Admission. Enrollment is open to all interested students.

Work Experience Training. Students in the Program may obtain field training in the horticulture or floral industries by enrolling in the appropriate work-experience course. To receive credit, students must work at least 60 hours in an approved position. The College helps students in the course find internship opportunities or salaried employment. Placement depends upon students' abilities and records, employers' requirements, and economic conditions. Students are supervised by both employers and instructors. Students may apply toward graduation a maximum of twelve semester units earned in work experience courses.

Associate in Science Degree. The four majors in Environmental Horticulture and Floristry are designed so that students may satisfy the major requirement for graduation from the College with a Associate in Science degree.

Approval of Instruction. The curriculum in Environmental Horticulture is approved by the following organizations: the Association of Landscape Architects; California Arborists Association; California Association of Nurserymen (Central, Peninsula, and Redwood Chapters); California Fertilizer Association; California Seed Trade Association; Golf Course Superintendents Association; California Landscape Contractors Association; Park Employees Union, Local No. 311, AFL-CIO; San Francisco Professional Gardeners Association; Agricultural Chemicals Association; Bedding Plant Association; California Anti-Litter League; California Cut Flower Growers Association; California Horticultural Society; and the State Division of Highways. The curriculum in Floristry is offered in cooperation with the San Francisco Bay Area Florists Association and California State Florists Association.

Environmental Horticulture

Commercial Cut-Flower and Greenhouse Production Major (AS)

Students who satisfactorily complete the curriculum in Commercial Cut-Flower and Greenhouse Production, a two-year course of study, receive the Associate of Science in Commercial Cut-Flower and

Greenhouse Production and are qualified for employment in the cut-flower and greenhouse production industries in the following capacities: cut-flower grower, groundskeeper, flower shipper, plant propagator, plant salesperson, and potted-plant grower.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and maintain plants used in commercial cut-flower and greenhouse production.
- Use horticulture machines in greenhouse and nursery operations.
- Propagate and produce plants for crops used in floriculture production.
- Utilize best business practices, salesmanship, and grower strategies in greenhouse production.

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Commercial Cut-Flower and Greenhouse Production

Course . . . . . Units

First Semester:

O H 50 Introduction to Environmental Horticulture . . . 3.0
O H 56 Horticultural Machines 3.0
O H 76 Fall and Winter Plant Identification 4.0

Second Semester:

O H 58 Greenhouse Operations 3.0
O H 77 Spring and Summer Plant Identification 4.0
R F 81B Spring and Summer Flower and Foliage Identification/Culture and Care 2.0

Third Semester:

O H 63 Soils 3.0
O H 65 Plant Propagation 3.0
R F 82 Interior Plant Identification 3.0
CMST 6 Workplace Communication* 3.0
or ESL 79 Advanced Speaking and Pronunciation* 3.0

* Students may satisfy this requirement by passing an accredited college level foreign language or oral presentation course.

Fourth Semester:

O H 60 Business Practices 3.0
O H 75 Pest Management 3.0
O H 97 Work Experience 2.0-4.0

Fourth Semester: choose one of these Landscape courses:

O H 70A Principles of Landscape Design 3.0
O H 71A Landscape Construction 4.0

Recommended additional coursework:

ACCT 10 Introduction to Accounting 5.0
SMBS 135 Ownership and Operation of a Small Business. . 3.0

Total: . . . . . 42.0 – 45.0

Landscape Gardening and Contracting Major (AS)

Students who complete this curriculum and other graduation requirements satisfactorily receive the Associate in Science in Landscape Gardening and Contracting. This two-year course of study is planned so that graduates may qualify for employment in a wide variety of capacities in the landscape gardening and contracting profession including landscape maintenance gardener, estate gardener, municipal gardener, landscape installer or contractor, landscape designer, nursery specialist, horticultural or agricultural inspector and others.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply principles of landscape design.
- Use horticultural machines and construction equipment in landscape gardening and contracting.
- Identify plants related to landscape horticulture.
- Articulate the responsibilities of distinct landscape gardener and contractor employment options.

If students begin this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Landscape Gardening and Contracting

Course . . . . . Units

First Semester:

O H 50 Introduction to Environmental Horticulture . . . 3.0
O H 56 Horticultural Machines 3.0
O H 76 Fall and Winter Plant Identification 4.0
CMST 6 Workplace Communication* 3.0
or ESL 79 Advanced Speaking and Pronunciation* 3.0

* Students may satisfy this requirement by passing an accredited college level foreign language or oral presentation course.

Second Semester:

O H 63 Soils 3.0
O H 75 Pest Management 3.0
O H 77 Spring and Summer Plant Identification 4.0
O H 53A Beginning Landscape Horticulture 3.0

Third Semester:

O H 53B Advanced Landscape Horticulture 3.0
O H 70A Principles of Landscape Design 3.0
O H 71A Landscape Construction 4.0

Fourth Semester:

O H 60 Horticulture Business Practices. 3.0
O H 70B Advanced Principles of Landscape Design 3.0
O H 71B Landscape Construction. 4.0
O H 97 Work Experience 3.0

Recommended additional coursework:

ACCT 10 Introduction to Accounting 5.0
SMBS 135 Ownership and Operation of a Small Business. . 3.0

Total: 49.0

Nursery and Garden-Center Operation Major (AS)

Students who complete the curriculum in Nursery and Garden-Center Operation satisfactorily are qualified for employment in the wholesale and retail nursery businesses as growers, propagators, salespeople, and seed brokers. Graduates of this two-year course of study may also take civil-service examinations for positions as pest-control applicators and supervisors, weed-seed analysts, farm and garden supervisors, horticultural inspectors, and plant propagators.

The course of study includes instruction in nursery operation, principles of environmental horticulture, plant identification, the use of horticultural machines, and business practices in the environmental-horticulture industry.

Students who complete the curriculum and other graduation requirements receive the Associate in Science in Nursery and Garden-Center Operation.

Learning Outcomes

Upon completion of this program, students will be able to:

- Execute the duties required to work in various horticulture production operations.

- Identify and describe plants that are common to nursery and garden center operations.
- Propagate and apply cultural care to produce saleable plant materials.
- Design and plan landscapes in commercial and residential applications

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Nursery and Garden-Center Operation

Course	Units
First semester:	
O H 76 Fall and Winter Plant Identification	4.0
O H 50 Introduction to Environmental Horticulture	3.0
O H 56 Horticultural Machines	3.0
Second semester:	
O H 63 Soils	3.0
O H 75 Pest Management	3.0
O H 77 Spring and Summer Plant Identification	4.0
Third semester:	
O H 65 Plant Propagation	3.0
O H 70A Principles of Landscape Design	3.0
CMST 6 Workplace Communication*	3.0
or ESL 79 Advanced Speaking and Pronunciation*	3.0

* Students may satisfy this requirement by passing an accredited college level foreign language or oral presentation course.

Fourth semester:	
O H 60 Horticulture Business Practices.	3.0
O H 97 Work Experience	3.0
O H 71A Landscape Construction	4.0
Recommended additional coursework:	
ACCT 10 Introduction to Accounting	5.0
SMBS 135 Ownership and Operation of a Small Business.	3.0
Total:	**39.0**

Certificate Curricula

The programs of study in Environmental Horticulture are designed to give students both broad and specialized training for entry level employment or to add to their capabilities in one of the following fields: greenhouse operation, landscape maintenance, nursery and garden-center operations, landscape design or landscape construction.

Admission. Enrollment is open to all interested students.

Employment. A number of entry-level positions are open to those who complete training in any of the preceding fields. For example, those who complete the requirements in landscape horticulture may work as self-employed maintenance gardeners or take State and City civil service examinations for the position of maintenance gardener. Those who complete the requirements in greenhouse operation or nursery and garden-center operation are qualified for employment in sales work and in various kinds of horticultural production.

Commercial Cut-Flower Greenhouse Production Certificate

The program of study for this certificate is designed to give students both broad and specialized training for entry-level employment or to add to their capabilities in commercial cut-flower greenhouse production. Students who complete the requirements in greenhouse operation are qualified for employment in sales work and in various kinds of horticultural production.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and maintain plants used in commercial cut-flower and greenhouse production.
- Use horticulture machines in greenhouse and nursery operations.
- Propagate and produce plants for crops used in floriculture production.
- Utilize best business practices, salesmanship, and grower strategies in greenhouse production.

Credit Toward Graduation. All credit that students earn in obtaining this certificate may also be applied toward satisfaction of the requirements for graduation from the College.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Commercial Cut-Flower Greenhouse Production

Course	Units
Required courses:	
O H 50 Introduction to Environmental Horticulture	3.0
O H 56 Horticultural Machines	3.0
O H 58 Greenhouse Operations	3.0
O H 60 Horticulture Business Practices.	3.0
O H 63 Soils	3.0
O H 65 Plant Propagation	3.0
O H 75 Pest Management	3.0
O H 76 Fall and Winter Plant Identification	4.0
O H 77 Spring and Summer Plant Identification	4.0
CMST 6 Workplace Communication*	3.0
or ESL 79 Advanced Speaking and Pronunciation*	3.0

* Students may satisfy this requirement by passing an accredited college level foreign language or oral presentation course.

Total: 32.0

Landscape Construction Certificate

This certificate is designed to give students both broad and specialized training for entry-level employment in landscape construction or to add to their current capabilities in order to create a business in landscape construction.

Learning Outcomes

Upon completion of this program, students will be able to:

- Install landscapes and horticulture environments.
- Operate landscape construction and maintenance power equipment to construct landscapes in a safe manner.
- Manipulate appropriate plant and inorganic materials to create landscape environments and gardens for human use.
- Apply business and marketing practices unique to landscape construction and maintenance businesses.

Credit Toward Graduation. All credit that students earn in obtaining this certificate may also be applied toward satisfaction of the requirements for graduation from the College.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Landscape Construction

Course	Units
Required courses:	
O H 50 Introduction to Environmental Horticulture	3.0
O H 56 Horticultural Machines	3.0

O H 60 Horticulture Business Practices. 3.0
O H 63 Soils 3.0
O H 71A Landscape Construction 4.0
O H 71B Landscape Construction. 4.0
O H 75 Pest Management. 3.0
O H 76 Fall and Winter Plant Identification 4.0
O H 77 Spring and Summer Plant Identification 4.0
CMST 6 Workplace Communication* 3.0
or ESL 79 Advanced Speaking and Pronunciation*. . . . 3.0

* Students may satisfy this requirement by passing an accredited college level foreign language or oral presentation course.

Total: 34.0

Landscape Design Certificate

The program of study for this certificate is designed to give students both broad and specialized training for entry-level employment or to add to their current capabilities to create a business in landscape design.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply elements and principles of design and analytical techniques to determine types and structures of plants used in a plant palette.
- Analyze sustainability techniques used in the design and construction of landscapes and gardens.
- Explain the roles and business practices of landscape designers and contractors.

Credit Toward Graduation. All credit that students earn in obtaining this certificate may also be applied toward satisfaction of the requirements for graduation from the College.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Landscape Design

Course . . . . . Units
Required courses:
O H 50 Introduction to Environmental Horticulture . . . 3.0
O H 56 Horticultural Machines 3.0
O H 60 Horticulture Business Practices. 3.0
O H 63 Soils 3.0
O H 70A Principles of Landscape Design 3.0
O H 70B Advanced Principles of Landscape Design 3.0
O H 75 Pest Management. 3.0
O H 76 Fall and Winter Plant Identification 4.0
O H 77 Spring and Summer Plant Identification 4.0
CMST 6 Workplace Communication* 3.0
or ESL 79 Advanced Speaking and Pronunciation*. . . . 3.0

* Students may satisfy this requirement by passing an accredited college level foreign language or oral presentation course.

Total: 32.0

Landscape Maintenance Certificate

The program of study for this certificate is designed to give students both broad and specialized training for entry-level employment as maintenance gardeners or to add to their capabilities in landscape maintenance including preparation for State and Civil Service examinations for the position of maintenance gardener.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply horticulture care and processes to maintain residential and commercial landscapes.
- Identify and maintain plants based on Fall/Winter, Spring/Summer seasons.
- Execute the duties required to work in various kinds of horticultural businesses.

Courses Required for the Certificate of Achievement in Landscape Maintenance

Course . . . . . Units
Required courses:
O H 50 Introduction to Environmental Horticulture . . . 3.0
O H 53A Beginning Landscape Horticulture 3.0
O H 53B Advanced Landscape Horticulture 3.0
O H 56 Horticultural Machines 3.0
O H 60 Horticulture Business Practices. 3.0
O H 63 Soils 3.0
O H 75 Pest Management. 3.0
O H 76 Fall and Winter Plant Identification 4.0
O H 77 Spring and Summer Plant Identification 4.0
CMST 6 Workplace Communication. 3.0
or ESL 79 Advanced Speaking and Pronunciation 3.0

Total: 32.0

Nursery and Garden-Center Operation Certificate

The program of study for this certificate is designed to give students both broad and specialized training for entry-level employment in sales work and in various kinds of horticultural production or to add to their capabilities in nursery and garden-center operation.

Learning Outcomes

Upon completion of this program, students will be able to:

- Execute the duties required to work in various horticulture production operations.
- Identify and describe plants that are common to nursery and garden center operations.
- Propagate and apply horticultural care to produce saleable plant materials.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Nursery and Garden-Center Operation

Course . . . . . Units
Required courses:
O H 50 Introduction to Environmental Horticulture . . . 3.0
O H 56 Horticultural Machines 3.0
O H 60 Horticulture Business Practices. 3.0
O H 63 Soils 3.0
O H 75 Pest Management. 3.0
O H 76 Fall and Winter Plant Identification 4.0
O H 77 Spring and Summer Plant Identification 4.0
CMST 6 Workplace Communication* 3.0
or ESL 79 Advanced Speaking and Pronunciation*. . . . 3.0

* Students may satisfy this requirement by passing an accredited college level foreign language or oral presentation course.

Total: 26.0

Floristry

Floristry Major (AS)

Instruction in retail floristry is offered in cooperation with the American Institute of Floral Designers, San Francisco Bay Area Retail Florists Association and California State Florists Association.

Enrollment is open to all interested students.

The two-year course of study is designed to give students thorough and well-balanced training in buying flowers, the art of arranging and selling them to the public, and operating a retail flower shop. Students who complete the curriculum satisfactorily are qualified for employment as designers and salespersons in the retail floral industry.

The course of study includes instruction in the following: beginning, intermediate and advanced floral design, flower shop procedures, "hands-on" floral work experience, flower shop management, merchandising, marketing, basic business arithmetic, and record keeping.

Students who complete the curriculum and other graduation requirements receive the Associate in Science in Floristry.

Learning Outcomes

Upon completion of this program, students will be able to:

- Arrange floral project proficiently and artistically.
- Identify, select, and purchase plants and flowers appropriate for floral design products and retail business
- Apply management practices necessary to operate a floral business.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Floristry

Course	Units
First Semester:	
R F 80A Flower Shop Procedures and Basic Designs	5.0
R F 81A Fall and Winter Flower and Foliage Identification/Culture and Care	2.0
or R F 81B Spring and Summer Flower and Foliage Identification/Culture and Care	2.0
One of the following:	
R F 85A Introduction to Floral Design Spring	2.0
R F 85B Introduction to Floral Design Summer	2.0
R F 85C Introduction to Flower Arranging Fall	2.0
R F 85D Introduction to Flower Arranging Winter	2.0
Second Semester:	
ACCT 10 Introduction to Accounting	5.0
R F 80B Intermediate Floral Design	5.0
R F 82 Interior Plant Identification	3.0
Third Semester:	
R F 80C Advanced Floral Design	4.0
R F 86A Beginning Oriental Flower Arrangement	2.0
R F 98 Retail Floristry Work Experience	3.0
Fourth Semester:	
R F 84 Flower Shop Operations	3.0
R F 98 Retail Floristry Work Experience	2.0-6.0
MRKT 122 Professional Selling	3.0
or MRKT 140 Introduction to Marketing	3.0
or MRKT 170 Advertising and Integrated Marketing Communication	3.0
Recommended additional coursework:	
ART 130A Basic Drawing	3.0
BSEN 74 Written Business Communication	3.0
BSEN 76 Business and Technical Report Writing	3.0
BSL 1 Business Law I	3.0
SMBS 135 Ownership and Operation of a Small Business	3.0
PSYC 26 Applied Psychology	3.0
Total:	**39.0 – 43.0**

Retail Floristry Certificate

Instruction in retail floristry is offered in cooperation with the American Institute of Floral Designers, San Francisco Bay Area Retail Florists Association and California State Florists Association.

This course of study is designed to give students thorough and well-balanced training in buying flowers, the art of arranging and selling them to the public, and operating a retail flower shop. Students who complete the curriculum satisfactorily are qualified for employment as designers and salespersons in the retail floral industry.

The course of study includes instruction in the following: beginning, intermediate and advanced floral design, flower shop procedures, "hands-on" floral work experience, flower shop management, merchandising, marketing, basic business arithmetic, and recordkeeping.

Learning Outcomes

Upon completion of this program, students will be able to:

- Arrange floral projects proficiently and artistically.
- Identify, select, and purchase plants and flowers appropriate for floral design products and retail business.
- Apply management practices necessary to operate a floral business.

The minimum time for completion is 3 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Retail Floristry

Course	Units

Courses Required for the Retail Floristry Certificate

R F 80A Flower Shop Procedures and Basic Designs	5.0
R F 80B Intermediate Floral Design	5.0
R F 80C Advanced Floral Design	4.0
R F 82 Interior Plant Identification	3.0
R F 84 Flower Shop Operations	3.0
R F 86A Beginning Oriental Flower Arrangement	2.0
R F 98 Retail Floristry Work Experience	6.0

Students must achieve six units of work experience, which may be taken over multiple semesters in increments of two or more units.

Choose one of the following	
R F 85A Introduction to Floral Design Spring	2.0
R F 85B Introduction to Floral Design Summer	2.0
R F 85C Introduction to Flower Arranging Fall	2.0
R F 85D Introduction to Flower Arranging Winter	2.0
Choose one of the following	
R F 81A Fall and Winter Flower and Foliage Identification/Culture and Care	2.0
R F 81B Spring and Summer Flower and Foliage Identification/Culture and Care	2.0
Total:	**32.0**

Announcement of Courses

Environmental Horticulture

Credit, Degree Applicable Courses:

O H 50. Introduction to Environmental Horticulture (3)

Lec-35, Lab-52.5, field trips

Overview of environmental horticulture: nursery and greenhouse production; landscape design, installation and maintenance. Career opportunities are explored in class and on field trips. Introduction to technical aspects including plant anatomy, soils and amendments, composting, plant propagation, planting and transplanting, irrigation, landscape maintenance, pruning, pests, and tree care. UC/CSU

O H 53A. Beginning Landscape Horticulture (3)
Lec-35, Lab-70
Recommended Prep: O H 50 and (O H 76 or O H 77)
The principles and practices of garden planting and maintenance will be covered in practical laboratory experiences in the Horticulture Center and on the college campus. Care and maintenance of established gardens; irrigation, fertilizing, pruning, identifying and controlling weeds and plant pests and diseases. CSU
Offered Spring and Fall semesters

O H 53B. Advanced Landscape Horticulture (3)
Lec-35, Lab-70
Prereq: O H 53A
This advanced course prepares the student to install and maintain new and established gardens. Course work will include, but is not limited to irrigation and sprinkler systems, drainage and erosion control, xeriscaping, maintenance estimates, proposals and agreements. Instruction in troubleshooting and supervising others will be included. CSU
Offered Spring and Fall Semester

O H 55. Tree Care (3)
Lec-35, Lab-52.5, field trips
Recommended Prep: O H 50 or O H 76 or O H 77
Care and management of trees common to residential, public, and commercial landscaping. Emphasizes correct planting, irrigating, fertilizing, pest control, and pruning. Use of saws, ropes, and other safety equipment in the tree industry is covered. Prepares student for the International Society of Arboriculture Certified Arborist Exam. CSU
Offered on occasion

O H 56. Horticultural Machines (3)
Lec-35, Lab-52.5, field trips
Recommended Prep: O H 50
Field and shop practice in the safe and proper operation of necessary horticultural equipment. Preventative service and maintenance will be stressed during all lab and lecture sessions. CSU
Offered Spring semesters

O H 58. Greenhouse Operations (3)
Lec-35, Lab-52.5, field trips
Recommended Prep: O H 50, 65, and O H 76 or 77, or significant field experience
Overview of commercial greenhouse operations including materials and construction, heating and cooling systems, containers and greenhouse equipment. Management of growing medium, irrigation, fertilization, temperature, growth regulators, CO2, and light. Alternative cropping systems, post-production storage and handling discussed. Crops surveyed include foliage, cut flowers, potted flowering plants and bedding plants. CSU
Offered Fall semesters

O H 60. Horticulture Business Practices (3)
Lec-52.5
Recommended Prep: O H 50
Introduces students to the fundamentals required to run a horticultural enterprise. Addresses issues facing horticultural entrepreneurs as well as management challenges faced in larger horticultural businesses. Emphasis is on landscape-related businesses. Guest speakers from landscape design and construction, landscape maintenance, arboriculture, consulting, restoration management, nursery operations and others. CSU
Offered Fall semesters

O H 63. Soils (3)
Lec-35, Lab-52.5, field trips
Recommended Prep: O H 50 or significant field experience
Introduces students to soils and growing media in Environmental Horticulture. Preparation and management of field and container soils. Soil composition and texture, soil chemistry, organic matter, colloids, soil structure, soil water and pH, plant nutrients and fertilizers, amendments, composting, beneficial soil organisms and diseases. Sustainable soil management practices. CSU
C-ID AG-PS 128L
Offered Spring semesters

O H 65. Plant Propagation (3)
Lec-35, Lab-52.5, field trips
Recommended Prep: Completion/concurrent enrollment in O H 50 or demonstration of exit skills
Principles and practices of reproducing plants as commercially practiced in the horticulture industry. Topics include propagation by seed, and vegetative methods including cuttings, layering, division, grafting and micro-propagation. Field trips to local greenhouses and nursery operations. CSU
C-ID AG-EH 116L
Offered Spring semesters

O H 66. Irrigation (3)
Lec-35, Lab-52.5, field trips
Recommended Prep: O H 50 and 53A, or demonstration of exit skills
Basics of design, installation and maintenance of sprinkler and drip irrigation systems. Nursery and green house irrigation discussed; emphasis on landscape irrigation. Topics include establishing hydrozones, backflow prevention, calculating pressure and flow requirements, system design and installation, equipment and fittings, automatic control systems and water conservation technologies. CSU
Offered Fall semesters

O H 70A. Principles of Landscape Design (3)
Lec-35, Lab-52.5, field trips
Lectures, reading assignments, and hands-on laboratory projects involving the principles of landscape design, especially as applied to residential properties. Graphic and drafting techniques are included. CSU
Offered Fall semesters

O H 70B. Advanced Principles of Landscape Design (3)
Lec-35, Lab-52.5, field trips
Prereq: O H 70A
The principles of advanced landscape design especially as applied to residential properties including lectures, field trips, and hands-on laboratory projects using hand drawing techniques and computer programs. CSU
Offered Spring semesters

O H 71A. Landscape Construction (4)
Lec-35, Lab-105, field trips
Principles of landscape construction applicable to horticulture. Safety, tools, hardware, lumber, fences, gates, benches, decks, steps, paints, stains, concrete paving, concrete blocks, stone walls, and other physical aspects of landscape construction are presented. CSU
Offered on occasion

O H 71B. Landscape Construction (4)
Lec-35, Lab-105, field trips
Recommended Prep: O H 71A
Advanced principles of construction for the landscape from design to installation. Advanced irrigation projects involving copper pipe

cutting, prepping and soldering. Irrigation valve placement and means of back-flow prevention. Irrigation clock wiring design and installation. Designing and building fences, gates, benches, decks and steps. Advanced concrete and masonry projects. CSU
Offered on occasion

O H 75. Pest Management (3)
Lec-52.5, field trips
Recommended Prep: O H 50 or significant field experience
An overview of pest management in landscape, greenhouse, and nursery operations; introduction to the identification, life cycles and damage of/by weeds, insects, mites, fungi, bacteria, virus, mollusks, nematodes and mammal pests. Emphasis on integrated Pest Management. Cultural, mechanical, biological and least-toxic chemical techniques, legal requirements and safety. Preparation for Qualified Applicator Certificate. CSU
Offered Spring semesters

O H 76. Fall and Winter Plant Identification (4)
Lec-70, field trips
Identification of approximately 150 ornamental plants commonly used in San Francisco Bay Area Landscapes for Fall and Winter bloom, fruit, or foliage. This course covers basic plant anatomy and terminology used in the taxonomic classification of plants. Emphasis is on cultural requirements, habits of growth and horticultural use of plants. UC/CSU
Offered Fall semesters

O H 77. Spring and Summer Plant Identification (4)
Lec-70, field trips
Identification of approximately 150 ornamental plants commonly used in the San Francisco Bay Area for Spring and Summer bloom, fruit, or foliage. Covers basic plant anatomy and terminology used in the taxonomic classification of plants. Emphasis is on cultural requirements, habits of growth and landscape use of plants. UC/CSU
Offered Spring semesters

O H 91. Independent Study (1)
Lab-52.5, field trips
Prereq: 6 units of O H course work
Individual research on a special topic in environmental horticulture. Opportunity for students to investigate horticultural problems of special interest or conduct an in-depth project. Emphasis on practical application and current issues in horticulture. CSU
Students should have their projects approved by the O H Department.
Offered on occasion

O H 92. Independent Study (2)
Lab-105, field trips
Prereq: 6 units of O H course work
Individual research on a special topic in environmental horticulture. Opportunity for students to investigate horticultural problems of special interest or conduct an in-depth project. Emphasis on practical application and current issues in horticulture. CSU
Students should have their projects approved by the O H Department.
Offered on occasion

O H 93. Independent Study (3)
Lab-157.5, field trips
Prereq: 6 units of O H course work
Independent research on a special topic in environmental horticulture. Opportunity to investigate horticultural problems of special interest or conduct an in-depth project. Emphasis on practical application and current issues in horticulture. CSU
Students should have their projects approved by the O H Department.
Offered on occasion

O H 97. Work Experience (2-4)
Lec-17.5, work-60-225
Recommended Prep: Completion of or concurrent enrollment in: a floristry or horticulture course and/or approval of the EH/F Dept work experience coordinator
Repeat max. 12 units
Field application of principles taught in horticulture classes. A supervised work experience program with cooperating employers, providing hands-on experience and transition into commercial practice. Students acquire job experience in their chosen field of horticulture. Preparation of portfolios and resumes. Career development skills and practical workplace skills related to horticulture industry. CSU
Offered on occasion

O H 101. Urban Garden Practices (3)
Lec-52.5 P/NP available
Topics include basic tools, soil, composting, planning a garden adapted to microclimates, plant selection, seed germination, transplanting, watering and water conservation, integrated pest management, maintenance and pruning. Plants discussed will include annuals, bulbs, perennials, groundcovers, lawns, shrubs, trees, vegetables, drought tolerant plants, and houseplants. Appropriate for all interested in gardening. CSU
Offered on occasion

O H 111A. Year Round Garden Color (1)
Lec-17.5, field trips
Recommended Prep: O H 50
Includes selecting and planting colorful, harmonious combinations of annuals, perennials shrubs and trees. Multicolored planters will be created in class. A selected garden with vivid year round color will be visited. CSU
Offered on occasion

O H 111B. Growing Orchids (2)
Lec-35, field trips
Cultural needs of individual orchids, including materials needed and how to grow, pot, divide and water many different kinds of orchids. Troublesome ailments, diseases, and pests coupled with solutions and cures. CSU
Offered on occasion

O H 111C. Container Gardening (1)
Lec-17.5, field trips
Recommended Prep: O H 50 or O H 76 or O H 77 or R F 80A or R F 81A
Introduction to use and care of landscape container plantings, design considerations, container types, installation and maintenance practices unique to container culture. Choosing plant materials well suited to use in containers, for commercial and residential settings will be covered. CSU
Offered on occasion

O H 111D. Introduction to Xeriscaping (1)
Lec-17.5, field trips
Recommended Prep: O H 50
Theory and practice of water conservation in the landscape through the use of drought tolerant plants, efficient irrigation and appropriate design. CSU
Offered on occasion

Floristry

Credit, Degree Applicable Courses:

R F 80A. Flower Shop Procedures and Basic Designs (5)
Lec-52.5, Lab-105, field trips
Beginning floral design techniques used by professional flower artists. Includes principles and elements of basic floral designs, corsage and body flower construction, use of ribbon and other decorative accessories as well as identification of floral materials and supplies used in commercial floristry. CSU
Offered Fall and Spring semesters

R F 80B. Intermediate Floral Design (5)
Lec-70, Lab-52.5, field trips
Recommended Prep: R F 80A or demonstration of exit skills
Intermediate study of and practice in professional flower arranging techniques used by the floral industry. Emphasis on sympathy and celebration of life tributes, window and store display, high style design and contemporary european floral design. CSU
Offered Fall and Spring semesters

R F 80C. Advanced Floral Design (4)
Lec-70, Lab-17.5, field trips
Recommended Prep: R F 80B
Advanced principles and techniques for designing, coordinating and installing floral displays for weddings, parties, special events, churches, receptions, residences, venues, retail stores and corporate accounts. Traditional, contemporary and European style designing for wedding bouquets, personal flowers, arrangements and display design. CSU
Offered Fall and Spring semesters

R F 81A. Fall and Winter Flower and Foliage Identification/Culture and Care (2)
Lec-35
Identification of cut flowers and foliage used in commercial floristry, with emphasis on post-harvest care and handling, vase life, wholesale packaging, pricing, and uses in floral design. Focus is on crops available in the fall and winter. CSU
Offered Fall and Spring semesters

R F 81B. Spring and Summer Flower and Foliage Identification/ Culture and Care (2)
Lec-35
Identification of cut flowers and foliage used in commercial floristry, with emphasis on post-harvest care and handling, vase life, wholesale packaging, pricing, and uses in floral design. This course will focus on crops available in the spring and summer. CSU
Offered Fall and Spring semesters

R F 82. Interior Plant Identification (3)
Lec-52.5, field trips
Identification of indoor/tropical house plants used in commercial floristry and horticulture, with emphasis on post-harvest care and handling, wholesale and retail pricing, packaging and uses in interior plantscapes, floral design, and display. CSU
Offered on occasion

R F 84. Flower Shop Operations (3)
Lec-52.5, field trips
Principles and practices of flower shop operations including salesmanship, types of shops, merchandising, buying, advertising, delivering, and personnel from a floral business owner perspective. CSU
Offered Fall semesters

R F 85A. Introduction to Floral Design - Spring (2)
Lec-35, Lab-17.5
Introduction to basic flower arranging for spring, flower and foliage use, care and handling of spring fresh materials, use of spring everlasting materials, flower forms, types and use of containers. Basic historical periods and styles of spring decorating for beginners. CSU
Offered Spring semesters

R F 85B. Introduction to Floral Design - Summer (2)
Lec-35, Lab-17.5
Introduction to basic flower arranging for summer, flower and foliage use, care and handling of summer fresh materials and ever-lasting materials, flower forms, types and use of containers. Basic historical periods and styles of summer decorating for beginners.
CSU
Offered Summer semesters

R F 85C. Introduction to Flower Arranging Fall (2)
Lec-35, Lab-17.5
Introduction to basic flower arranging, flower and foliage use, care and handling of fresh materials, use of ever-lasting materials, flower forms, types and use of containers for fall arrangements. Basic historical periods and styles of decorating for beginners. CSU
Offered Fall semesters

R F 85D. Introduction to Flower Arranging Winter (2)
Lec-35, Lab-17.5
Introduction to basic flower arranging for winter. Flower and foliage use, care and handling of fresh materials, use of ever-lasting materials, flower forms, types and use of containers. Basic historical periods and styles of decorating for winter for beginners. CSU
Offered on occasion

R F 86A. Beginning Oriental Flower Arrangement (2)
Lec-35, Lab-17.5
Basic understanding and appreciation of Oriental style flower arrangement known as Ikebana. Beginning design, experimentation, technique, exploration, and critique intended to develop creativity and manipulation of floral materials. CSU
Students provide own materials. Formerly RF 86
Offered Fall and Spring semesters

R F 86B. Oriental Flower Arrangement II (2)
Lec-35, Lab-17.5, field trips
Prereq: R F 86A or demonstration of exit skills
Second level of understanding and appreciation of Oriental style flower arrangement, known as Ikebana. Variations of beginning designs, experimentation, technique, exploration, and critique intended to develop creativity and manipulation of floral materials at the next level from RF 86A. CSU
Offered Fall and Spring semesters

R F 86C. Oriental Flower Arrangement III (2)
Lec-35, Lab-17.5, field trips
Prereq: R F 86B or demonstration of exit skills
Third level of understanding and appreciation of Oriental style flower arrangement, known as Ikebana. Variations of beginning and second level designs, experimentation, technique, exploration, and critique intended to develop creativity and manipulation of floral materials at the next level from RF 86A and B. CSU
Offered Fall and Spring semesters

R F 86D. Oriental Flower Arrangement IV (2)
Lec-35, Lab-17.5, field trips
Prereq: R F 86C or demonstration of exit skills
Fourth level of understanding and appreciation of Ikebana Oriental style flower arrangement. Variations of beginning, second and third level designs, experimentation, technique, exploration, and critique intended to develop creativity and manipulation of floral materials at the next level from RF 86 A, B and C. CSU
Offered Fall and Spring semesters

R F 86E. Oriental Flower Arrangement V (2)
Lec-35, Lab-17.5, field trips
Prereq: R F 86D or demonstration of exit skills
Level Five explores the Sogetsu premise of flower and foliage use, care and handling of fresh materials, use of ever-lasting materials, flower forms, types and use of containers from a historic and current perspective. The course includes experimentation, technique, exploration, and critique intended to develop creativity and manipulation of floral materials that have been introduced for the new millennia. CSU
Students provide own materials.

R F 88. Designs in Floristry (2.5)
Lec-35, Lab-35, field trips
Recommended Prep: Practical experience in floral industry
An in-service training for those engaged in the field of floristry and/or enrolled in Retail Floristry. Guest lecturer-demonstrators. Design work and topics such as trends in such topics as body flowers, new techniques, internationally influenced design styles, memorial flowers, special events, weddings, competition, and exhibition designs. CSU
Offered on occasion

R F 98. Retail Floristry Work Experience (2-6)
Lec-17.5, work-60-300
Recommended Prep: Completion of or concurrent enrollment in: a floristry or horticulture course and/or approval of the EH/F Dept work experience coordinator
Repeat: max. 12 units
A supervised work-experience program at an approved florist or related business. Designed to provide the student an opportunity to successfully gain employment and to learn and practice skills with professional guidance. CSU
Offered Fall and Spring semesters

Ethnic Studies

See "African American Studies," "Asian American Studies," "Asian Studies," "Latin American and Latino/a Studies," or "Philippine Studies."

Fashion

Office: Batmale 210
Phone Number: (415) 239-3588
Web Site: www.ccsf.edu/fashion

Announcement of Curricula

General Information

The Fashion Department is dedicated to teaching the requisite skills needed for success in all aspects of the fashion industry. The curricula offer students interested in careers in fashion merchandising and design, specialized programs and training for career advancement and employment.

Admission. Enrollment is open to all interested students.

Fashion Merchandising Major (AS)

Upon completion of the curriculum in Fashion Merchandising, a two-year course of study, students will be qualified to work as sales associates, merchandise specialists, retail managers, retail buyers and assistant buyers, visual merchandisers, stylists, fashion show producers, special events consultants, fashion coordinators, fashion writers and publicists, fashion forecasters, show room assistants, and bookers in modeling agencies. All positions include working for department stores, specialty stores, boutiques, private companies, as well as working as entrepreneurs.

Classes include all areas of the fashion merchandising field and are designed to give students exposure to a variety of fashion experiences. A major in Fashion Merchandising gives students improved job prospects.

Students who complete each of the following courses, and complete the graduation requirements, including general education courses for the Associate in Science Degree, will satisfy the requirements of the Fashion Merchandising major.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply technical skills used in various aspects of fashion merchandising.
- Compare social and cultural factors affecting fashion change and adoption.
- Communicate effectively using standard fashion industry terminology.
- Perform entry-level business skills in the fashion merchandising industry.

The minimum time for completion is four semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Fashion Merchandising

Course	Units
Fall semester first year required courses:	
FASH A Introduction to Sewing	1.0
FASH 42 Introduction to the Fashion Industry	3.0
FASH 54A Fashion Styling	3.0
Fall semester first year choose one of the following specialty courses:	
FASH 22 Textile Analysis	3.0
FASH 44 Fashion Retail Buying and Merchandising	3.0
FASH 45A Personal Styling	3.0
Spring semester first year required courses:	
FASH 57 Fabric Glossary	1.0
FASH 61 Fashion Merchandising/Marketing Internship	2.0
Spring semester first year choose one of the following specialty courses not already completed:	
FASH 23 Fashion History	3.0
FASH 56 Fashion Writing & Publicity	3.0
FASH 112 Digital Illustration for Fashion	3.0
Fall semester second year required courses:	
FASH 49 Visual Merchandising	3.0
FASH 55 Icons of Contemporary Fashion	3.0
Fall semester second year choose one of the following specialty courses:	
FASH 22 Textile Analysis	3.0
FASH 44 Fashion Retail Buying and Merchandising	3.0

FASH 45A Personal Styling 3.0
FASH 54B Advanced Fashion Styling. 3.0

Spring semester second year required courses:
FASH 48 Fashion Show Production 4.0
FASH 53 Fashion Forecasting 3.0
FASH 60 Fieldwork Fashion Shows and Events 1.0
FASH 137 Fashion Portfolio 1.0
FASH 138 Fashion Workplace and Career Essentials 3.0

Total: 37.0

Fashion Design Major (AS)

The Fashion Design Associate degree builds on the Fashion Design Certificate, adding required general education courses. The Design degree gives students a strong basis in design concepts, industry terminology, clothing construction, presentations, and illustration techniques. Fashion design training can lead to careers as fashion illustrators, designers, technical designers, patternmakers, product developers and entrepreneurs. With the additional general education courses, students will enhance their writing and social awareness skills.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create fashion garments from initial design concept to final product.
- Analyze and select appropriate raw materials and techniques for fashion products.
- Relate the history and social context of fashion to the current fashion zeitgeist.
- Apply technical and professional skills expected in the fashion industry, as an employee or an entrepreneur.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester. Students are encouraged to apply for both the Fashion Design Certificate of Achievement and the A.S. Degree.

Courses Required for the Major in Fashion Design

Course . . . . . Units

Required foundational courses:
FASH 15A Apparel Construction 1 . . . . . 3.0
FASH 22 Textile Analysis 3.0
FASH 23 Fashion History. 3.0
FASH 26 Flat Pattern Design I. 3.0
FASH 27 Fashion Draping 3.0
FASH 35A Fashion Illustration I 3.0
FASH 36A Fashion Design I 3.0
FASH 42 Introduction to the Fashion Industry 3.0

Required advanced courses:
FASH 15B Apparel Construction 2 . . . . . 3.0
FASH 36B Fashion Design 2 . . . . . 3.0
FASH 63 Fashion Design & Production Internship 2.0
FASH 137 Fashion Portfolio 1.0
FASH 138 Fashion Workplace and Career Essentials 3.0

Choose 6 units from the following specialties:
FASH 15C Apparel Construction 3 . . . . . 3.0
FASH 16 Garment Fitting Techniques 3.0
FASH 35B Fashion Illustration II 3.0
FASH 37 Flat Pattern Design II 3.0
FASH 112 Digital Illustration for Fashion. 3.0

Total: 42.0

Fashion Design Certificate

The Fashion Design certificate gives students a strong basis in design concepts, industry terminology, clothing construction, presentations, and illustration techniques. Fashion design training can lead to careers as fashion illustrators, designers, technical designers, patternmakers, product developers and entrepreneurs.

Learning Outcomes

Upon completion of this program, students will be able to:

- Create fashion garments from initial design concept to final product.
- Analyze and select appropriate raw materials and techniques for fashion products.
- Relate the history and social context of fashion to the current fashion zeitgeist.
- Apply technical and professional skills expected in the fashion industry, as an employee or an entrepreneur.

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Fashion Design

Course . . . . . Units

Required foundational courses:
FASH 15A Apparel Construction 1 . . . . . 3.0
FASH 22 Textile Analysis 3.0
FASH 23 Fashion History. 3.0
FASH 26 Flat Pattern Design I. 3.0
FASH 27 Fashion Draping 3.0
FASH 35A Fashion Illustration I 3.0
FASH 36A Fashion Design I 3.0
FASH 42 Introduction to the Fashion Industry 3.0

Required advanced courses:
FASH 15B Apparel Construction 2 . . . . . 3.0
FASH 36B Fashion Design 2 . . . . . 3.0
FASH 63 Fashion Design & Production Internship 2.0
FASH 137 Fashion Portfolio 1.0
FASH 138 Fashion Workplace and Career Essentials 3.0

Choose 6 units from the following specialties
FASH 15C Apparel Construction 3 . . . . . 3.0
FASH 16 Garment Fitting Techniques 3.0
FASH 35B Fashion Illustration II 3.0
FASH 37 Flat Pattern Design II 3.0
FASH 112 Digital Illustration for Fashion. 3.0

Total: 42.0

Fashion Illustration Certificate

The Certificate of Achievement in Fashion Illustration prepares the student to communicate in the global language of fashion illustration, be it technical or artistic.

Learning Outcomes

Upon completion of this program, students will be able to:

- Render artistically a variety of garments on a variety of body types in different media.
- Create technical drawings that accurately communicate design and construction details for apparel construction.
- Apply the principles and history of fashion design in creating a fashion collection.

- Create a digital and printed illustration portfolio for entrepreneurial pursuits and entry-level employment.

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Fashion Illustration

Course	Units
Fall semester first year required courses:	
FASH 35A Fashion Illustration I	3.0
ART 130A Basic Drawing	3.0
Spring semester first year required courses:	
FASH 36A Fashion Design I	3.0
FASH 57 Fabric Glossary	1.0
Fall semester second year required courses:	
FASH 35B Fashion Illustration II	3.0
Spring semester second year required courses:	
FASH 112 Digital Illustration for Fashion	3.0
FASH 137 Fashion Portfolio	1.0
Choose one of the following courses:	
FASH 23 Fashion History	3.0
or FASH 55 Icons of Contemporary Fashion	3.0
Total:	**20.0**

Fashion Merchandising Certificate

The Certificate of Achievement in Fashion Merchandising fulfills the needs of two groups: those who desire to prepare for employment in the fashion merchandising field and those currently employed who wish to improve their on-the-job skills in this industry.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply technical skills used in various aspects of fashion merchandising.
- Compare social and cultural factors affecting fashion change and adoption.
- Communicate effectively using standard fashion industry vocabulary.
- Perform entry-level business skills in the fashion merchandising industry.

The minimum time for completion of this certificate is four semesters; completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Fashion Merchandising

Course	Units
Fall semester first year required courses:	
FASH 42 Introduction to the Fashion Industry	3.0
FASH 54A Fashion Styling	3.0
Spring semester first year required courses:	
FASH 48 Fashion Show Production	4.0
FASH 61 Fashion Merchandising/Marketing Internship	2.0
Fall semester second year required courses:	
FASH 44 Fashion Retail Buying and Merchandising	3.0
FASH 49 Visual Merchandising	3.0
Spring semester second year required courses:	
FASH 53 Fashion Forecasting	3.0
FASH 138 Fashion Workplace and Career Essentials	3.0
Total:	**24.0**

Announcement of Courses

Credit, Non-Degree Applicable Course:

FASH A. Introduction to Sewing (1)
Lec-12, Lab-20 P/NP available
Introduction to sewing. Students will learn the basics of sewing machines, how to make minor repairs to clothing, and how to construct a basic rectangular item in fabric. A good choice for the novice before moving on to FASH 15A, Apparel Construction 1.

NOTE: Some courses include a materials fee.

Credit, Degree Applicable Courses:

FASH 15A. Apparel Construction 1 (3)
Lec-35, Lab-52.5, field trips P/NP available
Recommended Prep: FASH A
A beginning course covering basic principles and concepts in the construction of garments. Emphasis on machine operation, sewing skills and techniques, and construction processes. Students will create sewing samples and 3-4 garments. CSU

FASH 15B. Apparel Construction 2 (3)
Lec-35, Lab-52.5, field trips P/NP available
Prereq: FASH 15A
Elements of garment construction using intermediate clothing construction methods and techniques. Multiple finishes, hard to handle fabrics, use of overlock, complex construction sequences. Students construct three garments using techniques from class. CSU

FASH 15C. Apparel Construction 3 (3)
Lec-35, Lab-52.5, field trips P/NP available
Prereq: FASH 15B
Recommended Prep: FASH 26 or FASH 27
This class teaches advanced sewing techniques used in industry. Students will learn menswear techniques, machine tailoring, industry lining applications, and how to combine fabrics and textures. Projects include a sheath dress, a pant or pencil skirt, and a machine tailored jacket. CSU
Offered Fall semesters

FASH 16. Garment Fitting Techniques (3)
Lec-35, Lab-52.5, field trips P/NP available
Prereq: FASH 15A
Recommended Prep: FASH 27
Introduction to fitting on a live model. Students will learn to identify and correct fitting problems on sample muslin garments, including bodices, skirts, pants and jackets. Students will then learn how to transfer those adjustments to the pattern and use draping techniques to create well fitting production patterns. Fitting issues for knit and stretch fabrics will also be addressed. CSU

FASH 17. Custom Tailoring (3)
Lec-35, Lab-52.5, field trips P/NP available
Prereq: FASH 15B
Recommended Prep: FASH 16 and FASH 26
Course addresses the specialized skills needed to construct tailored and structured garments using traditional methods. Includes fitting from muslin and construction of a fully hand-tailored jacket or coat. CSU
Offered on occasion

FASH 22. Textile Analysis (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Analysis of the performance and care of natural and man-made textile fibers, yarns, fabrics and other products. Fabric construction methods,

fabric identification, dyeing and finishing processes are included. Discussion of current issues and innovations in the textile field. UC/CSU
Offered Fall semesters

FASH 23. Fashion History (3)
Lec-52.5, field trips P/NP available
Chronological study of costumes in western civilization from antiquity to the late 20th century, including social, economic and political influences on historic costume. Analysis of contemporary fashion design as influenced by historic styles. CSU
Offered Spring semesters

FASH 25A. Weaving I (2)
Lec-17.5, Lab-52.5
A beginning course in the fundamentals of loom controlled multi-harness weaves. Emphasis on the fundamentals of fiber classification, yarn calculation, comprehensive drafting, weave analysis and fabric finishing techniques. CSU

FASH 25B. Weaving II (2)
Lec-17.5, Lab-52.5
Recommended Prep: FASH 25A
Advanced weave structures, equipment and finishing techniques are integrated in this class to design and weave original textiles. Computer designing and yarn selection are emphasized to weave fabrics suitable for fashion and interiors. CSU

FASH 25C. Weaving III (3)
Lec-35, Lab-52.5, field trips
Recommended Prep: FASH 25B PREREQ: FASH 25B
In further developing the students' knowledge of weave structures, emphasis is placed on theory and design. A major focus will be integrated surface design techniques with woven cloth to create signature fabrics for fashion and interiors. CSU

FASH 26. Flat Pattern Design I (3)
Lec-35, Lab-52.5 P/NP available
Recommended Prep: FASH 15A or basic sewing sewing machine skills
Principles and techniques of designing a garment pattern using flat pattern methods, focusing on the development of women's patterns. Using a basic sloper, students analyze designs and create patterns for those designs. Students will create a final, finished garment from an original design. This course requires basic sewing skills. CSU

FASH 27. Fashion Draping (3)
Lec-35, Lab-52.5 P/NP available
This is a beginning draping class, focused on women's clothing designs. Draping techniques to create various styles, including bias designs. Basic sewing skills are required. CSU

FASH 28. The Social Meaning of Clothing (3)
Lec-52.5 P/NP available
Analysis of the social meanings and expectations associated with dress and behavior in various cultures and subcultures. An exploration of essential topics such as gender, celebrity, social hierarchy, art, cultural norms and violation of cultural norms. UC/CSU
Offered Fall semesters

FASH 29. Pattern Grading (1)
Lec-8.75, Lab-26.25 P/NP available
Theories and techniques for grading patterns into multiple sizes, including principles of fit, how the body grows, and various size ranges. Conventional methods are used to practice the basic principles of grading on a variety of pattern types. CSU
Offered Spring semesters

FASH 35A. Fashion Illustration I (3)
Lec-35, Lab-52.5, field trips P/NP available
Students will learn beginning illustration skills to develop their ability to communicate fashion designs using a variety of media. Line, color, shading, proportions of the body, various views of the body, clothing details, fabric textures. CSU

FASH 35B. Fashion Illustration II (3)
Lec-35, Lab-52.5, field trips P/NP available
Prereq: FASH 35A
Building on the skills gained in Fashion Illustration 1 students will expand on their artistic renderings, 10 head proportions, coloration, and textile interpretations. Flat sketches in 8 head proportion will be introduced to create specification sheets for production. Students will learn to group their ideas into capsule collections. CSU
Offered on occasion

FASH 36A. Fashion Design I (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ART 130A or FASH 35A or demonstration of exit skills
This beginning course provides a foundation in the design principles of fashion. Students will work to develop visual research skills, identify design elements, and communicate ideas through the use of inspirational mood boards. Color and fabric stories will emerge from these boards to become designs for four seasonal clothing collections. CSU
Formerly FASH 36

FASH 36B. Fashion Design II (3)
Lec-52.5 P/NP available
Prereq: FASH 36A and FASH 35A
Recommended Prep: FASH 35B
Building on the skills learned in Illustration I and Design I, students will learn to develop fashion collections based on their own design aesthetic and philosophy. Emphasis on communicating design ideas, creating cohesive collections, and designing appropriately for a specific market. CSU
Prerequisite: Fashion Design 1
Offered Fall semesters

FASH 37. Flat Pattern Design II (3)
Lec-35, Lab-52.5, field trips P/NP available
Prereq: FASH 26
Continuation of techniques for pattern development, with an emphasis on industry production skills. Techniques covered include the development of complex designs, including patterns for tailored garments, pants, and patterns for stretch fabric. CSU

FASH 42. Introduction to Fashion Industry (3)
Lec-52.5, field trips P/NP available
An overview of the fashion industry that prepares students to be on the cutting edge of what is happening. Emphasis will be on the economic, political, sociological, technological and psychological environment that affects why fashion changes and evolves. The role of manufacturers, designers and retailers in the fashion business will be explored along with the elements of fashion marketing. CSU

FASH 44. Fashion Retail Buying and Merchandising (3)
Lec-52.5, field trips P/NP available
An overview of the buyer's core functions and responsibilities. Assortment planning, vendor negotiations, product development, basic retail math, and key merchandising strategies will be explored. Emphasis on building relationships with internal and external work groups will be covered. CSU
Offered Fall semesters

FASH 45A. Personal Styling (3)
Lec-52.5, field trips P/NP available
Fundamentals of personal styling, including conducting assessments, color analysis, body analysis, fashion personality, wardrobe management and business management CSU

FASH 45B. Advanced Personal Styling (3)
Lec-52.5, field trips
Prereq: FASH 45A
Provides advanced knowledge and skills in the preparation of becoming a Personal Stylist . Emphasis is placed on techniques of wardrobe planning and consultation, public relations, marketing and business operations for an image consulting business. CSU
Offered Spring semesters

FASH 48. Fashion Show Production (4)
Lec-52.5, Lab-70, field trips
Preparation and execution of a complete fashion show from concept to runway. Required for all fashion merchandising students. CSU
Offered Spring semesters

FASH 49. Visual Merchandising (3)
Lec-52.5, field trips P/NP available
A practical study of merchandise display in a variety of business establishments. This course will provide students with the skills and knowledge to arrange a store window, instore display, and floor layout. Students will learn how to display merchandise to the consumer regardless of their specific job title. CSU
Offered Fall semesters

FASH 51. Creating a Garment Business (3)
Lec-52.5, field trips P/NP available
Recommended Prep: FASH 35A; FASH 15A
Students learn the basics and essential steps needed to start a fashion business and clothing line. Fundamental components of a fashion business, functional business plans for a viable and sustainable fashion business, financing, planning, branding, marketing, knowing your customer, design process and manufacturing. CSU
Offered on occasion

FASH 53. Fashion Forecasting (3)
Lec-52.5, field trips P/NP available
The theories and frameworks underlying forecasting in the textile and apparel industry. The factors involved in planning and presenting the forecast. Emphasis on using print, Internet and broadcast information in competitive analysis. CSU
Offered Spring and Fall semesters

FASH 54A. Fashion Styling (3)
Lec-52.5, field trips P/NP available
This course explores the skills required for styling outfits, accessories, and props for photography, film and commercials, visual merchandising, fashion shows and digital media. Emphasis on identifying the many styling methods used in promoting fashion throughout the industry. CSU

FASH 54B. Advanced Fashion Styling (3)
Lec-52.5, field trips P/NP available
Prereq: FASH 54A
This hands-on, field-based course teaches the skills required of various types of professional stylists. Students will be guided through the process of developing a professional styling portfolio which they can present to prospective clients. CSU
Offered Fall semesters

FASH 55. Icons of Contemporary Fashion (3)
Lec-52.5, field trips P/NP available
Students will learn about the fashion industry, the social use of clothing, and modern fashion history through the people, events, politics, and cultures that have effected change. CSU
Offered on occasion

FASH 56. Fashion Writing and Publicity (3)
Lec-52.5, field trips P/NP available
The field of fashion writing and publicity offers a wide range of careers. Students will learn how to write trend reports, press releases, photo captions, runway critiques and create a fashion blog. CSU
Offered Spring semesters

FASH 57. Fabric Glossary (1)
Lec-17.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Learn about fabrics used for clothing, how to identify fashion fabrics, and how to determine the suitability of these fabrics to various styles of fashion. CSU
Offered Spring and Fall semesters

FASH 60. Fieldwork - Fashion Shows and Events (1)
Work-60-75 P/NP only
Prereq: Approval of the Fashion Department
Repeat max. 16 units
Work experience in fashion show production and events. Students will work backstage as dressers or volunteers for a variety of designers, stores and charity events. Provides practical experience in the retail environments. Emphasis will be placed on the importance of fashion promotions in the workplace. One unit of credit is earned for 60 hours unpaid work or 75 hours of paid work. CSU

FASH 61. Fashion Merchandising/Marketing Internship (2)
Work-120-150 P/NP available
Prereq: Approval of Fashion Department
Repeat: Repeated up to 16 units
Experience in the Fashion industry through merchandising, styling, buying, or marketing positions. Students will intern with local employers to gain meaningful work experience. Provides practical experience in the retail/wholesale environments. Emphasis will be placed on the role of fashion in the workplace. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU

FASH 62. Work Experience in Personal Styling (1-3)
Work-60-225 P/NP available
Repeat: Repeated up to 8.00 Units
Experience in the Fashion industry through personal styling, or image consulting positions. Students will intern with local employers to gain meaningful work experience. Provides practical experience in the retail/wholesale environments. Emphasis will be placed on the role of fashion in the workplace. One unit of credit is earned for 60 hours of unpaid or 75 hours of paid work. CSU
Offered Fall semesters

FASH 63. Fashion Design & Production Internship (2)
Work-120-150 P/NP available
Prereq: Approval of Fashion Department
Repeat max. 16.0 units
Experience in the Fashion industry though product design and development. Students will intern with local employers to gain meaningful work experience. Provides practical experience in the design establishments. Emphasis will be placed on the product creation in the workplace. One unit of credit is earned for 60 hours of unpaid work or 75 hours of paid work. CSU

FASH 67A. Computerized Pattern Development: PAD (3)
Lec-52.5, field trips P/NP available
Prereq: FASH 26
Overview of the functions and capabilities of the PAD computerized pattern development system. Industry pattern development including drafting, modifying, and grading patterns. Digitizing and plotting patterns. CSU
Offered Spring semesters

FASH 67B. Computerized Pattern Development: Gerber (3)
Lec-52.5, field trips P/NP available
Prereq: FASH 26
Overview of the functions and capabilities of the Gerber computerized pattern development system. Industry pattern development including drafting, modifying, and grading patterns. Digitizing and plotting patterns. CSU
Offered on occasion

FASH 69. Basic Pant Draft (1)
Lec-9, Lab-26 P/NP available
Prereq: FASH 15A or demonstration of FASH 15A exit skills
Students will learn the specialized skills needed to properly measure a figure and draft a well-fitting pant pattern. CSU
Offered Fall semesters

FASH 70. Copying Ready-to-Wear (1)
Lec-12, Lab-20 P/NP available
Recommended Prep: FASH 15A
Students learn how to duplicate an existing garment while it is still intact by analyzing commercial construction techniques and details, and learning how to generate a pattern from the intact garment. CSU
Offered on occasion

FASH 72. Drafting a Sloper (Moulage) (1)
Lec-12, Lab-20 P/NP available
Recommended Prep: FASH 15A
Students learn the classic techniques needed to measure a figure and draft a well-fitting moulage/sloper/basic pattern CSU
Offered on occasion

FASH 73. Sewing with Knit and Stretch Fabrics (1)
Lec-8.75, Lab-26.25 P/NP available
Recommended Prep: FASH 15A or basic sewing machine skills
Special sewing techniques for garments made from knitted fabrics, such as t-shirts, pants, and activewear. Pattern modifications for stretch knits. Students will construct garments while learning how to work with knitted fabrics, including ribbed finishes, elastic edgings, and special seam types. CSU
Offered Spring semesters

FASH 74. Haute Couture Sewing Techniques (3)
Lec-35, Lab-52.5, field trips P/NP available
Prereq: FASH 26 or FASH 15A
Recommended Prep: FASH 27 and FASH 15B
"Haute" means "elegant" and "Couture" means "sewing" in French. In this elegant sewing class students will learn advanced and unique sewing techniques used for high-end fashion garments by famous houses such as Chanel and Dior. CSU
Offered on occasion

FASH 111A. Beginning Leather and Heavy Textiles (1)
Lec-12, Lab-20, field trips P/NP available
Recommended Prep: FASH 15A
This course introduces the skills and techniques needed to make patterns and sew leather, suede, vinyl, fur and other heavy textile accessories. Students will add new skill sets to their creative work life, including using the Walking Foot machine and learning unique seam finishes. CSU
Offered on occasion

FASH 111B. Advanced Leather and Heavy Textiles (1.5)
Lec-19.5, Lab-32.5, field trips P/NP available
Recommended Prep: FASH 111A
Further development of skills working with heavy textiles, enabling students to reach new levels of technique and creativity. Designs for a skirt/pants and jacket will be cut and constructed on a Walking Foot machine in leather, suede, vinyl, fur, or other heavy duty fabrications. CSU
Offered on occasion

FASH 112. Digital Illustration for Fashion (3)
Lec-52.5, Lab-17.5 P/NP available
Recommended Prep: VMD 105; FASH 35A; FASH 36A or FASH 54A
This course covers techniques in Adobe Photoshop and Illustrator appropriate for Fashion Designers and Merchandisers. CSU

FASH 137. Fashion Portfolio (1)
Lec-17.5, field trips P/NP available
Prereq: (FASH 35A and FASH 35B) or (FASH 36A and FASH 36B) or (FASH 45A and FASH 45B) or FASH 49 or (FASH 54A and FASH 54B)
Recommended Prep: FASH 112; FASH 53
Students will create professional portfolios based on their field: design, illustration, visual merchandising, styling, or personal styling. Professional standards and techniques for presenting a body of work will be covered. CSU
Modified from FASH 33. Students will create portfolios based on their field: Design, Illustration, Visual Merchandising, Styling, or Personal Styling. Portfolios for acceptance to Universities or other 4 year colleges can also be created. Formerly FASH 33

FASH 138. Fashion Workplace and Career Essentials (3)
Lec-52.5, field trips P/NP available
Prereq: Completion of or concurrent enrollment in: FASH 37 or FASH 54B or FASH 36B or FASH 45B or FASH 35B or FASH 15C or FASH 25C
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
This course gives an overview of the skills required for a successful career in the fashion industry. Topics such as establishing goals, brand development, marketing presentation materials, interview skills, communication, presentations, networking and workplace etiquette are covered. CSU
Formerly FASH 38

Noncredit Courses:

FASH 6014. Fashion Sewing and Alterations (108 hrs)
Development of skills in clothing construction. Students will have a basic understanding of sewing tools, techniques, alteration and fitting.
Offered on occasion

FASH 6055. Beginning Upholstery (70 hrs)
Upholstering as a trade. Focusing on the skills necessary for upholstering new and existing residential and commercial upholstered furniture. Upholstering as a professional business - wholesale or retail, including fabric and pattern layout, sewing.
All sections will charge a materials fee of $55.
Offered on occasion

FASH 6056. Advanced Upholstery Trade (70 hrs)
Advanced upholstery builds on the skills learned in beginning upholstery with a focus on preparing students for a career in upholstery as a trade. Students will work on their own furniture. They will learn antique upholstery furniture restoration techniques as well as novelty upholstery treatments such as headboards, lambrequins and screens.
All sections will charge a materials fee of $55.
Offered on occasion

Film

See Cinema.

Foreign Languages

See World Languages and Cultures.

French

Office: Art 202
Phone Number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Curricula

French Major (AA)

Program Information: The French program provides instruction in developing a student's ability to communicate in French, both written and oral, through the intermediate level and to gain a knowledge of francophone cultures throughout the world. The program is designed to meet transfer goals as well as personal development and career growth.

Degree Curriculum. The Degree Curriculum in French is a two-year course of study designed to build a strong language foundation as well as expose students to francophone cultural content and some literature. Students who complete the curriculum are better prepared to transfer to the CSU and UC systems as well as other universities with the intent of majoring or minoring in French.

Learning Outcomes

Upon completion of this program, students will be able to:

- Engage in conversation at the intermediate-high level in standard French.
- Summarize contemporary French non-fiction texts and simple French literary texts appropriate to an intermediate-high learner.
- Compose mid-length written texts in French for both personal expression and academic discourse or analysis, at the intermediate-high level.
- Express in-depth knowledge of the various Francophone cultures of the world.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in French

Course	Units
Choose 15 units from the following core courses:	
FREN 2 Continuation of Elementary French	5.0
or FREN 2A Continuation of Elementary French	3.0
and FREN 2B Continuation of Elementary French	3.0
FREN 3A Intermediate French	3.0
FREN 3B Intermediate French	3.0
FREN 4 Cont. of Intermediate French	3.0
FREN 5 Advanced French: Conversation on French Literature and Culture	3.0
FREN 22 Grammar Review and Composition	3.0
FREN 23 French Phonetics	3.0
Choose an additional three (3) units from the following courses:	
FREN 1 Elementary French	5.0
FREN 1A Elementary French	3.0
FREN 1B Elementary French	3.0
FREN 10B Continuation of Beginning Conversational French	3.0
FREN 10C Intermediate Conversational French	3.0
FREN 10D Continuation of Intermediate Conversational French	3.0
FREN 10E Continuation of Intermediate Conversational French	3.0
FREN 11A Advanced Conversational French	3.0
FREN 11B Advanced Conversational French	3.0
FREN 41 Culture and Civilization of France	3.0
FREN 42 Contemporary French Culture and Civilization	3.0
Total:	**18.0**

French Certificate

The Certificate of Achievement in French fulfills requirements for transfer to UC and CSU and shows the attainment of an intermediate level of competency in French.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret the main points of standard spoken and written French relating to everyday matters.
- Communicate in spoken French using a range of vocabulary, language functions, and sentence structures.
- Write simple connected text using a range of intermediate French vocabulary, grammar, and sentence structures.
- Compare aspects of French and Francophone culture and society.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in French

Course	Units
Required courses: FREN 3 or FREN 3A+3B	
FREN 3 Intermediate French	5.0
or FREN 3A Intermediate French	3.0
and FREN 3B Intermediate French	3.0

Choose at least 11 units from the following courses:

FREN 1 Elementary French 5.0
or FREN 1A Elementary French 3.0
and FREN 1B Elementary French. 3.0
FREN 2 Continuation of Elementary French 5.0
or FREN 2A Continuation of Elementary French 3.0
and FREN 2B Continuation of Elementary French. . . . 3.0
FREN 4 Cont. of Intermediate French 3.0
FREN 5 Advanced French: Conversation on French Literature and Culture 3.0
FREN 22 Grammar Review and Composition 3.0
FREN 23 French Phonetics 3.0
FREN 10A Beginning Conversational French. 3.0
FREN 10B Continuation of Beginning Conversational French 3.0
FREN 10C Intermediate Conversational French. 3.0
FREN 10D Continuation of Intermediate Conversational French. 3.0
FREN 10E Continuation of Intermediate Conversational French. 3.0
FREN 11A Advanced Conversational French 3.0
FREN 11B Advanced Conversational French. 3.0
FREN 41 Culture and Civilization of France 3.0
FREN 42 Contemporary French Culture and Civilization 3.0

Total: . . . . . 16.0 – 17.0

Announcement of Courses

Students of beginning French are directed to consider French courses numbered 1, 1A, 10A.

A placement test in French is available for guidance in selecting the appropriate course. For information, call 239-3223. Total beginners in French should select from French 1, 1A or 10A.

Credit, Degree Applicable Courses:

FREN 1. Elementary French (5)
Lec-87.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English or any City College or university foreign language course
This introductory course will develop students' four basic skills of listening, speaking, reading and writing in real-world situations to a novice mid level. The course also introduces some cultural aspects of France and the francophone world. UC/CSU

FREN 1A. Elementary French (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English or any City College or university foreign language course
This introductory course will develop students' four basic skills of listening, speaking, reading and writing in real-world situations to a novice low level. The course also introduces some cultural aspects of France and the francophone world. UC/CSU
FREN 1A + 1B = FREN 1

FREN 1B. Elementary French (3)
Lec-52.5 P/NP available
Prereq: FREN 1A or demonstration of FREN 1A exit skills.
This introductory course will develop students' four basic skills of listening, speaking, reading and writing in real-world situations to a novice mid level. The course also introduces some cultural aspects of France and the francophone world. UC/CSU
FREN 1A + 1B = FREN 1

FREN 2. Continuation of Elementary French (5)
Lec-87.5 P/NP available
Prereq: FREN 1 or FREN 1B or demonstration of exit skills
Second semester course with emphasis on vocabulary and grammar appropriate to the intermediate low level. Continued practice in speaking and understanding French. Continued practice in writing and reading French. Further introduction to Francophone cultures. UC/CSU

FREN 2A. Continuation of Elementary French (3)
Lec-52.5 P/NP available
Prereq: FREN 1 or FREN 1B or demonstration of exit skills
Second semester course with emphasis on vocabulary and grammar appropriate to the novice high level. Continued practice in speaking and understanding French. Continued practice in writing and reading French. Further introduction to Francophone cultures. UC/CSU
FREN 2A + 2B = FREN 2

FREN 2B. Continuation of Elementary French (3)
Lec-52.5 P/NP available
Prereq: FREN 2A or demonstration of exit skills
Second semester course with emphasis on vocabulary and grammar appropriate to the intermediate low level. Continued practice in speaking and understanding French. Continued practice in writing and reading French. Further introduction to Francophone cultures. UC/CSU
FREN 2A + 2B = FREN 2

FREN 3. Intermediate French (5)
Lec-87.5 P/NP available
Prereq: FREN 2 or 2B or demonstration of FREN 2/2B exit skills.
Reading of intermediate-level French prose, associated grammar review and essay composition, constant practice in the use and comprehension of the spoken language. Study of culture through film and excerpts of various texts (articles, novels or informational texts specifically written for our textbook). UC/CSU
FREN 3=FREN 3A+3B
Offered on occasion

FREN 3A. Intermediate French (3)
Lec-52.5 P/NP available
Prereq: FRENCH 2 or 2B or demonstration of FREN 2 or 2B exit skills.
Review of grammar and composition; reading of cultural materials. Constant practice in the use and comprehension of the spoken language. Conducted in French. UC/CSU
Non-Sequential. FREN 3A + 3B = FREN 3
Offered on occasion

FREN 3B. Intermediate French (3)
Lec-52.5 P/NP available
Prereq: FREN 2 or 2B or demonstration of FREN 2 or 2B exit skills.
Review of grammar and composition; reading of cultural materials. Constant practice in the use and comprehension of the spoken language. Conducted in French. UC/CSU
Non-sequential. FREN 3A + 3B = FREN 3
Offered on occasion

FREN 4. Continuation of Intermediate French (3)
Lec-52.5 P/NP available
Prereq: FREN 2 or 2B or demonstration of exit skills
Fourth semester course. Reading of representative literary works; review of grammar and composition. Increased emphasis on speaking. Conducted in French. UC/CSU
Offered on occasion

FREN 5. Advanced French: Conversation on French Literature and Culture (3)
Lec-52.5, field trips P/NP available
Prereq: FREN 3 or FREN 3B or demonstration of FREN 3 or FREN 3B exit skills
Readings in and discussion of French literature and culture. Extensive oral interaction and composition to build analytical vocabulary, improve sustained discussion, and express ideas in a more natural manner. CSU
Offered on occasion

FREN 10A. Beginning Conversational French (3)
Lec-52.5 P/NP available
This is a beginner's course and the first of a series of five conversational courses. This course offers extensive oral training in French and an emphasis on practical vocabulary and idiom rather than formal grammar and literature. It is open to all beginning students; however, it is not advised for native speakers of French. It is recommended for students already enrolled in FREN 1 or FREN 1A wishing to get more oral practice. CSU
Recommended all beginning students and for students enrolled in FREN 1 or FREN 1A. Not Recommended for native speakers of French.
Offered Fall semesters

FREN 10B. Continuation of Beginning Conversational French (3)
Lec-52.5 P/NP available
Recommended Prep: FREN 10A
This is the second of a series of 5 conversational courses. This course offers extensive oral training in French and an emphasis on practical vocabulary and idiom rather than formal grammar and literature. It is open to all beginning students; however, it is not advised for native speakers of French. It is recommended for students already enrolled in FREN 1 or FREN 1B wishing to get more oral practice. CSU
Recommended for students enrolled in FREN 1 or FREN 1A. Not recommended for native speakers of French.
Offered Spring semesters

FREN 10C. Intermediate Conversational French (3)
Lec-52.5 P/NP available
Recommended Prep: FREN 10B or demonstration of FREN 10B exit skills
Extensive oral training in French. Designed for students who wish to continue acquiring more advanced skills of the spoken language with a minimum of formal grammar. CSU
Recommended for students enrolled in FREN 2 or FREN 2A. Not recommended for native speakers of French.
Offered Fall semesters

FREN 10D. Continuation of Intermediate Conversational French (3)
Lec-52.5 P/NP available
Recommended Prep: FREN 10C or demonstration of exit skills
Continuation of extensive oral training in French for students who wish to continue acquiring more advanced skills of the spoken language with a minimum of formal grammar. CSU
Recommended for students enrolled in FREN 2B or 3A or 3B. Not recommended for native speakers of French.
Offered Spring semesters

FREN 10E. Continuation of Intermediate Conversational French (3)
Lec-52.5 P/NP available
Recommended Prep: FREN 10D or demonstration of exit skills.
Continuation of extensive oral training in French for students who wish to continue acquiring more advanced skills of the spoken language with a minimum of formal grammar. CSU
Recommended for students enrolled in FREN 3 or FREN 3B. Not recommended for native speakers of French.
Offered on occasion

FREN 11A. Advanced Conversational French (3)
Lec-52.5 P/NP available
Recommended Prep: FREN 10E or FREN 3 or (FREN 3A and FREN 3B) or demonstration of exit skills
Students will strengthen their grammatical acquisitions, practice their listening and reading skills and attain speaking proficiency while learning about Francophone cinema. They will exchange viewpoints on the various movies seen in class and discuss social and cultural values of the country of origin of each movie. UC/CSU
Non-sequential
Offered on occasion

FREN 11B. Advanced Conversational French (3)
Lec-52.5 P/NP available
Recommended Prep: FREN 10E or FREN 3 or (FREN 3A and FREN 3B) or demonstration of exit skills
Students will consolidate their grammatical acquisitions, practice their listening and reading skills and attain speaking proficiency while learning about Francophone cinema. They will exchange viewpoints on the various movies seen in class and discuss social and cultural values of the country of origin of each movie. UC/CSU
Non-sequential
Offered on occasion

FREN 20. Independent Studies in French (1)
Lab-52.5 P/NP available
Prereq: FREN 3A, 3B, or 4 or demonstration FREN 3A/3B/4 exit skills
Students will be developing a current knowledge in a specific area of interest - literary, cultural or linguistic - while improving critical thinking and communicative skills in the French language. This course is an independent study course. CSU
May not be offered every semester. UC upon review
Offered on occasion

FREN 22. Grammar Review and Composition (3)
Lec-52.5 P/NP available
Prereq: FREN 4 or demonstration of FREN 4 exit skills
Advanced review of grammar and composition taught entirely in French with attention to style, vocabulary development, and more advanced grammatical structures. UC/CSU
May not be offered every semester.
Offered on occasion

FREN 23. French Phonetics (3)
Lec-52.5 P/NP available
Prereq: FREN 2 or FREN 2B or FREN 10C or demonstration of exit skills of French 2, 2B, or 10C
Introduction to the French phonological system with attention given to spoken French and how it corresponds to written French. Emphasis on improving listening comprehension and more closely approximating

native-speaker pronunciation, rather than on grammatical structures. UC/CSU
May not be offered every semester.
Offered on occasion

FREN 41. Culture and Civilization of France (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The geography, history, social institutions, literature, art, architecture and music of France from their beginnings to the First World War. No knowledge of French required UC/CSU
No knowledge of French required. May not be offered every semester.
Offered on occasion

FREN 42. Contemporary French Culture and Civilization (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Aspects of French culture and civilization from the entre-deux-guerres period to the present. Insights into the historical and traditional forces which have contributed to the current and emerging conditions of France. UC/CSU
Offered on occasion

Gay, Lesbian and Bisexual Studies

See Lesbian, Gay, Bisexual, and Transgender Studies

Geography

See Earth Sciences.

Geology

See Earth Sciences.

German

Office: Art 202
Phone Number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Curricula

German Certificate

The Certificate of Achievement in German provides students, prospective employers, and others with documented evidence of persistence and academic achievement in the German language at an intermediate level.

Note that GERM 1A + 1B = GERM 1; GERM 2A + 2B = GERM 2; GERM 3A + 3B = GERM 3

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret the main points of standard spoken and written German relating to everyday matters.
- Communicate in spoken German using a range of vocabulary, language functions, and sentence structures.
- Write simple connected text using a range of intermediate German vocabulary, grammar, and sentence structures.
- Compare aspects of German culture and society.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in German

Course	Units
Required courses: GERM 3 or GERM 3A+3B	
GERM 3 Intermediate German	5.0
or GERM 3A Intermediate German	3.0
and GERM 3B Intermediate German	3.0
Choose a minimum of 11 units from the required core courses:	
GERM 1 Elementary German	5.0
or GERM 1A Elementary German	3.0
and GERM 1B Elementary German	3.0
GERM 2 Continuation of Elementary German	5.0
or GERM 2A Continuation of Elementary German	3.0
and GERM 2B Continuation of Elementary German	3.0
GERM 10A Beginning Practical Spoken German	3.0
GERM 10B Beginning Practical Spoken German	3.0
GERM 10C Intermediate Conversational German	3.0
GERM 10D Continuation of Intermediate Conversational German	3.0
GERM 11A Advanced Conversational German	3.0
GERM 11B Advanced Conversational German	3.0
Total:	**16.0 – 17.0**

Announcement of Courses

Credit, Degree Applicable Courses:

Students of beginning German are directed to consider German courses numbered 1, 1A or 10A.

A placement test in German is available for guidance in selecting the appropriate course. For information, call 239-3223.

GERM 1. Elementary German (5)
Lec-87.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or any City College or university foreign language course or readiness for college-level English
Beginner's course: Grammar, composition, and reading; practice in speaking and understanding German. UC/CSU

GERM 1A. Elementary German (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or any City College or university foreign language course or readiness for college-level English
Grammar, composition and reading; practice in speaking and understanding simple German. UC/CSU
GERM 1A + 1B = GERM 1

GERM 1B. Elementary German (3)
Lec-52.5 P/NP available
Prereq: GERM 1A or demonstration of GERM 1A exit skills.
Grammar, composition and reading; practice in speaking and understanding simple German. UC/CSU
GERM 1A + 1B = GERM 1

GERM 2. Continuation of Elementary German (5)
Lec-87.5 P/NP available
Prereq: GERM 1 or 1B or demonstration of GERM 1/1B exit skills.
Second semester course. Continuation of elementary grammar, composition and reading; practice in speaking and understanding German. UC/CSU

GERM 2A. Continuation of Elementary German (3)
Lec-52.5 P/NP available
Prereq: GERM 1 or 1B or demonstration of GERM 1/1B exit skills.
Continuation of elementary grammar, composition and reading; practice in speaking and understanding German. UC/CSU
GERM 2A + 2B = GERM 2

GERM 2B. Continuation of Elementary German (3)
Lec-52.5 P/NP available
Prereq: GERM 2A or demonstration of GERM 2A exit skills.
Continuation of elementary grammar, composition and reading; practice in speaking and understanding German. UC/CSU
GERM 2A + 2B = GERM 2

GERM 3. Intermediate German (5)
Lec-87.5 P/NP available
Prereq: GERM 2 OR GERM 2B or demonstration of GERM 2/2B exit skills
Associated grammar review and essay composition, introduction to the reading of intermediate-mid to intermediate-high level German prose, constant practice in the use and comprehension of the spoken language. UC/CSU
GERM 3A + 3B = GERM 3
Offered on occasion

GERM 3A. Intermediate German (3)
Lec-52.5 P/NP available
Prereq: GERM 2 OR 2B or demonstration of GERM 2/2B exit skills.
Associated grammar review and essay composition, introduction to the reading of intermediate-mid level German prose, constant practice in the use and comprehension of the spoken language, using correct verb conjugation in the present tense and the imperative mood within basic sentence structures, and use verbal communication to navigate everyday situations like planning social events. UC/CSU
GERM 3A+3B = GERM 3. GERM 3A is not a prerequisite for GERM 3B. These courses may be taken non-sequentially.
Offered on occasion

GERM 3B. Intermediate German (3)
Lec-52.5 P/NP available
Prereq: GERM 2 or 2B or demonstration of GERM 2/2B exit skills.
Associated grammar review and essay composition, introduction to the reading of intermediate-mid to intermediate-high level German prose, constant practice in the use and comprehension of the spoken language, using correct verb conjugation in the future tense and the passive voice within fairly basic sentence structures, and use verbal communication to navigate everyday situations like planning social events, asking for information, and making travel arrangements. UC/CSU
GERM 3A+3B = GERM 3. GERM 3A is not a prerequisite for GERM 3B. These courses may be taken non-sequentially.
Offered on occasion

GERM 4A. Continuation of Intermediate German (3)
Lec-52.5 P/NP available
Prereq: GERMAN 3 OR 3A + 3B or demonstration of GERM 3/3A + 3B exit skills.
Introduction to the reading of intermediate-high level German prose, associated grammar review and essay composition, constant practice in the use and comprehension of the spoken language, using the subjunctive II mood, and prepositional phrases as well as correct verb conjugation in all tenses within more complex sentence structures. UC/CSU
GERM 4A + 4B = GERM 4; GERM 4A and 4B may be taken in any order.
Offered on occasion

GERM 4B. Continuation of Intermediate German (3)
Lec-52.5 P/NP available
Prereq: GERM 3 or 3A + 3B or demonstration of GERM 3/3A + 3B exit skills.
Introduction to the reading of intermediate-high to advanced-low level German prose, associated grammar review and essay composition, constant practice in the use and comprehension of the spoken language. UC/CSU
GERM 4A + 4B = GERM 4; GERM 4A and 4B may be taken in any order.
Offered on occasion

GERM 10A. Beginning Practical Spoken German (3)
Lec-52.5 P/NP available
This is a beginner's course and the first of a series of six conversational courses. This course offers extensive oral training in German and an emphasis on practical vocabulary and idiom rather than formal grammar. It is open to all beginning students and is not advised for native speakers of German. It is recommended for students whose goal is a beginning knowledge of conversational German or those who have completed GERM 1 or 1A and would like to improve their conversational proficiency. CSU

GERM 10B. Beginning Practical Spoken German (3)
Lec-52.5 P/NP available
Recommended Prep: GERM 10A
This is a beginner's course and the second of six conversational courses. This course offers extensive oral training in German and an emphasis on practical vocabulary and idioms rather than formal grammar. It is open to all students who have a basic knowledge of German. It is not advised for German native speakers. It is recommended for students whose goal is to improve their basic knowledge of conversational German, including those who have taken GERM 1 or 1B at CCSF. CSU

GERM 10C. Intermediate Conversational German (3)
Lec-52.5 P/NP available
Recommended Prep: GERM 10B or demonstration of exit skills
This continuation of a beginner's course set in German focuses on extended oral communication by emphasizing the acquisition of vocabulary and idiomatic speech. The assessment is based on evaluations of oral proficiency rather than written work and tests. Open to those who have taken GERM 2 or 2A at CCSF or can demonstrate proficiency at this level through a placement test. CSU
This course is on the list of required courses for the Certificate of Achievement in German. Not recommended for native German speakers.

GERM 10D. Continuation of Intermediate Conversational German (3)
Lec-52.5 P/NP available
Recommended Prep: GERM 10C or demonstration of exit skills
This continuation of a beginner's course set in German focuses on extended oral communication by emphasizing the acquisition of vocabulary and idiomatic speech. The assessment is based on evaluations of oral proficiency rather than written work and tests. Open to

those who have taken GERM 2, 2A or 2B at CCSF or can demonstrate proficiency at this level through a placement test. CSU
Not recommended for German native speakers.

GERM 11A. Advanced Conversational German (3)
Lec-52.5 P/NP available
Recommended Prep: GERM 10D or GERM 2 or GERM 2B or demonstration of exit skills
Intermediate-advanced level German conversation course offers extensive oral training in German with an emphasis on practical vocabulary and idiom rather than formal grammar. Recommended for students whose goal is to improve their knowledge of conversational German or those who have completed GERM 3, 3A or 3B and would like to increase their conversational proficiency. UC/CSU
GERM 11A is not a prerequisite for 11B and these courses may be taken non-sequentially. Not recommended for native speakers of German.
Offered on occasion

GERM 11B. Advanced Conversational German (3)
Lec-52.5 P/NP available
Recommended Prep: GERM 10D or GERM 2 or GERM 2B or demonstration of exit skills
Intermediate-advanced level German conversation course offers extensive oral training in German with an emphasis on practical vocabulary and idiom rather than formal grammar. Recommended for students whose goal is to improve their knowledge of conversational German or those who have completed GERM 3, 3A or 3B and would like to increase their conversational proficiency. UC/CSU
GERM 11A is not a prerequisite for 11B and these courses may be taken non-sequentially. Not recommended for native speakers of German.
Offered on occasion

Graphic Communication

See Visual Media Design

Health Care Technology

Office: John Adams
Phone Number: (415) 561-1967
Web Site: www.ccsf.edu/Departments/Health_PE/health_care-tech/

Announcement of Curricula

General Information

The Health Care Technology Department offers a variety of vocational programs to prepare students for employment in the healthcare profession. Please see individual program areas for specifics regarding registration, certification, licensure and/or degree status.

Programs within the Health Care Technology Department prepare individuals for employment in both in-hospital and pre-hospital careers. Students successfully completing programs shall attain the knowledge and competency based skills required to pass certification, registry or licensure examinations.

Paramedic Major (AS)

The paramedic program provides students with the knowledge and skills necessary to provide advanced emergency medical care in the prehospital setting. The licensed paramedic is the highest level provider on the prehospital care team and may find employment with a fire department, private ambulance service, third service, hospital, or other operation. The paramedic program includes classroom didactic, practical laboratory, simulation-based education, in-hospital clinical and a capstone prehospital field internship that qualifies the student for the National Registry of Emergency Medical Technicians (NREMT) paramedic licensure Examination upon successful completion of the program.

The goal of the City College of San Francisco paramedic program is to prepare competent entry-level paramedics in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician (AEMT), and/or Emergency Medical Technician (EMT), and/or Emergency Medical Responder (EMR) levels.

Accreditation. The paramedic program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763, (727) 210-2350, www.caahep.org, under the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Profession (CoAEMSP), Program #600218. For more information about these agencies, see the "Overview of the College" section of this Catalog.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply advanced-level emergency medical knowledge and standards within the Paramedic scope of practice to the care of patients in a diverse community.
- Apply safe advanced-level technical skills in emergency medical situations within the Paramedic scope of practice.
- Behave professionally, skillfully, and in a manner consistent with employer and community expectations of an Emergency Medical Services (EMS) provider.
- Support patient advocacy and interprofessional collaboration in prehospital care to address health disparities in a diverse community.

The prerequisite for the paramedic program is current EMT certification pursuant to CCR. DIV.9 Title 22. It is recommended that students have three to six months field experience as an EMT prior to submitting an application to the paramedic program.

Enrollment is open to qualified applicants who fulfill the following admission requirements:

1. Hold a current California EMT certification
2. Attend mandatory information session
3. Complete application to the program
4. Pass the EMT review test at 75% or higher
5. Submit two letters of recommendation

The minimum time for completion is 4 semesters plus one summer term. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Paramedic

Course	Units
Prerequisite courses:	
EMT 104 Advanced Skills for EMS providers	4.0
BIO 106 Introduction to Human Anatomy and Physiology	4.0
Fall semester:	
EMTP 121 Introduction to EMS	3.0
EMTP 122 Pharmacology and Advanced Airway	3.0
EMTP 123 Trauma Emergencies	3.0
EMTP 124 Trauma Certification	2.0
EMTP 125 Cardiorespiratory Emergencies	4.0

Spring semester:
EMTP 126 Neuroendocrine Emergencies 3.0
EMTP 127 Medical Emergencies. 3.0
EMTP 128 OB/GYN & Pedi Emergencies 4.0
EMTP 129 Special Populations, EMS Ops 4.0

Summer/Fall semester:
EMTP 130A Paramedic Clinical Education. 7.0
EMTP 130B Paramedic Field Internship 8.0
Select one course from the following list:
HLTH 221 Health and Social Justice. 3.0
HLTH 30 Drugs and Society 3.0
HLTH 54 Introduction to Public Health 3.0
SOC 1 Introduction to Sociology 3.0

Total: 55.0

Cardiovascular Technician/Echocardiography Major (AS)

Students who complete their training satisfactorily are prepared to hold positions as cardiac sonographers, echocardiography technicians, cardiovascular technicians in a medical center, cardiology officer or health center. Graduates are eligible to sit for the national registry examinations: American Registry of Diagnostic Medical Sonography (ARDMS) or Cardiovascular Credentialing International (CCI).

Students must have completed BIO 106 or 108.

Program recommended preparation: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English.

Learning Outcomes

Upon completion of this program, students will be able to:

- Comprehend, apply and evaluate information relative to the role of cardiac sonographer.
- Demonstrate technical skills necessary to fulfill the role of cardiac sonographer.
- Behave professionally, skillfully, and in a manner consistent with employer expectations for an entry-level position in cardiac ultrasound.
- Qualify for the national registry examinations in cardiac ultrasound: American Registry of Diagnostic Medical Sonography (ARDMS) or Cardiovascular Credentialing International (CCI).

The minimum time for completion of this AS is 4 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Major in Cardiovascular Technician/ Echocardiography

Course. . . . . Units
Fall Semester
ECHO 101 Echocardiography 7.0
CVT 101 Cardiovascular Technician. 3.0
CVT 110 Cardiovascular Skills. 7.0

Spring Semester
ECHO 201 Advanced Echocardiography Technician. . . . 7.0
CVT 201 Advanced Cardiovascular Technician 4.0
CVT 210 Advanced Cardiovascular Skills 7.0

Fall Semester
ECHO 301 Advanced Cardiac Abnormalities 5.0
CVT 301 Physics of Cardiac Ultrasound 3.0
CVT 310 Clinical Experience in Cardiac Ultrasound. . . . 9.0

Spring Semester
ECHO 401 Advanced Echocardiographic Studies 6.0
CVT 410 Clinical Experience in Advanced Cardiac Ultrasound. 13.0

Total: 71.0

CVT/Echocardiography Technician Certificate

Students who complete their training satisfactorily are prepared to hold positions as cardiac sonographers, echocardiography technicians, cardiovascular technicians in a medical center, cardiology officer or health center. Graduates are eligible to sit for the national registry examinations: American Registry of Diagnostic Medical Sonography (ARDMS) or Cardiovascular Credentialing International (CCI).

Students must have completed Bio 106 or 108. In addition, students must have completed ENGL 88 or ESL 188 or be placed in ENG 1A.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply current knowledge and standards relative to the role of cardiac sonographer.
- Apply clinical knowledge and technical skills necessary to fulfill the role of an entry-level cardiac sonographer.
- Behave professionally according employer expectations for an entry-level position in cardiac ultrasound.
- Qualify for the national registry examinations in cardiac ultrasound: American Registry of Diagnostic Medical Sonography (ARDMS) or Cardiovascular Credentialing International (CCI).

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in CVT/ Echocardiography Technician

Course. . . . . Units
Fall Semester:
ECHO 101 Echocardiography 7.0
CVT 101 Cardiovascular Technician. 3.0
CVT 110 Cardiovascular Skills. 7.0

Spring Semester:
ECHO 201 Advanced Echocardiography Technician. . . . 7.0
CVT 201 Advanced Cardiovascular Technician 4.0
CVT 210 Advanced Cardiovascular Skills 7.0

Fall Semester:
ECHO 301 Advanced Cardiac Abnormalities 5.0
CVT 301 Physics of Cardiac Ultrasound 3.0
CVT 310 Clinical Experience in Cardiac Ultrasound. . . . 9.0

Spring Semester:
ECHO 401 Advanced Echocardiographic Studies 6.0
CVT 410 Clinical Experience in Advanced Cardiac Ultrasound. 13.0

Total: 71.0

EKG Technician Certificate

This program prepares students to operate ECG equipment and work as an ECG Technician in a cardiology office, non-invasive cardiac diagnostic department in a hospital, medical clinic or other medical facilities. Graduates are eligible to sit for the national registry examination: Cardiovascular Credentialing International (CCI).

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate and apply information relative to the role of an ECG Technician.

- Apply clinical knowledge necessary to fulfill the role of an entry-level ECG Technician.
- Perform clinical tasks on ECG machines, Holter monitor systems, and exercise stress test equipment.
- Communicate and interact with patients and members of the healthcare team according to employer expectations and standards of the healthcare profession.
- Qualify for the national registry examination: Cardiovascular Credentialing International (CCI).

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in EKG Technician

Course	Units
Required Courses	
ECGT 101 ECG Technician I	4.0
ECGT 102 ECG Technician II	4.0
Total:	**8.0**

Emergency Medical Technician Certificate

The primary goal of the City College of San Francisco Emergency Medical Technician Program is to prepare students to become competent entry-level patient care providers in emergency medical services. In this rapidly expanding field, EMT's most often work in the prehospital setting for ambulance agencies, park service, or fire departments. Many students use their EMT training as an introduction to a variety of other medical fields, such as: registered nurse, ER Technician, respiratory therapist, physician's assistant, or physician.

This program is in compliance with requirements set forth in the California Code of Regulation, Title 22, Division 9, Chapter 2. All aspects of the EMT Training Program meet the NHTSA National EMS Education Standards. Students must maintain a grade of "C" or higher to receive a course completion certificate. The minimum completion time is one semester and must include all required elements of the State-approved curriculum.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply pathophysiology, assessment principles, and treatment strategies to emergency care of ill and injured patients within the scope of practice of an Emergency Medical Technician.
- Integrate technical skills of the Emergency Medical Technician into complex patient situations as a basic level responder in a diverse community.
- Display professionalism, responsibility, and patient advocacy within a culturally diverse community as a member of the Emergency Medical Services healthcare team.

Students must have the following before enrolling in the EMT 100 course:

Current certification in CPR at the healthcare provider level required (ex. AHA Basic Life Support provider certification).

Attendance at one of the EMT program information sessions held monthly.

Once enrolled in EMT 100, students must complete drug screening, background check, and immunization screening prior to completion of clinical time.

Courses Required for the Certificate of Accomplishment in Emergency Medical Technician

Course	Units
Required Courses	
EMT 100 Emergency Medical Technician	8.0
EMT 99 National Registry EMT Exam Preparation Course	1.0
Total:	**9.0**

Paramedic Certificate

The goal of the City College of San Francisco paramedic program is to prepare competent entry-level paramedics in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician (AEMT), and/or Emergency Medical Technician (EMT), and/or Emergency Medical Responder (EMR) levels.

Credit Toward Graduation. The credit students earn in obtaining the Certificate of Achievement in Paramedic may also be applied toward satisfaction of the requirements for graduation.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply advanced-level emergency medical knowledge and standards within the paramedic scope of practice to the care of patients in a diverse community.
- Apply safe advanced-level technical skills in emergency medical situations within the paramedic scope of practice.
- Behave professionally, skillfully and in a manner consistent with employer and community expectations of an Emergency Medical Services (EMS) provider.

Program Prerequisite and Advisory: The prerequisite is current certification as an Emergency Medical Technician (EMT) per CCR, DIV 9, Title 22. It is recommended that students have three to six months field experience as an EMT prior to submitting an application to the Paramedic Certificate program.

Enrollment is open to qualified applicants who fulfill the following admission requirements:

1. Hold current California EMT certification
2. Attend mandatory information session
3. Complete application to the program
4. Pass the EMT review test at 75% or higher
5. Submit two letters of recommendation

Requirements for the Certificate of Achievement. Students may obtain the Certificate of Achievement in Paramedic by completing the required sequence of courses.

The minimum time for completion of this certificate is 3 semesters plus one summer term. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Paramedic

Course	Units
Prerequisite courses:	
EMT 104 Advanced Skills for EMS providers	4.0
BIO 106 Introduction to Human Anatomy and Physiology	4.0
Fall semester:	
EMTP 121 Introduction to EMS	3.0
EMTP 122 Pharmacology and Advanced Airway	3.0
EMTP 123 Trauma Emergencies	3.0
EMTP 124 Trauma Certification	2.0

EMTP 125 Cardiorespiratory Emergencies 4.0

Spring semester:
EMTP 126 Neuroendocrine Emergencies 3.0
EMTP 127 Medical Emergencies. 3.0
EMTP 128 OB/GYN & Pedi Emergencies 4.0
EMTP 129 Special Populations, EMS Ops 4.0

Summer/Fall semester:
EMTP 130A Paramedic Clinical Education. 7.0
EMTP 130B Paramedic Field Internship 8.0

Total: 52.0

Health Information Technology

General Information

The Health Information Technology (HIT) Program provides competency-based instruction and professional practice experiences to assist students in developing the knowledge and skills necessary to process analyze, disseminate and maintain health care information. A career as a health information professional offers a unique opportunity to be at the forefront of the healthcare industry where healthcare meets the cutting edge of technology and a member of the healthcare team. Historically, medical records have been a paper-based or in hybrid format. The demand to advance the implementation of electronic health records (EHRs) requires training of heath information professionals to enter the workforce.

Accreditation. The Health Information Technology Program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). For more information about this agency, see the "Overview of the College" section of this Catalog.

Degree Curricula

Upon successful completion of the two-year curriculum in Health Information Technology, graduates are trained to perform specialized skills in electronic (EHR) computer software, security and privacy practices, coding, and collecting, organizing, and analyzing electronic data to improve healthcare information as more healthcare providers and hospitals adopt EHR systems.

As one of the fastest growing occupations, possible career opportunities for practitioners in health information management include data analysts, inpatient and outpatient coding specialists, privacy and security officers, release of information and recovery audit coordinators, clinical data improvement specialists, cancer registrars, and health information managers.

Employment. The United States Department of Labor, Bureau of Labor Statistics project medical record and health information technician's employment is expected to increase by 21percent from 2010 to 2020, faster than the average for all occupations. As the population ages, the demand for health services is expected to increase. http://www.bls.gov/OCO

Health information professionals are employed in a variety of work settings including hospitals, ambulatory care, physician offices, managed care facilities, long-term care and rehabilitation, behavioral health, chemical dependency and correctional facilities, home health and hospice, cancer centers, state and federal government agencies, insurance companies, research and policy agencies, accounting and legal firms, coding compliance and data quality organizations, HIM service providers and vendors, consulting firms, academic institutions, pharmaceutical companies, health information exchanges, and other venues.

Employment opportunities for trained health information technicians continue to increase with emphasis on data quality and integrity, management of electronic health information, revenue cycle management and compliance around payment are prevalent both for ambulatory and inpatient care. This is one of the few health occupations in which there is little or no direct contact with patients.

Admission. Enrollment is open to all interested students who fulfill the following admission requirements:

1. Eligible for credit classes (See admission requirements.)
2. Strongly recommended for success in the HIT program: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English.
3. Attend a HIT orientation session to ask questions about requirements and structure of the program.
4. Certain programs have prerequisites that must be met prior to enrollment in individual classes.

Credit by Examination. Refer to College Catalog

Associate in Science Degree in Health Information Technology. The curriculum is designed so that students may satisfy the requirements for graduation from the College. Students who satisfy these requirements and complete the Health Information Technology Curriculum with a "C" or better in every course receive the Associate in Science Degree in Health Information Technology.

Basis for Disqualification. Students who do not earn a "C" or better in a Health Information Technology program course will have one opportunity to repeat the course to improve their grade. Students who do not earn a "C" or better on the second try will be disqualified from the program. Students may also be disqualified other reasons consistent with College policy.

National Certification Examination Registered Health Information Technician (RHIT). Successful graduates with an Associate in Science Degree in Health Information Technology are eligible to take the national certification examination offered by the American Health Information Association to earn the Registered Health Information Technician (RHIT) credential. AHIMA, located at 233 N. Michigan Avenue, 21st floor, Chicago, IL 60601-5800: Tel: (312) 233-1090; http://www.ahima.org/certification

Students holding an associate's degree, baccalaureate degree or higher in a disciple from an accredited institution of post-secondary education must petition for the Associate in Science Degree in Health Information Technology. A previous degree does not automatically meet General Education Requirements. (See current CCSF Catalog for concise lists and descriptions of General Education Requirements Areas A-H)

Course of Study. Each option, in addition to an emphasis in the major field includes typical course work in computer applications, medical terminology, anatomy and physiology and disease process, data analysis, legal aspects, clinical classification and coding systems, health care reimbursement methods, statistics and data reporting, health information systems, quality assurance and improvement methods and personnel management.

Professional Practice Experience (PPE) refer to supervised rotations in the third and fourth semesters gives students experience in health information management departments in various health care organizations. Each CAHIIM-accredited HIM program must have at least one PPE that helps students assimilate theory with practical application in order to work toward achievement of AHIMA entry-level competencies in a real-world environment.

Health Information Technology Major (AS)

The Health Information Technology (HIT) program provides instruction and professional practice experience in the management and quality of health data relating to paper-based, electronic, and hybrid medical records. Health information professionals are responsible for maintaining components of health information systems consistent with the medical, administrative, ethical, legal, regulatory, and

accreditation requirements of a health care delivery system. This program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply the knowledge and record management skills necessary for HIM entry-level employment as a health information professional in various health care settings.
- Apply the knowledge and computer skills necessary for HIM entry-level employment as a health information professional in various health care settings.
- Demonstrate the behavioral, interpersonal, ethical, and professional skills necessary for HIM employment as a health information professional in various health care settings.
- Apply and take the Registered Health Information Technician (RHIT) national certification examination offered by the AHIMA
- Apply for the Certified Coding Associate (CCA) national certification examination offered by the American Health Information Management Association (AHIMA).

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Health Information Technology

Course . . . . . Units

First semester: choose one of the following anatomy and physiology options:

OPTION 1:

BIO 106 Introduction to Human Anatomy and Physiology 4.0

OPTION 2:

BIO 108 General Human Anatomy 4.0

AND choose one of the following Physiology courses:

BIO 111 Human Physiology 5.0
BIO 112 Introduction to Human Physiology 4.0

First semester required courses:

HCT 61 Introduction to Health Care 2.0
HIT 50A Medical Terminology I 3.0
HCT 67 Computer Applications in the Health Care Setting 2.0

Second semester required courses:

HIT 50B Medical Terminology II 2.0
HIT 57 Disease Process 3.0
HIT 63 Health Information Systems. 3.0
HIT 65 Organization of Health Data 3.0
HIT 73A ICD-10-CM Coding 3.0

Third semester required courses:

HIT 72 Legal Aspects of HIM 3.0
HIT 73B ICD-10-PCS Coding 4.0
HIT 77A Professional Practice I 5.0
HIT 75 Organization and Management in Health 3.0

Fourth semester required courses:

HIT 74 Introduction to Quality Improvement 2.0
HIT 76 CPT Coding 3.0
HIT 77B Professional Practice II. 5.0
HIT 78 Reimbursement Methods in HIM. 2.0

Total: . . . . . 52.0 – 57.0

Health Information Clerk I Certificate

This certificate program prepares students for entry-level positions in health information management departments. Opportunities for employment include basic record management, reception, admitting department functions, scanning of documents, filing and retrieval of records, filing and sorting loose documents, purging of records, storage and retention activities, data entry, processing admissions and discharges, and assembly of medical documents in a sequential order.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply record management skills and knowledge necessary for HIM entry-level employment as a health information professional in various health care settings.
- Perform computer applications necessary for HIM entry-level employment as a health information professional.
- Apply the behavioral, interpersonal, ethical and professional skills necessary for HIM employment as a health information professional in various health care settings.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Health Information Clerk I

Course . . . . . Units

Choose one of the following options in Anatomy and Physiology:

OPTION 1:

BIO 106 Introduction to Human Anatomy and Physiology 4.0

OPTION 2:

BIO 108 General Human Anatomy 4.0

AND choose one of the following Physiology courses:

BIO 111 Human Physiology 5.0
BIO 112 Introduction to Human Physiology 4.0

Choose one of the following courses:

ENGL 88 College Reading and Writing 6.0
ESL 186 ESL Introduction to College Reading and Writing 6.0

Required courses:

HCT 61 Introduction to Health Care 2.0
HIT 50A Medical Terminology I 3.0
HCT 67 Computer Applications in the Health Care Setting. 2.0

Total: . . . . . 17.0 – 22.0

Health Information Clerk II Certificate

This certificate program prepares students for technical positions in health information departments. Employment opportunities include working in a hybrid and electronic environment, analyzing health records for deficiencies according to established standards, maintaining and using a variety of indices and storage retrieval systems, managing the usage and release of health information, collecting and abstracting health data for statistical purposes, scanning of documents and performing quality audits on all documents, assignment of codes according to specific classification systems, and use of official coding guidelines for reimbursement, billing and reporting purposes.

Learning Outcomes

Upon completion of this program, students will be able to:

- Organize, analyze, compile, and abstract data from a paper based or electronic medical record.

- Apply the knowledge and technical skills necessary for Health Information Management (HIM) entry-level employment as a health information professional in various health care settings.
- Perform computer applications necessary for HIM entry-level employment as a health information professional in various health care settings.
- Exhibit the behavioral, interpersonal, ethical and professional skills necessary for HIM employment as a health information professional in various health care settings.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Health Information Clerk II

Course . . . . . Units

First semester: choose one of the following anatomy and physiology options:

OPTION 1:

BIO 106 Introduction to Human Anatomy and Physiology 4.0

OPTION 2:

BIO 108 General Human Anatomy 4.0

AND one of the following physiology courses:

BIO 111 Human Physiology 5.0
BIO 112 Introduction to Human Physiology 4.0

First semester required courses:

HCT 61 Introduction to Health Care 2.0
HIT 50A Medical Terminology I 3.0
HCT 67 Computer Applications in the Health Care Setting 2.0

First semester: choose one of the following English courses:

ENGL 88 College Reading and Writing 6.0
ESL 186 ESL Introduction to College Reading and Writing 6.0

Second semester required courses:

HIT 50B Medical Terminology II 2.0
HIT 63 Health Information Systems. 3.0
HIT 65 Organization of Health Data 3.0
HIT 72 Legal Aspects of HIM 3.0
HIT 73A ICD-10-CM Coding 3.0
HIT 77A Professional Practice I 5.0

Total: . . . . . 36.0 – 41.0

Health Information Coding Specialist Certificate

This certificate program prepares students to assign diagnostic and procedural codes supported by medical documentation in accordance with official coding and reporting guidelines and compliance regulations. Students choose reportable codes to use on exercises, case scenarios, and actual patient records with basic to moderate and advanced clinical complexity.

Learning Outcomes

Upon completion of this program, students will be able to:

- Assign diagnosis and procedure codes using the International Classification of Diseases, 10th Revision, Clinical Modification (ICD-10-CM) and the International Classification of Diseases, 10th Revision, Procedure Coding System (ICD-10-PCS) official coding guidelines for inpatient and outpatient records.
- Assign procedure and service codes using Current Procedural Terminology (CPT).
- Use and maintain electronic applications and work processes to support clinical classifications and coding.
- Apply for Certified Coding Associate (CCA) examination offered through the American Health Information Management Association (AHIMA).
- Demonstrate professional and behavior skills and adhere to the necessary ethical standards of coding for HIM employment as a health information coder.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Health Information Coding Specialist

Course . . . . . Units

First semester: choose one of the following anatomy and physiology options:

OPTION 1:

BIO 106 Introduction to Human Anatomy and Physiology 4.0

OPTION 2:

BIO 108 General Human Anatomy 4.0

AND choose one of the following Physiology courses:

BIO 111 Human Physiology 5.0
BIO 112 Introduction to Human Physiology 4.0

First semester required courses:

HCT 61 Introduction to Health Care 2.0
HIT 50A Medical Terminology I 3.0
HCT 67 Computer Applications in the Health Care Setting. 2.0

First semester: choose one of the following English courses:

ENGL 88 College Reading and Writing 6.0
ESL 186 ESL Introduction to College Reading and Writing 6.0

Second semester required courses:

HIT 50B Medical Terminology II 2.0
HIT 57 Disease Process 3.0
HIT 63 Health Information Systems. 3.0
HIT 65 Organization of Health Data 3.0
HIT 73A ICD-10-CM Coding 3.0

Third semester required courses:

HIT 73B ICD-10-PCS Coding 4.0
HIT 74 Introduction to Quality Improvement 2.0
HIT 76 CPT Coding 3.0
HIT 77A Professional Practice I 5.0
HIT 78 Reimbursement Methods in HIM. 2.0

Total: . . . . . 47.0 – 52.0

Health Information Technology Certificate

This certificate program is designed for students entering City College with a degree (A.A./A.S. or higher) or who wish to work in health information technology before completing CCSF graduation requirements.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply the knowledge and record management skills necessary for HIM entry-level employment as a health information professional in various health care settings.

- Apply the knowledge and computer skills necessary for HIM entry level employment as a health information professional in various health care settings.
- Demonstrate the behavioral, interpersonal, ethical, and professional skills necessary for HIM employment as a health information professional in various health care setting.
- Apply for the Certified Coding Associate (CCA) national certification examination offered by the American Health Information Management Association (AHIMA).

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Health Information Technology

Course . . . . . Units

First semester: choose one of the following anatomy and physiology options:

OPTION 1:

BIO 106 Introduction to Human Anatomy and Physiology 4.0

OPTION 2:

BIO 108 General Human Anatomy 4.0

AND choose one of the following Physiology courses:

BIO 111 Human Physiology 5.0
BIO 112 Introduction to Human Physiology 4.0

First semester required courses:

HCT 61 Introduction to Health Care 2.0
HIT 50A Medical Terminology I 3.0
HCT 67 Computer Applications in the Health Care Setting 2.0

Second semester required courses:

HIT 50B Medical Terminology II 2.0
HIT 57 Disease Process 3.0
HIT 63 Health Information Systems. 3.0
HIT 65 Organization of Health Data 3.0
HIT 73A ICD-10-CM Coding 3.0

Third semester required courses:

HIT 72 Legal Aspects of HIM 3.0
HIT 73B ICD-10-PCS Coding 4.0
HIT 77A Professional Practice I 5.0
HIT 75 Organization and Management in Health 3.0

Fourth semester required courses:

HIT 74 Introduction to Quality Improvement 2.0
HIT 76 CPT Coding 3.0
HIT 77B Professional Practice II. 5.0
HIT 78 Reimbursement Methods in HIM. 2.0

Total: . . . . . 52.0 – 57.0

Medical Assisting Program

Degree Curricula

(Options in Medical Assisting and Medical Administrative Assisting)

The curriculum in Medical Assisting, a two-year course of study, offers students training for employment through options in two areas: Medical Assisting and Medical Administrative Assisting. The Medical Assisting program is offered in cooperation with the American Association of Medical Assistants (AAMA).

Admission. Enrollment is open to all interested students; however, strongly recommended for success in the program: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English.

Students must complete HCT 61, Introduction to Health Care, during their first semester with a final grade of "C" or higher. HCT 61 is an orientation course conducted by the faculty of the Health Care Technology Department to review the requirements and expectations of the curriculum. Students are also required to satisfy prerequisites in order to enroll in certain courses.

Students are required to submit evidence of a recent tuberculin skin test or chest x-ray, proof of immunizations, and a physical examination which indicates that they are in good physical health to include the following:

- vision correctable to 20/30 in both eyes
- able to stand unassisted for long periods of time
- able to walk, bend, reach, and stoop frequently
- able to assist patients on and off exam tables and in and out of wheel chaired
- normal hearing or corrected hearing within normal range
- able to manipulate stationary and mobile medical equipment
- behavior and social skills acceptable within the college and clinical rotations

Please refer to the Dictionary of Occupational Titles to review the Federal ADA guidelines. Go to: www.occupationalinfo.org

Students who enroll in HCT 82 must also hold a valid CPR Healthcare Provider card from the American Heart Association, complete a background and drug screening, and complete a HIPAA Awareness training to qualify for the Professional Practice Internship. Students are responsible for all fees required to qualify for enrolment in the Professional Practice Internship.

Credit by Examination. Applicants who have been admitted to the Program and who have previous education or medical assisting/clerical or related experience may apply for credit and advanced placement in the curriculum by transfer or challenge process.

Purchase of Uniform and Clinical Supplies. Students are responsible for purchasing a uniform and stethoscope for use in the clinical skills courses. Other fees may be required for the clinical classes.

Accreditation. The Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763, (727) 210-2350, www.caahep.org, on recommendation of the Committee on Accreditation for Medical Assistant Education Review Board (MAERB). For more information about these agencies, see the "Overview of the College" section of this Catalog.

Course of Study. Each option includes training in the following subjects common to all branches of medical assisting: Anatomy and physiology, medical terminology, typing and transcription, business correspondence, medical billing, insurance and coding, filing systems, medical records including the electronic health record, psychology and professional relationships, management and supervision, and CPR and first aid.

In addition, students who elect the option in Medical Assisting receive specialized training in clinical procedures including phlebotomy and medical laboratory techniques and are eligible to apply and sit for the CPT1 and CMA or RMA examinations.

In the Professional Practice Internship/Certification course (HCT 82), a course included in the second year, students complete 196 hours of unpaid supervised practical training off campus in their specific field of study. Students who elected the option of Medical Assisting are assigned to perform clinical and administrative duties with physicians and other medical personnel without compensation in an outpatient clinic, medical office or health center. Students who have elected the option in Medical Administrative Assisting are assigned primarily to

perform administrative duties without compensation in an outpatient clinic, medical office, or health center.

Employment. Students who have completed their training satisfactorily are qualified for employment in various capacities. Those who have completed the option in Medical Assisting are prepared to hold positions combining the duties of medical assistant, receptionist, and office manager in outpatient clinics, medical offices or health centers. Those who have completed the option in Medical Administrative Assisting are qualified for the positions of receptionist, medical biller, admitting, ward clerk, or office manager in an outpatient clinic, medical office, and health center.

Associate in Science Degree. The curriculum is designed so that students may satisfy the requirements for graduation from the College. Students who satisfy these requirements and complete their training in Medical Assisting or Medical Administrative Assisting with a 2.0 grade point average or higher receive the Associate Degree in Medical Assisting or Medical Administrative Assisting.

Certified Medical Assistant Examination. Graduates who receive the Certificate of Achievement in Medical Assisting are eligible to take the Certified Medical Assistant (CMA) examination given by the American Association of Medical Assistants (AAMA).

Medical Assisting Major (AS)

Students who complete their training satisfactorily are prepared to hold positions as a medical assistant, medical receptionist, or office manager in the physician's office, hospital outpatient clinic, medical clinics, and health centers. The Medical Assisting Certificate Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763, (727) 210-2350, www.caahep.org, on recommendation of the Medical Assisting Education Review Board (MAERB). Graduates who complete the Associate of Science in Medical Office Assisting also receive the Certificate of Achievement and are eligible to take the Certified Medical Assistant examination given by the American Association of Medical Assistants (AAMA). Students must hold a valid AHA Healthcare Provider CPR and First Aid card to complete the Internship.

Learning Outcomes

Upon completion of this program, students will be able to:

- Effectively perform clinical procedures, laboratory tests, phlebotomy, and diagnostic studies.
- Use computer applications to create documents and perform medical record and billing activities.
- Practice infection control and adhere to OSHA regulations.
- Receive, communicate with, and support patients and staff.
- Collaborate in a culturally diverse health care environment and apply the principles of health care ethics and professional conduct with patients, staff, and the community.
- Apply for and pass the Certified Medical Assistant (CMA) examination or other approved medical assisting certification examination.
- Apply for and pass the Certified Phlebotomy Technician (CPT-1) examination.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Medical Assisting

Course . . . . . Units

Required course:

PSYC 1 General Psychology 3.0

Choose one of the following Anatomy and Physiology options:

OPTION 1:

BIO 106 Introduction to Human Anatomy and Physiology 4.0

OPTION 2:

BIO 108 General Human Anatomy 4.0

AND choose one of the following Physiology options:

BIO 111 Human Physiology 5.0

BIO 112 Introduction to Human Physiology 4.0

First Semester:

HCT 61 Introduction to Health Care 2.0

HCT 104 Phlebotomy Technician 5.5

HIT 50A Medical Terminology I 3.0

HCT 67 Computer Applications in the Health Care Setting 2.0

MED 55 The Electronic Health Record 4.0

MED 56 Administrative Procedures 3.5

Second Semester:

HIT 50B Medical Terminology II 2.0

HIT 57 Disease Process 3.0

HIT 76 CPT Coding 3.0

MED 49 Clinical Procedures 5.5

MED 62 Communication and Professionalism in Health Care 2.0

MED 70 Medical Insurance Billing 2.0

MED 71 Electronic Management of Financial Medical Records 2.0

Summer Session:

HCT 82 Professional Practice Internship/Certification . . 5.0

Third Semester:

HIT 73A ICD-10-CM Coding 3.0

HIT 75 Organization and Management in Health 3.0

MED 73 Advanced Medical Manager 1.5

Total: . . . . . 59.0 – 64.0

Medical Administrative Assisting Major (AS)

Students who complete their training satisfactorily are prepared to hold positions as a medical receptionist, admitting clerk, ward clerk, or office manager in the physician's office, hospital outpatient clinic, medical clinic, or health center. Students are eligible to sit for the Certified Professional Coder (CPC) or Certified Coding Specialist Physician Office (CCS-P) examinations. Students must maintain a grade of "C" or higher in each course.

Learning Outcomes

Upon completion of this program, students will be able to:

- Receive, communicate with, and support patients and staff.
- Apply the principles of medical coding and billing to insurance claims and other financial documents.
- Use computer applications to create documents and perform medical record and billing activities.
- Apply the principles of health care ethics and professional conduct with patients, staff, and the community.
- Apply for and pass the Certified Professional Coder (CPC) examination.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 Fall/Spring semesters, plus one Summer semester. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Medical Administrative Assisting

Course . . . . . Units

Required course:

PSYC 1 General Psychology 3.0

Choose one of the following Anatomy and Physiology options:

OPTION 1:

BIO 106 Introduction to Human Anatomy and Physiology 4.0

OPTION 2:

BIO 108 General Human Anatomy 4.0

AND choose one of the following Physiology courses:

BIO 111 Human Physiology 5.0

BIO 112 Introduction to Human Physiology 4.0

First Semester:

HCT 61 Introduction to Health Care 2.0

HIT 50A Medical Terminology I 3.0

HCT 67 Computer Applications in the Health Care Setting 2.0

MED 55 The Electronic Health Record 4.0

MED 56 Administrative Procedures 3.5

Second Semester:

HIT 50B Medical Terminology II 2.0

HIT 57 Disease Process 3.0

HIT 73A ICD-10-CM Coding 3.0

HIT 76 CPT Coding 3.0

MED 62 Communication and Professionalism in Health Care 2.0

MED 70 Medical Insurance Billing 2.0

MED 71 Electronic Management of Financial Medical Records 2.0

Summer Session:

HCT 82 Professional Practice Internship/Certification . . 5.0

Third Semester:

HIT 75 Organization and Management in Health 3.0

MED 72 Advanced Medical Insurance Billing 2.0

MED 73 Advanced Medical Manager 1.5

Total: . . . . . 50.0 – 55.0

Medical Assisting Certificate

The certificate in Medical Office Assisting provides students with both clinical and administrative training. Students who complete their training satisfactorily are prepared to hold positions as a medical assistant, medical receptionist, or office manager in a physician's office, hospital outpatient clinic, medical clinic, and health centers. The Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763, (727) 210-2350, www.caahep.org, on recommendation of the Medical Assisting Education Review Board (MAERB). Graduates who complete the Certificate of Achievement are eligible to take the Certified Medical Assistant examination given by the American Association of Medical Assistants (AAMA).

Learning Outcomes

Upon completion of this program, students will be able to:

- Effectively perform clinical procedures, laboratory tests, and phlebotomy, and diagnostic studies.
- Use computer applications to create documents and perform medical record and billing activities.
- Practice infection control and adhere to OSHA regulations.
- Receive, communicate with, and support patients and staff.
- Collaborate in a culturally diverse health care environment and apply the principles of health care ethics and professional conduct with patients, staff, and the community.
- Apply for and pass the Certified Medical Assistant (CMA) examination or other approved medical assisting certification examination.
- Apply for and pass the Certified Phlebotomy Technician Examination (CPT-I).

Program recommended preparation: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English.

Students must complete each course with a grade of "C" or higher. Students must hold a valid AHA HealthCare Provider CPR and First Aid card to complete the Internship.

The minimum time for completion of this certificate is 3 semesters (including Summer). Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Medical Assisting

Course . . . . . Units

Required courses:

PSYC 1 General Psychology 3.0

Choose one of the following Anatomy and Physiology options:

OPTION 1:

BIO 106 Introduction to Human Anatomy and Physiology 4.0

OPTION 2:

BIO 108 General Human Anatomy 4.0

AND one of the following Physiology courses:

BIO 111 Human Physiology 5.0

BIO 112 Introduction to Human Physiology 4.0

First Semester:

HCT 61 Introduction to Health Care 2.0

HCT 104 Phlebotomy Technician 5.5

HIT 50A Medical Terminology I 3.0

HCT 67 Computer Applications in the Health Care Setting 2.0

MED 55 The Electronic Health Record 4.0

MED 56 Administrative Procedures 3.5

Second Semester:

HIT 50B Medical Terminology II 2.0

HIT 57 Disease Process 3.0

HIT 73A ICD-10-CM Coding 3.0

HIT 76 CPT Coding 3.0

MED 49 Clinical Procedures 5.5

MED 62 Communication and Professionalism in Health Care 2.0

MED 70 Medical Insurance Billing 2.0

MED 71 Electronic Management of Financial Medical Records 2.0

Summer Session:

HCT 82 Professional Practice Internship/Certification . . 5.0

Total: . . . . . 54.5 – 59.5

Medical Biller Certificate

This certificate program prepares students to complete medical insurance claims for physician offices and outpatient medical facilities. Students learn CPT and ICD-10-CM coding, medical terminology, disease processes, computer bookkeeping procedures, and manual and computer insurance billing for commercial insurance, Medicaid, Medicare, Worker's Compensation, and managed care plans.

Learning Outcomes

Upon completion of this program, students will be able to:

- Assign CPT codes to outpatient services and procedures.
- Assign ICD-10-CM codes to diagnoses.
- Perform insurance billing procedures necessary for entry-level employment in an ambulatory health care setting.
- Apply and sit for the Certified Professional Coder (CPC) examination.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Medical Biller

Course . . . . . Units

First Semester:

BIO 106 Introduction to Human Anatomy and Physiology 4.0
HIT 50A Medical Terminology I 3.0
HCT 67 Computer Applications in the Health Care Setting. 2.0
HIT 76 CPT Coding 3.0
MED 70 Medical Insurance Billing. 2.0
MED 71 Electronic Management of Financial Medical Records. 2.0

Second Semester:

HIT 50B Medical Terminology II 2.0
HIT 57 Disease Process 3.0
HIT 73A ICD-10-CM Coding 3.0
MED 55 The Electronic Health Record 4.0
MED 72 Advanced Medical Insurance Billing 2.0
MED 73 Advanced Medical Manager. 1.5

Total: 31.5

Medical Clinic Assisting Certificate

Students who complete this certificate successfully are prepared to hold positions as clinic assistants. Students have the option of completing additional courses for a Certificate of Achievement in Medical Assisting. Students receive training in anatomy and physiology, medical terminology, computer applications and administrative procedures, the electronic health record, disease processes, communication and professionalism, and clinical procedures. Students will complete an internship and must hold a valid CPR Health Provider card and a HIPAA Awareness Training certificate.

Learning Outcomes

Upon completion of this program, students will be able to:

- Practice infection control and adhere to OSHA regulations.
- Perform clinical procedures effectively, including injections and skin punctures, laboratory tests, and diagnostic studies.
- Use computer applications to create documents, communicate with, and support patients and staff.
- Collaborate in a culturally diverse health care environment, applying the principles of health care ethics and professional conduct.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Medical Clinic Assisting

Course . . . . . Units

First semester required courses:

BIO 106 Introduction to Human Anatomy and Physiology . 4.0
HIT 50A Medical Terminology I 3.0
HCT 67 Computer Applications in the Health Care Setting 2.0
MED 56 Administrative Procedures. 3.5
MED 62 Communication and Professionalism in Health Care 2.0

Second semester required courses:

MED 49 Clinical Procedures 5.5
HIT 57 Disease Process 3.0
MED 55 The Electronic Health Record 4.0
HCT 82 Professional Practice Internship/Certification . . 5.0

Total: 32.0

Medical Evaluation Assistant Certificate

This certificate program is designed specifically for employment within the San Francisco Public Health Department including the neighborhood health clinics. Students have the option of completing additional courses for a Certificate of Achievement in Medical Office Assisting. Students receive instruction in anatomy and physiology, medical terminology, health care systems, medical typing and transcription, health education and disease processes, clinical procedures, phlebotomy, and computer applications. Students will complete an internship and must hold a valid CPR Health Provider card and a HIPAA Awareness Training certificate.

Learning Outcomes

Upon completion of this program, students will be able to:

- Effectively perform clinical procedures, laboratory tests, phlebotomy, and diagnostic studies.
- Practice infection control and adhere to OSHA regulations.
- Receive, communicate with, and support patients and staff.
- Collaborate in a culturally diverse health care environment and apply the principles of health care ethics and professional conduct with patients, staff, and the community.
- Apply for the Certified Phlebotomy Technician examination (CPT-1).

Students may obtain the Certificate of Achievement for MEA by completing each of the following courses with a grade of "C" or higher.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Medical Evaluation Assistant

Course . . . . . Units

Fall Semester:

HIT 50A Medical Terminology I 3.0
HCT 67 Computer Applications in the Health Care Setting 2.0
MED 55 The Electronic Health Record 4.0
MED 62 Communication and Professionalism in Health Care 2.0

Fall Semester: choose one of the following Anatomy and Physiology options:

OPTION 1:

BIO 106 Introduction to Human Anatomy and Physiology 4.0

OPTION 2:

BIO 108 General Human Anatomy. 4.0

AND choose one of the following Physiology courses:

BIO 111 Human Physiology 5.0

BIO 112 Introduction to Human Physiology 4.0

Spring Semester:
HCT 104 Phlebotomy Technician 5.5
HIT 50B Medical Terminology II 2.0
HIT 57 Disease Process 3.0
HLTH 66 Chronic Conditions Management 3.0
MED 49 Clinical Procedures 5.5
MED 71 Electronic Management of Financial Medical Records 2.0

Summer Session:
HCT 82 Professional Practice Internship/Certification . . 5.0

Total: . . . . . 41.0 – 46.0

Medical Receptionist Certificate

This certificate program prepares students for employment as a receptionist in a physician's office, outpatient clinic, or other medical facility. Students receive training in computer applications, appointment scheduling, telephone etiquette, communication and professionalism, medical record preparation, medical terminology, business correspondence, insurance policies and claims completion, and first aid and CPR. Students must complete each course with a grade of "C" or higher.

Learning Outcomes

Upon completion of this program, students will be able to:

- Receive, communicate with, and support patients and staff.
- Use computer applications to create documents and perform medical record and billing activities.
- Apply the principles of health care ethics and professional conduct with patients, staff, and the community.
- Apply the principles of procedural coding and billing to insurance claims and other financial documents.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Medical Receptionist

Course . . . . . Units
Fall Semester: choose one of the following Anatomy and Physiology options:
OPTION 1:
BIO 106 Introduction to Human Anatomy and Physiology . 4.0

OPTION 2:
BIO 108 General Human Anatomy 4.0

AND choose one of the following Physiology options:
BIO 111 Human Physiology 5.0
BIO 112 Introduction to Human Physiology 4.0

Fall Semester required courses:
HCT 61 Introduction to Health Care 2.0
HIT 50A Medical Terminology I 3.0
HCT 67 Computer Applications in the Health Care Setting. 2.0
MED 56 Administrative Procedures. 3.5

Spring Semester:
HIT 50B Medical Terminology II 2.0
HIT 76 CPT Coding 3.0
MED 55 The Electronic Health Record 4.0
MED 62 Communication and Professionalism in Health Care 2.0
MED 70 Medical Insurance Billing. 2.0
MED 71 Electronic Management of Financial Medical Records. 2.0

Summer Session:
HCT 82 Professional Practice Internship/Certification . . 5.0

Total: . . . . . 34.5 – 39.5

Pharmacy Technician Certificate

Students may obtain the Certificate of Achievement in Pharmacy Technician by successfully completing the two semester program. The Pharmacy Technician Program starts in the Fall Semester each year. The curriculum is designed to prepare students to work under the direct supervision of a pharmacist in hospitals, retail pharmacies and other institutional settings.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform the administrative and clinical skills necessary for entry-level employment as a pharmacy technician in a hospital, retail pharmacy, or other institutional setting.
- Provide professional customer service to patients and clients in a pharmacy setting.
- Apply for a license as a Pharmacy Technician to the California State Board of Pharmacy.
- Apply to take the Pharmacy Technician Certification Board National examination.

To be considered for admission to the program, applicants must:

1. Complete the pre-requisites to the Program: Math 40 and ENGL 88 or ESL 188 or placement in ENG 1A.
2. Attend one orientation session scheduled in fall or spring and pick up the Application to the Pharmacy Technician Program.
3. Complete and submit the Application to the Pharmacy Technician Program to the Pharmacy Technician Office, Room 111, Gym Building, John Adams Center, by the deadline date and time.
4. Attend the individual orientation session scheduled with the Pharmacy Technician instructors to review prerequisite compliance and clinical placement requirements
5. File with the Office of Admissions and Records a completed credit application for admission to City College

Successful applicants are required to submit evidence of a recent tuberculin skin test or chest x-ray, proof of immunizations, and a physical examination which indicates they are in good physical health to include the following:

- 20/100 vision correctable to 20/30 in both eyes with normal color perception
- able to stand unassisted for long periods of time
- able to walk, bend, reach, lift product, and stoop frequently
- possess normal hearing or corrected hearing within the normal range
- able to manipulate stationary and mobile medical equipment

All applicants who meet the above requirements are eligible for the program. Classroom space and clinical site placements limit the class size to 30 students; therefore, students are selected by lottery from the eligible applicants.

Background Check. A background check may be required by the assigned clinical sites. The cost of this will be incurred by the student. Students must complete this background check prior to clinical placement.

Drug Screening. Drug screening may be required by the clinical placement site. The student is responsible for this cost.

Immunization Screening. Certain immunizations may be require by the clinical placement site. The student is responsible for this cost.

The minimum time for completion of this certificate is 2 semesters. Students must have a valid BLS Health Care Provider CPR card to complete the work experience.

Courses Required for the Certificate of Achievement in Pharmacy Technician

Course . . . . . Units
First Semester:
PHTC 101 Pharmacy Technician I Theory* 9.0
PHTC 102 Pharmacy Technician I Clinical* 7.0
* Both theory and clinical courses must be taken in the same semester.

Second Semester:
PHTC 103 Pharmacy Technician II Theory* 9.0
PHTC 104 Pharmacy Technician II Clinical* 5.0
* Both theory and clinical courses must be taken in the same semester.

Total: 30.0

Unit Coordinator (Hospital)/Ward Clerk Certificate of Completion

This program is designed to introduce the student to the clerical duties of the hospital unit coordinator. The unit coordinator serves as the liaison between the hospitalized patient and the medical professionals in an acute care or other medical facility environment. Students will gain the knowledge and communication skills necessary for this entry-level position.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe the various health care departments and delivery systems.
- Explain the role and responsibilities of a unit coordinator in a nursing care unit of a hospital.
- Recall and apply appropriate medical terminology on the clinical site.
- Demonstrate professional behavior and team work skills in the health care environment.
- Apply principles of rescue breathing, first aid, and cardiopulmonary resuscitation to scenarios of patients of all age groups.

Admission Requirement: High school diploma, GED, or high school proficiency certificate.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Completion in Unit Coordinator (Hospital)/Ward Clerk

Course . . . . . Hours
Required course:
AHWC 9183 Unit Coordinator 108.0
EMT 5000 Heartsaver First Aid/CPR/AED 8.0

Total: 116.0

Announcement of Courses

Credit, Degree Applicable Courses:

Echocardiography

ECHO 101. Echocardiography (7)
Lec-105, Lab-52.5
Prereq: BIO 106 or BIO 108
Coreq: CVT 101 and CVT 110
Recommended Prep: Background check, drug screening, immunization records and TB testing required by the medical centers for internship attendance; ENGL 88 or ESL 188 or readiness for college-level English
Cardiac anatomy and physiology. Standard presentation of Two Dimensional (2D) Echo and M-Mode images of normal and abnormal echocardiograms. Color flow, pulse and continuous wave Doppler findings of normal and cardiac pathology identify valvular stenosis and regurgitation. Description of cardiac pathology and associated 2D findings, Doppler patterns, and related calculations for determining severity. CSU
Students must submit an application and be accepted into the CVT/ECHO Program prior to registration. Required background check and drug screening. Required current immunization records an TB testing.
Offered in alternate Fall semesters

ECHO 201. Advanced Echocardiography Technician (7)
Lec-87.5, Lab-105
Prereq: ECHO 101
Advanced cardiac abnormalities evaluated by two dimensional (2D), M-Mode, and Doppler methods include: stenosis, valve abnormalities, regurgitation, diastolic dysfunction, cardiomyopathies, pericardial and coronary artery disease, congestive heart failure, hypertension, pulmonary hypertension, right ventricular methods of evaluation, masses and tumors, endocarditis, prosthesis, aortic root diseases, and cardiac transplants. Transesophagael Echo: standard views, and Doppler identification. CSU
Offered in alternate Spring semesters

ECHO 301. Advanced Cardiac Abnormalities (5)
Lec-70, Lab-52.5
Prereq: ECHO 201
Description and echocardiographic findings of advanced cardiac abnormalities including pulmonary hypertension, pulmonary emboli, endocarditis, prosthetic valves, cardiac masses, transplant, and aortic root disease. Emphasis on cardiac embryology and congenital cardiac defects and the associated echocardiographic findings. Content includes echocardiographic identification of surgical repairs of congenital cardiac diseases. CSU
Offered in alternate Fall semesters

ECHO 401. Advanced Echocardiographic Studies (6)
Lec-105
Prereq: ECHO 301
Course content introduces advanced cardiac ultrasound technologies and assessment methods including 3D Echocardiography, Cardiac Resynchronization Therapy, Ventricular Assist Devices, Transesophageal Echocardiography, Electrophysiology Studies, Strain-Strain Rate and Speckle Tracking. Emphasis on carotid ultrasound imaging, Doppler, and characteristics of carotid pathology. CSU
Offered in alternate Spring semesters

CVT 101. Cardiovascular Technician (3)
Lec-52.5
Prereq: BIO 106 or BIO 108
Coreq: ECHO 101 and CVT 110
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Cardiac anatomy and the cardiac electrical conduction system. Electrocardiogram (ECG) identification and measurements, action potential curve, basic cardiac dysrhythmia, myocardial ischemia and infarction patterns. Interpretation techniques of 12 lead ECGs, long

term ECG recording and exercise stress testing protocols, procedures, and analysis. CSU
Offered in alternate Fall semesters

CVT 110. Cardiovascular Skills (7)
Lec-105, Lab-52.5
Prereq: BIO 106 or BIO 108
Coreq: ECHO 101 and CVT 101
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Develop technical imaging skills to perform echocardiograms and manipulate ultrasound system instrumentation. Identify cardiac structures and locations of standardized measurements. Complete electrocardiogram(ECG) and assess rhythm strips and 12 lead electrocardiograms. CSU
Offered in alternate Fall semesters

CVT 201. Advanced Cardiovascular Technician (4)
Lec-52.5, Lab-52.5
Prereq: CVT 101
Advanced complex cardiac rhythms including heart blocks, bundle branch blocks, and accessory pathways. Includes cardiac pharmacology, pacemaker technology, exercise treadmill exams, and stress echo indications: procedures and analysis. CSU
Offered in alternate Spring semesters

CVT 210. Advanced Cardiovascular Skills (7)
Lec-87.5, Lab-105
Prereq: CVT 110
Theory and practice in the classroom setting of exercise stress testing, ECGs, echocardiograms and stress echocardiograms. In the clinical internship, observation and participation of non-invasive cardiology procedures: ECGs, exercise stress testing, echocardiograms, stress echocardiograms, and Tranesophageal Echoes (TEEs). CSU
Offered in alternate Spring semesters

CVT 301. Physics of Cardiac Ultrasound (3)
Lec-52.5
Prereq: CVT 201
Description and analysis of ultrasound physics as applied to sound waves, transducers, two-dimensional images, Doppler, hemodynamic principles, system functions, ultrasound artifacts and biosafety concerns. CSU
Offered in alternate Fall semesters

CVT 310. Clinical Experience in Cardiac Ultrasound (9)
Lec-70, Lab-262.5
Prereq: CVT 210
Provide students with experience in performing echocardiograms on adults in the lab and clinical setting. Emphasis is on the development of ultrasound scanning techniques, application of measurements, Doppler interrogation, and interpretation of results in the clinical setting. CSU
Offered in alternate Fall semesters

CVT 410. Clinical Experience in Advanced Cardiac Ultrasound (13)
Lec-87.5, Lab-420
Prereq: CVT 310
Provide students with advanced experience in performing echocardiograms on adults in the clinical setting under the guidance of departmental preceptors. Emphasis is on the completion of diagnostic quality cardiac ultrasound exam with application of measurements, Doppler interrogation, and interpretation of results. CSU
Offered in alternate Spring semesters

ECG Technician

ECGT 101. ECG Technician I (4)
Lec-52.5, Lab-70
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to the cardiovascular system and related terminology. Emphasis on basic rhythm identification, calculation of wave forms, and cardiac disease states. Patient preparation, running, mounting and basic interpretation of 12 lead, single and three channel ECG tracings. CSU
Formerly EKGT 101

ECGT 102. ECG Technician II (4)
Lec-52.5, Lab-52.5
Prereq: ECGT 101
Advanced knowledge of cardiovascular system with emphasis on the heart in disease states including interpretation of advanced arrhythmias, hypertrophies, cardiac ischemia, and myocardial infarction. Patient preparation and running of appropriate ECG machines. Introduction to other non-invasive cardiology tests. CSU
Formerly EKGT 101

ECGT 103A. Electrocardiography Professional Experience (1)
Lec-17.5 P/NP only
Prereq: ECGT 102
Coreq: ECGT 103B
Covers professional requirements relating to supervised experience in a Non-Invasive Cardiology Department performing cardiovascular procedures. Cardiovascular Credentialing International (CCI) Registry Exam application and preparation skills. CSU

ECGT 103B. Electrocardiography Professional Practice (3)
Work-180, field trips P/NP only
Prereq: ECGT 102; Approval of Health Care Technology Department.
Coreq: ECGT 103A
Provide students with supervised professional experience in a Non-Invasive Cardiology Department performing cardiovascular procedures. Emphasis on performing electrocardiograms and exercise stress tests on inpatients and outpatients. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU

Emergency Medical Technician

EMT 11A. Pediatric CPR and First Aid (.5)
Lec-9 P/NP available
Training for childcare providers in pediatric CPR and first aid including the practice of universal precautions, use of an AED and integration with the EMS system. Qualified participants are awarded the American Heart Association Pediatric Heartsaver First Aid CPR AED card. This course fulfills the requirement of the State EMS Authority for Childcare Providers. CSU
Students will be assessed a $20 material fee. Students receive an electronic Heartsaver, Pediatric, First Aid, CPR and AED cards. They are paying the cost of the AHA card charged to the College. Students can opt-out to receive the card if they choose. No payment is necessary if they opt-out.

EMT 12. Basic Life Support for Healthcare Providers (.5)
Lec-9 P/NP available
American Heart Association (AHA) Basic Life Support cardiopulmonary resuscitation (CPR) with AED certification course. Instruction and practice in the identification and the care of cardiac arrest and choking in adults, children, and infants. AHA BLS Provider cards issued for those who meet competency standards. CSU
Students will be assessed a $5 material fee. Students receive

an electronic BLS Provider CPR card. They are paying the cost of the AHA card charged to the College. Students can opt-out to receive the card if they choose. No payment is necessary if they opt-out.

EMT 13. Standard First Aid (.5)
Lec-9 P/NP available
Standard First Aid includes how to activate the Emergency Medical Services System, recognize the need for emergency care, resuscitation, and specific care for certain medical, traumatic, and environmental emergencies on infants, children, and adult patients. American Heart Association (AHA) Heartsaver First Aid CPR AED card awarded to those who meet AHA competency standards. CSU
Students will be assessed a $20 material fee. Students completing this class receive electronic Heartsaver, First Aid, CPR and AED cards.
Offered on occasion

EMT 14. Advanced First Aid and Basic Life Support (2)
Lec-36 P/NP available
Emergency care for one and two-rescuer adult, child, and infant CPR with bag mask ventilation and AED; life-threatening, medical, environmental, and traumatic emergencies such as bleeding, burns, musculoskeletal injuries, seizures, strokes and neurological emergencies, poisonings and emergency childbirth. Qualified participants earn an American Heart Association Basic Life Support card and Heartsaver First Aid CPR AED card. UC/CSU
Satisfies requirements for public safety personnel as stated in Title 22, Division 9, California Code of Regulations. Students will be assessed a $25 material fee. Students receive an electronic BLS Provider CPR card and First Aid Cards. They are paying the cost of the AHA card charged to the College. Students can opt-out to receive the card if they choose. No payment is necessary if they opt-out.

EMT 99. National Registry EMT Exam Preparation Course (1)
Lec-18 P/NP only
Recommended Prep: EMT 100
Preparation for the computer-adaptive examination used by the National Registry of Emergency Medical Technicians (NREMT) to verify cognitive competency of a basic level Emergency Medical Technician. This course assists students with test-taking skills on scenario-based exams. CSU

EMT 100. Emergency Medical Technician (8)
Lec-105, Lab-105, work-24
Prereq: Current AHA Healthcare Provider CPR card
Recommended Prep: Certified background check, immunization screening, drug screening, and enrollment in certified background system are required for all enrolled students before being placed on clinical rotations.
Designed to meet the requirements of the State and National Emergency Medical Services (EMS) Education Standards for the Emergency Medical Technician (EMT) basic level provider. Students acquire the cognitive, psychomotor, and affective skills required to provide emergency care and transportation of the ill and injured. Includes required clinical experience on ambulance. CSU

EMT 101A. EMT Theory and Skills I (4)
Lec-70, field trips
Explores the knowledge and skills of basic Emergency Medical Services workers. Content introduces skills of the basic Emergency Medical Technician (EMT) including history of EMS and foundations of prehospital care. The first of two classes that prepares students to enter an EMT program. CSU
Offered Fall semesters

EMT 101B. EMT Theory and Skills II (4)
Lec-70, field trips
Prereq: EMT 101A
The second portion of EMT theory and skills provides the knowledge and skills required to manage emergencies in the prehospital setting. Emphasis on the assessment and management of various medical and traumatic emergencies. CSU
Students will be assessed a $5 material fee. Students completing this class receive an electronic BLS Provider card.
Offered Spring semesters

EMT 104. Advanced Skills for EMS providers (4)
Lec-70
Prereq: EMT 100
This course is a review of the advanced life support psychomotor competency portfolio approved by the National Registry of Emergency Medical Technicians (NREMT) at the paramedic level. The course incorporates advanced diagnostic and treatment competencies into the systematic assessment of critical and non-critical medical and trauma patients in simulated scenarios. CSU

Noncredit Courses:

EMT 5000. Heartsaver First Aid/CPR/AED (8 hrs)
Cardiopulmonary resuscitation (CPR) and first aid training for laypersons who may require a completion card for their workplace. The course consists of the early recognition, management of a victim of a medical, environmental, or traumatic injury, performance of CPR with an automated external defibrillator (AED), and relief of airway obstruction. An American Heart Association Heartsaver First Aid/CPR/AED card will be awarded upon successful completion and requires a $5 fee for the card.
Students will be assessed a $20 material fee. Students completing this class receive Heartsaver, First Aid, CPR and AED cards.They are paying the cost of the AHA card charged to the College. Students can opt-out to receive the card if they choose. No payment is necessary if they opt-out.

EMT 5005. EMT Refresher (48 hrs)
Prereq: current EMT certification and current CPR certification
This course meets the State of California requirements for the Emergency Medical Technician (EMT) refresher, providing the course content and skills verification necessary as an EMT at the basic level. Students must hold current California EMT certification to be enrolled in this course.
Students will be assessed a $5 material fee. Students receive an electronic BLS Provider CPR card. They are paying the cost of the AHA card charged to the College. Students can opt-out to receive the card if they choose. No payment is necessary if they opt-out.

Paramedic Program

Students must submit an application and be accepted into the Paramedic Program prior to registration.

EMTP 121. Introduction to EMS (3)
Lec-35, Lab-52.5
Prereq: BIO 106; EMT 104
Introduction to Emergency Medical Services (EMS) including the history of EMS development, medical legal issues in emergency care,

health and safety of the paramedic, principles of patient assessment, and EMS research. CSU
Offered Fall semesters

EMTP 122. Pharmacology and Advanced Airway (3)
Lec-35, Lab-52.5
Prereq: BIO 106; EMT 104
Coreq: EMTP 121; EMTP 123; EMTP 125
Basic principles of pharmacology including drug classifications, actions, therapeutic uses in emergency medical services (EMS) and methods of medication administration. Basic and advanced airway and ventilatory management principles. CSU
Offered Fall semesters

EMTP 123. Trauma Emergencies (3)
Lec-52.5
Prereq: BIO 106; EMT 104
Coreq: EMTP 124
Pathophysiology, assessment and management of trauma emergencies in the field. Basic and advanced management principles and continuum of trauma care. Focus on prehospital and definitive management of patients with shock as the result of traumatic injury. CSU
Offered Fall semesters

EMTP 124. Trauma Certification (2)
Lec-17.5, Lab-52.5
Prereq: BIO 106; EMT 104
Coreq: EMTP 123
This course meets the requirements for trauma certification according to national, state and local standards in emergency medical services. This course is a required for students enrolled in the paramedic program. CSU
Offered Fall semesters

EMTP 125. Cardiorespiratory Emergencies (4)
Lec-52.5, Lab-52.5
Prereq: BIO 106; EMT 104
Assessment and management principles in EMS advanced life support care of patients with respiratory and cardiovascular emergencies in the emergency setting. Includes ECG interpretation of dysrhythmias,12-Lead ECG, and cardiorespiratory pharmacology. Advanced cardiac life support guidelines and preparation for certification. CSU
Offered Fall semesters

EMTP 126. Neuroendocrine Emergencies (3)
Lec-35, Lab-52.5
Prereq: Acceptance into the Paramedic Program
Prehospital assessment and management of patients with altered mental status, seizures, strokes, diabetes, and other dysfunctions of the neuroendocrine systems. CSU
Offered Spring semesters

EMTP 127. Medical Emergencies (3)
Lec-35, Lab-52.5
Prereq: Acceptance into the Paramedic Program
Prehospital assessment and management of patients with medical emergencies, including allergic, anaphylactic, gastrointestinal, genitourinary, hematologic, toxicologic, psychiatric, environmental, infectious, and immunologic emergencies. CSU
Offered Spring semesters

EMTP 128. OB/GYN & Pedi Emergencies (4)
Lec-52.5, Lab-52.5
Prereq: Acceptance into Paramedic Program
Prehospital assessment and management of gynecological, obstetric, neonatal and pediatric emergencies. CSU
Offered Spring semesters

EMTP 129. Special Populations, EMS Ops (4)
Lec-52.5, Lab-52.5
Prereq: Acceptance into Paramedic Program
Prehospital assessment and management of patients with special healthcare challenges. Special populations topics include geriatrics, abuse/neglect, homelessness, poverty, hospice, and home care. Also reviews EMS operations, including crime scene awareness, and patient and scene management at multiple casualty incidents. CSU
Offered Spring semesters

EMTP 130. Clinical and Field Internship (12)
Lec-52.5, Lab-52.5
Prereq: EMTP 129
Recommended Prep: Paramedic student must pass final written examination and demonstrate clinical competency to be approved for field internship.
Paramedic program didactic review, simulation lab, and clinical rotations in emergency departments, operating room, labor and delivery, psychiatric emergency, pediatrics, intensive care unit and other settings. Prehospital field internship on an advanced life support ambulance is the final phase. CSU
Formerly EMT-P 110
Offered only in Summer semesters

EMTP 130A. Paramedic Clinical Education (7)
Lec-52.5, Lab-200 P/NP available
Prereq: EMTP 126 and EMTP 127 and EMTP 128 and EMTP 129
Didactic and psychomotor competency evaluations in the Paramedic program and supervised patient care in a variety of clinical settings. Paramedic students must successfully pass all competency evaluations in this course to be approved for the Capstone Field Internship. CSU

EMTP 130B. Paramedic Field Internship (8)
Work-500, field trips P/NP available
Prereq: EMTP 130A; Approval of Health Care Technology Department
Capstone field internship with a paramedic preceptor on an ambulance for evaluation of baseline competency as safe, entry level paramedic pursuant to national and state standards and regulations in the emergency medical services (EMS) professions. Course completes with a review of terminal competency requirements, exit examinations and medical director review of student competency as a safe, entry level paramedic. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU

EMTP 131. Simulation in Emergency Medical Services Education (2)
Lec-35, field trips
Recommended Prep: Completion of or concurrent enrollment in: EMT 100 or EMTP 121
Introduction to the history, design, and facilitation of healthcare simulation in Emergency Medical Services (EMS) education and training. Adult learning theory, varieties of healthcare simulation, objectives, and practical application and practice across a range of simulation types. CSU

Health Care Technology

HCT 61. Introduction to Health Care (2)
Lec-35
Prereq: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
An overview of the evolution of medicine and health care delivery. Development and organization of health care professions, including

health information management and medical assisting. Emphasis on inpatient, outpatient, and physician office record content; numbering and filing systems; and electronic health record adoption. CSU
Offered Spring and Fall semesters

HCT 67. Computer Applications in the Health Care Setting (2)
Lec-17.5, Lab-52.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
An introduction to the various types of computer systems and their use in health care. Instruction will include word processing, spreadsheets, presentation materials, databases, the Internet, and the Health Information Exchange. Importance of data accuracy, consistency, completeness, letter and memo presentation, and data security are emphasized. CSU
Formerly HIT 67
Offered Spring and Fall semesters

HCT 82. Professional Practice Internship/ Certification (5)
Lec-21, Lab-35, Work-196 P/NP only
Prereq: HIT 50B and MED 56; MED 70; MED 71; MED 55; MED 49
Repeat: Students can repeat once (total 2 enrollments)
A supervised experience in developing a professional relationship with patients and health care professionals in physician offices, hospital outpatient clinics, and health centers focusing on professional attitudes and work-related skills competency. Includes preparation for various certification exams to include Certified Medical Assistant (CMA), Registered Medical Assisting (RMA), or the Certified Professional Coder (CPC). CSU
Offered only in Summer semesters

HCT 104. Phlebotomy Technician (5.5)
Lec-92.5, Lab-27
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Theoretical knowledge and skills competencies necessary to meet California regulatory requirements for phlebotomy technicians. Emphasis on phlebotomy techniques, equipment, medical/legal considerations, safety, infection control, specimen collection and handling, patient preparation and patient care. Course prepares student to take the CPT-1 examination. CSU
Formerly ERT 104
Offered Spring and Fall semesters

Health Information Technology

HIT 50A. Medical Terminology I (3)
Lec-52.5
Introductory course on the roots, prefixes, suffixes and abbreviations used to form and define medical terminology. The systems based terminology covers anatomy, vocabulary, disease states, diagnostic procedures, laboratory findings and standard pharmaceuticals in systems such as: gastrointestinal, cardiovascular and genitourinary. CSU

HIT 50B. Medical Terminology II (2)
Lec-35
Prereq: HIT 50A
Continuing medical terminology course with emphasis on the hematology, lymphatic, immune, musculoskeletal, integumentary, and endocrine systems, and the sense organs. Selected terminology and abbreviations used in specialty areas of psychology, oncology, radiology, and nuclear medicine. CSU
Offered Spring and Fall semesters

HIT 51. Basic Medical Terminology (1)
Lec-17.5
Basic course in medical terminology covering roots, prefixes, suffixes, and abbreviations with emphasis on the gastrointestinal and cardiovascular systems. Recommended for students applying to the medical interpreter program and those exploring entry into health careers. CSU
Offered Spring and Fall semesters

HIT 57. Disease Process (3)
Lec-52.5
Prereq: BIO 106; HIT 50A
Instructs students in the general principles of disease processes with emphasis on the etiologies and anatomical and physiological manifestations. The class focuses on diagnostic studies, procedures, treatments, and medications utilized in the diagnosing and treatment of diseases. CSU
Offered Spring and Fall semesters

HIT 63. Health Information Systems (3)
Lec-35, Lab-52.5
Prereq: HCT 61 and HIT 50A
Recommended Prep: HCT 67
Instruction in healthcare delivery systems utilized in health information management practice with emphasis on secondary data sources, accreditation and regulatory requirements, alternative healthcare settings, the electronic health record (EHR), and healthcare information systems. CSU
Offered Spring semesters

HIT 65. Organization of Health Data (3)
Lec-35, Lab-52.5
Prereq: Completion of or concurrent enrollment in: HCT 61
Recommended Prep: HCT 67
The study of basic hospital and health statistics including sources, definitions, and use of health data. Computerized and manual methods of collecting, processing, and preparing statistical reports and spreadsheets for health care management, including various methods of presenting data, predictability studies, data mining, calculation of common rates and percentages. CSU
Offered Spring semesters

HIT 72. Legal Aspects of HIM (3)
Lec-35, Lab-52.5
Prereq: HCT 61
Recommended Prep: HCT 67 and HIT 50B
Overview of the fundamentals of law, U. S. legal system, consents, confidentiality, release of information, use of patient records during proceedings and health information practice, ethics, regulatory requirements, compliance, risk management and quality improvement. Emphasis on privacy and security rules from the Health Information Portability and Accountability Act (HIPAA). CSU
Offered Fall semesters

HIT 73A. ICD-10-CM Coding (3)
Lec-52.5
Prereq: BIO 106
Coreq: HIT 50A
Recommended Prep: HCT 61
Provides students with basic International Classification of Disease, 10th Edition, Clinical Modification (ICD-10-CM) coding principles with emphasis on inpatient and outpatient guidelines. The course focuses on format, code conventions, Uniform Hospital Discharge

Data Set (UHDDS) guidelines, document sources, code sequencing, and code assignment. CSU
Offered Spring and Fall semesters

HIT 73B. ICD-10-PCS Coding (3)
Lec-35, Lab-52.5
Prereq: HIT 73A
Coreq: HIT 50B
ICD-10-PCS instructs students in the process of building codes in the new procedure coding system. Instruction includes selection of ICD-10-CM and ICD-10-PCS codes for coding cases, regulatory guidelines, an overview of Medical Severity Diagnostic Related Groups (MS-DRGs), and computerized encoders and groupers. CSU
Offered Spring semesters

HIT 74. Introduction to Quality Improvement (2)
Lec-17.5, Lab-52.5
Prereq: HIT 50B and 63
Evolution of continuous quality improvement in healthcare from the operational and clinical perspective. Topics include quality measurements and performance initiatives of patient outcomes, disease management, satisfaction surveys, quality measures, data sources, collection methods and measurement techniques. Use of control tools, statistical process, and benchmarking. CSU
Offered Fall semesters

HIT 75. Organization and Management in Health (3)
Lec-52.5
Prereq: HIT 77A or HCT 82
Instruction in the introduction to the principles of organization and management functions and theories in various settings, time management and management tools, communication processes, decision making strategies, recruitment and staffing, performance reviews, disciplinary actions, motivating personnel, budget, and grievances and labor unions. CSU
Offered Fall semesters

HIT 76. CPT Coding (3)
Lec-52.5
Recommended Prep: HIT 50A
The Current procedural terminology (CPT) coding system is used to describe services and procedures provided by health care providers to include evaluation and management, surgery, radiology, pathology, laboratory, and medicine. The class includes an overview of the Health Care Common Procedure Coding System. CSU
Offered Spring and Fall semesters

HIT 77A. Professional Practice I (5)
Lec-52.5, Lab-105 P/NP only
Coreq: HIT 73A
Recommended Prep: HIT 63 and HIT 65
Provide students with supervised professional practice experience in performing tasks health information departments or other types of health information practice settings at affiliated facilities. Emphasis on the clinical application of the principles and practice of health information management. CSU
Offered Spring and Fall semesters

HIT 77B. Professional Practice II (5)
Lec-52.5, Lab-105 P/NP only
Prereq: HIT 77A
Provide students with advanced, specialty professional practice experience in performing specific activities in the HIM setting. Emphasis on legal aspects, quality and risk management, utilization review, management and supervision, CPT and ICD coding, DRG assignment, healthcare statistics and electronic health records. Preparation and review for national certification examination. CSU
Recommended to be taken in student's last semester
Offered Spring and Fall semesters

HIT 78. Reimbursement Methods in HIM (2)
Lec-35
Coreq: HIT 73A
Overview of the historical developments of the U.S. reimbursement and payment systems in various healthcare settings. Emphasis on healthcare reimbursement methodologies, prospective payment systems, clinical coding, coding compliance, voluntary healthcare insurance plans, government-sponsored health care programs, managed care plans, revenue cycle management, and quality issues. CSU
Offered Spring semesters

Medical Assisting

MED 49. Clinical Procedures (5.5)
Lec-87.5, Lab-35
Prereq: BIO 106 and HIT 50A
Recommended Prep: MATH 30
Instruction in clinical procedures to include aseptic techniques, medical instruments, charting, vital signs, patient history, sterilization and maintenance of equipment, preparation of patient, instruction in the collection of lab specimens, injections, and electrocardiograms. Instruction in medical calculations, prescriptions, and commonly prescribed medications. CSU

MED 55. The Electronic Health Record (3)
Lec-35, Lab-52.5
Recommended Prep: HIT 50A
Structural components of the interactive electronic health record (EHR) and how it supports communication and continuity of care. Perspective on how the EHR impacts work and workflow. Practical hands-on experience utilizing an educational version of an EHR to manage patient visit information, such as examination/assessment notes and treatment plans. CSU

MED 56. Administrative Procedures (3.5)
Lec-52.5, Lab-35
Recommended Prep: HCT 61; ENGL 88 or ESL 188 or readiness for college-level English
Instruction in the U.S. health care environment; medicolegal and ethical responsibilities; the art of communication; telephone, reception, appointment scheduling, medical record management techniques; written correspondence; processing mail and telecommunications; office managerial responsibilities, seeking employment, and future health care trends. CSU
Offered Fall semesters

MED 62. Communication and Professionalism in Health Care (2)
Lec-35
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Communication and professionalism play an increasingly important role in the success of health care professionals today. Effective communication will be explored from both personal and professional points of view. Critical thinking skills and setting goals will be emphasized. This course will also explore the roles of health care professionals as the patient coaches and advocates of today. CSU
Offered Spring semesters

MED 70. Medical Insurance Billing (2)
Lec-35, Lab-17.5
Prereq: Completion of or concurrent enrollment in: HIT 76 and MED 71
A comprehensive and intensive study of the financial activities of medical insurance billing. The course reviews medical terminology as it relates to insurance claims, utilizes procedure and diagnostic coding, and provides practice in completing various insurance claim forms to include commercial, Medicare, Medicaid, worker's compensation, and disability insurance, and managed care claims. CSU
Offered Spring semesters

MED 71. Electronic Management of Financial Medical Records (2)
Lec-17.5, Lab-52.5
Recommended Prep: MED 70 and HIT 76
An introduction to medical office financial applications. Students use medical office software to create new accounts, post charges, payments, and adjustments to accounts, create and produce financial activity reports and patient statements, complete collection procedures and insurance claim forms, schedule appointments, and enter hospital rounds information. CSU
Offered Spring semesters

MED 72. Advanced Medical Insurance Billing (2)
Lec-35, Lab-17.5
Prereq: MED 70 and completion of or concurrent enrollment in: HIT 76
An advanced insurance billing course which concentrates on commercial, Medicare, and Medicaid insurance claims. The course focuses on specialty billing to include internal medicine, cardiology, general surgery, dermatology, neurology, OB/GYN, and orthopedics. Students learn how to manage capitated accounts, obtain preauthorizations and referrals, complete secondary insurance billing, and handle claim appeals and disputes. CSU
Offered Fall semesters

MED 73. Advanced Medical Manager (1.5)
Lec-17.5, Lab-35, field trips
Prereq: MED 71
An advanced Medical Manager Software course, students will edit the support files, establish new patient accounts, post charges, payments, and adjustments to accounts, learn to format the appointment template, create and manage the recall system, produce and analyze financial activity reports, generate insurance forms and patient statements, and work with an electronic health record. CSU
Offered Fall semesters

Pharmacy Technician

Students must be accepted into the Pharmacy Technician Program to register in PHTC 101 and 102.

PHTC 101. Pharmacy Technician I - Theory (9)
Lec-157.5
Prereq: MATH 60
Coreq: PHTC 102
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Prepares students to work as technicians in pharmacies under the direct supervision of a pharmacist. Drug classification and indications; pharmacy laws, rules and regulations; storage, inventory, and record keeping of drugs; drug dose calculations and pharmacy math; basic anatomy and physiology; medical terminology, abbreviations, and symbols used in prescriptions. CSU
Offered Fall semesters

PHTC 102. Pharmacy Technician I - Clinical (7)
Lec-70, Lab-160
Coreq: PHTC 101
Application of pharmaceutical knowledge, pharmacy law, pharmaceutical calculations, and terminology to a lab and clinical setting as well as storage and labeling of drug requirements, sterile and non-sterile products preparation, and computerized record keeping. CSU
Offered Fall semesters

PHTC 102A. Health Care Mathematics (2)
Lec-36
Introduction to mathematical calculations required for health care professionals. Emphasis on the use of ratio and proportion method, percentage and basic algebraic equations to determine drug dosing. Topics include various measurement systems for calculating oral and parenteral drug dosages. CSU
Offered only in Summer semesters

PHTC 103. Pharmacy Technician II - Theory (9)
Lec-157.5
Prereq: PHTC 101
Advanced drug classification, mechanism of action, indications, and side effects; preparation of intravenous additives and chemotherapeutic agents; record keeping of legend and controlled drugs; anatomy, physiology, medical terminology, pharmacology, and pharmaceutical calculations, and pharmacy law as they pertain to pharmacy practice. CSU
Offered Spring semesters

PHTC 104. Pharmacy Technician II - Clinical (5)
Lec-35, Lab-164
Prereq: PHTC 102
Coreq: PHTC 103
Application of advanced drug preparation skills to various clinical settings as well as maintaining inventory, storage requirements, drug selection, preparation and filling of prescriptions. Emphasis on quality assurance and the use of automated technology as related to preparation of IV admixtures and chemotherapeutic agents. CSU
Offered Spring semesters

Noncredit Courses:

Unit Coordinator and Medical Computing Skills

AHWC 9183. Unit Coordinator (108 hrs)
Recommended Prep: ESLN 3700 or placement in ESLN 3800 (Intermediate High 8)
Instruction in core concepts required for certification as health unit coordinator. Health care environments, roles and responsibilities of unit coordinator, ethical issues; medical terminology; communication systems; medical transcription; patient medical record maintenance; processing orders, and professional communications within the health unit.

Health Education

Office: MUB 353
Phone Number: (415) 239-3220
Web Site: www.ccsf.edu/hlthed
Formerly Health Science

Announcement of Curricula

General Information

The Health Education Department is committed to promoting individual, family and community health, advocating for social justice and the elimination of health inequities.

The Department offers a wide range of courses and career and technical education training programs designed to:

- Provide students with academic training in the interdisciplinary field of Health Education.
- Meet associate degree and transfer requirements.
- Train students for careers in public health.
- Diversify the health work force.

To this end, we offer a Health Education Major, an Associate Degree for Transfer in Public Health Sciences, and certificates in the following areas for students interested in health-related careers:

- **Community Health Worker**, with specialty areas in Youth Advocacy, Re-entry, HIV/HCV Navigation and Elder Advocacy
- **Addiction and Recovery Counseling**
- **Community Mental Health**
- **Health Care Interpreter**
- **Nutrition Assistant**

Public Health Science Major (AS-T)

The Associate in Science in Public Health Science for Transfer degree is designed to provide students with sufficient understanding of public health theories, concepts and applications to succeed in upper division coursework in public health and health-related majors at a four-year college or university. This degree emphasizes a social justice framework, with a focus on the social determinants of health and improving the health of diverse communities. The major in Public Health prepares students for careers in public health and related health professions in settings including community based organizations, health departments, local state and federal agencies, social service organizations, healthcare organizations, educational institutions and research organizations.

The Public Health Science Associate in Science Degree for Transfer (AS-T) prepares students to transfer to the California State University (CSU) System in the field of Public Health and other health-related majors. Student who earn this degree and meet the CSU minimum eligibility requirements are guaranteed admission to a CSU, but not to a particular campus or major. Students who wish to earn the AS-T must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU General Education (GE) curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply a public health equity framework to support the health and well-being of diverse communities.
- Access, interpret, and analyze health data and evidence-based research to understand and improve community health.
- Integrate principles of biology and chemistry into a public health framework.

The Public Health Science Associate of Sciences Degree for Transfer (AS-T) is open to all students who are admitted to City College of San Francisco and have satisfied any prerequisites required for classes listed in the major.

For students who begin this AS-T at transfer-level math and English, the minimum time to completion is 4 semesters. Completion time will vary based on student preparation and number of units completed each semester.

Courses Required for the AS-T in Public Health Science

Course	Units
Required core courses:	
MATH 80 Probability and Statistics	5.0
HLTH 54 Introduction to Public Health	3.0
HLTH 53 Personal and Community Health	3.0
CHEM 40 Introduction to Chemical Principles	5.0
PSYC 1 General Psychology	3.0
BIO 108 General Human Anatomy	4.0
Choose one of the following required Biology courses:	
BIO 9 Human Biology	4.0
BIO 11 Science of Living Organisms	4.0
Choose one of the following required Physiology courses:	
BIO 112 Introduction to Human Physiology	4.0
BIO 111 Human Physiology	5.0
Choose one of the following courses:	
ECON 3 Principles of Microeconomics	3.0
ECON 1 Principles of Macroeconomics	3.0
SOC 1 Introduction to Sociology	3.0
IDST 17 Human Sexuality	3.0
HLTH 221 Health and Social Justice	3.0
HLTH 30 Drugs and Society	3.0
BIO 132 Introduction to Nutrition	3.0
Total:	**34.0 – 35.0**

Health Education Major (AS)

The Health Education major is designed to prepare students for transfer to the California State University (CSU) system for further study in health education, public health and related academic fields. The coursework includes personal and community health topics, an analysis of the major determinants of health from an equity perspective, and the application of critical thinking and quantitative reasoning to contemporary public health challenges. The goal of the program is to develop a diverse student body to address the health needs of our communities. With a Bachelor's Degree in Health Education, students are prepared for careers within a wide range of public and private employers.

The Associate of Science degree program in Health Education includes core courses related to public health and health education and a selection of electives from health and health-related subjects. The course of study is designed to give flexibility to students who want to pursue specific areas of interest within health. The degree may be combined with any of the programs or certificates offered by the Department.

Core Courses in the major: Students are required to take four core courses that help to satisfy transfer requirements to local universities.

Electives in the major: Students majoring in Health Education are required to take approved electives described below. Requirements for Bachelor's Degrees in the Health Education or Health Science field vary widely. Students are advised to check the specific major requirements for the institution they plan to transfer to.

Prerequisites: There are no specific prerequisites for the Health Education Major except for those required for certain classes. Courses requiring prerequisites are highlighted with an asterisk (*).

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze factors that shape health and illness of individuals and communities.

- Examine the causes and consequences of health inequities and community resilience
- Access, interpret and analyze research to understand and improve community health.
- Evaluate strategies to improve health.

The Health Education Major is open to all students who are admitted to City College of San Francisco.

The minimum time for completion is four semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Health Education

Course	Units
Required course:	
HLTH 54 Introduction to Public Health	3.0
Choose one of the following required courses:	
HLTH 53 Personal and Community Health	3.0
HLTH 27 Men's Health	3.0
HLTH 25 Women's Health	3.0
Choose one of the following required courses:	
BIO 9 Human Biology	4.0
BIO 11 Science of Living Organisms	4.0
Choose one of the following required courses:	
MATH 80 Probability and Statistics	5.0
PSYC 5 Statistics for Behavioral Sciences	5.0
ECON 5 Introductory Statistics for Economics, Business and Social Sciences	5.0
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies	5.0
Choose six units from the following elective courses:	
HLTH 10 Health and Aging	3.0
HLTH 30 Drugs and Society	3.0
HLTH 38 Trauma Response and Recovery	3.0
HLTH 48 Violence as a Public Health Issue: Prevention Strategies	3.0
HLTH 56 Politics of Food and Health	3.0
HLTH 64 Health Education Training: Skills and Practice	3.0
HLTH 65 Youth Development & Leadership	3.0
HLTH 66 Chronic Conditions Management	3.0
HLTH 67 HIV and Hepatitis Navigation Skills	3.0
HLTH 80 Interpreting in Health Care I	6.5
HLTH 91H Elder Abuse Prevention	1.0
HLTH 91C Hepatitis ABCs	1.0
HLTH 95 Transgender Health: Working with Clients and Communities	1.0
HLTH 97 Stress and Resilience	3.0
HLTH 102 Helping Relationships: Recovery and Wellness	3.0
HLTH 110 Health Impacts of Incarceration	3.0
HLTH 116 Conflict Resolution Skills in Health	1.0
HLTH 120 Educational Justice and Health Equity	3.0
HLTH 221 Health and Social Justice	3.0
HLTH 231 Healthy Cities and Communities	3.0
BIO 108 General Human Anatomy	4.0
BIO 111 Human Physiology	5.0
BIO 120 Introduction to Microbiology	4.0
BIO 134 Introduction to Nutrition for Health Sciences	3.0
IDST 17 Human Sexuality	3.0
LBCS 81 Organizing for Economic and Social Justice	3.0
PSYC 21 Lifespan Development	3.0
Total:	**21.0**

Below you will find specific information for each certificate program.

Addiction and Recovery Counseling Certificate

The Certificate in Addiction and Recovery Counseling is designed to prepare individuals for work in alcohol, drug and other addictions counseling. The program emphasizes a public health approach that addresses community, social, and individual level factors in addiction while providing certificate candidates with a strong background in treatment modalities, health education and prevention, professional and ethical responsibilities, and client advocacy. Courses are sequenced based on knowledge and skills that are acquired as students move through the program.

The pre-requisite to the program, HLTH 100, Introduction to Drug and Alcohol Studies, is offered every semester. Other courses are offered either on a semester or annual basis. Please consult the current class schedule to confirm course availability.

The Addiction and Recovery Counseling Certificate is accredited by an external accreditation agency. For more information, see the "Overview of the College" section of this Catalog.

Learning Outcomes

Upon completion of this program, students will be able to:

- Distinguish the ethical skills necessary for professional employment as an addiction, treatment and recovery counselor in health care settings
- Explain the content and skills necessary for counselor certification in the field
- Synthesize client-centered counseling skills, harm reduction and motivational counseling concepts, and cultural humility
- Integrate substance use, addiction and recovery research into professional practice.

Admission.Admission to the program is based on the successful completion of the prerequisite course HLTH 100, Introduction to Drug & Alcohol Studies (1 unit).

Requirements for the Certificate of Achievement. The certificate requires the completion of 31.5 units. Up to 6 units may be taken outside of City College of San Francisco to satisfy the requirements. The internship must be completed through City College of San Francisco.

Internship. Students must complete internship coursework and fieldwork with a state-licensed substance abuse services agency. Preparation and supervision for the field work experience will be provided in HLTH 79 and HLTH 79W.

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Addiction and Recovery Counseling

Course	Units
Required courses:	
HLTH 30 Drugs, Health, and Society	3.0
HLTH 70 Physiological Effects of Addiction	3.0
HLTH 73 Case Management/Individual Intervention	3.0
HLTH 75 Treatment Modalities	3.0
HLTH 77 Co-Occurring Disorders	3.0

HLTH 78 Ethics and Drug Counseling 2.0
HLTH 79 Professional Skills for Addiction and Recovery Counselors 3.0
HLTH 90B Harm Reduction and Health 0.5
HLTH 91C Hepatitis ABCs 1.0
HLTH 86 Group Treatment for Recovery 3.0

Required fieldwork course:
HLTH 79W Addiction and Recovery Counseling Work Experience 1.0-4.0

Total: 28.5

Community Health Worker Certificate

Community Health Workers (CHW) are employed by public health, health care and social services agencies. CHWs provide client and community-centered health education, counseling and care managment services. CHWs serve as a two-way bridge between communities and key health and social resources. They play a vital role in supporting low-income and other vulnerable clients to access culturally relevant services and advocate for health equity. All students will be trained in core competencies essential for success in the field, and have the opportunity to select courses that address specific health issues and communities. As part of their education, students will complete a semester-long internship with a local employer.

The San Francisco Department of Public Health accepts the certificate of achievement to satisfy six out of twelve months of experience that is required as minimum qualification for hiring as a Health Worker 1-3.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and evaluate public health concepts and information for health promotion.
- Assess and integrate professional skills necessary for employment in the CHW field.
- Evaluate and implement entry-level proficiency in CHW core competencies for working effectively with diverse individuals, groups and communities.

Admission to the program is based on:

1) The completion of HLTH 59 "Introduction to Community Health Work" with a grade of "C" or better

OR

2) Documented successful experience as a Community Health Worker and submission of a completed program application by the stipulated deadline.

For more information, go to www.ccsf.edu/chw.

Requirements for the Certificate of Achievement

To receive the Certificate of Achievement, in addition to the general requirements for all certificates, the following must be satisfied:

1. Successful completion of 120-150 internship hours during HLTH 203W
2. All courses must be completed within a 3-year period, starting from the first semester of enrollment in HLTH 201. Any student planning to take HLTH 203W 12 months or more after completing HLTH 201, is strongly advised to meet with the CHW program coordinator and complete required internship paperwork before H203W begins.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Community Health Worker

Course . . . . . Units

Required courses:
HLTH 201 CHW Principles & Practice 1 . . . . . 5.0
HLTH 202 CHW Principles & Practice 2. . . . . 5.0
HLTH 203 Professional Skills for Community Health Workers. 2.0
HLTH 203W CHW Internship Placement 2.0

Choose 3-4 units from the following Community Health Worker specialty courses based on area of interest and emphasis
HLTH 10 Health and Aging 3.0
or HLTH 64 Health Education Training: Skills and Practice. 3.0
or HLTH 65 Youth Development & Leadership. 3.0
or HLTH 66 Chronic Conditions Management. 3.0
or HLTH 67 HIV and Hepatitis Navigation Skills 3.0
or HLTH 91C Hepatitis ABCs. 1.0
or HLTH 91H Elder Abuse Prevention 1.0
or HLTH 95 Transgender Health: Working with Clients and Communities 1.0
or HLTH 110 Health Impacts of Incarceration 3.0

Total: . . . . . 17.0 – 18.0

Community Health Worker, Elder Advocate Specialist Certificate

The Community Health Worker, Elder Advocate Specialist Certificate of Achievement is designed to prepare individuals for positions working with older adults in community health and social service agencies and programs. It emphasizes competencies for working with older adults adopted by the Association for Gerontology in Higher Education (AGHE). These include culturally responsive outreach, case management, client-centered intake and counseling skills, and community organizing and advocacy. As part of their education, students will complete an internship with a local agency serving older adults.

The San Francisco Department of Public Health accepts the certificate of achievement to satisfy six out of twelve months of experience that is required as minimum qualification for hiring as a Health Worker 1-3. For more information, an application or a form for documenting work experience, go to www.ccsf.edu/chw.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and evaluate public health concepts and information for health promotion.
- Assess and integrate professional skills necessary for employment in the CHW field.
- Evaluate and implement entry-level proficiency in CHW core competencies for working effectively with diverse individuals, groups and communities.
- Analyze and apply key concepts and skills for working with older adults.

ADMISSION REQUIREMENTS

Admission to the program is based on:

1) The completion of HLTH 59 "Introduction to Community Health Work" with a grade of "C" or better

OR

2) Documented successful experience as a Community Health Worker and submission of a completed Program Application by the stipulated deadline.

Requirements for the Certificate of Achievement

To receive the Certificate of Achievement, in addition to the general requirements for all certificates, the following must be satisfied:

1. Successful completion of 120 150 internship hours during HLTH 203W
2. All courses must be completed within a 3-year period, starting from the first semester of enrollment in HLTH 201. Students planning to take HLTH 203 six months or more after completing HLTH 201 are strongly advised to meet with the CHW program Coordinator and complete required internship paperwork before H203W begins.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Community Health Worker, Elder Advocate Specialist

Course	Units
Required Classes	
HLTH 201 CHW Principles & Practice 1	5.0
HLTH 202 CHW Principles & Practice 2.	5.0
HLTH 203 Professional Skills for Community Health Workers	2.0
HLTH 10 Health and Aging	3.0
HLTH 91H Elder Abuse Prevention	1.0
HLTH 87 Assessment and Services for Older Adults.	3.0
HLTH 203W CHW Internship Placement	2.0
Total:	**21.0**

Community Health Worker, HIV and Hepatitis Navigation Specialist Certificate

The Community Health Worker, HIV and Hepatitis Navigation Specialist Certificate of Achievement is part of the Community Health Worker (CHW) Program. This certificate is designed to prepare individuals for positions working with people and communities impacted by HIV and Hepatitis in community health and social service agencies and programs. CHW HIV and Hepatitis Navigation Specialists provide health education, client-centered counseling and case management services, and conduct community organizing and advocacy in a wide variety of employment settings. As part of their education, students will complete an internship with a local agency.

The San Francisco Department of Public Health accepts this certificate of achievement to satisfy six out of the twelve months experience required to meet the minimum qualifications for the Health Worker 1-3 job classification.

For more information, go to www.ccsf.edu/chw.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and evaluate public health concepts and information for health promotion.
- Assess and integrate professional skills necessary for employment in the CHW field.
- Evaluate and implement entry-level proficiency in CHW core competencies for working effectively with diverse individuals, groups and communities.
- Analyze and apply key concepts and skills for working with clients and communities impacted by HIV and Hepatitis.

Admission to the program is based on:

1) The completion of HLTH 59, "Introduction to Community Health Work" (1 unit) with a grade of C or higher,

OR

2) Documented successful experience as a Community Health Worker and submission of a completed Program Application by the stipulated deadline.

Requirements for the Certificate of Achievement

To receive the Certificate of Achievement, in addition to the general requirements for all certificates, the following must be satisfied:

1. Successful completion of 120 150 internship hours during HLTH 203W
2. All courses must be completed within a 3 year period, starting from the first semester of enrollment in HLTH 201. Students planning to take HLTH 203 six months or more after completing HLTH 201 are strongly advised to meet with the CHW program Coordinator and complete required internship paperwork before HLTH 203W begins.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Community Health Worker, HIV and Hepatitis Navigation Specialist

Course	Units
Required Courses	
HLTH 67 HIV and Hepatitis Navigation Skills.	3.0
HLTH 66 Chronic Conditions Management	3.0
HLTH 91C Hepatitis ABCs	1.0
HLTH 95 Transgender Health: Working with Clients and Communities	1.0
HLTH 201 CHW Principles & Practice 1	5.0
HLTH 202 CHW Principles & Practice 2.	5.0
HLTH 203 Professional Skills for Community Health Workers.	2.0
HLTH 203W CHW Internship Placement	2.0
Total:	**22.0**

Community Health Worker, Re-Entry Specialist Certificate

The Community Health Worker, Re-Entry Specialist Certificate of Achievement is part of the Community Health Worker Program. This certificate is designed to prepare individuals for positions working with incarcerated and formerly incarcerated people in community health and social services agencies and programs. It emphasizes specific competencies for working with incarcerated and formerly incarcerated people such as cultural humility and providing client-centered assessment, education, counseling and care management services. As part of their education, students will complete an internship with a local agency.

The San Francisco Department of Public Health accepts the certificate of achievement to satisfy six out of twelve months of experience that is required as minimum qualification for hiring as a Health Worker 1-3.

For more information, an application or a form for documenting work experience, go to www.ccsf.edu/chw.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and evaluate public health concepts and information for health promotion.
- Develop and integrate professional skills necessary for employment in the CHW field.
- Evaluate and implement entry-level proficiency in CHW core competencies for working effectively with diverse individuals, groups and communities.

- Analyze and apply key concepts and skills for working with incarcerated and formerly incarcerated clients and communities.

Admission to the program is based on:

1) The completion of HLTH 59 "Introduction to Community Health Work" with a grade of "C" or better

OR

2) Documented successful experience as a Community Health Worker and submission of a completed Program Application by the stipulated deadline.

Requirements for the Certificate of Achievement

To receive the Certificate of Achievement, in addition to the general requirements for all certificates, the following must be satisfied:

1. Successful completion of 120 150 internship hours during HLTH 203W
2. All courses must be completed within a 3 year period, starting from the first semester of enrollment in HLTH 201. Students planning to take HLTH 203 six months or more after completing HLTH 201 are strongly advised to meet with the CHW program Coordinator and complete required internship paperwork before HLTH 203W begins.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Community Health Worker, Re-Entry Specialist

Course	Units
Required courses:	
HLTH 201 CHW Principles & Practice 1*	5.0
HLTH 202 CHW Principles & Practice 2**	5.0
HLTH 203 Professional Skills for Community Health Workers	2.0
HLTH 66 Chronic Conditions Management	3.0
HLTH 110 Health Impacts of Incarceration	3.0
HLTH 203W CHW Internship Placement	2.0

* HLTH 201 is taken in the first semester.

** HLTH 202 is taken in the second semester.

Total: 20.0

Community Health Worker, Youth Advocate Specialist Certificate

The Community Health Worker (CHW), Youth Advocate Specialist Certificate of Achievement is part of the Community Health Worker Program. It is designed to prepare individuals for positions working with youth and young adults with community health and social service agencies and programs. CHW Youth Advocate Specialists provide health education client-centered counseling and case management services, and conduct community organizing and advocacy in a wide variety of employment settings. As part of their education, students will complete an internship with a local youth serving agency.

The San Francisco Department of Public Health accepts the certificate of achievement to satisfy six out of twelve months of experience that is required as minimum qualification for hiring as a Health Worker 1-3.

For more information, go to www.ccsf.edu/chw.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and evaluate public health concepts and information for health promotion.
- Assess and integrate professional skills necessary for employment in the CHW field.
- Evaluate and implement entry-level proficiency in CHW core competencies for working effectively with diverse individuals, groups and communities.
- Analyze and apply key concepts and skills for working with youth and young adults.

Admission to the program is based on:

1) The completion of HLTH 59 "Introduction to Community Health Work" with a grade of "C" or better

OR

2) Documented successful experience as a Community Health Worker and submission of a completed Program Application by the stipulated deadline.

Requirements for the Certificate of Achievement

To receive the Certificate of Achievement, in addition to the general requirements for all certificates, the following must be satisfied:

1. Successful completion of 120 150 internship hours during HLTH 203W
2. All courses must be completed within a 3 year period, starting from the first semester of enrollment in HLTH 201. Students planning to take HLTH 203 six months or more after completing HLTH 201 are strongly advised to meet with the CHW program Coordinator and complete required internship paperwork before HLTH 203W begins.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Community Health Worker, Youth Advocate Specialist

Course	Units
Required courses:	
HLTH 201 CHW Principles & Practice 1*	5.0
HLTH 202 CHW Principles & Practice 2**	5.0
HLTH 203 Professional Skills for Community Health Workers	2.0
HLTH 203W CHW Internship Placement	2.0
HLTH 65 Youth Development & Leadership	3.0
HLTH 64 Health Education Training: Skills and Practice.	3.0

* HLTH 201 is taken in the first semester.

** HLTH 202 is taken the second semester.

Total: 20.0

Community Mental Health Worker Certificate

The curriculum for the Community Mental Health Worker Certificate of Achievement is based on the wellness and recovery model in mental health. The program trains a diverse group of individuals to provide culturally affirming mental health and wellness and recovery services in San Francisco. The program engages consumers of mental health services, their family members, and other interested individuals and communities. It is comprised of courses that promote the development of skills needed to become gainfully employed as a mental health worker and enhance the knowledge base of those already employed. As part of their education, students complete an internship with a local agency serving mental health consumers.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate information on wellness and recovery promotion.

- Formulate wellness and recovery strategies to work with members of diverse communities.
- Demonstrate proficiency in entry-level skills including care brokerage, advocacy, outreach, systems navigation, documentation, and behavioral health coaching and mental health counseling.
- Perform behavioral, ethical, and professional skills necessary for employment in the mental health field.

Requirements for the Certificate of Achievement

Internship. Students must complete a semester long internship of at least 120 hours with an agency serving mental health consumers. Preparation and supervision for the field work experience will be provided in HLTH 104 and HLTH 105.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on the semester in which students enter the program, student preparation, and number of units completed per semester.

Courses Required for the Certificate of Achievement in Community Mental Health Worker

Course	Units
Required Courses	
HLTH 88 Family Systems	3.0
HLTH 102 Helping Relationships: Recovery and Wellness	3.0
HLTH 103 Community and Group Forums	3.0
HLTH 104 Internship Preparation and Professional Conduct in Mental Health	3.0
HLTH 105 Professional Skills for Community Mental Health Workers	2.0
HLTH 105W CMHC Internship Placement	2.0
Total:	**16.0**

Healthcare Interpreter Certificate

The curriculum for the Healthcare Interpreter (HCI) Certificate is designed to train bilingual/bicultural students to become linguistically and culturally competent interpreters who can function effectively and efficiently in healthcare settings. Through academic preparation, practical skills training and service in community based health care settings, certificate candidates learn interpreting skills in English and a Language Of Service (LOS). Both California and National Standards of Practice are included in the instruction. Graduates find employment interpreting in hospitals, clinics, or freelancing for remote and onsite interpreting agencies. This program complies with all training standards described by the National Council for Interpreting in Health Care.

Up to four different languages are offered each semester depending on number of applicants. A maximum of fifteen students (who share the same language-pair) will be admitted during any semester. Upon completion of the certificate and the HLTH 84 course, students would have completed a minimum of 350 hours of education and training.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret accurately and completely between English and language of service (LOS) in healthcare settings; conveying the meaning of the message and facilitating understanding and communication between parties speaking different languages and from different cultures.
- Apply appropriate interpreting roles, modes, and techniques to manage the flow of communication effectively in situations with varying degrees of complexity.
- Bridge cultural gaps and clarify diverse cultural beliefs and practices within the healthcare encounter.
- Apply healthcare interpreting standards, protocols and ethical principles.
- Assess and integrate professional skills necessary for employment in the healthcare interpreting (HCI) field.

Admission requirements

1. Proficiency in English and an additional language (see below for language proficiency evaluation)
2. Passing grade required in introductory course HLTH 84, Introduction to Healthcare Interpreting (.5 unit)
3. Submission of written application distributed in HLTH 84
4. Priority is given to those who have successfully completed at least three units of the following recommended courses: BIO 106 (Human Biology and Physiology), BIO 112 (Intro to Human Physiology), and HIT 51 (Basic Medical Terminology).
5. Assignment by program coordinator to a specific LOS group with a proposed semester of admission

Language Proficiency

Students' language proficiency is evaluated using a rubric through conversation and other assessment activities with a language coach. Anyone scoring below a rating of "4" is not accepted into the program. This scale is used to assess both English and the language of service (LOS).

Level 1: Very poor skills. Little or no fluency. Does not understand or follow the conversation.

Level 2: Poor to fair skills. Very heavy accent and problems with pronunciation. Hard to understand without much effort. Limited vocabulary and grammatical errors.

Level 3: Conversational skills only. Fairly simple but clear vocabulary. Understandable pronunciation and accent, but some difficulty with certain sounds. Some grammatical errors. Difficulty with fluency. Limited understanding of speaker.

Level 4: Very good skills. May have an accent but is completely understandable in the language. No or very minor grammatical errors. Very good fluency with few pauses. Understands the speaker easily.

Level 5: Excellent skills. Native speaker with extensive vocabulary. Unobtrusive accent. Able to express abstract thoughts. Words flow fluently with no pauses or stutters. Understands the speaker completely.

Requirements for the Certificate of Achievement

Students who are multilingual must participate in their strongest LOS.

All courses must be completed within a two-year period. Any student who withdraws from the program after successfully completing HLTH 80 must submit an HCI program withdrawal form.

Any student wishing to take HLTH 81, HLTH 82 and/or HLTH 300 12 months or more after completing HLTH 80 must submit a written reinstatement request to the program. Any student who receives a grade less than a "C" in HLTH 80 must re-apply for admission to the program in subsequent semesters.

Internship

Students must complete a 60-hour internship in HTLH 300, concurrent with HLTH 82. The HCI program will arrange and/or approve placements.

Upon award of the Healthcare Interpreter Certificate, students may take HLTH 91N Coaching Healthcare Interpreters in order to improve their skills as lead-interpreters in hospital settings or be able to coach emerging interpreters.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

For more information call the Health Education Department at (415) 452-5158.

Courses Required for the Certificate of Achievement in Healthcare Interpreter

Course	Units
Required courses:	
HLTH 80 Interpreting in Health Care I	6.5
HLTH 81 Interpreting in Health Care II	6.5
HLTH 82 Professional Skills for Healthcare Interpreters	3.0
HLTH 300 Work Experience in Health and Social Services	1.0-4.0
Total:	**17.0 – 20.0**

General Information

The Nutrition Assistant Program is a two-semester certificate program designed to develop competency in the delivery of nutrition-related services. Graduates of the program work as entry-level nutrition staff in public health and health care settings.

Nutrition Assistant Certificate

The Nutrition Assistant Program values the promotion of healthy living through education, nutrition resources, meal programs, outreach, and referral in our diverse multi-ethnic populations. The program is committed to train students to provide culturally sensitive, quality nutrition care to help clients achieve optimal health and well-being at every stage of life. Graduates of the program work as entry-level nutrition staff in public health and health care settings, such as Women, Infants, & Children (WIC) Supplemental Nutrition Programs, senior nutrition programs, public health agencies, University of California Cooperative Extension, schools and child care settings, hospitals and other health care facilities. Others may continue their educational pathway to transfer, or pursue a degree in dietetics, public health, or other related fields.

Learning Outcomes

Upon completion of this program, students will be able to:

- Plan and facilitate nutrition-related services.
- Apply basic nutrition and food safety principles.
- Apply learner-centered facilitation skills for group and individual nutrition education.
- Assess and integrate professional skills necessary for employment in the nutrition field.

Admission to the program is based on the following:

1. Graduation from an accredited high school or have passed the G.E.D. test or have passed the California High School Proficiency examination.

2. Completion of HLTH 170, Introduction to Dietetics Profession, with a grade of "C" or higher.

3. Recommended completion of ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English.

All applicants to the program must enroll in HLTH 170 which is offered the first five weeks of the fall semester.

Internship: Students must complete HLTH 175 Professional Skills for Nutrition Assistants, and HLTH 175W Nutrition Assistant Field Experience, a 10-week long internship of at least 160 hours with an agency providing nutrition services, under the mentorship of registered dietitians or other qualified nutrition professionals, and HLTH 175L, Nutrition Assistant Clinic providing 16 hours lab experience at the CCSF Student Health Center.

The minimum time for completion of this certificate is 2 semesters plus 1 month. HLTH 175 and HLTH 175W are late-start courses that extend 5 weeks past the end of the regular semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Nutrition Assistant

Course	Units
First Semester (Fall):	
HLTH 170 Introduction to Dietetics Profession	1.0
BIO 134 Introduction to Nutrition for Health Sciences	3.0
HLTH 172 Foodways, Nutrition & Health	3.0
Second Semester (Spring):	
HLTH 173 Life Span Nutrition & Assessment	4.0
HLTH 174A Intro to Clinical Nutrition	2.0
HLTH 174B Community Nutrition	2.0
HLTH 175 Professional Skills for Nutrition Assistants	2.0
HLTH 175W Nutrition Assistant Field Experience	2.5
HLTH 175L Nutrition Assistant Clinic	0.5
Total:	**20.0**

Sexual Health Educator Certificate*

*See Women's and Gender Studies

Trauma Prevention and Recovery Certificate*

*See Interdisciplinary Studies

Child Development: Youth Worker Certificate*

*See Child Development and Family Studies

Announcement of Courses

Credit, Degree Applicable Courses:

HLTH 6. End of Life Issues in the U.S. (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Multidisciplinary survey of end of life issues including cultural perspectives, public health policy, health care systems, psycho-social theories and methodology, and decision making about end of life care at the individual, family, community and societal level in the US. UC/CSU
Offered on occasion

HLTH 10. Health and Aging (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to gerontology for students pursuing careers in the aging field and those who will work with older adults in varied work settings. Employs a multidisciplinary perspective, incorporating biology, psychology, sociology, and public health approaches. It uses gerontology theory, research, and practice with social justice and multicultural perspectives. UC/CSU

HLTH 25. Women's Health (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Explores the social determinants and issues related to women's health on an individual and community level. Emphasis on evaluation of

health resources, behavior change process, and role of risk factors and prevention. UC/CSU

HLTH 27. Men's Health (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Exploration of the social determinants and issues related to men's health on the individual and community levels. Emphasis on evaluation of health resources, behavior change process, and role of risk factors and prevention. UC/CSU

HLTH 30. Drugs, Health, and Society (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course offers an examination of the history of alcohol, tobacco, and drug use. From a public health perspective, students will analyze drug policies and their impact on, health, culturally diverse, marginalized, and low income communities. Students will also develop skills to advocate for policy change. CSU

HLTH 33. Introduction to Health and Wellness (2)
Lec-35 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to the causes and consequences of illness and the promotion of individual, family and community health based on research in public health, social and behavioral sciences. Examination of the causes, consequences, available treatments and strategies for prevention of major health conditions across the life cycle. UC/CSU

HLTH 38. Trauma Response and Recovery (3)
Lec-52.5 P/NP available
This course is designed for students in the health, justice, or social service fields. Students will review definitions of trauma, identify traumatic events, analyze ways trauma affects survivors, learn varying approaches to trauma recovery, and develop client-centered skills to support the recovery of others. CSU
Offered Fall semesters

HLTH 48. Violence as a Public Health Issue: Prevention Strategies (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
Public health perspectives on diverse types of violence, with a focus on trends over time, causes and risk factors of violence, in order to develop strategies for violence prevention. Trauma and other consequences of violence will be examined. Community-based prevention skills such as educational outreach and policy advocacy are introduced and practiced in this course. CSU
Offered Spring semesters

HLTH 49. Ethics and Counseling in Addiction and Recovery (3)
Lec-52.5
Prereq: HLTH 100
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to ethical and legal issues in counseling people with substance use disorders. Develops frameworks for addressing ethical and legal issues that include a variety of socio-cultural models. Develops understanding of laws, code of ethics, and client rights. The relationship between personal values and professional behavior will be explored as well as an Introduction to client centered counseling skills and practice. CSU

HLTH 52. Critical Perspectives in Global Health (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Explores the primary determinants of global health, inequalities in health status among nations, and current challenges, controversies and public policy priorities. UC/CSU

HLTH 53. Personal and Community Health (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Critical analysis of the causes and contributors to individual and community health and illness based on public health and other social and behavioral sciences. Exploration of physical, mental, social and political aspects of health along with causes, consequences, prevention strategies and treatments for major health conditions across the life cycle. UC/CSU

HLTH 54. Introduction to Public Health (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to public health approaches for the prevention and control of disease and injury, drawn from epidemiology, health policy, behavioral health, environmental health, community organizing, maternal and child health and other public health disciplines. Students examine contemporary health challenges with an emphasis on addressing social determinants to improve health for all. UC/CSU

HLTH 56. Politics of Food and Health (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course critiques the United States food system and policies through a health equity framework exploring topics including nutritional guidelines, dieting and weight loss industry, food assistance programs, food security, legislation, industrial food production, the role of agriculture and corporations, and alternative food systems. UC/CSU

HLTH 59. Intro to the Community Health Worker Field (1)
Lec-17.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
An introduction to the roles and core competencies of Community Health Workers (CHW) and the requirements of the CCSF CHW Certificate Program. Students will learn key public health concepts and models for providing client-centered services, and assess their readiness and interest in applying to the CHW Certificate Program. CSU

HLTH 64. Health Education Training: Skills and Practice (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
Principles and practice in the planning, facilitation and evaluation of public health education and trainings. This course covers basic theories and participatory training methods, with a focus on meeting the needs of diverse communities and adult learners. CSU

HLTH 65. Youth Development & Leadership (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
This course is an introduction to the principles of youth development and significant health issues affecting today's youth. The course focuses on strategies and skills to engage and involve young people in their own decision-making and advocacy. CSU
Offered Spring semesters

HLTH 66. Chronic Conditions Management (3)
Lec-52.5 P/NP available
Prepares front-line health and public health workers to support patients in the self-management of chronic health conditions through the use of client-centered concepts and skills. CSU

HLTH 67. HIV and Hepatitis Navigation Skills (3)
Lec-52.5 P/NP available
Prepares frontline workers to provide navigation services to those at risk for and living with HIV and hepatitis diseases and common co-occurring conditions informed by a public health and social justice framework. CSU
Offered Fall semesters

HLTH 70. Physiological Effects of Addiction (3)
Lec-52.5
Prereq: HLTH 100
This course provides an overview of basic physiology and pharmacology including how chemicals are administered and metabolized. The systemic, behavioral, and psychological effects of addiction, along with the latest clinical research and evidence-based treatment practices, are reviewed. CSU

HLTH 73. Case Management/Individual Intervention (3)
Lec-52.5
Prereq: HLTH 75 and HLTH 78
This course offers an introduction to case management, intake and data collection, client record management, client-centered counseling, documentation and referrals. It prepares students to work in the field of substance use and community behavioral health services. CSU
Offered Spring semesters

HLTH 75. Treatment Modalities (3)
Lec-52.5
Prereq: HLTH 100
This course is designed to examine the different approaches and structures in the treatment continuum for substance use disordered clients. CSU

HLTH 77. Co-Occurring Disorders (3)
Lec-52.5, field trips
Prereq: HLTH 100
This course will help students to identify substance use disorders and common mental health disorders and their interactions. Examination of the Diagnostic Statistical Manual (DSM-5), practical strategies and interventions for working with individuals with co-occurring disorders and field research will be included. CSU
Offered Spring semesters

HLTH 78. Ethics and Drug Counseling (2)
Lec-35
Prereq: HLTH 100
Introduction to ethical and legal issues in counseling people with problematic drug use. Develops frameworks for addressing ethical and legal issues that include a variety of sociocultural models. Develops understanding of laws, code of ethics, and client rights. The relationship between personal values and professional behavior will be explored. CSU

HLTH 79. Professional Skills for Addiction and Recovery Counselors (3)
Lec-52.5, field trips
Prereq: HLTH 30 and HLTH 70 and HLTH 75 and HLTH 78
Coreq: HLTH 79W
This course addresses key professional concepts and skills for students enrolled in the Addiction and Recovery Counseling Certificate and co-enrolled in the internship course. CSU
Formerly HLTH 79A and HLTH 79B

HLTH 79W. Addiction and Recovery Counseling Work Experience (1-4)
Work-60-250 P/NP available
Prereq: Approval of Health Education Department; Completion of or concurrent enrollment in: HLTH 79
Repeat: max. 4.0 units
Students complete an internship with local employers to gain meaningful work experience and earn credit towards their Addiction and Recovery Counseling certificate. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU

HLTH 80. Interpreting in Health Care I (6.5)
Lec-105, Lab-27, field trips P/NP available
Prereq: HLTH 84
Training for bilingual individuals to develop awareness, knowledge, and skills necessary for effective language interpretation in health care settings. Emphasis on the standards of practice of a healthcare interpreter, basic knowledge of common medical conditions, treatments, and procedures, cultural competency for specific communities necessary in the art of interpretation. CSU

HLTH 81. Interpreting in Health Care II (6.5)
Lec-105, Lab-27, field trips P/NP available
Prereq: HLTH 80
Coreq: HLTH 82
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Advanced training for bilingual individuals as integral members of healthcare teams, bridging linguistic and cultural gaps between clients and providers. A focus on specialty areas, such as, genetics, mental health, physical medicine, palliative care and issues related to diverse populations. Advanced skills development in ethical decision making, memory development, advocacy, active listening, and the art of feedback. Continued development of cultural competency and intercultural communication. CSU

HLTH 82. Professional Skills for Healthcare Interpreters (3)
Lec-52.5 P/NP available
Prereq: HLTH 80; Completion of or concurrent enrollment in: HLTH 81
Coreq: HLTH 300
This course addresses key professional concepts and skills for students enrolled in the Healthcare Interpreter Certificate (HCI) program and co-enrolled in an internship course. CSU

HLTH 84. Introduction to Interpreting in Healthcare (.5)
Lec-9 P/NP only
Recommended Prep: ESL 142 and excellent proficiency in a second language such as Spanish, Cantonese, Mandarin, Vietnamese, Russian, Arabic, Korean, Mongolian, or Burmese
Bilingual students are introduced to the field of healthcare interpreting and the the California HCI Standards. Required for CCSF's Healthcare Interpreter (HCI) Certificate Program, this course explores the roles,

scopes and practice of health care interpreters. In addition, the HCI program will be explained and linguistic proficiencies will be assessed. CSU

HLTH 86. Group Treatment for Recovery (3)
Lec-52.5
Prereq: HLTH 75 and HLTH 78
This course offers an introduction to group facilitation skills for addiction treatment, including group dynamics, action planning, leadership and facilitation skills. It prepares students for competence in group treatment facilitation toward the Certified Addictions Treatment Counselor credential, as required by the California Association for Alcohol and Drug Educators (CAADE) CSU
Offered Fall semesters

HLTH 87. Assessment and Services for Older Adults (3)
Lec-52.5 P/NP available
This course looks at assessment as a process in which advocates work in partnership with older adults to understand what is needed to meet elders' goals for independent living. It includes collecting information on the physical, mental, emotional, familial, and social factors that play a role in realizing those goals; identifying services; determining eligibility; and developing skills in creating person-centered plans. CSU
Offered Fall semesters

HLTH 88. Family Systems (3)
Lec-52.5 P/NP available
Prereq: HLTH 102
An introduction to the applied principles of the wellness and recovery model when working with families in behavioral health settings. The course examines the implications of cultural humility, human development, counseling principles, assessment, supportive resources, and the impact of the system of care in applied practice. CSU
Offered Fall semesters

HLTH 89. Independent Study in Health (1-3)
Lab-52.5 to 157.5 P/NP available
Recommended Prep: Successful completion of a Health Education Course
Supervised individual or group study on topics and issues in public and community health. CSU
Offered on occasion

HLTH 90B. Harm Reduction and Health (.5)
Lec-9
Basic principles and practices of harm reduction. CSU

HLTH 90C. Introduction to Trauma and Recovery (.5)
Lec-9 P/NP available
Students will review definitions of trauma, identify common traumatic events and analyze the ways in which trauma experiences affect the health of survivors. Students will discuss diverse approaches to recovering from traumatic events. CSU

HLTH 91C. Hepatitis ABCs (1)
Lec-18
Overview of viral hepatitis with a focus on hepatitis C as a current public health issue. Emphasis on harm reduction, prevention, navigation and advocacy related to the relationships among substance use, HIV and hepatitis. CSU

HLTH 91D. Introduction to Wellness and Recovery Model in Mental Health (1)
Lec-17.5 P/NP available
Introduction to the Community Mental Health Certificate and wellness and recovery model in mental health, including the shifting role of service providers and consumers, and practical methods used by communities to promote wellness, recovery, and resiliency. CSU

HLTH 91H. Elder Abuse Prevention (1)
Lec-17.5 P/NP available
Elder abuse, its varied forms, and physical, behavioral and environmental indicators. Social determinants of elder abuse, multicultural perspectives, and methods of prevention. CSU

HLTH 91K. Language Access Strategies and Effective Collaboration with Healthcare Interpreters (1)
Lec-18 P/NP only
Language and cultural barriers can impede the health of individuals and can be costly for health systems. This course provides language access strategies and the effective collaboration with interpreters across language and cultural barriers in healthcare settings CSU
Offered on occasion

HLTH 91M. Mindful Stress Reduction (1)
Lec-18 P/NP available
This course focuses on Mindfulness-Based Stress Reduction elements including mindfulness meditation and movement practices. Application of these stress reduction practices in everyday life will be supported through the in-class practice of various mindfulness techniques and shared self-reflection. CSU

HLTH 91N. Coaching Healthcare Interpreters (1)
Lec-17.5 P/NP only
Prereq: Healthcare Interpreter Certificate from CCSF or other California Community College; and/or National Healthcare Interpreter Certificate (such as CHIÂ„¢ or CoreCHIÂ„¢ from the Certification Commission for Healthcare Interpreters or the CMI from the National Board of Certification For Medical Interpreters) ; Documented employment as a healthcare interpreter for one year at 20 hrs/week
Students will learn how to coach emerging interpreters in integrating medical terminology in various languages to their vocabulary, how to create activities that assist the memorization of terminology and how to set up, facilitate and debrief role-plays in which the skills of interpreting are practiced. The course is designed for fully certified working healthcare interpreters who would like to coach emerging interpreters. CSU
Offered on occasion

HLTH 95. Transgender Health: Working with Clients and Communities (1)
Lec-17.5 P/NP available
A critical analysis of the public health status of transgender populations. The course will provide knowledge, skills, and resources necessary to work effectively in health and social service settings that serve transgender clients and communities. CSU
Offered Fall semesters

HLTH 97. Stress and Resilience (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Overview of social and behavioral theories and core concepts of stress, stress reduction and stress management. Critical assessment of the health impacts of stress on individuals, communities, and society. Evidence-based approaches to reducing stress responses and promoting improved health indicators. CSU
Offered on occasion

HLTH 100. Introduction to Addiction and Recovery Counseling (1)
Lec-17.5
This course introduces students to the field of alcohol and drug counseling and provides an over view of the requirements for the Addiction and Recovery Counseling Certificate. Students will identify necessary skills and potential challenges to succeeding in the field. CSU

HLTH 102. Helping Relationships: Recovery and Wellness (3)
Lec-52.5 P/NP available
This course offers an introduction to the applied and theoretical principles of the wellness and recovery model. The course emphasizes consumer-directed services, action planning, documentation, systems navigation, trauma informed care, crisis management and counseling skills. CSU
Offered Fall semesters

HLTH 103. Community and Group Forums (3)
Lec-52.5
Prereq: HLTH 91D
This course offers an introduction to group facilitation skills, community evaluation methods, community and group dynamics, action planning and community-based leadership development. It prepares students to work in the fields of behavioral health, wellness and recovery, and related fields. CSU
Offered Spring semesters

HLTH 104. Internship Preparation and Professional Conduct in Mental Health (3)
Lec-52.5 P/NP available
Prereq: Completion of or concurrent enrollment in: HLTH 91D
The course prepares students for internship placement in behavioral health settings. Emphasis is placed on reviewing and practicing course counseling skills, legal and ethical issues, standard documentation of service delivery, expectations and responsibilities, cultural humility, self-care, and placement strategies including resume writing and employment interviewing skills. CSU
Offered Spring semesters

HLTH 105. Professional Skills for Community Mental Health Workers (2)
Lec-35 P/NP available
Prereq: HLTH 104
Coreq: HLTH 105W
This course addresses key professional concepts and skills for students enrolled in the Community Mental Health Certificate Program and co-enrolled in an internship course. CSU
Offered Fall semesters

HLTH 105W. CMHC Internship Placement (2)
Work-120-150 P/NP available
Prereq: Approval of the Health Education Department; Completion of or concurrent enrollment in: HLTH 105
Students complete an internship with local employers to gain meaningful work experience and earn credit towards their Community Mental Health Certificate. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU

HLTH 110. Health Impacts of Incarceration (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Health impacts of incarceration for individuals, families and communities. Incarceration and reentry policies will be examined. New models for promoting positive health outcomes among formerly incarcerated populations will be analyzed. CSU
Offered Fall semesters

HLTH 116. Conflict Resolution Skills in Health (1)
Lec-17.5 P/NP available
In this interactive course, students will learn the impact of unresolved conflict on health and practice essential skills for the management of conflict in their own lives, their communities and community health settings. Implications of culture and power dynamics on conflict resolution will be examined. Students will develop an understanding of their own conflict style and identify areas for growth. CSU

HLTH 120. Educational Justice and Health Equity (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Exploration of the history of educational systems and its impact on public health on the individual and community level. Course integrates academic success skills. UC/CSU
Offered on occasion

HLTH 170. Introduction to Dietetics Profession (1)
Lec-17.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Focuses on the scope and nature of work in the nutrition field, including higher education pathways, career opportunities, professional roles, skills, responsibilities, ethics. Includes guest presentations by various nutrition paraprofessionals and networking opportunities with registered dietitians. This course is a prerequisite for acceptance to the Nutrition Assistant Program. CSU
Formerly HOEC 98
Offered Fall semesters

HLTH 172. Foodways, Nutrition & Health (3)
Lec-52.5
Prereq: HLTH 170
This course is the study of the cultural, social, and economic influences on food habits/practices of different population groups; their diet-related health risks and implications. Cross-cultural communication strategies; food budgeting, food service safety and sanitation will also be covered. CSU
Formerly HOEC 100
Offered Fall semesters

HLTH 173. Life Span Nutrition & Assessment (4)
Lec-70
Prereq: BIO 134
Nutritional needs and special nutrition issues common at different periods of the life cycle from conception, pregnancy and lactation, infancy, childhood, adolescence, young, middle and late adulthood. Also covers nutrition screening parameters to assess nutrition risk for each life stage. CSU
Offered Spring semesters

HLTH 174A. Intro to Clinical Nutrition (2)
Lec-35
Prereq: BIO 134 and HLTH 172
This course focuses on the basic principles of medical nutrition therapy, covering the relationships among diseases, disorders and nutrition, and examines how diet therapy by itself or along with other

treatment modalities promotes recovery and achievement of optimal nutritional status. CSU
Offered Spring semesters

HLTH 174B. Community Nutrition (2)
Lec-35
Prereq: BIO 134 and HLTH 172
This course focuses on nutrition applications in public health, including food and nutrition assistance programs and resources, nutrition-related problems in the community, learner-centered education strategies and group facilitation skills for effective nutrition education outreach. CSU
Offered Spring semesters

HLTH 175. Professional Skills for Nutrition Assistants (2)
Lec-35
Prereq: HLTH 173 and HLTH 174A and HLTH 174B
Coreq: HLTH 175L and HLTH 175W
This course addresses key professional concepts and skills for students enrolled in the Nutrition Assistant Certificate Program and co-enrolled in an internship course. CSU
Formerly HOEC 106
Offered Spring semesters

HLTH 175L. Nutrition Assistant Clinic (.5)
Lec-3.5, Lab-16 P/NP only
Prereq: Completion of or concurrent enrollment in: HLTH 175
As part of the field experience of the Nutrition Assistant Program, the Nutrition Clinic will provide the opportunity to conduct nutrition counseling services for the campus community, including intake, assessment, motivational interviewing, diet analysis, nutrition education, and documentation under the supervision of registered dietitian faculty. CSU
Offered Spring semesters

HLTH 175W. Nutrition Assistant Field Experience (2.5)
Work-160-187.5
Prereq: Approval of the Health Education Department; Completion of or concurrent enrollment in: HLTH 175
Students complete a field experience with local employers to gain meaningful work experience and earn credit towards their Nutrition Assistant Certificate. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU

HLTH 177. Introduction to Child Nutrition (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
The course provides an overview of child nutrition issues, with an emphasis on practical skills and approaches to influence positive eating behaviors that promote optimal health and nutrition. Topics include basic nutrition principles, the feeding relationship, breastfeeding & child nutrition, planning healthy meals & snacks, food safety, childhood obesity, physical activity, nutrition education, child nutrition programs & food assistance resources. CSU
HLTH 177=CDEV 107 Formerly HOEC 107

HLTH 201. CHW Principles & Practice 1 (5)
Lec-87.5
Prereq: HLTH 59
Prepares students for Community Health Worker (CHW) positions in the health and social service fields. The course emphasizes skill development in areas such as cultural humility and client-centered assessment, health education and counseling. CSU

HLTH 202. CHW Principles & Practice 2 (5)
Lec-87.5
Prereq: HLTH 201
Students will continue to develop core CHW competencies such as cultural humility and client-centered health education, counseling and care management services. They will continue to enhance professional skills essential for success in the field, and will study concepts and skills for providing group and community-centered assessment, education, support and advocacy services. CSU

HLTH 203. Professional Skills for Community Health Workers (2)
Lec-35
Prereq: Completion of or concurrent enrollment in: HLTH 202
Coreq: HLTH 203W
This course addresses key professional concepts and skills for students enrolled in the Community Health Worker Certificate program and co-enrolled in an internship course. CSU

HLTH 203W. CHW Internship Placement (2)
Work-120-150
Prereq: Approval by the Health Education Department; Completion of or concurrent enrollment in: HLTH 203
Students complete an internship with local employers to gain meaningful work experience and earn credit towards their CHW Certificate. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU

HLTH 221. Health and Social Justice (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Explore the role of social injustices as root causes of the uneven distribution of ill health according to class, race and gender. Students will examine current issues, the process for influencing change and the role of social movements in creating more healthy and equitable communities. Students will also build their skills to effectively advocate for health and social justice. UC/CSU
Offered Fall semesters

HLTH 231. Healthy Cities and Communities (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Explores the relationship between policy, the built urban environment and health. Survey current policy issues in urban community health, and the process for influencing policy. Develop skills to serve as an effective advocate for policy change and community health. UC/CSU
Offered on occasion

HLTH 300. Work Experience in Health and Social Services (1-4)
Work-60-300 P/NP available
Prereq: Approval of Health Education Department; Completion of or concurrent enrollment in: HLTH 82 or HLTH 105 or HLTH 203 or HLTH 175 or HLTH 79
Repeat: max. 8.0 units
Students complete an internship with local employers to gain meaningful work experience and earn credit towards a certificate in the Health Education field. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU

Noncredit Courses:

HLTH 5018. Tai Chi for Health (36-43 hrs)
Practical application of Tai Chi and Tai Chi Qigong as meditation in movement exercises, and understanding of their benefits for stress relief, mental alertness and bodily control.

HLTH 5122. Nutrition for the Later Years (35 hrs)
Practical information, effective strategies, and skills that teach the student how to practice good nutrition, manage personal health, and maintain an active, healthy lifestyle in the later years.
Formerly HLTH 5122

HLTH 5123. Practical Nutrition Skills for the Later Years (12 hrs)
Practical information, effective strategies, and skills that teach the student how to practice good nutrition and manage health in the later years. This short-term course will focus on consumer skills related to food purchasing, label reading, stretching the food dollar, meal planning, food safety and health literacy.

History

Office: Batmale 656
Phone Number: (415) 239-3330
Web Site: www.ccsf.edu/socialsci

Announcement of Curricula

History Major (AA-T)

History is the study of multiple aspects of human behavior including the development of world civilizations; the creation of arts, literature, philosophy, and science; development of cultural heritages, political institutions, international diplomacy; and the significant achievements of human kind. The History major is designed to develop knowledge, analytical skills, and critical insight into the nature of humanity and the historical underpinnings of our current world. The core History program includes survey studies on the United States and Western Civilization. Survey courses on specific continents such as Africa, Latin America, and Asia, and focused studies on specific countries such as China, the Philippines, and Mexico, provide a breadth of coverage of international developments. Attention to traditionally under-represented groups such as women, African Americans, Latinos, Asian Americans, Native Americans, Lesbian, Gay, Bi and Transgendered peoples provides a multicultural emphasis on human achievement. The aim is to prepare students for active participation in all areas of life, with a deep understanding of how the present has been shaped by the past, and to prepare for transfer to a four-year university, and then to a range of possible careers.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze, evaluate and synthesize historical evidence and interpretations and use methods of inquiry and expression appropriate to the discipline.
- Explain historical developments and trends, including the impact of class, gender, ethnicity, technology, culture and politics related to the courses taken.
- Interpret primary and secondary sources to compose a written argument or interpretation which uses them, as appropriate, for support.
- Explain the major social, cultural, political, technological and economic developments in United States history, their causes and effects, and their historical significance.
- Analyze changes in the political, social, cultural and economic organization in the western world and explain their historical significance.
- Explain the major social, cultural, political, technological and economic developments in non-western countries and their historical impact on the western world and global development.
- Examine the art, literature and major cultural traditions of people through the ages, as appropriate.

Students who wish to earn the Associate in Arts in History for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirements may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in History

Course	Units
Required courses:	
HIST 17A The United States	3.0
HIST 17B The United States	3.0
HIST 4A Western Civilization	3.0
HIST 4B Western Civilization	3.0
Choose one of the following Diversity courses for United States Under-Represented Groups:	
HIST 9 Immigrants in American History	3.0
HIST 12A United States Women's History: Pre-colonial Through 1880s.	3.0
HIST 12B United States Women's History: 1890-Present	3.0
HIST 15A History of the American Indian: Eastern Tribes	3.0
HIST 15B History of the American Indian: Western Tribes	3.0
HIST 21 History of the Mexican American/Chicano	3.0
HIST 41A The African American in the United States From the Colonial Era to the Civil War.	3.0
HIST 41B The African American in the United States From the Reconstruction to the Present	3.0
HIST 45 LGBT American History	3.0
Choose one of the following courses:	
HIST 18A The Colonial History of Latin America	3.0
HIST 18B History of Latin America	3.0
HIST 20 History of Mexico	3.0
HIST 35A Chinese History	3.0
HIST 35B History of China	3.0
HIST 37 History of the Philippines	3.0
Choose one of the following courses:	
HIST 1 The United States Since 1900	3.0
HIST 5 Europe Since 1900	3.0
HIST 37 History of the Philippines	3.0
HIST 40 History of California	3.0
HIST 49 History of San Francisco	3.0
Any of the previously listed course electives not already completed	
Total:	**21.0**

Announcement of Courses

Credit, Degree Applicable Courses:

HIST 1. The United States Since 1900 (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An in-depth history of the United States since 1900, with emphasis on the more important political, economic, social, artistic, and cultural aspects of American life and on the role of the United States in world affairs. UC/CSU

HIST 4A. Western Civilization (3)
Lec-52.5
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Development of Western Civilization from ancient times through the Reformation. The emergence of civilization in the Near East; Greek and Roman civilizations, development of Christianity, Byzantine, and Islamic influences, the Middle Ages, and the intellectual and religious changes of the Renaissance and Reformation. UC/CSU
C-ID HIST 170

HIST 4B. Western Civilization (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An in-depth history of Western Civilization since 1600, with emphasis on the more important political, economic, social, artistic, and cultural aspects of western life and on the role of the western civilization in world affairs. UC/CSU
HIST 4A is not prerequisite to 4B. HIST 4B covers the period from the Reformation into the twentieth century.

HIST 5. Europe Since 1900 (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of the developments that have shaped Europe's political, economic, social and cultural development since 1900, with emphasis on European and world relationships since 1914. Major topics will include the effects on Europe of the World Wars and the power blocks, along with the reason for current European attitudes. UC/CSU

HIST 9. Immigrants in U.S. History (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Comparison of selected Asian, African, European and Latino groups in the United States from colonial times to the present. Students examine and compare economic, social, and cultural contributions of immigrant communities; evaluate immigration and naturalization policies; and discuss issues of acculturation and ethnic identity. UC/CSU

HIST 12A. United States Women's History: Pre-colonial Through 1880s (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college level English
An in-depth study of the experiences, roles and contributions of women in political, economic, social, and cultural development from the pre-colonial period through the 1880s. UC/CSU
HIST 12A is not preprequisite to HIST 12B.

HIST 12B. United States Women's History: 1890-Present (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college level English
An in-depth study of the experiences, roles and contributions of women in political, economic,social and cultural development from 1890 to the present. UC/CSU
HIST 12A is not a preprequisite to HIST 12B.
Offered in Fall semesters

HIST 15A. History of the American Indian: Eastern Tribes (3)
Lec-52.5 P/NP available
Emphasis on Indians east of the Mississippi starting with the period of European colonization, continuing with the establishment of American domination and the removal policy, and ending with their participation in the Civil War. UC/CSU
HIST 15A not prerequisite to 15B. Emphasis on Indians east of the Mississippi.
Offered Fall semesters

HIST 15B. History of the American Indian: Western Tribes (3)
Lec-52.5 P/NP available
Emphasis on the life styles of Indians living west of the Mississippi and their wars in defense of their homelands. Governmental policies enacted toward the Indians since the Civil War. UC/CSU
HIST 15A not prerequisite to 15B. Emphasis on Indians west of the Mississippi.
Offered Spring semesters

HIST 17A. United States History to 1877 (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The history of the United States from the indigenous civilizations to 1877. A survey of the more important political, economic, social, artistic and cultural aspects of American life as well as the role of the United States in world affairs through Reconstruction.
UC/CSU
C-ID HIST 130
HIST 17A not prerequisite to 17B. HIST 17A covers from the pre-colonial period to the end of the Civil War.

HIST 17B. The United States (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The history of the United States from the end of the Civil War to the present. A survey of the more important political, economic, social, artistic, and cultural aspects of American life as well as of the role of the United States in world affairs. UC/CSU
C-ID HIST 140
HIST 17A not prerequisite to 17B. HIST 17B covers from the end of the Civil War to the present.

HIST 18A. The Colonial History of Latin America (3)
Lec-52.5 P/NP available
A survey of the colonial history of Latin America. Students examine historical, cultural, political, socio-economic and artistic elements from the conquest to independence. UC/CSU
HIST 18A not prerequisite to 18B

HIST 18B. History of Latin America (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Survey of Latin American history from independence in the 19th century to the present. UC/CSU
HIST 18A not prerequisite to 18B

HIST 20. History of Mexico (3)
Lec-52.5 P/NP available
A survey of the history of Mexico from the indigenous, colonial and modern eras. UC/CSU

HIST 21. History of the Mexican American/Chicano (3)
Lec-52.5 P/NP available
A survey of the history of Mexican Americans/Chicanos in the United States. Students examine historical, cultural, political, socio-economic and artistic elements. UC/CSU

HIST 35A. Chinese History (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Intellectual, social, political, and economic development of China. Chinese history from ancient times to the Qing Dynasty, approximately 1900. UC/CSU
HIST 35A covers from ancient times to approximately 1900.

HIST 35B. History of China (3)
Lec-52.5 P/NP available
Intellectual, social, political, and economic development of China from 1900 to the present. Emphasis is on twentieth-century China, concentrating on the rise of nationalism and Communist rule on the Mainland. UC/CSU
HIST 35A not prerequisite to 35B. HIST 35B covers from 1900 to the present.
Offered on occasion

HIST 37. History of the Philippines (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course covers the historical development of the Philippines from the pre-colonial period to present day. The evolution of national culture, political and social institutions, and foreign relations will also be examined. UC/CSU

HIST 40. History of California (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Examine the forces, events, and lives that shaped California, beginning with native cultures and Spanish exploration and colonization. The course will focus on the roles and interactions of Native Americans, Latino Americans, European Americans, and Asian Americans within the broader context of California's political, economic, cultural, and social history. UC/CSU

HIST 41A. African American History From Ancestral West Africa to the Civil War (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The political, social, artistic, and cultural history of people of African-American descent in the United States from their African beginnings to the Civil War. Covering the development of African-American culture and heritage from ancestral West Africa. UC/CSU

HIST 41B. 20th Century African American History from the Reconstruction to 21st Century (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The political, social, artistic, and cultural history of the African American people in the United States from the Civil War to the 21st Century. HIST 41B covers from the Reconstruction to the present. UC/CSU

HIST 45. LGBT American History (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Survey of the origins, development, and current status of the Lesbian, Gay, Bisexual, and Transgender reform and liberation movements in the United States, with particular emphasis since WWII. Includes the lives, communities, organizations, and resistance movements created by LGBT peoples from diverse racial, ethnic, and class backgrounds. UC/CSU

HIST 46. Independent Studies in History (1)
Lab-52.5
An individualized reading or research program where students work one-on-one with a faculty member on topics in History. CSU

HIST 49. History of San Francisco (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college level English
The growth of San Francisco from its origins as an Indian-Spanish-Mexican settlement to the metropolis of the San Francisco Bay Area. Emphasis will be on the role of San Francisco as a political, social, cultural, commercial and artistic capital of the West Coast. CSU

Humanities

Office: Art 213
Phone Number: (415) 452-7257
Web Site: www.ccsf.edu/english

Announcement of Courses

Credit, Degree Applicable Courses:

HUM 7. Comparative Religions (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of some major world religions: Hinduism, Buddhism, Daoism, Confucianism, Judaism, Christianity, and Islam. An analysis of the origins of these religions as well as their cultural contexts and present-day issues. UC/CSU

HUM 8. Philosophies of Religion (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A close reading of the sacred scriptures of six of the world's great religions (Hinduism, Buddhism, Daoism, Judaism, Christianity, and Islam), including their influences on their cultures and today's world. UC/CSU
Offered Spring semesters

HUM 11. Music, Art, and Literature: Traditional (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to traditional concepts in the humanities, embracing the visual arts, music, literature, and the cross-cultural life of the community, including exposure to the Bay Area's artistic communities. UC/CSU
Offered Fall semesters

HUM 12. Music/Art/Literature: Modern (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to modem concepts in the humanities, embracing the visual arts, music, literature, and the cross-cultural life of the community, including exposure to the Bay Area's artistic communities. UC/CSU
Offered Spring semesters

HUM 20. Bay Area Arts (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Explores how Bay Area artists' achievements in architecture, arts, music, literature, and other aesthetic expressions define our regional culture and our position in the broader international field of the arts. UC/CSU

HUM 25. Women in the Arts (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A cross-cultural survey of women's achievements in the visual, literary, and performing arts made through examination of current and historical examples. Student understanding is informed by original, biographical, and critical texts and enhanced by cultural theories of aesthetics, sex, gender, and race. UC/CSU
Offered Fall semesters

HUM 41A. Western Cultural Values: Pre-history to the Middle Ages (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or placement in ENGL 1A
The evolution of Western consciousness from Paleolithic times to the through the High Middle Ages. Emphasis on the creations of those artists and thinkers whose styles and modes of thought reflect the cultural temper of their times. UC/CSU
HUM 41A not prerequisite to 41B.
Offered Fall semesters

HUM 41B. Western Cultural Values (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The evolution of Western consciousness from the Renaissance to the modern era. Emphasis on the creations of those artists and thinkers whose styles and modes of thought reflect the cultural temper of their times. UC/CSU
HUM 41A not prerequisite to 41B
Offered Spring semesters

HUM 48. African-American Music, Art and Literature (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A study of significant works in African-American literature, philosophy, art, and music through an examination of examples and a comparison with other cultural expressions in the United States. UC/CSU
Offered on occasion

IGETC

Website: www.ccsf.edu/artic

Announcement of Curricula

IGETC Certificate

Students who complete the approved IGETC transfer pattern are eligible to obtain the Certificate of Achievement in Intersegmental General Education Transfer Curriculum (IGETC). Details of the course requirements and learning outcomes are available in the Transfer Information section of this catalog. Students are strongly encouraged to consult with a counselor for further information.

(See also CSU GE-Breadth Certificate)

Interdisciplinary Studies

Office: Batmale 211
Phone Number: (415) 452-5343
Web Site: www.ccsf.edu/IDST

Announcement of Curricula

Critical Middle East /South West Asia and North Africa Studies Major (AA)

The Critical Middle East Studies Associate's of Arts degree introduces students to an analysis of the history, politics, society, culture and religions of the Middle East/South West Asia and North Africa (SWANA) with attention to major events in the region and their representations and impacts across the Diaspora, especially in the United States. The program integrates area studies, ethnic studies, gender studies, and interdisciplinary methodologies. The required 3 unit courses are University of California and California State University transferable and collectively meet graduation area requirements in D-Social Sciences, E-Humanities, and H1-Diversity.

The program appeals to diverse students, including international students, who plan careers in many areas in the Humanities and Social Sciences with an emphasis in the Middle East/SWANA such as Religious Studies, International Relations, International Law, Global Studies, Political Science, Ethnic Studies, History, Language and Literature. The program primarily serves students who are transferring to a four-year university and additionally serves as professional development for employers, community-based organizations and social and government agencies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe the cultural and ideological influence of Islam and other major religions in the Middle East (SWANA).

- Compare the political systems of the Middle East/SWANA within an historical and social context.
- Examine social and cultural expressions within Middle Eastern /SWANA societies and diaspora communities.
- Analyze the relationship of women and minority groups to the state and society in the Middle East/SWANA and within diaspora communities.
- Evaluate and challenge the assumptions that underpin anti-Semitic and anti-Arab discrimination, Islamophobia and other forms of oppression.

Minimum time for completion is four semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Critical Middle East /South West Asia and North Africa Studies

Course	Units
Required core courses:	
IDST 29 Islam: Identity & Culture	3.0
IDST 30 Demystifying the Middle East	3.0
IDST 31 Women and Gender in the Middle East	3.0
IDST 81B Diversity and Social Justice: Anti-Semitism/Anti-Arabism	1.0
POLS 45 Governments and Politics of Middle East	3.0
Choose (2) units from the following Diversity and Social Justice courses:	
IDST 80A Diversity and Social Justice: Racism	0.5
IDST 80C Diversity and Social Justice: Sexism	0.5
IDST 80D Diversity and Social Justice: Heterosexism	0.5
IDST 80E Diversity and Social Justice: Ableism	0.5
IDST 80F Diversity and Social Justice: Class and Classism	0.5
IDST 80G Diversity and Social Justice: Transphobia	0.5
IDST 81A Diversity: Ageism and Adultism (Age-based Oppression)	1.0
Choose one of the following Social Justice courses for a minimum of 3 units:	
IDST 37 Introduction to Ethnic Studies	3.0
LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies	3.0
WGST 25 Introduction to Women's Studies: Feminism Demystified	3.0
SOC 25 Sex and Gender in American Society	3.0
Choose one of the following electives for a minimum of 3 units:	
ART 104 Asian Art History	3.0
ARCH 31A History of Architecture	3.0
ARCH 31B History of Architecture	3.0
BCST 104 Race and Media	3.0
ECON 6 International Economics	3.0
ENGL 44A Survey of World Literature, Part 1: Ancient, Medieval, and Early Modern	3.0
ENGL 44B Survey of World Literature, Part II: Early Modern to the Present	3.0
GEOG 4 Cultural Geography	3.0
HUM 7 Comparative Religions	3.0
HUM 8 Philosophies of Religion	3.0
IDST 4 Ways of Faith	3.0
IDST 7 Introduction to the United Nations	3.0
IDST 14 American Cultures in Literature and Film	3.0
IDST 27B Asian Humanities: Contemporary	3.0
IDST 36 Poetry for the People	3.0
IDST 45 Pacific Islanders in the U.S.	3.0
IDST 46 Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania	3.0
IDST 47 Trauma and the Arts: An Interdisciplinary Approach	3.0
LGBT 55 Contemporary Global LGBT Art and Culture	3.0
MUS 41 African Drumming Ensemble	3.0
PHST 40 Contemporary Issues in the Filipino Diaspora	3.0
PHST 42 Introduction to Philippine Arts	3.0
POLS 2 Comparative Government	3.0
POLS 5 International Relations	3.0
WGST 20 Her/His/Ourstories	3.0
Total:	**21.0**

Critical Pacific Islands & Oceania Studies Major (AA)

The Critical Pacific Islands & Oceania Studies Associate of Arts degree introduces students to a substantive and critical analysis of Pacific peoples and cultures in the U.S. diaspora and beyond. Centering on the voices of native Pacific Islanders, this interdisciplinary curriculum examines historical and contemporary topics, including colonization, militarization, social movements, diversity, social justice, and immigration. All required courses meet University of California (UC) and California State University (CSU) transfer requirements and/or City College of San Francisco General Education (GE) area requirements A (Communication & Analytical Thinking), C (Natural Sciences), D (Behavioral and Social Sciences) E (Humanities), G-1 (Health Knowledge), and H1 (Ethnic Studies).

The program appeals to diverse students, including international students, who are planning careers in many areas in the Humanities and Social Sciences with an emphasis in Critical Pacific Islands & Oceania Studies such as Religious Studies, International Relations, International Law, Global Studies, Political Science, Ethnic Studies, History, Language and Literature, Diversity and Social Justice, and Physical and Biological Sciences. The program is ideal for those whose work involves interacting with native Pacific Islanders and other communities of color such as service providers, health practitioners, law enforcement officers, researchers, teachers, and administrators and staff-members in community-based organizations, and social and government agencies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate the methods of inquiry used in the study of indigenous Pacific Islander communities including social science, behavioral science, and indigenous epistemologies.
- Compare and contrast the expression of the ocean aesthetic across Pacific Islander cultural practices such as architecture, arts, dance, film, language, literature, music, poetry, sports, and theater.
- Apply analytical skills, problem-solving, and decision-making techniques to improve study strategies, wellness, and life-long learning.

- Describe the intersectionality and interrelatedness of distinct forms of social oppression in the United States, such as anti-semitism and anti-arabism, adultism, ageism, ableism, classism, heterosexism, racism, sexism, and transphobia.
- Analyze and assess the relationships between human environments and scientific aspects of physical, natural environments.

Each course must be completed with a grade of C or higher, or pass.

Minimum time for completion is four semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses used to meet the Certificate of Achievement in Critical Pacific Islands & Oceania Studies may also be used to fulfill the requirements for this major. Courses used to meet the requirements for this major may also be used to meet IGETC or CSU GE requirements for the AA-T Social Justice Studies major.

Courses Required for the Major in Critical Pacific Islands & Oceania Studies

Course . . . . . Units

Required core courses:

IDST 45 Pacific Islanders in the U.S. 3.0
IDST 46 Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania 3.0
IDST 50/LERN 50 College Success 3.0
HLTH 33 Introduction to Health and Wellness 2.0

Choose two (2) units from the following Diversity and Social Justice courses:

IDST 80A Diversity and Social Justice: Racism 0.5
IDST 80C Diversity and Social Justice: Sexism 0.5
IDST 80D Diversity and Social Justice: Heterosexism 0.5
IDST 80E Diversity and Social Justice: Ableism 0.5
IDST 80F Diversity and Social Justice: Class and Classism 0.5
IDST 80G Diversity and Social Justice: Transphobia 0.5
IDST 81A Diversity: Ageism and Adultism (Age-based Oppression) 1.0
IDST 81B Diversity and Social Justice: Anti-Semitism/ Anti-Arabism 1.0

Choose one of the following Life, Land, Ocean, and Cosmos science course combinations:

Options listed below are all combinations of lecture and lab. When you choose an option, you must choose the lecture and lab that go together as indicated with the "and."

ASTR 19 Galaxies and the Universe 3.0
and ASTR 16 Observational Astronomy 1.0
BIO 32 Marine Biology 3.0
and BIO 32L Marine Biology Laboratory 1.0
ENRG 3 Introduction to Alternative Energy 3.0
and ENRG 3L Introduction to Alternative Energy Laboratory 1.0
GEOG 1 Physical Geography 3.0
and GEOG 1L Physical Geography Laboratory 1.0
GEOL 10 Physical Geology 3.0
and GEOL 10L Physical Geology Lab 2.0
OCAN 1 Oceanography 3.0
and OCAN 1L Oceanography Lab 2.0
P SC 11 Conceptual Physical Science 3.0
and P SC 11L Physical Science Laboratory 1.0
SUST 31/GEOG 31 Introduction to Environmental Science 3.0
and SUST 31L /BIO 31L /GEOG 31L Environmental Science Laboratory 1.0

Choose three (3) units from the following Social Justice Studies courses:

IDST 37 Introduction to Ethnic Studies 3.0
LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies 3.0
WGST 25 Introduction to Women's Studies: Feminism Demystified 3.0
SOC 25 Sex and Gender in American Society 3.0

Choose three (3) units from the following elective courses (if not used to fulfill the Social Justice Studies requirement):

ANTH 15 Philippine Culture and Society 3.0
ASAM 8 Filipino American Community 3.0
CINE 22 The Documentary Tradition 3.0
GEOG 4 Cultural Geography 3.0
IDST 7 Introduction to the United Nations 3.0
IDST 14 American Cultures in Literature and Film 3.0
IDST 29 Islam: Identity & Culture 3.0
IDST 30 Demystifying the Middle East 3.0
IDST 36 Poetry for the People 3.0
IDST 37 Introduction to Ethnic Studies 3.0
LGBT 9/LALS 9 The Latin American and Latina/o LGBT Experience 3.0
PHST 20 The Filipino Family 3.0
PHST 30 Philippine Society and Culture Through Film 3.0
PHST 40 Contemporary Issues in the Filipino Diaspora 3.0
PHST 42 Introduction to Philippine Arts 3.0

Total: . . . . . 23.0 – 24.0

Social Justice Studies: Ethnic Studies Major (AA-T)

The Associate of Arts in Social Justice Studies: Ethnic Studies for Transfer is designed to prepare students who wish to transfer to pursue studies in social justice with an emphasis in ethnicity and race.

The Social Justice Transfer Model Curriculum (TMC) is an area of emphasis (AOE) and has specifically been designed to prepare students for transfer into a variety of CSU majors, such as

- African American Studies
- Africana Studies
- American Indian Studies
- American Studies
- Arabic Language, Literature and Culture
- Asian American Studies
- Chicano/Chicana Studies
- Ethnic Studies
- Gender Studies
- History with an emphasis in Immigrant Studies
- Labor and Employment Studies
- Labor Studies
- Latin American Studies

- Liberal Studies w/Option in Interdisciplinary Studies in Culture & Society
- Liberal Studies Border Studies w/Option in Mexican-American Studies
- Modern Jewish Studies
- Negotiation, Conflict Resolution and Peace building
- Political Science with an emphasis in Ethnic Studies
- Sociology with a concentration in Critical Race Studies
- Sociology with a concentration Race, Class, and Gender
- Sociology with Inequalities and Diversity Option
- Social Science with Emphasis in Islamic and Arabic Studies
- Women, Gender, and Sexuality Studies
- Women's Studies,
- and many other possible CSU majors.

It is advised that students interested in Social Justice Studies majors or related careers meet with an affiliated counselor or department chair to discuss educational goals, course options, and transfer issues.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate the methods of inquiry and analysis used by the social and behavioral sciences in the study of racial, ethnic, and cultural formations.
- Analyze how the intersections of social class, gender, sexuality and ability pervade racial and ethnic identity formations.
- Evaluate the changing definitions of race and ethnicity and their impacts on cultures and societies.
- Appraise artistic and cultural representations that speak to race and ethnicity.
- Compare and contrast the struggles for social justice of diverse ethnic and racial groups in the United States.

Students who wish to earn the Associate of Arts in Social Justice: Ethnic Studies for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirements may also be used to meet IGETC or CSU GE requirements.

Minimum time for completion is four semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Social Justice Studies: Ethnic Studies

Course . . . . . Units

Required core course:

IDST 37 Introduction to Ethnic Studies 3.0

Choose one of the following core courses:

LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies 3.0

WGST 25 Introduction to Women's Studies: Feminism Demystified 3.0

Choose one of the following major preparation core courses:

AFAM 30 African American Consciousness 3.0

ASAM 20 Asian American Experience Since 1820 . . . . . 3.0

HIST 15A History of the American Indian: Eastern Tribes 3.0

LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0

Area Courses--Select 3 Courses from at least 2 areas for a minimum of 9 units. Courses used in one area cannot be used to fulfill a requirement for another area:

Area 1: History and Government

ASAM 20 Asian American Experience Since 1820 . . . . . 3.0

HIST 9 Immigrants in American History 3.0

HIST 18A The Colonial History of Latin America 3.0

HIST 12B United States Women's History: 1890-Present 3.0

HIST 15A History of the American Indian: Eastern Tribes 3.0

HIST 15B History of the American Indian: Western Tribes 3.0

HIST 20 History of Mexico 3.0

HIST 21 History of the Mexican American/Chicano 3.0

HIST 37 History of the Philippines 3.0

HIST 41A The African American in the United States From the Colonial Era to the Civil War 3.0

HIST 41B The African American in the United States From the Reconstruction to the Present 3.0

IDST 7 Introduction to the United Nations 3.0

LBCS 70A Who Built America? From the Colonial Era to the Civil War and Reconstruction 3.0

LBCS 70B Who Built America? From Reconstruction to the Present 3.0

LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0

LALS 11 Drug Wars in the Americas 3.0

LALS 13 Latin American & Latino/a Cross-Border Social Movements 3.0

POLS 12 Ethnic Politics in the United States 3.0

POLS 45 Governments and Politics of Middle East 3.0

Area 2: Arts and Humanities

AFAM 30 African American Consciousness 3.0

AFAM 40 The Black Experience in California 3.0

AFAM 60 African American Women in the US 3.0

ASAM 6 Asian American Issues through Literature 3.0

ASAM 10 Asian American Popular Culture 3.0

ASAM 30 Asian American Issues Through Film 3.0

ASAM 35 Asian American Women 3.0

HIST 15A History of the American Indian: Eastern Tribes 3.0

HIST 15B History of the American Indian: Western Tribes 3.0

HIST 18A The Colonial History of Latin America 3.0

HIST 18B History of Latin America 3.0

HIST 20 History of Mexico 3.0

HIST 21 History of the Mexican American/Chicano 3.0

HIST 37 History of the Philippines 3.0

HIST 41A The African American in the United States From the Colonial Era to the Civil War 3.0

HIST 41B The African American in the United States From the Reconstruction to the Present 3.0

IDST 3 Introduction to Museum Studies 3.0

IDST 14 American Cultures in Literature and Film 3.0
IDST 27B Asian Humanities: Contemporary 3.0
IDST 30 Demystifying the Middle East 3.0
IDST 31 Women and Gender in the Middle East 3.0
IDST 36 Poetry for the People 3.0
IDST 45 Pacific Islanders in the U.S. 3.0
IDST 46 Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania 3.0
LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0
LALS 14 Diego Rivera; Art and Social Change in Latin America 3.0
LGBT 11 Film Expression: History of Queer Film 3.0
LGBT 20 LGBT U.S. Art and Culture 3.0
LGBT 55 Contemporary Global LGBT Art and Culture 3.0
PHST 30 Philippine Society and Culture Through Film 3.0
PHST 42 Introduction to Philippine Arts 3.0

Area 3: Social Science

AFAM 30 African American Consciousness 3.0
AFAM 42 The Origins and History of Race Theory and Modern Racism 3.0
AFAM 60 African American Women in the US 3.0
ANTH 3C Introduction to Cultural Anthropology: Focus on American Cultures 3.0
ANTH 12 North American Indian Cultures 3.0
ANTH 20 Lesbian Gay Bisexual Transgender Anthropology 3.0
ANTH 25 Culture, Gender and Sexuality 3.0
ASAM 8 Filipino American Community 3.0
ASAM 20 Asian American Experience Since 1820 . . . . . 3.0
ASAM 22 Community Issues & Leadership 3.0
ASAM 27 Asian American Race Relations 3.0
ASAM 30 Asian American Issues Through Film 3.0
ASAM 35 Asian American Women 3.0
ASAM 40 Chinese American Community 3.0
ASAM 42 Southeast Asians in the U.S. 3.0
BCST 104 Race and Media 3.0
ECON 30 Economics of the African American Community 3.0
IDST 40 Contemporary Issues in the Filipino Community 3.0
IDST 45 Pacific Islanders in the U.S. 3.0
LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0
LALS 10 Latinas in the U.S./VOCES 3.0
LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies 3.0
LGBT 9/LALS 9 The Latin American and Latina/o LGBT Experience 3.0
LGBT 50 Lesbian/Gay/Bisexual/Transgender/ Communities of Color in the U.S. 3.0
PHST 40 Contemporary Issues in the Filipino Diaspora 3.0
POLS 12 Ethnic Politics in the United States 3.0
PSYC 23 Psychology of Race and Ethnic Relations 3.0
WGST 25 Introduction to Women's Studies: Feminism Demystified 3.0

Area 4: Quantitative Reasoning & Research Methods

LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies 5.0

Area 5: Major Preparation (if not used to fulfill core or area requirements)

AFAM 30 African American Consciousness 3.0
ASAM 20 Asian American Experience Since 1820 . . . . . 3.0
HIST 15A History of the American Indian: Eastern Tribes 3.0
LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0

Total: . . . . . 18.0 – 20.0

Collaborative Design Certificate*

The certificate program in Collaborative Design provides students with a strong foundation in multidisciplinary approaches to design and collaboration.

*See Maker Studies section of the catalog.

Critical Middle East /South West Asia and North Africa Studies Certificate

The Critical Middle East Studies Certificate of Achievement introduces students to an analysis of the history, politics, society, culture and religions of the Middle East/South West Asia and North Africa (SWANA) with attention to major events in the region and their representations and impacts across the Diaspora, especially in the United States. The program integrates area studies, ethnic studies, gender studies, and interdisciplinary methodologies. The required 3 unit courses are University of California and California State University transferable and collectively the courses meet graduation area requirements in D-Social Sciences, E-Humanities, and H1-Diversity.

The program appeals to diverse students, including international students, who plan careers in many areas in the Humanities and Social Sciences with an emphasis in the Middle East/SWANA such as Religious Studies, International Relations, International Law, Global Studies, Political Science, Ethnic Studies, History, Language and Literature. The program primarily serves students who are transferring to a four-year university and additionally serves as professional development for employers, community-based organizations and social and government agencies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe the cultural and ideological influence of Islam and other major religions in the Middle East/SWANA.
- Compare the political systems of the Middle East/SWANA within a historical and social context.
- Examine social and cultural expressions within Middle Eastern/SWANA societies and diaspora communities.
- Analyze the relationship of women and minority groups to the state and society in the Middle East/SWANA and within diaspora communities.
- Evaluate and challenge the assumptions that underpin anti-Semitic and anti-Arab discrimination, Islamophobia and other forms of oppression.

Credit towards other certificates: Some courses that count towards the Critical Middle East Studies/SWANA Certificate also fulfill requirements for the Diversity and Social Justice Certificate, the Political

Science and Women's Studies majors, and the Social Justice Studies AA-Ts.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Critical Middle East /South West Asia and North Africa Studies

Course	Units
Required Courses:	
IDST 29 Islam: Identity & Culture	3.0
IDST 30 Demystifying the Middle East	3.0
IDST 31 Women and Gender in the Middle East	3.0
IDST 81B Diversity and Social Justice: Anti-Semitism/Anti-Arabism	1.0
POLS 45 Governments and Politics of Middle East	3.0
Total:	**13.0**

Critical Pacific Islands & Oceania Studies Certificate

The Critical Pacific Islands & Oceania Studies Associate of Arts degree introduces students to a substantive and critical analysis of Pacific peoples and cultures in the U.S. diaspora and beyond. Centering on the voices of native Pacific Islanders, this interdisciplinary curriculum examines historical and contemporary topics, including colonization, militarization, social movements, diversity, social justice, and immigration. All required courses meet University of California (UC) and California State University (CSU) transfer requirements and/or City College of San Francisco General Education (GE) area requirements A (Communication & Analytical Thinking), C (Natural Sciences), D (Behavioral and Social Sciences) E (Humanities), and H1 (Ethnic Studies).

The program is ideal for those whose work involves interacting with native Pacific Islanders and other communities of color such as service providers, health practitioners, law enforcement officers, researchers, teachers, and administrators and staff-members in community-based organizations, and social and government agencies. The program should also encourage students to further their educational aspirations through the completion of an associate's degree and successfully transferring to a four-year university.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate the methods of inquiry used in the study of indigenous Pacific Islander communities including social science, behavioral science, and indigenous epistemologies.
- Compare and contrast the expression of the ocean aesthetic across Pacific Islander cultural practices such as architecture, arts, dance, film, language, literature, music, poetry, sports, and theater.
- Apply analytical skills, problem-solving, and decision-making techniques to improve study strategies, wellness, and life-long learning.
- Describe the intersectionality and interrelatedness of distinct forms of social oppression in the United States, such as anti-semitism and anti-arabism, adultism, ageism, ableism, classism, heterosexism, racism, sexism, and transphobia.
- Analyze and assess the relationships between human environments and scientific aspects of physical, natural environments.

Each course must be completed with a grade of C or higher, or pass.

Minimum time for completion is two semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Critical Pacific Islands & Oceania Studies

Course	Units
Required core courses:	
IDST 45 Pacific Islanders in the U.S.	3.0
IDST 46 Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania	3.0
IDST 50/LERN 50 College Success	3.0
Choose two units from the following Diversity and Social Justice courses:	
IDST 80A Diversity and Social Justice: Racism	0.5
IDST 80C Diversity and Social Justice: Sexism	0.5
IDST 80D Diversity and Social Justice: Heterosexism	0.5
IDST 80E Diversity and Social Justice: Ableism	0.5
IDST 80F Diversity and Social Justice: Class and Classism	0.5
IDST 80G Diversity and Social Justice: Transphobia	0.5
IDST 81A Diversity: Ageism and Adultism (Age-based Oppression)	1.0
IDST 81B Diversity and Social Justice: Anti-Semitism/ Anti-Arabism	1.0
Choose one of the following Life, Land, Ocean, and Cosmos science course combinations:	
Options listed below are all combinations of lecture and lab. When you choose an option, you must choose the lecture and lab that go together as indicated with the "and".	
ASTR 19 Galaxies and the Universe	3.0
and ASTR 16 Observational Astronomy	1.0
BIO 32 Marine Biology	3.0
and BIO 32L Marine Biology Laboratory	1.0
ENRG 3 Introduction to Alternative Energy	3.0
and ENRG 3L Introduction to Alternative Energy Laboratory	1.0
GEOG 1 Physical Geography	3.0
and GEOG 1L Physical Geography Laboratory	1.0
GEOL 10 Physical Geology	3.0
and GEOL 10L Physical Geology Lab	2.0
OCAN 1 Oceanography	3.0
and OCAN 1L Oceanography Lab	2.0
P SC 11 Conceptual Physical Science	3.0
and P SC 11L Physical Science Laboratory	1.0
SUST 31/GEOG 31 Introduction to Environmental Science	3.0
and SUST 31L /BIO 31L /GEOG 31L Environmental Science Laboratory	1.0
Choose three (3) units from the following elective courses:	
ASAM 8 Filipino American Community	3.0
ANTH 15 Philippine Culture and Society	3.0
CINE 22 The Documentary Tradition	3.0
GEOG 4 Cultural Geography	3.0
IDST 4 Ways of Faith	3.0
IDST 7 Introduction to the United Nations	3.0
IDST 14 American Cultures in Literature and Film	3.0

IDST 27B Asian Humanities: Contemporary 3.0
IDST 29 Islam: Identity & Culture 3.0
IDST 30 Demystifying the Middle East 3.0
IDST 36 Poetry for the People 3.0
IDST 37 Introduction to Ethnic Studies 3.0
LGBT 9/LALS 9 The Latin American and Latina/o LGBT Experience 3.0
PHST 20 The Filipino Family 3.0
PHST 30 Philippine Society and Culture Through Film 3.0
PHST 40 Contemporary Issues in the Filipino Diaspora 3.0
PHST 42 Introduction to Philippine Arts 3.0
WGST 20 Her/His/Ourstories 3.0
Total: . . . . . 18.0 – 19.0

Diversity and Social Justice Certificate

The Diversity and Social Justice Certificate of Accomplishment is a series of short courses that provide a consciousness-raising analysis and evaluation of specific forms of social oppression and social justice interventions in the United States. The certificate examines the intersectionality of sexism, classism, racism, anti-Semitism/anti-Arabism, heterosexism, ableism, transphobia, and adultism/ageism (age-based oppression). Addressing individual, institutional, and socio-cultural elements of diversity and social justice, the certificate provides foundational training for City College of San Francisco students and faculty.

The certificate also serves professional development needs for employers, community based organizations, and social and government agencies such as the San Francisco Unified School District and the Police Academy.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe and analyze systems of oppression and privilege related to social identity or status.
- Assess biases and stereotypes in relation to diversity and social justice.
- Examine individual and collective ways of take action in response to oppression.
- Explain the intersectionality of distinct forms of social oppression.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Accomplishment in Diversity and Social Justice

Course . . . . . Units
Required courses:
IDST 80A Diversity and Social Justice: Racism 0.5
IDST 80C Diversity and Social Justice: Sexism 0.5
IDST 80D Diversity and Social Justice: Heterosexism 0.5
IDST 80E Diversity and Social Justice: Ableism 0.5
IDST 80F Diversity and Social Justice: Class and Classism 0.5
IDST 80G Diversity and Social Justice: Transphobia 0.5
IDST 81A Diversity: Ageism and Adultism (Age-based Oppression) 1.0
IDST 81B Diversity and Social Justice: Anti-Semitism/ Anti-Arabism 1.0
Total: 5.0

Trauma Prevention and Recovery Certificate

The Trauma Prevention and Recovery Certificate of Achievement prepares students for work in the field of violence prevention and trauma response (or in education, health and human services more broadly) by providing knowledge of dynamics of trauma, strategies to prevent violence and skills to support survivors.

This interdisciplinary curriculum provides students with a broad understanding of violence, its causes and its impact on individuals, families, communities and societies. Students develop skills to critically analyze social constructs that contribute to violence, listen with empathy, offer appropriate referrals, and provide culturally sensitive peer support.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze the causes and consequences of violence and trauma.
- Compare programmatic approaches and/or community resources and assess their utility in diverse situations involving trauma.
- Examine historic and aesthetic approaches to understanding trauma.
- Demonstrate peer counseling and client-centered communication skills for working with victims and survivors.
- Explain how identity, status and structural oppression relate to trauma.
- Demonstrate self awareness in relation to vicarious trauma, the healing process and the helper role.

The Trauma Prevention and Recovery Certificate program is open to any student enrolled at CCSF who meets the prerequisite requirements for each of the required courses.

Each course must be completed with a final grade of C or higher, or Pass.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Trauma Prevention and Recovery

Course . . . . . Units
Required courses:
IDST 47 Trauma and the Arts: An Interdisciplinary Approach 3.0
HLTH 38 Trauma Response and Recovery 3.0
HLTH 48 Violence as a Public Health Issue: Prevention Strategies 3.0
WGST 54 The Politics of Sexual Violence 3.0
HLTH 90C Introduction to Trauma and Recovery 0.5
CDEV 100 Violence and Its Impact on Children and Their Families 3.0
or CDEV 101 Intro to Violence Intervention 3.0

Choose one of the following required diversity courses:
IDST 80A Diversity and Social Justice: Racism 0.5
IDST 80C Diversity and Social Justice: Sexism 0.5

IDST 80D Diversity and Social Justice: Heterosexism. 0.5
IDST 80E Diversity and Social Justice: Ableism 0.5
IDST 80F Diversity and Social Justice: Class and Classism 0.5
IDST 80G Diversity and Social Justice: Transphobia. 0.5

Choose three (3) units from the following elective courses. Courses counted as a required course above cannot be used to fulfill an elective:

ADMJ 64 Progressive Policing in the 21st Century 3.0
CDEV 72 Supervised Field Experience in Early Childhood Education. 3.0
CDEV 78 Supervised Field Experience in Community Youth Organizations 3.0
CDEV 100 Violence and Its Impact on Children and Their Families 3.0
CDEV 101 Intro to Violence Intervention 3.0
HLTH 91H Elder Abuse Prevention 1.0
HLTH 97 Stress and Resilience 3.0
HLTH 116 Conflict Resolution Skills in Health. 1.0
IDST 80A Diversity and Social Justice: Racism 0.5
IDST 80C Diversity and Social Justice: Sexism. 0.5
IDST 80D Diversity and Social Justice: Heterosexism. 0.5
IDST 80E Diversity and Social Justice: Ableism 0.5
IDST 80G Diversity and Social Justice: Transphobia. 0.5
IDST 80F Diversity and Social Justice: Class and Classism 0.5
IDST 81A Diversity: Ageism and Adultism (Age-based Oppression) 1.0
IDST 81B Diversity and Social Justice: Anti-Semitism/Anti-Arabism. 1.0
LBCS 81 Organizing for Economic and Social Justice 3.0
PSYC 9 Psychology of Stress 3.0
PSYC 15 Assertive Behavior 1.0
PSYC 26 Applied Psychology. 3.0
WGST 55 Ending Sexual Violence: Peer Education 3.0

Total: 19.0

Announcement of Courses

Interdisciplinary Studies

Credit, Degree Applicable Courses:

IDST 3. Introduction to Museum Studies (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Museums display, collect, preserve, and interpret art, historical, and scientific objects. Exploration of museums from multiple perspectives: architecture, collections, exhibitions, and economic realities involved in museum sustainability. History of museums in the United States. Promotion of museums as a community resource with open access to everyone. Visits to local museums. UC/CSU
May not be offered every semester. Specific times, topics, and instructors will be announced through campus media.
Offered Spring semesters

IDST 4. Ways of Faith (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This interdisciplinary course introduces the scriptural, symbolic, and artistic traditions of the world's major faiths: Hinduism, Buddhism, Taoism, Judaism, Christianity, and Islam. The class also considers how knowledge of these religious systems can serve to advance world peace. UC/CSU

IDST 7. Intro to the United Nations (3)
Lec-52.5, field trips P/NP available
An introduction to the United Nations, including the UN Charter's mission to achieve international peace, and the function of the organization's six administrative bodies. In addition to studying the theory and practice of international diplomacy, students evaluate the successes and challenges of collective security, peacekeeping attempts, and technological cooperation. UC/CSU
Offered Spring semesters

IDST 14. American Cultures in Literature and Film (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary survey of literary and cinematic works of fiction, drama, non-fiction and poetry that investigates unity in diversity in the shifting trajectories of American identities and interrelationships. Groups featured to assess their interactive contributions to American cultures include Native-, European-, African-, Latin-, Asian-Americans, and Pacific Islanders. UC/CSU

IDST 17. Human Sexuality (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A human sexuality course that integrates content and methodology from the disciplines of anthropology, biology, ethics, health education, history, jurisprudence, and psychology. UC/CSU
C-ID PSY 130

IDST 27B. Asian Humanities (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Survey of Asian cultures of modern to contemporary period, especially Arabic-Islamic, Indian, Chinese and Japanese cultures. Emphasis on literature, philosophy, religion, and the arts. Provides an interdisciplinary and cross-cultural approach to the differences and underlying unity of Asian cultures. UC/CSU
IDST 27A Not prerequisite to 27B No knowledge of foreign languages required
Offered on occasion

IDST 29. Islam: Identity & Culture (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
An interdisciplinary survey of Muslim identity and the origins, principles, and practices of Islam, comparing and contrasting them with those of other major religions. Focus on the historical development and current practices of Islam and its impact on philosophy, art, music, architecture, gender, media, popular culture, and politics. UC/CSU
Offered Fall semesters

IDST 30. Demystifying the Middle East (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This interdisciplinary survey of South West Asia and North Africa (the Middle East) introduces students to the historical, cultural, and religious diversity of the region, highlighting contributions in various disciplines, including science, art, music, and literature. It also examines U.S. involvement, representation, media, current political discourse and activism in the region and in diaspora. UC/CSU
Offered Fall semesters

IDST 31. Women and Gender in the Middle East (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary examination of differences/similarities in women's lives in the Muslim/Arab world, including the diaspora, and among minorities in the Middle East/Southwest Asia and North Africa (SWANA). Analysis includes diversity, colonization, nationalism, religion, gender, sexuality, family, law, literature, music, art and film. UC/CSU
Offered Spring semesters

IDST 36. Poetry for the People (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary approach toward development of literacy in multiple popular traditions of poetry, including in social justice movements, by incarcerated people, and through alternative media. Includes scrutiny of published poems from multiple cultural traditions, a focus on community, and the cultivation and public presentation of new poems. UC/CSU

IDST 37. Introduction to Ethnic Studies (3)
Lec-52.5 P/NP available
An introduction to concepts, theories, and social policy related to the history, culture, concerns, and conditions of American ethnic and racial groups. Examines cultural, political, and economic practices and institutions that support or challenge racism, racial and ethnic inequalities, and patterns of interaction between various racial and ethnic groups. UC/CSU
C-ID SOCI 150

IDST 45. Pacific Islanders in the U.S. (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines Pacific Islander migrations to the United States mainland including the history, culture, and politics of Hawai'i and U.S. Pacific territories. It explores indigenous cultures and American experiences of Pacific Islanders from Guam, American Samoa, Palau, Marshall Islands, Fiji, Samoa, Tonga, Tahiti, New Zealand, and Australia. UC/CSU

IDST 46. Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A survey of traditional and contemporary art across Oceania (Pacific Islands). Emphasis on literature, dance, music, visual arts, film, and museums. Using an interdisciplinary and cross-cultural approach, the course explores the underlying unity of Pacific cultures, including their engagement with both western and non-western societies, colonization, and diasporic communities. UC/CSU

IDST 47. Trauma and the Arts: An Interdisciplinary Approach (3)
Lec-52.5, field trips P/NP available
A multi-disciplinary examination of works of art, music and literature inspired by both personal and global trauma with an emphasis on the transformative power of the creative process and how it helps individuals and communities heal. UC/CSU

IDST 50. College Success (3)
Lec-52.5 P/NP available
Integrates personal growth and values, study strategies, and communication and critical analysis in to lifelong success in academic, professional and personal development. Includes life management, learning styles, personal and educational values, instructor-student communication, diversity, financial literacy, health, memory, concentration, note taking, textbook reading, test-taking, library skills, problem-solving. UC/CSU
IDST 50 = LERN 50

IDST 80A. Diversity and Social Justice: Racism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of race-based oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about racism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80C. Diversity and Social Justice: Sexism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of sexism on individual, institutional, and cultural levels in the United States. Expanding one's knowledge about sexism, increasing personal awareness of one's own sexism and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU

IDST 80D. Diversity and Social Justice: Heterosexism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of homophobia and heterosexism (discrimination based on perceived or real sexual orientation and identity) oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about heterosexism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80E. Diversity and Social Justice: Ableism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of ableism (disability-based oppression) on individual, institutional, and cultural levels in the US. Expanding knowledge about ableism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Fall semesters

IDST 80F. Diversity and Social Justice: Class and Classism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of class oppression and classism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about class, class oppression and classism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

IDST 80G. Diversity and Social Justice: Transphobia (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of transphobia and gender oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about transphobia and gender diversity, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU
Offered Fall semesters

IDST 81A. Diversity: Ageism and Adultism (Age-based Oppression) (1)
Lec-18 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of age-based bias, discrimination and oppression (adultism and ageism) on individual, institutional, and cultural levels in the U.S. Expanding knowledge about adultism and ageism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

IDST 81B. Diversity and Social Justice: Anti-Semitism/Anti-Arabism (1)
Lec-18 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of anti-Semitism and anti-Arabism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about anti-Semitism and anti-Arabism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

IDST 300. Social Justice Work Experience (1-6)
Work-60-450 P/NP only
Prereq: Approval of the Interdisciplinary Studies Department
Repeat: max. 16 units
General work experience course designed for students considering careers in social justice, public service and the nonprofit sector. Through supervised internships and at social justice and community-based organization, students can increase their skills working with the public section and their knowledge of career options and pathways, including the skills necessary for work in this sector. One unit of credit is earned for each 60 hours of unpaid work or 75 hours of paid work. CSU

Design

Credit, Degree Applicable Courses:

DSGN 101. Design Fundamentals (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Foundational design course, covering the theories, processes, vocabulary, and techniques common to visual design disciplines. Students will develop and apply their knowledge through analysis, critique and individual and collaborative exercises and projects. UC/CSU
DSGN 101 = VMD 101 = PHOT 100

DSGN 105. Design Thinking (1.5)
Lec-26.25 P/NP available
Design thinking is an iterative process of discovery, ideation, and experimentation to gain insight and produce innovative experiences, processes and products. This course will introduce design thinking models and processes through historical and contemporary practice. Hands-on exercises will provide practice with design thinking activities for visual artists, designers, engineers, makers and others. UC/CSU
DSGN 105 Design Thinking is written as a companion course to DSGN 110/VMD 112 Design Drawing Techniques.
Offered Spring semesters

DSGN 110. Design Drawing Techniques (1.5)
Lec-17.5, Lab-35 P/NP available
Recommended Prep: DSGN 101 or VMD 101 or PHOT 100; ESL 188 or ENGL 88 or readiness for college-level English
Quick sketching methods for ideation and visual problem solving for designers, animators, illustrators and makers. Terminology, techniques and conventions of rapid visualization are covered, with hands-on practice with line, shape, form, perspective, lighting, shade and shadow. UC/CSU
DSGN 110=VMD 112
Offered Fall semesters

DSGN 150. Color in Design (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: Completion of or concurrent enrollment in: DSGN 101 or VMD 101 or PHOT 100 and VMD 105
An exploration and application of the historical, cultural symbolic personal and professional uses of color through individual and collaborative projects. Topics include the properties and theory of color; creating color relationships and harmonies; and optical, psychological and spatial uses of color in various media and design disciplines. UC/CSU
DSGN 150 = VMD 118

Interior Design*

*See Architecture.

Italian

Office: Art 202
Phone Number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Curricula

Italian Major (AA)

The Italian program provides instruction in developing a student's ability to communicate in both written and oral Italian, through the intermediate level and to gain a knowledge of Italian culture. The

program is designed to meet transfer goals as well as personal development and career growth.

Degree Curriculum. The Degree Curriculum in Italian is a two-year course of study designed to build a strong language foundation as well as expose students to Italian cultural content and some literature. Students who complete the curriculum are better prepared to transfer to the CSU and UC systems as well as other universities with the intent of majoring or minoring in Italian.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret oral and written Italian texts applying knowledge of intermediate vocabulary and structures.
- Apply a range of intermediate vocabulary, grammar, and syntax to communicate in oral and written Italian.
- Analyze and synthesize aspects of Italian culture and society.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Italian

Course	Units
Choose 15 units from the following core courses:	
ITAL 2 Continuation of Elementary Italian	5.0
or ITAL 2A Continuation of Elementary Italian	3.0
and ITAL 2B Continuation of Elementary Italian	3.0
ITAL 3A Continuation of Intermediate Italian	3.0
and ITAL 3B Continuation of Intermediate Italian	3.0
ITAL 4A Continuation of Intermediate Italian	3.0
and ITAL 4B Continuation of Intermediate Italian	3.0
Choose an additional three (3) units from the following elective courses:	
ITAL 1 Elementary Italian	5.0
or ITAL 1A Elementary Italian	3.0
and ITAL 1B Elementary Italian	3.0
ITAL 10B Beginning Conversational Italian	3.0
ITAL 10C Intermediate Conversational Italian	3.0
ITAL 10D Intermediate Conversational Italian	3.0
ITAL 11A Continuation of Intermediate Conversational Italian	3.0
ITAL 11B Continuation of Intermediate Conversational Italian	3.0
ITAL 15A Advanced Conversational Italian	3.0
ITAL 15B Advanced Conversational Italian	3.0
Total:	**18.0**

Italian Certificate

The Certificate of Accomplishment in Italian provides students, prospective employers and others with documented evidence of persistence and academic accomplishment in Italian.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret the main points of standard spoken and written Italian relating to everyday matters.
- Communicate in spoken Italian using a range of vocabulary, language functions, and sentence structures.
- Write simple connected text using a range of intermediate Italian vocabulary, grammar and sentence structures.
- Compare aspects of Italian culture and society.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Italian

Course	Units
Choose 9 units from the following core courses:	
ITAL 1 Elementary Italian	5.0
or ITAL 1A Elementary Italian	3.0
and ITAL 1B Elementary Italian	3.0
ITAL 2 Continuation of Elementary Italian	5.0
or ITAL 2A Continuation of Elementary Italian	3.0
and ITAL 2B Continuation of Elementary Italian	3.0
ITAL 3A Continuation of Intermediate Italian	3.0
and ITAL 3B Continuation of Intermediate Italian	3.0
ITAL 4A Continuation of Intermediate Italian	3.0
and ITAL 4B Continuation of Intermediate Italian	3.0
Choose 6 units from the following elective courses:	
ITAL 10A Beginning Conversational Italian	3.0
ITAL 10B Beginning Conversational Italian	3.0
ITAL 10C Intermediate Conversational Italian	3.0
ITAL 10D Intermediate Conversational Italian	3.0
ITAL 11A Continuation of Intermediate Conversational Italian	3.0
ITAL 11B Continuation of Intermediate Conversational Italian	3.0
ITAL 15A Advanced Conversational Italian	3.0
ITAL 15B Advanced Conversational Italian	3.0
Total:	**15.0**

Announcement of Courses

Students of beginning Italian are directed to consider Italian 1, 1A and 10A.

Credit, Degree Applicable Courses:

ITAL 1. Elementary Italian (5)
Lec-87.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English or any City College or university foreign language course
This introductory course will develop the four basic skills of listening, speaking, reading and writing in Italian. This course also introduces some cultural aspects of Italy. UC/CSU
ITAL 1A + 1B = ITAL 1

ITAL 1A. Elementary Italian (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English; any City College or University foreign language course or readiness for college-level English
This introductory course will develop the four basic skills of listening, speaking, reading and writing in Italian. This course also introduces some cultural aspects of Italy. The first half of the elementary course. UC/CSU
ITAL 1A + 1B = ITAL 1

ITAL 1B. Elementary Italian (3)
Lec-52.5 P/NP available
Prereq: ITAL 1A or demonstration of ITAL 1A exit skills.
This introductory course will develop the four basic skills of listening, speaking, reading and writing in Italian. This course also introduces some cultural aspects of Italy. The latter half of the elementary course. UC/CSU
ITAL 1A + 1B =ITAL 1

ITAL 2. Continuation of Elementary Italian (5)
Lec-87.5 P/NP available
Prereq: ITAL 1 or 1B or demonstration of ITAL 1/1B exit skills.
Second semester course. Continuation of beginner's course in grammar, composition and reading. Practice in speaking and understanding Italian. UC/CSU

ITAL 2A. Continuation of Elementary Italian (3)
Lec-52.5 P/NP available
Prereq: ITAL 1 or 1B or demonstration of ITAL 1/1B exit skills.
Continuation of beginner's course. Grammar, composition, and reading and practice in speaking and understanding Italian. UC/CSU
ITAL 2A + 2B = ITAL 2

ITAL 2B. Continuation of Elementary Italian (3)
Lec-52.5 P/NP available
Prereq: ITAL 2A or demonstration of ITAL 2A exit skills.
Continuation of beginner's course. Grammar, composition, and reading and practice in speaking and understanding Italian. UC/CSU
ITAL 2A + 2B = ITAL 2

ITAL 3A. Intermediate Italian (3)
Lec-52.5 P/NP available
Prereq: ITAL 2 or ITAL 2B or demonstration of exit skills
Review of grammar and composition; reading of cultural and literary materials. Constant practice in the use and comprehension of the spoken language. Conducted in Italian. UC/CSU
May be taken non-sequentially

ITAL 3B. Intermediate Italian (3)
Lec-52.5 P/NP available
Prereq:ITAL 2 or or ITAL 2B or demonstration of exit skills.
Review of grammar and composition; reading of cultural and literary materials. Constant practice in the use and comprehension of the spoken language, Conducted in Italian. UC/CSU
May be taken non-sequentially.
Offered on occasion

ITAL 4A. Continuation of Intermediate Italian (3)
Lec-52.5 P/NP available
Prereq: ITAL 3A and ITAL 3B or demonstration of exit skills.
Intensive review of grammar and essay composition, constant practice in the comprehension and use of the spoken language to build on the introduction to intermediate Italian established in Italian 3a/3b. Conducted in Italian. ITAL 4A and ITAL 4B may be taken non-sequentially. UC/CSU
May be taken non-sequentially
Offered on occasion

ITAL 4B. Continuation of Intermediate Italian (3)
Lec-52.5 P/NP available
Prereq: ITAL 3A and ITAL 3B or demonstration of exit skills.
Intensive review of grammar and essay composition, constant practice in the comprehension and use of the spoken language to build on the introduction to intermediate Italian established in Italian 3A/3B. Conducted in Italian. ITAL 4A and ITAL 4B may be taken non-sequentially. UC/CSU
May be taken non-sequentially
Offered on occasion

ITAL 10A. Beginning Conversational Italian (3)
Lec-52.5 P/NP available
Beginner's course. Intensive oral practice of basic structures and vocabulary most often used in conversation. Designed for students who wish to acquire basic skills of spoken Italian. CSU
Not recommended for native speakers of Italian.

ITAL 10B. Continuation of Beginning Conversational Italian (3)
Lec-52.5 P/NP available
Recommended Prep: ITAL 10A
Second semester course. Continuation of oral practice of structures and vocabulary of spoken Italian. CSU
Not recommended for native speakers of Italian.

ITAL 10C. Intermediate Conversational Italian (3)
Lec-52.5 P/NP available
Recommended Prep: ITAL 10B
Continuation of oral practice of advanced structures and vocabulary of spoken Italian. CSU
Not recommended for native speakers of Italian.

ITAL 10D. Continuation of Intermediate Conversational Italian (3)
Lec-52.5 P/NP available
Recommended Prep: ITAL 10C
Continuation of oral practice of advanced structures and vocabulary of spoken Italian. CSU
Not recommended for native speakers of Italian. Recommended for students enrolled in ITAL 2B or 3.

ITAL 11A. Continuation of Intermediate Conversational Italian (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ITAL 10D or ITAL 2 or (ITAL 2A and ITAL 2B)
Continuation of extensive oral training of advanced structures and vocabulary of spoken intermediate Italian.The major difference between Italian 11A and 11B is in reading and oral assignments. The courses focus on specific topics (literature, fine arts, and current affairs) but also include different grammar topics. CSU
Not recommended for native speakers of Italian.
Offered on occasion

ITAL 11B. Continuation of Intermediate Conversational Italian (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ITAL 10D or ITAL 2 or (ITAL 2A and ITAL 2B)
Continuation of extensive oral training of advanced structures and vocabulary of spoken intermediate Italian.The major difference between Italian 11A and 11B is in reading and oral assignments. The courses focus on specific topics (literature, fine arts, and current affairs) but also include different grammar topics. CSU
Not recommended for native speakers of Italian.
Offered on occasion

ITAL 15A. Advanced Conversational Italian (3)
Lec-52.5 P/NP available
Recommended Prep: ITAL 3 or (ITAL 3A and ITAL 3B)
Continuation of extensive oral training in Italian. Designed for students who wish to acquire more advanced skills in conversational Italian. The major difference between Italian 15A and 15B is in reading

and oral assignments. The courses focus on specific topics (literature, fine arts, current affairs) but include different grammar topics.
UC/CSU
ITAL 15A not prerequisite to 15B
Offered on occasion

ITAL 15B. Advanced Conversational Italian (3)
Lec-52.5 P/NP available
Recommended Prep: ITAL 3 or (ITAL 3A and ITAL 3B)
Continuation of extensive oral training in Italian. Designed for students who wish to acquire more advanced skills in conversational Italian. The major difference between Italian 15A and 15B is in reading and oral assignments. The courses focus on specific topics (literature, fine arts, current affairs) but include different grammar topics.
UC/CSU
ITAL 15A not prerequisite to 15B
Offered on occasion

Japanese

Office: Art 202
Phone Number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Curricula

Japanese Major (AA)

The Japanese program provides instruction in developing a student's ability to communicate in both written and oral Japanese through the intermediate level and to gain a knowledge of Japanese culture. The program is designed to meet transfer goals as well as personal development and career growth.

Degree Curriculum. The Degree Curriculum in Japanese is a two-year course of study designed to build a strong language foundation as well as expose students to Japanese cultural content and some literature. Students who complete the curriculum are very well prepared to transfer to the CSU and UC systems as well as other universities with the intent of majoring or minoring in Japanese.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret oral and written Japanese texts by applying knowledge of intermediate vocabulary and structures.
- Apply a range of intermediate Japanese vocabulary, grammar, and syntax to communicate in oral and written Japanese.
- Analyze and synthesize aspects of Japanese culture and society.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Japanese

Course . . . . . Units
Choose 15 units from the following core courses:
JAPA 2 Continuation of Elementary Japanese 5.0
or JAPA 2A Continuation of Elementary Japanese 3.0
and JAPA 2B Continuation of Elementary Japanese 3.0
JAPA 3 Intermediate Japanese 5.0
or JAPA 3A Intermediate Japanese. 3.0
and JAPA 3B Intermediate Japanese 3.0
JAPA 4 Continuation of Intermediate Japanese 5.0
or JAPA 4A Continuation of Intermediate Japanese 3.0
and JAPA 4B Continuation of Intermediate Japanese 3.0
JAPA 16 Beginning Kanji for Reading and Writing 3.0
Choose an additional 3 units from the following courses:
JAPA 1 Elementary Japanese 5.0
or JAPA 1A Elementary Japanese 3.0
and JAPA 1B Elementary Japanese 3.0
JAPA 10B Beginning Conversational Japanese 3.0
JAPA 10C Intermediate Conversational Japanese 3.0
JAPA 39 Japanese Culture and Civilization 3.0
Total: 18.0

Japanese Certificate

The Certificate of Accomplishment in Japanese provides students, prospective employers and others with documented evidence of persistence and academic accomplishment in the language.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret the main points of standard spoken and written Japanese relating to everyday matters.
- Communicate in spoken Japanese by using a range of vocabulary, language functions, and sentence structures.
- Write simple connected text on familiar topics by using a range of intermediate Japanese vocabulary, grammar, and sentence structures.
- Analyze aspects of Japanese culture and society.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Japanese

Course . . . . . Units
Choose 9 units from the following core courses:
JAPA 1 Elementary Japanese 5.0
or JAPA 1A Elementary Japanese 3.0
and JAPA 1B Elementary Japanese 3.0
JAPA 2 Continuation of Elementary Japanese 5.0
or JAPA 2A Continuation of Elementary Japanese 3.0
and JAPA 2B Continuation of Elementary Japanese 3.0
JAPA 3 Intermediate Japanese 5.0
or JAPA 3A Intermediate Japanese. 3.0
and JAPA 3B Intermediate Japanese 3.0
JAPA 4 Continuation of Intermediate Japanese 5.0
or JAPA 4A Continuation of Intermediate Japanese 3.0
and JAPA 4B Continuation of Intermediate Japanese 3.0
JAPA 16 Beginning Kanji for Reading and Writing 3.0
Choose 6 units from the following elective courses:
JAPA 10A Beginning Conversational Japanese 3.0
JAPA 10B Beginning Conversational Japanese 3.0
JAPA 10C Intermediate Conversational Japanese 3.0
JAPA 39 Japanese Culture and Civilization 3.0
Total: 15.0

Announcement of Courses

Students of beginning Japanese are directed to consider JAPA 1, 1A, and 10A.

A placement test is available; call 239-3223.

Credit, Degree Applicable Courses:

JAPA 1. Elementary Japanese (5)
Lec-87.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English or completion of a community college or university foreign language course
Introductory course in Japanese language. Elementary level of four language skills (listening, speaking, reading and writing) will be developed. The course also will introduce cultural aspects of Japan. Mastering of two of the Japanese syllabic writing systems, hiragana and katakana is required. The simple kanji (Chinese characters) will also be introduced. UC/CSU
JAPA 1 = JAPA 1A + JAPA 1B

JAPA 1A. Elementary Japanese (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English or any City College or University foreign language course
This is half of the introductory course in Japanese language. Elementary level of four language skills (listening, speaking, reading and writing) will be developed. The course also will introduce cultural aspects of Japan. Mastering of the Japanese syllabic writing system hiragana is required. UC/CSU
JAPA 1A+1B = JAPA 1

JAPA 1B. Elementary Japanese (3)
Lec-52.5 P/NP available
Prereq: JAPA 1A or demonstration of JAPA 1A exit skills.
The latter half of the introductory course in Japanese language. Elementary level of four language skills (listening, speaking, reading and writing) will be developed. The course also will introduce cultural aspects of Japan. Mastering of the Japanese syllabic writing system katakana is required. Simple kanji (Chinese characters) will also be introduced. UC/CSU
JAPA 1A + 1B = JAPA 1

JAPA 2. Continuation of Elementary Japanese (5)
Lec-87.5 P/NP available
Prereq: JAPA 1 or JAPA 1B or demonstration of exit skills
Second semester course. The course enhances students' abilities in reading, writing, speaking, listening and understanding of Japanese culture. UC/CSU

JAPA 2A. Continuation of Elementary Japanese (3)
Lec-52.5 P/NP available
Prereq: JAPA 1 or JAPA 1B or demonstration of exit skills
The first half of second semester course. The course enhances students' abilities in reading, writing, speaking, listening and understanding of Japanese culture. UC/CSU
JAPA 2A + 2B = JAPA2

JAPA 2B. Continuation of Elementary Japanese (3)
Lec-52.5 P/NP available
Prereq: JAPA 2A or demonstration of exit skills
The latter half of second semester course. The course enhances students' abilities in reading, writing, speaking, listening and understanding of Japanese culture. UC/CSU
JAPA 2A + 2B = JAPA 2

JAPA 3. Intermediate Japanese (5)
Lec-87.5 P/NP available
Prereq: JAPA 2 or JAPA 2B or demonstration of exit skills
Third semester course. The course, which is conducted in Japanese, enhances students' abilities on reading, writing, speaking, listening and understanding of Japanese culture. UC/CSU

JAPA 3A. Intermediate Japanese (3)
Lec-52.5 P/NP available
Prereq: JAPA 2 or JAPA 2B or demonstration of exit skill
The first half of third semester course. The course, which is conducted in Japanese, enhances students' abilities in reading, writing, speaking, listening and understanding of Japanese culture. UC/CSU
JAPA 3A + 3B = JAPA 3

JAPA 3B. Intermediate Japanese (3)
Lec-52.5 P/NP available
Prereq: JAPA 3A or demonstration of exit skills
The second half of third semester course. The course, which is conducted in Japanese, enhances students' abilities in reading, writing, speaking, listening and understanding of Japanese culture. UC/CSU
JAPA 3A + 3B = JAPA 3

JAPA 4. Continuation of Intermediate Japanese (5)
Lec-87.5 P/NP available
Prereq: JAPA 3 or JAPA 3B or demonstration of exit skills
Fourth semester course. The course, which is conducted in Japanese, enhances students' abilities in reading, writing, speaking, listening and understanding of Japanese culture. UC/CSU
Offered Spring semesters

JAPA 4A. Continuation of Intermediate Japanese (3)
Lec-52.5 P/NP available
Prereq: JAPA 3 or 3B or demonstration of JAPA 3/3B exit skills
The first half of the fourth semester course. The course is conducted in Japanese and enhances students' abilities in reading, writing, speaking, listening and understanding of Japanese culture. UC/CSU
JAPA 4A+4B = JAPA 4
Offered Spring semesters

JAPA 4B. Continuation of Intermediate Japanese (3)
Lec-52.5 P/NP available
Prereq: JAPA 4A or demonstration of JAPA 4A exit skills
The latter half of the fourth semester course. The course, which is conducted in Japanese, enhances students' abilities in reading, writing, speaking, listening and understanding of Japanese culture. UC/CSU
JAPA 4A + 4B = JAPA 4
Offered Spring semesters

JAPA 10A. Beginning Conversational Japanese (3)
Lec-52.5 P/NP available
This is a beginner's course and the first of a series of three conversational courses. This course offers Intensive oral practice of basic structures and vocabulary most often used in conversation and is designed for students who wish to acquire basic skills of spoken Japanese. CSU
Recommended all beginning students of Japanese. Not Recommended for native speakers of the language.

JAPA 10B. Beginning Conversational Japanese (3)
Lec-52.5 P/NP available
Recommended Prep: JAPA 10A or demonstration of exit skills
This is the beginner's course and the second of a series of three conversational courses. The course offers Intensive oral practice of basic structures

and vocabulary most often used in conversation and is designed for students who wish to acquire basic skills of spoken Japanese. CSU
Not recommended for native speakers of Japanese.
Offered Spring semesters

JAPA 10C. Intermediate Conversational Japanese (3)
Lec-52.5 P/NP available
Recommended Prep: JAPA 10B or demonstration of exit skills
This is the intermediate course and the third of a series of three conversational courses. This course offers intensive oral practice of basic sentence structure and vocabulary most often used in conversation and is deigned for students who wish to acquire more advanced skills of spoken Japanese. CSU
Recommended for all intermediate learners of Japanese. Not recommended for native speakers of the language.
Offered on occasion

JAPA 16. Kanji for Reading and Writing (3)
Lec-52.5 P/NP available
Recommended Prep: JAPA 1 or 1B or demonstration of JAPA 1/1B exit skills.
Intensive study of kanji characters to increase competence in reading and writing Japanese and in understanding authentic materials. UC/CSU

JAPA 17. Cont. Beg. Kanji for Reading and Writing (3)
Lec-52.5 P/NP available
Prereq: Satisfactory completion of JAPA 16 or equivalent
Intensive study of second level of Kanji characters to increase competence in reading and writing Japanese and in understanding authentic materials. UC/CSU

JAPA 18. Intermediate Kanji for Reading and Writing (3)
Lec-52.5 P/NP available
Prereq: Satisfactory completion of JAPA 17 or equivalent
Intensive study of intermediate Kanji characters to increase competence in reading and writing Japanese and in understanding authentic materials. UC/CSU
Offered on occasion

JAPA 19. Continuation of Intermediate Kanji for Reading and Writing (3)
Lec-52.5 P/NP available
Intensive study of the second level of intermediate Kanji characters to increase competence in reading and writing Japanese and in understanding authentic materials. UC/CSU
Offered on occasion

JAPA 20. Continuation of Intermediate and Advanced Kanji for Reading and Writing (3)
Lec-52.5 P/NP available
Intensive study of the continuation of intermediate kanji characters to increase competence in reading and writing Japanese and in understanding authentic materials. UC/CSU
Offered on occasion

JAPA 39. Japanese Culture and Civilization (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A consideration of the major achievements of Japanese culture as reflected in language, literature, art, religion, and daily life. No knowledge of Japanese required. UC/CSU
No knowledge of Japanese language required. Not recommended for students who are enrolled in or have completed JAPA 49.
Offered on occasion

Journalism

Office: Bungalow 615
Phone Number: (415) 239-3446
Web Site: www.ccsf.edu/journal

Announcement of Curricula

General Information

The Journalism Program prepares students for a two-year degree, transfer to a four-year program, or professional development in select areas of study. All journalism classes are credit classes and are offered on the Ocean Campus and Mission Center. Enrollment in the various program areas is open to all interested students. Prospective students are encouraged to meet with a program adviser to discuss program specifics and articulation agreements.

Journalism Major (AA-T)

The AA-T in Journalism offers students a basic foundation for further study at a four-year university. It specifically prepares students who wish to transfer and pursue a baccalaureate degree in Journalism at California State University campuses that leads to a career in the profession.

Learning Outcomes

Upon completion of this program, students will be able to:

- Research, write, and edit news and feature stories for publication in print and in multimedia platforms.
- Produce journalistic content that demonstrate good news judgment, appropriate sourcing, accuracy and completeness, technical competence, and adherence to ethical, legal and style guidelines.
- Demonstrate good work habits, time management and professionalism while working collaboratively and under deadline pressure to produce news content.
- Critically discuss the role of journalists in modern society.

Degree Requirements: Students who wish to earn the Associate in Arts in Journalism for Transfer must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the 18-19 units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Journalism

Course	Units
Required courses:	
JOUR 19 Contemporary News Media	3.0
JOUR 21 News Reporting and Writing	3.0
Choose one of the following courses:	
JOUR 24 Newspaper Laboratory	4.0
JOUR 29A Introduction to Magazine Editing and Production	3.0
Choose one of the following courses:	
JOUR 26 Fundamentals of Public Relations	3.0
JOUR 35 Internet Journalism	3.0

JOUR 36 Investigative Reporting 3.0
JOUR 37 Introduction to Photojournalism 3.0

Choose two of the following courses:
BCST 110 Introduction to Writing for Electronic Media 3.0
ECON 1 Principles of Macroeconomics 3.0
or ECON 3 Principles of Microeconomics 3.0
ECON 5 Introductory Statistics for Economics, Business and Social Sciences. 5.0
or MATH 80 Probability and Statistics 5.0
or PSYC 5 Statistics for Behavioral Sciences. 5.0
ENGL 1B Writing about Literature 4.0
or ENGL 1C Writing about Nonfiction 4.0
or CMST 2 Introduction to Rhetorical Criticism 3.0
JOUR 22 Feature Writing 3.0
JOUR 23 Copy Editing 3.0
PHIL 40 Introduction to Logic: Critical Thinking. 3.0
PHOT 51 Beginning Photography. 3.0
POLS 1 American Government 3.0
POLS 2 Comparative Government 3.0
CMST 3 Argumentation and Debate 3.0
ASAM 8 Filipino American Community. 3.0
or ASAM 20 Asian American Experience Since 1820. . . . . 3.0
or BCST 104 Race and Media 3.0
or HIST 41A The African American in the United States From the Colonial Era to the Civil War.. . . . . 3.0
or HIST 41B The African American in the United States From the Reconstruction to the Present 3.0
or LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0
or LGBT 15 From Greece to Stonewall: Global LGBT Literature, Art and Culture 3.0
or LGBT 50 Lesbian/Gay/Bisexual/Transgender/ Communities of Color in the U.S. 3.0
or WGST 25 Introduction to Women's Studies: Feminism Demystified. 3.0

Total: . . . . . 18.0 – 22.0

Journalism Major (AA)

City College offers a degree in Journalism that gives the research, writing, and production skills that are essential to a career in journalism. Current technology, from online research to electronic pagination, will be taught during the first two semesters. Third and fourth semester students use these skills to write, design, and edit The Guardsman and/or Etc. Magazine. They cover a beat within the larger college community, learning the art and applying the crafts of journalism.

Learning Outcomes

Upon completion of this program, students will be able to:

- Research, write, and edit news and feature stories for publication in print and in multimedia platforms.
- Collaborate with others to design and publish newspapers and magazines.
- Explain the role of journalists in modern society.
- Articulate the impact of the mass media on society.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Journalism

Course . . . . . Units

First semester:
JOUR 19 Contemporary News Media. 3.0
JOUR 21 News Reporting and Writing. 3.0
JOUR 22 Feature Writing 3.0
VMD 101/DSGN 101/PHOT 100 Design Fundamentals 3.0

Second semester:
JOUR 35 Internet Journalism 3.0
JOUR 37 Introduction to Photojournalism 3.0
VMD 120 Graphic Design I 3.0

Third semester:
JOUR 23 Copy Editing 3.0
JOUR 24 Newspaper Laboratory. 4.0
JOUR 36 Investigative Reporting 3.0
JOUR 38 Intermediate Photojournalism 3.0

Fourth semester:
JOUR 25 Editorial Management 3.0
JOUR 26 Fundamentals of Public Relations 3.0
JOUR 29A Introduction to Magazine Editing and Production. 3.0

Recommended additional coursework:

Journalism majors are advised to seek out a broad based education that will provide a strong liberal arts background. This is considered to be one of the best assets for a journalism professional. The list below is far from inclusive and is simply offered as a suggestion. Consult with an advisor and become familiar with college wide course offerings.

BCST 135 Audio for the Web 1.0
ENGL 35L Introduction to Literary Magazine 3.0
IDST 37 Introduction to Ethnic Studies. 3.0
MRKT 170 Advertising and Integrated Marketing Communication 3.0
PHOT 51 Beginning Photography. 3.0
PHOT 57 Photography for the Web 3.0
PHOT 102B Documentary/News Photography 2.0
PSYC 32 Social Psychology 3.0
VMD 191 Social Media for Professionals 1.0
VMD 122 Graphic Design II 3.0

Total: 43.0

Certificate Curricula

City College offers two certificate programs in Journalism, On-line Research Techniques and Editorial Management and Design. A student will receive a Certificate of Achievement after finishing the course of study with grades of "C" or higher in all courses. The Certificate programs are designed for working journalists interested in upgrading skills, students returning to school in search of new career opportunities, or currently enrolled students in the program. A student may receive a certificate while still working on a degree.

Data Journalism Certificate

The Data Journalism certificate combines aspects of information gathering and news/feature writing techniques which include finding, collecting and analyzing data for storytelling and investigative reporting. Students will be well versed in the creation of news and feature

stories for publication in various media outlets. Students may be able to obtain jobs as a data journalist, news reporter, and feature writer.

Learning Outcomes

Upon completion of this program, students will be able to:

- Report, write, and edit news and feature stories for various media outlets.
- Explain the changing skill demands of data journalists in a modern society.
- Articulate career opportunities in data journalism.
- Create a professional portfolio of published journalistic works.

The minimum time for completion of this certificate is three semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Data Journalism

Course . . . . . Units

First Semester:

JOUR 19 Contemporary News Media. 3.0
JOUR 21 News Reporting and Writing. 3.0

Second Semester:

LI S 10 Use of Information Resources. 1.0
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies 5.0
or PSYC 5 Statistics for Behavioral Sciences. 5.0
or ECON 5 Introductory Statistics for Economics, Business and Social Sciences. 5.0

Third Semester:

JOUR 35 Internet Journalism 3.0
JOUR 36 Investigative Reporting 3.0

Recommended additional coursework:

JOUR 22 Feature Writing 3.0
JOUR 23 Copy Editing 3.0
JOUR 24 Newspaper Laboratory. 4.0
JOUR 37 Introduction to Photojournalism 3.0
CS 256 Data Visualization 3.0
PHIL 40 Introduction to Logic: Critical Thinking. 3.0

Total: 18.0

Editorial Management and Design Certificate

The Editorial Management and Design certificate combines editorial content with aspects of creative design techniques. Students will be well versed in the creation of eye-catching page designs for newspapers and magazines.

Learning Outcomes

Upon completion of this program, students will be able to:

- Collaborate with editors in creating newspaper and/or magazine typography.
- Assess and employ creative design techniques for newspapers and magazines.
- Collaborate with printers in the production of newspapers and magazines.
- Create a professional portfolio of published journalistic work.

The minimum time for completion of this certificate is three semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Editorial Management and Design

Course . . . . . Units

First semester:

JOUR 21 News Reporting and Writing. 3.0
VMD 105 Visual Media Digital Skills 3.0

Second semester:

JOUR 37 Introduction to Photojournalism 3.0
VMD 152 InDesign I 3.0

Third semester:

JOUR 24 Newspaper Laboratory. 4.0
JOUR 25 Editorial Management 3.0

Recommended additional coursework:

JOUR 26 Fundamentals of Public Relations 3.0
JOUR 23 Copy Editing 3.0
JOUR 19 Contemporary News Media. 3.0
JOUR 22 Feature Writing 3.0
JOUR 29A Introduction to Magazine Editing and Production. 3.0

Total: 19.0

Announcement of Courses

Credit, Degree Applicable Courses:

JOUR 19. Contemporary News Media (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to modern mass communication, with an emphasis on the development of the news media, analysis of the credibility of the media and its impact on daily life. UC/CSU

JOUR 21. News Reporting and Writing (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The courses focuses on techniques of newspaper reporting, developing and writing a news story, training in information gathering and interviewing sources. It also examines career opportunities in the industry. CSU
C-ID JOUR 110

JOUR 22. Feature Writing (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Fundamentals in feature writing for magazines and newspapers with special emphasis on profile and interpretive news features. This course provides practical experience in interview and in-depth research techniques. Training in how to write a freelance story for publication. CSU

JOUR 23. Copy Editing (3)
Lec-52.5 P/NP available
Prereq: JOUR 21
This course is for writers, working editors, and those considering a career in editing or copy editing. Students learn to edit newspapers, magazines and web site articles for accuracy, style and organization. The writer-editor relationship, and ways to keep it healthy, is emphasized throughout the course. CSU
Offered Spring semesters

JOUR 24. Newspaper Laboratory (4)
Lec-52.5, Lab-52.5 P/NP available
Prereq: JOUR 21
Recommended Prep: JOUR 22
Beginning newspaper laboratory course focused on the publication of the college newspaper The Guardsman. Provides a practical understanding of the various elements involved in producing a newspaper. CSU
C-ID JOUR 130
Offered Fall semesters

JOUR 25. Editorial Management (3)
Lec-52.5, field trips
Coreq: JOUR 24
An advanced journalism course that trains prospective print editors on all aspects of operating a publication, including developing a publishing schedule and story assignments, coordinating a writing staff, designing a page, writing headlines and cutlines, sizing photographs, understanding the business side of print journalism, and working with other editors and printers. CSU
Offered Spring semesters

JOUR 26. Fundamentals of Public Relations (3)
Lec-52.5
Recommended Prep: JOUR 24, and VMD 105
Prepares students to create an effective public relations campaign that includes writing media releases, "pitch" letters, public service announcements, managing media outlets, coordinating mailings, and designing leaflets and posters, as well as setting up a news conference. Special attention is given to in-house public relations duties for corporate and non-profit entities. CSU
C-ID JOUR 150

JOUR 29A. Introduction to Magazine Editing and Production (3)
Lec-35, Lab-52.5, field trips
Recommended Prep: JOUR 21 or JOUR 22 or JOUR 37
An introduction to the process of creating a magazine publication. Students work as part of a staff of writers and photographers, focusing on writing and photographing feature stories suitable for publication in the campus magazine. They study the editorial and production process and the skills required for publishing a campus magazine. Appropriate for students interested in creative writing, graphic arts, photojournalism and journalism who have not yet taken a campus magazine publishing class. CSU
Formerly JOUR 29.

JOUR 29B. Intermediate Magazine Editing and Production (3)
Lec-35, Lab-52.5, field trips
Prereq: JOUR 29 or JOUR 29A
An intermediate exploration into the process of creating a magazine publication. Students work as editors focusing on editing content suitable for publication in the campus magazine. They participate in the editorial and production process and develop the skills required for publishing a campus magazine. Appropriate for students interested in editing and production who have completed an introductory campus magazine publishing class. CSU

JOUR 29C. Advanced Magazine Editing and Production (3)
Lec-35, Lab-52.5, field trips
Prereq: JOUR 29B
An advanced exploration into the process of creating a magazine publication. Students work in management positions focusing on leading a staff in producing content suitable for publication in the campus magazine. They facilitate the editorial and production process and develope the skills required to manage the publication of a campus magazine. Appropriate for students interested in editing and production who have completed an intermediate level campus magazine publishing class. CSU

JOUR 31. Internship Experience (1-2)
Work-60-150
Prereq: Approval of the Journalism Department
Recommended Prep: JOUR 24
Repeat max. 6.0 units
Supervised on-campus or off-campus employment in the journalism field that is adaptable to the student. This could include experiences such as working on community based newspapers, publishing on the Internet, or improving the journalism-publishing program at CCSF for the betterment of the larger community. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU

JOUR 32. Independent Study (.5)
Lec-5, Lab-15
The student will conduct special research, assignments, or experimental projects with faculty supervision. Projects can vary in format, but must be media-related. CSU
Offered on occasion

JOUR 35. Internet Journalism (3)
Lec-52.5 P/NP available
Recommended Prep: JOUR 21
The course examines the role of the online journalist and use of the Internet for investigative purposes with special emphasis on new trends in the delivery of news. CSU
C-ID JOUR 120

JOUR 36. Investigative Reporting (3)
Lec-52.5
Recommended Prep: JOUR 21
The course provides advanced concepts of news gathering, interviewing and writing. Students will be assigned beats covering neighborhood communities and local government. Extensive research, interviewing, meeting coverage and writing involved. Students will improve and expand their news gathering and writing skills. CSU
C-ID JOUR 210

JOUR 37. Introduction to Photojournalism (3)
Lec-52.5
Recommended Prep: PHOT 51 or demonstration of equivalent knowledge
Emphasizes concepts of photojournalism such as news and feature photography. Assignments will involve photographing people and visual storytelling at a level appropriate for publication such as in campus publications. Access to Single Lens Reflex (SLR) digital or film camera required. CSU

JOUR 38. Intermediate Photojournalism (3)
Lec-52.5
Prereq: JOUR 37
Recommended Prep: BCST 119 or demonstration of equivalent knowledge
Emphasizes concepts of photojournalism at an intermediate level. Assignments will involve photographing people and visual storytell

ing at a professional entry-level appropriate for use in publications such as newspapers and magazines. Emphasizes integration of traditional photojournalism with new media technology reflecting current professional trends in photojournalism. Digital SLR required.
CSU
Offered Fall semesters

Labor and Community Studies

Office: Evans
Phone Number: (415) 239-3200
Web Site: www.ccsf.edu/labr

Announcement of Curricula

Degree Curriculum

The Labor and Community Studies Department offers a two-year transfer degree program in Social Justice with an area of emphasis in labor and community advocacy. It teaches students the contributions of working-class people to American Society, with a special focus on organized labor, immigrants, people of color, women, and LGBTQ people. It gives a thorough grounding in the rights of employees, including union rights, through a course of study that examines class history, economics, politics, art, and social change. It offers specialized instruction in the history and current status of movements for social change and prepares students to transfer into a variety of CSU majors in social sciences, behavioral science, and ethnic studies, among others.

Social Justice Studies: General - Labor and Community Studies Major (AA-T)

The Associate of Arts in Social Justice: Labor and Community Studies for Transfer prepares students to pursue studies in working class history and workplace justice, and for careers in labor and community advocacy.

The Social Justice Transfer Model Curriculum (TMC) is an "area of emphasis" (AOE) and has specifically been designed to prepare students for transfer into a variety of CSU Majors, such as

- African American Studies
- Africana Studies
- American Indian Studies
- American Studies
- Arabic Language, Literature and Culture
- Asian American Studies
- Chicano/Chicana Studies
- Ethnic Studies
- Gender Studies
- Labor and Employment Studies
- Labor Studies
- Latin American Studies
- Liberal Studies w/Option in Interdisciplinary Studies in Culture & Society
- Liberal Studies Border Studies w/Option in Mexican-American Studies
- Modern Jewish Studies
- Negotiation, Conflict Resolution and Peace building
- Sociology with a concentration in Critical Race Studies
- Sociology with a concentration Race, Class, and Gender
- Sociology with Inequalities and Diversity Option
- Social Science with Emphasis in Islamic and Arabic Studies
- Women, Gender, and Sexuality Studies
- Women's Studies
- and many other possible CSU majors.

It is advised that potential majors meet with an affiliated counselor or department chair to discuss educational goals, course options, and transfer issues.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze how economic and political power is exercised in the United States.
- Assess the effectiveness of working class movements for social and/or racial justice.
- Analyze the relative merits of various organizing strategies for building labor and/or community power.

Students who wish to earn the Associate of Arts in Social Justice: Labor and Community Studies for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirements may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Social Justice Studies: General-Labor and Community Studies

Course . . . . . Units

Required core courses:

LBCS 70A Who Built America? From the Colonial Era to the Civil War and Reconstruction 3.0
or LBCS 70B Who Built America? From Reconstruction to the Present 3.0
WGST 25 Introduction to Women's Studies: Feminism Demystified. 3.0
IDST 37 Introduction to Ethnic Studies. 3.0

Select 3 courses from at least two of the following areas:

Area 1: History and Government

LBCS 70A Who Built America? From the Colonial Era to the Civil War and Reconstruction* 3.0
LBCS 70B Who Built America? From Reconstruction to the Present*. 3.0
LBCS 88 California Labor History 3.0

Area 2: Arts and Humanities

LBCS 104A Work Tales- Beginning Performance. 3.0
AFAM 60 African American Women in the US. 3.0
LGBT 55 Contemporary Global LGBT Art and Culture 3.0
ENGL 57 Survey of Women's Literature. 3.0

Area 3: Social Science

ASAM 22 Community Issues & Leadership 3.0
LBCS 15 Latin American Workers in the Americas 3.0

LBCS 96C Labor Relations in the Modern American 3.0
ECON 25 Women in the Economy 3.0

Area 4: Quantity Reasoning and Research Methods
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies 5.0

* Course may be used to satisfy this area if not used to meet the Core Course requirement.

Total: . . . . . 18.0 – 20.0

Announcement of Courses

Credit, Degree Applicable Courses:

LBCS 15. Latin American Workers in the Americas (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course bridges Labor Studies and Latin American/ Latino/a/x Studies by comparing the histories of realities of Latin American workers in the US and Latin America. Traces the parallel histories of Latin American and Latino workers and the ways in which politics, economics and social movements shape their experiences. UC/CSU
LBCS 15=LALS 15

LBCS 70A. Who Built America? From the Colonial Era to the Civil War and Reconstruction (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A multicultural, working people's history of the early United States. Native Americans, Africans and Europeans. Latinos and Asians. Farmers, shoemakers and slaves. Revolution and expansion. Abolishing slavery, establishing workers' and women's rights. Cooperative communities and unions. The Civil War and Emancipation. American ideals and American realities. UC/CSU

LBCS 70B. Who Built America? From Reconstruction to the Present (3)
Lec-52.5, field trips
A multicultural, post-Civil War history of the United States from the perspective of its working people. Native Americans, Africans and Europeans. Territorial expansion, Unions, the Progressive Movement, World War I. The Depression, the New Deal, World War II. Cold War, Civil Rights, the Sixties and the global economy today. UC/CSU

LBCS 81. Organizing for Economic and Social Justice (3)
Lec-52.5 P/NP available
The class will examine the strategies and tactics of organizing for economic, racial and social justice in various settings. Workplace and community organizing. Unions and workers' centers. Labor-community coalition building. The effectiveness of different approaches to building labor and community power in the current historical context. CSU

LBCS 88. California Labor History (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
History of California's working people and their quest for social justice, encompassing the state's diverse regions, races and cultures. Examines early Native Peoples, the Spanish conquest, and Chinese workers and the railroads. Studies agricultural, industrial, service and public sector workers, the tech sector, and the impact of economic inequality on society. Explores strategies used by workers, unions, worker centers, and community organizations advocating for workers power. UC/CSU
Offered Fall semesters

LBCS 94D. Labor Relations in America (1)
Lec-17.5 P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
A study of United States labor relations and employment rights. Includes labor history, economics and law, as well as contemporary issues in various industries. Labor relations and employment rights as they have shaped American society. CSU
Offered on occasion

LBCS 96C. Labor Relations in the Modern American Workplace (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A study of labor relations in general and through the lens of specific industries. Course explores workplace power: its history, present status, and current issues. Topics include forms of ownership, the structure of the workplace, the changing workforce, management practices, unionization, workers' rights, and current developments. A thorough analysis of labor relations and employment rights as they affect the economy, society and culture. CSU

LBCS 98A. Beginning Labor Heritage Chorus (3)
Lec-52.5, field trips P/NP available
The beginning study of choral techniques and performances of the songs that reflect workers of diverse cultures such as Native American chants, folk and labor ballads, field hollers, Black cowboy songs, Chicano farm and border songs, Labor Motown, Asian-American work songs and songs of working women's experiences. UC/CSU
LBCS 98A = MUS 48A

LBCS 98B. Intermediate Labor Heritage Chorus (3)
Lec-52.5, field trips P/NP available
Prereq: LBCS 98A/MUS 48A
Intermediate Labor Chorus is designed to further develop choral music and knowledge of labor songs from various periods in American history, as presented in MUS 48A. Students will develop more complex choral techniques and repertoire. There is an increased focus on individual achievement within the chorus. UC/CSU
LBCS 98B = MUS 48B

LBCS 98C. Advanced Labor Heritage Chorus (3)
Lec-52.5 P/NP available
Prereq: LBCS 98B/MUS 48B
Advanced Labor Chorus is designed to further develop choral music and knowledge of labor songs from various periods in American history. Students will develop advanced choral techniques and repertoire with an increased focus on the development of a self-directed creative process within the labor song tradition. UC/CSU
LBCS 98C = MUS 48C

LBCS 103. Peer Counseling-the Basics (1)
Lec-18 P/NP available
Training for volunteer peer counselors in the areas of substance abuse, strike and emergency assistance, unemployment, and related workplace problems. Covers information and referral issues as well as communication skills necessary to peer counseling. CSU

LBCS 104A. Work Tales-Beginning Performance (3)
Lec-52.5 P/NP available
Introductory study of labor and community theater. Creating stories of work and working people. Use of writing exercises and improvisation to create monologues and short scenes. Rehearsals and performance of original work. CSU

LBCS 114. Shaping Public Policy for Labor and Community Organizations (3)
Lec-52.5, field trips P/NP available
OR ESL 188 OR READINESS FOR COLLEGE-LEVEL ENGLISH
Public policy shapes our workplaces, neighborhoods, the criminal justice system, and the environment. This course examines the role of policy making in working-class communities and communities of color. Particular attention will be given to local policy formation and the ways that labor and community organizations can influence the process for the benefit of all. CSU

LBCS 115. Workforce Development & Land Use For Labor & Community Groups (3)
Lec-52.5, field trips P/NP available
RECOMMENDED PREP: ENGL 88 OR ESL 188 OR READINESS FOR COLLEGE-LEVEL ENGLISH
The course examines the ways that workforce and housing development policies shape the lives of working-class communities. Particular attention will be given to the ways that city and county governments contend with a shifting global economy, changing federal priorities and regional job training and affordable housing needs. CSU

Noncredit Courses:

LACR 9802. Workers' Rights (18 hrs)
This course covers students' rights on the job under federal, state and local law and in the union and nonunion workplace. It examines wage and hour, job security, anti-discrimination, health and safety and collective bargaining protections. Students will learn how to organize effectively for fair conditions at work.

LACR 9805. San Francisco Labor Today - Its Issues (5 hrs)
An overview of the various organizations within the San Francisco labor community, their work and their issues. Unions, workers' centers and community-based advocacy organizations. Organizing for a better work life, building labor-community coalitions and telling working people's stories. People of color, immigrant, women's and LGBT workers' rights. The "Si, Se Puede" spirit in Bay Area labor today.
OFFERED ON OCCASION

LACR 9806. Workers' Advocacy Training (3 hrs)
Introduction to the role of the workers' advocate. Union, workers' center and government agency advocacy. Organizing for social, racial and economic justice. Employment rights laws. Shop stewards and union contract enforcement. Labor-community solidarity.
OFFERED ON OCCASION

LACR 9812. Organizing for Transformation (18 hrs)
Brings working peoples' voices to the forefront of society and social change movements. Explores communications campaigns, oral history projects, public speaking, media relations and labor and community arts programs. Special emphasis is put on students telling their own stories and those of their communities, workers centers and unions. Taking organizing deeper and further - into the heart and soul of workers lives.

LACR 9815. Labor and Community Activist Training (18 hrs)
Prepares students to advocate for improvements in their wages, working and living conditions in a variety of settings. Includes identifying issues, planning and campaign evaluation. Preparation for volunteer and paid work in union, community, and electoral activism.

Latin American and Latino/a Studies

Office: Science 186
Phone Number: (415) 239-3126
Web Site: www.ccsf.edu/lals

Announcement of Curricula

Social Justice Studies: General - Latin American and Latino/a Studies Major (AA-T)

The Associate of Arts in Social Justice: Latin American and Latino/a Studies for transfer is designed to prepare students who wish to transfer to pursue studies in social justice with an emphasis in Latin American and/or Latino studies.

The Social Justice Transfer Model Curriculum (TMC) is an "area of emphasis" (AOE) and has specifically been designed to prepare students for transfer into a variety of CSU majors such as

- Latin American Studies
- Latino/a Studies
- Chicano/a studies
- Mexican American Studies
- Central American Studies
- Border Studies
- African American Studies
- Africana Studies
- American Indian Studies
- American Studies
- Asian American Studies
- Ethnic Studies
- Islamic Studies
- Gender Studies
- Labor and Employment Studies
- Labor Studies
- and many other possible CSU majors.

It is advised that potential majors meet with an affiliated counselor or department chair to discuss education goals, course options and transfer issues.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply intersectionality to analyze the different power relations that have shaped the lives of Latinas/os in the United States and Latin America
- Apply appropriate methods of inquiry for Latin American and Latino/a Studies
- Analyze the national and/or transnational experiences of Latinos in the United States and Latin America

Students who wish to earn the Associate in Arts in Social Justice Studies: Latin American and Latino/a Studies for transfer (AA-T) degree must complete 60 CSU-transferable units with at least a 2.0 grade point average. This must include units required for full completion of the IGETC or CSU GE Curriculum and the units for the major as specified below. Each course in the major must be completed with a "C" or better. Courses that meet the major requirements may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA with a transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and numbers of units completed per semester.

Courses Required for the AA-T in Social Justice Studies: General-Latin American and Latino/a Studies

Course . . . . . Units

Core required courses:

LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0
IDST 37 Introduction to Ethnic Studies 3.0
WGST 25 Introduction to Women's Studies: Feminism Demystified 3.0
LALS 14 Diego Rivera; Art and Social Change in Latin America 3.0

Select two courses from at least two areas for a minimum of 6 units:

Area 1: History and Government

HIST 18A The Colonial History of Latin America 3.0
HIST 18B History of Latin America 3.0
HIST 20 History of Mexico 3.0
HIST 21 History of the Mexican American/Chicano 3.0
LALS 11 Drug Wars in the Americas 3.0
LALS 13 Latin American & Latino/a Cross-Border Social Movements 3.0
POLS 18 Government & Politics of Latin America 3.0

Area 2: Arts and Humanities

ART 105 Ancient Art and Architecture of Latin America 3.0
ART 106 Latin American Art History 3.0
HIST 18A The Colonial History of Latin America 3.0
HIST 18B History of Latin America 3.0
HIST 20 History of Mexico 3.0
HIST 21 History of the Mexican American/Chicano 3.0

Area 3: Social Science

HIST 18A The Colonial History of Latin America 3.0
HIST 18B History of Latin America 3.0
HIST 20 History of Mexico 3.0
HIST 21 History of the Mexican American/Chicano 3.0
LALS 9/LGBT 9 The Latin American and Latina/o LGBT Experience 3.0
LALS 10 Latinas in the U.S./VOCES 3.0
LALS 15 Latin American Workers in the Americas 3.0
POLS 18 Government & Politics of Latin America 3.0
ANTH 11 Latin American Cultures and Societies 3.0

Area 4: Quantitative Reasoning & Research Methods

LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies 5.0

Total: . . . . . 18.0 – 20.0

Latin American & Latino/a Studies Major (AA)

The Latin American and Latino/a Studies major is an inter-disciplinary program that studies the history, economy, culture, and politics of Latin America and Latinos in the United States.

Using an interdisciplinary approach, Latin American and Latino/a Studies graduates are active in the examination of the multiple and diverse realities of peoples of Latin America and of Latinos in the United States.

The degree in Latin American and Latino/a studies provides a basis for students pursuing further education toward careers in: non-profit program management, public sector, private sector, international development, labor and community organizing, policy analysis, education, journalism, among others.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze the national and transnational experiences of Latinos/as in the Americas
- Examine the political, social, cultural and economic realities of Latin America and its people.
- Evaluate the intersectionality of distinct forms of oppression within Latina/o experience in the Americas
- Apply theories and methodologies in Latin American and Latino Studies

The Latin American and Latino/a Studies degree offers courses in different areas of graduation at CCSF: Humanities, Ethnic Studies, and Social Sciences. Oriented toward serving our diverse student body, our courses will allow students to fulfill transfer requirements to CSU, UC and other private universities. In order to complete the major you need to take a total of 21 units: Twelve (12) core units and nine (9) elective units. In the core units of the LALS major, students gain a foundation on the history, culture, and politics of Latin America and Latinos in the Americas. In the electives, students can choose a focus by selecting from our program's specialized courses; allowing them to craft a major that reflects the student's individual interests. Upon completion of the major, students will be able to integrate writing, research and presentation skills necessary for the successful attainment of a university degree and for many professional careers.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Latin American & Latino/a Studies

Course . . . . . Units

Required courses:

LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0
LALS 10 Latinas in the U.S./VOCES 3.0
ANTH 11 Latin American Cultures and Societies 3.0

Choose one of the following History of Latin America courses:

HIST 18A The Colonial History of Latin America 3.0
HIST 18B History of Latin America 3.0

Choose 9 units from the following courses in either Latin American & Latino/s Studies, Social Science, or Humanities

LALS 14 Diego Rivera; Art and Social Change in Latin America 3.0
One of the History of Latin America courses not completed above. 3.0

LALS 70 Individual Study in Latin American and Latino/a Studies 1.0-3.0
MUS 25 Music of Latin America and the Caribbean 3.0
DANC 155A Beginning Salsa and Other Latin Dances 1.0
DANC 155B Intermediate Salsa and Other Latin Dances 1.0
LALS 9/LGBT 9 The Latin American and Latina/o LGBT Experience 3.0
LALS 11 Drug Wars in the Americas. 3.0
LALS 13 Latin American & Latino/a Cross-Border Social Movements. 3.0
LALS 15 Latin American Workers in the Americas 3.0
HIST 20 History of Mexico 3.0
HIST 21 History of the Mexican American/Chicano. 3.0
POLS 18 Government & Politics of Latin America. 3.0
ART 105 Ancient Art and Architecture of Latin America 3.0
ART 106 Latin American Art History 3.0
Maximum 3 units of Spanish Language Courses
Any course can be selected
(Maximum 3 units)
Total: 21.0

Latin American & Latino/a Studies Certificate

The Certificate of Achievement in LALS is a program that introduces the Latino/a experience in the United States. The certificate is comprised of a 3-unit core course combined with elective units, providing students with theoretical and methodological tools to understand and analyze the complexity of Latino/a lives in the United State. It is designed for students who wish to pursue a specialization in Latino/a studies and for professionals in the public, private and nonprofit sector and/or who work with or wish to learn about Latino/a communities in the United States to further their career goals.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and interpret the Latino/a national and transnational experience in the state of California and the United States.
- Compare and contrast Latin American cultures and societies.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Latin American & Latino/a Studies

Course . . . . . Units
Required course:
LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0
Choose 9 units from the following courses:
LALS 9/LGBT 9 The Latin American and Latina/o LGBT Experience 3.0
LALS 10 Latinas in the U.S./VOCES. 3.0
LALS 11 Drug Wars in the Americas. 3.0
LALS 13 Latin American & Latino/a Cross-Border Social Movements. 3.0
LALS 14 Diego Rivera; Art and Social Change in Latin America 3.0
LALS 15 Latin American Workers in the Americas 3.0
ART 106 Latin American Art History 3.0
ANTH 11 Latin American Cultures and Societies. 3.0
HIST 21 History of the Mexican American/Chicano 3.0
MUS 25 Music of Latin America and the Caribbean 3.0
HIST 18B History of Latin America 3.0
Total: 12.0

Announcement of Courses

Credit, Degree Applicable Courses:

LALS 1. Latinx Diaspora: The Impact of Latinxs Living in the United States (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The impact of the Latinx diaspora on the culture, identity, history and politics of the US. The course will emphasize an analysis of the Latinx diaspora's effect on the American system and institutions. UC/CSU

LALS 2. Critical Thinking in Latinx Studies (3)
Lec-52.5 P/NP available
Prereq: ENGL 1A
Recommended Prep: LALS 1
Applies critical thinking skills to issues of race, ethnicity, gender, culture, and class with a focus on Latinxs in U.S. popular culture and discourse. Topics to be covered include rhetorics of racism, popular culture by and/or about Latinxs, and selected debates impacting Latinx communities. Students will analyze these issues through writing short-, medium-, and long-form assignments. UC/CSU

LALS 5. Introduction to Statistical Methods in Latin American and Latino/a Studies (5)
Lec-87.5 P/NP available
Prereq: MATH 92 or MATH 60 or placement in Math 90
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Emphasis is on the application of statistical methods to measure, analyze, interpret and report findings related to issues in Latin American and U.S. Latino Studies and other disciplines. Analyses include descriptive statistics: central tendency, dispersion, inferential statistics: probability theory and distributions, sampling distributions, hypothesis testing, simple linear regression, and computer technology. UC/CSU
C-ID MATH 110

LALS 9. The Latin American and Latina/o LGBT Experience (3)
Lec-52.5 P/NP available
A survey of LGBT culture in Latin America and in Latino/a communities in the US. An examination of indigenous, cultural, sexual, psychological, socio-economic, immigration, literary and artistic elements. UC/CSU
LALS 9=LGBT 9
Offered on occasion

LALS 10. Latinas in the U.S./VOCES (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The course will examine the lives and experience of Latinas living in the US. It will explore how their experiences affect self-esteem. Major social and cultural issues and themes will be discussed and analyzed using a multidisciplinary approach. UC/CSU

LALS 11. Drug Wars in the Americas (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Analyzes the impact of drug production and trafficking on Latin America, and the United States; evaluates past and current US drug policy and initiatives and law enforcement strategies; studies the link between transnational organized crime and the connection between drug trafficking, insurgency and terrorism in Latin America. UC/CSU

LALS 13. Latin American Social Movements (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The course focuses on Latin American social movements. Social movements relationship to rebellions and revolutions in Latin America and the emergence of transnational social movements will be analyzed. UC/CSU
Offered Spring semesters

LALS 14. Diego Rivera: Art and Social Change in Latin America (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Mexican muralist Diego Rivera's work exemplifies the use of art to create an awareness of history and to promote social change in Latin America. This interdisciplinary class will explore the work of Diego Rivera and the Latin American cultural movements that developed to address relevant social and political issues. UC/CSU

LALS 15. Latin American Workers in the Americas (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course bridges Labor Studies and Latin American/ Latino/a/x Studies by comparing the histories of realities of Latin American workers in the US and Latin America. Traces the parallel histories of Latin American and Latino workers and the ways in which politics, economics and social movements shape their experiences. UC/CSU
LALS 15=LBCS 15

LALS 70. Individual Study in Latin American and Latino/a Studies (1-3)
Lab-52.5 to 157.5 P/NP available
Recommended Prep: Any LALS course, including any cross-listed Social or Behavioral Science course
Supervised individual or group study on topics and issues in Latin American & Latino/a Studies using an interdisciplinary approach. CSU
UC upon review

ANTH 11. Latin American Cultures and Societies (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Comprehensive and critical analysis of the cultures and traditions of the peoples in Latin America. Critical in-depth study of contemporary society and political systems, inter-ethnic relations, traditional medicinal healing, religions, and sorcery. Analysis of the history and development of Latin American cultures and the impact of state forms of social organization on its traditional societies. UC/CSU

ART 105. Ancient Art and Architecture of Latin America (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of the artistic heritage of Ancient Mexico, Central, and South America. Art 105 explores the stylistic traditions and themes which gave unity to the art of this part of the world as well as the diverse cultural characteristics which led to the development of regional styles. UC/CSU

ART 106. Latin American Art History (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The artistic heritage of Latin America from the sixteenth century CE to the present. All art will be discussed from both a critical and historical perspective with regard to formal visual elements of style and the societies, values, and ideas that gave birth to Latin American Art. UC/CSU

HIST 18A. The Colonial History of Latin America (3)
Lec-52.5 P/NP available
A survey of the colonial history of Latin America. Students examine historical, cultural, political, socio-economic and artistic elements from the conquest to independence. UC/CSU
HIST 18A not prerequisite to 18B

HIST 18B. History of Latin America (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Survey of Latin American history from independence in the 19th century to the present. UC/CSU
HIST 18A not prerequisite to 18B

HIST 20. History of Mexico (3)
Lec-52.5 P/NP available
A survey of the history of Mexico from the indigenous, colonial and modern eras. UC/CSU

HIST 21. History of the Mexican American/Chicano (3)
Lec-52.5 P/NP available
A survey of the history of Mexican Americans/Chicanos in the United States. Students examine historical, cultural, political, socio-economic and artistic elements. UC/CSU

LBCS 15. Latin American Workers in the Americas (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course bridges Labor Studies and Latin American/ Latino/a/x Studies by comparing the histories of realities of Latin American workers in the US and Latin America. Traces the parallel histories of Latin American and Latino workers and the ways in which politics, economics and social movements shape their experiences. UC/CSU
LBCS 15=LALS 15

LGBT 9. The Latin American and Latina/o LGBT Experience (3)
Lec-52.5 P/NP available
A survey of LGBT culture in Latin America and in Latino/a communities in the US. An examination of indigenous, cultural, sexual, psychological, socio-economic, immigration, literary and artistic elements. UC/CSU
LGBT 9=LALS 9
Offered on occasion

LGBT 9. The Latin American and Latina/o LGBT Experience (3)
Lec-52.5 P/NP available
A survey of LGBT culture in Latin America and in Latino/a communities in the US. An examination of indigenous, cultural, sexual, psychological, socio-economic, immigration, literary and artistic elements. UC/CSU
LGBT 9=LALS 9
Offered on occasion

POLS 18. Government and Politics of Latin America (3)
Lec-52.5 P/NP available
The constitutional systems, political processes, and social problems of Latin-American nations. UC/CSU
Offered on occasion

Spanish Language Courses: See Spanish in this section of the catalog.

Learning Assistance

Office: Rosenberg 207
Phone Number: (415) 452-5502
Web Site: www.ccsf.edu/lac

Announcement of Courses

Credit, Degree Applicable Courses:

LERN 10. Introduction to Tutoring (1)
Lec-17.5 P/NP only
Prereq: Acceptance into a CCSF peer-tutoring program
Introduction to theories and methods of effective tutoring. Students will learn best practices, techniques, and strategies for effective tutoring. Areas covered will include, but not be limited to: the tutor role and responsibility, the tutor-tutee relationship, the tutoring cycle, strategies and techniques to implement when tutoring students of various backgrounds, learning preferences, academic abilities and specific strategies for tutoring in identified subject-specific areas. CSU

LERN 12. Tutoring/Mentoring Work Experience (1-3)
Work-60-225 P/NP only
Recommended Prep: Completion of or concurrent enrollment in: LERN 10
Repeat: max. 9 units
Work experience tutoring or mentoring in a specific subject matter, course or program under the supervision of the Learning Assistance Center Coordinator or an Instructor for a specific course or program. CSU
Replaces LERN 12A, 12B, and 12C

LERN 50. College Success (3)
Lec-52.5 P/NP available
Integrates personal growth and values, study strategies, and communication and critical analysis in to lifelong success in academic, professional and personal development. Includes life management, learning styles, personal and educational values, instructor-student communication, diversity, financial literacy, health, memory, concentration, note taking, textbook reading, test-taking, library skills, problem-solving. UC/CSU
LERN 50=IDST 50

LERN 51. College Success Basics (1)
Lec-17.5 P/NP only
This brief course introduces students to basic college success strategies: goal setting and time management, memory and concentration, lecture notetaking, accessing campus resources, textbook studying and test taking. CSU
Offered on occasion

LERN 52A. Study Strategies: Discipline Specific (1)
Lec-17.5 P/NP only
This brief intensive course increases student success by introducing content-specific study strategies particular to a targeted academic discipline, course or section within a discipline. Study strategies are unique to the discipline to assist students with assigned content. CSU
Offered on occasion

LERN 53A. Test Prep for CBEST Basic Skills Test-English (.5)
Lec-9 P/NP only
Recommended Prep: ENGL 88 or ENGL 88B or readiness for college-level English
This brief review course is designed to prepare students for the CBEST - California Basic Education Skills Test: English. This is the standardized exam that future K -12 teachers must pass prior to being hired as a teacher for particular subjects. CSU

LERN 53B. Test Prep: Standardized Exams: CBEST-Math (.5)
Lec-9 P/NP only
This short-term course is designed to prepare students for the mathematics section of the CBEST, standardized, timed test. This course covers formatting, scoring standards, test-taking and study strategies and specific content. This is the standardized exam that future K-12 teachers must pass prior to being hired as a teacher. CSU

LERN 53C. Test Prep: Standardized Exams: CSET (.5)
Lec-9 P/NP only
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
This short-term course is designed to prepare students for the English section of the CSET Multiple Subjects standardized test. This course covers formatting, scoring standards, test-taking, study strategies, and specific content related to the Reading, Language, and Literature sections of Subtest 1 of the CSET Multiple Subjects Exam. CSU

LERN 53D. Test Prep for CSET Multiple Subjects Exam: Math (.5)
Lec-9 P/NP only
Recommended Prep: MATH 40
This short-term course is designed to prepare students for the mathematics section of the CSET Multiple Subjects standardized test. This course covers formatting, scoring standards, test-taking and study strategies, and specific content related to each subset of the particular test. CSU

LERN 54. Multiple Subjects CSET I Intensive Preparation (3)
Lec-52.5 P/NP available
Recommended Prep: MATH 40; ENGL 88 or ESL 188 or readiness for college-level English
This intensive course is designed to prepare future K-12 teachers to take any one of the CSET, or for multiple CSET tests. This course includes timed practice tests, peer review, lecture and seminar discussions. These activities lead to improved test-taking and addresses study skills, time management, stress and anxiety management, goal setting, accountability, gaining content specific proficiency, accessing resources, and networking. CSU

LERN 55. Successful Online Learning (1)
Lec-17.5
Master successful online learning in 6 weeks. Gain proficiency using Canvas as a holistic learning environment: access instructions and course materials; participate in community; complete assignments,

and receive help from the instructor. Implement behaviors conducive to successful online learning: time management, goal setting, and self-motivation. Apply study strategies to reading e-books, and create study tools for an e-portfolio. For students new to, or seeking to master online learning. CSU

Noncredit Courses:

LERN 1000. Supervised Tutoring (50 hrs)
Tutoring and learning support activities outside of class. Assistance in achieving academic course learning outcomes, basic skills, study strategies and computer skills. Students work with tutors who are recommended, trained and supervised by faculty. Students must have a referral by faculty to receive tutoring.

LERN 1010. Introduction to Tutoring (18 hrs)
Introduction to theories and methods of effective tutoring. Tutoring purpose, goals and techniques; questioning and positive reinforcement; active listening and study skills; culture and multicultural awareness; learning styles and strategies.

Career Development *

*See Career Development for former LERN career development courses.

Lesbian, Gay, Bisexual, and Transgender Studies

Office: Cloud 126
Phone Number: (415) 239-3876
Web Site: www.ccsf.edu/lgbt
*Formerly: Gay, Lesbian and Bisexual Studies

Announcement of Curricula

Social Justice Studies: General - Feminist, Queer, and Trans Studies Major (AA-T)

Associate in Arts in Social Justice Studies: Feminist, Queer, and Trans Studies for Transfer is a joint program between the Women's and Gender Studies and the LGBT Studies Departments. This AA-T offers students breadth of knowledge through a set of introductory courses addressing gender, sexuality, race, ethnicity, class, and ability, and depth of knowledge through courses that focus on intersecting identities within feminist, queer, and trans theories. We aim to understand and dismantle cultural and institutionalized oppressions like sexism, heterosexism, homophobia, cissexism, transphobia, racism, classism, ableism, and ageism. The AA-T prepares students who wish to transfer and pursue a baccalaureate degree in a field related to Social Justice, particularly at the California State University campuses. Related fields include Women and Gender Studies, LGBT Studies, Queer Studies, Feminist Studies, Sexuality Studies, Ethnic Studies, Critical Race Studies, or any of a number of other CSU Majors included in this "area of emphasis."

It is advised that potential majors meet with an affiliated Counselor or Department Chair to discuss educational goals, course options, and transfer issues.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze the social, political, and historical contexts of Feminist, Queer, and Transgender Studies.
- Apply an intersectional framework to feminist, queer, trans, ethnic, racial theories, and/or socio-economic theories.
- Examine gender identities, gender expressions, and sexual orientation across cultures historically and/or in a contemporary context.
- Identify the role of art and creativity in various global cultural contexts in relation to gender and sexuality.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Social Justice Studies: General Feminist, Queer, and Trans Studies

Course . . . . . Units

Required core courses:

IDST 37 Introduction to Ethnic Studies 3.0
WGST 25 Introduction to Women's Studies: Feminism Demystified 3.0
LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies 3.0

Select 3 courses from at least 2 areas for a minimum of 9 units. Courses used in one area cannot be used to fulfill a requirement for another area:

Area 1: History or Government

HIST 12A United States Women's History: Pre-colonial Through 1880s 3.0
HIST 12B United States Women's History: 1890-Present 3.0
HIST 45 LGBT American History 3.0

Area 2: Arts and Humanities

LGBT 11 Film Expression: History of Queer Film 3.0
LGBT 15 From Greece to Stonewall: Global LGBT Literature, Art and Culture 3.0
LGBT 18 Transgender Lives, Culture and Art 3.0
LGBT 20 LGBT U.S. Art and Culture 3.0
LGBT 55 Contemporary Global LGBT Art and Culture 3.0
LGBT 75 Queer Cinema in the 1970s 3.0
WGST 10 Women and Film 3.0
AFAM 60 African American Women in the US 3.0
ART 108 Women Through Art History 3.0
ASAM 35 Asian American Women 3.0
ENGL 57 Survey of Women's Literature 3.0
ENGL 58 Contemporary Women's Writing 3.0
HUM 25 Women in the Arts 3.0
IDST 31 Women and Gender in the Middle East 3.0
IDST 36 Poetry for the People 3.0
MUS 27Q Music and Queer Identity 3.0

Area 3: Social Science

LALS 9/LGBT 9 The Latin American and Latina/o LGBT Experience 3.0
LGBT 10 LGBT Culture & Society 3.0
LGBT 21 Issues in Lesbian Relationships 3.0
LGBT 24 Intimacy and Relationships between Men. 3.0
LGBT 50 Lesbian/Gay/Bisexual/Transgender/ Communities of Color in the U.S. 3.0
WGST 54 The Politics of Sexual Violence 3.0
AFAM 60 African American Women in the US 3.0

ANTH 20 Lesbian Gay Bisexual Transgender Anthropology 3.0
ANTH 25 Culture, Gender and Sexuality 3.0
ASAM 35 Asian American Women 3.0
BCST 105 Gender & Mass Media 3.0
ECON 20 LGBT Economics 3.0
HIST 12A United States Women's History: Pre-colonial Through 1880s 3.0
HIST 12B United States Women's History: 1890-Present 3.0
HIST 45 LGBT American History 3.0
IDST 17 Human Sexuality 3.0
IDST 31 Women and Gender in the Middle East 3.0
LALS 10 Latinas in the U.S./VOCES 3.0
PSYC 25 Psychology of Gender 3.0
SOC 25 Sex and Gender in American Society 3.0
HLTH 221 Health and Social Justice 3.0
WGST 35 Introduction to Masculinity Studies 3.0
Total: 18.0

Lesbian, Gay, Bisexual and Transgender Studies Major (AA)

The LGBT Studies Major offers a multidisciplinary and multicultural approach to the study of Lesbian, Gay, Bisexual, Transgender, Queer and Intersex identities, culture, art, literature politics, history and society both globally and domestically. Through the Arts, Humanities, Social Sciences and Behavioral Sciences, the LGBT Studies Major incorporates queer theory, theories of race and ethnicity, feminist theory, and the study of comparative social and political movements to examine the ways that we currently understand and have historically understood various constructions of sexuality, gender identity and behavior depending upon historic time and global location. To support this multidisciplinary approach, the LGBT Studies Department offers course that cover literature, film, art, ethnic studies, history, anthropology, psychology, politics, religion and health. While the LGBT Studies major at City College of San Francisco offers a full and array of General Education and Diversity requirements, it will also prepare students for transfer to numerous LGBT/Queer Studies baccalaureate programs in the United States and Canada.

Learning Outcomes

Upon completion of this program, students will be able to:

- Research and analyze key issues in Lesbian, Gay, Bisexual, Transgender, Queer and Intersex histories and the intersectionality of LGBTQI+ people.
- Analyze key issues concerning LGBTQI+ people in various regions of the world with a focus on cultural identity as informed by issues of politics, religion and colonial histories.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Lesbian, Gay, Bisexual and Transgender Studies

Course . . . . . Units
Required courses:
LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies 3.0
LGBT 15 From Greece to Stonewall: Global LGBT Literature, Art and Culture 3.0

Choose 3 units from these Arts courses:
LGBT 20 LGBT U.S. Art and Culture 3.0
LGBT 55 Contemporary Global LGBT Art and Culture 3.0
FASH 55 Icons of Contemporary Fashion 3.0
MUS 27Q Music and Queer Identity 3.0

Choose 3 units from these Humanities courses:
LGBT 11 Film Expression: History of Queer Film 3.0
LGBT 12 Contemporary LGBTQ Film 3.0
LGBT 18 Transgender Lives, Culture and Art 3.0
LGBT 75 Queer Cinema in the 1970s 3.0

Choose 6 units from these Social and Behavioral Sciences courses:
LGBT 9/LALS 9 The Latin American and Latina/o LGBT Experience 3.0
LGBT 10 LGBT Culture & Society 3.0
LGBT 50 Lesbian/Gay/Bisexual/Transgender/ Communities of Color in the U.S. 3.0
ANTH 20 Lesbian Gay Bisexual Transgender Anthropology 3.0
ECON 20 LGBT Economics 3.0
HIST 45 LGBT American History 3.0
PSYC 24 Queer Psychology 3.0

Choose 3 units from the following course electives:
LGBT 21 Issues in Lesbian Relationships 3.0
LGBT 24 Intimacy and Relationships between Men. 3.0
CDEV 76 Supporting LGBT Families in Educational Settings. 3.0
HLTH 67 HIV and Hepatitis Navigation Skills. 3.0
IDST 17 Human Sexuality 3.0
IDST 36 Poetry for the People 3.0
IDST 80A Diversity and Social Justice: Racism 0.5
IDST 80C Diversity and Social Justice: Sexism. 0.5
IDST 80D Diversity and Social Justice: Heterosexism. 0.5
IDST 80E Diversity and Social Justice: Ableism 0.5
IDST 80F Diversity and Social Justice: Class and Classism 0.5
IDST 80G Diversity and Social Justice: Transphobia. 0.5
WGST 10 Women and Film 3.0
WGST 54 The Politics of Sexual Violence 3.0
WGST 55 Ending Sexual Violence: Peer Education 3.0
Any Arts and Humanities or Social and Behavioral course listed above, if not already taken.. . . . . 3.0
Total: 21.0

Announcement of Courses

Credit, Degree Applicable Courses:

LGBT 5. Introduction to Lesbian, Bisexual, Gay and Transgender Studies (3)
Lec-52.5, field trips P/NP available
This introductory course examines a broad range of contemporary LGBT issues in various domestic and global contexts including bio-medical, sociological and political. Additionally, students have the opportunity to explore intersecting identities while developing research and critical thinking skills vital for further progress in the program. UC/CSU

LGBT 9. The Latin American and Latina/o LGBT Experience (3)
Lec-52.5 P/NP available
A survey of LGBT culture in Latin America and in Latino/a communities in the US. An examination of indigenous, cultural, sexual, psychological, socio-economic, immigration, literary and artistic elements. UC/CSU
LGBT 9=LALS 9
Offered on occasion

LGBT 10. LGBT Culture & Society (3)
Lec-52.5, field trips P/NP available
This course examines the development of LGBT Communities and the cultural and ideological forces that have shaped them. Included are the ways queer groups have presented themselves and their communities through art, cultural organizations, media, and political activism both for our own uses within these communities and for those outside the queer world. Contemporary struggles for equal justice, political activism, and resistance to homophobia and other oppression will be highlighted. UC/CSU

LGBT 11. Film Expression: History of Queer Film (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Surveys significant trends in the representation of queer sexualities in mainstream commercial cinema, as well as underground and independent films from the silent era through the twentieth century. Identifies theoretical approaches to the study of queer cinema for interpreting homophobic subtexts and alternative representations. Emphasizes the way social attitudes shape cultural representation, and interrogates the relationship between audience interpretation and filmmakers intentions. UC/CSU
Offered on occasion

LGBT 12. Contemporary LGBTQ Film (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Examines significant issues in the contemporary cinematic representation of LGBTQ people with a focus on the ways LGBTQ representation is expressed. Films screened cover mainstream Hollywood to small independent productions. LGBTQ film theory aids in developing a language for discussing the way cinema both challenges and reinforces societal values. The course looks at films from around the world and focuses on intersecting identities. UC/CSU
Offered on occasion

LGBT 15. From Greece to Stonewall: Global LGBT Literature, Art and Culture (3)
Lec-52.5 P/NP available
This global humanities course examines LGBT culture, artists, and writers from ancient Greece, Rome, Egypt, China, Africa and the Americas to Medieval and Renaissance Europe and Mexico through pre-World War II Europe and 1950's Japan and America. Studentsassess changing cultural attitudes about gender identity and sexual orientation. UC/CSU

LGBT 18. Transgender Lives, Culture and Art (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Focuses on Transgender and 'gender variant' figures throughout the world who, historically, held a sacred place within ancient cultures as evidenced in art and literature. The course will then move to explore modem and contemporary views of Trans gender and 'gender variant' people within various cultures including LGBT politics, art and culture. UC/CSU
Offered on occasion

LGBT 20. LGBT U.S. Art and Culture (3)
Lec-52.5 P/NP available
Lesbian, Gay, Bisexual, Transgender, and Queer U.S. artists, including expatriates, of the late 19th and 20th centuries and their influence on modem art. Analyzes the contribution of LGBTQ+ artists, poets, dancers, musicians, writers, and their associates and communities. Focuses on indigenous Two Spirit writers and artists, Harlem Renaissance art and culture, and contemporary political art that considers social justice issues such as AIDS, immigration, and transgender life. UC/CSU
Offered on occasion

LGBT 21. Issues in Lesbian Relationships (3)
Lec-52.5 P/NP available
This class addresses intimate partner personal relationship issues (money, power, sex) about lesbian, bisexual and queer-identified women new to relationships or who have difficulties sustaining successful ones. Topics are applicable to persons of all genders and sexualities. Learning modality is critical analysis through self-exploration and sharing personal experiences via online class forum postings and confidential reports, student meetings and papers submitted to the instructor. CSU
Offered on occasion

LGBT 24. Intimacy and Relationships between Men (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
This course studies male to male intimate relationships from a variety of perspectives. Integrating the personal experiences of class members, the course also examines biological, psychological, social, cultural, and legal influences upon men's ability to develop and sustain intimate relationships. Students will gain a better understanding of how to seek and participate in more satisfying relationships as well as how understand and cope with the many forces that impact male same-sex relationships. CSU

LGBT 50. Lesbian/Gay/Bisexual/Transgender/Communities of Color in the U.S. (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines the histories, cultures, identities, communities and unique contributions of lesbian/gay/bisexual and transgender people of color in the U.S. (Asian, Black, Latino, Middle Eastern and Native/Indigenous). UC/CSU
Offered on occasion

LGBT 55. Contemporary Global LGBT Art and Culture (3)
Lec-52.5 P/NP available
This course focuses on the differences and commonalities of LGBT people from different global regions as reflected through art and culture. Through considerations of imperialism and colonization as well as religion and other intersecting identities, this course examines contemporary LGBT writers, artists, filmmakers, and musicians within a global context. UC/CSU
Offered on occasion

LGBT 75. Queer Cinema in the 1970s (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The course explores film representation in the critical decade following the Stonewall Uprising, when modern Gay Liberation was born and a new LGBT visibility took hold in America. LGBT content in film will be explored from historic, artistic, critical, and consumerist perspectives. The course will examine important mainstream films, horror, documentaries, cult favorites, international hits, and experimental films, as well as the work of key queer filmmakers. UC/CSU
Offered on occasion

ANTH 20. Queer Anthropology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A sub-discipline of socio-cultural anthropology that focuses on contexts of difference in sexuality from the (presumed) norms of sexual and gender variation within social systems, practices, and ideologies. Queer anthropology utilizes intersectional studies of sex, race, ethnicity, gender, gender expression, religion, colonialism, and globalization. UC/CSU

BCST 103. Mass Media and Society (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A general interest course covering the history, organization and social role of major mass communication media, such as radio, television, motion pictures, print, recording industries, Internet, and the World Wide Web. Basic theory of communication and communication research. Emphasis on the influence of mass media on the individual and society. UC/CSU

BIO 15. The Biology of HIV (3)
Lec-52.5, field trips P/NP available
This course presents the biological basis for HIV/AIDS origins and emergence; epidemiology; virus structure and replication; interaction of HIV with the immune system and disease; HIV testing; current prevention, treatment, and cure strategies. UC/CSU
Offered on occasion

CDEV 76. Supporting LGBT Families in Educational Settings (3)
Lec-52.5
Recommended Prep: CDEV 67
Analysis of challenges faced by lesbian, gay, bisexual and transgender (LGBT) families in educational settings and exploration of the role of educators and educational programs in creating inclusive, accepting and celebratory environments. CSU
HISTORICAL CDEV 76=LGBT 76 (LGBT 76 deactivated 3/15/16)
Offered on occasion

HIST 45. LGBT American History (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Survey of the origins, development, and current status of the Lesbian, Gay, Bisexual, and Transgender reform and liberation movements in the United States, with particular emphasis since WWII. Includes the lives, communities, organizations, and resistance movements created by LGBT peoples from diverse racial, ethnic, and class backgrounds. UC/CSU

HLTH 25. Women's Health (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Explores the social determinants and issues related to women's health on an individual and community level. Emphasis on evaluation of health resources, behavior change process, and role of risk factors and prevention. UC/CSU

HLTH 27. Men's Health (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Exploration of the social determinants and issues related to men's health on the individual and community levels. Emphasis on evaluation of health resources, behavior change process, and role of risk factors and prevention. UC/CSU

HLTH 67. HIV and Hepatitis Navigation Skills (3)
Lec-52.5 P/NP available
Prepares frontline workers to provide navigation services to those at risk for and living with HIV and hepatitis diseases and common co-occurring conditions informed by a public health and social justice framework. CSU
Offered Fall semesters

HLTH 95. Transgender Health: Working with Clients and Communities (1)
Lec-17.5 P/NP available
A critical analysis of the public health status of transgender populations. The course will provide knowledge, skills, and resources necessary to work effectively in health and social service settings that serve transgender clients and communities. CSU
Offered Fall semesters

IDST 17. Human Sexuality (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A human sexuality course that integrates content and methodology from the disciplines of anthropology, biology, ethics, health education, history, jurisprudence, and psychology. UC/CSU
C-ID PSY 130

IDST 36. Poetry for the People (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary approach toward development of literacy in multiple popular traditions of poetry, including in social justice movements, by incarcerated people, and through alternative media. Includes scrutiny of published poems from multiple cultural traditions, a focus on community, and the cultivation and public presentation of new poems. UC/CSU

IDST 80A. Diversity and Social Justice: Racism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of race-based oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about racism, increasing awareness

of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80C. Diversity and Social Justice: Sexism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of sexism on individual, institutional, and cultural levels in the United States. Expanding one's knowledge about sexism, increasing personal awareness of one's own sexism and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU

IDST 80D. Diversity and Social Justice: Heterosexism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of homophobia and heterosexism (discrimination based on perceived or real sexual orientation and identity) oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about heterosexism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80E. Diversity and Social Justice: Ableism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of ableism (disability-based oppression) on individual, institutional, and cultural levels in the US. Expanding knowledge about ableism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Fall semesters

IDST 80F. Diversity and Social Justice: Class and Classism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of class oppression and classism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about class, class oppression and classism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

IDST 80G. Diversity and Social Justice: Transphobia (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of transphobia and gender oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about transphobia and gender diversity, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU
Offered Fall semesters

IDST 81B. Diversity and Social Justice: Anti-Semitism/Anti-Arabism (1)
Lec-18 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of anti-Semitism and anti-Arabism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about anti-Semitism and anti-Arabism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU

PSYC 14. Psychology of Shyness (1)
Lec-18 P/NP available
A psychological examination of shyness as a form of temperamental diversity. A comparison of shyness, social anxiety, introversion and the potential psychosocial challenges of each. Strategies for addressing challenges will be presented. CSU

PSYC 15. Assertive Behavior (1)
Lec-18 P/NP available
Examination of the development of communication patterns in a psychological and sociological context. Psychological and emotional barriers to effective communication will be explored. Application of assertiveness techniques to effect behavior change based on cognitive / behavioral theories in psychology are a major focus.. Assessment and implementation of appropriate techniques in a variety of situations, including communication with family, friends, and at the workplace are also discussed. CSU

PSYC 25. Psychology of Gender (3)
Lec-52.5 P/NP available
This course is an analysis of theories and research on how behavioral, cognitive, and emotional processes are impacted by gender. It includes an intersectional critique of biological, psychological, sociocultural ideas of gender, gender continuums from cis to transgender and addresses topics such as stereotypes, relationships, violence, sexuality, work and academics from various perspectives. Included is a focus on experiences of, and responses to, oppression. UC/CSU
Offered Fall semesters

SOC 25. Sex and Gender in American Society (3)
Lec-52.5 P/NP available
This course explores historical and systemic (institutional) sex-and gender-based inequalities in the U.S. and abroad. Emphasis on differences between sex, gender, and sexual orientation/expression from multiple sociological perspectives, the contemporary status of American women, and the strategies, policies, and laws necessary to eliminate sexism. UC/CSU
C-ID SOCI 140
Offered Spring semesters

WGST 10. Women and Film (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Feminist film studies. Uses an intersectional lens to analyze women's roles in cinema as filmmakers and actors from its origins to the present. UC/CSU
Formerly WOMN 10

WGST 35. Introduction to Masculinity Studies (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary and intersectional study of masculinities within US culture and society. Special attention will be given to how masculinity is represented and constructed along axes of race, ethnicity, sexuality, gender, class, and ability, as well as possibilities for challenging hegemonic masculinity and building new masculinities. UC/CSU

WGST 54. The Politics of Sexual Violence (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An examination of the political, social, and psychological causes of sexual violence, its connections to other forms of violence, and strategies for addressing the social problem of sexual violence and transforming a rape culture, including prevention education and the healing function of writing. Field project required. UC/CSU
Can be taken in any order with WGST 55. Formerly WOMN 54

WGST 55. Ending Sexual Violence: Peer Education (3)
Lec-52.5 P/NP available
Education and skills training in peer education to promote healthy relationships and reduce sexual violence, specifically intimate partner violence and acquaintance rape. Peer education activities include preparation of a facilitation plan, campus-wide visibility projects, presentations to CCSF classes and volunteer work in community-based organizations. Field project required. CSU
Students can take WGST 55 and WGST 54 in any order. Course was formerly WOMN 55.

Liberal Arts and Sciences

Announcement of Curricula

The Liberal Arts and Sciences degree is designed for students who wish to have a broad knowledge of arts and sciences plus additional knowledge in an "Area of Emphasis." This degree can be a good option for students planning to transfer to a university as it provides the flexibility for students to satisfy both general education and lower division major requirements for specific universities while meeting associate degree requirements at the same time. For more detailed information on transfer requirements, students should speak with a counselor and refer to ***www.ASSIST.org***.

To complete the requirements for the Associate in Arts or Associate in Science for one of these degrees, a student must:

- Complete the CCSF General Education requirement (18-24 units).
- Complete 18 units in one "Area of Emphasis" from those outlined below.

  Each course used to meet this "area of emphasis" requirement must be completed with a grade of "C" or higher (or "Credit" or "Pass" if the course was taken on a "credit/no credit" or "pass/no pass" basis). Where appropriate, courses in the "area of emphasis" may also be counted for a General Education area.
- Complete all other CCSF graduation requirements (i.e., math, GPA, residency, and unit requirements).

Assuming students start one of these degrees with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

AREAS OF EMPHASIS

Arts and Humanities Emphasis (AA) Associate in Arts in Arts and Humanities

The Liberal Arts and Sciences degree is designed for students who wish to have a broad knowledge of arts and sciences plus additional knowledge in an "Area of Emphasis." This degree can be a good option for students planning to transfer to a university as it provides the flexibility for students to satisfy both general education and lower division major requirements for specific universities while meeting associate degree requirements at the same time. For more detailed information on transfer requirements, students should speak with a counselor and refer to www.ASSIST.org.

The courses in the Arts and Humanities emphasis cover the study of cultural, literary, humanistic activities and artistic expression of human beings.

Learning Outcomes

Upon completion of this program, students will be able to:

- Exhibit an understanding of the ways in which people in diverse cultures and eras have produced culturally significant works.
- Communicate effectively the meanings and intentions of creative expression.
- Use analytical techniques to assess the value of human creations in meaningful ways.
- Demonstrate an understanding of the human condition through language, reasoning, or artistic creation.

Each course used to meet this "area of emphasis" requirement must be completed with a grade of "C" or higher (or "Credit" or "Pass" if the course was taken on a "credit/no credit" or "pass/no pass" basis). Where appropriate, courses in the "area of emphasis" may also be counted for a General Education area.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Liberal Arts and Sciences Emphasis in Arts and Humanities

Course . . . . . Units
Complete 18 units from the following courses (at least one course from Arts, and one from Humanities):
ARTS: CHOOSE AT LEAST ONE OF THE FOLLOWING COURSES:
AFAM 55 From Funk to Hip Hop 3.0
ARCH 31A History of Architecture I 3.0
ARCH 31B History of Architecture II. 3.0
ARCH 32 Bay Region Architectural History 3.0
ARCH 102 Architecture Design Studio II 3.0
ARCH 134 History and Theory of Modern Architecture. 3.0
ART 101 Western Art History 3.0
ART 102 Western Art History 3.0
ART 103 History of Modern Art 3.0
ART 104 Asian Art History 3.0
ART 105 Ancient Art and Architecture of Latin America 3.0
ART 106 Latin American Art History 3.0
ART 107 African-American Art History 3.0
ART 108 Women Through Art History 3.0
ART 109 History of Contemporary Art 3.0
ART 118 American Art 3.0
ART 122A Russian Art at the Legion 3.0
ART 123Q Baroque Masters of Light 3.0
ART 123U 18th c. French Art at the Legion 3.0
ART 123V Renaissance Art at the Legion 3.0
ART 123W 19th Century Painting at the Legion 3.0
ART 125A Basic Design 3.0
ART 126 Color 3.0

ART 130A Basic Drawing 3.0
ART 140A Beginning Painting 3.0
ART 146A Beginning Chinese Brush Painting 3.0
ART 146B Intermediate Chinese Brush Painting 3.0
ART 160A Beginning Ceramics. 3.0
ART 170A Beginning Sculpture. 3.0
ART 180A Beginning Jewelry/Metal Arts 3.0
ASIA 11 East Asian Calligraphy: An Introduction 3.0
CINE 18 American Cinema 3.0
CINE 21 Introduction to Film Studies 3.0
CINE 23A Films of Alfred Hitchcock. 3.0
CINE 23B Focus on Film Noir 3.0
CMST 38 Forensics Competition 3.0
DANC 30 Dance History Dance in Cultural Context. 3.0
DANC 32 Black Tradition in American Dance. 3.0
DANC 100A Beginning Dance Composition 3.0
DSGN 101/PHOT 100/VMD 101 Design Fundamentals 3.0
DSGN 105 Design Thinking. 1.5
DSGN 110/VMD 112 Design Drawing Techniques. 1.5
FASH 23 Fashion History. 3.0
FASH 55 Icons of Contemporary Fashion 3.0
INTD 138 Global History of Interior Design. 3.0
LALS 14 Diego Rivera: Art and Social Change in Latin America 3.0
LBCS 104A Work Tales- Beginning Performance. 3.0
LGBT 20 LGBT U.S. Art and Culture. 3.0
LGBT 55 Contemporary Global LGBT Art and Culture 3.0
MUS 3A Diatonic Harmony 3.0
MUS 3B Chromatic Harmony. 3.0
MUS 5A Introduction to Composition 3.0
MUS 5B Music Composition. 3.0
MUS 9A Beginning Piano 3.0
MUS 21 Traditional African Music. 3.0
MUS 22A History of Music in Western Culture: Medieval and Renaissance Music. 3.0
MUS 22B History of Music in Western Culture: Baroque and Classical Music 3.0
MUS 22C History of Music in Western Culture: Romanticism 3.0
MUS 23 History of Jazz: Musical Traditions of the African-American 3.0
MUS 24 Music of East Asia 3.0
MUS 25 Music of Latin America and the Caribbean 3.0
MUS 26 Music in American Culture 3.0
MUS 27A Music Appreciation. 3.0
MUS 27B Survey of Opera and Musical Theater 3.0
MUS 27Q Music and Queer Identity 3.0
MUS 27R The History of Rock and Popular Music 3.0
MUS 28 20th Century Music. 3.0
MUS 100 Music Fundamentals 3.0
PHOT 50A History & Aesthetics Pre-1945 . . . . . 4.0
PHOT 50B History & Aesthetics Since 1945 . . . . . 4.0
PHOT 81A Intermediate Photo: B&W Film/Darkroom 4.0
PHOT 100/DSGN 101/VMD 101 Design Fundamentals 3.0
TH A 30 Introduction to Theatre 3.0
TH A 31 Survey of Classical Drama 3.0
TH A 32 Survey of Modern Drama 3.0
TH A 33 Survey of the Art of Comedy. 3.0
TH A 80 Introduction to Costume Design 3.0
TH A 81 Introduction to Stage Makeup and Wig Design 3.0
TH A 150A Beginning Acting Fundamentals 3.0
VMD 101/DSGN 101/PHOT 100 Design Fundamentals 3.0
VMD 110 History of Graphic Design 3.0
VMD 112/DSGN 110 Design Drawing Techniques. 1.5

HUMANITIES: CHOOSE AT LEAST ONE OF THE FOLLOWING COURSES:

AFAM 30 African American Consciousness. 3.0
AFAM 40 The Black Experience in California 3.0
AFAM 60 African American Women in the US. 3.0
AMS 5 Comics, Power, and Society 3.0
AMSL 2A Continuation of Elementary American Sign Language 3.0
ASAM 6 Asian American Issues through Literature 3.0
ASAM 10 Asian American Popular Culture 3.0
ASAM 20 Asian American Experience Since 1820. . . . . 3.0
ASAM 30 Asian American Issues Through Film 3.0
ASAM 35 Asian American Women 3.0
ASIA 15 Asian Societies and Cultures through Film 3.0
ASIA 30 Manga and Anime 3.0
BCST 103 Mass Media and Society 3.0
CHIN 1 Elementary Chinese 5.0
CHIN 1A Elementary Chinese 3.0
CHIN 1B Elementary Chinese. 3.0
CHIN 2 Continuation of Elementary Chinese 5.0
CHIN 2A Continuation of Elementary Chinese 3.0
CHIN 2B Continuation of Elementary Chinese 3.0
CHIN 3 Intermediate Chinese. 5.0
CHIN 3A Intermediate Chinese 3.0
CHIN 3B Intermediate Chinese 3.0
CHIN 4 Continuation of Intermediate Chinese 5.0
CHIN 4A Continuation of Intermediate Chinese 3.0
CHIN 4B Continuation of Intermediate Chinese. 3.0
CHIN 10A Beginning Conversational Cantonese. 3.0
CHIN 10B Continuation of Beginning Conversational Cantonese 3.0
CHIN 10C Intermediate Conversational Cantonese 3.0
CHIN 12A Beginning Conversational Mandarin 3.0
CHIN 12B Continuation of Beginning Conversational Mandarin 3.0
CHIN 12C Intermediate Conversational Mandarin 3.0
CHIN 14A Beginning Conversational Mandarin for Speakers of Other Chinese Dialects. 3.0
CHIN 14B Conversational Mandarin for Other Dialect Speakers 3.0

CHIN 14C Advanced Conversational Mandarin for Speakers of Other Chinese Dialects. 3.0
CHIN 30A Advanced Intermediate Chinese. 3.0
CHIN 30B Continuation of Advanced Intermediate Chinese 3.0
CHIN 30C Advanced Intermediate Chinese. 3.0
CHIN 31A Pre-Advanced Mandarin Chinese for Bilingual Students. 3.0
CHIN 31B Continuation of Pre-Advanced Mandarin Chinese for Bilinguals 3.0
CHIN 32 Chinese Grammar and Chinese Culture. 3.0
CHIN 33 Chinese Culture for Heritage Learners 3.0
CHIN 39 Major Achievements of Chinese Thought and Culture 3.0
CHIN 36 Chinese Idioms And Proverbs 3.0
CINE 19 Documentary, Digital Media and Society 3.0
CINE 20A Film History: Evolution of Film Expression 3.0
CINE 20B Film History: Contemporary Film Expression 3.0
CINE 21 Introduction to Film Studies 3.0
CINE 22 The Documentary Tradition 3.0
CINE 23C Cult Cinema 3.0
CLAS 35 Tragic Drama of Greece 3.0
CMST 5 Intercultural Communication 3.0
CMST 8 Rhetoric of Popular Culture. 3.0
CMST 50 Rhetoric of Cannabis. 3.0
ENGL 1B Writing about Literature 4.0
ENGL 30A American Literature, Beginnings to Civil War 3.0
ENGL 30B American Literature, 1865-present 3.0
ENGL 35A Introduction to Writing Fiction 3.0
ENGL 35B Intermediate Fiction Writing. 3.0
ENGL 35C Introduction to Writing Poetry. 3.0
ENGL 35D Intermediate Poetry Writing 3.0
ENGL 35G Introduction to Writing Creative Nonfiction 3.0
ENGL 35H Intermediate Creative Nonfiction Writing. 3.0
ENGL 43 Introduction to Poetry 3.0
ENGL 44A Survey of World Literature, Part 1: Ancient, Medieval, and Early Modern 3.0
ENGL 44B Survey of World Literature, Part II: Early Modern to the Present. 3.0
ENGL 46A Survey of Literature in English, Part 1: Beowulf through Milton 3.0
ENGL 46B Survey of Literature in English, Part 2: Late-17th through the Mid-19th Century 3.0
ENGL 46C Survey of Literature in English, Part 3: Mid- Nineteenth through the Twentieth Century 3.0
ENGL 48C Science Fiction and Fantasy 3.0
ENGL 48K The Bible as Literature 3.0
ENGL 51 The Graphic Novel as Literature. 3.0
ENGL 52 Shakespeare. 3.0
ENGL 57 Survey of Women's Literature. 3.0
ENGL 58 Contemporary Women's Writing. 3.0
FREN 1 Elementary French 5.0
FREN 1A Elementary French. 3.0
FREN 1B Elementary French. 3.0
FREN 2 Continuation of Elementary French 5.0
FREN 2A Continuation of Elementary French. 3.0
FREN 2B Continuation of Elementary French 3.0
FREN 3 Intermediate French. 5.0
FREN 3A Intermediate French 3.0
FREN 3B Intermediate French 3.0
FREN 4 Cont. of Intermediate French 3.0
FREN 1 Elementary French 5.0
FREN 10A Beginning Conversational French. 3.0
FREN 10B Continuation of Beginning Conversational French 3.0
FREN 10C Intermediate Conversational French. 3.0
FREN 10D Continuation of Intermediate Conversational French. 3.0
FREN 10E Continuation of Intermediate Conversational French. 3.0
FREN 11A Advanced Conversational French 3.0
FREN 11B Advanced Conversational French. 3.0
FREN 22 Grammar Review and Composition 3.0
FREN 41 Culture and Civilization of France 3.0
FREN 42 Contemporary French Culture and Civilization 3.0
GERM 1 Elementary German 5.0
GERM 1A Elementary German. 3.0
GERM 1B Elementary German 3.0
GERM 2 Continuation of Elementary German 5.0
GERM 2A Continuation of Elementary German 3.0
GERM 2B Continuation of Elementary German 3.0
GERM 3 Intermediate German. 5.0
GERM 3A Intermediate German 3.0
GERM 3B Intermediate German. 3.0
GERM 4A Continuation of Intermediate German. 3.0
GERM 4B Continuation of Intermediate German 3.0
GERM 10A Beginning Practical Spoken German. 3.0
GERM 10B Beginning Practical Spoken German. 3.0
GERM 10C Intermediate Conversational German. 3.0
GERM 10D Continuation of Intermediate Conversational German 3.0
GERM 11A Advanced Conversational German. 3.0
GERM 11B Advanced Conversational German. 3.0
HIST 1 The United States Since 1900 . . . . . 3.0
HIST 4A Western Civilization. 3.0
HIST 4B Western Civilization 3.0
HIST 5 Europe Since 1900 . . . . . 3.0
HIST 9 Immigrants in U.S. History 3.0
HIST 12A United States Women's History: Pre-colonial Through 1880s. 3.0
HIST 12B United States Women's History: 1890-Present 3.0
HIST 15A History of the American Indian: Eastern Tribes 3.0
HIST 15B History of the American Indian: Western Tribes 3.0
HIST 17A United States History to 1877. . . . . 3.0
HIST 17B The United States. 3.0
HIST 18A The Colonial History of Latin America 3.0
HIST 18B History of Latin America 3.0
HIST 20 History of Mexico 3.0
HIST 21 History of the Mexican American/ Chicano 3.0
HIST 35A Chinese History 3.0
HIST 35B History of China 3.0
HIST 37 History of the Philippines. 3.0

HIST 41A African American History From Ancestral West Africa to the Civil War . . . 3.0
HIST 41B 20th Century African American History from the Reconstruction to 21st Century . . . 3.0
HIST 45 LGBT American History . . . 3.0
HIST 49 History of San Francisco. . . . 3.0
HUM 7 Comparative Religions . . . 3.0
HUM 11 Music, Art, and Literature: Traditional . . . 3.0
HUM 8 Philosophies of Religion . . . 3.0
HUM 12 Music/Art/Literature: Modern . . . 3.0
HUM 20 Bay Area Arts . . . 3.0
HUM 25 Women in the Arts . . . 3.0
HUM 41A Western Cultural Values: Pre-history to the Middle Ages . . . 3.0
HUM 41B Western Cultural Values . . . 3.0
HUM 48 African-American Music, Art and Literature . . . 3.0
IDST 3 Introduction to Museum Studies . . . 3.0
IDST 4 Ways of Faith . . . 3.0
IDST 14 American Cultures in Literature and Film . . . 3.0
IDST 27B Asian Humanities: Contemporary . . . 3.0
IDST 29 Islam: Identity & Culture . . . 3.0
IDST 30 Demystifying the Middle East . . . 3.0
IDST 31 Women and Gender in the Middle East . . . 3.0
IDST 36 Poetry for the People . . . 3.0
IDST 37 Introduction to Ethnic Studies . . . 3.0
IDST 45 Pacific Islanders in the U.S. . . . 3.0
IDST 46 Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania . . . 3.0
IDST 47 Trauma and the Arts: An Interdisciplinary Approach . . . 3.0
ITAL 1 Elementary Italian . . . 5.0
ITAL 1A Elementary Italian . . . 3.0
ITAL 1B Elementary Italian . . . 3.0
ITAL 2 Continuation of Elementary Italian. . . . 5.0
ITAL 2A Continuation of Elementary Italian . . . 3.0
ITAL 2B Continuation of Elementary Italian . . . 3.0
ITAL 3A Continuation of Intermediate Italian . . . 3.0
ITAL 3B Continuation of Intermediate Italian . . . 3.0
ITAL 4A Continuation of Intermediate Italian . . . 3.0
ITAL 4B Continuation of Intermediate Italian . . . 3.0
ITAL 10A Beginning Conversational Italian . . . 3.0
ITAL 10B Beginning Conversational Italian . . . 3.0
ITAL 10C Intermediate Conversational Italian . . . 3.0
ITAL 10D Intermediate Conversational Italian . . . 3.0
ITAL 11A Continuation of Intermediate Conversational Italian . . . 3.0
ITAL 11B Continuation of Intermediate Conversational Italian . . . 3.0
ITAL 15A Advanced Conversational Italian . . . 3.0
ITAL 15B Advanced Conversational Italian. . . . 3.0
JAPA 1 Elementary Japanese . . . 5.0
JAPA 1A Elementary Japanese . . . 3.0
JAPA 1B Elementary Japanese . . . 3.0
JAPA 2 Continuation of Elementary Japanese . . . 5.0
JAPA 2A Continuation of Elementary Japanese . . . 3.0
JAPA 2B Continuation of Elementary Japanese . . . 3.0
JAPA 3 Intermediate Japanese . . . 5.0
JAPA 3A Intermediate Japanese . . . 3.0
JAPA 3B Intermediate Japanese. . . . 3.0
JAPA 4 Continuation of Intermediate Japanese . . . 5.0
JAPA 4A Continuation of Intermediate Japanese . . . 3.0
JAPA 4B Continuation of Intermediate Japanese . . . 3.0
JAPA 10A Beginning Conversational Japanese . . . 3.0
JAPA 10B Beginning Conversational Japanese . . . 3.0
JAPA 10C Intermediate Conversational Japanese . . . 3.0
JAPA 16 Beginning Kanji for Reading and Writing . . . 3.0
JAPA 39 Japanese Culture and Civilization . . . 3.0
LALS 1 Latinx Diaspora: The Impact of Latinxs Living in the United States . . . 3.0
LALS 2 Critical Thinking in Latinx Studies. . . . 3.0
LGBT 11 Film Expression: History of Queer Film . . . 3.0
LGBT 15 From Greece to Stonewall: Global LGBT Literature, Art and Culture . . . 3.0
LGBT 18 Transgender Lives, Culture and Art . . . 3.0
LGBT 75 Queer Cinema in the 1970s . . . 3.0
PHIL 2 Introduction to Philosophy: Morality and Politics . . . 3.0
PHIL 4 Introduction to Philosophy: Knowledge and Its Limits . . . 3.0
PHIL 25A Ancient Philosophy . . . 3.0
PHIL 25C Modern Philosophy Through Kant . . . 3.0
PHST 30 Philippine Society and Culture Through Film . . . 3.0
PIL 1 Elementary Filipino (Tagalog) . . . 5.0
PIL 2 Continuation of Elementary Filipino (Tagalog) . . . 5.0
PIL 10A Conversational Filipino (Tagalog) . . . 3.0
PIL 10B Conversational Filipino (Tagalog) . . . 3.0
PIL 10C Intermediate Conversational Pilipino . . . 3.0
PIL 39A Philipine Literature in Translation: Philippine Literature to 1940 . . . 3.0
PIL 39B Philippine Literature in Translation: Literature from 1940 to the Present . . . 3.0
RUSS 1 Elementary Russian . . . 5.0
RUSS 1A Elementary Russian . . . 3.0
RUSS 1B Elementary Russian. . . . 3.0
RUSS 2 Elementary Russian. . . . 5.0
RUSS 2A Elementary Russian . . . 3.0
RUSS 2B Elementary Russian . . . 3.0
RUSS 3A Intermediate Russian . . . 3.0
RUSS 3B Intermediate Russian . . . 3.0
RUSS 4A Continuation of Intermediate Russian . . . 3.0
RUSS 4B Continuation of Upper-Intermediate Russian Grammar . . . 3.0
RUSS 10A Beginning Practical Spoken Russian . . . 3.0
RUSS 10B Continuation of Beginning Practical Spoken Russian . . . 3.0
RUSS 10C Intermediate Conversational Russian . . . 3.0
RUSS 15A Advanced Russian Conversation . . . 3.0
RUSS 15B Continuation of Advanced Russian Conversation . . . 3.0
RUSS 16A Advanced Conversation through Russian Cinema. . . . 3.0
RUSS 16B Advanced Conversation through Contemporary Russian Cinema . . . 3.0
RUSS 21 Elementary Russian for Bilingual Students . . . 5.0
RUSS 21A Elementary Russian for Bilingual Students . . . 3.0

RUSS 21B Elementary Russian for Bilingual Students 3.0
RUSS 22 Continuation of Elementary Russian for Bilingual Students. 5.0
RUSS 22A Continuation of Elementary Russian for Bilingual Students. 3.0
RUSS 22B Continuation of Elementary Russian for Bilingual Students. 3.0
RUSS 41 Russian Culture and Civilization. 3.0
SPAN 1 Elementary Spanish. 5.0
SPAN 1A Elementary Spanish 3.0
SPAN 1B Elementary Spanish 3.0
SPAN 2 Continuation of Elementary Spanish. 5.0
SPAN 2A Continuation of Elementary Spanish 3.0
SPAN 2B Continuation of Elementary Spanish 3.0
SPAN 3 Intermediate Spanish 5.0
SPAN 3A Intermediate Spanish. 3.0
SPAN 3B Intermediate Spanish 3.0
SPAN 5 Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 5S Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 6 Continuation of Intermediate Spanish 5.0
SPAN 6A Continuation of Intermediate Spanish 3.0
SPAN 6B Continuation of Intermediate Spanish 3.0
SPAN 7 Intro. to Literature in Spanish 3.0
SPAN 10A Beginning Conversational Spanish 3.0
SPAN 10B Continuation of Beginning Conversational Spanish. 3.0
SPAN 10C Intermediate Conversational Spanish 3.0
SPAN 10D Continuation of Intermediate Conversational Spanish 3.0
SPAN 31A Spanish for Heritage Speakers 1A. 3.0
SPAN 31B Spanish for Heritage Speakers 1B 3.0
SPAN 32A Spanish for Heritage Speakers 2A 3.0
SPAN 32B Spanish for Heritage Speakers 2B. 3.0
SPAN 41 Culture and Civilization of Spain 3.0
WGST 10 Women and Film 3.0
WORL 100 Introduction to Intercultural Communication and Language Learning 3.0

Total: 18.0

Communication Emphasis (AA) Associate in Arts in Communication

The Liberal Arts and Sciences degree is designed for students who wish to have a broad knowledge of arts and sciences plus additional knowledge in an "Area of Emphasis." This degree can be a good option for students planning to transfer to a university as it provides the flexibility for students to satisfy both general education and lower division major requirements for specific universities while meeting associate degree requirements at the same time. For more detailed information on transfer requirements, students should speak with a counselor and refer to www.ASSIST.org.

The courses in the Communciation emphasis cover the content of communication as well as the form and should provide an understanding of the psychological basis and social significance of communication.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the principles and application of language toward logical thought.
- Demonstrate clear and precise expression.
- Critically evaluate communications in whatever symbol system the student uses.

Each course used to meet this "area of emphasis" requirement must be completed with a grade of "C" or higher (or "Credit" or "Pass" if the course was taken on a "credit/no credit" or "pass/no pass" basis). Where appropriate, courses in the "area of emphasis" may also be counted for a General Education area.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Liberal Arts and Sciences Emphasis in Communication

Course . . . . . Units

Complete 18 units from the following courses:

CMST 1A Elements of Public Speaking 3.0
CMST 2 Introduction to Rhetorical Criticism 3.0
CMST 3 Argumentation and Debate 3.0
CMST 4 Group Communication 3.0
CMST 5 Intercultural Communication 3.0
CMST 6 Workplace Communication. 3.0
CMST 7 Oral Interpretation of Literature 3.0
CMST 8 Rhetoric of Popular Culture. 3.0
CMST 12 Fundamentals of Oral Communication 3.0
CMST 20 Interpersonal Communication 3.0
CMST 50 Rhetoric of Cannabis. 3.0
ENGL 1A University-Parallel Reading and Composition 4.0
ENGL 1B Writing about Literature 4.0
ENGL 1C Writing about Nonfiction 4.0
ESL 79 Advanced Speaking and Pronunciation 3.0
LALS 2 Critical Thinking in Latinx Studies. 3.0
PHIL 2 Introduction to Philosophy: Morality and Politics 3.0
PHIL 4 Introduction to Philosophy: Knowledge and Its Limits 3.0
PHIL 40 Introduction to Logic: Critical Thinking 3.0

Total: 18.0

Science and Mathematics Emphasis (AS) Associate in Science in Science and Mathematics

The Liberal Arts and Sciences degree is designed for students who wish to have a broad knowledge of arts and sciences plus additional knowledge in an "Area of Emphasis." This degree can be a good option for students planning to transfer to a university as it provides the flexibility for students to satisfy both general education and lower division major requirements for specific universities while meeting associate degree requirements at the same time. For more detailed information on transfer requirements, students should speak with a counselor and refer to www.ASSIST.org.

The courses in the Science and Mathematics emphasis cover 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.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply scientific inquiry and investigation of evidence to critically evaluate scientific arguments.

- Communicate scientific ideas and theories effectively.
- Apply scientific principles, theories, or models to explain the behavior of natural phenomena.
- Apply scientific knowledge and reasoning to human interaction with the natural world and issues impacting society.
- Apply mathematical concepts through numerical, symbolic, graphical, and verbal methods to interpret quantitative information, solve problems, and communicate results

Each course used to meet this "area of emphasis" requirement must be completed with a grade of "C" or higher (or "Credit" or "Pass" if the course was taken on a "credit/no credit" or "pass/no pass" basis). Where appropriate, courses in the "area of emphasis" may also be counted for a General Education area.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Liberal Arts and Sciences Emphasis in Science and Mathematics

Course . . . . . Units

Complete 18 units from the following courses (at least one each from Science and Math options):

SCIENCE COURSES: CHOOSE AT LEAST ONE:

ANTH 1 Biological Anthropology 3.0
ASTR 1 Cosmic Evolution 3.0
ASTR 4 Life in the Universe. 3.0
ASTR 16 Observational Astronomy 1.0
ASTR 17 Planets. 3.0
ASTR 18 Stars. 3.0
ASTR 19 Galaxies and the Universe 3.0
BIO 9 Human Biology 4.0
BIO 10 Animal Biology. 4.0
BIO 11 Science of Living Organisms 4.0
BIO 12 Plant Biology. 4.0
BIO 14 Plant Ecology 4.0
BIO 15 Biology of HIV 3.0
BIO 19 Ecology. 4.0
BIO 20 Introduction to Ecology 3.0
BIO 31 Introduction to Environmental Science 3.0
BIO 31L /GEOG 31L /SUST 31L Environmental Science Laboratory. 1.0
BIO 32 Marine Biology. 3.0
BIO 32L Marine Biology Laboratory 1.0
BIO 33 Introduction to Conservation Biology 3.0
BIO 40 Plants and Animals of California 3.0
BIO 51 Introduction to Genetics 3.0
BIO 61 The Biology of Cancer 3.0
BIO 100A General Biology. 5.0
BIO 100B General Biology 5.0
BIO 106 Introduction to Human Anatomy and Physiology 4.0
BIO 108 General Human Anatomy. 4.0
BIO 111 Human Physiology 5.0
BIO 112 Introduction to Human Physiology 4.0
BIO 114 Exploring Neuroscience: An introduction to the Brain 3.0
BIO 119 Emerging Diseases 3.0
BIO 120 Introduction to Microbiology. 4.0
BIO 121 Sanitation Principles and Practices. 2.0
BIO 130 Nutrition and Culinary Arts. 2.0
BIO 132 Introduction to Nutrition 3.0
BIO 134 Introduction to Nutrition for Health Sciences 3.0
BTEC 115 Recombinant DNA Biotechnology 5.0
BTEC 120 Cell Biotechnology 5.0
CHEM 32 Introduction to Medical Chemistry. 4.0
CHEM 40 Introduction to Chemical Principles. 5.0
CHEM 101A General College Chemistry. 6.0
CHEM 101B General College Chemistry 5.0
CHEM 103A General Chemistry for Engineering 5.0
CHEM 110 Chemistry and the Environment. 3.0
CHEM 208A Organic Chemistry 4.0
CHEM 208B Organic Chemistry 4.0
CHEM 212A Organic Chemistry 6.0
CHEM 212B Organic Chemistry. 6.0
EMSA 28 Environmental Microbiology Methods 3.0
ENRG 3 Introduction to Alternative Energy. 3.0
ENRG 3L Introduction to Alternative Energy Laboratory. 1.0
GEOG 1 Physical Geography. 3.0
GEOG 1L Physical Geography Laboratory 1.0
GEOG 31/SUST 31 Introduction to Environmental Science 3.0
GEOG 31L /BIO 31L /SUST 31L Environmental Science Laboratory. 1.0
GEOL 10 Physical Geology 3.0
GEOL 10L Physical Geology Lab. 2.0
GEOL 11 Historical Geology 3.0
GEOL 11L Historical Geology Lab 1.0
GEOL 30 Environmental Geology 3.0
GEOL 30L Environmental Geology Lab 1.0
HLTH 70 Physiological Effects of Addiction. 3.0
O H 76 Fall and Winter Plant Identification 4.0
OCAN 1 Oceanography 3.0
OCAN 1L Oceanography Lab 2.0
O H 77 Spring and Summer Plant Identification 4.0
P SC 11 Conceptual Physical Science 3.0
P SC 11L Physical Science Laboratory. 1.0
PHYC 2A Introductory Physics 3.0
PHYC 2AL Introductory Physics Laboratory 1.0
PHYC 2B Introductory Physics. 3.0
PHYC 2BL Introductory Physics Laboratory 1.0
PHYC 4A Classical Mechanics for Scientists and Engineers 3.0
PHYC 4AL Mechanics Laboratory for Scientists and Engineers 1.0
PHYC 4B Electromagnetism for Scientists and Engineers 3.0
PHYC 4BL Electromagnetism Laboratory for Scientists and Engineers 1.0
PHYC 4C Waves and Thermodynmaics for Scientists and Engineers 3.0
PHYC 4CL Waves and Thermodynamics Laboratory for Scientists and Engineers 1.0
PHYC 4D Modern Physics for Scientists and Engineers 3.0
PHYC 4DL Modern Physics Laboratory for Scientists and Engineers 1.0
PHYC 10 Conceptual Physics 3.0
PHYC 10L Conceptual Physics Laboratory 1.0
PHYC 20 Physics of Sports 3.0
PHYC 40 Elementary Physics 3.0
PHYC 41 Preparatory Physics 3.0

PSYC 1B Biological Psychology 3.0
SUST 31/GEOG 31 Introduction to Environmental Science 3.0
SUST 31L /BIO 31L /GEOG 31L Environmental Science Laboratory 1.0

MATH COURSES: CHOOSE AT LEAST ONE:

ECON 5 Introductory Statistics for Economics, Business and Social Sciences. 5.0
ET 50 Technical Mathematics 4.0
FIN 136M Personal Financial Planning Math Emphasis 3.0
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies 5.0
MATH 70 Liberal Arts Math 3.0
MATH 75 Mathematical Analysis for Business. 3.0
MATH 80 Probability and Statistics 5.0
MATH 90 Precalculus Algebra 5.0
MATH 92 College Algebra. 5.0
MATH 95 Trigonometry 3.0
MATH 100A Short Calculus I 3.0
MATH 100B Short Calculus II. 3.0
MATH 110A Calculus I. 5.0
MATH 110B Calculus II 5.0
MATH 110C Calculus III 5.0
MATH 115 Discrete Mathematics 3.0
MATH 120 Linear Algebra. 3.0
MATH 125 Differential Equations. 3.0
PSYC 50 Psychology of Psychoactive Drugs 3.0
MATH 130 Linear Algebra and Differential Equations. 5.0
PHIL 12A Symbolic Logic 5.0
PSYC 15 Assertive Behavior 1.0

Total: 18.0

Social and Behavioral Sciences Emphasis (AS) Associate in Science in Social and Behavioral Sciences

The Liberal Arts and Sciences degree is designed for students who wish to have a broad knowledge of arts and sciences plus additional knowledge in an "Area of Emphasis." This degree can be a good option for students planning to transfer to a university as it provides the flexibility for students to satisfy both general education and lower division major requirements for specific universities while meeting associate degree requirements at the same time. For more detailed information on transfer requirements, students should speak with a counselor and refer to www.ASSIST.org.

The courses in the Social and Behavioral Sciences emphasis cover the perspective, concepts, theories and methodologies of the disciplines typically found in the vast variety of disciplines that comprise study in the Social and Behavioral Sciences.

Learning Outcomes

Upon completion of this program, students will be able to:

- Exhibit an understanding of the methods of inquiry used by the social and behavioral sciences.
- Critically evaluate the ways people act, think, and feel in response to their societies or cultures.
- Analyze how societies and/or social subgroups operate.

Each course used to meet this "area of emphasis" requirement must be completed with a grade of "C" or higher (or "Credit" or "Pass" if the course was taken on a "credit/no credit" or "pass/no pass" basis). Where appropriate, courses in the "area of emphasis" may also be counted for a General Education area.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Liberal Arts and Sciences Emphasis in Social and Behavioral Sciences

Course . . . . . Units

Complete 18 units from the following courses (at least one course from Behavioral Sciences and one from Social Sciences):

BEHAVIORAL SCIENCES: CHOOSE AT LEAST ONE OF THE FOLLOWING COURSES:

AAPS 100 Achieving an Academic Attitude 3.0
ADMJ 59 Organized Crime 3.0
ADMJ 67 Terrorism and Counterterrorism 3.0
AFAM 30 African American Consciousness. 3.0
ANTH 2 Archaeology and Prehistory 3.0
ANTH 3 Introduction to Social and Cultural Anthropology 3.0
ANTH 3C Introduction to Cultural Anthropology: Focus on American Cultures 3.0
ANTH 4 Introduction to Linguistic Anthropology 3.0
ANTH 8 Magic, Witchcraft, and Religion 3.0
ANTH 11 Latin American Cultures and Societies 3.0
ANTH 12 Indigenous Peoples of North America 3.0
ANTH 15 Philippine Culture and Society 3.0
ANTH 20 Queer Anthropology 3.0
ANTH 25 Culture, Gender and Sexuality 3.0
ANTH 50 Anthropology of Cannabis 3.0
ASAM 8 Filipino American Community. 3.0
ASAM 27 Asian American Race Relations 3.0
ASAM 35 Asian American Women 3.0
ASAM 40 Chinese American Community 3.0
ASAM 42 Southeast Asians in the U.S. 3.0
ASAM 61 Asian American Community Field Study. 2.0-4.0
ASAM 63 Asian American Commuuity Field Study. 4.0
BCST 103 Mass Media and Society 3.0
BCST 105 Gender & Mass Media 3.0
CDEV 53 Child Growth and Development 3.0
CDEV 67 Child, Family, and Community. 3.0
CDEV 68 Interactions with Children. 3.0
CDEV 97 School Age Growth & Development. 3.0
CMST 5 Intercultural Communication 3.0
FASH 28 The Social Meaning of Clothing 3.0
HLTH 6 End of Life Issues in the U.S. 3.0
HLTH 10 Health and Aging 3.0
HLTH 30 Drugs, Health, and Society. 3.0
HLTH 54 Introduction to Public Health 3.0
HLTH 97 Stress and Resilience 3.0
HLTH 221 Health and Social Justice. 3.0
IDST 17 Human Sexuality 3.0
IDST 37 Introduction to Ethnic Studies. 3.0
IDST 4 Ways of Faith 3.0
IDST 45 Pacific Islanders in the U.S. 3.0

IDST 80A Diversity and Social Justice: Racism 0.5
IDST 80C Diversity and Social Justice: Sexism 0.5
IDST 80D Diversity and Social Justice: Heterosexism 0.5
IDST 80E Diversity and Social Justice: Ableism 0.5
IDST 80F Diversity and Social Justice: Class and Classism 0.5
IDST 80G Diversity and Social Justice: Transphobia 0.5
IDST 81B Diversity and Social Justice: Anti-Semitism/Anti-Arabism 1.0
LALS 10 Latinas in the U.S./VOCES 3.0
LGBT 5 Introduction to Lesbian, Gay, Bisexual, and Transgender Studies 3.0
LGBT 10 LGBT Culture & Society 3.0
LGBT 21 Issues in Lesbian Relationships 3.0
LGBT 24 Intimacy and Relationships between Men 3.0
LGBT 50 Lesbian/Gay/Bisexual/Transgender/Communities of Color in the U.S. 3.0
PE 13 Sport and Society 3.0
PHST 20 The Filipino Family 3.0
PHST 30 Philippine Society and Culture Through Film 3.0
PSYC 1 General Psychology 3.0
PSYC 2 Research Methods 3.0
PSYC 4 Forensic Psychology 3.0
PSYC 10 Abnormal Psychology 3.0
PSYC 11 Theories of Personality 3.0
PSYC 14 Psychology of Shyness 1.0
PSYC 15 Assertive Behavior 1.0
PSYC 17 Psychology of Eating, Food, and Weight 1.0
PSYC 21 Lifespan Development 3.0
PSYC 23 Psychology of Race and Ethnic Relations 3.0
PSYC 25 Psychology of Gender 3.0
PSYC 26 Applied Psychology 3.0
PSYC 32 Social Psychology 3.0
PSYC 40 Child and Adolescent Psychology 3.0
PSYC 50 Psychology of Psychoactive Drugs 3.0
SOC 1 Introduction to Sociology 3.0
SOC 2 Social Deviance 3.0
SOC 3 Social Problems 3.0
SOC 21 Introduction to Research Methods 3.0
SOC 25 Sex and Gender in the U.S. 3.0
SOC 35 Sex, Marriage, and Family Relationships 3.0
SOC 52 Men, Masculinity, and Society 3.0
SOC 55 Introduction to Cannabis Studies 3.0
WGST 25 Introduction to Women's and Gender Studies: Feminism Demystified 3.0
WGST 35 Introduction to Masculinity Studies 3.0
WGST 54 The Politics of Sexual Violence 3.0

SOCIAL SCIENCES: CHOOSE AT LEAST ONE OF THE FOLLOWING COURSES:

ADMJ 57 Introduction to Administration of Justice 3.0
ADMJ 67 Terrorism and Counterterrorism 3.0
AFAM 40 The Black Experience in California 3.0
AFAM 42 The Origins and History of Race Theory and Modern Racism 3.0
AFAM 55 From Funk to Hip Hop 3.0
AFAM 60 African American Women in the US 3.0
AMS 5 Comics, Power, and Society 3.0
ASAM 20 Asian American Experience Since 1820 . . . . . 3.0
ASAM 22 Community Issues & Leadership 3.0
ASAM 23 Asian Americans and American Ideals and Institutions 3.0
ASAM 27 Asian American Race Relations 3.0
ASAM 30 Asian American Issues Through Film 3.0
ASAM 35 Asian American Women 3.0
BCST 104 Race and Media 3.0
ECON 1 Principles of Macroeconomics 3.0
ECON 3 Principles of Microeconomics 3.0
ECON 6 International Economics 3.0
ECON 15 Political Economy 3.0
ECON 20 LGBT Economics 3.0
ECON 22 Introduction to Environmental Economics 3.0
ECON 25 Women in the Economy 3.0
ECON 30 Economics of the African American Community 3.0
GEOG 3 World Regional Geography 3.0
GEOG 4 Cultural Geography 3.0
GEOG 7 Economic Geography 3.0
HIST 1 The United States Since 1900 . . . . . 3.0
HIST 4A Western Civilization 3.0
HIST 4B Western Civilization 3.0
HIST 5 Europe Since 1900 . . . . . 3.0
HIST 9 Immigrants in U.S. History 3.0
HIST 12A United States Women's History: Pre-colonial Through 1880s 3.0
HIST 12B United States Women's History: 1890-Present 3.0
HIST 15A History of the American Indian: Eastern Tribes 3.0
HIST 15B History of the American Indian: Western Tribes 3.0
HIST 17A United States History to 1877 . . . . . 3.0
HIST 17B The United States 3.0
HIST 18A The Colonial History of Latin America 3.0
HIST 18B History of Latin America 3.0
HIST 20 History of Mexico 3.0
HIST 21 History of the Mexican American/Chicano 3.0
HIST 35A Chinese History 3.0
HIST 35B History of China 3.0
HIST 37 History of the Philippines 3.0
HIST 41A African American History From Ancestral West Africa to the Civil War 3.0
HIST 41B 20th Century African American History from the Reconstruction to 21st Century 3.0
HIST 45 LGBT American History 3.0
HIST 49 History of San Francisco 3.0
HLTH 52 Critical Perspectives in Global Health 3.0
HLTH 56 Politics of Food and Health 3.0
HLTH 110 Health Impacts of Incarceration 3.0

HLTH 231 Healthy Cities and Communities 3.0
IDST 7 Introduction to the United Nations. 3.0
IDST 29 Islam: Identity & Culture 3.0
IDST 30 Demystifying the Middle East 3.0
IDST 31 Women and Gender in the Middle East 3.0
IDST 37 Introduction to Ethnic Studies. 3.0
IDST 45 Pacific Islanders in the U.S. 3.0
INTR 162 Introduction to International Business 3.0
LALS 1 Latinx Diaspora: The Impact of Latinxs Living in the United States 3.0
LALS 2 Critical Thinking in Latinx Studies. 3.0
LALS 9/LGBT 9 The Latin American and Latina/o LGBT Experience 3.0
LALS 11 Drug Wars in the Americas. 3.0
LALS 13 Latin American Social Movements 3.0
LALS 14 Diego Rivera: Art and Social Change in Latin America 3.0
LALS 15/LBCS 15 Latin American Workers in the Americas. 3.0
LBCS 15/LALS 15 Latin American Workers in the Americas. 3.0
LBCS 70A Who Built America? From the Colonial Era to the Civil War and Reconstruction 3.0
LBCS 70B Who Built America? From Reconstruction to the Present. 3.0
LBCS 88 California Labor History 3.0
LBCS 96C Labor Relations in the Modern American Workplace 3.0
LBCS 114 Shaping Public Policy for Labor and Community Organizations 3.0
LBCS 115 Workforce Development & Land Use For Labor & Community Groups 3.0
LGBT 5 Introduction to Lesbian, Gay, Bisexual, and Transgender Studies 3.0
LGBT 9/LALS 9 The Latin American and Latina/o LGBT Experience 3.0
LGBT 50 Lesbian/Gay/Bisexual/Transgender/ Communities of Color in the U.S. 3.0
POLS 1 American Government 3.0
POLS 2 Comparative Government 3.0
POLS 3 Political Theory 3.0
POLS 4 The Politics of Globalization 3.0
POLS 5 International Relations 3.0
POLS 12 Ethnic Politics in the United States 3.0
POLS 18 Government & Politics of Latin America 3.0
POLS 19 Gender, Politics, and Policy 3.0
POLS 22 Environmental Politics and Policy 3.0
POLS 43 The Constitution and Individual Rights 3.0
POLS 45 Governments and Politics of Middle East 3.0
WGST 25 Introduction to Women's Studies: Feminism Demystified. 3.0
WGST 35 Introduction to Masculinity Studies 3.0
Total: 18.0

Note: See online catalog for an updated list of courses.

Library Information Technology

Office: Rosenberg 517
Phone Number: (415) 452-5519
Web Site: www.ccsf.edu/libintec

Announcement of Curricula

General Information

The curricula in Library Information Technology aims to meet the needs of individuals seeking paraprofessional employment or advancement in a library or related information service agency; or those seeking an introduction to libraries and information services in anticipation of further study in library science.

The associate degree major complements requirements for graduation from the college, while the program leading to a certificate is designed for individuals transferring to a senior college or already possessing an academic degree.

Admission. Enrollment is open to all interested students.

Degree Curriculum

The associate degree program is designed as an academic major for students satisfying requirements for graduation from City College.

Students completing the major requirements listed below and the other graduation requirements will receive the Associate in Science in Library Information Technology. General education, elective and advised courses will be selected according to the student's educational and occupational objectives.

Library Information Technology Major (AS)

The curricula in Library Information Technology meets the need of individuals seeking paraprofessional employment or advancement in a library or related information service agency; or those seeking an introduction to libraries and information services in anticipation of further study in library science.

The course of study includes instruction in library organization and services; standard reference materials; supervision; computer applications; the acquisition, processing, and cataloging of print and non-print materials, legal, medical and business resources, and practical experience in a library or resource center. Students are encouraged to augment study with courses from other college departments such as office systems, visual media design, or computer networking and communications technologies.

Students should assume entry-level library work early in their career although there are opportunities to advance within library systems. Those who complete the curriculum may find advantages in civil-service with federal, state, county, and city agencies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Explain the acquisition, description, storage, retrieval and use of library information products and services.
- Analyze problems of information access for various populations, within legal and ethical contexts.
- Apply technical and practical skills and functions in the use of library resources and for library and related employment.
- Evaluate the quality of information products and services, both for agency purchase and for practical or academic use.
- Explain management structures, employment needs and entry-level job expectations in library and information workplace environments.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Library Information Technology

Course	Units
Required courses:	
LIBR 51 Introduction to Libraries and Library Resources	3.0
LIBR 53 Library Public Services for Library Technicians	3.0
LIBR 55A Cataloging and Classification	3.0
LIBR 55B Technical and Access Services for Library Technicians	3.0
LIBR 56 Computers in Libraries	3.0
Choose 4 units from the following course electives:	
LIBR 57 Internet Research Strategies	2.0
LIBR 58A Legal Resources and Libraries	1.0
LIBR 58B Medical Resources and Libraries	2.0
LIBR 58C Business Resources and Libraries	2.0
LIBR 59 Library Work Experience	3.0

Recommended additional coursework may be taken for skills development in WOPR, MABS, CNIT, VMD, or CMST, or for sophistication in the arts, social sciences and humanities.

Total: 19.0

Library Information Technology Certificate

The certificate in Library Information Technology is designed for those already holding academic degrees (Associate or higher) who seek paraprofessional employment or advancement in a library or related information service agency; or those seeking an introduction to libraries and information services in anticipation of further study in library science.

The course of study includes instruction in library organization and services; standard reference materials; supervision; computer applications; the acquisition, processing, and cataloging of print and non-print materials, legal, medical and business resources, and practical experience in a library or resource center. Students are encouraged to augment study with courses from other college departments such as office systems, visual media design, or computer networking and communications technologies.

Library support staff are taking on greater responsibilities in all types of libraries. Students should assume entry-level library work early in their studies although there are opportunities to advance within library systems. Those who complete the curriculum may find advantages in civil service with federal, state, county, and city agencies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Explain the acquisition, description, storage, retrieval and use of library information products and services.
- Analyze problems of information access for various populations, within legal and ethical contexts.
- Apply technical and practical skills and functions in the use of library resources and for library and related employment.
- Evaluate the quality of information products and services, both for agency purchase and for practical or academic use.
- Explain management structures, employment needs and entry-level job expectations in library and information workplace environments.

Courses from other institutions may transfer, but half of all work should be completed at City College of San Francisco. All coursework must be taken within a ten-year period.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Library Information Technology

Course	Units
Required courses:	
LIBR 51 Introduction to Libraries and Library Resources	3.0
LIBR 53 Library Public Services for Library Technicians	3.0
LIBR 55A Cataloging and Classification	3.0
LIBR 55B Technical and Access Services for Library Technicians	3.0
LIBR 56 Computers in Libraries	3.0
Choose 3 units from the following course electives:	
LIBR 57 Internet Research Strategies	2.0
LIBR 58A Legal Resources and Libraries	1.0
LIBR 58B Medical Resources and Libraries	2.0
LIBR 58C Business Resources and Libraries	2.0
LIBR 59 Library Work Experience	3.0

Recommended additional coursework may be taken for skills development in WOPR, MABS, CNIT, VMD, or CMST, or for sophistication in the arts, social sciences and humanities.

Total: 18.0

Announcement of Courses

Credit, Degree Applicable Courses:

LIBR 51. Introduction to Libraries and Library Resources (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MABS 60
Addresses major foundations, access, technology and reference competencies for library support staff. Surveys historical and contemporary resources and the functions and organization of libraries. Emphasis on catalogs, databases, and the evaluation and documentation of resources. CSU

LIBR 53. Library Public Services for Library Technicians (3)
Lec-52.5, field trips P/NP available
Recommended Prep: LIBR 51
Provides an introduction to public services in all library types. Overview of the types of positions and career opportunities available in this area to Library Technicians. Focus includes reference, programming, and most public-facing library services. CSU
Offered Fall semesters

LIBR 55A. Cataloging and Classification (3)
Lec-52.5, field trips P/NP available
Prereq: LIBR 51
Recommended Prep: MABS 60
Addresses major cataloging and technology competencies for library support staff. Employs current tools and techniques for description

and classification in a modem library, explores theory evolving from emerging technologies. CSU
Offered Spring semesters

LIBR 55B. Technical and Access Services for Library Technicians (3)
Lec-52.5, field trips P/NP available
Recommended Prep: LIBR 51
Provides an overview of the paraprofessionals's role in the library technical and access services units of a library. Surveys the philosophy of practice, service functions and personnel categories employed in cataloging, acquisitions, serials, systems, and access (circulation) services. Focuses on technical skills needed to work in these library departments in a paraprofessional capacity and on current trends and issues. CSU
Offered Spring semesters

LIBR 56. Computers in Libraries (3)
Lec-52.5, field trips P/NP available
Recommended Prep: LIBR 51
Addresses major communications, teamwork, foundations and technology competencies for library support staff. Surveys digital technologies in a modem library and networked environment; emphasizes technological change in creating, delivering and using information products and services. CSU
Offered Fall semesters

LIBR 57. Internet Research Strategies (2)
Lec-35, field trips P/NP available
Supports reference, communications, teamwork, foundations and technology competencies for library support staff; introduces the general student to effective strategies for search, research and resource evaluation on the Web. CSU
Offered Fall semesters

LIBR 58A. Legal Resources and Libraries (1)
Lec-17.5
Recommended Prep: (ESL 188 or ENGL 88 or readiness for college-leve English) and MABS 60
This course introduces the law library - its organization and its contents. There are also an overview of the different sources of law (both in print and online) and training in a legal research database. Students will be asked to locate and examine each source of law. CSU
Offered only in Summer semesters

LIBR 58B. Medical Resources and Libraries (2)
Lec-35, field trips P/NP available
Recommended Prep: LIBR 51 and MABS 60 and (ENGL 88 or ESL 188 or readiness for college-level English)
Supports reference, communications, teamwork, foundations and technology competencies for library support staff. Surveys need and use of medical information for personal, corporate or academic use from print and online resources. CSU
Offered on occasion

LIBR 58C. Business Resources and Libraries (2)
Lec-35, field trips P/NP available
Recommended Prep: LIBR 51 and MABS 60
Supports reference, communications, teamwork, foundations and technology competencies for library support staff. Surveys need and use of business information and libraries for personal, corporate or academic use from print and online resources. CSU
Offered on occasion

LIBR 59. Library Work Experience (3)
Work-180-225 P/NP available
Prereq: Approval of the Library Information Technology Department.
Recommended Prep: LIBR 53; LIBR 55A or LIBR 51; LIBR 55B; LIBR 56; MABS 60
Repeat: Students can repeat once (total 2 enrollments)
Build competencies needed to work as a library technician through supervised work experience. Workplaces include all types of libraries and in both public or technical service areas. Highly recommended for advanced students with no library work experience or those seeking advancement. Focus: skill building; workplace safety, interpersonal skills, and communication; goal clarification; network development. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU

Library Information Skills

Office: Rosenberg 413
Phone Number: (415) 452-5571
Web Site: https://library.ccsf.edu/research/

Credit, Degree Applicable Course:
LI S 10. Use of Information Resources (1)
Lec-18 P/NP available
Recommended Prep: ESL 186 or placement in ESL 188
Students develop skills using a range of information tools and sources, and explore concepts related to information production and sharing. Research topic development, search strategies, content evaluation and citation are covered. UC/CSU

Life Science

See Biological Sciences.

Maker Studies

Office: Science 220
Phone Number: (415) 239-3396
Website: www.ccsf.edu/makersphere

Announcement of Curricula

Collaborative Design Certificate

The certificate program in Collaborative Design provides students with a strong foundation in multidisciplinary approaches to design and collaboration. This approach offers students the collaborative skills and experiences needed for success in today's workplace. The program enhances a focused study in any design discipline and also provides an introduction to design thinking and making for all students.

Learning Outcomes

Upon completion of this program, students will be able to:

- Discuss historical and contemporary collaborative processes across a range of disciplines.
- Manage a design process with a collaborative creative team.
- Apply design vocabulary in developing concepts and approaches to various design solutions.
- Employ a structured iterative process to solve a variety of design problems.
- Apply various ideation techniques as tools for visual problem solving.

- Integrate color theory/harmonies in assembling creative works.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Collaborative Design

Course . . . . . Units
Core courses:
DSGN 105 Design Thinking 1.5
DSGN 101/PHOT 100/VMD 101 Design Fundamentals 3.0
DSGN 110/VMD 112 Design Drawing Techniques 1.5
DSGN 150/VMD 118 Color in Design 3.0
CMST 4 Group Communication 3.0

Choose 2 units from the following elective courses:
ART 125A Basic Design 3.0
ART 126 Color 3.0
ART 130A Basic Drawing 3.0
ART 132A Beginning Figure Drawing 3.0
FASH 36A Fashion Design I 3.0
FASH 42 Introduction to the Fashion Industry 3.0
FASH 46 Fashion Merchandising 3.0
IDST 3 Introduction to Museum Studies 3.0
PHOT 50B History & Aesthetics Since 1945 . . . . . 4.0
PHOT 50A History & Aesthetics Pre-1945 . . . . . 4.0
PHOT 51 Beginning Photography 3.0
PHOT 57 Photography for the Web 3.0
PHOT 60A Beginning Photoshop 2.0
PHOT 60B Intermediate Photoshop 3.0
PHOT 101C Self Portraiture 1.0
PHOT 101D Landscape Photography 1.0
PHOT 101G Pinhole Photography 1.0
VMD 105 Visual Media Digital Skills 3.0
VMD 120 Graphic Design I 3.0
VMD 130 Typography I 3.0
VMD 140 Web Production I 3.0
VMD 150 Illustrator I 3.0
VMD 152 InDesign I 3.0
VMD 154 Photoshop I 3.0

Total: 14.0

Maker Studies Certificate

The Maker Studies Certificate Program is designed for students who wish to learn and apply maker approaches, tools and techniques to their educational pathways and careers. Students will learn through "making," the iterative process of tinkering and problem solving, in college tool shops, studios, labs and makerspace settings across disciplines in the areas of art and design, engineering and construction, technology, information research, work-based learning, and with other departments.

Learning Outcomes

Upon completion of this program, students will be able to:

- Utilize a variety of technology and tools in an iterative process
- Employ design thinking in digital and analog fabrication
- Apply critical thinking and analysis to a variety of making activities
- Explore the philosophy of making and connections to cultural diversity

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Maker Studies

Course . . . . . Units
Required core courses:
MAKR 100 Introduction to History, Culture and Practices of Making 3.0
VMD 112/DSGN 110 Design Drawing Techniques 1.5
DSGN 105 Design Thinking 1.5

Choose at least one course from each technical skill area below for minimum total of 8 units:
AREA ONE: 3D Building and Construction
ART 170A Beginning Sculpture 3.0
CAD 99A 3D Printing & Solid Modeling 1.0
CNST 100 Introduction to Construction Applications 3.0
CNST 116 Furniture Making & Woodworking 3.0
FASH 15A Apparel Construction 1 . . . . . 3.0
FASH 111A Beginning Leather and Heavy Textiles 1.0
TH A 60 Stagecraft 3.0
WELD 140 Manufacturing Processes 3.0
WELD 144A Survey of Welding Processes 2.0

AREA TWO: Technology, Coding and Applications
ARCH 218 Fundamentals of Rhino 3D 3.0
CNIT 214 Internet of Things 3.0
MUS 29 Electronic Music I 3.0

AREA THREE: Design and Prototyping
ART 125B Advanced Design: 3D 3.0
ART 156A Beginning Mixed Media 3.0
ENGN 48L Introduction to Engineering and Technology Laboratory 1.0

Required capstone course:
MAKR 400 Maker Capstone 3.0

Choose one of the following project- or work-based learning courses:
LI S 10 Use of Information Resources 1.0
CS 198 Industry Internship 1.0-2.0
FASH 63 Fashion Design & Production Internship 2.0
TH A 61 Technical Theatre Production 1.0-2.0
CNIT 197 Internship and Work Experience 1.0
CNIT 198 Internship and Work Experience 2.0

Total: . . . . . 18.0 – 19.0

Announcement of Courses

Credit, Degree Applicable Courses:

MAKR 33. Making and Makerspaces for Teachers (1)
Lec-17.5, field trips P/NP available
Teacher preparation for making and makerspaces in educational settings. Topics include experiential learning and other applicable learning frameworks, facilitation strategies for making and makerspaces, learning activities and curriculum, and equipment, tools and supplies found in makerspaces. CSU

MAKR 100. Introduction to History, Culture and Practices of Making (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to the Maker Movement, a survey of cultures, disciplines, materials, and technologies related to the traditions of making through time and around the world. Students will recognize key materials and techniques of disciplines including the arts, construction, engineering, and computer science to critically analyze and apply ways of creating that support an understanding of culturally significant work of diverse peoples and eras. CSU

MAKR 400. Maker Capstone (3)
Lec-35, Lab-52.5, field trips
Prereq: MAKR 100
Students will complete cross-discipline projects of their own design. Each student will conceptualize, prototype, test, and develop a working model to prove their design using materials and techniques of traditionally disparate disciplines. CSU

Mathematics

Office: Batmale 756
Phone Number: (415) 239-3478
Web Site: www.ccsf.edu/math

Announcement of Curricula

Mathematics Major (AS-T)

The Associate in Science in Mathematics for Transfer degree is designed to provide students with sufficient understanding of mathematical concepts, skills, and applications to succeed in upper division coursework in mathematics at a four-year college or university.

Students who complete this degree are guaranteed acceptance to a California State University but are not guaranteed acceptance to a particular CSU campus or major. Students who plan to transfer to any other college or university should consult that institution's catalog for specific transfer requirements.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate computational and conceptual proficiency in differential and integral calculus, both single and multi-variable.
- Recognize and construct valid mathematical arguments.
- Use appropriate concepts and techniques from calculus and post-calculus mathematics to solve applied problems.
- Understand and apply rules of formal systems.

Students who wish to earn the Associate in Science in Mathematics for Transfer (AS-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below.

Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AS-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AS-T in Mathematics

Course	Units
Required courses:	
MATH 110A Calculus I	5.0
MATH 110B Calculus II	5.0
MATH 110C Calculus III	5.0
Choose one of the following options:	
OPTION 1:	
MATH 120 Linear Algebra	3.0
MATH 125 Differential Equations	3.0
OPTION 2:	
Choose one of the following advanced math courses:	
MATH 120 Linear Algebra	3.0
MATH 125 Differential Equations	3.0
Choose one course or course combination from the following:	
MATH 80 Probability and Statistics	5.0
MATH 115 Discrete Mathematics	3.0
CS 110A Intro to Programming	4.0
PHYC 4A Classical Mechanics for Scientists and Engineers	3.0
and PHYC 4AL Mechanics Laboratory for Scientists and Engineers	1.0
OPTION 3:	
MATH 130 Linear Algebra and Differential Equations	5.0
Choose one course or course combination from the following:	
MATH 115 Discrete Mathematics	3.0
CS 110A Intro to Programming	4.0
PHYC 4A Classical Mechanics for Scientists and Engineers	3.0
and PHYC 4AL Mechanics Laboratory for Scientists and Engineers	1.0
Total:	**21.0 – 24.0**

Announcement of Courses

For "Business Mathematics" see "Business".

CCSF Math assessment and placement is required prior to enrollment in Math courses. For more information, please see "Steps to Become a CCSF Student in Credit Courses" in the "Admission to the College" section of this Catalog or consult with a mathematics advisor or counselor before enrolling in a mathematics course.

To enroll in a particular mathematics course, a student must have satisfied the prerequisites for that course.

Credit, Non-Degree Applicable Courses:

MATH 30. Prealgebra with Basic Mathematics (5)
Lec-87.5 P/NP available
Addition, subtraction, multiplication and division of signed numbers. Number fluency with conversions between fractions, decimals and percents. Order of operations, natural number exponents, and square roots. Simplifying and evaluating algebraic expressions and solving single-variable linear equations. Applications involving measurements, rates, ratios, proportions, percents, perimeter, and area.

MATH 35. Prealgebra (5)
Lec-87.5
Prereq: MATH 30
Review of basic mathematics; measurement systems, length, area, volume, time, and unit conversions; order of operations, signed numbers, integer exponents, square roots, simple equations and formulas,

proportions; calculator use, estimation, and number sense; introduction to statistics and data charts; applications.
Formerly MATH 835. Recommended for students who need additional preparation before taking MATH 40 or introductory courses in chemistry, physics, engineering technology, economics, or business.
Offered on occasion

MATH 80S. Support for Probability and Statistics (2)
Lec-35 P/NP only
Coreq: MATH 80
Support for students who are concurrently enrolled in MATH 80, Probability and Statistics. Topics include concepts and skills from arithmetic, pre-algebra, elementary and intermediate algebra, and descriptive statistics that are needed to understand the basics of college-level statistics. Concepts are taught in the context of the linked Math 80 course.

MATH 90S. Support for Precalculus Algebra (3)
Lec-52.5 P/NP only
Coreq: MATH 90
Support for students who are concurrently enrolled in MATH 90, Precalculus Algebra. Topics include concepts and skills from elementary and intermediate algebra that are needed to understand the basics of precalculus algebra. Concepts are taught in the context of the linked Math 90 course.

Credit, Degree Applicable Courses:

MATH 40. Elementary Algebra (5)
Lec-87.5
Prereq: MATH 30 or MATH 35
Operations on real numbers; evaluating, combining, and simplifying polynomials, rational expressions, integer-exponent expressions, and square root expressions; solving linear and quadratic equations, linear inequalities, and systems of linear equations; graphing lines; and applications. Attention to developing proficiency in communication of mathematics, problem solving, and effective learning skills.

MATH 43. Preparation for Liberal Arts Mathematics (5)
Lec-87.5
Prereq: MATH 30 or MATH 35
Accelerated preparation for transfer-level liberal arts mathematics. Real numbers and their operations. Measurement, dimensional analysis, unit conversion, proportional reasoning. Perimeter and area. The Pythagorean theorem. Introduction to algebra. Linear modeling. Logic and sets. Emphasis on logical reasoning through applications.

MATH 45. Preparation for Statistics (6)
Lec-105
Prereq: MATH 30 or MATH 35
Accelerated preparation for transfer-level statistics. Algebra necessary for college-level statistics, including variables, formulas, and linear equations. Ratios, rates, and proportional reasoning; fractions, decimals and percents; evaluating expressions; analyzing algebraic forms of statistical measures; modeling bivariate data with trend lines; graphical and numerical descriptive techniques for quantitative and categorical data.

MATH 46. Elementary and Intermediate Algebra (7.5)
Lec-131.25
Prereq: MATH 30 or MATH 35
Accelerated treatment of both elementary and intermediate algebra topics. Polynomials and rational expressions; solving linear, quadratic, and rational equations; linear inequalities; systems of linear equations; graphing lines, parabolas, and circles; radicals and rational exponents; complex numbers; introduction to functions; introduction to exponential functions and logarithms; applications; problem solving skills.

MATH 55. Geometry (5)
Lec-87.5
Prereq: MATH 40 or placement in MATH 60 or 55 or 50
Lines, triangles, quadrilaterals, polygons, circles; congruent triangle and similar triangle proofs; geometric constructions; right triangle trigonometry; analytic geometry; three-dimensional geometry.

MATH 60. Intermediate Algebra (5)
Lec-87.5
Prereq: MATH 40
Recommended Prep: MATH 55
Polynomials and rational expressions; solving linear, quadratic, and rational equations; linear inequalities; systems of linear equations; graphing lines, parabolas, and circles; radicals and rational exponents; complex numbers; introduction to functions; introduction to exponential functions and logarithms; applications; problem solving skills.

MATH 70. Liberal Arts Math (3)
Lec-52.5
Prereq: MATH 43 or MATH 60 or placement in MATH 70
Survey of mathematics for students with nontechnical goals. Topics include problem solving, set theory, logic, number theory, modeling with functions, geometry, finance, combinatorics, probability, and the role of mathematics in modern society. This course is designed to enhance student appreciation of both the beauty and utility of mathematics. UC/CSU

MATH 75. Mathematical Analysis for Business (3)
Lec-52.5
Prereq: MATH 60 or MATH 92
Linear, quadratic, algebraic, exponential, and logarithmic functions with applications to business and economics; interest and ordinary annuity problems; introduction to differential and integral calculus of one variable with applications to business and economics. UC/CSU

MATH 80. Probability and Statistics (5)
Lec-87.5
Prereq: MATH 45 or MATH 60 or MATH 92
Descriptive statistics: organization of data, sample surveys, experiments and observational studies, measures of central tendency and dispersion, correlation, regression lines, and analysis of variance (ANOVA). Probability theory. Random variables: expected value, variance, independence, probability distributions, normal approximation. Sampling: sampling distributions, and statistical inference, estimating population parameters, interval estimation, standard tests of hypotheses. UC/CSU
C-ID MATH 110

MATH 90. Precalculus Algebra (5)
Lec-87.5
Prereq: MATH 60 or placement in MATH 90
Recommended Prep: MATH 55
Real functions and their graphs; one-to-one and inverse functions; polynomial, rational, exponential and logarithmic functions; complex numbers and zeros of polynomials; linear systems and matrices; geometric transformations and conic sections; topics in discrete mathematics. UC/CSU
Not recommended for students who have passed MATH 92.

MATH 92. College Algebra (5)
Lec-87.5
Prereq: MATH 40 or placement in MATH 92
Recommended Prep: MATH 55
Polynomial and rational expressions; radicals and rational exponents; equations and inequalities; real functions and their graphs; one-to-one and inverse functions; exponential and logarithmic functions; complex numbers and zeros of polynomials; linear systems and matrices; geometric transformations and conic sections; topics in discrete mathematics; applications. CSU
Recommended for students with strong mathematical background and performance. Not recommended for students who have passed MATH 90.

MATH 95. Trigonometry (3)
Lec-52.5
Prereq: MATH 60 or MATH 92
Recommended Prep: MATH 90 and MATH 55
Trigonometric functions and their graphs; trigonometric identities and equations; inverse trigonometric functions; solving triangles; complex numbers. CSU

MATH 100A. Short Calculus I (3)
Lec-52.5
Prereq: MATH 90 or MATH 92 or placement in MATH 100A or 110A
Lines, algebraic functions, exponential functions, logarithmic functions, limits, derivatives, and integrals, with applications.
UC/CSU
The calculus sequence of MATH 100A-100B is intended for students majoring in Business, Technology, Social Sciences, or Life Sciences.

MATH 100B. Short Calculus II (3)
Lec-52.5
Prereq: MATH 100A
The second course in a two-semester sequence in applied calculus. Techniques of integration, periodic functions, Taylor polynomials, multi-variable calculus, and differential equations, with applications to business, economics, and science. UC/CSU
The calculus sequence of MATH 100A-100B is intended for students majoring in business, technology, social sciences, or life sciences.

MATH 110A. Calculus I (5)
Lec-87.5
Prereq: (MATH 90 and MATH 95) or (MATH 92 and MATH 95) or placement in MATH 110A
A first course in single-variable calculus. Limits, continuity, differentiation, applications of differentiation, and an introduction to integration. UC/CSU
C-ID MATH 210; C-ID MATH 900S (MATH 110A + MATH 110B)

MATH 110B. Calculus II (5)
Lec-87.5
Prereq: MATH 110A or placement in MATH 110B
A second course in single-variable calculus. Applications of integration, techniques of integration, numerical integration, indeterminate forms, improper integrals, parametrized curves, polar coordinates, infinite sequences and series, and power series. UC/CSU
C-ID MATH 220; C-ID MATH 900S (MATH 110A + MATH 110B)

MATH 110C. Calculus III (5)
Lec-87.5
Prereq: MATH 110B
Vectors, curves and surfaces in 3-dimensional space, differentiation and integration of multivariate functions, line and surface integrals, and, in particular, the theorems of Green, Stokes, and Gauss. UC/CSU
C-ID MATH 230

MATH 115. Discrete Mathematics (3)
Lec-52.5
Prereq: MATH 100A or MATH 110A
Recommended Prep: CS 110B or CS 111B
Set theory, logic, proof techniques, mathematical induction, relations and functions, recursion, combinatorics, elementary number theory, trees and graphs, analysis of algorithms. Emphasis on topics of relevance to mathematics and computer science majors. UC/CSU
C-ID COMP 152; C-ID MATH 160

MATH 120. Linear Algebra (3)
Lec-52.5
Prereq: Completion of or concurrent enrollment in: MATH 110C
Real vector spaces, subspaces, linear dependence and span, matrix algebra and determinants, basis and dimension, inner product spaces, linear transformations, eigenvalues and eigenvectors, proofs of basic results. UC/CSU
C-ID MATH 250

MATH 125. Differential Equations (3)
Lec-52.5
Prereq: MATH 110C
Ordinary differential equations and first order linear systems of differential equations; methods of explicit solution; qualitative methods for the behavior of solutions; theoretical results for the linear structure, existence, and uniqueness of solutions. UC/CSU
C-ID MATH 240

MATH 130. Linear Algebra and Differential Equations (5)
Lec-87.5
Prereq: MATH 110C
Real vector spaces, subspaces, linear dependence, span, matrix algebra, determinants, basis, dimension, inner product spaces, linear transformations, eigenvalues, eigenvectors, and proofs. Ordinary differential equations and first-order linear systems of differential equations; explicit solutions; qualitative analysis of solution behavior; linear structure, existence, and uniqueness of solutions. Partial differential equations. UC/CSU

Military Science

The University of San Francisco is part of the Consortium of San Francisco Colleges and Universities. Students attending a member of the consortium may enroll in a Military Science course at the University of San Francisco under that agreement at no cost. Full credit will be given by City College of San Francisco to fully enrolled students. Specific inquiries about this program should be directed to the Professor of Military Science, University of San Francisco.

Air Force ROTC is offered through the Aerospace Studies department at U.C. Berkeley. Scholarships (including tuition, book allowance, and stipend) are available for qualified students. Students may enroll and attend one course per semester at the U.C. Berkeley campus at no cost. Topics covered in AFROTC courses include Basic Military knowledge (1-credit), Military History (1-credit), Leadership Training (3-credits),

and U.S. National Security Affairs and Preparation for Active Duty (3-credits). Additional components of the ROTC program include 3 hours per week of fitness activities, 2 hours per week of Leadership Lab, and a 4-week Summer Field Training. Upon completion of the program and granting of 4-year degree, students will commission as Second Lieutenants in the United States Air Force. To be eligible for AFROTC, applicants should be a full time student and meet additional fitness, GPA, testing, and other requirements. Interested students, please visit the department website: http://airforcerotc.berkeley.edu, call (510) 642-3572, or e-mail ***airforce@berkeley.edu***.

Music

Office: Art 209
Phone Number: (415) 239-3641
Web Site: www.ccsf.edu/music

Announcement of Curricula

Computers and Music Certificate

The Computers and Music certificate provides students with the foundation for developing standalone music software as well as composing and performing music using computer-coding languages. Students learn how to analyze and meet the needs of users of creative and musical software. Students who complete this certificate are prepared for entry-level work in software development for creative users.

Learning Outcomes

Upon completion of this program, students will be able to:

- Describe and analyze the processes involved in creating a piece of music using a computer.
- Discuss and evaluate the needs of music software users.
- Collaborate and produce effective electronic music software for performance or recording that meets the needs of users, including their own.
- Apply the technical and fundamental skills necessary for effective use of contemporary computer music tools in working projects.
- Implement software in a team environment.
- Display professionalism and effective application of music technology workforce expectations in communication and behavior.

The minimum time for completion of this certificate is two (2) semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Computers and Music

Course	Units
Required Courses	
MUS 100 Music Fundamentals	3.0
MUS 128 Survey of Contemporary and Electronic Music	3.0
MUS 29 Electronic Music I	3.0
MUS 30 Electronic Music II	3.0
CS 177 Software Engineering	3.0
CS 110A Intro to Programming	4.0
Total:	**19.0**

Music Certificate

The Certificate of Achievement in Music provides the technical and artistic foundations for students pursuing careers in music and music-related fields. It fulfills the lower division core requirements for music majors at four-year institutions, and prepares students for transfer. Through courses in theory, musicianship, and individual and ensemble performance, as well as surveys of music, students acquire a broad foundation in theory and analysis, performance, as well as the critical thinking skills to evaluate the aesthetics of music within social, cultural, historical, and political contexts. The wide variety of electives provides students with opportunities to focus on their individual areas of of interest or specialization.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and compose harmonic progressions using appropriate rules.
- Sight-sing and dictate music through aural and visual analyses.
- Perform effectively in ensembles.
- Evaluate and contextualize music historically and culturally.
- Perform solo vocal or instrumental music at undergraduate-level proficiency.

Program advisory: MUS 100, Music Fundamentals. Students are expected to read both the treble and bass clefs and have a thorough knowledge of scales, key signatures, and intervals. Those whose skills are rusty are strongly urged to take MUS 100 prior to enrolling in either MUS 1A or MUS 3A.

For MUS 1A, 1B, 3A, and 3B, students may have the option to test out and take a substitute course, choose credit by exam, or satisfy the requirement with equivalent coursework from another institution. A minimum of fifteen (15) units must be completed at CCSF for this certificate.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Music

Course	Units
Required courses	
MUS 1A Beginning Musicianship	3.0
MUS 1B Intermediate Musicianship	3.0
MUS 3A Diatonic Harmony	3.0
MUS 3B Chromatic Harmony	3.0
MUS 9A Beginning Piano	3.0
or MUS 9B Intermediate Piano	3.0

Students who test out of MUS 9A may take MUS 9B instead.

Students who test out of MUS 9B may choose one of the electives listed in this certificate instead.

Students must take a total of 12 elective units not already used in the core section. At least 3 units must be selected from each of the three areas below.

Ensembles:	
MUS 11 Guitar Workshop	3.0
MUS 12 Choir	3.0
MUS 13A Jazz/Rock Improvisation Workshop	3.0
MUS 13B Jazz Rock Arranging & Composition	3.0
MUS 15 Orchestra	3.0

MUS 17 Woodwind Ensemble 3.0
MUS 18 Brass Ensemble 3.0
MUS 20 String Ensemble 3.0
MUS 46 Stage Band. 3.0
MUS 48A Beginning Labor Heritage Chorus 3.0
MUS 200A Ensemble Role- Musical Theatre Rehearsal and Presentation 1.0

Vocal, Instrumental, and Composition Instruction:
MUS 5A Introduction to Composition 3.0
MUS 6A Beginning Classical Guitar 3.0
MUS 7P1 Beginning Percussion 3.0
MUS 7V1 Beginning Violin 3.0
MUS 7W1 Beginning Woodwind 3.0
MUS 8A Beginning Jazz & Other Popular Piano 3.0
MUS 9B Intermediate Piano 3.0
MUS 9C Keyboard Harmony 3.0
MUS 10A Beginning Voice. 3.0

Survey:
MUS 21 Traditional African Music 3.0
MUS 22A History of Music in Western Culture: Medieval and Renaissance Music. 3.0
MUS 22B History of Music in Western Culture: Baroque and Classical Music 3.0
MUS 22C History of Music in Western Culture: Romanticism 3.0
MUS 23 History of Jazz: Musical Traditions of the African-American 3.0
MUS 24 Music of East Asia 3.0
MUS 25 Music of Latin America and the Caribbean 3.0
MUS 26 Music in American Culture 3.0
MUS 27A Music Appreciation. 3.0
MUS 27B Musical Awareness 3.0
MUS 27Q Music and Queer Identity 3.0
MUS 27R The History of Rock and Popular Music 3.0
MUS 29 Electronic Music I 3.0
MUS 30 Electronic Music II 3.0
MUS 128 Survey of Contemporary and Electronic Music 3.0

Total: 27.0

Announcement of Courses

All music students are encouraged to enroll in at least one of the Music Department performing groups each semester. Knowledge of music fundamentals and the ability to read music are recommended for many music theory, instrumental and vocal training, and performance courses. Where a music course has a sequential prerequisite, check with the Department Chair for skill demonstration equal to the prerequisite.

Credit, Degree Applicable Courses:

Music Theory

The MUS 1A-1B, 3A-3B series is a two-semester ear-training and harmony program for music students which will transfer as fulfillment of one year of lower-division music theory requirements.

MUS 1A. Beginning Musicianship (3)
Lec-52.5 P/NP available
Recommended Prep: MUS 4
Development of beginning skills in rhythmic and melodic dictation and sight-singing of diatonic music through the use of solfège in scales, intervals, triads, and seventh chords. The course teaches aural and analytical skills necessary for all musicians and fulfills the first semester Musicianship requirement for music majors and minors. UC/CSU
C-ID MUS 125

MUS 1B. Intermediate Musicianship (3)
Lec-52.5 P/NP available
Prereq: MUS 1A
Development of intermediate skills in rhythmic, melodic, harmonic dictation and sight-singing, through the visual and aural analysis of functional and non-functional chromaticism, including altered chords and modulations. It teaches aural and visual analytical skills necessary for all musicians and fulfills the second semester Musicianship requirement for music majors and minors. UC/CSU

MUS 3A. Diatonic Harmony (3)
Lec-52.5 P/NP available
Recommended Prep: MUS 4
Intensive study of common-practice diatonic harmony through the writing of four-part chorale harmonizations, figured bass realizations, and linear and vertical analyses primarily of 18th-century music. Fosters a technical understanding of the compositional process, greater facility in learning new music, and a deeper comprehension of music in general. UC/CSU
C-ID MUS 120

MUS 3B. Chromatic Harmony (3)
Lec-52.5 P/NP available
Prereq: MUS 3A, or demonstration of exit skills
Intensive study of chromatic harmony including both functional and non-functional chromaticism and modulations through the writing of chorale harmonizations, figured bass realizations, and linear and vertical analyses primarily of 19th-century Western European music. Fosters a technical understanding of the compositional process and a greater facility in learning music involving chromaticism. UC/CSU
C-ID MUS 130

MUS 5A. Introduction to Composition (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MUS 4
Introduction to the study of the principles of musical composition through analysis and creative writing. Pieces may be composed for piano and/or small instrumental and/or vocal ensembles. UC/CSU
Offered Spring semesters

MUS 5B. Music Composition (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 5A or demonstration of exit skills
Recommended Prep: MUS 3A or MUS 8A or MUS 9C or demonstration of exit skills
Intermediate study of the principles of musical composition through analysis and creative writing. Pieces may be composed for piano and/or small instrumental and/or vocal ensembles. UC/CSU
Offered Spring semesters

MUS 100. Music Fundamentals (3)
Lec-52.5, field trips P/NP available
An introduction to music notation and theory, including staff notation, rhythmic notation, intervals, scales, chord construction, sight reading, and ear training. UC/CSU
Formerly MUS 4

Enrollment Limitations on Physical Education and Visual or Performing Arts Courses

Per title 5 Section 55041, effective Fall 2013, students may not enroll more than four times in "active participatory courses that are related in content" in the areas of physical education or visual and performing arts, which includes art, dance, music, and theatre. This limitation applies even if a student receives a substandard grade or "W" during one or more of the enrollments in such a course or if the students petition for repetition due to extenuating circumstances.

Music courses that are related in content are grouped together in "families" of courses below. The families are indicated by their headings, e.g., Applied Training: Guitar, Ensemble: Chorale, etc. For the most up-to-date listing of courses and families, refer to the online catalog, www.ccsf.edu/catalog.

Instrumental and Vocal Training

Applied Training: Guitar

MUS 6A. Beginning Classical Guitar (3)
Lec-52.5, field trips P/NP available
This course is an introduction to the guitar, and individualized study of the appropriate techniques and repertoire to master a beginning level of music on the instrument. The emphasis is on the development of beginning skills needed for solo performance. Audition for placement within the class. UC/CSU
No prior experience with the guitar necessary. The student must provide a guitar.

MUS 6B. Advanced Beginning Classical Guitar (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 6A or demonstration of exit skills
Individualized study of classical guitar theory, technique and repertoire at the advanced beginning level. The emphasis is on the advanced beginning skills needed for solo performance. UC/CSU

MUS 6C. Intermediate Classical Guitar (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 6B or demonstration of exit skills
Individualized study of classical guitar theory, technique and repertoire at the intermediate level. The emphasis is on the development of intermediate skills needed for solo performance. UC/CSU

MUS 6D. Advanced Intermediate Classical Guitar (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 6C or demonstration of exit skills
Individualized study of classical guitar theory, technique and repertoire at the advanced intermediate level. The emphasis is on the development of skills needed for solo performance. UC/CSU

Music 7 Series

(The letter after the 7 indicates the instrument, not the sequence.)
The Music Department recommends that students enrolling in any of the courses in the MUS 7 series enroll concurrently in appropriate music performance courses such as concert band (MUS 16), stage band (MUS 46), pep band (MUS 47), orchestra (MUS 15), string ensemble (MUS 20), brass ensemble (MUS 18), or woodwind ensemble (MUS 17).

Applied Training: Percussion

MUS 7P1. Beginning Percussion (3)
Lec-52.5 P/NP available
A practical introduction to percussion performance, students learn to play the instruments in the four families of percussion: Orchestral, Auxiliary, Latin, and Modern. UC/CSU
Formerly MUS 7P

MUS 7P2. Advanced Beginning Percussion (3)
Lec-52.5 P/NP available
Prereq: MUS 7P1 or demonstration of exit skills
A practical introduction to Advanced Beginning Percussion and performance, where students learn to play the instruments in the four families of percussion: Orchestral, Auxiliary, Latin, and Modern. UC/CSU

MUS 7P3. Intermediate Percussion (3)
Lec-52.5 P/NP available
Prereq: MUS 7P2 or demonstration of exit skills
A practical introduction to percussion, performance, students learn to play the instruments in the five families of percussion: Orchestral, Auxiliary, Latin, Modern, and World. UC/CSU

MUS 7P4. Advanced Intermediate Percussion (3)
Lec-52.5 P/NP available
Prereq: MUS 7P3 or demonstration of exit skills
A practical introduction to percussion, performance, students learn to play the instruments in the four families of percussion: Orchestral, Auxiliary, Latin, World,and Modern. UC/CSU

Applied Training: Violin/Viola

MUS 7V1. Beginning Violin (3)
Lec-52.5, field trips P/NP available
This course is an introduction to the violin, and individualized study of the appropriate techniques and repertoire to master a beginning level of music on the instrument. The emphasis on the development of beginning skills needed for solo performance. Audition for placement within the class. UC/CSU

MUS 7V2. Advanced Beginning Violin (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 7V1 or demonstration of MUS 7V1 exit skills
This course is a continuation of the study of violin, and individualized study of the appropriate techniques and repertoire to master an advanced beginning level of music on the instrument. The emphasis is on the development of advanced beginning skills needed for solo violin performance. UC/CSU

MUS 7V3. Intermediate Violin (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 7V2 or demonstration of MUS 7V2 exit skills
This course is a continuation of the study of violin, and individualized study of the appropriate techniques and repertoire to master an intermediate level of music on the instrument. The emphasis is on the development of intermediate skills needed for solo violin performance. UC/CSU

MUS 7V4. Advanced Intermediate Violin (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 7V3 or demonstration of MUS 7V3 exit skills
Individualized study of violin theory, technique and repertoire at the advanced intermediate level. The emphasis is on the development of skills needed for solo performance. UC/CSU

Applied Training: Woodwinds

MUS 7W1. Beginning Woodwind (3)
Lec-52.5, field trips P/NP available
This course is an introduction to a specific woodwind instrument, and individualized study of appropriate techniques and repertoire for that instrument. The emphasis is on the progressive development of skills needed for solo performance. UC/CSU

MUS 7W2. Advanced Beginning Woodwind (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 7W1 or demonstration of MUS 7W1 exit skills
Individualized study of theory, technique and repertoire on the woodwinds: flute, saxophone, clarinet at the advanced beginning level. The emphasis is on the advanced beginning skills needed for solo performance. UC/CSU

MUS 7W3. Intermediate Woodwind (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 7W2 or demonstration of MUS 7W2 exit skills
Individualized study of woodwind theory, technique and repertoire at the intermediate level. The emphasis is on the development of intermediate skills needed for solo performance. UC/CSU

MUS 7W4. Advanced Intermediate Woodwind (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 7W3 or demonstration of MUS 7W3 exit skills
Individualized study of woodwind theory, technique and repertoire at the advanced intermediate level. The emphasis is on the progressive development of skills needed for solo performance. UC/CSU

Applied Training: Jazz Piano

MUS 8A. Beginning Jazz & Other Popular Piano (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MUS 9A or demonstration of exit skills
Beginning study and exploration of jazz piano technique in myriad forms through the application of jazz theory, blues, Afro-Cuban, Brazilian and other popular styles. UC/CSU

MUS 8B. Intermediate Jazz & Other Popular Piano (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 8A
An intermediate study of basic jazz, blues, Afro-Cuban, Brazilian and other popular piano techniques. UC/CSU

Applied Training: Piano

MUS 9A. Beginning Piano (3)
Lec-52.5, field trips P/NP available
Piano studies for beginners including sight reading, elementary theory, beginning ear training, and a historical view of keyboard instruments and their music. UC/CSU
C-ID MUS 170

MUS 9B. Intermediate Piano (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MUS 9A or demonstration of exit skills
Piano studies for the intermediate pianist including playing through reading, elementary theory, beginning ear training, and a historical view of keyboard instruments and their music. UC/CSU
C-ID MUS 171

MUS 9C. Keyboard Harmony (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MUS 9A
The development of harmonic keyboard skills through the study and practice of chord structures, progressions, and sight reading techniques. UC/CSU
Offered Spring semesters

Applied Training: Voice

Music 10 Series
The Music Department recommends that students enrolling in the MUS 10 series should enroll concurrently in a choral-performing group (MUS 12 or 14).

MUS 10A. Beginning Voice (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MUS 4 or demonstration of exit skills
Introduction to study of appropriate basic techniques and repertoire for beginning voice. Includes alignment, tone production, breathing, and musical skills in performing vocal music of various periods and styles. UC/CSU

MUS 10B. Advanced Beginning Voice (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 10A or demonstration of exit skills
Study of appropriate techniques and repertoire for advanced beginning voice. Includes alignment, tone production, breathing and musical skills in performing vocal music of various periods and styles. UC/CSU

MUS 10C. Intermediate Voice (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 10B or demonstration of exit skills
Study of appropriate techniques and repertory for intermediate voice. Includes alignment, tone production, breathing and musical skills used to interpret vocal music of various periods and styles. UC/CSU

MUS 10D. Advanced Intermediate Voice (3)
Lec-52.5, field trips P/NP available
Prereq: MUS 10C or demonstration of exit skills
Study of appropriate techniques and repretoire for advanced intermediate voice. Includes alignment, tone production, breathing and musical skills in performing vocal music of various periods and styles. UC/CSU

Performance Courses

Ensemble: Guitar

MUS 11. Guitar Workshop (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MUS 6A or demonstration of exit skills
Repeat: Students can repeat three times (total 4 enrollments)
Develop the technique, musicality, note reading ability and theoretical knowledge to perform ensemble music for guitar. Ensembles include duos, trios, quartets, or larger ensembles. UC/CSU

Ensemble: Large Traditional Choirs

MUS 12. Choir (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
The study, rehearsal, and performance of choral literature appropriate for large vocal ensemble, with an emphasis on skills development for performing with an ensemble. Highly recommended for intended music majors, both instrumental and vocal. UC/CSU

MUS 48A. Beginning Labor Heritage Chorus (3)
Lec-52.5, field trips P/NP available
The beginning study of choral techniques and performances of the songs that reflect workers of diverse cultures such as Native American chants, folk and labor ballads, field hollers, Black cowboy songs, Chicano farm and border songs, Labor Motown, Asian-American work songs and songs of working women's experiences. UC/CSU
MUS 48A = LBCS 98A

MUS 48B. Intermediate Labor Heritage Chorus (3)
Lec-52.5, field trips P/NP available
Prereq: LBCS 98A/MUS 48A
Intermediate Labor Chorus is designed to further develop choral music and knowledge of labor songs from various periods in American history, as presented in MUS 48A. Students will develop more complex choral techniques and repertoire. There is an increased focus on individual achievement within the chorus. UC/CSU
MUS 48B = LBCS 98B

MUS 48C. Advanced Labor Heritage Chorus (3)
Lec-52.5, field trips P/NP available
Prereq: LBCS 98B/MUS 48B
Advanced Labor Chorus is designed to further develop choral music and knowledge of labor songs from various periods in American history. Students will develop advanced choral techniques and repertoire with an increased focus on the development of a self-directed creative process within the labor song tradition. UC/CSU
MUS 48C = LBCS 98C

Ensemble: Jazz/Rock

MUS 13A. Jazz/Rock Improvisation Workshop (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
Study of a variety of jazz, rock, and blues genres for all instruments. Emphasis on application of basic techniques of improvisation. Students learn to play lead (melodic improvisation) in an ensemble. Culmination is a concert demonstrating repertoire and techniques learned. UC/CSU

MUS 13B. Jazz Arranging & Composition (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MUS 3A or MUS 8B
Study of a variety of jazz styles with an emphasis on learning the techniques of jazz arranging and composing. UC/CSU

Ensemble: Chorale

MUS 14. Chorale (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
The study, rehearsal and performance of choral literature appropriate for small ensembles, with an emphasis on skills development for performing with an ensemble. Highly recommended for intended music majors, both instrumental and vocaL UC/CSU

Ensemble: Large Traditional Instrumental

MUS 15. Orchestra (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
An opportunity for string, woodwind, brass and percussion players to rehearse and perform works selected from the standard repertory from the Baroque era through the present. UC/CSU

MUS 16. Concert Band (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
Performance of classical and marching band music for intermediate to advanced brass and woodwind students. The class will present a live concert at the conclusion of the semester. UC/CSU
Offered Spring semesters

Ensemble: Woodwind

MUS 17. Woodwind Ensemble (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
Intermediate to advanced woodwind students perform music in the classical and jazz idioms. The class will present a live concert at the conclusion of the semester. UC/CSU

Ensemble: Brass

MUS 18. Brass Ensemble (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
Preparation and performance of brass ensemble music of selected styles and historical periods from Baroque to the present day. Culmination is a public concert. UC/CSU

Ensemble: Piano

MUS 19. Piano Ensemble and Repertoire (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
Performance of four-hand, two-piano, and solo literature from all stylistic periods. Study of accompanying skills and use of these whenever possible in performances. Monthly public recitals. UC/CSU

Ensemble: Strings

MUS 20. String Ensemble (3)
Lec-52.5, field trips P/NP available
Recommended Prep: MUS 4 or demonstration of exit skills
Repeat: Students can repeat three times (total 4 enrollments)
An exploration of techniques and ensemble literature appropriate for intermediate and advanced violinists, violists, cellists and string bassists. Concerts scheduled during the semester. UC/CSU

Music Surveys

MUS 21. Traditional African Music (3)
Lec-52.5, field trips P/NP available
An introduction to the many styles of African music with emphasis on the function of traditional music and how it is organized as an integral part of everyday activity. UC/CSU

MUS 22A. History of Music in Western Culture: Medieval and Renaissance Music (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 182 or placement in ESL 184 or readiness for college-level English
A survey of musical styles from the 10th century to the early 16th century. The course focuses on evolution of musical styles and the changing social, cultural, economic, and political conditions that gave rise to those styles. UC/CSU
Offered on occasion

MUS 22B. History of Music in Western Culture: Baroque and Classical Music (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 182 or placement in ESL 184 or readiness for college-level English
A survey of musical styles and their social contexts in the 17th and 18th centuries. Topics include the decline of church music, the rise of

public concerts and opera, the evolution of the orchestra, symphonies, concertos, suites, and the development of musical instruments. UC/CSU
Offered on occasion

MUS 22C. History of Music in Western Culture: Romanticism (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or readiness for college-level English
A survey of Western art music and literature of the Romantic era (1800 to 1900) and the composers and the cultural and political forces that played a role in the creation of the musical works of that era. Topics include sonatas, chamber music, opera, tone poems, and symphonies. UC/CSU
Offered on occasion

MUS 23. History of Jazz: Musical Traditions of the African-American (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A course composed of lectures, discussions, assigned reading and listening designed to explore African-American musical heritage and its relationship to other folk expressions and to Western European Art Music. This heritage includes spirituals, work songs, blues, jazz, gospel and a broad range of popular music. UC/CSU

MUS 24. Music of East Asia (3)
Lec-52.5, field trips P/NP available
A cross-cultural, comparative survey of both historical and recent developments in the music of China, Japan, and Korea, including the relationship of East Asian music to other aspects of East Asian cultures-philosophy, religion, theater, and dance. UC/CSU

MUS 25. Music of Latin America and the Caribbean (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or placement in ENGL 1A
An introductory survey of the musical traditions of Latin America, the Caribbean and Latin music in the United States. This course will study music as a form of communication, and as a social and cultural force in the Americas. UC/CSU

MUS 26. Music in American Culture (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
A survey of the music of America's diverse populations such as Native American, Anglo-American, African American, Cajun, Creole, Hawaiian and other styles and genres such as country, Tex-Mex, Klezmer and polka. UC/CSU

MUS 27A. Music Appreciation (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of Western art music from the Middle Ages to the present, examined within cultural, social, and political contexts. Topics include musical elements, forms, and stylistic features of each historical period, as well as the individual characteristics of its representative composers. UC/CSU
C-ID MUS 100

MUS 27B. Survey of Opera and Musical Theater (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Detailed study of opera and musical theater within historical, cultural, political, and social contexts. During the fall semester, the course will focus on upcoming operas performed by the San Francisco Opera. UC/CSU
MUS 27A is not a prerequisite for MUS 27B.
Offered Fall semesters

MUS 27Q. Music and Queer Identity (3)
Lec-52.5, field trips P/NP available
Recommended Prep: Completion of or concurrent enrollment in: ENGL 88 or ESL 184
An examination of how music encodes "queerness" by focusing on significant musical styles and performers in the LGBT community. UC/CSU
Formerly MUS 27C

MUS 27R. The History of Rock and Popular Music (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
A survey of the origin, trends, styles and genres of rock and popular music from the early 20th century to the present day, focusing on historical and cultural influences and the effects of technology on popular music. UC/CSU
Offered on occasion

MUS 28. 20th Century Music (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 182 or placement in ESL 184 or readiness for college-level English
The study of the music of the twentieth century through analysis of its composers and styles as well as graphic scores, electronic music recordings and development of new technologies. UC/CSU
Offered on occasion

MUS 29. Electronic Music I (3)
Lec-52.5, field trips P/NP available
A practical study of the historical and technical aspects of electronic music, including compositional techniques of hardware and software synthesis, sampling, MIDI sequencing, audio processing, and multi-track audio recording. UC/CSU

MUS 30. Electronic Music II (3)
Lec-52.5 P/NP available
Prereq: MUS 29.
Explores intermediate/advanced concepts in electronic music composition and performance. MUS 30 expands on the foundational electronic music techniques from MUS 29, giving students access to multiple ways of making electronic music that will stand the test of time. UC/CSU
Offered Spring semesters

MUS 128. Survey of Contemporary and Electronic Music (3)
Lec-52.5, field trips P/NP available
The study of electronic music and its 20th-century acoustic counterparts through analysis of composers, styles, techniques, recordings, and technological developments. UC/CSU

Other Music Performance Courses

Ensemble: African Drumming

MUS 41. African Drumming Ensemble (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
In African Drumming Ensemble students play traditional African music; the class is an in-depth examination of African drumming and performance of African music integral to everyday festivities and life in African society UC/CSU
The content of this course varies. Students may re-enroll without repeating subject matter.

MUS 42. Gospel Choir (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
The study of the theory, techniques and performance practices of popular, Gospel and other African American choir arrangements with piano accompaniment. UC/CSU
Offered on occasion

MUS 46. Stage Band (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
This course is for the study, rehearsal and public performance of music arranged for large ensembles in a variety of jazz and popular styles, with an emphasis on the skills needed to perform within an ensemble. All instruments are welcome. Different literature will be studied each semester. UC/CSU

MUS 47. Pep Band (3)
Lec-52.5, field trips P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
Rehearsal band for music of historical styles such as marches, polkas and Dixieland as well as current dance music. Learn to play in a large ensemble with rhythm section, brass and winds. Performances at various school sports and other events. UC/CSU

Ensemble: Musical Theatre

MUS 200A. Ensemble - Musical Theatre Rehearsal and Presentation (1)
Lab-52.5 P/NP available
Ensemble training and role preparation at a basic level as an introduction to musical theatre works for the stage. Taught with equal emphasis on musical and dramatic elements. Students must audition for, be cast in, rehearse and perform in a Music and Theatre Arts Department production. UC/CSU

MUS 200B. Supporting Role - Musical Theatre Rehearsal & Presentation (2)
Lab-105 P/NP available
Supporting role training and preparation at an intermediate level as continuing study of musical theatre works for the stage. Taught with equal emphasis on musical and dramatic elements. Students must audition for, be cast in, rehearse and perform in a Music and Theatre Arts Department production. UC/CSU

MUS 200C. Leading Role-Musical Theatre Rehearsal & Presentation (3)
Lab-157.5 P/NP available
Principal (leading) role training and preparation at an advanced level as continuing study of musical theatre works for the stage. Taught with equal emphasis on musical and dramatic elements. Students must audition for, be cast in, rehearse and perform in a Music and Theatre Arts Department production. UC/CSU

Nursing, Registered

Office: Cloud 340
Phone Number: (415) 239-3218
Web Site: www.ccsf.edu/rn

Announcement of Curricula

Registered Nursing Major (AS)

General Information

1. Individual Nursing Courses are not open for individual enrollment.
2. Prerequisites must be completed prior to filing of enrollment application.
3. At present, qualified applicants are selected by current admission requirements and multi-criteria.
4. Readiness Assessment testing (with ATI Test for Essential Academic Skills) is to be completed by all candidates selected by current admission requirements and multi-criteria for conditional enrollment (including transfers and advanced placement) under the terms of the grant funded by the California College Chancellor's Office. Students will be required to take ATI TEAS or submit previous ATI TEAS scores (or equivalent).
5. Students who will be conditionally admitted to the R.N. Nursing program, will be required to submit to a background screening check, health+immunization report, and current Basic Life Support (BLS) for healthcare providers.

Degree Curriculum

The Associate in Science curriculum in Nursing is accredited by the California Board of Registered Nursing (BRN). Students who complete the course of study in accordance with City College requirements are eligible to take the National Council Licensure Examination of Registered Nurses (NCLEX-RN). Those who pass the NCLEX-RN are qualified for entry-level positions of R.N. in health facilities and agencies.

NOTE: The licensing process for becoming a registered nurse in California is under the jurisdiction of the Board of Registered Nursing (BRN). The BRN requires disclosure of all misdemeanor and felony convictions for all license applicants and disclosure of all disciplinary actions taken against a license applicant who already has a practical nurse, vocational nurse or other professional license. Fingerprinting is also required.

Course of Study. The Nursing course of study includes instruction in applied nursing science and related life sciences, and clinical experience in San Francisco Bay Area cooperating clinical settings. The required course of study for Nursing includes courses that may also satisfy certain general education requirements.

Associate in Science Degree. The Nursing curriculum, supplemented by general education courses, is designed so that students may satisfy the requirements for graduation from City College of San Francisco with the degree of Associate in Science. It is required that all students who wish to enroll in the Nursing Program complete the City College of San Francisco English or ESL and Mathematics assessment if required by the college.

Learning Outcomes

Upon completion of this program, students will be able to:

- Qualify to take the National Licensure Examination for Registered Nurses (NCLEX-RN).
- Qualify for entry level positions of R.N. in health facilities and agencies
- Identify as a member of the health team in rendering holistic care to patients and provide support to patients' families
- Utilize the nursing process to formulate a plan of care and provide problem-oriented, individualized patient care
- Prioritize nursing care by application of Maslow's hierarchy of needs theory
- Apply the principles of effective communication in the delivery of health care to the patient and with other health care professionals
- Apply physical or technical skills that promote patients' health or welfare;
- Provide health education to individual patients, families, and the community at large
- Demonstrate competencies in basic health care informatics necessary to deliver safe and effective nursing care
- Exercise critical thinking skills when applying the nursing process to patient care
- Deliver effective nursing care to the patient by utilizing their acquired skills in problem solving and leadership
- Apply principles of health care ethics to guide professional conduct in the provision of care to patients, families, and community;
- Identify the cultural or ethnic influences on patients and formulate nursing care according to the patients' values
- Identify as a health advocate and participate in activities to benefit patients, families and the community at large
- Supervise and delegate patient care based on the skill level of the care provider
- Assume responsibility and accountability for one's nursing actions, self-evaluation, continuing education, and personal growth
- Utilize the principles of leadership in the health care setting, community, professional organizations, and legislative & regulatory areas
- Utilize the nursing process and evidenced based practice to facilitate optimal client outcomes for diverse cultures across the lifespan and in a variety of settings.

Enrollment. Enrollment in the Nursing Program follows the City College of San Francisco policy of equal educational opportunity. Because of facility and staffing limitations, as well as health and safety requirements, not all students who wish to enroll in the Nursing Program can be accommodated. Selection of students who are eligible to enroll is made twice a year for Fall and Spring semester. Requests for information regarding enrollment:

- Can be found online: www.ccsf.edu/rn OR
- Nursing Department, C340
  City College of San Francisco
  50 Phelan Avenue
  San Francisco, CA 94112

Dates for Filing Required Enrollment Forms. See website or contact Nursing Department at C340 for current filing dates.

Expenses. Students should expect to incur expenses of approximately $2500, including if applicable tuition cost covering the two years of nursing curriculum. This does not include expenses that may relate to non-nursing classes. The expenses related to nursing classes include the cost of required books, uniforms, criminal background check, Basic Life Support requirement, health care requirements, watch with a second hand, graduation pin, liability insurance, and individual equipment/supplies.

Enrollment to the Program. Because of facilities and staff limitations, 50 new students may be enrolled in the Nursing Program each semester. Nursing enrollment form available online or in the nursing office. Please check Filing Date. To be considered for enrollment, students must satisfy certain academic prerequisites. The following is a summary of the academic requirements for enrollment in the Nursing Program/courses. Please see website: www.ccsf.edu/rn

1. Prerequisite courses:
   a. Complete the following prerequisite courses: No in-progress courses will be considered
      Biology 108 (formerly Anatomy 25)
      Biology 111 or 112 (formerly Physiology 1 or 12)
      Biology 120 (formerly Microbiology 12)
      English 1A
      Math 40 or higher level Algebra or Statistics course
      Science courses must have been completed within the last 7 years at the time of enrollment to the Nursing program.
   b. Must have an overall GPA of 2.5 in science courses and English 1A.
2. An applicant can repeat only one of the science courses. More than one (1) repetition of any of the science courses will disqualify the applicant. Repetition of a science course is defined as repeating a course due to a previous grade of "D", "F" or "W". Students may satisfy the above course prerequisites at other institutions, but the courses and grades must be verified prior to consideration for enrollment.
3. File with the Office of Admissions and Records a completed application for admission to City College of San Francisco. No person may attend nursing classes unless he/she is properly admitted to the College.
4. English 1A and Math 40 or higher (equivalent) if taken at a College other than CCSF:
   All applicants filing enrollment forms and transcripts from other colleges or university with the pre- requisite English and Math course final grades must bring an official transcript to the City College of San Francisco Assessment Center located in Conlan Hall Room 204, Ocean Campus to get an appropriate English and Math course placement. The waiver (or copy of the waiver) must be attached with the completed enrollment form and the official transcripts.
   Test waivers for English and mathematics if taken at other colleges or (SAT, AP) scores. Bring proof (test score or transcripts) to the Assessment Center, Conlan Hall, Rm. 204 to obtain the waiver. This waiver must accompany your Nursing application.
5. File a completed enrollment form for the Nursing Program. Contact Nursing Department or www.ccsf.edu/rn for filing dates.
6. Official transcript in a sealed manila envelope must be submitted with the enrollment form.

7. ATI TEAS (or equivalent). ATI TEAS will also be administered to those selected for conditional enrollment.

Health and safety requirements. Nursing courses require students to practice nursing skills in the classroom and in cooperating clinical settings. For health and safety reasons, those accepted into the program must demonstrate through a recent, complete medical examination that they are able to participate in the program, have been tested for tuberculosis, and that they have received the following: rubeola, rubella, varicella, mumps, hepatitis B vaccinations and antibody titers which demonstrates immunity to those diseases, current Tetanus/ Diptheria/Pertussis, Seasonal Influenza vaccine.

Enrollees must also provide verification of cardiopulmonary resuscitation basic life support, Health Care Provider certification. Students are required to do a background check and drug screen. Verification of these requirements must be received by the Nursing Department prior to the first day of class. Some hospitals may require students assigned to their hospital to submit to an additional background check and drug screen.

Academic Challenge of Nursing Courses:

BRN Rules & Regulation Business Code 2786.6

A. Consideration for challenging a Nursing course will be on an individual basis based on previous education and/ or experience. It is the responsibility of the candidate, who wishes to be considered entry or waiver via challenge exam, to notify the Nursing Department Chair of his/ her request to receive more information and counseling. The Non-Generic Admissions Committee of the Nursing Department will review & recommend their findings to the Nursing Department Chair and the Nursing Department faculty for their endorsement. College Catalog requirements on "Credit by Examination" will be adhered.

Candidates eligible for specific Challenge Exams are: re-entry nursing students (in good academic standing when last enrolled in the program), Advanced Placement LVNs or nursing students transfer from another R.N. Program.

Advanced Placement LVN (Degree Option):

A. Licensed Vocational Nurses with a current and active California license may apply to the Nursing Program as "Advanced Placement" status. All of the academic and administrative prerequisites must be completed and the student can apply during the regular enrollment time using the same application form as all other applicants.
B. These candidates may enter via Challenge Exam for Nursing Fundamentals. Challenge exams may consist of nursing theory, medical math calculations, and or clinical simulation. All candidates eligible for the challenge exam will be informed of the criteria for passing such exams. Those passing the Challenge Exam and will have waiver of the first semester Fundamentals of Nursing (Nursing 50) and Skills courses (Nursing 50L).
C. Entry to the nursing courses is based upon space availability.

Students who qualify for this option should make an appointment with the Nursing Department Chairperson for additional information.

LVN 30 Unit Option (Non-Degree Option):

A. Licensed Vocational Nurses with a current active California license who wish to take the 30-Unit Option Program must complete different academic prerequisites.
B. Microbiology and Physiology may be taken without recency or repetition limits. The courses must have lecture and lab with a minimum of 4 semester units and be completed with a grade "C" or higher.
C. Submit the application during the enrollment period
D. Make an appointment with the Chairperson of the Nursing Department for more information and counseling. At the present time, the R.N. curriculum courses you will be taking will be Nursing 50A & 50B (Pharmacology in Nursing, Parts 1 and 2), Nursing 55 (Psychiatric Nursing), Nursing 56 (Advanced Medical-Surgical Nursing), and Nursing 58 (Trends and Issues in Nursing). Entry into these nursing courses is contingent upon space availability.
E. Passing the licensing exam under this 30-Unit Option Program will result in R.N. licensure for California as a "Non Graduate". There is no guarantee that the license is transferable to other states. It is up to the license holder to contact other states' Boards of Registered Nursing to inquire if the California 30-Unit Option Program R.N. license is accepted.
F. Students choosing the 30-unit option are enrolled on a space available basis only. Once enrolled in the 30-unit option the student can not decide to change to graduation track.

ATTENDED CCSF RN PROGRAM OR ANOTHER REGISTERED NURSING PROGRAM

A. At present time, no student is admitted who has failed a nursing course, Clinical or Theory, in another Nursing Program.
B. In order for our Department to consider your application, you must submit a letter on official school stationery from the Director of the Nursing Department at the college in which you were enrolled. It must address the following:
   1. Length of the time you were enrolled.
   2. Must have statement that demonstrates that you were in good standing at the time of withdrawal from their Nursing Program, with no history of failing any of the nursing courses, Theory or Clinical.

Transfer student from other accredited RN nursing program

A. The CCSF Nursing Department accepts Transfer Students who have successfully completed some Nursing Credits from other accredited R.N. Programs.
B. Applicants must complete the same application at enrollment time and include reason for transfer and submit transcripts, outlines/course syllabi from previous R.N. Program. Applicants must have a letter from their previous school of nursing director that states that student was in good standing at the time of the withdrawal.
C. The application, transcripts, course syllabi and letters from previous R.N. Program will be reviewed by our nursing faculty for equivalency and determination of specific nursing courses in our R.N. Program required to complete pre-licensure requirements.
D. Acceptance is based on equivalent professional nursing education, general education courses. Transfer students must meet the same enrollment requirements and nursing policies as all nursing students entering the program.
E. Admission into the program is subject to space availability.
F. No student will be admitted who has failed a nursing course, clinical or theory in another Nursing Program.

Graduates in Nursing from a Foreign School with Board of Registered Nursing Deficiencies:

A. Nursing graduates from other countries who are deficient in

nursing units as stipulated by the California BRN may apply to fulfill these deficiencies.

B. Applicants must complete the same enrollment form during the enrollment period and include a copy of the letter from the BRN with the requirements for class makeup.

C. Admission is based on space availability.

Military Trained Healthcare Personnel:

Military Personnel and Veterans may be eligible to apply for Advanced Placement in the Registered Nursing Program if they provide verifiable education and experience required to meet the equivalency for first semester coursework. Individuals who have held military healthcare occupations in the areas including, but not limited to Basic Medical Technician Corpsmen (Navy HM or Air Force), Army Health Care Specialist, or Air Force Independent Duty Medical Technician may fulfill these requirements. Admission into the Registered Nursing Program as a Military Advanced Placement student is contingent upon space availability. In order to receive credit and qualify for Military Advanced Placement the candidate must meet the following requirements:

1. Candidates must meet the same eligibility requirements and academic prerequisites (see Admission Requirements) of the CCSF Associate Degree Nursing Program as the generic applicants. This includes meeting the minimum passing score of the ATI Test of Essential Skills (TEAS) exam.
2. Must have proof of Honorable Discharge from the military or current active honorable service.
3. Education and experience within the last five years must meet the equivalency requirements for NURS 50 Fundamentals of Nursing, NURS 50 A Pharmacology in Nursing Part I and NURS 50L Nursing Skills Lab coursework.
4. Military Challenge candidates must meet theory and clinical competency by successfully passing the following: Theory Challenge Exams (NURS 50 & NURS 50A) with 75% or greater; Medical-Math proficiency exam with 90% or greater; Successful passing of basic fundamental nursing skills competency evaluation.

Individuals with Military Health Care Occupations who hold an active California LVN (Licensed Vocational Nurse) license either through challenge (BVNPT Method 4) or successful completion of an LVN program may apply as an Advanced Placement LVN.

Credit by Examination. All nursing courses are challengeable. Consideration for challenge will be based on previous education and/or experience on an individual basis.

Academic Probation and Dismissal. The failure of a nursing student to satisfactorily demonstrate mastery of required knowledge, skills, or abilities that may jeopardize the safety and welfare of others. Depending on the nature of the performance that demonstrates the lack of necessary knowledge, skills, or abilities, students may be placed on clinical probation or may be subject to academic dismissal prior to the end of the semester.

All City College students, including Nursing students, are subject to the Rules of Student Conduct, and must conform their behavior to appropriate standards, both during theory classes and during clinical experiences at cooperating clinical settings.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Registered Nursing

Course . . . . . Units

First Semester:
NURS 50 Fundamentals of Nursing 6.0
NURS 50A Pharmacology in Nursing Part I 2.0
NURS 50L Nursing Skills Lab 1.0

Second Semester:
NURS 50B Pharmacology in Nursing Part II 2.0
NURS 51 Basic Medical-Surgical Nursing 6.0
NURS 51L Intermediate Nursing Skills 1.0

Third Semester:
NURS 53 Maternal Newborn Nursing 6.0
NURS 55 Psychosocial Nursing. 6.0

Fourth Semester:
NURS 58 Trends and Issues in Nursing 1.0
NURS 54 Nursing of Children. 6.0
NURS 56 Advanced Medical-Surgical Nursing 6.0

Course required by the Board Of Registered Nursing:
PSYC 1 General Psychology 3.0

These courses meet the California Board of Registered Nursing Requirement for Licensure and must be completed prior to taking the R.N. Licensure Examination (NCLEX).

Choose one of the following additional courses required by the Board Of Registered Nursing:
SOC 1 Introduction to Sociology 3.0
ANTH 3 Introduction to Social and Cultural Anthropology 3.0
ANTH 3C Introduction to Cultural Anthropology: Focus on American Cultures 3.0

These courses meet the California Board of Registered Nursing Requirement for Licensure and must be completed prior to taking the R.N. Licensure Examination (NCLEX).

Choose one of the following additional courses required by the Board Of Registered Nursing:
CMST 1A Elements of Public Speaking 3.0
CMST 4 Group Communication 3.0
CMST 11 Basic Public Speaking. 3.0
CMST 12 Fundamentals of Oral Communication 3.0
CMST 20 Interpersonal Communication 3.0
ESL 79 Advanced Speaking and Pronunciation 3.0

These courses meet the California Board of Registered Nursing Requirement for Licensure and must be completed prior to taking the R.N. Licensure Examination (NCLEX).

Total: 52.0

Announcement of Courses

Credit, Degree Applicable Courses:

NURS 50. Fundamentals of Nursing (6)
Lec-52.5, Lab-157.5
Prereq: BIO 108; BIO 111 or BIO 112; BIO 120; ENGL 1A; MATH 40
Coreq: NURS 50L; NURS 50A
Introduction to nursing fundamentals, basic medical-surgical concepts and principles of care common to adults/older adults. This course includes application of theory and practice of skills in the clinical area and will lay the foundation for successive nursing courses. The clinical experience is designed to be concurrent with theory. CSU
Offered Spring and Fall semesters

NURS 50A. Pharmacology in Nursing Part I (2)
Lec-35
Coreq: NURS 50; NURS 50L
This course provides an introduction to pharmacology with emphasis placed on nursing implications of drugs: including administration, adverse effects, clinical indications, dosages and frequencies, drug interactions, pharmacologic effects, and precautions and contraindications to use. CSU
Offered Spring and Fall semesters

NURS 50B. Pharmacology in Nursing Part II (2)
Lec-35
Coreq: NURS 51 and 51L
This course provides a continuation of the study of pharmacology with emphasis placed on nursing implications of drugs: including administration, adverse effects, clinical indications, dosages and frequencies, drug interactions, pharmacologic effects, and precautions and contraindications to use. CSU
Offered Spring and Fall semesters

NURS 50L. Nursing Skills Lab (1)
Lab-52.5 P/NP only
Coreq: NURS 50; NURS 50A
The nursing skills lab is designed to orient, assist, and enhance the development of psycho motor and cognitive skills that are critical in the performance of selected fundamental nursing procedures. CSU
Offered Spring and Fall semesters

NURS 51. Basic Medical-Surgical Nursing (6)
Lec-52.5, Lab-157.5
Prereq: (NURS 50 and NURS 50L and NURS 50A) or current LVN license
Coreq: NURS 50B and NURS 51L
Acquaints the student with adults/geriatric adults experiencing dysfunction of the cardiovascular, respiratory, gastrointestinal, urinary, and male reproductive systems. Emphasis is placed on nursing process and integrating principles of nutrition, pharmacology, pathophysiology, psychosocial and biological sciences. Students are assigned to care for patients in acute or postacute care settings. CSU
Offered Spring and Fall semesters

NURS 51L. Intermediate Nursing Skills (1)
Lab-52.5 P/NP only
Prereq: (NURS 50; NURS 50L; NURS 50A) or current LVN license
Coreq: NURS 51; NURS 50B
Intermediate-advanced nursing skills for the adult medical-surgical patient. Laboratory instruction consisting of assigned reading, class discussion, and demonstration of skill by instructor. Student practice and return demonstration. Clinical simulation and case studies incorporating recently acquired skills for enhancement of critical thinking skills and application of concurrent theory to practice. CSU
Offered Spring and Fall semesters

NURS 53. Maternal Newborn Nursing (6)
Lec-52.5, Lab-157.5
Prereq: NURS 50B and NURS 51L and NURS 51
This course covers the principles and practices of maternal newborn health and nursing care. The maternity cycle, women's health and the development of the newborn from the embryonic stage to neonatal life will be covered. Clinical nursing experience will be in the acute care inpatient settings and in outpatient settings. CSU
NURS 53 and 55 are half-semester courses required in the third semester of students enrolled in the curriculum in Nursing. The sequence in which students will take these courses will be determined by the Nursing Department.
Offered Spring and Fall semesters

NURS 54. Nursing of Children (6)
Lec-52.5, Lab-157.5
Prereq: NURS 55 and NURS 53
Growth and development of children from birth through adolescence. Nursing education for health maintenance, prevention, medical treatment, and nursing interventions for common disease condition or injuries that affect children. The nursing clinical experience will be at multicultural inpatient hospital units, outpatient areas, and schools in San Francisco. CSU
NURS 54 and 56 are half-semester courses required of nursing students in the fourth semester of the program. The nursing department determines the sequence in which students will take these courses.
Offered Spring and Fall semesters

NURS 55. Psychosocial Nursing (6)
Lec-52.5, Lab-157.5
Prereq: NURS 50B; NURS 51; NURS 51L
This course covers the principles and practices of psychosocial health and nursing care. Emphasis is placed on the development of therapeutic communication skills, fundamental to all nursing care. Prevention and treatment of psychopathology is explored. Clinical nursing experience will be in the acute care inpatient settings and in outpatient settings. CSU
Offered Spring and Fall semesters

NURS 56. Advanced Medical-Surgical Nursing (6)
Lec-52.5, Lab-157.5
Prereq: NURS 53 and NURS 55
Advanced medical-surgical nursing of adults, and leadership and management theories. Application of the nursing process in the care of adults with acute and chronic complex health impairment and illness. Clinical experience is planned at acute and non-acute hospitals, facilities, and out-patient sites. CSU
Offered Spring and Fall semesters

NURS 58. Trends and Issues in Nursing (1)
Lec-17.5 P/NP only
Coreq: Enrollment in the RN Program; NURS 54 or 56
Acquaints student with historical and current trends and issues in nursing practice, and the concept of professional development. Emphasis placed on legal and ethical aspects of nursing and the California Board of Registered Nursing Practice Act. Students examine contemporary issues that affect the practice of registered nursing. CSU
Offered Spring and Fall semesters

Nursing, Licensed Vocational

Office: John Adams
Phone Number: 415 561-1912
Web Site: www.ccsf.edu/lvn/

Announcement of Curricula

Accreditation. The Licensed Vocational Nursing program is accredited by the Board of Vocational Nursing and Psychiatric Technicians. For

more information about this agency, see the "Overview of the College" section of this Catalog.

Home Health Aide/Nurse Assistant Certificate

Graduates of this 18 week full time program will be highly qualified for entry-level positions as health care providers. They are qualified for positions in acute care and convalescent facilities as well as home care agencies and out-patient clinics. Critical thinking concepts and principles will serve as a framework for studying the nursing and behavioral sciences within a health promotion/risk reduction, multicultural based curriculum.

Program Authorization. This program is approved by the California State Department of Health Services. Successful completion qualifies the graduate to: 1) take the Nurse Assistant Competency Examination to obtain State Certification for practice; 2) obtain Home Health Aide Certification without further examination.

NOTE. The Department of Health Services, Nurse Assistant Certification Division requires fingerprinting and disclosure of misdemeanor and felony convictions for all applicants.

Enrollment Procedure. Applicants must take a placement test, attend a program orientation, and meet all program prerequisites. Enrollees must be in good physical and mental health and be over 18 years of age.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate the fundamental nursing skills instructed in the State approved nursing assistant/home health aide training program.
- Use effective communication skills as appropriate while delivering care to clients and families in various nursing practice settings, and in collaboration with the health care team.

Admission Requirements:

1. Completion of ESL 184 or ENGL 88 or readiness for college-level English
2. A physical examination
3. Immunizations: Hepatitis B, Rubella, Varicella, Mumps, and T.B.
4. Current CPR certification
5. DHS Application for Criminal Background Check

Successful completion of the following courses require an average final grade of "C" or higher (2.0 grade point average) to qualify for a Certificate of Accomplishment.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Home Health Aide/Nurse Assistant

Course	Units
Required courses:	
VOCN 23 Nurse Assistant/Convalescent Care	7.0
VOCN 24 Home Health Aide	2.5
VOCN 25 Nurse Assistant/Acute Care	3.5
Total:	**13.0**

Vocational Nursing Certificate

The program of study for the Certificate of Achievement in Vocational Nursing is designed to prepare students for employment in acute care facilities, clinics, long-term care facilities, physician offices, home care, and health centers.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use effective communication skills as appropriate while delivering care to patients and families in various nursing practice settings, and in collaboration with the health care team.
- Demonstrate safe and competent nursing care based on scientific principles to patients of any age and cultural background in a variety of work settings under the direction of the registered nurse or physician.
- Apply the Nursing Process to individualize patient care in any health care setting.
- Demonstrate professionalism in the practice of Vocational Nursing.

Enrollment is open to all interested students who are in good physical and mental health, and over 17 years of age. To be admitted to the program applicants must:

1. Be a graduate of the 12th grade in high school or its equivalent (i.e., GED, High School Proficiency Examination).
2. Attend mandatory program orientation at John Adams site. Application to the program will be handed out during the orientation. Program orientation is valid for one year.
3. File with the Vocational Nursing Department a completed application for admission to City College (for dates, see "Calendar of Instruction").
4. Apply for admission to the program for the Fall semester between February 15 and May 1, and for the Spring semester, between September 15 to November 1. Completion of English 1A and MATH 40 or higher.
5. Have an overall GPA of 2.5 in Science and 2.0 in English 1A.
6. Submit official transcripts.
   a. High school transcripts must show proof of completion of the 12th grade. Transcripts must be submitted in keeping with the application deadline.
   b. Applicants who are accepted in Vocational Nursing and who wish to receive credit for prior nursing education courses completed must submit official transcript within application deadline.
7. Admission of Certified Nurse Assistant, Board Challenge transfer students.
   a. State of California CNA certificate and completion of a CNA program from a credit-granting college within the previous 5 years qualifies a student for at least 4 units.
   b. Transfer students from other accredited L.V.N. or R.N. programs are accepted in the CCSF Vocational Nursing Program. Acceptance is based on equivalent nursing education and availability of space.
   c. Board challenge applicants who need required courses for state boards should contact the vocational nursing office.
   d. Credit may not be given toward satisfying the Vocational Nursing course requirement, for courses completed 5 or more years prior to application for admission.
8. Complete the following prerequisites within 5 years prior to enrollment with a C or higher in each class starting with Fall

Semester 2019: Anatomy and Physiology course 4 units (e.g. BIO 106, or BIO 108 and 112). VOCN 41D Pharmacology, and VOCN 42E Nutrition (or BIO 134), and VOCN 43F Child Growth and Development (or CDEV 53D).

Credit by Examination. Applicants who qualify for admission into the Vocational Program and who have had health training courses in the military, psychiatric technician and certified nurse assistants graduates from noncredit programs who wish to receive credit, or advanced placement should contact the vocational nursing office for additional information. Admission is based on space availability only.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Vocational Nursing

Course	Units
First Semester:	
VOCN 41A Fundamentals of Vocational Nursing	4.0
VOCN 41B Basic Medical/Surgical Nursing	8.0
VOCN 41C Basic Medical/Surgical Skills Lab	0.5
Second Semester:	
VOCN 42A Adult Medical Surgical Nursing I	5.5
VOCN 42B Adult Medical Surgical Nursing II	5.5
VOCN 42C Adult Medical/Surgical Skills Lab	0.5
VOCN 42D Mental Health Nursing	2.0
Third Semester:	
VOCN 43A Concepts in Community Health Nursing	2.5
VOCN 43B Maternity Nursing	4.5
VOCN 43C Pediatric Nursing	3.5
VOCN 43D Advanced Medical Surgical Nursing.	3.5
VOCN 43E Advanced Medical/Surgical Skills Lab	0.5
Total:	**40.5**

Announcement of Courses

Credit, Degree Applicable Courses:

Some courses require an additional fee to cover the cost of background checks, testing, and fingerprinting

VOCN 23. Nurse Assistant/Convalescent Care (7)
Lec-84, Lab-126
Prereq: Certification of Cardio Pulmonary Resuscitation (CPR); Approved by American Heart Association or American Red Cross for Health Care Provider
Theory content that integrates basic nursing concepts and skills in order to provide safe and competent patient care in a long term care setting. The core components include: communication, and interpersonal skills, infection control, safety and emergency procedures, promoting patient independence, patient/resident rights, basic nursing skills, personal care skills, mental health and social service needs, care of the cognitively impaired and basic restorative services. CSU

VOCN 24. Home Health Aide (2.5)
Lec-40, Lab-24
Prereq: a valid Certified Nursing Assistant License; Completion of or concurrent enrollment in: VOCN 23
A short term course that provides an introduction to basic client care in the home setting with a focus on the following core components: liability, safety, infection control, housekeeping chores, food management, laundry, and record keeping. Successful completion of this course will entitle the student to a State Certification as a Home Health Aide (HHA). CSU

VOCN 25. Nurse Assistant/Acute Care (3.5)
Lec-30, Lab-96
Prereq: Completion of or concurrent enrollment in: VOCN 23 or Valid CNA License
This course provides students with the knowledge and skills needed to function in the acute care setting. Emphasis is placed on understanding the needs of the acute care patient and the role of the CNA in meeting those needs. Clinical placement in an acute care setting will provide hands on experience caring for acutely ill patients with a variety of diagnoses with emphasis on teamwork, communication and the importance of accurate observation and assessment. CSU

VOCN 41A. Fundamentals of Vocational Nursing (4)
Lec-72, Lab-16
Coreq: VOCN 41C
Provides an introduction to basic patient care in the hospital setting with a focus on the following core components of Vocational Nursing: the nursing process, legal aspects of nursing, medical terminology, therapeutic communication, basic bedside nursing care, client teaching, infection control and basic needs assessment. CSU

VOCN 41B. Basic Medical/Surgical Nursing (8)
Lec-56, Lab-252
Prereq: Completion of or concurrent enrollment in: VOCN 41A
Coreq: VOCN 41C
Presents theory content with concurrent clinical practice. Systems focus includes the musculoskeletal, integumentary, and gastrointestinal systems. Nursing care of the geriatric client is emphasized to promote understanding of the core concepts of basic medical-surgical nursing: health and illness, culturally competent and age-appropriate nursing care. CSU

VOCN 41C. Basic Medical/Surgical Skills Lab (.5)
Lab-35
Coreq: VOCN 41A; VOCN 41B
Introduction to basic medical-surgical assessment skills as well as the nursing skills commonly practiced for clients with integumentary, musculoskeletal and gastrointestinal disorders. CSU

VOCN 41D. Pharmacology (3)
Lec-52.5
Introduction to the basic concepts of pharmacology for the vocational nursing student. Basic principles of pharmacology, medication, calculations, preparation, administration and storage are emphasized. CSU

VOCN 42A. Adult Medical Surgical Nursing I (5.5)
Lec-45, Lab-162
Prereq: VOCN 41A; VOCN 41B; VOCN 41C
Coreq: VOCN 42C
This course presents theory with concurrent clinical practice. System focus includes hematologic, cardiovascular, respiratory, and immunological. Core concepts include care of the surgical patient, pain management, and fluid and electrolyte balance. CSU

VOCN 42B. Adult Medical Surgical Nursing II (5.5)
Lec-45, Lab-162
Prereq: Completion of or concurrent enrollment in: VOCN 42A
Coreq: VOCN 42C
This course presents theory content with concurrent clinical practice. System focus includes neurological, endocrine, genitourinary and reproductive systems. CSU

VOCN 42C. Adult Medical/Surgical Skills Lab (.5)
Lab-35
Prereq: VOCN 41B and VOCN 41C
Coreq: VOCN 42A and VOCN 42B
Presents the nursing skills commonly practiced for clients with hematologic, lymphatic, cardiovascular, respiratory, neurological, endocrine, genitourinary, and reproductive disorders. CSU

VOCN 42D. Mental Health Nursing (2)
Lec-35
Prereq: VOCN 41A; VOCN 41B; VOCN 41C
Coreq: VOCN 42A; VOCN 42B; VOCN 42C
Introduction of the basic concepts of mental health nursing for the vocational nursing student with a focus on the current therapeutic interpersonal processes and problem solving techniques helpful in identification and treatment of the mental health disorders which may be present in acutely ill medical/surgical patients. CSU

VOCN 42E. Nutrition (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction of the basic concepts of nutrition for the vocational nursing student. Provides knowledge of normal and therapeutic nutrition to serve as a basis for decision making in providing nursing care. Nutrition is integrated into patient care with emphasis on aspects of disease prevention. CSU
Offered Spring semesters

VOCN 43A. Concepts in Community Health Nursing (2.5)
Lec-30, Lab-60
Prereq: VOCN 42A; VOCN 42B; VOCN 42C; VOCN 42D
Coreq: VOCN 43E; VOCN 43B; VOCN 43C; VOCN 43D
Introduction to community health nursing: home health care, long-term care, rehabilitative and hospice care, as well as disaster nursing. CSU

VOCN 43B. Maternity Nursing (4.5)
Lec-50, Lab-90
Prereq: VOCN 42D; VOCN 42B; VOCN 42C
Coreq: VOCN 43E
Presents the principles and practice of obstetrical nursing, with an emphasis on the scope of practice of the Vocational Nurse. Individualized, culturally appropriate nursing care for the new mother and neonate are examined. CSU

VOCN 43C. Pediatric Nursing (3.5)
Lec-40, Lab-72
Prereq: VOCN 43B
Coreq: VOCN 43E
Presents the principles and practice of nursing care of children from birth to 18 years old. Health maintenance, disease prevention and common childhood abnormalities are emphasized. CSU

VOCN 43D. Advanced Medical Surgical Nursing (3.5)
Lec-40, Lab-72
Prereq: VOCN 42A and VOCN 42B and VOCN 42C; VOCN 43B and VOCN 43C
Coreq: VOCN 43E
This course presents theory content with concurrent clinical practice with a focus on current therapeutic treatment modalities and nursing management for advanced medical/surgical patients. Core concepts include: care of the following patients; the burn patient; the patient in heart failure; the patient in shock; the patient with upper and lower airway disorders; the patient with tumors of the neurological system; the patient in renal failure; leadership and management. CSU

VOCN 43E. Advanced Medical/Surgical Skills Lab (.5)
Lab-35
Prereq: VOCN 42C
Coreq: VOCN 43A; VOCN 43B; VOCN 43C; VOCN 43D
Presents the nursing skills commonly practiced in maternity and pediatric nursing as well as the client with advanced medical-surgical disorders. CSU

VOCN 43F. Child Growth and Development (1)
Lec-14, Lab-14
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Presents basic concepts of normal growth and development from birth through adolescence. The growth and developmental theories proffered by Abraham Maslow, Eric Erickson, and Jean Piaget will be examined. The impact of age-appropriate nursing interventions will be discussed. CSU

Noncredit Courses:

VOCN 9194. Home Health Aide Training (120 hrs)
Recommended Prep: ESLN 3500 or placement in ESLN 3600, Intermediate Low 6
A short term course that provides the basic knowledge on Home Health Care, housekeeping, good nutrition and meal planning procedures to prepare students to provide Home Health Care for the frail elderly. Successful completion of this course will entitle the student to State Certification as a Home Health Aide.
Offered on occasion

VOCN 9195. Home Health Aide Training (25 hrs)
Recommended Prep: VOCN 9194; ESLN 3800
A short term course that builds on the basic knowledge acquired in VOCN 9194. It expands on topics of nutrition, home maintenance, home housekeeping products, and appliance use to further prepare students to provide Home Health Care for frail elderly.
Offered on occasion

VOCN 9200. Nursing Refresher (455 hrs)
Recommended Prep: A valid or expired LVN or RN license from the United States or abroad is required for enrollment.; ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
A one-semester course designed for international and U.S. trained re-entry LVN's and RN's. The course provides review of the knowledge and skills needed for employment in nursing through didactic, skills lab, and clinical experience.
Enrollment in this course requires current or past licensure as an RN or LVN in the United States or foreign country. If licensed in the U.S. the student is expected to have been out of the field of nursing for at least two years. If unlicensed in he U.S. the student should obtain permission from the Board of Vocational Nursing or the Board of Registered Nursing to take the licensing examination.

Oceanography

See Earth Sciences.

Older Adults

Office: Mission Center 265
Phone Number: (415) 452-7403
Web Site: www.ccsf.edu/olad

Announcement of Courses

Noncredit Courses:

Health

OLAD 7005. Body Dynamics and the Aging Process I (18 hrs)
Through lecture, demonstration and practice students learn strategies for implementing a physical activity program, techniques for stress reduction, and key healthy aging concepts such as nutrition and disease.
Formerly OLAD 7205

OLAD 7007. Body Dynamics and the Aging Process II (36 hrs)
Through lecture, demonstration, and practice, older adults learn strategies for safely implementing a physical activity program, techniques for stress reduction, and understanding key healthy aging concepts to maintain and improve overall health and well-being.
Formerly OLAD 7200

OLAD 7201. Body Dynamics and the Aging Process II (12 hrs)
Through instruction, demonstration and practice learn techniques that improve overall health with emphasis on strength and flexibility.
Offered only in Summer semesters

OLAD 7206. Body Dynamics and the Aging Process I (6 hrs)
Through instruction, demonstration and practice learn techniques that improve strength and flexibility.
Offered on occasion

OLAD 7202. Principles of Balance (12 hrs)
The risk of injury and death due to falls increases as one ages. In this multilevel class, students will learn ways to improve balance and reduce the risk of falling through lecture, discussion, demonstration, and practice based on Tai Chi Chuan.
Offered only in Summer semesters

OLAD 7203. Principles of Balance-Beginning (18 hrs)
The risk of injury and death due to falls increases as one ages. In this beginning class, students will learn ways to improve balance and reduce the risk of falling through lecture, discussion, demonstration, and practice based on Tai Chi Chuan.

OLAD 7204. Principles of Balance-Intermediate/Advanced (18 hrs)
The risk of injury and death due to falls increases as one ages. In this intermediate/advanced class, students will continue instruction of balanced movement techniques to reduce the risk of falling through lecture, discussion, demonstration, and practice based on Tai Chi Chuan.

OLAD 7208. Mind Body Health (12 hrs)
Through lecture, discussion and practice learn about the mind body connection using such techniques as meditation, chair yoga and T'ai chi chih.
Offered on occasion

OLAD 7209. Mind-Body Health (36 hrs)
Through lecture, discussion and practice learn about the mind body connection.

OLAD 7003. Brain Fitness (12 hrs)
Discover and practice memory and mental fitness techniques, learn how memory works and what factors affect how well our brain functions. Students will devise their own strategies to maintain or improve their brain heath and their ability to retain and retrieve information.
Offered only in Summer semesters

OLAD 7004. Brain Fitness (18 hrs)
Discover and practice memory and mental fitness techniques, learn how memory works and what factors affect how well our brain functions. Students will devise their own strategies to maintain or improve their brain heath and their ability to retain and retrieve information.
Offered Fall semesters

OLAD 7211. Brain Fitness (36 hrs)
Discover and practice memory and mental fairness techniques, learn how memory works and what factors affect how well our brain functions. Students will devise their own strategies to maintain or improve their brain heath and their ability to retain and retrieve information.
Offered on occasion

OLAD 7002. Staying Engaged for a Lifetime (18 hrs)
Through lecture, discussion and subject matter experts students learn about different aspects of social and community engagement that are key to healthy aging. The class also introduces students to the free and low-cost social, intellectual and physical activities in and around San Francisco.
Offered on occasion

OLAD 7212. Staying Engaged for a Lifetime (36 hrs)
Through lecture, discussion and subject matter experts students learn about different aspects of social and community engagement that are key to healthy aging. The class also introduces students to the free and low-cost social, intellectual and physical activities in and around San Francisco.
Offered on occasion

OLAD 7214. Healthier Living (15 hrs)
This course provides older adults with pertinent information, effective strategies, and skills to assist them in managing personal health conditions and to maintain an active and fulfilling life.
Offered on occasion

The Arts

OLAD 7300. Art for Older Adults (45 hrs)
The course is for older adults who are interested in learning to make art in a relaxed, non-credit environment. This course develops formal artistic skills and techniques through drawing and painting for beginning to advanced students. Individual and group instruction includes composition, color mixing, perspective, proper use of brushes and mediums, working with paper and canvas.

OLAD 7301. Arts and Crafts for Older Adults (45 hrs)
The course is for older adults who are interested in learning to make various arts and crafts projects in a relaxed, non-cademic environment. This course develops formal artistic skills such as color, composition, form, harmony, texture, and contrast through physical and tactile skills such as painting, weaving, and sculpture. Completed projects are two or three-dimensional using a variety of materials and mediums.

OLAD 7305. Arts and Crafts (15 hrs)
This course develops formal artistic skills such as color, composition, form, texture and contrast through tactile skills such as painting, weaving and sculpture. Completed projects are two or three-dimensional using a variety of materials and mediums.
Offered only in Summer semesters

OLAD 7311. Ceramics for Older Adults (45 hrs)
In a supportive studio atmosphere, older students learn and gain proficiency in making ceramic art with basic methods of construction, glaze application and kiln-firing processes; sharing their work and critiquing that of their peers.

OLAD 7320. Art for People with Memory Loss (45 hrs)
In a supportive studio atmosphere at a senior center, older students with memory loss will learn a variety of methods and use different media to make art in a supportive environment.

OLAD 7303. Figure Drawing- Older Adults (54 hrs)
The course is for older adults who are interested in learning to make art in a relaxed, non-credit environment. The studio class is in drawing the human figure from a life model. Media used includes pencil, charcoal, ink, and varieties of paint such as watercolor, acrylic, and oil. All skill levels are welcome.

OLAD 7304. Art-Painting and Drawing (15 hrs)
Using acrylic, oil, watercolor and graphite, beginning and advance students will study and develop art techniques through drawing and painting exercises. Individual and group instruction includes the basic elements of composition, color values and the proper use of drawing and painting tools.
Offered only in Summer semesters

OLAD 7310. Stitchery for Older Adults (45 hrs)
The course is for older adults who are interested in stitchery as an art form, share experiences with fellow enthusiasts, and collaborate in group projects in a relaxed, non-credit environment. Hands-on course. Skills related to stitchery and textile arts include patchwork, quilting, applique, trapunto, and embroidery stitches. Small projects to learn basic techniques for beginning students and individual or group projects for advanced students.

OLAD 7316. Life Sculpture for Older Adults (90 hrs)
In a supportive studio atmosphere, students will learn and gain proficiency in constructing clay sculpture working primarily from a live model.

OLAD 7317. Life Sculpture (30 hrs)
In a supportive studio atmosphere, students will learn and gain basic proficiency in constructing a clay sculpture working primarily from a live model.
Offered only in Summer semesters

Music and Theater

OLAD 7302. Music Appreciation for Older Adults (12 hrs)
Students are introduced to many genres of Western classical music, including larger genres such as symphonies, concertos, operas, oratorios and ballets, as well as chamber music, piano music, song and choral music.
Offered only in Summer semesters

OLAD 7307. Music Appreciation for Older Adults (36 hrs)
The course is for older adults who are interested in learning about music in a relaxed, non-credit environment. Study of and familiarization with the music of the world today. Introduction to various genres of music including western classical, jazz, folk, and music of other cultures. Other genres may include symphonies, concertos, operas, chamber, oratorio, ballet, or choral music.

OLAD 7308. The Theatre-Elements and Interpretation (18 hrs)
Students attend and read plays and develop critical skills in review discussions concerning the elements of dramatic literature and production techniques.
Offered on occasion

OLAD 7309. Theater-Elements and Interpretation (54 hrs)
Students read plays, attend performances, and develop critical skills in review discussions concerning the history of theatre, elements of dramatic literature, and production techniques.

Writing and Literature

OLAD 7401. Writers' Workshop for Older Adults (45 hrs)
In a supportive atmosphere, older students will learn and gain proficiency in writing fiction and non-fiction, assess work by masters of the craft, share their work and critique that of their peers.

OLAD 7402. English-Reading Women's Literature (54 hrs)
Recommended Prep: ESLN 3800
The course is for older adults who are interested in reading literary works by women in a relaxed, non-credit environment. Study of works by and about women, including novels, short stories, essays, biography, and poetry. Development of reading and critical thinking skills aimed at supporting the cognitive skills and brain capacity of older adults. Each semester focuses on a different theme with American or international authors.

OLAD 7410. Telling Your Life Story (45 hrs)
This course uses non-traditional and creative approaches to life review. It gives participants the opportunity to reflect on their life, consider how past occurrences have influenced their present life and how the past and present will impact their future. (Writing skills not required.)
Offered on occasion

OLAD 7411. Creative Ways of Telling Your Life Story (18 hrs)
This course uses non-traditional and creative approaches to telling your life story. It includes the opportunity to reflect on life, Consider how past occurrences have influenced present life and how the past and present will impact the future. (Writing skills not required.)
Offered only in Summer semesters

OLAD 7412. Creative Ways of Telling Your Life Story (27 hrs)
This course uses non-traditional and creative approaches to telling your life story. It includes the opportunity to reflect on life, consider how past occurrences have influenced present life and how the past and present will impact the future.

Computers

OLAD 7501. Introduction to Computers I (54 hrs)
An introduction for older adults to the basic concepts and techniques of personal computers presented in an unhurried, non-competitive environment with guided practice and skill building exercises. Topics include computer concepts of basic software and hardware, operating systems, word processing, email, and the Internet.

OLAD 7502. Introduction to the Internet (54 hrs)
Recommended Prep: OLAD 7501 or possess equivalent basic computer skills
A survey of the concepts and techniques of the Internet presented in an unhurried, non-competitive environment. Students learn how to access the

web, use e-mail, surf the web using browsers, participate in social media, conduct research using search engines, and create a web page or blog.

OLAD 7503. Art and Photography Using Digital Media (54 hrs)
Recommended Prep: OLAD 7501 or possess equivalent basic computer skills
Presentations, demonstrations and hands-on projects provide an introduction to the concepts and techniques of using the computer to create digital art and photographs utilizing digital cameras, scanners, and other media. The course provides strategies for enhancing and manipulating images with photo editing programs.

OLAD 7504. Introduction to Computers II (54 hrs)
This course is a continuation of Introduction to Computers and will emphasize working with Microsoft Office programs including Word, Excel and PowerPoint.

OLAD 7505. Introduction to Computers I (18 hrs)
An introduction to the basic concepts and techniques of personal computers presented in an unhurried, non-competitive environment with guided practice and skill building exercises. Topics include the concepts of basic software and hardware, operating systems, word processing, email and the Internet.
Offered only in Summer semesters

OLAD 7506. Introduction to the Internet (18 hrs)
This course is a survey of the concepts and techniques of the Internet. Students learn how to acquire access to and safely navigate the web, use e-mail and other communication tools, manage browser software and use search engines effectively to find information and evaluate web site content.
Offered only in Summer semesters

OLAD 7509. Encore Career Strategies (27 hrs)
Develop skills necessary to pursue a second or "encore" career. Topics include goal setting, how the definition of career has changed over the years, effective search strategies for today's world, resume writing, preparing for an interview and addressing issues of aging in today's workplace.

Philippine Studies

Office: Batmale 360
Phone Number: (415) 239-3740
Web Site: www.ccsf.edu/philstd

Announcement of Courses

Credit, Degree Applicable Courses:

PHST 10. Independent Study (1-3)
Lab-52.5 to 157.5 P/NP available
Recommended Prep: ENGL 1A and (PHST 20 or PHST 30)
Independent Study allows individual students to explore academic interests in Philippine Studies through guided research projects. Students are required to either write a research paper or give a presentation on their work. CSU
UC transferable upon review

PHST 20. The Filipino Family (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines traditional and contemporary characteristics of the Filipino family with an emphasis on the impact of colonialism on family dynamics in the Philippines and Filipino communities in the diaspora. Other issues to be discussed in the context of the Filipino family include emigration and immigration, belief systems and faith, the evolution of cultural values, intergenerational conflict, colonial mentality, colorism, sexuality, gender identities, and transnationalism. UC/CSU

PHST 30. Philippine Society and Culture Through Film (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
This course examines various cultural themes, sociopolitical, geographical, and historical factors of Philippine culture and society through cinema. Various cultural themes and sociopolitical influences on the Filipino experience through time discussed in this course include, but are not limited to the following: images of Filipinos, language distribution, interpersonal relations, ideas of self, belief systems, indigeneity, sex roles, the "Filipino Dream", immigration, and alienation. UC/CSU

PHST 40. Contemporary Issues in the Filipino Diaspora (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary analysis of contemporary, social, political, economic, and cultural issues that significantly affect the Filipino community, including the following areas: identity development, immigration and acculturation, socioeconomic status, labor, racial and ethnic diversity, colorism, gender identity, political empowerment, cultural appropriation, and indigeneity. UC/CSU
Formerly IDST40

PHST 42. Introduction to Philippine Arts (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of Philippine visual, performing, and material arts in the context of the country's historical and contemporary contexts, from precolonial to contemporary periods. We will explore the role of the arts in cultural and national and global identity construction and representations of Philippine aesthetics in the diaspora. UC/CSU
Formerly IDST 42.

ANTH 15. Philippine Culture and Society (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The course introduces students to the peoples and cultures of the Philippines and the impact of Eastern and Western civilizations on the development of its peoples; emphasis on the ways of life in Philippine rural and urban areas and the cultures of its diverse ethnolinguistic communities. UC/CSU
ANTH 15 Studies the development of Philippine peoples and culture using the perspective of anthropology and its sub-disciplines in archeology, linguistics, and geography, and the influence of colonialism on the science of anthropology and on country's cultural development
Offered on occasion

ASAM 8. Filipino American Community (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Examination of the experiences, histories, and contributions of Filipina/o Americans, past and present. Includes study ofU. S. history

and government through the experience of immigrants from the Philippines. Topics include U. S. colonial and neocolonial history in the Philippines, immigration experiences, economic and educational opportunities, family, community, political and social history. UC/CSU
Offered Fall semesters

HIST 37. History of the Philippines (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course covers the historical development of the Philippines from the pre-colonial period to present day. The evolution of national culture, political and social institutions, and foreign relations will also be examined. UC/CSU

IDST 14. American Cultures in Literature and Film (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary survey of literary and cinematic works of fiction, drama, non-fiction and poetry that investigates unity in diversity in the shifting trajectories of American identities and interrelationships. Groups featured to assess their interactive contributions to American cultures include Native-, European-, African-, Latin-, Asian-Americans, and Pacific Islanders. UC/CSU

IDST 37. Introduction to Ethnic Studies (3)
Lec-52.5 P/NP available
An introduction to concepts, theories, and social policy related to the history, culture, concerns, and conditions of American ethnic and racial groups. Examines cultural, political, and economic practices and institutions that support or challenge racism, racial and ethnic inequalities, and patterns of interaction between various racial and ethnic groups. UC/CSU
C-ID SOCI 150

IDST 45. Pacific Islanders in the U.S. (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines Pacific Islander migrations to the United States mainland including the history, culture, and politics of Hawai'i and U.S. Pacific territories. It explores indigenous cultures and American experiences of Pacific Islanders from Guam, American Samoa, Palau, Marshall Islands, Fiji, Samoa, Tonga, Tahiti, New Zealand, and Australia. UC/CSU

IDST 46. Fa'a Pasefika: Interdisciplinary Cultural Expressions of Oceania (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A survey of traditional and contemporary art across Oceania (Pacific Islands). Emphasis on literature, dance, music, visual arts, film, and museums. Using an interdisciplinary and cross-cultural approach, the course explores the underlying unity of Pacific cultures, including their engagement with both western and non-western societies, colonization, and diasporic communities. UC/CSU

IDST 80A. Diversity and Social Justice: Racism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of race-based oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about racism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80C. Diversity and Social Justice: Sexism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of sexism on individual, institutional, and cultural levels in the United States. Expanding one's knowledge about sexism, increasing personal awareness of one's own sexism and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU

IDST 80F. Diversity and Social Justice: Class and Classism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of class oppression and classism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about class, class oppression and classism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

LGBT 50. Lesbian/Gay/Bisexual/Transgender/Communities of Color in the U.S. (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines the histories, cultures, identities, communities and unique contributions of lesbian/gay/bisexual and transgender people of color in the U.S. (Asian, Black, Latino, Middle Eastern and Native/Indigenous). UC/CSU
Offered on occasion

Pilipino Language Courses: See Pilipino in this section of the catalog.

PSYC 23. Psychology of Race and Ethnic Relations (3)
Lec-52.5 P/NP available
An exploration of the experiences, theories, and research concerning issues of race and ethnicity as they relate to individual and group behavior, emotion, and thinking, including attitudes, identity development, racism, privilege, coping strategies, and intersectional experiences. Psychohistorical analysis of the experiences of African Americans, Asian Americans, Latino(a) Americans, and Native Americans. UC/CSU

Philosophy

Office: Batmale 656
Phone Number: (415) 239-3330
Web Site: www.ccsf.edu/socialsci

Announcement of Curricula

Philosophy Major (AA-T)

Philosophy is the study of the most fundamental questions of life, reality, knowledge, and value. Through the study of philosophy, students are trained in the skills of conceptual analysis and argument

comprehension, construction, and evaluation. It provides an intensive introduction to the science of logic, with emphasis on the concept of proof and symbolic systems for calculating truth-value relationships. The philosophy major will also introduce students to philosophical theories in the tradition from its ancient beginnings to its contemporary developments. The AA-T in Philosophy offers students a comprehensive lower division program in philosophy. The AA-T prepares students who wish to transfer and pursue a baccalaureate degree in Philosophy, particularly at California State University and University of California campuses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze major theories of perennial influence in the main areas of philosophy, metaphysics, epistemology, and value theory.
- Analyze important philosophical issues and concepts, and evaluate alternative views with respect to them.
- Apply the principles of logical reasoning, both deductive and inductive.
- Construct fluent philosophical arguments.
- Apply critical reasoning skills to identify, evaluate, and respond to arguments.

Students who wish to earn the Associate in Arts for Transfer (AA-T) in Philosophy must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Philosophy

Course	Units
Required Core Courses	
PHIL 12A Symbolic Logic	5.0
PHIL 2 Introduction to Philosophy: Morality and Politics	3.0
or PHIL 4 Introduction to Philosophy: Knowledge and Its Limits	3.0
List A: Choose one of the following courses or any unselected course from the core:	
PHIL 25A Ancient Philosophy	3.0
PHIL 25C Modern Philosophy Through Kant	3.0
List B: Choose three of the following courses or any unselected courses from the core or List A:	
PHIL 40 Introduction to Logic: Critical Thinking	3.0
HIST 4A Western Civilization	3.0
HIST 4B Western Civilization	3.0
PSYC 1 General Psychology	3.0
POLS 3 Political Theory	3.0
Total:	**20.0**

Announcement of Courses

Credit, Degree Applicable Courses:

Philosophy courses may be taken in any order. Both PHIL 2 & 4 are recommended as introductory courses.

PHIL 2. Introduction to Philosophy: Morality and Politics (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An examination of such questions as: Are there conditions under which value judgments can be rationally defended? If there are such grounds, what are they? If not, what consequences, if any, follow from ethical skepticism? Can value judgments about individuals or societies be justified on rationally acceptable grounds? Application of theories to moral problems. UC/CSU
C-ID PHIL 120

PHIL 4. Introduction to Philosophy: Knowledge and Its Limits (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The tools and techniques of philosophical reasoning: reading argumentative prose; analyzing conceptual models; writing critical essays. Problems of knowledge: the criteria of reliable knowledge; the formulation and justification of beliefs the sources and limits of knowledge; beliefs about the physical world, the past and future, and other minds. Critical standards applied to related metaphysical issues: theism, mind and self-identity, determinism. UC/CSU
C-ID PHIL 100

PHIL 12A. Symbolic Logic (5)
Lec-87.5
Prereq: MATH 60 or (placement in MATH 90+90S or higher)
The study of logical relationships by way of models and procedures in a symbolic system. The concept of proof and the demands of formal proofs. Methods of demonstrating logical relationships, including truth tables, derivations in sentence and predicate logic, and semantic interpretations. The relation between conventional languages and symbolic encodings. A selection of related theoretical topics, including proofs of soundness and consistency of the calculi, and elementary set theory. UC/CSU
C-ID PHIL 210

PHIL 25A. Ancient Philosophy (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The origins of the philosophical-scientific tradition. Early attempts at rational explanations of the natural world. Socrates and the foundations of moral criticism. Plato: His articulation of the problems of knowledge, his contributions to moral and political theory. Aristotle: His organization of scientific inquiry, formulation of ethical theory, and development of the science of logic. The philosophical tradition after Aristotle. UC/CSU
C-ID PHIL 130
Offered Fall semesters

PHIL 25C. Modern Philosophy Through Kant (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The philosophical tradition from the Renaissance to the nineteenth century. Emphasis on new scientific models of human knowledge

and human nature formulated in reaction to scientific and social revolutions. Positions of thinkers such as Descartes, Hume, Kant on basic questions: Can anything be known with certainty? Are there any justifiable moral principles? Is there any purpose to existence? UC/CSU
C-ID PHIL 140
Offered Spring semesters

PHIL 40. Introduction to Logic: Critical Thinking (3)
Lec-52.5
A course in practical reasoning. How to distinguish between reasons that are rational and those that are not. Methods of evaluating arguments that will lead to truth. UC/CSU

Photography

Office: Visual Arts 160
Phone Number: (415) 239-3422
Web Site: www.ccsf.edu/photo

Announcement of Curricula

General Information

The City College of San Francisco's Photography Department is one of the oldest and largest programs in the country, with over two dozen courses and thirty-plus instructors. We offer a broad choice of classes from History and Aesthetics of Photography, Advanced B&W Darkroom Techniques, and Advanced Studio Lighting to Photoshop, Mixed Media and Business Practices of Photography.

Our faculty and staff consist of experienced professionals who create an environment that encourages creativity, technical aptitude, and critical thinking. Whether your interest is as a fine artist, commercial photographer, or enthusiast, we will provide the means and guidance that will help you achieve your goals.

Students who plan to continue as photography majors at the university are advised to review major requirements specific to their transfer university on ***www.assist.org***.

Career Opportunities

- Commercial Photography
- Portrait Photography
- Fine Art Photography
- Editorial Photography
- Documentary Photography
- Photographic Retouching
- Photo Assisting
- Digital Imaging

Photography Major (AS)

Associate in Science Degree with Major in Photography. The program is designed so that students may satisfy the requirements for graduation from the College. The program adviser of the Photography Department will help students who desire to plan special programs of study.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the traditional tools and techniques of photography, such as but not limited to: measure light, estimate depth of field and motion.
- Demonstrate the use of digital hardware and software technologies, such as but not limited to: scanners, printers, image compression and transfer, Photoshop and Lightroom.
- Apply design concepts, such as but not limited to: aesthetic elements and principles, create and evaluate photographic images, use iterative processes.
- Apply specific photographic business practices, such as but not limited to: compare equipment needs, produce a portfolio, develop client relationships, and determine fees and licensing.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Photography

Course	Units
Core courses:	
PHOT 51 Beginning Photography	3.0
PHOT 100/DSGN 101/VMD 101 Design Fundamentals	3.0
PHOT 83 View Camera Techniques	2.0
PHOT 85A Beginning Lighting Techniques	4.0
PHOT 80 Outdoor & Ambient Lighting	3.0
PHOT 85B Advanced Studio Lighting Tech.	4.0
PHOT 90 Portraiture	4.0
PHOT 99 Business Practices of Photography	3.0
PHOT 130 Portfolio Production	3.0
Choose one of the following intermediate photography courses:	
PHOT 81A Intermediate Photo: B&W Film/ Darkroom	4.0
PHOT 81D Intermediate Photo: Digital	4.0
Choose one of the following history and aesthetics courses:	
PHOT 50A History & Aesthetics Pre-1945	4.0
PHOT 50B History & Aesthetics Since 1945	4.0
Choose one of the following editorial/news photography courses:	
PHOT 93 Editorial Photography	2.0
PHOT 102B Documentary/News Photography	2.0
Choose one of the following intermediate/advanced photography courses:	
PHOT 81B Advanced Black & White Darkroom	4.0
PHOT 60B Intermediate Photoshop	3.0
Choose 2 units from the following elective courses:	
PHOT 52 Photographers and Their Images	1.0
PHOT 57 Photography for the Web	3.0
PHOT 67 Digital Negatives for Darkroom Printing	3.0
PHOT 86 Mixed Media & the Photo Image	3.0
PHOT 101C Self Portraiture	1.0
PHOT 101D Landscape Photography	1.0
PHOT 101G Pinhole Photography	1.0
PHOT 102A Architectural Photography	2.0
DSGN 105 Design Thinking	1.5
DSGN 110/VMD 112 Design Drawing Techniques	1.5
DSGN 150/VMD 118 Color in Design	3.0
Total:	**44.0 – 46.0**

Architectural Photography Certificate

This certificate provides instruction in architectural photography and the use of large format cameras. Additionally, hands-on experience is gained in the manipulation of ambient and artificial light sources and the application of professional lighting techniques. Students completing this certificate program will be qualified for employment in the fields of architectural photography, real estate photography, commercial photography, editorial photography, and to work as a photographer's assistant.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the traditional tools and techniques of photography
- Apply design concepts inspired by the aesthetics and history of architecture
- Apply the techniques and aesthetics of light to the requirements of photography
- Apply digital hardware and software technologies used in the field of photography

Students must complete 5 of 7 courses at City College of San Francisco.

All courses must be taken within a 4-year period.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Architectural Photography

Course	Units
Required courses:	
PHOT 51 Beginning Photography	3.0
PHOT 100/DSGN 101/VMD 101 Design Fundamentals	3.0
PHOT 80 Outdoor & Ambient Lighting	3.0
PHOT 85A Beginning Lighting Techniques	4.0
PHOT 102A Architectural Photography	2.0
PHOT 60A Beginning Photoshop	2.0
Choose one of the following required courses:	
PHOT 83 View Camera Techniques	2.0
PHOT 102C Phase One Capture One	2.0
Recommended additional coursework	
PHOT 52 Photographers and Their Images	1.0
PHOT 99 Business Practices of Photography	3.0
PHOT 130 Portfolio Production	3.0
PHOT 57 Photography for the Web	3.0
Total:	**19.0**

Black and White Darkroom Photography Certificate

This certificate program, built on the basics of photography and design, includes hands-on instruction in traditional darkroom techniques with an emphasis on high-end black and white printing. Students will build a personal portfolio of work and achieve proficiency in what has now become an artisanal skill. This certificate prepares students for transfer to 4-year programs of study in the arts, particularly at fine arts colleges. Students completing this certificate program will be qualified to work in custom photography labs, operate a darkroom facility and to work for professional fine-artists.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the traditional tools and techniques of black and white print photography.
- Apply design concepts to create and evaluate black and white photographic images using iterative processes.
- Analyze the characteristics of various films, papers and chemicals and how they may react to different light and development techniques in black and white print photography.
- Process black and white photographic prints and negatives according to existing archival standards.
- Produce a portfolio of high quality black and white prints.

Students must complete 4 of 6 courses at City College of San Francisco.

All courses must be taken within a 4-year period.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Black and White Darkroom Photography

Course	Units
Required courses:	
PHOT 51 Beginning Photography	3.0
PHOT 100/DSGN 101/VMD 101 Design Fundamentals	3.0
PHOT 81A Intermediate Photo: B&W Film/Darkroom	4.0
PHOT 81B Advanced Black & White Darkroom	4.0
PHOT 83 View Camera Techniques	2.0
PHOT 130 Portfolio Production	3.0
Recommended additional coursework:	
PHOT 67 Digital Negatives for Darkroom Printing	3.0
PHOT 86 Mixed Media & the Photo Image	3.0
Total:	**19.0**

Digital Photography Certificate

This certificate provides a foundation in photography and design, and includes in-depth instruction in image manipulation technologies (i.e. Adobe Lightroom™ & Photoshop™). Students completing this certificate program will be qualified for employment in fields that rely on post-production and retouching such as wedding photography, product photography, fashion photography, real-estate photography, event photography, and portrait photography. This certificate is also recommended for students seeking to upgrade skills for career advancement or transition.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the traditional tools and techniques of photography.
- Apply design concepts in an artistic iterative process.
- Apply digital hardware and software technologies used in the field of photography.

Students must complete 4 of 6 courses at City College of San Francisco.

All courses must be taken within a 4-year period.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Digital Photography

Course	Units
Required courses:	
PHOT 51 Beginning Photography	3.0
PHOT 100/DSGN 101/VMD 101 Design Fundamentals	3.0
PHOT 81D Intermediate Photo: Digital	4.0
PHOT 57 Photography for the Web	3.0
PHOT 60B Intermediate Photoshop	3.0
PHOT 60A Beginning Photoshop	2.0
Recommended additional coursework:	
PHOT 52 Photographers and Their Images	1.0
PHOT 67 Digital Negatives for Darkroom Printing	3.0
PHOT 80 Outdoor & Ambient Lighting	3.0
PHOT 85A Beginning Lighting Techniques	4.0
PHOT 99 Business Practices of Photography	3.0
PHOT 130 Portfolio Production	3.0
Total:	**18.0**

Motion Photography Studio or Field Certificate

This certificate provides hands-on instruction in motion and still photography using cameras with video capability in the studio or in the field, emphasizing mixed lighting on location and controlled studio lighting. Students will gain the aesthetic and technical skills necessary to professionally plan, capture, produce and deliver photographic stills and videos to clients or for electronic delivery. Certificate completion prepares students for employment in the following fields of photography: wedding and events, real-estate, advertising, public relations, corporate presentations, documentary and photojournalism, athletics, travel, product and food photography and to work as a photography assistant.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the techniques of location-based photography to create stills and videos for electronic delivery.
- Analyze and edit still and video packages and presentations.
- Apply the proper use of lighting, sound and aesthetic techniques to field and studio photography and video.
- Evaluate the effectiveness of presentations for motion photography.
- Apply the standard workforce protocols and communication skills used in the video and photographic industry.

Students must complete at least four courses at City College of San Francisco. All courses must be completed within four years.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Motion Photography Studio or Field

Course	Units
Required courses:	
BCST 119 Digital Media Skills	3.0
PHOT 51 Beginning Photography	3.0
PHOT 52 Photographers and Their Images	1.0
Choose one of the following lighting courses:	
PHOT 80 Outdoor & Ambient Lighting	3.0
PHOT 85A Beginning Lighting Techniques	4.0
Choose one of the following video production courses:	
BCST 140 Studio Video Production	3.0
BCST 141 Field Video Production	3.0
Choose one course from the following video editing courses:	
BCST 144A Video Editing Premiere Intro	4.0
CINE 56 Introduction to Digital Film Editing	4.0
Recommended additional coursework:	
BCST 135 Audio for the Web	1.0
BCST 136 Video for the Web	1.0
PHOT 99 Business Practices of Photography	3.0
PHOT 102B Documentary/News Photography	2.0
PHOT 93 Editorial Photography	2.0
PHOT 85B Advanced Studio Lighting Techniques	4.0
PHOT 57 Photography for the Web	3.0
or BCST 159 Digital Media Portfolio	1.0
Total:	**17.0 – 18.0**

Motion Photography Studio Certificate

This certificate provides hands-on instruction in motion and still photography using cameras with video capability in the studio emphasizing artificial lighting. Students will gain the aesthetic and technical skills necessary to professionally plan, capture, produce, and deliver photographic stills and videos to clients or for electronic delivery. Certificate completion prepares students for employment in the following areas emphasizing studio skills: wedding and event photography, real estate, advertising, public relations, corporate presentations, product and food photography, or as a photography assistant.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the techniques of studio-based photography to create stills and videos for electronic delivery.
- Edit and analyze still and video packages and presentations.
- Apply the proper use of lighting, sound, and aesthetic techniques to studio photography and video.
- Evaluate the effectiveness of presentations for motion photography.
- Apply the standard workforce protocols and communication skills used in the video and photographic industry.

Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English

Students must complete at least 4 of the required courses listed below at City College of San Francisco.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Motion Photography Studio

Course	Units
Required Courses	
PHOT 51 Beginning Photography*	3.0

PHOT 85A Beginning Lighting Techniques 4.0
BCST 140 Studio Video Production 3.0
BCST 144 Digital Video Editing: FCP & Premiere. 4.0
PHOT 52 Photographers and Their Images. 1.0

* Students may challenge this requirement by showing a college transcript or passing a challenge test.

Recommended Additional Coursework

BCST 135 Audio for the Web 1.0
BCST 136 Video for the Web 1.0
PHOT 99 Business Practices of Photography 3.0
PHOT 85B Advanced Studio Lighting Tech. 4.0
PHOT 90 Portraiture 4.0
PHOT 93 Editorial Photography. 2.0
PHOT 57 Photography for the Web 3.0
or BCST 159 Digital Media Portfolio 1.0
BCST 119 Digital Media Skills 3.0

Total: 15.0

Photography Criticism Certificate

This certificate program provides instruction in the history of photography from its inception to the current day. This is combined with research, critical analysis and writing skills. Students completing this certificate program will be qualified for entry-level employment at museums, galleries, and community exhibition venues such as libraries, municipal and public works projects, and NGO's.

Learning Outcomes

Upon completion of this program, students will be able to:

- Relate photographic movements and achievements to other visual media and to society.
- Analyze and critique a structure for evaluating visual images.
- Compose research-based, organized essays that are driven by an arguable thesis and that employ critical thinking as they pertain to photographic criticism.
- Critically evaluate the authority and relevance of information sources as they pertain to photographic images.

The minimum time for completion of this certificate is two semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Photography Criticism

Course . . . . . Units

Required courses

PHOT 50A History & Aesthetics Pre-1945 . . . . . 4.0
PHOT 50B History & Aesthetics Since 1945 . . . . . 4.0
PHOT 52 Photographers and Their Images. 1.0
ENGL 1A University-Parallel Reading and Composition 4.0
LI S 10 Use of Information Resources. 1.0

Recommended additional coursework

PHOT 40 Photography as Activism 3.0
IDST 3 Introduction to Museum Studies. 3.0
LIBR 57 Internet Research Strategies 2.0
ENGL 1B Writing about Literature 4.0
ENGL 1C Writing about Nonfiction 4.0

Total: 14.0

Photography Digital Technician Certificate

Completion of this program helps student prepare for a permanent or freelance position as a Digital Technician. A "Digital Tech" is an important part of a commercial photography team who is responsible for camera handling, file transfer, management and backup, post production preview and on set assisting.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the digital hardware and techniques of photography necessary to fulfill a role as a Digital Technician.
- Use digital software management and editing tools needed to work as a Digital Technician.
- Work in a team environment with photographers and lighting assistants in the role as a Digital Technician.

Students must complete 4 of 6 courses at City College of San Francisco. All should be taken within a 4-year period due to changing technology.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Photography Digital Technician

Course . . . . . Units

Required Courses

PHOT 51 Beginning Photography* 3.0
PHOT 60A Beginning Photoshop* 3.0
PHOT 60B Intermediate Photoshop 3.0
PHOT 81D Intermediate Photo: Digital. 4.0
PHOT 85A Beginning Lighting Techniques 4.0
PHOT 102C Phase One Capture One. 2.0
PHOT 140 Industry Internship 1.0-8.0

* Students may take a challenge test to waive the requirement with prior experience or an equivalent college level course.

Recommended Additional Coursework

PHOT 52 Photographers and Their Images. 1.0
PHOT 57 Photography for the Web 3.0
PHOT 85B Advanced Studio Lighting Tech. 4.0
PHOT 90 Portraiture 4.0
PHOT 92 Fashion Photography 4.0
PHOT 99 Business Practices of Photography 3.0
PHOT 200A Photography Service Learning 3.0
PHOT 200B Photography Service Learning II 3.0
BCST 119 Digital Media Skills 3.0

Total: . . . . . 20.0 – 27.0

Photography Studio Practice Certificate

This certificate provides hands-on instruction in large format cameras, electronic strobe equipment and lighting techniques as applied to professional studio and/or portrait photography. Includes a foundation in design. Students completing this certificate program are prepared for an entry-level position as a photographer's assistant in the fields of commercial photography, product photography, portrait photography, fashion photography, food photography, graduation photography and public relations.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the traditional tools and techniques of photography.

- Apply design concepts to the requirements of studio photography.
- Apply the techniques and aesthetics of light to studio photography.
- Apply corrective camera movements to achieve control over the photographic process.

Students must complete 3 of 5 courses at City College of San Francisco.

All courses must be taken within a 4-year period.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Photography Studio Practice

Course	Units
Required courses:	
PHOT 51 Beginning Photography	3.0
PHOT 100/DSGN 101/VMD 101 Design Fundamentals	3.0
PHOT 85A Beginning Lighting Techniques	4.0
Choose one of the following required courses:	
PHOT 102C Phase One Capture One	2.0
PHOT 83 View Camera Techniques	2.0
Choose one of these electives:	
PHOT 85B Advanced Studio Lighting Tech.	4.0
PHOT 90 Portraiture	4.0
Recommended additional coursework:	
PHOT 52 Photographers and Their Images	1.0
PHOT 99 Business Practices of Photography	3.0
PHOT 81D Intermediate Photo: Digital	4.0
PHOT 60A Beginning Photoshop	2.0
PHOT 60B Intermediate Photoshop	3.0
PHOT 130 Portfolio Production	3.0
Total:	**16.0**

Portrait Lighting Certificate

This certificate provides hands-on instruction in both ambient and electronic strobe equipment and lighting techniques as applied to professional portrait photography. Includes a foundation in design. Students completing this certificate program will be qualified for employment in the fields of portrait photography, wedding photography, public relations, event and fashion photography, documentary photography, photojournalism, sports photography, travel photography, and to work as a photographer's assistant.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the traditional tools and techniques of photography.
- Apply portrait lighting design concepts and principles to photographic images using iterative processes.
- Apply the proper use of the techniques and aesthetics of light to the requirements of portrait photography.
- Apply techniques for portraiture posing, 3-light settings and lighting ratios.

Students must complete 3 of 5 courses at City College of San Francisco.

All courses must be taken within a 4-year period.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Portrait Lighting

Course	Units
Required courses:	
PHOT 51 Beginning Photography	3.0
PHOT 100/DSGN 101/VMD 101 Design Fundamentals	3.0
PHOT 80 Outdoor & Ambient Lighting	3.0
PHOT 85A Beginning Lighting Techniques	4.0
PHOT 90 Portraiture	4.0
Recommended additional coursework:	
PHOT 101E Environmental Portraiture	1.0
PHOT 93 Editorial Photography	2.0
PHOT 101C Self Portraiture	1.0
PHOT 52 Photographers and Their Images	1.0
PHOT 130 Portfolio Production	3.0
Total:	**17.0**

Reportage Photography Certificate

This certificate provides a foundation in reportage photography and includes instruction in ambient and electronic strobe equipment, and lighting techniques. Students completing this certificate program will be qualified for employment in the fields of editorial photography, photojournalism, documentary and social documentary photography, combat photography, public relations, and travel photography.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the traditional tools and techniques of photography.
- Apply aesthetics and principles of design in an iterative process.
- Apply the techniques and aesthetics of light to reportage photography.
- Create successful visual storytelling.
- Apply specific photographic business practices.

Students must complete 4 of 6 courses at City College of San Francisco.

All courses must be taken within a 4-year period.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Reportage Photography

Course	Units
Required courses:	
PHOT 51 Beginning Photography	3.0
PHOT 100/DSGN 101/VMD 101 Design Fundamentals	3.0
PHOT 80 Outdoor & Ambient Lighting	3.0
PHOT 85A Beginning Lighting Techniques	4.0
PHOT 93 Editorial Photography	2.0
PHOT 102B Documentary/News Photography	2.0
Recommended additional coursework:	
PHOT 52 Photographers and Their Images	1.0
PHOT 130 Portfolio Production	3.0

PHOT 101E Environmental Portraiture 1.0
JOUR 37 Introduction to Photojournalism 3.0
JOUR 38 Intermediate Photojournalism 3.0
Total: 17.0

Studio Lighting Certificate

This certificate provides hands-on instruction in electronic strobe equipment and lighting techniques as applied to professional studio photography. Includes a foundation in design. Students completing this certificate program will be qualified for employment in the fields of commercial photography, product photography, portrait photography, event and fashion photography, food photography, and entry-level positions in medical and forensic photography

Learning Outcomes

Upon completion of this program, students will be able to:

- Use the traditional tools and techniques of photography.
- Apply design concepts using iterative processes to create and evaluate photographic images.
- Apply the proper use of the techniques and aesthetics of light to the requirements of photography.
- Apply specific photographic business practices to determine fees and licensing.

Students must complete 3 of 5 courses at City College of San Francisco.

All courses must be taken within a 4-year period.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Studio Lighting

Course . . . . . Units
Required courses:
PHOT 51 Beginning Photography. 3.0
PHOT 100/DSGN 101/VMD 101
Design Fundamentals 3.0
PHOT 85A Beginning Lighting Techniques 4.0
PHOT 85B Advanced Studio Lighting Tech. 4.0
PHOT 99 Business Practices of Photography 3.0
Recommended additional coursework:
PHOT 52 Photographers and Their Images. 1.0
PHOT 80 Outdoor & Ambient Lighting 3.0
PHOT 90 Portraiture 4.0
Total: 17.0

Collaborative Design Certificate*

The certificate program in Collaborative Design provides students with a strong foundation in multidisciplinary approaches to design and collaboration.

*See Maker Studies section of the catalog.

Announcement of Courses

Photography

Credit, Degree Applicable Courses:

PHOT 40. Photography as Activism (3)
Lec-52.5, Lab-52.5, field trips P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
Photography can be used as a powerful tool for social change. This course examines the historic and contemporary role that photography has played in activist activities throughout the United States and abroad. UC/CSU

PHOT 50A. History & Aesthetics Pre-1945 (4)
Lec-70, field trips P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
This course will address the history of photography from its invention until 1945. Included are discussions and illustrated lectures of the lives and achievements of important photographers and processes of the time. Students visit museums to view photographs and participate in class discussions. UC/CSU

PHOT 50B. History & Aesthetics Since 1945 (4)
Lec-70, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines various aspects of photography, including photographers, photographs, and technical innovations, within their historical, social and cultural contexts. Although students will study photography as it has been applied to journalism, science, fashion, advertising, etc., emphasis will be on photography as art. UC/CSU
Offered Fall and Spring Semesters

PHOT 51. Beginning Photography (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: ESL 188 or ENGL 88 or readiness for college-level English
A basic course introducing photographic capture, processing and output practices. Introduction to small format cameras and use; exposure calculations, film and digital capture, scanning, digital printing, and presentation techniques. This course explores both the technical and aesthetic aspects of photography. UC/CSU
Students should own a camera with manual operations such as ISO, shutter and aperture.

PHOT 52. Photographers and Their Images (1)
Lec-17.5 P/NP available
Professional photographers present and discuss their work in technical and aesthetic terms, a unique opportunity for photography students to be exposed to renowned photographers and discus topics in question and answer format. CSU

PHOT 57. Photography for the Web (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: PHOT 51
Recommended Prep: VMD 105 and VMD 140; PHOT 100 or VMD 101
An exploration of techniques used to acquire, prepare, and process photographs for online use. Emphasis on image sizing, optimization and compression, and basic webpage construction leading to the production of an online portfolio from a simple gallery to a customized website CSU
Offered on occasion

PHOT 60A. Beginning Photoshop (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: CNIT 100M or PHOT 51
An introductory Photoshop course that emphasizes the technical aspects of digital post production workflow in photography. UC/CSU
Offered Fall and Spring Semesters

PHOT 60B. Intermediate Photoshop (3)
Lec-35, Lab-70
Prereq: PHOT 60A or PHOT 81D or VMD 154
Recommended Prep: PHOT 51; (PHOT 100 or VMD 101 or DSGN 101)
An in-depth exploration of digital tools that will provide students skills to create expressive images and explore various electronic methods of output. Students will integrate available technical resources in preparation for a rapidly changing field. The course includes lectures, demonstrations, creative assignments, lab exercises and class critiques. UC/CSU
Offered Spring semesters

PHOT 67. Digital Negatives for Darkroom Printing (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: PHOT 51; and PHOT 60A or PHOT 81D or demo of exit skills
Recommended Prep: PHOT 81A and PHOT 60B
Creation of film negatives from digital files for use in a traditional darkroom. Students will perfect their negatives in the digital realm, output them using digital techniques and then print them using traditional, historical and alternative printing methods in the darkroom. CSU
Offered on occasion

PHOT 80. Outdoor & Ambient Lighting (3)
Lec-52.5, Lab-17.5, field trips P/NP available
Prereq: PHOT 51 or demonstration of exit skills
Recommended Prep: PHOT 100
A hands-on, how-to course in managing available light and light on location. Emphasis is on outdoor and ambient light, location light; designed to relate lighting to photo-aesthetics and visual communication. CSU
Offered Fall and Spring Semesters

PHOT 81A. Intermediate Photo: B & W Film/Darkroom (4)
Lec-52.5, Lab-52.5 P/NP available
Prereq: PHOT 51
Recommended Prep: PHOT 100 or VMD 101 or DSGN 101
An intermediate black and white film photography course with emphasis on film processing and darkroom printing. Topics include camera exposure, black and white films and enlarging papers, contrast control, camera filters, elementary lighting, manipulation of film characteristics, finishing techniques, visual communication and the aesthetics of photography. UC/CSU
Offered Fall Semesters

PHOT 81B. Advanced Black & White Darkroom (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Prereq: PHOT 81A and (PHOT 100 or VMD 101 or DSGN 101) or demonstration of exit skills
An intensive exploration of the controls and materials of the black and white photographic process. The course emphasizes fine printing, optimization of the negative, archival processing procedures and an exploration into various films, papers and developing chemistry. CSU
Offered Spring semesters

PHOT 81D. Intermediate Photo: Digital (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Prereq: PHOT 51
Recommended Prep: PHOT 100; ENGL 88 or ESL 188 or readiness for college-level English
A digital photography course advancing the technical and creative concepts introduced in Beginning Photography. Topics include: Digital camera configurations, exposure control, workflow management, non-destructive editing, image manipulation and enhancement, archiving, printing options, and presentation. Discussions on visual literacy and contemporary photography as well as review of student work are integral. CSU
Offered Fall Semesters

PHOT 82. Zone System Techniques (4)
Lec-52.5, Lab-52.5 P/NP available
Prereq: PHOT 81A and (PHOT 100 or VMD 101 or DSGN 101)
Using advanced metering, film processing and darkroom printing techniques, students will produce black & white photographs with meticulous control of exposure and contrast. Students will be required to produce a portfolio of fine prints resulting from Zone System techniques. CSU
Offered on occasion

PHOT 83. View Camera Techniques (2)
Lec-35, Lab-17.5, field trips P/NP available
Prereq: PHOT 51 or demonstration of exit skills
Recommended Prep: PHOT 81A and PHOT 80
An introductory course in large format photography for professional and artistic use. Students will explore the unique applications of a manual 4x5 view camera, including perspective correction, and selective focus. Course will cover techniques needed to properly expose and process large format film, and produce digital files from negatives. Cameras and accessories are available to students. CSU
Offered on occasion

PHOT 85A. Beginning Lighting Techniques (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Prereq: PHOT 51 or demonstration of exit skills.
Recommended Prep: Completion/concurrent enrollment in PHOT 83 and DSGN 101 or VMD 101 or PHOT 100
Through demonstration and hands-on experience students explore the basic and technical use of ambient, tungsten and electronic flash illumination as it is used in photography. Students will work with a variety of lighting equipment and accessories. CSU
Offered Fall and Spring Semesters

PHOT 85B. Advanced Studio Lighting Techniques (4)
Lec-52.5, Lab-52.5
Prereq: PHOT 85A and (PHOT 100 or DSGN 101 or VMD 101) or demonstration of exit skills
Recommended Prep: PHOT 83 or PHOT 102C; PHOT 60A
Studio lighting for aspiring commercial and fine art photographers with emphasis on technique and aesthetics. Students will have hands-on experience with tungsten lights, LED lights and studio strobes. Employing classic and current lighting techniques at an advanced level, students will work individually and in groups. CSU
Offered Fall semesters

PHOT 86. Mixed Media and the Photographic Image (3)
Lec-35, Lab-52.5, field trips P/NP available
Prereq: PHOT 81A and PHOT 100/VMD 101/DSGN 101
Recommended Prep: PHOT 67
This is a beginning, intermediate, and advanced exploration of the photographic image through various alternative and non-silver processes. Students will learn a variety of traditional non-silver printing methods which can also be combined with more contemporary mediums. CSU
Offered on occasion

PHOT 90. Portraiture (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Prereq: PHOT 85A; Completion of or concurrent enrollment in: PHOT 100 or VMD 101 or DSGN 101
An advanced studio lighting course introducing students to the technical, aesthetic and historical aspects of photographic portraiture. Students have hands-on experience with classic and contemporary lighting techniques using constant studio light sources and strobes. Students work individually and in teams. CSU
Offered Spring semesters

PHOT 92. Fashion Photography (4)
Lec-52.5, Lab-52.5, field trips P/NP available
Prereq: PHOT 85A
A hands-on photography course exploring the technical and aesthetic components of fashion photography that include posing, composition and lighting. Emphasis on camera handling as well as fashion dress, makeup and hairstyling. CSU
Offered on occasion

PHOT 93. Editorial Photography (2)
Lec-35, Lab-17.5 P/NP available
Prereq: PHOT 85A and (PHOT 100 or VMD 101 or DSGN 101 or demonstration of exit skills)
This course includes camera handling, operation of speed lights and studio strobes as well as indoor and outdoor lighting. Editorial photography is a branch of commercial photography that produces electronic images for print and online trade and consumer publications. In this course, students will practice making these types of photographs "for hire." CSU
Offered Fall semesters

PHOT 99. Business Practices of Photography (3)
Lec-52.5 P/NP available
A business course for photographers, students will learn practical and essential business skills such as marketing, self-promotion strategies, networking, pricing, and estimating taxes. CSU
Offered Fall semesters

PHOT 100. Design Fundamentals (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Foundational design course, covering the theories, processes, vocabulary, and techniques common to visual design disciplines. Students will develop and apply their knowledge through analysis, critique and individual and collaborative exercises and projects. UC/CSU
PHOT 100 = VMD 101 = DSGN 101
Offered Fall and Spring Semesters

PHOT 101C. Self Portraiture (1)
Lec-17.5, field trips P/NP available
Prereq: PHOT 51
This course explores the challenges and benefits associated with photographing oneself. Public versus private portraiture is thoroughly examined. Emphasis is placed on the study and application of North Light specifically as it applies to dimensional devices. CSU
Offered on occasion

PHOT 101D. Landscape Photography (1)
Lec-17.5, field trips P/NP available
Prereq: PHOT 51
Techniques leading to a creative treatment of landscape photography using film or digital media. Illustrated lectures of important historical and contemporary image-makers. Emphasis on photographic fieldwork, interpretive lighting, design, camera technique, post production processing and filtration to support personal vision and conceptual ideas. CSU
Offered on occasion

PHOT 101E. Environmental Portraiture (1)
Lec-17.5, field trips P/NP available
Prereq: PHOT 51
Recommended Prep: PHOT 80 or PHOT 85A or PHOT 100
An introduction to photographing people in their own environments with an emphasis on creating powerful portraits while working with and highlighting their personalities. Use of available indoor and outdoor light in multiple combinations. Working successfully with subjects. Analysis and application of lighting techniques for child, family, group and candid portraiture. CSU
Offered on occasion

PHOT 101G. Pinhole Photography (1)
Lec-17.5, field trips P/NP available
An in depth exploration of the photographic image created through the design, construction and use of pinhole cameras. Students will experiment with paper negatives, litho film, conventional black and white film and contact printing methods. Demonstrations and hands-on experience and field work will be emphasized. CSU
Offered on occasion

PHOT 101P. Plastic Camera Photography (1)
Lec-17.5, field trips P/NP available
An exploration of creating photographic images with plastic/toy cameras. Students will learn the differences between various models of plastic cameras, how to modify their cameras for optimum results, color and black and white films, working with limited exposure controls and both natural light and flash. The history of plastic cameras and examples of many artists' work in the medium will also be covered. CSU

PHOT 101S. Introduction to Image Scanning (1)
Lec-17.5, field trips P/NP available
Recommended Prep: PHOT 60A
A basic course introducing scanning hardware, software and techniques used in professional settings. Scanning transparent, reflective, and three-dimensional originals, including retouching and optimizing scanned files for various uses. CSU
Offered on occasion

PHOT 102A. Architectural Photography (2)
Lec-35, Lab-17.5, field trips P/NP available
Prereq: PHOT 51 and (PHOT 100 or VMD 101 or DSGN 101) and (PHOT 85A or PHOT 80)
Commercial and fine art applications specifically related to issues of architectural perspective control, lighting, various camera lenses, and camera accessories. CSU
Offered Spring Semesters

PHOT 102B. Documentary/News Photography (2)
Lec-35, Lab-17.5 P/NP available
Prereq: PHOT 80 or PHOT 85A
Recommended Prep: PHOT 100 or VMD 101 or DSGN 101
This course explores photojournalism and documentary photography while addressing business and legal issues. CSU
Offered Spring semesters

PHOT 102C. Phase One - Capture One (2)
Lec-35, field trips P/NP available
Prereq: PHOT 51 and PHOT 85A
Recommended Prep: PHOT 83 and PHOT 81D; (PHOT 90 or PHOT 85B)
A digital photography course to help students prepare for the Phase One Certified Professional (POCP) Exam. Topics include Phase One medium format digital camera handling & configurations, tethered and non-tethered capture, device calibration, file processing, image manipulation and enhancement and output using Capture One software. CSU
Offered Fall and Spring Semesters

PHOT 102D. Beginning Drone Piloting and Imaging (2)
Lec-35, field trips P/NP available
An introduction to using unmanned aerial systems (UAS) or drones. This course is designed to give the student the ability to safely and competently fly a drone. Emphasis is placed on safety, equipment selection, and flying. Provides a starting point to drone data collection for multiple disciplines and careers. CSU
Essential equipment needed for this course will be provided by the college.
Offered Fall Semesters

PHOT 130. Portfolio Production (3)
Lec-35, Lab-70, field trips P/NP available
Prereq: PHOT 81B or PHOT 81D
Students will produce a portfolio that prepares them for a career in commercial photography, fine. arts or transfer to a four-year institution. The course addresses technical and aesthetic issues as well as portfolio presentation and marketing strategies. CSU
Offered Fall semesters

PHOT 140. Industry Internship (1-8)
Work-60-600 P/NP available
Prereq: Approval of Photography Department
Recommended Prep: PHOT 85B and PHOT 90 and PHOT 60B
Repeat max. 8.0 units
Photography related work experience and further career development in a supervised setting. Work experience in an approved industry facility such as a photography studio, publication, design studio, art gallery or museum and/or production team. Or work in the photography department. Professional presence, networking, communication and interview skills are addressed. One unit of credit is earned for each 60 hours of unpaid, or 75 hours of paid work. CSU
Offered Fall and Spring Semesters

PHOT 145. College Internship (1-8)
Work-60-600 P/NP available
Prereq: Approval of the Photography Department
Repeat max. 8 units
Photography related work experience and further career development in a supervised setting. On campus college work experience in CCSF Photography Department. Resume writing, networking, communication and interview skills. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. CSU

PHOT 200A. Photography Service Learning (3)
Lec-17.5, Lab-122.5, field trips P/NP available
Prereq: PHOT 85B or PHOT 90 or PHOT 93
Photography Service Learning provides an environment for students to gain real-world skills and practice service learning. Students will work with CCSF departments and/or non-profit organizations to produce projects for actual clients. Students will gain practice with client communications, technical problem solving, and project management for individual and collaborative photography services for projects including websites, printed materials, brochures, and other communications projects. CSU
Offered on occasion

PHOT 200B. Photography Service Learning II (3)
Lec-17.5, Lab-122.5, field trips P/NP available
Prereq: PHOT 200A
Advanced opportunities for students to gain real-world skills, learning through service work with CCSF departments and/or non-profit organizations. Students will produce complex projects for actual clients and have significant autonomy with communications and technical problem solving, as well as take on leadership and management roles in individual and collaborative projects. CSU
Offered on occasion

Noncredit Course:

PHOT 1001. Using Your Digital Camera (16 hrs)
Focus is on fundamentals of digital capture and camera operation and functions such as ISO, shutter speed, and aperture control. Students will also learn the foundations of aesthetics and composition for image-making.

PHOT 1002. Beginning B/W Photography (35 hrs)
Focus is on the fundamentals of film camera operation, black & white film processing and darkroom printing. Foundations of aesthetics and composition for black and white film image-making will be explored. The course includes open lab time to process and print black and white film.

PHOT 1003. Lightroom 1: Library & Develop (18 hrs)
Focus is on the fundamentals of Adobe Lightroom's Library and Develop Module and instruction on how to professionally develop and organize digital images. Setup, workflow, organization, image management, rating, editing, non-destructive image processing, and delivery of images regardless of output type will be explored. The course includes open lab time to work on images.

PHOT 1005. iPhoneography (17.5 hrs)
This course focuses on what students need to know to shoot, process and deliver images with their iPhone as a compliment to their professional photography practice. The iPhone's basic and advanced camera controls, applications for shooting and processing images, and the principles to capture and share images with this mobile device will be explored. The course includes lab time to work on images.

Physical Education and Dance

Office: Wellness113
Phone Number: (415) 239-3411
Web Site: www.ccsf.edu/pe

Announcement of Curricula

Degree Curricula

Kinesiology Major (AA-T)

Associate Degree for Transfer in Kinesiology offers students comprehensive lower division foundation in Kinesiology. The core curriculum covers kinesiology, basic human anatomy, physiology, principles of physical activity, physical education, team/individual sports, aquatics, combatives, coaching and professional careers in

Kinesiology and its sub-disciplines. The AA-T prepares students for transfer to upper division Kinesiology programs at four-year colleges and universities, particularly to California State University campuses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Integrate and articulate appropriate scientific and quantitative conclusions in regards to human movement.
- Evaluate the role of physical activity and its impact on leading a healthy, functional lifestyle.
- Explain the range of occupational and educational pathways in Kinesiology.
- Analyze the value of distinct physical activities.

Students who wish to earn the Associate Degree for Transfer in Kinesiology (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Kinesiology

Course	Units
Required core courses	
PE 26 Introduction to Kinesiology	3.0
BIO 108 General Human Anatomy	4.0
BIO 111 Human Physiology	5.0
or BIO 112 Introduction to Human Physiology	4.0
Select two of the following courses	
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies	5.0
ECON 5 Introductory Statistics for Economics, Business and Social Sciences	5.0
MATH 80 Probability and Statistics	5.0
PSYC 5 Statistics for Behavioral Sciences	5.0
BIO 9 Human Biology	4.0
CHEM 32 Introduction to Medical Chemistry	4.0
PHYC 2A Introductory Physics	3.0
and PHYC 2AL Introductory Physics Laboratory	1.0
EMT 14 First Aid and Cardiopulmonary Resuscitation	3.0
Movement-based courses Select a maximum of one (1) course from any three (3) of the following areas for a minimum of three units: Aquatics, Combatives, Team Sports, Individual Sports, Fitness, Dance	
Movement- based courses Aquatics	
PE 254 Novice Swimming	1.0
PE 255A Beginning Swimming	1.0
PE 255C Intermediate Swimming	1.0
PE 255B Advanced Beginning Swimming	1.0
PE 255D Advanced Swimming	1.0
Movement-based courses Combatives	
PE 271A Beginning Judo	1.0
PE 271B Intermediate Judo	1.0
PE 274A Beginning Jiu-jitsu	1.0
PE 274B Intermediate Jiu-jitsu	1.0
PE 276A Beginning Taekwondo	1.0
PE 276B Intermediate Taekwondo	1.0
Movement-based courses Individual sports	
PE 230A Beginning Archery	1.0
PE 230B Intermediate Archery	1.0
PE 231A Beginning Badminton	1.0
PE 231B Intermediate Badminton	1.0
PE 236A Beginning Golf	1.0
PE 236B Intermediate Golf	1.0
PE 240A Beginning Tennis	1.0
PE 240B Intermediate Tennis	1.0
Movement-based courses Fitness	
PE 200B Fitness Center Super Circuit	1.0
PE 204A Beginning Physical Fitness	1.0
PE 205A Beginning Running and Conditioning	1.0
PE 206A Beginning Walking for Wellness	1.0
PE 207A Boot Camp Fitness	1.0
PE 210A Beginning boxercise	1.0
PE 214A Beginning Weight Training	1.0
PE 217A Beginning Stretching and Flexibility Development	1.0
PE 219A Beginning Yoga	1.0
Movement-based courses Team sports	
PE 232A Beginning Baseball	1.0
PE 233A Beginning Basketball	1.0
PE 235B Intermediate Touch Football	1.0
PE 238A Beginning Soccer	1.0
PE 242A Beginning Volleyball	1.0
Movement-based courses Dance	
DANC 119A Beginning Ballet	1.0
DANC 119C Intermediate Ballet	1.0
DANC 124A Beginning Modern Dance	1.0
DANC 129A Beginning Jazz Dance	1.0
DANC 134A Beginning Tap Dance	1.0
DANC 138A Beginning Hip Hop Dance	1.0
DANC 145A Beginning Ballroom Dance	1.0
DANC 150A Beginning Swing Dance	1.0
Total:	**21.0 – 24.0**

Dance Performance Art Major (AA)

The Dance Program has been an integral part of City College of San Francisco's Physical Education Department since its inception over 70 years ago. Due to the integrity, diversity, and excellence in teaching, this program has steadily grown.

The curriculum for the Associate Degree in Dance allows students to develop skills to pursue careers in choreography, dance performance, dance education and criticism, as well as fulfills most of the lower division requirements for many four-year institutions. Faculty are dedicated to creating a discipline that carries over to all aspects of life long health, nurturing the "whole" dancer in mind, body, and spirit. The Dance Program provides comprehensive studies including history, theory, choreography, technique, conditioning, and performance. Additional classes such as anatomy and nutrition are included to support the student's development.

The program highlights dance technique (ballet, modern, hip hop, contemporary, tap, jazz, and African Haitian) and performance, while providing the student with all the tools necessary to become a healthy and well-rounded dancer. The student will also have ample performance, choreography, and production opportunities, in addition to exploring the sciences and history as part of our diverse program. Special focus is given to prepare the dancer for transfer to upper division courses at a four-year college or university.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply observational and evaluative skills to the creative processes required of dance production.
- Synthesize the physical skills and dance knowledge learned in the major to meet academic and industry standards.
- Exhibit professionalism during dance training and performance.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number units of completed per semester.

Courses Required for the Major in Dance Performance Art

Course	Units
Required courses:	
DANC 100A Beginning Dance Composition	3.0
and DANC 30 Dance History Dance in Cultural Context	3.0
or DANC 32 Black Tradition in American Dance	3.0
DANC 124C Intermediate Modern Dance	1.0
DANC 123A Contemporary Dance I	1.0
DANC 119C Intermediate Ballet	1.0
DANC 34A Dance Conditioning	1.0
DANC 131A Introduction to Dance Theater	1.0
DANC 101A Dance Performance Production	1.0
DANC 102A Beginning CCSF Repertory Dance Company Local Theatre	1.0
DANC 129C Intermediate Jazz Dance	1.0
or DANC 129D Advanced Jazz Dance	1.0
Choose 2 units from the following upper-level technique courses:	
DANC 126B Intensive Modern Dance	2.0
or DANC 121B Intensive Ballet	2.0
or DANC 124D Advanced Modern Dance	2.0
or DANC 119D Advanced Intermediate Ballet	2.0
Choose 3 units from the following Music courses:	
MUS 27A Music Appreciation	3.0
or MUS 26 Music in American Culture	3.0
or MUS 21 Traditional African Music	3.0
Choose 7 units from the following Anatomy and Nutrition courses:	
BIO 108 General Human Anatomy	4.0
and PE 20 Sports Nutrition	3.0
Choose 4 units from the following elective courses:	
DANC 124A Beginning Modern Dance	1.0
DANC 124B Advanced Beginning Modern Dance	1.0
DANC 119A Beginning Ballet	1.0
DANC 119B Advanced Beginning Ballet	1.0
DANC 122 Beginning Pointe Technique	1.0
DANC 129A Beginning Jazz Dance	1.0
DANC 129B Advanced Beginning Jazz Dance	1.0
DANC 138A Beginning Hip Hop Dance	1.0
DANC 138B Advanced Beginning Hip Hop Dance	1.0
DANC 138C Intermediate Hip Hop Dance	1.0
DANC 138D Advanced Hip Hop Dance	1.0
DANC 127A Dance Improvisation: Group	1.0
DANC 127B Dance Improvisation: Solo, Duet, and Contact Technique	1.0
DANC 134A Beginning Tap Dance	1.0
DANC 134B Advanced Beginning Tap Dance	1.0
DANC 134C Intermediate Tap Dance	1.0
DANC 133A Beginning African-Haitian Dance	1.0
DANC 133B Advanced Beginning African Haitian	1.0
DANC 133C Intermediate African-Haitian Dance	1.0
DANC 37 Feldenkrais for Dance and Performing Arts	1.0
DANC 173 Yoga Movement	1.0
PE 219A Beginning Yoga	1.0
PE 219B Intermediate Yoga	1.0
PE 219C Advanced Yoga	1.0
PE 220 Intensive Yoga	2.0
DANC 100B Intermediate Dance Composition	3.0
Total:	**30.0**

Certificate Curricula

Dance

The curriculum for the Certificate of Accomplishment in Dance will allow students to develop the skills required to pursue careers in dance performance and dance education. The Dance Program provides comprehensive studies including history and theory, choreography, and technique and performance. To meet diverse students' needs various options are available. All students need to meet with a faculty member or file a dance program application and select a program of course totaling 17 units. Each course needs to be completed with a C or higher grade. At least 12 units need to be completed at CCSF. Students wishing to use equivalent courses from other colleges are responsible for providing supporting documentation in a timely manner. For further information call 452-5697, or visit the website at www.ccsf.edu/Resources/ccsframs (link: Dance)

Classical Dance Certificate

The curriculum for this certificate will allow students to develop the skills required to pursue careers in dance education. The Dance Program provides comprehensive studies including history and theory, choreography, technique, performance, and dance fitness. To meet diverse students' needs, various options are available. For further information call 452-5697, or visit the website at www.ccsf.edu (Search: Dance Certificates).

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate a foundation in classical dance techniques and movement skills.
- Apply critical and creative skills to the processes and techniques required of dance performance and education.
- Compose short dance studies.
- Analyze the influence of culture on different styles of dance.

At least 12 units need to be completed at CCSF. Students wishing to use equivalent courses from other colleges are responsible for providing supporting documentation in a timely manner.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Classical Dance

Course	Units
Required Workshop and Theory courses:	
DANC 100A Beginning Dance Composition	3.0
DANC 30 Dance History Dance in Cultural Context	3.0
DANC 34A Dance Conditioning	1.0
Choose 6 units from the following dance technique courses:	
DANC 119C Intermediate Ballet	1.0
DANC 119D Advanced Intermediate Ballet	2.0
DANC 121B Intensive Ballet	2.0
DANC 124C Intermediate Modern Dance	1.0
DANC 124D Advanced Modern Dance	2.0

DANC 126B Intensive Modern Dance 2.0

Choose 2 units from the following elective courses:
DANC 37 Feldenkrais for Dance and Performing Arts . . 1.0
DANC 101A Dance Performance Production 1.0
DANC 102A Beginning CCSF Repertory Dance Company Local Theatre. 1.0
DANC 119A Beginning Ballet 1.0
DANC 119B Advanced Beginning Ballet 1.0
DANC 122 Beginning Pointe Technique 1.0
DANC 124A Beginning Modern Dance. 1.0
DANC 124B Advanced Beginning Modern Dance. 1.0
DANC 129A Beginning Jazz Dance 1.0
DANC 129B Advanced Beginning Jazz Dance 1.0

Total: 15.0

African Heritage Dance Certificate

The curriculum for this certificate will allow students to develop the skills required to pursue careers in dance. The African Heritage Dance certificate provides comprehensive studies including history and theory, choreography, technique, performance and health maintenance. To meet diverse students' needs, various options are available. For further information call 452-5697, or visit the website at www.ccsf.edu (Search: Dance Certificates).

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate a foundation in African heritage dance techniques and movement skills.
- Apply critical and creative skills to the processes and techniques required of dance performance and education.
- Compose short dance studies.
- Analyze the influence of culture on different styles of dance.

At least 12 units need to be completed at CCSF. Students wishing to use equivalent courses from other colleges are responsible for providing supporting documentation in a timely manner.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in African Heritage Dance

Course . . . . . Units
Required Workshop and Theory courses:
DANC 100A Beginning Dance Composition 3.0
DANC 32 Black Tradition in American Dance. 3.0
DANC 34A Dance Conditioning 1.0

Choose 6 units from the following technique electives:
DANC 129C Intermediate Jazz Dance 1.0
DANC 129D Advanced Jazz Dance. 1.0
DANC 133B Advanced Beginning African Haitian 1.0
DANC 133C Intermediate African-Haitian Dance 1.0
DANC 134B Advanced Beginning Tap Dance. 1.0
DANC 134C Intermediate Tap Dance 1.0
DANC 134D Advanced Intermediate Tap Dance 1.0
DANC 138C Intermediate Hip Hop Dance 1.0
DANC 138D Advanced Hip Hop Dance 1.0

Choose 2 units from the following elective courses (if not already taken to meet requirement above):
DANC 37 Feldenkrais for Dance and Performing Arts . . 1.0
DANC 101A Dance Performance Production 1.0
DANC 102A Beginning CCSF Repertory Dance Company Local Theatre. 1.0
DANC 129A Beginning Jazz Dance 1.0
DANC 129B Advanced Beginning Jazz Dance 1.0
DANC 133A Beginning African-Haitian Dance 1.0
DANC 133B Advanced Beginning African Haitian 1.0
DANC 134A Beginning Tap Dance. 1.0
DANC 134B Advanced Beginning Tap Dance. 1.0
DANC 138A Beginning Hip Hop Dance 1.0
DANC 138B Advanced Beginning Hip Hop Dance 1.0
DANC 150A Beginning Swing Dance. 1.0
DANC 150B Intermediate Swing Dance. 1.0
DANC 151A Beginning Lindy Hop 1.0
DANC 151B Intermediate Lindy Hop 1.0

Total: 15.0

Dance Aerobics and Fitness Certificate

The curriculum for this certificate will allow students to develop the skills required to pursue careers in dance and fitness education. The Dance Program provides comprehensive studies including history and theory, choreography, technique, performance and health maintenance. To meet diverse students' needs, various options are available.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply technical dance and movement skills to aerobic fitness practices.
- Use critical and creative skills in the processes required of dance and physical fitness education.
- Synthesize dance movement into individualized fitness plans.

At least 12 units need to be completed at CCSF.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Dance Aerobics and Fitness

Course . . . . . Units
Choose 5 units from the following core courses:
DANC 34A Dance Conditioning 1.0
PE 8 Intro to Fitness and Training 3.0
PE 9 Fitness, Food, Managing Weight: Navigating Wellness 2.0
PE 14 Toward Living Long & Strong: A New Fitness Paradigm 2.0
PE 20 Sports Nutrition 3.0

Choose 4 units from the following dance courses:
DANC 34A Dance Conditioning* 1.0
DANC 129A Beginning Jazz Dance 1.0
DANC 129B Advanced Beginning Jazz Dance 1.0
DANC 138A Beginning Hip Hop Dance 1.0
DANC 138B Advanced Beginning Hip Hop Dance 1.0
DANC 172A Zumba: Latin Style Dance Forms. 1.0
DANC 172B Zumba: Street Style Dance Forms. 1.0

* DANC 34A may be used to meet the dance course requirement if not taken to meet core requirement.

Choose 2 units from the following movement/flexibility courses:
PE 217A Beginning Stretching and Flexibility Development 1.0
PE 217B Intermediate Stretching and Flexibility Development 1.0
PE 219A Beginning Yoga 1.0

PE 219B Intermediate Yoga 1.0
DANC 173 Yoga Movement 1.0
PE 222 Introduction to Feldenkrais 1.0

Choose 4 units from the following fitness courses:
PE 200B Fitness Center Super Circuit 1.0
PE 200C Fitness Center Super Circuit 2.0
PE 204A Beginning Physical Fitness 1.0
PE 204B Intermediate Physical Fitness 1.0
PE 207A Boot Camp Fitness 1.0
PE 208A Beginning Aerobic Fitness 1.0
PE 208B Intermediate Aerobic Fitness 1.0
PE 210A Beginning Boxercise 1.0
PE 210B Intermediate Boxercise 1.0
PE 215A Beginning Strength and Interval Training 1.0
PE 216A Beginning Body Sculpting 1.0
PE 216B Intermediate Body Sculpting 1.0

Total: 15.0

Social Dance Certificate

The curriculum for this certificate will allow students to develop the skills required to pursue careers in social dance education. The social dance program provides comprehensive studies in a variety of social dance styles and techniques that includes partnering, musicality, and performance. To meet diverse students' needs, various options are available.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate a foundation in social dance skills and related dance techniques.
- Apply partnering skills to a variety of social dance styles.
- Select and integrate music appropriate to the style of social dance.
- Distinguish and compare various social dance styles.

At least 12 units need to be completed at CCSF.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Social Dance

Course . . . . . Units
Required core dance courses
DANC 145A Beginning Ballroom Dance 1.0
DANC 145B Intermediate Ballroom Dance 1.0
DANC 34A Dance Conditioning 1.0

Choose two courses from the following related dance techniques:
DANC 119A Beginning Ballet 1.0
DANC 119B Advanced Beginning Ballet 1.0
DANC 124A Beginning Modern Dance 1.0
DANC 124B Advanced Beginning Modern Dance 1.0
DANC 129A Beginning Jazz Dance 1.0
DANC 129B Advanced Beginning Jazz Dance 1.0
DANC 134A Beginning Tap Dance 1.0
DANC 134B Advanced Beginning Tap Dance 1.0

Choose 2 units from performance courses:
DANC 101A Dance Performance Production 1.0
DANC 101B Dance Performance Production 2.0
DANC 102A Beginning CCSF Repertory Dance Company Local Theatre 1.0

Choose 8 units from the following social dance technique courses:
DANC 140A Beginning European Folk Dance 1.0
DANC 141A Beginning International Folk Dance 1.0
DANC 150B Intermediate Swing Dance 1.0
DANC 150C Advanced Swing Dance 1.0
DANC 151B Intermediate Lindy Hop 1.0
DANC 155B Intermediate Salsa and Other Latin Dances 1.0
DANC 155C Advanced Salsa and Other Latin Dances . . 1.0
DANC 160B Intermediate Argentine Tango 1.0
DANC 160C Advanced Argentine Tango 1.0
DANC 161 Follower's Technique for Argentine Tango . . . 1.0

Total: 15.0

Yoga Certificate

The Certificate of Accomplishment in Yoga is comprehensive in nature, reflecting a commitment to benefit local populations by offering lifelong learning opportunities which can be summarized as: (a) general and liberal education, (b) career and vocational education, and (c) adult and continuing education. The Yoga Certificate offers pathways for students to meet any and/or all of these goals. This 2-year college level program builds upon the skills needed for further certification in the private sector.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and demonstrate the appropriate sequence of physical movements to perform yoga poses successfully.
- Integrate health and/or safety concepts or practices into movement activities.
- Create an individualized practice based on yoga principles.
- Apply good work habits for successful job performance.

Program recommended preparation: PE 219A Beginning Yoga or demonstration of exit skills.

All students need to meet with the designated yoga faculty member to verify program course completion totaling 15 units. At least 12 units must be completed at CCSF. Students may work closely with a yoga mentor of their choice and are encouraged to consult with a CCSF academic counselor to ensure they are moving toward fulfillment of their goals.

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Yoga

Course . . . . . Units
First semester:
PE 219B Intermediate Yoga 1.0

Choose one of the following anatomy or physiology courses:
BIO 106 Introduction to Human Anatomy and Physiology 4.0
BIO 108 General Human Anatomy 4.0
BIO 112 Introduction to Human Physiology 4.0

Second semester:
PE 220 Intensive Yoga 2.0
PE 218 Gentle Restorative Yoga 1.0
Choose at least 1 unit from Elective Course List below . . 1.0

Third semester:
PE 219C Advanced Yoga 1.0
Choose at least 2 units from Elective Course List below . 2.0

Fourth Semester:
DANC 173 Yoga Movement 1.0
WKEX 333 General Work Experience 1.0

Choose at least 1 unit from Elective Course List below . . 1.0

Elective Course List:

DANC 34A Dance Conditioning 1.0
DANC 124A Beginning Modern Dance. 1.0
DANC 119A Beginning Ballet 1.0
DANC 129A Beginning Jazz Dance 1.0
PE 217A Beginning Stretching and Flexibility Development. 1.0
PE 217B Intermediate Stretching and Flexibility Development. 1.0
PE 222 Introduction to Feldenkrais 1.0
PE 223A Feldenkrais, Level 1 . . . . . 1.0
PE 14 Toward Living Long & Strong: A New Fitness Paradigm 2.0
PE 20 Sports Nutrition 3.0
HLTH 33 Introduction to Health and Wellness 2.0
HLTH 91M Mindful Stress Reduction 1.0
HUM 7 Comparative Religions. 3.0
HUM 8 Philosophies of Religion 3.0

Total: 15.0

Announcement of Courses

Dance

Credit, Degree Applicable Courses:

DANC 30. Dance History - Dance in Cultural Context (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Lectures, readings, films and discussions on theory and development of dance from its evolution in anthropological sources to 20th century contemporary dance. This survey history course will touch on the historical basis of dance and will emphasize the history of ballet, American/European modern dance, African-Haitian dance and the American idioms of tap and Jazz. UC/CSU
Offered Spring semesters

DANC 32. Black Tradition in American Dance (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course examines the use of the African-American dance aesthetic by performers, dancers, choreographers, historians, and dance theorists, from the 19th century through 21st century, as they created and contributed to the idioms of modern, jazz, ballet, street vernacular and traditional African based dance forms in the United States. UC/CSU
Offered Fall semesters

Enrollment Limitations on Physical Education and Visual or Performing Arts Courses

Per title 5 Section 55041, effective Fall 2013, students may not enroll more than four times in "active participatory courses that are related in content" in the areas of physical education or visual and performing arts, which includes art, dance, music, and theatre. This limitation applies even if a student receives a substandard grade or "W" during one or more of the enrollments in such a course or if the students petition for repetition due to extenuating circumstances.

Dance courses that are related in content are grouped together in "families" of courses below. The families are indicated by their headings, e.g., Integrative Movement, Dance Composition, etc. For the most up-to-date listing of courses and families, refer to the online catalog, www.ccsf.edu/catalog.

Dance Theory

DANC 34A. Dance Conditioning (1)
Lab-35 P/NP available
A class focusing on conditioning techniques that relate to the dance idiom. Emphasis on basic Pilates and body alignment exercises, flexibility techniques, as well as the integration of floor barre and resistance band exercises. UC/CSU

Integrative Movement: Mind/Body Approach to Improving Quality of Movement and Conditioning for Dance

DANC 37. Feldenkrais for Dance and Performing Arts (1)
Lab-35 P/NP available
Recommended Prep: DANC 119A or DANC 124A or DANC 129A or DANC 133A or DANC 138A or training in theater, voice, or Instrumental music or demonstration of skills; ESL 182 or ENGL 88 or placement in ESL 184 or readiness for college-level English
Instruction and practice in the Feldenkrais Method to address physical habits, movement adaptability, and specific performance skills for dance and related movement-based performance styles. Processes which enhance human expression through refinement of motor learning will be explored. UC/CSU

PE 223A. Feldenkrais, Level 1 (1)
Lab-35 P/NP available
Recommended Prep: PE 222 or demo of exit skills; ESL 186 or ENGL 88 or placement in ESL 188 or ENGL 1A
Refine coordination and performance using The Feldenkrais Method's unique learning process. Emphasis is on sensing coordinated actions of the whole body, making distinctions between movement variations, adapting personal strategies, and recognizing changes in tension, ease, balance, and freedom of motion. UC/CSU

PE 223B. Feldenkrais, Level 2 (1)
Lab-35 P/NP available
Recommended Prep: PE 223A or demo of exit skills; ESL 186 or ENGL 88 or placement in ESL 188 or ENGL 1A
Exploration of novel movement material with refinement of underlying patterns and skill. Emphasis is on transitions in level and orientation, developmental movements, balance, stability, rhythm, and new learning. Historical context included. UC/CSU

PE 223C. Feldenkrais, Level 3 (1)
Lab-35 P/NP available
Recommended Prep: PE 223B or demo of exit skills; ESL 186 or ENGL 88 or placement in ESL 188 or ENGL 1A
Improve action, perception, and aesthetics of movement with sophisticated repertoire from the Feldenkrais Method. Emphasis is on the use of imagery, diagonals, walking, developing confidence for complex lessons, and working through physical challenges. UC/CSU

Dance Composition: Choreographic Tools to Create Dance

DANC 100A. Beginning Dance Composition (3)
Lab-105 P/NP available
Recommended Prep: DANC 124A or DANC 119C or DANC 129A or DANC 129C or DANC 133A or DANC 134A or DANC 134C or DANC 145A or DANC 145B
Exploration of compositional movement techniques. Improvisation and choreographic structures are presented for student study. The course culminates with a studio demonstration or theatre performance. UC/CSU
Offered Fall semesters

DANC 100B. Intermediate Dance Composition (3)
Lab-105, field trips
Recommended Prep: DANC 100A or DANC 119C or DANC 126B or DANC 133A
This is a self-directed, cumulative course for the Dance Major - Performance Art. The student will choreograph and produce an original dance piece for public performance. This interdisciplinary, integrated project may enhance employability and augment artistic entrepreneurship. UC/CSU
Offered Fall semesters

DANC 127A. Dance Improvisation: Group (1)
Lab-35 P/NP available
Dance Improvisation: Group is a non-traditional approach to dance. Emphasis will be placed on improvisational movement techniques that stimulate ideas for moving spontaneously. The students will collaborate on group projects for performance at some unconventional sites on campus. UC/CSU
Formerly DANC 127
Offered Fall semesters

DANC 127B. Dance Improvisation: Solo, Duet, and Contact Technique (1)
Lab-35 P/NP available
Dance Improvisation: Solo, Duet, and Contact Technique is a course that emphasises improvisational movement techniques that integrate drama, comedy, music, vocal art forms, and various choreographic techniques. Students will practice their performance of improvisation through individual projects and collaborations. UC/CSU
Offered Fall semesters

Performance: Training and Rehearsing to Perform in Public

DANC 101A. Dance Performance Production (1)
Lab-35 P/NP only
Dance choreography will be learned and performed in a theatrical or classroom environment. Participation in the theatrical disciplines of lighting, costumes and makeup as it relates to dance performance will also be learned. UC/CSU

DANC 101B. Dance Performance Production (2)
Lab-70 P/NP available
Complex dance choreography will be learned and performed in a theatrical environment. A continuation of Dance 101A's study of lighting, costumes and makeup. UC/CSU
Offered Fall semesters

DANC 102A. Beginning CCSF Repertory Dance Company - Local Theatre (1)
Lab-35, field trips P/NP available
Recommended Prep: DANC 124A or DANC 119A
Designed as an introduction to CCSF ambassadorial dance company touring. Students will learn dance works from faculty and guest choreographers. Touring venues include CCSF campuses and San Francisco Bay Area colleges. UC/CSU

DANC 102B. CCSF Repertory Dance Company - Local and Touring (3)
Lab-105, field trips P/NP available
Recommended Prep: DANC 119A or DANC 124A
This course is designed as a touring dance company. Students will learn dance works from faculty and guest choreographers. Touring venues include CCSF, San Francisco high schools, San Francisco Bay Area colleges, local theatres, and dance public events. This course includes workshops on performance technique and lectures on choreographic theory. UC/CSU
Offered Spring semesters

Ballet: Classical Dance Form That Defies Gravity

DANC 119A. Beginning Ballet (1)
Lab-35 P/NP available
Theory and practice of the principles of beginning ballet technique that include alignment, placement, turnout, positions of the feet, carriage of the arms, and basic ballet vocabulary. Focus is on the application of these principles to barre exercises and center practice. UC/CSU
Formerly DANC 120A

DANC 119B. Advanced Beginning Ballet (1)
Lab-35 P/NP available
Recommended Prep: DANC 119A or demonstration of exit skills
Advanced Beginning Ballet is a continuation of beginning ballet technique with an emphasis on building vocabulary and integrating connecting and traveling steps into combinations. UC/CSU

DANC 119C. Intermediate Ballet (1)
Lab-35 P/NP available
Recommended Prep: DANC 119B
Intermediate ballet is a continuation of the theory and practice of classical ballet and builds upon skills learned in advanced beginning ballet. Intermediate ballet vocabulary and technique at the barre and in center practice are introduced including positions of the body, balances, and pirouettes (turns on one leg). UC/CSU
Formerly DANC 120B

DANC 119D. Advanced Intermediate Ballet (2)
Lab-70 P/NP available
Recommended Prep: DANC 119C or demonstration of DANC 119C exit skills
Advanced Intermediate ballet is a continuation of the theory and practice of classical ballet and builds upon skills learned in intermediate ballet. Advanced intermediate ballet vocabulary and technique are introduced that include multiple turns, jumps with beats, turns in the air, and longer and more difficult combinations that emphasize style and technical accuracy . UC/CSU
Formerly DANC 120C

DANC 121B. Intensive Ballet (2)
Lab-70 P/NP available
Recommended Prep: DANC 119C or demonstration of DANC 119C exit skills
Intensive Ballet offers further practice and refinement of technique and vocabulary learned in Intermediate Ballet with an emphasis on analysis of anatomical function, movement qualities related to musicality, and longer center combinations integrating direction changes. UC/CSU
Formerly PE 604B

DANC 122. Beginning Pointe Technique (1)
Lab-35 P/NP available
Recommended Prep: DANC 119C or demonstration of exit skills
Theory and practice of basic pointe technique that include pre-pointe exercises, elementary pointe vocabulary, selection and fit of pointe shoes, and guidelines necessary to develop correct placement, muscular strength, and safe habits. UC/CSU
An assessment of ankle strength and alignment occurs at the start of the semester to determine whether students should use point shoes or soft shoes.

Modern: Contemporary American Dance Form Utilizing Gravity

DANC 124A. Beginning Modern Dance (1)
Lab-35 P/NP available
Beginning modern dance with emphasis on basic terminology, correct dance alignment, dance routines and basic concepts of modernism. Examples of the techniques explored: Graham, Cunningham, Limon, Horton, and Dunham. UC/CSU
Formerly DANC 125A

DANC 124B. Advanced Beginning Modern Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 124A or demonstration of exit skills
Advanced beginning modern dance builds upon skills learned in beginning modern dance technique with emphasis on refining technique, increasing vocabulary, movement through levels and space, and combinations. UC/CSU

DANC 124C. Intermediate Modern Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 124B or demonstration of exit skills
Intermediate modern dance builds upon skills learned in advanced beginning modern dance technique with emphasis on increased technique, increased movement vocabulary appropriate to intermediate training, dynamic movement qualities related to musicality, and an in-depth continuation of modern dance history. UC/CSU
Formerly DANC 125B

DANC 124D. Advanced Modern Dance (2)
Lab-70 P/NP available
Recommended Prep: DANC 124C or demonstration of exit skills
Advanced modern dance builds upon skills learned in intermediate modern dance technique with emphasis on increased technique, increased movement vocabulary appropriate to advanced training, and more complex element phrase work integrating dynamics and musicality. A continuation of modern dance history will be presented. UC/CSU
Formerly DANC 125C

DANC 126B. Intensive Modern Dance (2)
Lab-70 P/NP available
Recommended Prep: DANC 119A; DANC 124C
Intensive modern dance builds upon the modern technique and vocabulary learned in Intermediate Modern Dance with emphasis on analysis of anatomical function, dynamic movement qualities related to musicality, ensemble performance and technique, and an in depth continuation of modern dance history. UC/CSU
Formally PE 626B

Jazz Dance: American Dance Form Utilizing African Rhythms and Body Isolations

DANC 129A. Beginning Jazz Dance (1)
Lab-35 P/NP available
Beginning jazz dance with emphasis on basic technique, terminology, dance combinations and basic rhythms of jazz dance. UC/CSU
Formerly DANC 130A

DANC 129B. Advanced Beginning Jazz Dance (1)
Lab-35 P/NP available
Prereq: DANC 129A
Advanced beginning jazz dance builds upon skills learned in beginning jazz dance technique with emphasis on refining technique, increasing vocabulary, movement through space, and combinations. UC/CSU

DANC 129C. Intermediate Jazz Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 129B
Intermediate Jazz builds upon skills learned in Advanced Beginning Jazz Dance with emphasis on refining technique, musicality, increasing vocabulary and movement through space and combinations. UC/CSU
Formerly DANC 130B

DANC 129D. Advanced Jazz Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 129C
Advanced Jazz Dance builds upon skills learned in Intermediate Jazz Dance technique with emphasis on refining technique, rhythmic structure, increasing vocabulary, movement through space, improvisation and combination. UC/CSU
Formerly DANC 130C

Dance Theater

DANC 131A. Introduction to Dance Theater (1)
Lab-35 P/NP available
Introduction to Dance Theater introduces the technical and choreographic style of dance performed in Musical Theater productions. This course is designed to adapt dance to various styles of musical theater accompaniment and explore how dance can non-verbally support the story-telling of plays and musicals. UC/CSU

African-Haitian Dance: Haitian Traditional Ritual Dances

DANC 133A. Beginning African-Haitian Dance (1)
Lab-35 P/NP available
Beginning African Haitian dance will be examined through technical demonstration and practice. Emphasis will be placed on traditional movements, isolations, movement progressions, dance patterns, and musicality. Dance pioneers and their contribution to African Haitian dance will be discussed. UC/CSU
Formerly DANC 132A

DANC 133B. Advanced Beginning African Haitian (1)
Lab-35 P/NP available
Prereq: DANC 133A or demonstration of exit skills
Advanced beginning African Haitian Dance is a continuation of beginning African Haitian with an emphasis on building vocabulary on traditional movements and integrating isolations and movement progressions in connection to dance patterns and correct musicality. UC/CSU

DANC 133C. Intermediate African-Haitian Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 133B or demonstration of exit skills
Intermediate African Haitian dance builds on advanced beginning level skills. Through demonstration, practice, correction, and review emphasis is placed on expansion into more intricate traditional movements, Dunham technique, dance patterns, styles, and musicality. Historical and cultural elements will be explored through lectures, films, research, and discussions. Creative expression will be encouraged through group choreographic activities and individual projects. UC/CSU
Formerly DANC 132B

Tap Dance: Musical Theater Dance Form Originating in Vaudeville

DANC 134A. Beginning Tap Dance (1)
Lab-35 P/NP available
Beginning Tap Dance briefly reviews the history of tap and lays the foundation for acquisition of tap dance skills. Emphasis will be on

demonstration and practice of fundamental tap technique and vocabulary in rhythmic drills and dance phrases. UC/CSU
Formerly DANC 135A

DANC 134B. Advanced Beginning Tap Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 134A or demonstration of exit skills
Advanced Beginning Tap Dance further examines the history of tap and builds upon skills learned in beginning tap with emphasis on refining technique, increasing vocabulary, precise footwork and rhythmic accuracy in more complex combinations. UC/CSU

DANC 134C. Intermediate Tap Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 134B
Intermediate Tap Dance reviews the historical relationship of tap dance to jazz music and builds upon skills learned in advanced beginning tap with emphasis on more refined musicality and acquisition of intermediate level tap vocabulary and technique. UC/CSU
Formerly DANC 135B

DANC 134D. Advanced Intermediate Tap Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 134C or demonstration of exit skills
Advanced Intermediate Tap Dance refines intermediate tap dance skills and explores improvisation and choreography through demonstration and practice. Focus is on tap history and its relationship to Jazz music which provide guidelines for tap improvisation and choreography. UC/CSU
Formerly DANC 136

Hip-Hop Dance: Modern Vernacular Street Dance

DANC 138A. Beginning Hip Hop Dance (1)
Lab-35 P/NP available
Beginning Hip Hop dance with emphasis on technique, vocabulary, dance combinations and basic rhythms of hip hop dance. UC/CSU
Formerly DANC 137A

DANC 138B. Advanced Beginning Hip Hop Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 138A or demonstration of exit skills
Beginning Hip Hop dance with emphasis on technique, vocabulary, dance combinations and basic rhythms of hip hop dance. UC/CSU

DANC 138C. Intermediate Hip Hop Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 138B or demonstration of exit skills
Intermediate Hip Hop dance builds upon skills learned in Advance Beginning Hip Hop with emphasis on increasing vocabulary, styles, and length of dance combinations with more complex rhythms. Using hip hop dance as a vehicle, students will be able to explore their own movement expression and choreography. UC/CSU
Formerly DANC 137B

DANC 138D. Advanced Hip Hop Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 138C or demonstration of exit skills
Advanced Hip Hop dance builds upon skills learned in Intermediate Hip Hop with emphasis on increasing vocabulary, styles, and length of dance combinations with more complex rhythms. Using hip hop dance as a vehicle, students will be able to explore their own movement expression and choreography in both group and solo settings. UC/CSU

Folk Dance: Traditional Country Dances From Different Cultures

DANC 107A. Folk Dance Production (1)
Lab-35 P/NP only
Prereq: DANC 140A or DANC 141A or demonstration of equivalent skills
Students will have the opportunity to learn and perform intermediate-advanced level folk dance choreographies in 3-5 on and off campus venues each semester in traditional style costumes. UC/CSU
Offered Fall semesters

DANC 140A. Beginning European Folk Dance (1)
Lab-35 P/NP available
Introduction to various European Folk dances and their cultural/historical contexts. Partner and non-partner styles and forms will be examined through demonstration and practice. Emphasis will be on step patterns and dance positions appropriate within and between the nations that comprise the European Union and diaspora. UC/CSU
Offered Fall semesters

DANC 140B. Intermediate European Folk Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 140A or DANC 141A
Continued study of various European Folk dances and their cultural/historical contexts at an intermediate level. Partner and non-partner styles and forms will be examined through demonstration and practice. Emphasis will be on step patterns and dance positions appropriate within and between the nations that comprise the European Union and diaspora. Emphasis will be on expanding the dance repertoire, including more complex step patterns, rhythms, and structures. UC/CSU
Offered Fall semesters

DANC 141A. Beginning International Folk Dance (1)
Lab-35 P/NP available
International Folk Dance provides a foundation for the study of dance. Folk dance offers experience in varied rhythms, formations, dance structures and movement vocabularies. Partner and non-partner dances from various countries and cultures are included. UC/CSU
Formerly PE 518A
Offered Spring semesters

DANC 141B. Intermediate International Folk Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 141A or demonstration of DANC 141A exit skills
Intermediate International Folk Dance emphasizes partner and non-partner dances from various countries, selected to offer experience in more challenging rhythms, formations, dance structures and movement vocabularies. Beginning level repertory is practiced and maintained. Students learn to demonstrate, lead and teach International Folk dances. UC/CSU
Formerly PE 518B
Offered Spring semesters

Ballroom Dance: A Survey of Dances Done in Informal Social Settings

DANC 145A. Beginning Ballroom Dance (1)
Lab-35 P/NP available
Beginning and intermediate ballroom dance; emphasis on step patterns and dance positions for a complete range of dances. UC/CSU

DANC 145B. Intermediate Ballroom Dance (1)
Lab-35 P/NP available
Ballroom dance with emphasis on intermediate level step patterns and dance positions for a complete range of dances such as: waltz, swing, cha-cha, salsa, rumba, foxtrot, and tango. UC/CSU

DANC 146A. Beginning Waltz Styles and Techniques (1)
Lab-35 P/NP available
Introduction to beginning waltz steps. Students will learn both beginning slow waltz and Viennese Waltz. UC/CSU
Formerly PE 538A
Offered on occasion

DANC 146B. Intermediate Waltz Styles and Techniques (1)
Lab-35 P/NP available
Recommended Prep: DANC 146A or demo of exit skills
Develop intermediate skills in waltz and Viennese waltz. Students will build on techniques learned in beginning waltz. UC/CSU
Offered on occasion

Dance Sport: Competitive Dance Forms Emphasizing Specific Techniques of International and American Styles

DANC 148A. Beginning Smooth Ballroom Dance (1)
Lab-35 P/NP available
Beginning ballroom dance with emphasis on step patterns from the bronze level American Smooth syllabus. The class will include a selection from Waltz, Foxtrot, American Tango and Waltz. UC/CSU
Offered on occasion

DANC 148B. Intermediate Smooth Ballroom Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 148A or demo of exit skills
Intermediate ballroom dance with emphasis on step patterns from the bronze and silver level American Smooth syllabus. The class will include a selection from Waltz, Foxtrot, American Tango and Viennese Waltz. UC/CSU
Offered on occasion

DANC 149A. Beginning International Latin Dance (1)
Lab-35 P/NP available
Beginning international Latin dance with emphasis on step patterns from the bronze level international Latin syllabus. The class will include a selection from Cha Cha, Rumba, Paso Doble, Samba and Jive. UC/CSU

DANC 149B. Intermediate International Latin Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 149A or demonstration of exit skills
Intermediate Latin dance with emphasis on step patterns from the bronze and silver level International Latin syllabus. The class will include a selection from rumba, cha cha, samba, jive and paso doble. UC/CSU

Swing: Early American Dance Form Associated with Swing Music of the 1930's, 40's and 50's

DANC 150A. Beginning Swing Dance (1)
Lab-35 P/NP available
An introduction to the popular American social dances known as Swing. The main emphasis will be on step patterns and dance positions for East Coast Swing. An introduction to West Coast Swing or Lindy Hop may also be learned. UC/CSU

DANC 150B. Intermediate Swing Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 150A
Develops intermediate skills in the popular American social dance forms known as Swing. The main emphasis will be on intermediate step patterns for East Coast Swing, and/or West Coast Swing and/or Lindy Hop. UC/CSU
Offered Fall semesters

DANC 150C. Advanced Swing Dance (1)
Lab-35 P/NP available
Recommended Prep: DANC 150A
Develops advanced skills in the popular American social dance forms known as Swing. The main emphasis will be on advanced step patterns for East Coast Swing, West Coast Swing, and/or Lindy Hop. UC/CSU
Offered Spring semesters

DANC 151A. Beginning Lindy Hop (1)
Lab-35 P/NP available
An introduction to the original American swing dance known as the Lindy Hop. The student will develop basic skills in Lindy Hop and explore the history of the dance from the late 1920's to the present. UC/CSU

DANC 151B. Intermediate Lindy Hop (1)
Lab-35 P/NP available
Recommended Prep: DANC 151A
Develops intermediate skills in the popular American Swing Dance known as Lindy Hop. Students will build on basic skills learned in beginning Lindy Hop class. UC/CSU

Latin American Dance: Survey of Informal Social Dances From the Caribbean, Central and South America

DANC 110A. Salsa Dance Production (1)
Lab-35, field trips P/NP only
Recommended Prep: DANC 155B or demonstration of exit skills.
Various salsa styles and techniques leading to group or solo performances will be learned. Styles and formations, including rueda, will be examined through demonstration and practice. Emphasis will be on the effective presentation of patterns. UC/CSU

DANC 155A. Beginning Salsa and other Latin Dances (1)
Lab-35 P/NP available
Explorations of various Latin-American dance forms with emphasis on Salsa. Students will learn to execute beginning dance steps in Salsa and other Latin dance forms. Emphasis will be on social dances. UC/CSU
Formerly PE 560A

DANC 155B. Intermediate Salsa and Other Latin Dances (1)
Lab-35 P/NP available
Recommended Prep: DANC 155A or demonstration of exit skills
Explorations of various Latin-American dance forms with emphasis on Salsa. Students will learn to execute intermediate dance steps in Salsa and other Latin dance forms. Emphasis will be on social dances. UC/CSU
Formerly PE 560B

DANC 155C. Advanced Salsa and Other Latin Dances (1)
Lab-35 P/NP available
Recommended Prep: DANC 155B or demonstration of exit skills
Explorations of various Latin-American dance forms with emphasis on Salsa. Students will learn to execute advanced dance steps in Salsa and other Latin dance forms. Emphasis will be on social dances. UC/CSU
Formerly PE 560C
Offered Spring semesters

Argentine Tango: An Improvisational Social Dance Form from Argentina with a specialized vocabulary and musicality

DANC 111A. Argentine Tango Productions (1)
Lab-35 P/NP available
Recommended Prep: DANC 160B
Collaborative creation, development and rehearsal of an Argentine Tango-based dance piece for public performance. UC/CSU

DANC 160A. Beginning Argentine Tango (1)
Lab-35 P/NP available
Introductory movement foundation in the social, improvisational form of Argentine Tango grounded in an exploration of its culture and history. The course teaches students to converse in the lead-follow language of this richly layered partner dance. UC/CSU

DANC 160B. Intermediate Argentine Tango (1)
Lab-35 P/NP available
Recommended Prep: DANC 160A
Intermediate Argentine Tango builds upon the social, improvisational skills learned in Beginning with an emphasis on partnering in a closer embrace, incorporating rhythmic variations, and leading and following turns. The class examines the evolution of tango as a dancing image, a living art. UC/CSU

DANC 160C. Advanced Argentine Tango (1)
Lab-35 P/NP available
Recommended Prep: DANC 160B
Advanced Argentine Tango builds upon skills learned in Intermediate with an emphasis on developing a deeper understanding of tango concepts, movement, partnering skills, technique and musicality. The course grows students' dance fluency in the lead-follow language of tango. UC/CSU

DANC 161. Follower's Technique for Argentine Tango (1)
Lab-35 P/NP available
Recommended Prep: DANC 160A
Refinement of placement, styling, adornments, lead/follow and musicality in Argentine Tango through exercises done at the barre and on the center with and without partners. Focus on the role of the follower in the tango. Course highlights the contribution of women in the construction of tango culture past and present. Open to students of all genders. UC/CSU

Integrated Styles and Technique

DANC 123A. Contemporary Dance I (1)
Lab-35 P/NP available
Recommended Prep: DANC 119B or DANC 124B or DANC 129B or demonstration of exit skills
A fusion of different contemporary dance techniques and genres embracing a variety of movement skills, dance vocabulary, and current trends in dance. UC/CSU

DANC 123B. Contemporary Dance II (1)
Lab-35 P/NP available
Prereq: DANC 123A or demonstration of exit skills
Recommended Prep: DANC 119B and DANC 124B and DANC 129B
A fusion of different contemporary dance techniques and genres embracing a variety of movement skills, dance vocabulary, and current trends in dance. CSU

DANC 173. Yoga Movement (1)
Lab-35 P/NP available
Recommended Prep: PE 219A or demonstration of exit skills
Yoga movement is a dynamic form of yoga that integrates elements of dance while increasing strength and flexibility. Fundamental yoga postures will be sequenced into combinations that include music, spatial design, energy qualities, and allow for individual creativity and expression. UC/CSU
Formerly PE 553, PE 221

Physical Education

Credit, Degree Applicable Courses:

PE 7. Introduction to Athletic Coaching (3)
Lec-52.5 P/NP available
Examine the practical applications and basic principles of coaching youth sports along with the philosophy, psychology, risks, and sports medicine knowledge involved. The course also prepares candidates the California Interscholastic Federation (CIF) certification. UC/CSU

PE 8. Introduction to Personal Training (3)
Lec-52.5 P/NP available
Learn how to perform fitness assessments--cardiovascular, muscular strength and body fat composition--and develop individualized, goal-specific exercise programs. The introduction of theory and principles of fitness training with evidence-based training protocols are used to promote optimum fitness. CSU
Formerly PE 8 Intro to Fitness and Training
Offered Fall semesters

PE 9. Fitness, Food, Managing Weight: Navigating Wellness (2)
Lec-35 P/NP available
Discussion of current weight loss methods, obesity theories, and the importance of physical activity and exercise. Analysis of how nutritional choices and exercise determine changes in body composition, body weight, and personal health and fitness levels. Students will create a personal program with short-term and long-term goals utilizing current technologies and motivational strategies toward fitness and nutrition that benefit healthy body composition and a wellness lifestyle. CSU
Formerly PE 9A
Offered Fall semesters

PE 13. Sport and Society (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the sociology of sport. Encourages students to discuss issues and think critically to analyze sports as a part of our society. The history of sport, competition, children's programs, deviance, aggression, coaches in the sport experience, gender, the economy, the media, social mobility and drug use in sports. UC/CSU

PE 14. Toward Living Long & Strong: A New Fitness Paradigm (2)
Lec-35 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Investigation of the new paradigm which recognizes the revolutionary impact fitness makes on living life with vitality, energy, & health from youth onward. Body image, gender similarities and differences, & how our bodies respond to living an active, fit lifestyle will be analyzed. Also covered will be specific benefits cardiovascular exercise & strength training make to brain health & learning what daily choices our cells expect us to make because of our evolutionary biology. UC/CSU

PE 20. Sports Nutrition (3)
Lec-52.5
Overview of the science of sports nutrition, with emphasis on nutrition as it applies to fitness, sport-specific training, and athletic performance. Topics include nutrient requirements and dietary recommendations, energy metabolism, weight management, special nutrient needs during training and competition, nutritional ergogenics. UC/CSU
PE 20=HLTH 176
Offered Spring semesters

PE 26. Introduction to Kinesiology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to Kinesiology and the various subdisciplines related to the study of human movement. An overview of kinesiology, physical education, principles of physical activity and fitness and professional career options will be examined. This course is of interest to anyone exploring career opportunities in the fields of kinesiology, physical education, health, wellness, physical activity, and sport.
UC/CSU

PE 27. Designing Weight Training Programs (3)
Lec-52.5 P/NP available
Course will cover the design and implementation of a comprehensive, effective and individualized strength and conditioning program. Resistance training concepts, functional anatomy and physiology will be applied to exercise variable manipulations such as proper sets, reps and loads in various types of resistance training programs. CSU

PE 28. Women in Sports (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The history, social movements, physiology, psychology, and sociology of women in sports. Emphasis will be placed on exploring the changing roles in sports for women. UC/CSU

PE 41. Appreciation and Analysis of Baseball (2)
Lec-35 P/NP available
The history, mechanics, appreciation and analysis of individual and team play, strategy, rules, training programs, organizational methods, and mental aspects of the game of baseball. Course is designed for spectators as well as coaches and participants. UC/CSU
Formerly PE 10B
Offered Spring semesters

PE 42. Appreciation and Analysis of Basketball (2)
Lec-35 P/NP available
Emphasis on systems of play, strategy, rules, training programs, organizational procedures, and background for both spectators and participants of the sport of basketball. UC/CSU
Formerly PE 10C
Offered Spring semesters

PE 43. Appreciation and Analysis of Football (3)
Lec-52.5
Examine current theory and concepts of intercollegiate football offense, defense and special teams, utilizing game footage, practices and computer assisted analysis. Strategies and game plan are evaluated and applied in preparation for weekly opponents. UC/CSU
Formerly PE 10D
Offered Fall semesters

PE 45. Appreciation and Analysis of Soccer (2)
Lec-35 P/NP available
This course emphasizes soccer system of play, strategy, rules, training programs, organizational procedures, and background from the perspectives of coaches, players, and spectators. UC/CSU
Formerly PE 10F
Offered Fall semesters

Enrollment Limitations on Physical Education and Visual or Performing Arts Courses

Per title 5 Section 55041, effective Fall 2013, students may not enroll more than four times in "active participatory courses that are related in content" in the areas of physical education or visual and performing arts, which includes art, dance, music, and theatre. This limitation applies even if a student receives a substandard grade or "W" during one or more of the enrollments in such a course or if the students petition for repetition due to extenuating circumstances.

Physical Education courses that are related in content are grouped together in "families" of courses below. The families are indicated by their headings, e.g., Public Safety, Fitness Center, etc. For the most up-to-date listing of courses and families, refer to the online catalog, www.ccsf.edu/catalog.

Physical Education for Special Needs

PE 218. Gentle Restorative Yoga (1)
Lab-35 P/NP available
A gentle approach to Hatha Yoga that includes a representative sample of beginning and restorative yoga postures, breathing exercises, and relaxation techniques. Adaptation of the poses to improve alignment, increase blood circulation, flexibility, muscular strength, and to alleviate stress is emphasized. Appropriate for older students and students with mild to moderate musculoskeletal conditions. UC/CSU
Formerly PE 554C

PE 222. Introduction to Feldenkrais (1)
Lab-35 P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or ENGL 1A
The Feldenkrais Method is a body-mind approach to improving movement comfort, function, and physical skill. Emphasis is on applying the unique learning process of the Feldenkrais Method to improve habits, relieve tension, refine coordination and performance. Appropriate for all fitness levels, including restorative needs. UC/CSU

PE 224. Back Fitness (1)
Lab-35 P/NP available
Introduces conditioning as a non-medical alternative to diminishing and preventing back pain. Emphasis is on fitness techniques for strength, mobility, safety, and pain free movement. Includes practical knowledge for managing daily actions while minimizing pain. UC/CSU
Offered on occasion

Public Safety

PE 29A. Beginning Firefighting and Public Safety Conditioning (2)
Lec-17.5, Lab-35 P/NP available
A specifically scaled class to develop functional physical performance capacity required for firefighters and law enforcement personnel through a series of traditional strength and conditioning protocols as well as individual and group related task based activities. CSU
Formerly PE 29

PE 29B. Intermediate Firefighting and Public Safety (2)
Lec-17.5, Lab-35 P/NP available
Prereq: PE 29 or demonstration of exit skills
Firefighting and Public Safety personnel are faced with many physical challenges. Among them is that ability to endure long periods of time while exerting energy in sustaining operational duties. This class addresses development of strength, endurance, and biodynamic attributes required in those professions. CSU

PE 29C. Advanced Firefighting and Public Safety Conditioning (2)
Lec-17.5, Lab-35 P/NP available
Firefighting and Public Safety personnel are faced with many physical challenges. One of the most challenging id the output of power at any time during and operational activity. This class addresses the development of biodynamic power, muscular strength/endurance, flexibility and injury prevention required in those professions. CSU
Offered on occasion

PE 250A. Lifeguard Training I (2)
Lec-17.5, Lab-35 P/NP available
Prereq: PE 255D or Demonstration of PE 255D exit skills and successful demonstration of American Red Cross' required prerequisite swimming skills evaluation.
Designed to provide students with the knowledge and skills to prevent, recognize and respond to aquatic emergencies to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness until more advanced medical help arrives. This course adheres to American Red Cross standards for certification in Lifeguarding/First Aid/CPR for Professional Rescuer. UC/CSU
Formerly PE 250
Offered Spring semesters

Fitness Center

PE 200B. Fitness Center Super Circuit (1)
Lab-35 P/NP only
The super circuit located in the Fitness/Wellness Center utilizes an interactive fitness network system providing feedback to the user with an emphasis on proper use of strength equipment, cardiovascular equipment and individualized fitness programs to promote general strength, muscle toning and cardiac fitness. UC/CSU
Formerly PE 50B. Not intended for students who have completed PE 200C
Offered only in Summer semesters

PE 200C. Fitness Center Super Circuit (2)
Lab-70 P/NP only
The super circuit located in the Fitness/Wellness Center utilizes an interactive fitness network system providing feedback to the user with an emphasis on proper use of strength equipment, cardiovascular equipment and individualized fitness programs to promote general strength, muscle toning and cardiac fitness. UC/CSU
Formerly PE 50C; Not intended for students who have completed PE 200B

PE 200D. Super Cardio Circuit (2)
Lab-70 P/NP only
Prereq: PE 200B or PE 200C
The super cardio circuit located in the Fitness/Wellness Center utilizes an interactive fitness network system providing feedback to the user with an emphasis on aerobic and anaerobic cardiovascular fitness programs to promote advanced cardiac fitness. UC/CSU

PE 200E. Super Strength Circuit (2)
Lab-70 P/NP only
Prereq: PE 200A or PE 200B or PE 200C
The super circuit located in the Fitness/Wellness Center utilizes an interactive fitness network system providing feedback to the user with an emphasis on proper use of strength equipment and the development of an advanced individualized strength training program. UC/CSU

PE 202. Interactive Fitness (2)
Lab-70
Interactive Fitness will allow students to improve fitness levels utilizing pulse/heart rate monitoring, strength training, flexibility exercises and dietary information. Students will learn to create a balanced lifelong exercise program using the outlined training techniques to develop cardiovascular fitness, muscular strength and endurance, flexibility and improvement of dietary knowledge. UC/CSU
Formerly PE 52

PE 207A. Boot Camp Fitness (1)
Lab-35 P/NP available
An introductory course focusing on high-energy group fitness. It will have bursts of intense activity alternated with intervals of lighter activity. The course will be a mix of strength training and aerobic exercises. It will offer a challenging and varied workout in a group setting. UC/CSU

Physical Fitness

PE 204A. Beginning Physical Fitness (1)
Lab-35 P/NP available
Emphasis on learning the components of health-related fitness, training principles, and the benefits of being physically active. UC/CSU
Formerly PE 527A

PE 204B. Intermediate Physical Fitness (1)
Lab-35 P/NP available
Recommended Prep: PE 204A or demonstration of exit skills
Intermediate Physical Fitness is an intermediate level class that builds upon beginning components of health-related fitness, training principles, and the benefits of being physically active. Introduction to intermediate level cardiovascular, strength, and core endurance through higher intensity aerobic fitness and plyometric training. UC/CSU
Formerly PE 527B

PE 204C. Advanced Physical Fitness (1)
Lab-35 P/NP available
Recommended Prep: PE 204B or demonstration of exit skills
Advanced Physical Fitness reviews techniques learned in Intermediate Physical Fitness with an emphasis on advanced level of various activities that will increase in intensity to develop increased physical fitness levels and continue to develop health practices that value physical activity and its contribution to lifelong fitness. UC/CSU
Formerly PE 527C
Offered Fall semesters

PE 205A. Beginning Running and Conditioning (1)
Lab-35 P/NP available
An introduction to running and cardiovascular conditioning basics alternating running and fitness walking, flexibility work, strength exercises, and body alignment as vehicles for increased physical activity, cardiovascular conditioning, and range of motion. This course will serve the needs of many students who have not recently been physically active. UC/CSU

PE 205B. Intermediate Running and Conditioning (1)
Lab-35 P/NP available
Recommended Prep: PE 205A or demonstration of exit skills
A review of running form and cardiovascular basics as well as an introduction to the next level of running ability using heart rate measurement to determine high and low aerobic zones. It will also emphasize range of motion, body alignment, and intermediate strength building. The course will expand cardiovascular health parameters, running endurance, flexibility, and core strength for students. UC/CSU

PE 205C. Advanced Running and Conditioning (1)
Lab-35 P/NP available
Recommended Prep: PE 205B or demonstration of exit skills
Advanced endurance and speed techniques will be introduced to enable running greater distances training toward a 5K event. Additional flexibility work and core strengthening will be covered, as well as ways to avoid common injuries. UC/CSU

Walking for Wellness

PE 206A. Beginning Walking for Wellness (1)
Lab-35 P/NP available
An introduction to exercise walking and cardiovascular conditioning basics. Emphasis is placed on techniques to improve physical endurance, body alignment, flexibility, and overall wellness. This course will serve the needs of many students who do not have extensive movement experience. UC/CSU
Formerly PE 206

PE 206B. Intermediate Walking for Wellness (1)
Lab-35 P/NP available
Recommended Prep: PE 206A or demonstration of exit skills
An introduction to power walking and the next level of strength building, flexibility, and endurance to expand cardiovascular health, walking speed, and distances. It is designed to be the next wellness step for students already familiar with introductory exercise walking and physical activity benefits. UC/CSU

PE 206C. Advanced Walking for Wellness (1)
Lab-35 P/NP available
Recommended Prep: PE 206B or demonstration of exit skills
An introduction to race walking techniques for cardiovascular fitness with an emphasis on increasing flexibility, strength, and injury prevention. Walking speed and distance is increased from Intermediate Walking for Wellness. It is particularly suited for students wanting an advanced aerobic challenge without the added pressure on joints produced by running. UC/CSU

Aerobics

DANC 172A. Zumba: Latin Style Dance Forms (1)
Lab-35 P/NP available
A beginning dance aerobic fitness class based upon Latin American dance steps and music. UC/CSU

DANC 172B. Zumba: Street Style Dance Forms (1)
Lab-35 P/NP available
Recommended Prep: DANC 172A
A dance aerobic fitness class using Latin American and Hip Hop dance steps and music. It builds upon the skills learned in Zumba: Latin Style Dance Forms with an emphasis on increased technique, coordination, and increased movement vocabulary related to rhythm and musicality. UC/CSU

PE 208A. Beginning Aerobic Fitness (1)
Lab-35 P/NP available
A guided instruction into aerobic activity through high and low-impact routines with music accompaniment. UC/CSU
Formerly PE 558A
Offered on occasion

PE 208B. Intermediate Aerobic Fitness (1)
Lab-35 P/NP available
Recommended Prep: PE 208A or demo of exit skills
A guided instruction into aerobic activity through high and low-impact increased intensity routines with music accompaniment. UC/CSU
Formerly PE 558B
Offered on occasion

PE 208C. Advanced Aerobic Fitness (1)
Lab-35 P/NP available
Recommended Prep: PE 208B or demo of exit skills
A guided instruction into aerobic activity through high and low-impact vigorous routines with music accompaniment and advanced movements. UC/CSU
Formerly PE 558C
Offered on occasion

PE 209A. Beginning Step Aerobics (1)
Lab-35 P/NP available
An introduction to aerobic step workout. Learning the skill of stepping up and down on an adjustable platform, using balance and coordination to create an intense, low-impact workout at 120 beats per minute while learning to use both left and right sides of the body equally. UC/CSU
Formerly PE 209
Offered on occasion

PE 209B. Intermediate Step Aerobics (1)
Lab-35 P/NP available
Recommended Prep: PE 209A or demo of exit skills
An intermediate aerobic step workout using large muscle groups by learning the of stepping up and down on an adjustable platform, with balance and coordination to create an intense, low-impact workout at 120-130 beats per minute. Build on beginning level routines for increased coordination and balance. UC/CSU
Offered on occasion

PE 210A. Beginning boxercise (1)
Lab-35 P/NP available
Introduction to boxercise as a conditioning fitness class utilizing aerobic/boxing techniques with an emphasis on cardiovascular and muscular endurance. UC/CSU
Formerly PE 210

PE 210B. Intermediate boxercise (1)
Lab-35 P/NP available
Recommended Prep: PE 210A or demonstration of exit skills
Intermediate boxercise builds upon the skills and technique learned in beginning level boxercise class with emphasis on intermediate level terminology and combinations that includes partner and group work and increased aerobic fitness intensity. UC/CSU

Competitive Lifting

PE 212B. Beginning - Intermediate Olympic Weightlifting (1)
Lab-35 P/NP available
Instruction in gross motor skills required to enhance the Olympic Weightlifting experience. Analysis and correction of technical errors,

official judging, and application of the rules of Olympic Weightlifting are also covered. UC/CSU
Offered Fall semesters

PE 212C. Advanced Olympic Weightlifting (1)
Lab-35 P/NP available
Prereq: PE 212B
Instruction in advanced Cubanito and Hungarian technical protocols leading to the refinement of fine motor skills required of Olympic Weightlifting. Mechanics and infrastucture of an Olympic Weightliftiug competition and the role of the athlete is presented. UC/CSU

PE 212D. Competitive Olympic Weightlifting (1)
Lab-35 P/NP available
Prereq: PE 212B or PE 212C
Instruction in synchronizing gross motor and fine motor skills to achieve successful Olympic Weightlifting attempts. Methodology from Eastern Bloc, Soviets, and China will be used. In addition, students will organize and manage an un-sanctioned Olympic Weightlifting Meet. UC/CSU
Offered on occasion

Strength Training

PE 214A. Beginning Weight Training (1)
Lab-35 P/NP available
Beginning Weight Training emphasizes instruction and implementation of machine weight and free weight training programs. UC/CSU

PE 214B. Intermediate Weight Training (1)
Lab-35 P/NP available
Recommended Prep: PE 214A or demonstration of exit skills
Intermediate Weight Training emphasizes instruction and implementation of intermediate level machine weight and free weight training programs. UC/CSU

PE 215A. Beginning Strength and Interval Training (1)
Lab-35 P/NP available
Beginning Strength and Interval Training emphasizes free weight and machine weight training via a set number of exercises completed with in a timed circuit. UC/CSU
Formerly PE 555A

PE 215B. Intermediate Strength and Interval Training (1)
Lab-35 P/NP available
Recommended Prep: PE 215A or demonstration of exit skills
Intermediate Strength and Interval Training emphasizes free weight and machine weight training via an intermediate level set number of exercises completed with in a timed circuit. UC/CSU
Formerly PE 555B

PE 216A. Beginning Body Sculpting (1)
Lab-35 P/NP available
An introduction to the principles and practices of body sculpting through weight training and the use of various exercise modalities; as well as cardiovascular fitness through circuits and interval training. UC/CSU

PE 216B. Intermediate Body Sculpting (1)
Lab-35 P/NP available
Recommended Prep: PE 216A
An intermediate level of the principles and practices of body sculpting utilizing utilizing specific equipment as well as cardiovascular fitness through circuits and interval training. UC/CSU

Stretching and Flexibility

PE 217A. Beginning Stretching and Flexibility Development (1)
Lab-35 P/NP available
Stretching is a fundamental component of fitness. Emphasis is on techniques to improve flexibility safely and effectively, while enhancing overall fitness and fluidity of movement. Basic muscle groups and types of stretches will be included. UC/CSU
Formerly PE 217

PE 217B. Intermediate Stretching and Flexibility Development (1)
Lab-35 P/NP available
Recommended Prep: PE 217A or demonstration of exit skills
Builds on knowledge and skills from PE 217A Beginning Stretching and Flexibility. Includes isometric and combination stretches, identification of muscle group pairs, basic anatomical terminology, and stretching sequences for specific activities or sports. UC/CSU

Yoga

PE 219A. Beginning Yoga (1)
Lab-35 P/NP available
An introduction to the principles and practice of yoga as a physical discipline. Basic yoga postures,breathing exercises, alignment principles, combination of poses, and relaxation techniques will be included. An overview of the basic philosophy of the physical practice of yoga will be presented. UC/CSU
Formerly PE 554A

PE 219B. Intermediate Yoga (1)
Lab-35 P/NP available
Recommended Prep: PE 219A or demonstration of exit skills
Intermediate yoga will build upon skills learned in beginning yoga. Emphasis will be placed on a representative sample of intermediate level postures and yoga combinations, breathing exercises, and relaxation techniques. A continuation of Hatha Yoga philosophy will be presented as well as current trends. UC/CSU
Formerly PE 554B

PE 219C. Advanced Yoga (1)
Lab-35 P/NP available
Recommended Prep: PE 219B or demonstration of exit skills
Advanced yoga will build upon skills learned in intermediate yoga. Emphasis will be placed on a representative sample of advanced level postures and yoga combinations, breathing exercises, and relaxation techniques. A continuation of Hatha Yoga history, philosophy, and current trends will be presented. UC/CSU

PE 220. Intensive Yoga (2)
Lab-70 P/NP available
Recommended Prep: PE 219B or demonstration of exit skills
Intensive yoga offers further practice and refinement of intermediate level yoga postures, breathing and meditation techniques. A continuation of yoga history, philosophy, and current trends will be presented. There is an emphasis on alignment techniques and practical application of yoga principles in daily life. UC/CSU
Formerly PE 654B

Archery

PE 230A. Beginning Archery (1)
Lab-35 P/NP available
Beginning archery includes archery skills, rules, etiquette, safety, methods of shooting and scoring. Students will be instructed to analyze their form and techniques to perform and enjoy the basic sport of archery. Archery falls within the Archery Family. UC/CSU
Formerly PE 501A

PE 230B. Intermediate Archery (1)
Lab-35 P/NP available
Recommended Prep: PE 230A or demonstration of exit skills
Intermediate archery will review basic skills, rules, safety, and scoring. Additional skills and techniques will include improved consistency, an increase in shooting distances, shooting endurance, and mental concentration. UC/CSU
Formerly PE 501B

PE 230C. Advanced Archery (1)
Lab-35 P/NP available
Recommended Prep: PE 230B or demonstration of exit skills
Advanced archery skills to develop improved accuracy and an understanding of archery training for competition. UC/CSU
Offered Fall semesters

Badminton

PE 231A. Beginning Badminton (1)
Lab-35 P/NP available
An introduction to badminton basic skills and game play. Emphasis is placed on learning the ready position, grips, overhead and underhand clear, overhead drop, doubles forehand serve, and forehand and backhand drive. Basic rules and strategy for doubles game play will also be covered. UC/CSU
Formerly PE 503A

PE 231B. Intermediate Badminton (1)
Lab-35 P/NP available
Recommended Prep: PE 231A or demonstration of exit skills
A review of basic badminton stokes such as the clear, forehand doubles serve, overhead drop, and drive. Additional skills will be introduced such as the net drop, smash, block, offensive drive, singles serve, backhand clear, deep forehand clear, and backhand doubles serve. Singles and doubles footwork progressions, court coverage, and strategies will also be covered. It is the next step for students already familiar with the introductory skills of badminton. UC/CSU
Formerly PE 503B

PE 231C. Advanced Badminton (1)
Lab-35 P/NP available
Recommended Prep: PE 231B or demonstration of exit skills
A review of intermediate badminton techniques and an introduction to more advanced badminton court skills and strokes. Rotation systems for doubles and increasingly complex game strategies will also be covered. The course is designed for students who want to continue developing into more highly skilled players. UC/CSU

Baseball/Softball

PE 232A. Beginning Baseball (1)
Lab-35 P/NP available
Analysis and practice of the basic skills, techniques, and theories of baseball through active participation. Students will participate in basic lessons and fundamental drills designed to improve and increase their awareness of the skills involved in learning the fundamental skills of baseball. UC/CSU
Formerly PE 505A
Offered on occasion

PE 232B. Intermediate Baseball (1)
Lab-35 P/NP available
Recommended Prep: PE 232A or demo of exit skills
Analysis and practice of the basic skills, techniques, and theories of baseball through active participation. Students will participate in intermediate lessons and fundamental drills designed to improve and increase their awareness of the skills involved in learning an intermediate level of fundamental skills in baseball. UC/CSU
Formerly PE 505B
Offered on occasion

PE 232C. Advanced Baseball (1)
Lab-35 P/NP available
Recommended Prep: PE 232B or demo of exit skills
Analysis and practice of skills, techniques, theories and advanced training of baseball through active participation. Students will participate in advanced lessons and fundamental drills designed to improve and increase their awareness of the skills and training involved for baseball. UC/CSU
Formerly PE 505C
Offered Fall semesters

PE 239A. Beginning Softball (1)
Lab-35 P/NP available
Analysis and practice of the basic skills, techniques, and theories of softball through active participation. Students will participate in basic lessons and fundamental drills designed to improve and increase their awareness of the skills involved in beginning level softball. UC/CSU
Formerly PE 239
Offered on occasion

PE 239B. Intermediate Softball (1)
Lab-35 P/NP available
Recommended Prep: PE 239A or demonstration of exit skills
Analysis and practice of the intermediate skills, techniques, and theories of softball through active participation. Students will participate in intermediate lessons and drills designed to improve and increase their awareness of the skills involved in intermediate level softball. UC/CSU
Offered on occasion

Basketball

PE 233A. Beginning Basketball (1)
Lab-35 P/NP available
This course will emphasize skill development such as dribbling, shooting, passing, rebounding and defensive techniques necessary to play a beginning level game of basketball. UC/CSU
Formerly PE 506A

PE 233B. Intermediate Basketball (1)
Lab-35 P/NP available
Recommended Prep: PE 233A or demonstration of exit skills
This course will emphasize intermediate levels of skill, agility, body conditioning and endurance as required to play basketball at an intermediate level. UC/CSU
Formerly PE 506B

PE 233C. Advanced Basketball (1)
Lab-35 P/NP available
Recommended Prep: PE 233B or demonstration of exit skills
This course will emphasize skill, agility, body conditioning, and endurance. It will also assess and evaluate advanced theories and systems of play. UC/CSU
Formerly PE 506C

Football

PE 235A. Touch Football (1)
Lab-35 P/NP available
Introduction to the basic fundamentals of touch football that includes basic skills, schematics, rules and play. UC/CSU
Formerly PE 519A
Offered on occasion

PE 235B. Intermediate Touch Football (1)
Lab-35 P/NP available
Recommended Prep: PE 235A or demonstration of exit skills
Review of basic touch football skills such as running, throwing, and catching. Additional skills will be introduced such as intermediate skills and offensive and defensive formations and strategies as well as the kicking game. UC/CSU
Formerly PE 519B
Offered on occasion

PE 235C. Advanced Touch Football (1)
Lab-35 P/NP available
Recommended Prep: PE 235B or demonstration of exit skills
Review of beginning and intermediate football skills and offensive and defensive strategies with an emphasis on game situations. Advanced skills and strategies will be introduced and teaching will be supplemented through video analysis. UC/CSU
Formerly PE 519C
Offered only in Summer semesters

Golf

PE 236A. Beginning Golf (1)
Lab-35 P/NP available
Instruction in the basic fundamentals of the game of golf. The structure of the course emphasizes the principles of the full swing, chip shot, putting, history, basic rules of play, golf etiquette, and terminology. UC/CSU
Formerly PE 520A

PE 236B. Intermediate Golf (1)
Lab-35 P/NP available
Recommended Prep: PE 236A or demonstration of exit skills
This course demonstrates more advanced skills needed to be able to play a round of golf. The structure of the course emphasizes the principles of the full swing, the chip, putting, advanced knowledge of the rules of golf, demonstration of golf etiquette, and capability to play nine holes of golf. UC/CSU
Formerly PE 520B

Soccer

PE 238A. Beginning Soccer (1)
Lab-35 P/NP available
Emphasis on rules and laws of the game, systems of play, technical skills, and soccer-specific conditioning. UC/CSU
Formerly PE 534A

PE 238B. Intermediate Soccer (1)
Lab-35 P/NP available
Recommended Prep: PE 238A or demonstration of exit skills
Emphasis on rules and laws of the game, systems of play, technical skills, and soccer-specific conditioning at the intermediate level. UC/CSU
Formerly PE 534B

PE 238C. Advanced Soccer (1)
Lab-35 P/NP available
Recommended Prep: PE 238B or demonstration of exit skills
Emphasis on rules and laws of the game, systems of play, technical skills, and soccer-specific conditioning at the advanced level. UC/CSU
Formerly PE 534C
Offered on occasion

Tennis

PE 240A. Beginning Tennis (1)
Lab-35 P/NP available
The course will cover beginning fundamental skills of tennis. Emphasis will be on rules, terminology, court etiquette and basic strokes: forehand, backhand, volley, overhead, and serve. UC/CSU
Formerly PE 542A

PE 240B. Intermediate Tennis (1)
Lab-35 P/NP available
Recommended Prep: PE 240A or demonstration of exit skills
The intermediate course will review rules, etiquette, basic skills, strokes and footwork, scoring and strategy. Emphasis will be on shot placement and use of spins in fundamental strokes. UC/CSU
Formerly PE 542B

PE 240C. Advanced Tennis (1)
Lab-35 P/NP available
Recommended Prep: PE 240B or demonstration of exit skills
Review the basics; rules, etiquette, basic skills, strokes and footwork, scoring and strategy. Emphasis on spins and placement and advanced strategies. UC/CSU
Formerly PE 542C

PE 243A. Cardio Tennis (1)
Lab-35
Combines tennis skills and drills with high energy fitness activity Emphasis of the class is to train for tennis and burn calories. Students will engage in tennis specific activities, drills, movements, designed to keep the heart rate in the training zone. UC/CSU
Offered only in Summer semesters

PE 244A. Competitive Tennis Doubles (1)
Lab-35 P/NP available
Prereq: PE 240A or demonstration of exit skills
Emphasis of this class will be on doubles strategies and tactics during competition. Ball drills will be used to enhance competitive play. Movement specific to doubles and conditioning will also be emphasized. UC/CSU
Offered only in Summer semesters

Volleyball

PE 242A. Beginning Volleyball (1)
Lab-35 P/NP available
This is an introduction to the sport of volleyball, examining and performing the skills required for game play. Analysis and correction of basic team strategies and application of volleyball rules are also covered. UC/CSU
Formerly PE 545A

PE 242B. Intermediate Volleyball (1)
Lab-35 P/NP available
Recommended Prep: PE 242A or demonstration of exit skills
This course is designed to teach the intermediate skills and techniques of the sport of volleyball. The student will review basic volleyball skills such as pass, set, serve and spike. In addition, the student will be introduced to additional intermediate skills such as 2-person block, jump service, multiple offenses and center back defense. UC/CSU
Formerly PE 545B

PE 242C. Advanced Volleyball (1)
Lab-35 P/NP available
Recommended Prep: PE 242B or demonstration of exit skills
This course is designed to teach advanced skills and techniques of the

sport of volleyball as well as additional volleyball skills, strategies, officiating, and coaching information. UC/CSU
Formerly PE 545C

Aquatics Exercise

PE 173A. Aqua Zumba (1)
Lab-35 P/NP available
A low-impact water exercise course designed to improve muscular strength, flexibility, balance and cardiovascular fitness. Non-swimming exercises will involve Latin-based dance steps and variations using Aqua Zumba dance vocabulary and music. UC/CSU

PE 252A. Beginning Water Aerobics (1)
Lab-35 P/NP available
A non-swimming and low impact water exercise course designed to improve muscular strength, flexibility, balance and cardiovascular fitness. Exercises will involve variations in movement and tempo to achieve these fitness improvements. UC/CSU

PE 252B. Intermediate Water Aerobics (1)
Lab-35 P/NP available
Recommended Prep: PE 252A or demonstration of exit skills
A review of water aerobics form and cardiovascular basics as well as an introduction to moderate intensity water exercises, using heart rate measurement to determine aerobics zones. Increased range of motion, muscular strength, flexibility, agility, balance, core strength and cardiovascular fitness will be emphasized, while reducing stress on the body. UC/CSU

PE 252C. Advanced Water Aerobics (1)
Lab-35 P/NP available
Recommended Prep: PE 252B or demonstration of exit skills
Advanced Water Aerobics build upon skills learned in intermediate water aerobics with emphasis on increasing vocabulary, skills with higher intensity water exercises. Students will improve range of motion, muscular strength, flexibility, agility, balance, core strength and cardiovascular fitness, while reducing stress on the body. UC/CSU

PE 252D. Intensive Water Aerobics (1)
Lab-35 P/NP available
Recommended Prep: 252C
Intensive Water Aerobics build upon skills learned in advanced water aerobics with emphasis on increasing vocabulary, skills with high intensity interval training (HIIT) water exercises. Students will improve range of motion, muscular strength, flexibility, agility, balance, core strength and cardiovascular fitness, while reducing stress on the body. UC/CSU

Aquatics Swim Development

PE 254. Novice Swimming (1)
Lab-35 P/NP available
A course designed for the non-swimmer, introducing water safety and basic swimming skills, including physical and mental adjustments to water, floating and basic strokes. UC/CSU

PE 255A. Beginning Swimming (1)
Lab-35 P/NP available
Recommended Prep: PE 254 or demo of exit skills
A course designed for the non-swimmer, providing instruction in fundamental swimming and personal water safety skills. UC/CSU

PE 255B. Advanced Beginning Swimming (1)
Lab-35 P/NP available
Recommended Prep: PE 255A or demonstration of exit skills
A course designed to support students in improving fundamental aquatic skills and provide instruction in swimming stroke development. Deep water swimming and survival techniques will be emphasized. UC/CSU

PE 255C. Intermediate Swimming (1)
Lab-35 P/NP available
Recommended Prep: PE 255B or demonstration of exit skills
In-depth instruction in long axis competitive swimming strokes (freestyle and backstroke). Current practices and development of competitive swimming, biomechanics of long axis swimming strokes, turns, and water safety will be covered. UC/CSU

PE 255D. Advanced Swimming (1)
Lab-35 P/NP available
Recommended Prep: PE 255C or demonstration of exit skills
An advanced level stroke development course emphasizing short axis strokes (breaststroke and butterfly) leading to increased stroke proficiency. It refines aquatic posture line and balance and improves coordination of parts of a stroke into whole strokes and racing turns and finishes. UC/CSU

PE 255E. Masters Swimming (1)
Lab-35 P/NP available
Recommended Prep: PE 255D or demonstration of exit skills
Instruction, analysis and practice in mastery level of competitive swimming skills and techniques, leading to high level of stroke proficiency in four competitive swimming strokes. Competitive swimming events and racing strategies will be emphasized. UC/CSU

Aquatics Fitness

PE 256A. Beginning Fitness Swimming (1)
Lab-35 P/NP only
Recommended Prep: PE 254C or demo of exit skills
An introduction to fitness swimming and cardiovascular conditioning basics. Emphasis is placed on techniques to improve physical endurance, body alignment, flexibility, and overall wellness. UC/CSU

PE 256B. Advanced Beginning Fitness Swimming (1)
Lab-35 P/NP only
Recommended Prep: PE 256A or demo of exit skills
A review of swimming form and cardiovascular basics as well as an introduction to the next level of fitness swimming ability using heart rate measurement to determine high and low aerobic zones. It will also emphasize range of motion, body alignment, and strength building. UC/CSU

PE 256C. Intermediate Fitness Swimming (1)
Lab-35 P/NP only
Recommended Prep: PE 256B or demo of exit skills
An introduction to more advanced endurance and speed techniques to enable swimming greater distance leading up to an 1K event. Additional flexibility work and core strengthening will be introduced, as well as ways to avoid common swimming injuries. UC/CSU

PE 256D. Advanced Fitness Swimming (1)
Lab-35 P/NP only
Recommended Prep: PE 256C or demo of exit skills
Advanced fitness swimming builds upon skills and training learned previously, with emphasis on continued improvement of fitness swimmer's cardiovascular endurance. Students will learn how to administer swimming fitness assessments and build skills to train and participate in distance swimming events. UC/CSU

Aquatics Water Polo

PE 258A. Beginning Water Polo (1)
Lab-35 P/NP available
Recommended Prep: PE 255C or demonstration of exit skills
An introduction to water polo basic skills and game play. Emphasis is

placed on learning the head-up freestyle, eggbeater, passing, receiving and shooting. Basic rules and game play positions will also be covered. UC/CSU

PE 258B. Advanced Beginning Water Polo (1)
Lab-35 P/NP available
Recommended Prep: PE 285A
Advanced Beginning Water Polo is continuation of beginning water polo with an emphasis on building vocabulary, conditioning drills, passing, shooting, and development of individual offensive and defensive skills to better prepare the student for the intermediate level. UC/CSU

PE 258C. Intermediate Water Polo (1)
Lab-35 P/NP available
Prereq: PE 258B or Demonstration of PE 258B exit skills
Intermediate drills and scrimmage designed to further develop skills and knowledge of techniques, rules and strategies for water polo. Class will emphasize team offense and defense, developing players at specific positions and introduction to specific team plays and strategies. UC/CSU

PE 258D. Advanced Water Polo (1)
Lab-35 P/NP available
Prereq: PE 258C or Demonstration of exit skills
This course covers the many facets of the sport of Water Polo at the advanced level. Individual skills such as passing, shooting, dribbling, and picking up the ball in water are reviewed. Advanced offensive and defensive water polo strategies are emphasized. Advanced levels of conditioning supplement team play and scrimmages. UC/CSU

Alternative Racket Sports

PE 260A. Beginning Pickleball (1)
Lab-35 P/NP available
This course will cover the beginning skills of pickleball. Emphasis on fundamental strokes, rules, terminology, and etiquette. UC/CSU

PE 260B. Intermediate Pickleball (1)
Lab-35 P/NP available
Recommended Prep: PE 260A
This course will cover the intermediate aspects of pickleball. Emphasis on strokes, strategies, spins, and shot placement. UC/CSU

Judo

PE 271A. Beginning Judo (1)
Lab-35 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
An introduction to Kodokan judo, an Olympic sport, focusing on fundamental judo techniques, skills and physical fitness. An examination of judo's development, philosophy, etiquette and principles. UC/CSU
Formerly PE 524A

PE 271B. Intermediate Judo (1)
Lab-35 P/NP available
Recommended Prep: PE 271A or demonstration of exit skills; ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
In addition to new skills and techniques, students will be required to demonstrate greater proficiency in basic skills and techniques covered in the introductory course. Students will be eligible to test for the next Judo belt rank during the semester. UC/CSU
Formerly PE 524B

PE 271C. Advanced Judo (1)
Lab-35 P/NP available
Recommended Prep: PE 271B or demonstration of exit skills; ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
Intermediate to advanced skill instruction and application of Nage-waza (throwing), Osae-waza (grappling/submission), with Randori (free exercise). Principles of Sei-ryo-ku Zen you and Jita-Kyoei, the training of mind and body of a person that contributes to society will be examined. Tournament supervision of the judo tournament will be covered. UC/CSU
Formerly PE 524C
Offered Fall semesters

PE 271D. Competition Judo (1)
Lab-35 P/NP available
Recommended Prep: PE 271C or demonstration of exit skills; ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
Instruction and participation in judo competition. Student will develop basic, intermediate and advanced skills and knowledge necessary to participate in judo safely. Competition strategy and tactics will be covered in detail. Students will have the opportunity to test for their next rank during the semester. UC/CSU
Offered Spring semesters

Jujitsu

PE 274A. Beginning Jiu-jitsu (1)
Lab-35 P/NP available
Instruction in submission techniques of Brazilian Jiu-jitsu. Students will learn specific offensive/defensive techniques to be used against an attacker along with escapes and submissions from a variety of different attacks. Participation in beginning level sparring will be learned with particular attention to safety. UC/CSU

PE 274B. Intermediate Jiu-jitsu (1)
Lab-35 P/NP available
Recommended Prep: PE 274A or demonstration of exit skills
Provides students the opportunity to continue their study of Brazilian jiu-jitsu, to develop greater self confidence with social and leadership skills. In addition to intermediate skills sets, students will be required to demonstrate greater proficiency in basic skills and techniques covered in the introductory course. UC/CSU
Offered Spring semesters

PE 274C. Advanced Jiu-jitsu (1)
Lab-35 P/NP available
Recommended Prep: PE 274B or demonstration of exit skills
Brazilian Jiu-jitsu emphasizing solid defense with the ability to escape from all the major positions. Achieve movement objectives through combinations and momentum of one's own body weight. Administration of the Jiu-jitsu tournament will also be covered. UC/CSU
Offered on occasion

PE 274D. Competition Jiu-jitsu (1)
Lab-35 P/NP available
Recommended Prep: PE 274C or demonstration of exit skills
Competition jiu-jitsu will familiarize the student with the different combinations and transitions along with the review of basic, intermediate and advance skill sets. The student will be encourage to develop their own competitive style. Competition strategy and tactics will be covered in detail. UC/CSU
Offered on occasion

Taekwondo

PE 276A. Beginning Taekwondo (1)
Lab-35 P/NP available
Instruction and practice in the beginning skill of Taekwondo, the competitive sport skills and rules. Course will include basic kicks, blocks, and punches with an emphasis on self-defense, as well as a presentation in the history, philosophy, vocabulary, and etiquette. UC/CSU
Formerly PE 580A

PE 276B. Intermediate Taekwondo (1)
Lab-35 P/NP available
Recommended Prep: PE 276A or demonstration or exit skills
Instruction and practice in the rules and intermediate competitive sport skills of Taekwondo. Course will include intermediate level kicks, blocks, and punches with an emphasis on self-defense, as well as coverage in the history, philosophy, vocabulary, and etiquette. UC/CSU
Formerly PE 580B

Self Defense

PE 277. Self Defense for Women (1)
Lab-35 P/NP available
Students will be instructed in the physical and psychological aspects of self-defense, while learning how to reduce their risk to their personal safety, at home or on the streets. Emphasis is on avoidance of physical confrontation and discouragement of an attack. UC/CSU
Formerly PE 550
Offered on occasion

Physical Education Athletics

Credit, Degree Applicable Courses:

PE A 50. Intercollegiate Athletics Orientation (2)
Lec-35 P/NP available
Prereq: Athletic and medical clearance per CCCAA eligibility rules
An introduction to CCSF intercollegiate athletics. Topics discussed will be eligibility, team, college, CCCAA and NCAA rules and regulations, medical information, insurance, sports health and wellness, teamwork, leadership, time management, organization and study skills. Academic and athletic success will be emphasized. CSU
Offered on occasion

PE A 60. Women's Intercollegiate Soccer (3)
Lab-175, field trips P/NP available
Prereq: CCCAA athletic and academic eligibility standards Satisfactory physical examination by a physician (medical doctor) approved by City College of San Francisco
Repeat: Students can repeat three times (total 4 enrollments)
Instruction and scheduled competitions for participation in Women's Intercollegiate Soccer representing City College of San Francisco, in the Coast Conference and the California Community Colleges Athletic Association (CCCAA). UC/CSU
Formerly PE 450
Offered Fall semesters

PE A 61. Intercollegiate Badminton (Women) (3)
Lab-105, field trips P/NP available
Prereq: Athletic clearance (eligible by rules governed by the CCCAA and medical clearance verified by a physician)
Repeat: Students can repeat three times (total 4 enrollments)
Advanced instruction, practice and competition in Women's Intercollegiate Badminton representing City College of San Francisco. Student-athletes must meet eligibility requirements as designated by the California Community Colleges Athletic Association (CCCAA). UC/CSU
Formerly PE 451
Offered Spring semesters

PE A 62. Women's Intercollegiate Swim (3)
Lab-175, field trips P/NP available
Prereq: Athletic clearance (eligible by rules of the CCCA and medical clearance verified by a physician
Repeat: Students can repeat three times (total 4 enrollments)
Instruction for competition and participation in Women's Intercollegiate Swimming representing City College of San Francisco. Student-athletes must meet eligibility requirements as designated by the California Community College Athletic Association (CCCAA). UC/CSU
Formerly PE 461
Offered Spring semesters

PE A 63. Intercollegiate Women's Tennis (3)
Lab-175, field trips P/NP available
Prereq: Athletic clearance (eligible by rules of the CCCAA and medical clearance verified by a physician)
Repeat: Students can repeat three times (total 4 enrollments)
Advanced instruction, practice and team preparation for the women's intercollegiate tennis team in order to compete and participate in the Coast Athletic Conference. UC/CSU
Formerly PE 453
Offered Spring semesters

PE A 65. Intercollegiate Women's Basketball (3)
Lab-175, field trips
Prereq: CCCAA athletic and academic eligibility standards Satisfactory physical examination by a physician (medical doctor) approved by City College of San Francisco
Repeat: Students can repeat three times (total 4 enrollments)
Instruction for competition and participation in Women's Intercollegiate Basketball in the Coast Conference -North Division of the California Community College Athletic Association UC/CSU
Formerly PE 455
Offered Fall semesters

PE A 66. Intercollegiate Track & Field for Women (3)
Lab-175
Prereq: Athletic clearance (eligible by rules governed by the CCCAA and medical clearance verified by a physician)
Repeat: Students can repeat three times (total 4 enrollments)
Instruction for competition and participation in track and field in the Coast Conference and the California Community Colleges Athletic Association (CCCAA). UC/CSU
Formerly PE 456
Offered Spring semesters

PE A 67. Intercollegiate Softball for Women (3)
Lab-175 P/NP available
Prereq: Athletic clearance (eligible by rules governed by the CCCAA and medical clearance by a physician)
Repeat: Students can repeat three times (total 4 enrollments)
Instruction for competition and participation in Intercollegiate Softball in the Coast Conference of the California Association of Community Colleges. UC/CSU
Formerly PE 457
Offered on occasion

PE A 68. Intercollegiate Women's Volleyball (3)
Lab-175, field trips P/NP available
Prereq: CCCAA athletic and academic eligibility standards Satisfactory physical examination by a physician (medical doctor) approved by City College of San Francisco
Repeat: Students can repeat three times (total 4 enrollments)
Instruction and scheduled competitions for participation in intercollegiate volleyball representing City College of San Francisco, in the Coast Conference of the California Community College Athletic Association. UC/CSU
Formerly PE 458
Offered Fall semesters

PE A 69. Intercollegiate Women's Cross Country (3)
Lab-175, field trips P/NP available
Prereq: California Community College Athletic Association (CCCAA) athletic and academic eligibility standards. Satisfactory physical examination by a physician (medical doctor) approved by City College of San Francisco.
Repeat: Students can repeat three times (total 4 enrollments)
Instruction and scheduled competitions for participation in Intercollegiate Cross Country representing City College of San Francisco, in the Coast Conference and the California Community Colleges Athletic Association (CCCAA). UC/CSU
Formerly PE 459
Offered Fall semesters

PE A 80. Intercollegiate Baseball for Men (3)
Lab-175 P/NP available
Prereq: Athletic clearance (eligible by rules of CCCAA and medical clearance verified by a physician)
Repeat: Students can repeat three times (total 4 enrollments)
Instruction for competition and participation in Intercollegiate Baseball in the Coast Conference of the California Association of Community Colleges. UC/CSU
Formerly PE 400
Offered Spring semesters

PE A 81. Intercollegiate Men's Basketball (3)
Lab-175, field trips P/NP available
Prereq:CCCAA athletic and academic eligibility standards. Satisfactory physical examination by a physician (medical doctor) approved by City College of San Francisco
Repeat: Students can repeat three times (total 4 enrollments)
Instruction and scheduled competitions for participation in intercollegiate basketball representing City College of San Francisco in the Coast Conference of the California Community College Athletic Association (CCCAA). UC/CSU
Formerly PE 401
Offered Fall semesters

PE A 82. Intercollegiate Men's Cross Country (3)
Lab-175, field trips P/NP available
Prereq: California Community College Athletic Association (CCCAA) athletic and academic eligibility standards. Satisfactory physical examination by a physician (medical doctor) approved by City College of San Francisco.
Repeat: Students can repeat three times (total 4 enrollments)
Instruction and scheduled competitions for participation in Intercollegiate Cross Country representing City College of San Francisco, in the Coast Conference and the California Community Colleges Athletic Association (CCCAA). UC/CSU
Formerly PE 402
Offered Fall semesters

PE A 83. Intercollegiate Athletics for Men-Football (3)
Lab-175 P/NP available
Prereq: CCCAA athletic and academic eligibility standards. Satisfactory physical examination by a physician (medical doctor) approved by City College of San Francisco.
Repeat: Students can repeat three times (total 4 enrollments)
Instruction and scheduled competitions for participation in intercollegiate football representing City College of San Francisco, in the National Bay 6 Conference of the California Community College Athletic Association. UC/CSU
Formerly PE 403
Offered Fall semesters

PE A 85. Intercollegiate Men's Soccer (3)
Lab-175 P/NP available
Prereq: CCCAA athletic and academic eligibility standards Satisfactory physical examination by a physician (medical doctor) approved by City College of San Francisco.
Repeat: Students can repeat three times (total 4 enrollments)
Instruction for competition and participation in Men's Intercollegiate Soccer in the Coast Conference of the California Association of Community Colleges. UC/CSU
Formerly PE 405
Offered Fall semesters

PE A 88. Intercollegiate Men's Track & Field (3)
Lab-175, field trips P/NP available
Prereq: California Community College Athletic Association (CCCAA) athletic and academic eligibility standards. Satisfactory physical examination by a physician (medical doctor) approved by City College of San Francisco.
Repeat: Students can repeat three times (total 4 enrollments)
Instruction and scheduled competitions for participation in intercollegiate track and field representing City College of San Francisco in the Coast Conference and the California Community Colleges Athletic Association (CCCAA). UC/CSU
Formerly PE 408
Offered Spring semesters

PE A 89. Women's Intercollegiate Water Polo (3)
Lab-175 P/NP available
Prereq: Athletic clearance (eligible by rules of CCCAC and medical clearance verified by a physician) and PE 255C
Repeat: Students can repeat three times (total 4 enrollments)
Instruction and scheduled competitions for participation in Women's Intercollegiate Water Polo representing City College of San Francisco. Student-athletes must meet eligibility requirements as designated by the California Colleges Athletic Association (CCCAA). UC/CSU
Offered Fall semesters

PE A 96. Intensive Intercollegiate Physical Preparation (.5)
Lab-26.25 P/NP available
Recommended Prep: PE A 97
Repeat: Students can repeat twice (total 3 enrollments)
Intensive Intercollegiate Physical Preparation utilizing high intensity interval training methodology to accelerate sport specific metabolic demands for successful individual athletic performance. UC/CSU
Offered only in Summer semesters

PE A 97. Special Physical Preparation for Intercollegiate Sport (1)
Lab-52.5 P/NP available
Recommended Prep: PE A 98
Repeat: Students can repeat twice (total 3 enrollments)
Special Physical Preparation for Intercollegiate Sport emphasizes speed

and agility development training to reduce risk of physical injury, increase athleticism and by improving body mechanics. This class will focus on enhancing each individual's speed, quickness, agility and body control relative to sport performance. UC/CSU
Offered only in Summer semesters

PE A 98. General Physical Preparation for Intercollegiate Sport (2)
Lab-105 P/NP available
Repeat: Students can repeat twice (total 3 enrollments)
This course establishes foundation for later sport specific physical preparation and intense training. Its primary emphasis is general preparation and some specialized conditioning exercises to work all the major muscles and joints. This course will also introduce methodology related to injury prevention and rehabilitation of injured muscles and joints. UC/CSU
Offered Spring semesters

PE A 99. Intercollegiate Sport Development (3)
Lab-175 P/NP available
Repeat: Students can repeat three times (total 4 enrollments)
Students will be instructed in sport specific strength and conditioning protocols related to improving muscular strength, power, agility, and speed. Principles of sport specific technical and tactical methodology will be presented. Injury prevention, restoration and recovery will also be addressed. UC/CSU
Formerly PE 584
Offered Fall semesters

Physics

Office: Science 185
Phone Number: (415) 239-3467
Web Site: www.ccsf.edu/physics

Announcement of Curricula

Physics Major (AS)

The Associate in Science in Physics provides a broad background in fundamental physics through introductory course work with a full complement of laboratory courses. Physics graduates are prepared to transfer to California State University, University of California, and other universities for career paths in high tech research, engineering, and education. A physics degree is also a respected preparation for postgraduate studies in medical, business, and law school due to the prevalence of technology in our society. Physics majors develop strong mathematical, analytical, and laboratory skills, and a solid understanding of the fundamental physical laws that govern the universe.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply the principles of physics to theoretical problems and experimental applications.
- Obtain, analyze, and report on physics laboratory data.
- Solve physics problems using mathematics through multivariable calculus, differential equations, and linear algebra.

Assuming students start this AS with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Physics

Course . . . . . Units
Required courses:
PHYC 4A Classical Mechanics for Scientists and Engineers 3.0
PHYC 4AL Mechanics Laboratory for Scientists and Engineers 1.0
PHYC 4B Electromagnetism for Scientists and Engineers 3.0
PHYC 4BL Electromagnetism Laboratory for Scientists and Engineers 1.0
PHYC 4C Waves and Thermodynmaics for Scientists and Engineers 3.0
PHYC 4CL Waves and Thermodynamics Laboratory for Scientists and Engineers 1.0
PHYC 4D Modern Physics for Scientists and Engineers 3.0
PHYC 4DL Modern Physics Laboratory for Scientists and Engineers 1.0
MATH 110A Calculus I 5.0
MATH 110B Calculus II 5.0
MATH 110C Calculus III 5.0
MATH 130 Linear Algebra and Differential Equations . . 5.0
or MATH 120 Linear Algebra 3.0
and MATH 125 Differential Equations 3.0
Total: . . . . . 36.0 – 37.0

Announcement of Courses

Credit, Degree Applicable Courses:

PHYC 2A. Introductory Physics (3)
Lec-52.5, Lab-17.5
Prereq: MATH 95
Recommended Prep: PHYC 40 and completion of or concurrent enrollment in: PHYC 2AL
First course in a two semester sequence required of most premedical, biology, veterinary, physical therapy, and architecture degrees. Core topics include kinematics, dynamics, work and energy, momentum, rotations, simple harmonic motion, fluids, heat and thermodynamics. UC/CSU
C-ID PHYS 100S (PHYC 2A + PHYC 2AL + PHYC 2B + PHYC 2BL); C-ID PHYS 105 (PHYC 2A + PHYC 2AL)
Required of premedical, biology, and some architecture students.

PHYC 2B. Introductory Physics (3)
Lec-52.5, Lab-17.5
Prereq: PHYC 2A.
Recommended Prep: Completion of or concurrent enrollment in: PHYC 2BL
Second course in an algebra/trigonometry-based two semester sequence. Core topics include electricity & magnetism, light, and selected topics in modem physics. UC/CSU
C-ID PHYS 100S (PHYC 2A + PHYC 2AL + PHYC 2B + PHYC 2BL); C-ID PHYS 110 (PHYC 2B + PHYC 2BL)
Required of premedical, biology, and some architecture students.

PHYC 4A. Classical Mechanics for Scientists and Engineers (3)
Lec-52.5, Lab-17.5
Prereq: MATH 110A and PHYC 41 or high school physics Coreq: MATH 110B
Recommended Prep: Completion of or concurrent enrollment in: PHYC 4AL
This is the first course in a calculus-based four semester sequence. Core topics include kinematics, dynamics, energy, momentum, rotation, gravitation, oscillations, and fluids. UC/CSU
C-ID PHYS 200S (PHYC 4A + PHYC 4AL + PHYC 4B + PHYC 4BL + PHYC 4C + PHYC 4CL + PHYC 4D + PHYC 4DL); C-ID PHYS 205 (PHYC 4A + PHYC 4AL)
Required of physics, chemistry, and engineering majors planning to transfer to University of California, Berkeley or into other engineering or physical science transfer programs.

PHYC 4B. Electromagnetism for Scientists and Engineers (3)
Lec-52.5, Lab-17.5
Prereq: PHYC 4A and MATH 110B
Coreq: MATH 110C
Recommended Prep: Completion of or concurrent enrollment in: PHYC 4BL
This is the second course in a calculus-based four semester sequence. Core topics include electric and magnetic fields, electric potential, capacitance, resistance, inductance, DC and AC circuits and Maxwell's Equations. UC/CSU
C-ID PHYS 200S (PHYC 4A + PHYC 4AL + PHYC 4B + PHYC 4BL + PHYC 4C + PHYC 4CL + PHYC 4D + PHYC 4DL); C-ID PHYS 210 (PHYC 4B + PHYC 4BL)
Required of physics, chemistry, and engineering majors planning to transfer to University of California, Berkeley or into other engineering or physical science transfer programs.

PHYC 4C. Waves and Thermodynamics for Scientists and Engineers (3)
Lec-52.5, Lab-17.5
Prereq: PHYC 4B and MATH 110C
Recommended Prep: Completion of or concurrent enrollment in: PHYC 4CL
This is the third course in a calculus-based four semester sequence. Core topics include mechanical, sound and light waves; geometrical and physical optics; and thermodynamics. UC/CSU
C-ID PHYS 200S (PHYC 4A + PHYC 4AL + PHYC 4B + PHYC 4BL + PHYC 4C + PHYC 4CL + PHYC 4D + PHYC 4DL)
Required of physics, chemistry, and engineering majors planning to transfer to University of California, Berkeley or into other engineering or physical science transfer programs.

PHYC 4D. Physics for Scientists and Engineers (3)
Lec-52.5, Lab-17.5
Prereq: PHYC 4B and PHYC 4BL and MATH 110C
Coreq: (MATH 120 and MATH 125) or MATH 130
Recommended Prep: concurrent enrollment in PHYC 4DL; Completion of or concurrent enrollment in: PHYC 4C and PHYC 4CL
This is the fourth course in a calculus-based four semester sequence. Core topics include special relativity, quantum mechanics, atomic physics, and solid state physics. UC/CSU
C-ID PHYS 200S (PHYC 4A + PHYC 4AL + PHYC 4B + PHYC 4BL + PHYC 4C + PHYC 4CL + PHYC 4D + PHYC 4DL)
Required of physics, chemistry, and engineering majors planning to transfer to the University of California, Berkeley, or into other engineering or physical science transfer programs.
Offered Spring semesters

PHYC 10. Conceptual Physics (3)
Lec-52.5
Recommended Prep: MATH 40
An overview of physics. Content is taught at a conceptual level using basic math such as ratios, square roots, scientific notation, graph interpretation, slope and simple algebra. Topics include mechanics, properties of matter, heat, sound, electricity, magnetism, light, and nuclear physics. UC/CSU

PHYC 10L. Conceptual Physics Laboratory (1)
Lab-52.5
Prereq: Completion of or concurrent enrollment in: PHYC 10
Laboratory course covering basic concepts in physics. Core topics include mechanics, energy, heat, sound, electricity, magnetism, light, and nuclear physics. UC/CSU
Required for students enrolled in the curriculum in RADL

PHYC 20. Physics of Sports (3)
Lec-52.5
Recommended Prep: MATH 40 or demonstration of MATH 40 exit skills
Conceptual physics taught within the context of sports including football, baseball, soccer, cycling, and tennis. Content is taught at an introductory level using basic math such as vectors, ratios, square roots, and algebra. Topics include Newton's laws, projectile and rotational motion, momentum, energy, and aerodynamics. UC/CSU

PHYC 2AC. Introductory Physics-Calculus Supplement (.5)
Lec-14
Prereq: MATH 100A or MATH 110A or placement in MATH 100B or 110B
PHYC 2AC expands on topics covered in PHYC 2A, with applications of calculus to problems in physics. Together with PHYC 2A and 2AL, PHYC 2AC may meet lower division requirements for life science majors at various universities. UC/CSU

PHYC 2AL. Introductory Physics Laboratory (1)
Lab-52.5
Prereq: MATH 95; Completion of or concurrent enrollment in: PHYC 2A
Recommended Prep: PHYC 40
First laboratory course in an algebra-based two semester sequence. Core topics include experiments in kinematics, dynamics, energy, momentum, rotation, oscillations, fluids, and thermodynamics. UC/CSU
C-ID PHYS 100S (PHYC 2A + PHYC 2AL + PHYC 2B + PHYC 2BL); C-ID PHYS 105 (PHYC 2A + PHYC 2AL)
Required of premedical, biology, and some architecture students.

PHYC 2BC. Introductory Physics--Calculus Supplement (.5)
Lec-14
Prereq: PHYC 2AC and PHYC 2A and MATH 110A or MATH 100A and completion of or concurrent enrollment in: PHYC 2B
PHYC 2BC expands on topics covered in PHYC 2B with applications of calculus to problems in physics. Together with PHYC 2B and 2BL, PHYC 2BC may meet lower division requirements for life science majors at various universities. UC/CSU
Offered Spring semesters

PHYC 2BL. Introductory Physics Laboratory (1)
Lab-52.5
Prereq: PHYC 2A and PHYC 2AL; Completion of or concurrent enrollment in: PHYC 2B
Second laboratory course in an algebra-based two semester sequence. Core topics include experiments in electricity & magnetism, electric circuits, light, and radioactivity. UC/CSU
C-ID PHYS 100S (PHYC 2A + PHYC 2AL + PHYC 2B + PHYC 2BL)
C-ID PHYS 110 (PHYC 2B + PHYC 2BL)
Required of premedical, biology, and architecture students

PHYC 40. Elementary Physics (3)
Lec-52.5
Prereq: completion/concurrent enrollment in: MATH 95
A single semester course introducing concepts and algebra based analysis of such topics as kinematics, dynamics, energy, and momentum. This course prepares students to take a trigonometry-based physics course and may also serve as preparation for a calculus-based physics course. UC/CSU

PHYC 41. Preparatory Physics (3)
Lec-52.5
Prereq: ((MATH 90 or MATH 92) and MATH 95) or placement in MATH 110A
Recommended Prep: Completion of or concurrent enrollment in: MATH 110A
A single semester course emphasizing concepts and problem solving in kinematics, dynamics, energy, momentum, rotational motion and electricity. This course is intended to prepare students to take a college level, problem solving based, physics course using calculus. UC/CSU

PHYC 4AL. Mechanics Laboratory for Scientists and Engineers (1)
Lab-52.5
Prereq: MATH 110A
Coreq: PHYC 4A
Recommended Prep: MATH 110B
First laboratory course in a calculus-based four semester sequence. Core topics include experiments in kinematics, dynamics, energy, momentum, rotation, and oscillations. UC/CSU
C-ID PHYS 200S (PHYC 4A + PHYC 4AL + PHYC 4B + PHYC 4BL + PHYC 4C + PHYC 4CL + PHYC 4D + PHYC 4DL); C-ID PHYS 205 (PHYC 4A + PHYC 4AL)
Required of physics, chemistry, and engineering majors planning to transfer to the University of California, Berkeley, or into other engineering or physical science transfer programs.

PHYC 4BL. Electromagnetism Laboratory for Scientists and Engineers (1)
Lab-52.5
Prereq: PHYC 4A; PHYC 4AL; MATH 110B
Coreq: PHYC 4B
Recommended Prep: MATH 110C
Second laboratory course in a calculus-based four semester sequence covering the topics of electricity and magnetism. UC/CSU
C-ID PHYS 200S (PHYC 4A + PHYC 4AL + PHYC 4B + PHYC 4BL + PHYC 4C + PHYC 4CL + PHYC 4D + PHYC 4DL); C-ID PHYS 210 (PHYC 4B + PHYC 4BL)
Required of physics, chemistry, and engineering majors planning to transfer to the University of California, Berkeley, or into other engineering or physical science transfer programs.

PHYC 4CL. Waves and Thermodynamics Laboratory for Scientists and Engineers (1)
Lab-52.5
Prereq: PHYC 4B; PHYC 4BL
Coreq: PHYC 4C
Recommended Prep: MATH 110C
Third laboratory course in a calculus-based four semester sequence. Core topics include experiments in sound, waves, electrical oscillations, thermodynamics, geometrical optics, and physical optics. UC/CSU
C-ID PHYS 200S (PHYC 4A + PHYC 4AL + PHYC 4B + PHYC 4BL + PHYC 4C + PHYC 4CL + PHYC 4D + PHYC 4DL)
Required of physics, chemistry, and engineering majors planning to transfer to the University of California, or into other engineering/ physical science transfer programs

PHYC 4DL. Physics Laboratory for Scientists and Engineers (1)
Lab-52.5
Prereq: PHYC 4B and PHYC 4BL
Coreq: PHYC 4D
Recommended Prep: MATH 110C; completion of or concurrent enrollment in PHYC 4C and PHYC 4CL
Last laboratory course in a calculus-based four semester sequence. Core topics include experiments in modern physics, including the Michelson interferometer, photoelectric effect, longitudinal laser modes, Zeeman effect, and atomic spectra. UC/CSU
C-ID PHYS 200S (PHYC 4A + PHYC 4AL + PHYC 4B + PHYC 4BL + PHYC 4C + PHYC 4CL + PHYC 4D + PHYC 4DL)
Required of physics, chemistry, and engineering majors planning to transfer to the University of California, or into other engineering or physical science transfer programs.
Offered Spring semesters

Pilipino

Office: Art 202
Phone Number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Curricula

Filipino (Tagalog) Certificate

The Certificate of Accomplishment in Pilipino provides students, prospective employers, and others with documented evidence of persistence and academic accomplishment in Pilipino (Tagalog). It prepares students for health interpreter and nonprofit positions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret Filipino (Tagalog) oral and written texts in familiar contexts.
- Communicate in Filipino (Tagalog) orally and in writing in familiar contexts using appropriate expressions of respect or formality.
- Examine Philippine literature in relation to historical, social, and cultural influences.
- Explain aspects of Philippine culture.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Filipino (Tagalog)

Course	Units
Required core courses:	
PIL 1 Elementary Filipino (Tagalog)	5.0
PIL 2 Continuation of Elementary Pilipino	5.0
Choose at least 5 units from the following elective courses:	
PIL 10A Conversational Filipino (Tagalog)	3.0
PIL 10B Conversational Filipino (Tagalog)	3.0
PIL 10C Intermediate Conversational Pilipino	3.0
PIL 39A Philipine Literature in Translation: Philippine Literature to 1940	3.0
PIL 39B Philippine Literature in Translation: Literature from 1940 to the Present	3.0
PHST 10 Independent Study	1.0-3.0
Total:	**15.0**

Announcement of Courses

Credit, Degree Applicable Courses:

PIL 1. Elementary Filipino (Tagalog) (5)
Lec-87.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or completion of any City College or university foreign language course
Introductory course in Filipino (Tagalog) grammar, composition, and reading. Practice in speaking and understanding Filipino (Tagalog). UC/CSU

PIL 2. Continuation of Elementary Filipino (Tagalog) (5)
Lec-87.5 P/NP available
Prereq: PIL 1 or demonstration of PIL 1 exit skills.
Second semester course. Completion of elementary grammar, composition, and reading; Continued practice in speaking and understanding Filipino (Tagalog). UC/CSU
Offered on occasion

PIL 10A. Conversational Filipino (Tagalog) (3)
Lec-52.5 P/NP available
Beginning Conversational Pilipino. Intensive instruction and practice in spoken Pilipino. CSU

PIL 10B. Conversational Filipino (Tagalog) (3)
Lec-52.5 P/NP available
Recommended Prep: PIL 10A
Intensive instruction and practice in spoken Filipino (Tagalog) CSU

PIL 10C. Intermediate Conversational Pilipino (3)
Lec-52.5 P/NP available
Recommended Prep: PIL 10B
Intensive instruction and practice in spoken Pilipino. CSU
Offered on occasion

PIL 39A. Philippine Literature in Translation: Philippine Literature to 1940 (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Reading and discussion of important works of Philippine literature in English translation. Philippine literature up to 1940. UC/CSU
Offered on occasion

PIL 39B. Philippine Literature in Translation: Philippine Literature from 1940 to the Present (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Reading and discussion of important works of Philippine literature in English translation. Philippine literature up to 1940. UC/CSU
Offered on occasion

Political Science

Office: Batmale 656
Phone Number: (415) 239-3330
Web Site: www.ccsf.edu/socialsci

Announcement of Curricula

Political Science Major (AA-T)

Political Science is the study of governments, power relations, public policies, political theories, political processes, and political behavior. The Political Science major is designed to develop knowledge, analytical skills, and critical insight into the nature of politics and political problems. Political Science subfields include American government, political theory, comparative politics, and international relations, and the major introduces each of these, as well as allowing additional coursework. The aim is to prepare students for active participation in political life, as informed citizens or residents, and to prepare students for transfer to a four-year university in the field of Political Science, and then to a range of possible careers.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and explain American political principles.
- Analyze and critique current political topics and issues.
- Assess the forms and processes of political participation at the local, state, national, and/or international levels.
- Evaluate and compare the structure and function of different political systems in the world, as well as the international system itself.
- Analyze different political theories, especially liberalism and conservatism.
- Analyze the historical and philosophical foundations of the United States and California constitutions.
- Examine complex political issues by selecting and using appropriate social science methodologies and approaches, including the analysis of primary sources and the development, evaluation and testing of hypotheses using the scientific method.

Students who wish to earn the Associate in Arts in Political Science for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Political Science

Course	Units
Required courses:	
POLS 1 American Government	3.0
POLS 2 Comparative Government	3.0
POLS 3 Political Theory	3.0
POLS 5 International Relations	3.0
Choose at least 6 units from the following elective courses:	
ECON 5 Introductory Statistics for Economics, Business and Social Sciences	5.0
or PSYC 5 Statistics for Behavioral Sciences	5.0
POLS 4 The Politics of Globalization	3.0
POLS 12 Ethnic Politics in the United States	3.0
POLS 18 Government & Politics of Latin America	3.0
POLS 22 Environmental Politics and Policy	3.0
POLS 43 The Constitution and Individual Rights	3.0
POLS 45 Governments and Politics of Middle East	3.0
POLS 41 Independent Studies in Political Science	1.0
Total:	**18.0 – 20.0**

Announcement of Courses

Credit, Degree Applicable Courses:

POLS 1. American Government (3)
Lec-52.5
Recommended Prep: ENGL 88 and ESL 188 or readiness for college-level English
Introduction to United States and California government and politics, including constitutions, political institutions and processes, and political actors. Examination of political behavior, public policy, political ideas, and public policy. UC/CSU
C-ID POLS 110

POLS 2. Comparative Government (3)
Lec-52.5 P/NP available
ENGL 88 or ESL 188 or readiness for college-level English
A comparative study of the constitutional principles, governmental institutions, and political problems of selected governments. This course is designed to introduce students to the central themes of comparative politics. This includes discussions of methodology, the nature of the state, political culture, democracy and political and economic development. UC/CSU
C-ID POLS 130

POLS 3. Political Theory (3)
Lec-52.5 P/NP available
ENGL 88 or ESL 188 or readiness for college-level English
Introduction to political theory, ancient, modern, and contemporary. An examination of the general or abstract principles of politics. UC/CSU
C-ID POLS 120

POLS 4. The Politics of Globalization (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
This course surveys the recent phenomenon called globalization. The course analyzes competing political theories and perspectives on globalization and examines actual policies, including the possibilities and limitations that globalization offers to and imposes on everyday life. UC/CSU

POLS 5. International Relations (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to International Relations, with emphasis on International Relations theory. Issues covered include war and conflict, international order, diplomacy, human rights, terrorism, international political economy and environment. UC/CSU
C-ID POLS 140

POLS 12. Ethnic Politics in the United States (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
This course surveys the role of race and ethnicity in American politics. Theories of race, identity, and ethnic political patterns are explored for African Americans, Asians Americans, Latino/a Americans, and European Americans. UC/CSU
Meets U.C Berkeley's American Cultures distribution.
Offered on occasion

POLS 18. Government and Politics of Latin America (3)
Lec-52.5 P/NP available
The constitutional systems, political processes, and social problems of Latin-American nations. UC/CSU
Offered on occasion

POLS 22. Environmental Politics and Policy (3)
Lec-52.5 P/NP available
Introduction to the political science subfields and the environment, focusing on environmental politics and policy in the United States, comparative environmental politics and policy, environmental issues in International Relations, and ecopolitical thought. UC/CSU
Offered on occasion

POLS 41. Independent Studies in Political Science (1)
Lab-52.5
An individualized reading or research program where students work one-on-one with a faculty member on topics in political science. CSU
UC upon review as variable topics course.

POLS 43. The Constitution and Individual Rights (3)
Lec-52.5, field trips P/NP available
A citizen's civil and criminal rights under the Constitution. Analysis of leading cases and legal principles which protect individual freedom with a civil liberties and civil rights perspective. UC/CSU
Offered on occasion

POLS 45. Governments and Politics of Middle East (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Comparative political science regional survey of the governments and politics of the Middle East and North Africa. UC/CSU
Offered on occasion

Psychology

Office: Batmale 354
Phone Number: (415) 239-3433
Web Site: www.ccsf.edu/behavior

Announcement of Curricula

Psychology Major (AA-T)

The Associate in Arts in Psychology for Transfer is designed to prepare students who wish to transfer to pursue studies in psychology.

Learning Outcomes

Upon completion of this program, students will be able to:

- Contrast the major contemporary theoretical perspectives in psychology
- Identify research methods and statistical methods appropriate to psychology
- Recognize the interactions between biological and environmental forces and interpret how these relationships help explain cognition, affect, and behavior
- Analyze the major subfields of psychology and assess their contributions to the understanding of cognition, affect, and behavior
- Identify how cultural and societal forces impact thoughts, feelings, and behaviors.

Students who wish to earn the Associate in Arts in Psychology for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Psychology

Course	Units
Required courses:	
PSYC 1 General Psychology	3.0
PSYC 1B Biological Psychology	3.0

PSYC 2 Research Methods 3.0

Choose one of the following statistics courses:
PSYC 5 Statistics for Behavioral Sciences 5.0
LALS 5 Introduction to Statistical Methods in Latin American and Latino/a Studies 5.0
MATH 80 Probability and Statistics 5.0

Choose one of the following courses:
BIO 9 Human Biology 4.0
BIO 11 The Science of Living Organisms 4.0
ENGL 1B Writing about Literature 4.0
ENGL 1C Writing about Nonfiction 4.0

Choose one of the following courses:
PSYC 4 Forensic Psychology 3.0
PSYC 9 Psychology of Stress 3.0
PSYC 10 Abnormal Psychology 3.0
PSYC 11 Theories of Personality 3.0
PSYC 21 Lifespan Development 3.0
PSYC 23 Psychology of Race and Ethnic Relations 3.0
PSYC 24 Queer Psychology 3.0
PSYC 25 Psychology of Gender 3.0
PSYC 26 Applied Psychology 3.0
PSYC 32 Social Psychology 3.0
PSYC 40 Child and Adolescent Psychology 3.0
PSYC 46 Adolescent Psychology 3.0
SOC 1 Introduction to Sociology 3.0
ANTH 3 Introduction to Social and Cultural Anthropology 3.0

Total: 21.0

Announcement of Courses

Credit, Degree Applicable Courses:

PSYC 1. General Psychology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A scientific approach to the study of behavior and mental processes designed for both majors and non-majors. Topics include: research methods, biology of behavior, sensory systems, learning, memory, lifespan development, motivation, emotion, personality theories, social psychology, abnormal psychology, and psychotherapy. UC/CSU
C-ID PSY 110

PSYC 1B. Biological Psychology (3)
Lec-52.5 P/NP available
Prereq: PSYC 1
Biological Psychology explores the interaction between the body and behavior. Topics include structure and function of the nervous system, neurotransmitters, psychopharmacology, hormones, behavioral genetics, neuroplasticity and cognitive neuroscience. It examines the biological correlates of sensation, movement, sleep, hunger, sex, emotions, memory, language, and neurological and psychological disorders. UC/CSU
C-ID PSY 150

PSYC 2. Research Methods (3)
Lec-52.5 P/NP available
Prereq: PSYC 1 and (PSYC 5 or LALS 5 or MATH 80)
An introduction to research methods in psychology. This course presents how researchers in psychology use critical analysis, theories, and methods to generate usable information. Emphasis on research design, experimental procedures, instrumentation, qualitative methods, and the analysis, interpretation, and reporting of findings. Attention is paid to strategies to decolonize psychological research. UC/CSU
C-ID PSY 200
Primarily for psychology majors, related majors, and students interested in the scientific method.

PSYC 4. Forensic Psychology (3)
Lec-52.5 P/NP available
Recommended Prep: PSYC 1; ENGL 88 or ESL 188 or readiness for college-level English
Explore aspects of the legal system studied by psychologists. Emphasis on research and theories in psychology to understand key participants in the legal system (e.g., criminals, police, victims, witnesses), examine legal controversies (e.g., race and justice, death penalty, insanity defense, profiling and eyewitness identification) which can affect legal outcomes. CSU
Offered on occasion

PSYC 5. Statistics for Behavioral Sciences (5)
Lec-87.5 P/NP available
Prereq: MATH 60 or MATH 92
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introduction to data analysis including measurement and research design. Intended for general education and prospective behavioral science majors. The course will focus on computation, interpretation, and application of both descriptive and inferential statistics. Topics include organization of data, central tendency and variability, hypothesis testing, non-parametric statistics, analysis of variance (ANOVA), and linear regression. UC/CSU

PSYC 9. Psychology of Stress (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Critical exploration of psychological research as it applies to understanding the causes, physiology, consequences, and management of stress. Emphasis is on practical applications for better managing stress. CSU

PSYC 10. Abnormal Psychology (3)
Lec-52.5 P/NP available
Recommended Prep: PSYC 1
An introduction to the symptoms, prevalence, causes and treatments of disturbances in mental, emotional, and behavioral functioning. Methods of assessment, classification, current diagnostic criteria, and theoretical models for understanding these disorders are discussed in-depth. UC/CSU
C-ID PSY 120

PSYC 11. Theories of Personality (3)
Lec-52.5 P/NP available
Recommended Prep: PSYC 1; ENGL 88 or ESL 188 or readiness for college-level English
An introduction to the theoretical constructs describing personality, including how personality develops and the dynamics of human behavior. Current research and intersectional approaches to understanding personality are addressed. UC/CSU

PSYC 14. Psychology of Shyness (1)
Lec-18 P/NP available
A psychological examination of shyness as a form of temperamental diversity. A comparison of shyness, social anxiety, introversion and

the potential psychosocial challenges of each. Strategies for addressing challenges will be presented. CSU

PSYC 15. Assertive Behavior (1)
Lec-18 P/NP available
Examination of the development of communication patterns in a psychological and sociological context. Psychological and emotional barriers to effective communication will be explored. Application of assertiveness techniques to effect behavior change based on cognitive/behavioral theories in psychology are a major focus.. Assessment and implementation of appropriate techniques in a variety of situations, including communication with family, friends, and at the workplace are also discussed. CSU

PSYC 17. Psychology of Eating, Food, and Weight (1)
Lec-18 P/NP available
An examination of research, theory and applied psychological science related to the cognitions, behaviors, and emotions of eating, food, and weight. Includes a critical look at common myths and realities regarding weight and health, eating disorders, and the sociocultural pressures related to food choices and body size. CSU

PSYC 21. Lifespan Development (3)
Lec-52.5 P/NP available
Recommended Prep: PSYC 1; ENGL 88 or ESL 188 or readiness for college-level English
The multidisciplinary study of human development from conception through death. Examination of current research and theories with an emphasis on the ways that biological, psychological, sociocultural, and environmental forces and their interactions impact development throughout the lifespan. UC/CSU
C-ID PSY 180

PSYC 23. Psychology of Race and Ethnic Relations (3)
Lec-52.5 P/NP available
An exploration of the experiences, theories, and research concerning issues of race and ethnicity as they relate to individual and group behavior, emotion, and thinking, including attitudes, identity development, racism, privilege, coping strategies, and intersectional experiences. Psychohistorical analysis of the experiences of African Americans, Asian Americans, Latino(a) Americans, and Native Americans. UC/CSU

PSYC 24. Queer Psychology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Examines the psychological experiences of LGBTQ people. Intersectionality, feminist psychology, and queer theoretical perspectives are used to analyze the impact of queer identity on how individuals think, feel, and behave. Critical exploration of current research and models of sexual orientation and gender identity, and impacts of stigma and discrimination. UC/CSU

PSYC 25. Psychology of Gender (3)
Lec-52.5 P/NP available
This course is an analysis of theories and research on how behavioral, cognitive, and emotional processes are impacted by gender. It includes an intersectional critique of biological, psychological, sociocultural ideas of gender, gender continuums from cis to transgender and addresses topics such as stereotypes, relationships, violence, sexuality, work and academics from various perspectives. Included is a focus on experiences of, and responses to, oppression. UC/CSU
Offered Fall semesters

PSYC 26. Applied Psychology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Critical exploration of psychological theory, research findings, and concepts relevant to human adjustment. Emphasis on the proactive and practical application of psychology to improve self awareness, facilitate personal growth, and enhance social relationships. CSU

PSYC 32. Social Psychology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level
The study of human behavior and mental processes in the context of the social world. Examination of current research and theories with an emphasis on how an individual's thoughts, feelings, and behaviors influence and are influenced by other people, sociocultural factors, and the physical environment. UC/CSU
C-ID PSY 170
Formerly SOC 30

PSYC 40. Child and Adolescent Psychology (3)
Lec-52.5 P/NP available
Recommended Prep: PSYC 1; ENGL 88 or ESL 188 or readiness for college-level English
Introduction to the psychology of children from conception through adolescence. Examination of research and theory, emphasizing how development is enhanced or restricted. Physical, emotional, social, and cognitive development are discussed. Practical information is given for parents, teachers, counselors, and other concerned adults. UC/CSU

PSYC 46. Adolescent Psychology (3)
Lec-52.5 P/NP available
Recommended Prep: PSYC 1; ENGL 88 or ESL 188 or readiness for college-level English
Examines the current research and theories on adolescent development (ages 12-20), including physical, emotional, psychosocial, and cognitive needs. Addresses the interaction of genes and environment; provides strategies on how development can be enhanced. UC/CSU

PSYC 50. Psychology of Psychoactive Drugs (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Exploration of the science, the hype, and the hope of psychoactive drugs. Emphasis on drugs that treat mental illness, as well as cannabis, sedatives, stimulants, hallucinogens and other drugs which can enhance or diminish well-being. In addition, it will help students evaluate the scientific validity of claims about potential risks and benefits of drugs. CSU
Approved as PSYC 42, which had already been used; now PSYC 50.

Public Safety

See Administration of Justice and Fire Science.

Radiologic Sciences

Office: Cloud 239
Phone Number: (415) 239-3431
Web Site: www.ccsf.edu/dmi

Mission Statement

Mission Statement of the Radiologic Sciences Department. The Radiologic Sciences Department at City College of San Francisco is dedicated to the advancement of the allied health care industry by

providing educational opportunities that foster ethical and compassionate behavior, professional development, and a respect for human diversity. The accomplishment of this mission is embedded in our values through the department's acronym: CCSF RADSCI

Our Values:

Compassionate patient care

Continued pursuit of learning

Sensitivity to the learning needs of our students

Fair and equitable treatment for all

Respect for all

Accountability and ethical behavior

Diversity consciousness

Service to the community and the advancement of the Radiologic Technology Profession

Commitment to excellence in the Radiologic Technology Profession

Integrity of the Education

Our Vision

To provide superior didactic and clinical educational opportunities that ensure CCSF RadSci graduates are among the highest qualified radiologic technologists in the industry.

How we Achieve our Vision

Currency in Didactic Instruction. When our teachers speak from experience, it is current. Most of them continue to practice in the field, and are lecturing on their work experiences that occurred in the very recent past. Many faculty members serve on various statewide and national committees that determine the future of Radiologic Technology practice, and hold multiple degrees and credentials.

Superior Laboratory Facilities. The CCSF RadSci Department strives to maintain equipment that reflects what is currently used in the clinical setting. This ensures that students develop strong skills that accompany then into the medical environment.

Strong Clinical Affiliates. Both programs in the CCSF RadSci Department are affiliated with two of the mostly highly rated hospitals in the country: UCSF Medical Center, and California Pacific Medical Center which provides innovative radiation oncology equipment and treatment procedures. The Diagnostic Medical Imaging Program is affiliated with one of the leading Level I trauma centers in the nation: San Francisco General Hospital. Our affiliates are set in a dynamic urban environment, which provides experience with a diverse patient and professional population.

This combination of excellence in didactic and clinical instruction opportunities ensures that CCSF RadSci Department will fulfill its vision, now and in the future.

Announcement of Curricula

Degree Curricula

Diagnostic Medical Imaging

The curriculum in Diagnostic Medical Imaging is accredited by the Joint Review Committee on Education in Radiologic Technology, and approved by the Radiologic Health Branch of the California State Department of Public Health. For more information about these agencies, see the "Overview of the College" section of this Catalog.

The program maintains an affiliation with multiple San Francisco hospital radiology departments for the purpose of clinical education.

For more information, please visit www.ccsf.edu/dmi

Consideration for Admission to the Curriculum. To be considered for admission to the curriculum, applicants must—

1. Have completed the following prerequisite courses within 7 years prior to application, with a grade of "C" or higher and overall GPA of 2.5 or higher:
   a.) MATH 40 or 840 (Elementary Algebra) or placement in MATH 60 or 860
   b.) CHEM 32 or CHEM 40
   c.) PHYC 10 and 10L
   d.) BIO 108 (formerly ANAT 25)
   e.) ENGL 1A
   f.) BIO 112 (formerly PHYS 12)
2. Complete 40 hours of volunteer service in a hospital Radiology Department. Consult the Diagnostic Medical Imaging (DMI) application (available at www.ccsf.edu/dmi) for more details about this requirement.
3. Completion of MATH 60 or MATH 860 are strongly recommended prior to entering the program.
4. Have at least a 2.0 cumulative grade point average in college work previously completed.
5. Be in good physical and mental health.
6. File with the Office of Admissions and Records a completed application for admission to City College (for dates, see in this catalog the "Calendar of Instruction").
7. Complete City College of San Francisco Mathematics/Algebra and English placement examinations, or the equivalent thereof.
8. Submit an application to the Radiologic Sciences Office. Contact Radiologic Sciences Department for filing deadline dates. (Applications are available at www.ccsf.edu/dmi).

Health Clearance Requirements. In addition to academic requirements and orientation, enrollment in the Diagnostic Medical Imaging Program is subject to evidence of immunizations per the San Francisco Health Department. In addition, upon program admission, the student must satisfactorily complete a physical examination given by an appropriately licensed health care provider.

Background Check Requirement. A background check will be required by the clinical affiliates. The cost for this will be incurred by the student. Students must complete this background check upon admission to the program.

Drug Screening. Drug screening is required by the clinical affiliate. The student is responsible for the cost.

Program Orientation. Upon admission, students are required to attend two scheduled program orientations.

Instruction in the Major. The course of study includes instruction in radiologic theory and techniques, pathology, patient care, radiation protection, anatomy, physics and physiology. The curriculum is 30 months in length, including two academic years, with a summer session between the first and second semesters, and ending with a clinical internship of 32 weeks. Clinical education in diagnostic medical imaging is taught in the radiology departments of the hospitals affiliated with the College in offering the program. Members of the professional and technical staffs of these departments serve as instructors.

Upon satisfactory completion of the Program and college graduation requirements, the student is awarded the Associate in Science degree. Upon satisfactory completion of the clinical internship in an affiliate hospital, the student is eligible for the ARRT national examination for certification.

Scholarship Requirements and Basis for Disqualification. A final grade lower than C (75%) in any of the required Diagnostic Medical Imaging courses, or a grade point average below 2.0 will be cause for dismissal from the Diagnostic Medical Imaging Program. Students may also be disqualified prior to the end of the semester should they receive a grade lower than C in their clinical performance. Students may be suspended or dismissed for excessive absences either on campus or at the clinical affiliate, according to the attendance policy, or for other reasons consistent with College policy, as set forth in the Catalogue under General Information.

Readmission of Students Disqualified Because of Unsatisfactory Scholarship. Students who have been disqualified from continuing in the curriculum because they received a final grade lower than C and who desire to be readmitted must submit a new application to the Radiologic Sciences Department Review Committee. As Part of the procedure, the Committee will meet with the applicant prior to making a decision. The Committee will base its recommendations on the current policy of the Diagnostic Medical Imaging Program, which is available from the department office.

Associate in Science Degree. The course of study is designed so that students may satisfy the requirements for graduation from the College. Students who these requirements, complete the required courses in the curriculum, including the 32-week clinical internship, with final grades of C or higher, will receive A.S. degree with a Major in Diagnostic Medical Imaging.

State and National Certification. State certification is required for employment in California. Graduates are eligible for and must take the certification examination given by the American Registry of Radiologic Technologists (ARRT), a national certification board recognized by the Joint Review Committee for Education in Radiologic Technology. All employers require national certification. Upon notification of successful ARRT results, the graduate must apply for certification from the state of California.

Purchase of Uniforms and Clinical Supplies. Students are required to purchase the uniforms required in the courses in radiologic technology. The cost of uniforms and other supplies is approximately $500.

Diagnostic Medical Imaging Major (AS)

The Diagnostic Medical Imaging (DMI) Major provides didactic and clinical education in the operation of radiographic and computerized equipment, performance of radiologic procedures, creating and processing of radiographs, comprehensive coursework in radiation protection, and exposure to advanced imaging modalities. A minimum of 1,850 laboratory and clinical hours are required to complete this program. The DMI program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), and by the California State Department of Public Health-Radiologic Health Branch (CDPH-RHB). Upon successful program completion and an award of the Associate of Science degree in Diagnostic and Medical Imaging, graduates will be eligible to sit for board examinations administered by the American Registry of Radiologic Technologists (ARRT) and the CDPH-RHB.

As of 2015, the ARRT requires an Associate Degree as eligibility to sit for the ARRT board examination; therefore, the DMI program strongly urges all applicants who do not possess an Associate Degree or higher to complete all of the general education requirements for the Associate of Science degree prior to applying for admission to the program.

The radiologic technologist provides patient services using imaging equipment, and assists radiologists or other physicians qualified to order and or perform radiologic procedures. The radiologic technologist's main duty is to provide quality patient care while applying critical thinking and knowledge of sciences, positioning, radiation protection, and radiographic technique. Effective communication with patients, other health professionals, and the public is important. Additional duties may include management of images, manipulating radiologic software and hardware infrastructure, performing quality assurance procedures, and providing patient education relevant to specific imaging procedures.

The employment outlook for radiologic technologists is very good. The growth in job opportunities is a result of the growth in healthcare industries and new uses of diagnostic imaging and therapeutic technology.

Learning Outcomes

Upon completion of this program, students will be able to:

- Display effective communication skills as appropriate to a given situation or encounter. (Goal 1. Communication)
- Demonstrate evidence of critical thinking and problem solving methods as appropriate to a given situation or encounter. (Goal 2. Critical Thinking/Problem Solving)
- Effectively apply technical expertise, patient care skills, and radiation protection measures to ensure optimal outcomes when conducting diagnostic radiologic examinations. (Goal 3. Clinical Performance)
- Exhibit professionalism in their practice of diagnostic medical imaging. (Goal 4 Professional Development)
- Graduates will be prepared for successful and productive careers as a Diagnostic Medical Imaging Technologist. (Goal 5. Program Effectiveness)

Admission Requirements

All prospective students must apply to and be accepted prior to starting the DMI program. The minimum time for completion is seven semesters, including two summer sessions; completion time will vary based on student preparation and the number of units completed per semester.

Prerequisite and Required Courses

Prerequisite courses may be in progress or compelted at the time of the program application. All CCSF General Education graduation requirements must be completed by the end of the 4th semester in the DMI Program.

Prerequisite courses which must be taken within seven years of the program application deadline:

- BIO 108 and BIO 112
- CHEM 32
- CMST 1A (or ESL 79)
- MATH 60 (or MATH 46)
- PHYS 10 and PHYS 10L
- PSYC 1

Prerequisite course with no time limit:

- ENG 1A

Required courses that may be taken during the first semester of the program, but it is highly recommended to take them earlier:

- DMI 49 (open to all students)
- EMT 14
- HIT 50A

Certification Note

The American Registry of Radiologic Technologists may deny certification for felony or misdemeanor offenses. It is the responsibility of the student to present sufficient evidence of rehabilitation prior to applying to the DMI program by securing a pre-application process with the ARRT. This pre-application process is independent of the program admission application. Go to www.ARRT.org for more information.

Courses Required for the Major in Diagnostic Medical Imaging

Course	Units
First Semester:	
DMI 50A Introduction to Medical Radiography	3.0
DMI 52 Patient Care in Radiologic Technology	3.0
Second Semester:	
DMI 50B Radiologic Physics and Equipment	2.5
DMI 51A Radiographic Anatomy and Positioning	7.0
DMI 51B Radiographic Exposure Factors	2.0
Summer Session	
DMI 62 Clinical Education in DMI I	5.0
Third Semester:	
DMI 55 Skull Radiography	2.0
DMI 56 Radiographic Pathology	3.0
DMI 63 Intermediate Diagnostic Procedures	2.0
DMI 64 Clinical Education in DMI II	5.0
Fourth Semester:	
DMI 57 Multiplanar Imaging in Radiologic Sciences	3.0
DMI 54 Vascular and Interventional Procedures	2.0
DMI 65 Advanced Imaging Procedures	2.0
DMI 66 Clinical Education in DMI III	5.0
DMI 70 Radiation Protection	2.0
Internship:	
DMI 68 Clinical Education in DMI IV	13.0
DMI 69 Clinical Education Internship Summer Bridge	6.0
DMI 100 Registry Examination and Career Preparation	1.0
Recommended additional coursework:	
HLTH 10 Health and Aging	3.0
HLTH 25 Women's Health	3.0
HLTH 27 Men's Health	3.0
HLTH 33 Introduction to Health and Wellness	2.0
HLTH 53 Personal and Community Health	3.0
HLTH 64 Health Education Training: Skills and Practice	3.0
HLTH 67 HIV and Hepatitis Navigation Skills	3.0
Total:	**68.5**

Announcement of Courses

Credit, Degree Applicable Courses:

DMI 49. Introduction to Radiologic Technology (3)
Lec-52.5, field trips
Prereq: Completion of or concurrent enrollment in: HIT 50A
History of radiologic technology, imaging equipment, procedures, patient care, radiation safety, ethics, and professional organizations. CSU
Open to all students interested in the radiologic technology profession.

DMI 50A. Introduction to Medical Radiography (3)
Lec-35, Lab-52.5
Prereq: Admission to the Diagnostic Medical Imaging program; Completion of or concurrent enrollment in: DMI 49
Introduction to radiation physics, x-ray equipment, and imaging factors governing image receptor exposure, processing and quality. CSU

DMI 50B. Radiologic Physics and Equipment (2.5)
Lec-35, Lab-35, field trips
Prereq: DMI 50A
This course studies the physics of the field of radiologic technology and fluoroscopy and the interaction of ionizing radiation with matter. Included is an examination and application of radiology equipment and radiation protection as well as the study of x-ray circuitry as it pertains to the equipment used in the field. CSU

DMI 51A. Radiographic Anatomy and Positioning (7)
Lec-105, Lab-52.5
Prereq: DMI 49 and DMI 50A and DMI 52; Completion of or concurrent enrollment in: EMT 14 and HIT 50B
Anatomy and positioning of the axial and appendicular skeleton (except skull) and internal organs. Preliminary steps in radiographic positioning and equipment, radiation protection, patient relations, first aid and standard precautions as it pertains to radiographic examinations. CSU
Intended to be taken concurrently with DMI 50B and 51B.

DMI 51B. Radiographic Exposure Factors (2)
Lec-35, Lab-17.5
Prereq: DMI 50A
Coreq: DMI 51A and DMI 50B
Theoretical and practical application of exposure factors. Technical requirements in order to both produce and critique radiographic images for optimum diagnostic quality. CSU

DMI 52. Patient Care in Radiologic Technology (3)
Lec-52.5, field trips
Prereq: ENGL 1A; Completion of or concurrent enrollment in: PSYC 1 and EMT 14 and HIT 50B
Coreq: DMI 50A
Introduction to patient care to include patient and staff communication skills, body mechanics for safe patient transfer and radiation safety as it applies to the basics of time, distance, and shielding. Emphasis on ethical decision making, confidentiality, age and cultural specific differences, as applied to the responsibilities of the Radiologic Technologist. CSU

DMI 54. Vascular and Interventional Procedures (2)
Lec-35, field trips
Coreq: DMI 65 and 66
Emphasis on vascular imaging trends, related equipment considerations, anatomy, patient care, and interventional radiography. CSU
Open only to students that have been accepted into the DMI program.

DMI 55. Skull Radiography (2)
Lec-35
Prereq: DMI 51A
Coreq: DMI 63 and (DMI 62 or DMI 64)
Anatomy of the skull and facial bones, topical landmarks, radiographic positioning and technical factors, radiographic equipment and usage. CSU

DMI 56. Radiographic Pathology (3)
Lec-52.5
Coreq: DMI 64 or DMI 66
Discussion and illustration of normal variations and abnormal changes due to disease as manifested through diagnostic imaging procedures. Description of modifications of standard and special techniques necessary to obtain adequate diagnostic imaging studies. CSU
Open to advanced radiologic technology students only who have been accepted into the DMI program.
Offered Fall semesters

DMI 57. Multiplanar Imaging in Radiologic Sciences (3)
Lec-52.5, field trips
Prereq: ANAT 25 or BIO 108
Coreq: DMI 63
Anatomy from multiplanar perspectives as visualized on Computed Tomography, Magnetic Resonance Imaging, and other imaging modalities. CSU

DMI 62. Clinical Education in DMI I (5)
Lab-280
Prereq: CMST 1A or ESL 79
First semester of clinical education experience in a hospital radiology department. Placement is determined by the Program Officials. Regular meetings with CCSF faculty at the hospital to ensure appropriate progress in the clinical environment. DMI faculty will oversee all student activities at the clinical site. CSU
Offered Spring and Summer semesters

DMI 63. Intermediate Diagnostic Procedures (2)
Lec-35, Lab-17.5
Prereq: DMI 51A
Basic theories underlying intermediate diagnostic imaging procedures. Relationships of clinical indications, patient demographics, special precautions, accessory equipment, and patient positioning. CSU

DMI 64. Clinical Education in DMI II (5)
Lab-280
Prereq: DMI 62; Completion of or concurrent enrollment in: DMI 55; DMI 63
Second semester of clinical education in a hospital radiology department. Placement is determined by the Program Officials. On-site meetings with CCSF faculty. CSU
Offered Summer and Fall semesters

DMI 65. Advanced Imaging Procedures (2)
Lec-35, field trips
Coreq: DMI 66
Fundamentals of Computed Tomography and Magnetic Resonance Imaging. Emphasis on physics, patient care and professionalism. CSU

DMI 66. Clinical Education in DMI III (5)
Lab-280
Prereq: DMI 64
Coreq: DMI 54 and DMI 65
Third semester of clinical education in a newly assigned hospital radiology department. Placement is determined by the Program Officials. On-site meetings with CCSF faculty. CSU

DMI 68. Clinical Education in DMI IV (13)
Lab-700
Prereq: DMI 66
Coreq: DMI 100
Internship semester of clinical education in a hospital radiology department. Placement is determined by the Program Officials. Performance of clinical internship competencies including those not completed in DMI 69. On-site meetings with CCSF faculty. CSU

DMI 69. Clinical Education Internship Summer Bridge (6)
Lab-340
Prereq: DMI 66
Summer bridge internship semester of clinical education in a hospital radiology department. Placement is determined by the Program Officials. Performance of clinical internship competencies including those not completed in DMI 68. On-site meetings with CCSF faculty. CSU
Offered only in Summer semesters

DMI 70. Radiation Protection (2)
Lec-35, Lab-17.5
Coreq: DMI 66
Methods of reducing radiation exposure to patients, and safe practices for protection of personnel. State and national regulations pertaining to the use of diagnostic radiography, and fluoroscopy. CSU

DMI 100. Registry Examination and Career Preparation (1)
Lec-17.5, field trips
Coreq: DMI 68
Consolidation of Diagnostic Medical Imaging topics designed to prepare students for the certification examination in Radiography administered by the American Registry of Radiologic Technologists. CSU

Russian

Office: Art 202
Phone Number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Curricula

Russian Certificate

The Certificate of Accomplishment in Russian provides students, prospective employers and others with documented evidence of persistence and academic accomplishment in Russian.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interpret oral and written Russian texts applying knowledge of learned structures and vocabulary.
- Communicate in Russian orally and in writing applying learned structures and vocabulary to transactional situations.
- Integrate and apply knowledge of Russian culture and cultural-linguistic norms.

The minimum time for completion of this certificate is 4 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Accomplishment in Russian

Course	Units
Choose 9 units from the following core courses:	
RUSS 1 Elementary Russian	5.0
or RUSS 1A Elementary Russian	3.0
and RUSS 1B Elementary Russian	3.0
RUSS 2 Elementary Russian	5.0
or RUSS 2A Elementary Russian	3.0
and RUSS 2B Elementary Russian	3.0

RUSS 3A Intermediate Russian 3.0
and RUSS 3B Intermediate Russian 3.0
RUSS 4A Continuation of Intermediate Russian 3.0
RUSS 21 Elementary Russian for Bilingual Students 5.0
or RUSS 21A Elementary Russian for Bilingual Students. 3.0
and RUSS 21B Elementary Russian for Bilingual Students. 3.0
RUSS 22 Continuation of Elementary Russian for Bilingual Students. 5.0
or RUSS 22A Continuation of Elementary Russian for Bilingual Students. 3.0
and RUSS 22B Continuation of Elementary Russian for Bilingual Students. 3.0

Choose 6 units from the following elective courses:
RUSS 10A Beginning Practical Spoken Russian 3.0
RUSS 10B Continuation of Beginning Practical Spoken Russian. 3.0
RUSS 10C Intermediate Conversational Russian 3.0
RUSS 15A Advanced Russian Conversation 3.0
RUSS 15B Advanced Russian Conversation. 3.0
RUSS 16A Advanced Conversation through Russian Cinema 3.0
RUSS 16B Advanced Conversation through Contemporary Russian Cinema 3.0
RUSS 41 Russian Culture and Civilization. 3.0

Total: 15.0

Announcement of Courses

Students of beginning Russian are directed to consider RUSS 1, 1A, and 10A.

Credit, Degree Applicable Courses:

RUSS 1. Elementary Russian (5)
Lec-87.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or any City College or university foreign language course
Introductory course in Russian grammar, composition and reading. Practice in speaking, writing, and understanding Russian and introduction to Russian culture. UC/CSU
Not recommended for students who are enrolled in or who have completed RUSS 21.
Offered Fall semesters

RUSS 1A. Elementary Russian (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or any City College or university foreign language course
Introductory course in Russian grammar, composition and reading. Practice in speaking, writing, and understanding Russian and introduction to Russian culture. UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 21A-21B. RUSS 1A + 1B = RUSS 1

RUSS 1B. Elementary Russian (3)
Lec-52.5 P/NP available
Prereq: RUSS 1A or demonstration of RUSS 1A exit skills.
Grammar, composition and reading. Practice in speaking and understanding Russian UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 21B. RUSS 1A + 1B = RUSS 1
Offered Fall semesters

RUSS 2. Continuation of Elementary Russian (5)
Lec-87.5 P/NP available
Prereq: RUSS 1 or 1B or demonstration of RUSS 1/1B exit skills.
Second semester course: Continuation of elementary grammar; composition and reading; continued practice in conversation. UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 22
Offered on occasion

RUSS 2A. Continuation of Elementary Russian (3)
Lec-52.5 P/NP available
Prereq: RUSS 1 or 1B or demonstration of RUSS 1/1B exit skills.
Continuation of elementary grammar, composition and reading; continued practice in conversation. UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 22A-22B. RUSS 2A+2B = RUSS 2
Offered on occasion

RUSS 2B. Continuation of Elementary Russian (3)
Lec-52.5 P/NP available
Prereq: RUSS 2A or demonstration of RUSS 2A exit skills.
Continuation of elementary grammar, composition and reading; continued practice in conversation. UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 22A-22B. RUSS 2A + 2B=RUSS 2
Offered on occasion

RUSS 3A. Intermediate Russian (3)
Lec-52.5 P/NP available
Prereq: RUSS 2 or RUSS 2B or demonstration of exit skills
Review of grammar and composition; reading of cultural materials; continuing practice in the use and comprehension of spoken Russian. UC/CSU
RUSS 3A+3B = RUSS 3.
Offered on occasion

RUSS 3B. Intermediate Russian (3)
Lec-52.5 P/NP available
Prereq: RUSS 3A or demonstration of exit skills
Recommended Prep: ENGL 88 or ESL 188 or any City College or university foreign language course
Review of grammar and composition; reading of cultural materials; continuing practice in the use and comprehension of spoken Russian. UC/CSU
RUSS 3A+3B = RUSS 3
Offered on occasion

RUSS 4A. Continuation of Intermediate Russian (3)
Lec-52.5, field trips P/NP available
Prereq: RUSS 3B or demonstration of exit skills
Review of grammar and composition in the cultural context; continuing practice in the use and comprehension of spoken Russian. UC/CSU
Native speakers of Russian are encouraged to speak with the instructor prior to enrolling

RUSS 4B. Continuation of Upper-Intermediate Russian Grammar (3)
Lec-52.5, field trips P/NP available
Prereq: RUSS 4A or demonstration of exit skills
Continuing practice and comprehension of spoken Russian. Use of cultural context for advanced studies of grammar and composition. CSU
Native speakers of Russian are encouraged to speak with the instructor prior to enrolling

RUSS 10A. Beginning Practical Spoken Russian (3)
Lec-52.5 P/NP available
Beginner's course. Extensive oral training in Russian. Emphasis on practical vocabulary and idiom rather than on formal grammar. CSU
Not recommended for native speakers of Russian
Offered on occasion

RUSS 10B. Continuation of Beginning Practical Spoken Russian (3)
Lec-52.5 P/NP available
Recommended Prep: RUSS 10A or demonstration of exit skills
Second semester course. Extensive oral training in Russian. Emphasis on practical vocabulary and idiom rather than on formal grammar. CSU
Usually offered as an evening course
Offered on occasion

RUSS 10C. Intermediate Conversational Russian (3)
Lec-52.5 P/NP available
Recommended Prep: RUSS 10B or demonstration of exit skills
Third semester course. Continuation of extensive oral training in Russian. Designed for students who wish to continue acquiring intermediate skills of spoken Russian with a minimum of formal grammar. CSU
Native speakers of Russian are encouraged to speak with the instructor prior to enrolling.
Offered on occasion

RUSS 15A. Advanced Russian Conversation (3)
Lec-52.5 P/NP available
Recommended Prep: RUSS 4A or RUSS 10C or demonstration of exit skills
Advanced conversation on Russian culture and civilization. UC/CSU
Native speakers of Russian are encouraged to speak with the instructor prior to enrolling.
Offered on occasion

RUSS 15B. Continuation of Advanced Russian Conversation (3)
Lec-52.5 P/NP available
Recommended Prep: RUSS 4A or RUSS 10C or RUSS 15A or demonstration of exit skills
Advanced conversation on Russian culture and civilization. UC/CSU
RUSS 15A is not a prerequisite to RUSS 15B.
Offered on occasion

RUSS 16A. Advanced Conversation Through Russian Cinema (3)
Lec-52.5 P/NP available
Recommended Prep: RUSS 3 or RUSS 3B or RUSS 15A or RUSS 15B or demonstration of RUSS 3B exit skills.
Advanced conversation on Russian Cinema. Extensive oral practice of intermediate to advanced structures and vocabulary most often used in conversation and in film discussions. Designed for students who wish to acquire more advanced skills of spoken Russian. UC/CSU
Offered on occasion

RUSS 16B. Advanced Conversation through Contemporary Russian Cinema (3)
Lec-52.5 P/NP available
Recommended Prep: RUSS 3 or RUSS 15A or RUSS 15B or RUSS 3B
Advanced conversation on Russian Cinematography. Extensive oral practice of intermediate to advanced structures and vocabulary most often used in conversation and in film discussions. Designed for students who wish to acquire more advanced skills of spoken Russian. UC/CSU
Offered on occasion

RUSS 21. Elementary Russian for Bilingual Students (5)
Lec-87.5 P/NP available
Recommended Prep: Oral fluency in Russian
Beginner's course for bilingual students. Elementary grammar, compositions, and reading; special emphasis on the written aspect of the language. UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 1. Designed for bilingual students who are effective in oral communication in Russian within their communities, but who have little knowledge and/or no formal training in the written forms of the language.
Offered Fall semesters

RUSS 21A. Elementary Russian for Bilingual Students (3)
Lec-52.5 P/NP available
Recommended Prep: Oral fluency in Russian
Beginner's course for bilingual students. Elementary grammar, compositions, and reading; special emphasis on the written aspect of the language. UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 1A+1B. Designed for bilingual students who are effective in oral communication in Russian within their communities, but who have little knowledge and/or no formal training in the written forms of the language. RUSS 21A+21B=RUSS 21
Offered Fall semesters

RUSS 21B. Elementary Russian for Bilingual Students (3)
Lec-52.5 P/NP available
Prereq: Oral fluency in Russian or RUSS 21A or demonstration of RUSS 21A exit skills
Beginner's course for bilingual students, continued. Elementary grammar, compositions, and reading; special emphasis on the written aspect of the language. UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 1A + 1B. Designed for bilingual students who are effective in oral communication in Russian within their communities, but who have little knowledge and/or no formal training in the written forms of the language. RUSS 21A+21B=RUSS 21
Offered Fall semesters

RUSS 22. Continuation of Elementary Russian for Bilingual Students (5)
Lec-87.5 P/NP available
Prereq: Oral fluency in Russian or RUSS 21 or RUSS 21B or demonstration of exit skills
Second semester course for bilingual students. Continuation of elementary grammar, composition and reading; special emphasis on the written aspect of the language UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 2. Designed for bilingual students who are effective in oral communication in Russian within their communities, but who have little knowledge and/or no formal training in the written forms of the language.
Offered on occasion

RUSS 22A. Continuation of Elementary Russian for Bilingual Students (3)
Lec-52.5 P/NP available
Prereq: Oral fluency in Russian or RUSS 21 or 21B or demonstration of RUSS 21 or 21B exit skills
Second semester course for bilingual students. Continuation of elementary grammar, composition, and reading; special emphasis on the written aspect of the language. UC/CSU
Not recommended to students who ar enrolled in or who

have completed RUSS 2 or 2A+2B. Designed for bilingual students who are effetive in oral communication in Russian within their communities, but who have little and/or no formal training in the written forms of the language.
Offered on occasion

RUSS 22B. Continuation of Elementary Russian for Bilingual Students (3)
Lec-52.5 P/NP available
Prereq: Oral fluency in Russian or RUSS 22A or demonstration of RUSS 22A exit skills
Second semester course for bilingual students, continued. Continuation of elementary grammar, composition, and reading; special emphasis on the written aspect of the language. UC/CSU
Not recommended to students who are enrolled in or who have completed RUSS 2 or 2A+2B. Designed for bilingual students who are effective in oral communication in Russian within their communitioes, but who have little knowledge and/or no formal training in the written forms of the language. RUSS 22A+22B = RUSS 22
Offered on occasion

RUSS 41. Russian Culture and Civilization (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A consideration of the major achievements of Russian culture as reflected in language, history, literature, the arts, philosophy, religion and daily life. No knowledge of Russian required. UC/CSU
No knowledge of Russian required.
Offered on occasion

Sociology

Office: Batmale 354
Phone Number: (415) 239-3433
Web Site: www.ccsf.edu/behavior

Announcement of Curricula

Sociology Major (AA-T)

The AA-T in Sociology offers students a comprehensive lower division program in sociology. The AA-T prepares students who wish to transfer and pursue a baccalaureate degree in Sociology, particularly at California State University campuses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Contrast the major contemporary theoretical perspectives in sociology.
- Identify and apply research methods and statistical methods appropriate to sociology
- Apply the sociological perspective and theories to contemporary issues and analyze social problems, political decisions, and actions directed toward social and public policy
- Apply sociological principles and theories to everyday interactions with people from diverse backgrounds

Students who wish to earn the Associate in Arts in Sociology for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Sociology

Course	Units
Required core courses:	
SOC 1 Introduction to Sociology	3.0
SOC 3 Social Problems	3.0
SOC 21 Introduction to Research Methods	3.0
Choose of the following statistics courses:	
PSYC 5 Statistics for Behavioral Sciences	5.0
ECON 5 Introductory Statistics for Economics, Business and Social Sciences	5.0
MATH 80 Probability and Statistics	5.0
Choose 1 (one) of the following courses from Group A:	
SOC 2 Social Deviance	3.0
SOC 25 Sex and Gender in American Society	3.0
SOC 35 Sex, Marriage and Family Relationships	3.0
PSYC 32 Social Psychology	3.0
IDST 37 Introduction to Ethnic Studies	3.0
Choose 1 (one) of the following courses from Group B:	
PSYC 1 General Psychology	3.0
ANTH 3 Introduction to Social and Cultural Anthropology	3.0
ANTH 3C Introduction to Cultural Anthropology: Focus on American Cultures	3.0
POLS 1 American Government	3.0
IDST 17 Human Sexuality	3.0
PSYC 23 Psychology of Race and Ethnic Relations	3.0
Any course not taken from Group A above	
Total:	**20.0**

Announcement of Courses

Credit, Degree Applicable Courses:

SOC 1. Introduction to Sociology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Designed for general education or those students majoring in one of the Behavioral Sciences. Introduction to human interaction from the sociological perspective and through the utilization or sociological concepts, theories and principles. Topics include culture, socialization, organizations, deviance, stratification, institutions, population, and social change. UC/CSU
C-ID SOCI 110

SOC 2. Social Deviance (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The study of the nature of deviance, with special attention to the sociological theories that underlay its definition, as well as the social

practices that are derived from them. Analyses range from social psychological processes to the structure of social institutions (such as family, business, government, religion and law). UC/CSU

SOC 3. Social Problems (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Critical exploration of sociological research and thinking about contemporary social problems, including the types and causes of discrimination, as well inequalities in society. Using a variety of sociological perspectives, this course explores the causes and consequences of social problems on individuals and societies, and the methods for social change and problem solutions. UC/CSU
C-ID SOCI 115

SOC 11. Intro to Social Work and Human Services (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An introductory overview of social welfare and the societal institutions in the U.S. that structure the provision of social services. The course presents a historical perspective on the development of U.S. social work and human services. Special attention is given to current service delivery systems, their policies and procedures, and the tasks of culturally responsive social workers and human service workers within those settings. UC/CSU

SOC 21. Introduction to Research Methods (3)
Lec-52.5 P/NP available
Prereq: SOC 1
Study of the fundamental elements of empirical research and the variety of ways in which sociology applies them. Attention to the logic between theory, concept, hypothesis, and variable and the relationship between population, sample and data. UC/CSU
C-ID SOCI 120

SOC 25. Sex and Gender in American Society (3)
Lec-52.5 P/NP available
This course explores historical and systemic (institutional) sex-and gender-based inequalities in the U.S. and abroad. Emphasis on differences between sex, gender, and sexual orientation/expression from multiple sociological perspectives, the contemporary status of American women, and the strategies, policies, and laws necessary to eliminate sexism. UC/CSU
C-ID SOCI 140
Offered Spring semesters

SOC 35. Sex, Marriage, and Family Relationships (3)
Lec-52.5 P/NP available
Critical exploration of the social, psychological, cultural, historical, and economic factors related to gender roles, courtship, marriage, partnership, parenting, and family patterns in U.S. society. UC/CSU
C-ID SOCI 130

SOC 52. Men, Masculinity, and Society (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or or readiness for college-level English
Through a socioanthropological lens, this course explores the complex development of masculine identities in diverse contexts. In addition, it examines the variations of masculine experiences such as boyhood, adolescence, and fatherhood through social class, race/ethnicity, age, occupation, gender identity, physical ability and sexuality, and the implications for people from such diverse groups. CSU
Changed from SOC 36, which had been used before for a different course.

Spanish

Office: Art 202
Phone Number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Curricula

Spanish Major (AA-T)

The AA-T in Spanish offers students a solid foundation in the study of Spanish. It prepares students who wish to transfer and pursue a baccalaureate degree in Spanish, particularly at California State University campuses.

Degree Requirements.

Students who wish to earn the Associate in Arts in Spanish for Transfer (AA-T) must complete 60 CSU transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interact fluently in Spanish in a normal and spontaneous fashion at an intermediate level.
- Analyze current affairs media as well as contemporary literary prose in Spanish.
- Distinguish geography and cultural differences in the Spanish-speaking world.
- Communicate in Spanish at a level of proficiency necessary to perform successfully in upper-division course work.

Note: Students who place into higher level Spanish courses and do not complete a minimum of 18 units in the major, should take courses from Option 2, List B below to meet the minimum 18 units in the major required by Title 5.

Assuming students start this AA-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Spanish

Course . . . . . Units
Choose either Option 1: Spanish Language Learners or Option 2: Spanish Heritage Speakers
OPTION 1: SPANISH LANGUAGE LEARNERS
Required courses:
SPAN 1 Elementary Spanish 5.0
or SPAN 1A Elementary Spanish 3.0
and SPAN 1B Elementary Spanish 3.0
SPAN 2 Continuation of Elementary Spanish 5.0
or SPAN 2A Continuation of Elementary Spanish 3.0
and SPAN 2B Continuation of Elementary Spanish . . . 3.0

SPAN 3 Intermediate Spanish 5.0
or SPAN 3A Intermediate Spanish 3.0
and SPAN 3B Intermediate Spanish. 3.0
SPAN 6 Continuation of Intermediate Spanish 5.0
or SPAN 6A Continuation of Intermediate Spanish 3.0
and SPAN 6B Continuation of Intermediate Spanish 3.0

Choose one of the following elective courses:
SPAN 10B Continuation of Beginning Conversational Spanish 3.0
SPAN 10C Intermediate Conversational Spanish 3.0
SPAN 10D Continuation of Intermediate Conversational Spanish 3.0
SPAN 7 Intro. to Literature in Spanish 3.0
SPAN 5 Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 5S Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 22A Grammar Review and Composition 3.0
SPAN 22B Grammar Review and Composition 3.0
SPAN 41 Culture and Civilization of Spain 3.0

OPTION 2: SPANISH HERITAGE SPEAKERS
Required courses:
SPAN 31A Intermediate Spanish for Bilingual Students 3.0
and SPAN 31B Intermediate Spanish for Bilinguals 3.0
SPAN 32A Intermediate Spanish for Bilingual Students 3.0
and SPAN 32B Intermediate Spanish for Bilingual Students 3.0

Choose one of the following LIST A elective courses:
SPAN 5 Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 5S Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 7 Intro. to Literature in Spanish 3.0
SPAN 41 Culture and Civilization of Spain 3.0

Choose 2 of the following LIST B elective courses:
ANTH 11 Latin American Cultures and Societies 3.0
ART 105 Ancient Art and Architecture of Latin America 3.0
ART 106 Latin American Art History 3.0
LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0
LALS 9/LGBT 9 The Latin American and Latina/o LGBT Experience 3.0
LALS 10 Latinas in the U.S./VOCES 3.0
LALS 14 Diego Rivera; Art and Social Change in Latin America 3.0
HIST 18A The Colonial History of Latin America 3.0
HIST 18B History of Latin America 3.0
HIST 20 History of Mexico 3.0
MUS 25 Music of Latin America and the Caribbean 3.0

Total: . . . . . 21.0 – 27.0

Spanish Major (AA)

The Spanish program provides instruction in developing a student's ability to communicate in Spanish, both written and oral, through the intermediate level and to gain a knowledge of Hispanic cultures throughout the world. The program is designed to meet transfer goals as well as personal development and career growth.

Degree Curriculum. The Degree Curriculum in Spanish is a two-year course of study designed to build a strong language foundation as well as expose students to Hispanic cultural content and some literature. Students who complete the curriculum are better prepared to transfer to the CSU and UC systems as well as other universities with the intent of majoring or minoring in Spanish.

Learning Outcomes

Upon completion of this program, students will be able to:

- Interact fluently in Spanish in a normal and spontaneous fashion at an intermediate level.
- Analyze publications and current affairs media as well as contemporary literary prose in Spanish.
- Describe geographic and cultural differences in the Spanish-speaking world.
- Communicate in Spanish at a level of proficiency necessary to perform successfully in upper-division course work.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Spanish

Course . . . . . Units

Choose 12 units from the following core courses:
SPAN 2 Continuation of Elementary Spanish 5.0
or SPAN 2A Continuation of Elementary Spanish 3.0
and SPAN 2B Continuation of Elementary Spanish 3.0
SPAN 3 Intermediate Spanish 5.0
or SPAN 3A Intermediate Spanish 3.0
and SPAN 3B Intermediate Spanish. 3.0
SPAN 6 Continuation of Intermediate Spanish 5.0
or SPAN 6A Continuation of Intermediate Spanish 3.0
and SPAN 6B Continuation of Intermediate Spanish 3.0
SPAN 7 Intro. to Literature in Spanish 3.0
SPAN 22A Grammar Review and Composition 3.0
and SPAN 22B Grammar Review and Composition 3.0
SPAN 31A Spanish for Heritage Speakers 1A 3.0
or SPAN 31B Spanish for Heritage Speakers 1B 3.0
SPAN 32A Spanish for Heritage Speakers 2A 3.0
SPAN 32B Spanish for Heritage Speakers 2B. 3.0

Choose an additional six (6) units the following elective courses:
SPAN 1 Elementary Spanish. 5.0
or SPAN 1A Elementary Spanish 3.0
and SPAN 1B Elementary Spanish 3.0
SPAN 10B Continuation of Beginning Conversational Spanish 3.0
SPAN 10C Intermediate Conversational Spanish 3.0

SPAN 10D Continuation of Intermediate Conversational Spanish 3.0
SPAN 5 Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 5S Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 41 Culture and Civilization of Spain 3.0
Total: 18.0

Spanish Certificate

The Certificate of Achievement in Spanish provides students, prospective employers, and others with documented evidence of persistence and academic achievement in the Spanish language at an intermediate level.

Note that SPAN 1A + 1B = SPAN 1; SPAN 2A + 2B = SPAN 2; SPAN 3A + 3B = SPAN 3

Learning Outcomes

Upon completion of this program, students will be able to:

- Communicate in spoken Spanish using a range of vocabulary, language functions, and sentence structures at an intermediate level.
- Demonstrate analytical reading and comprehension skills at the intermediate level.
- Communicate in writing using a range of intermediate Spanish vocabulary, grammar, and sentence structures.
- Analyze elements of history and culture of various countries in the Spanish-speaking world.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Spanish

Course . . . . . Units
Required courses: SPAN 3 or SPAN 3A+3B
SPAN 3 Intermediate Spanish 5.0
or SPAN 3A Intermediate Spanish 3.0
and SPAN 3B Intermediate Spanish. 3.0
Choose at least 11 units from the following courses:
SPAN 1 Elementary Spanish. 5.0
or SPAN 1A Elementary Spanish 3.0
and SPAN 1B Elementary Spanish 3.0
SPAN 2 Continuation of Elementary Spanish. 5.0
or SPAN 2A Continuation of Elementary Spanish 3.0
and SPAN 2B Continuation of Elementary Spanish . . . 3.0
SPAN 6 Continuation of Intermediate Spanish 5.0
or SPAN 6A Continuation of Intermediate Spanish . . . 3.0
and SPAN 6B Continuation of Intermediate Spanish . . 3.0
SPAN 5 Advanced Spanish: Hispanic Culture and Civililization 3.0
and SPAN 5S Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 7 Intro. to Literature in Spanish 3.0
SPAN 22A Grammar Review and Composition 3.0
and SPAN 22B Grammar Review and Composition . . . 3.0
and SPAN 22C Grammar Review and Composition. . . 3.0
SPAN 10A Beginning Conversational Spanish 3.0
SPAN 10B Continuation of Beginning Conversational Spanish. 3.0
SPAN 10C Intermediate Conversational Spanish 3.0
SPAN 10D Continuation of Intermediate Conversational Spanish 3.0
SPAN 41 Culture and Civilization of Spain 3.0
and SPAN 42 LGBT Voices in Hispanic society 3.0
Total: . . . . . 16.0 – 17.0

Spanish for Heritage Speakers Certificate

The Certificate of Achievement in Spanish for Heritage Speakers provides students, prospective employers, and others, with documented evidence of persistence and academic accomplishment in the Spanish language.

Note that SPAN 31A + 31B = SPAN 31; SPAN 32A + 32B = SPAN 32

Learning Outcomes

Upon completion of this program, students will be able to:

- Communicate in spoken Spanish using a range of vocabulary, language functions, and sentence structures using formal and academic registers.
- Apply analytical reading and comprehension skills at a competent level.
- Communicate in writing using a range of formal and academic Spanish vocabulary, grammar, and sentence structures, avoiding interference with English at a competent level.
- Analyze elements of history and culture of various countries in the Spanish-speaking world as well as Spanish-speaking communities in the US.

The minimum time for completion is 3 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Certificate of Achievement in Spanish for Heritage Speakers

Course . . . . . Units
Core courses
SPAN 31 Spanish for Heritage Speakers 1. . . . . 5.0
or SPAN 31A Spanish for Heritage Speakers 1A 3.0
and SPAN 31B Spanish for Heritage Speakers 1B 3.0
SPAN 32 Spanish for Heritage Speakers 2 . . . . . 5.0
or SPAN 32A Spanish for Heritage Speakers 2A 3.0
and SPAN 32B Spanish for Heritage Speakers 2B 3.0
SPAN 5 Advanced Spanish: Hispanic Culture and Civililization 3.0
or SPAN 7 Intro. to Literature in Spanish 3.0
Choose at least 3 units from the following courses:
ANTH 11 Latin American Cultures and Societies. 3.0
ART 105 Ancient Art and Architecture of Latin America 3.0
ART 106 Latin American Art History 3.0
LALS 1 Latino/a Diaspora: The Impact of Latinos Living in the United States 3.0
LALS 9/LGBT 9 The Latin American and Latina/o LGBT Experience 3.0
LALS 10 Latinas in the U.S./VOCES. 3.0
LALS 14 Diego Rivera; Art and Social Change in Latin America 3.0
HIST 18A The Colonial History of Latin America 3.0
HIST 18B History of Latin America 3.0
HIST 20 History of Mexico 3.0

MUS 25 Music of Latin America and the Caribbean 3.0
SPAN 5S Advanced Spanish: Hispanic Culture and Civililization 3.0
SPAN 42 LGBT Voices in Hispanic society 3.0
Total: . . . . . 16.0 – 18.0

Announcement of Courses

Students of beginning Spanish are directed to consider Spanish courses numbered 1, 1A, and 10A.

A placement test in Spanish is available for guidance in selecting the appropriate course. For information, call 239-3223.

Credit, Degree Applicable Courses:

SPAN 1. Elementary Spanish (5)
Lec-87.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or any City College or university foreign language course
Beginner's course. Grammar, composition and reading. Practice in speaking and understanding Spanish. UC/CSU
C-ID SPAN 100

SPAN 1A. Elementary Spanish (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or any City College or university foreign language course
Beginner's course in grammar, composition and reading. Practice in speaking and understanding Spanish. UC/CSU
C-ID SPAN 100 (SPAN 1A + SPAN 1B)
SPAN 1A+1B = SPAN 1

SPAN 1B. Elementary Spanish (3)
Lec-52.5 P/NP available
Prereq: SPAN 1A or demonstration of SPAN 1A exit skills
Recommended Prep: ENGL 88 or ESL 188 or any City College or university foreign language course
Beginner's course in grammar, composition and reading. Practice in speaking and understanding Spanish. UC/CSU
C-ID SPAN 100 (SPAN 1A + SPAN 1B)
SPAN 1A+1B=SPAN 1

SPAN 2. Continuation of Elementary Spanish (5)
Lec-87.5 P/NP available
Prereq: SPAN 1 or 1B or demonstration of SPAN 1/1B exit skills.
Completion of elementary grammar, composition and reading; continued practice in speaking and understanding Spanish. Continued introduction to Spanish-speaking cultures. UC/CSU
C-ID SPAN 110

SPAN 2A. Continuation of Elementary Spanish (3)
Lec-52.5 P/NP available
Prereq: SPAN 1 or 1B or demonstration of SPAN 1/1B exit skills.
Completion of elementary grammar, composition and reading; continued practice in speaking and understanding Spanish. Continued introduction to Spanish-speaking cultures. UC/CSU
C-ID SPAN 110 (SPAN 2A + SPAN 2B)
SPAN 2A+2B=SPAN 2

SPAN 2B. Continuation of Elementary Spanish (3)
Lec-52.5 P/NP available
Prereq: SPAN 2A or demonstration of SPAN 2A exit skills.
Completion of elementary grammar, composition and reading; continued practice in speaking and understanding Spanish. Continued introduction to Spanish-speaking cultures. UC/CSU
C-ID SPAN 110 (SPAN 2A + SPAN 2B)
SPAN 2A+2B=SPAN 2

SPAN 3. Intermediate Spanish (5)
Lec-87.5 P/NP available
Prereq: SPAN 2 or 2B or demonstration of SPAN 2/2B exit skills.
Intensive review of grammar. Culture and composition. Designed for students who need reinforcement and expansion of the structures of the Spanish language. Conducted in Spanish. UC/CSU
C-ID SPAN 200

SPAN 3A. Intermediate Spanish (3)
Lec-52.5 P/NP available
Prereq: SPAN 2 or SPAN 2B or demonstration of exit skills
Intensive review of grammar, composition, and culture at the intermediate level. Designed for students who need reinforcement and expansion of the structures of the Spanish language. Introduction to authentic texts and Hispanic films to study new cultural perspectives. UC/CSU
C-ID SPAN 200 (SPAN 3A + SPAN 3B)
SPAN 3A not prerequisite to SPAN 3B. SPAN 3A+3B=SPAN 3

SPAN 3B. Intermediate Spanish (3)
Lec-52.5 P/NP available
Prereq: SPAN 2 or 2B or demonstration of SPAN 2/2B exit skills.
Intensive review of grammar. Culture and composition. Designed for students who need reinforcement and expansion of the structures of the Spanish language. Conducted in Spanish. UC/CSU
C-ID SPAN 200 (SPAN 3A + SPAN 3B)
SPAN 3A not prerequisite to SPAN 3B. SPAN 3A+3B = SPAN 3

SPAN 5. Advanced Spanish: Hispanic Culture and Civililization (3)
Lec-52.5 P/NP available
Prereq: SPAN 2 or SPAN 2B or demonstration of SPAN 2 or 2B exit skills
Readings in and discussions of Hispanic Civilization from the High Paleolithic to the l7th Century: Spain and Latin America. Designed to improve command of the spoken language through building vocabulary, improving pronunciation and expressing ideas in a more natural manner with some written Spanish practice as well. Conducted in Spanish. UC/CSU
SPAN 5 not prerequisite to SPAN 5S.
Offered on occasion

SPAN 5S. Advanced Spanish: Hispanic Culture and Civililization (3)
Lec-52.5 P/NP available
Prereq: SPAN 2 or SPAN 2B or demonstration of SPAN 2 or 2B exit skills
Readings in and discussions of Hispanic Civilization from the Golden Age to the present: Spain and Latin America. Designed to improve command of the spoken language through building vocabulary, improving pronunciation and expressing ideas in a more natural manner with some written Spanish practice as well. Conducted in Spanish. UC/CSU
SPAN 5 not prerequisite to SPAN 5S.
Offered on occasion

SPAN 6. Continuation of Intermediate Spanish (5)
Lec-87.5 P/NP available
Prereq: SPAN 3 or SPAN 3B or demonstration of SPAN 3 or 3B exit skills
Intensive review of grammar, culture and composition. Designed for

students who need reinforcement and expansion of the structures of the Spanish language. Conducted in Spanish. UC/CSU
C-ID SPAN 210
SPAN 6 = SPAN 6A+6B
Offered on occasion

SPAN 6A. Continuation of Intermediate Spanish (3)
Lec-52.5 P/NP available
Prereq: SPAN 3 or SPAN 3B or demonstration of SPAN 3 or 3B exit skills; equivalent course work
Intensive review of grammar, culture and composition. Designed for students who need reinforcement and expansion of the structures of the Spanish language. Conducted in Spanish. UC/CSU
C-ID SPAN 210 (SPAN 6A + SPAN 6B)
SPAN 6 = SPAN 6A + SPAN 6B. SPAN 6A and 6B do not need to be taken consecutively.
Offered Spring semesters

SPAN 6B. Continuation of Intermediate Spanish (3)
Lec-52.5 P/NP available
Prereq: SPAN 3 or SPAN 3B; Exit skills of SPAN 3 or 3B.
Recommended Prep: SPAN 6A
Intensive review of grammar, culture and composition. Designed for students who need reinforcement and expansion of the structures of the Spanish language. Conducted in Spanish. UC/CSU
C-ID SPAN 210 (SPAN 6A + SPAN 6B)
SPAN 6 = SPAN 6A + SPAN 6B. SPAN 6A and 6B do not need to be taken consecutively.
Offered Fall semesters

SPAN 7. Introduction to Literature in Spanish (3)
Lec-52.5 P/NP available
Prereq: SPAN 6 or SPAN 6B or demonstration of exit skills
Readings of literary and cultural selections; compositions; review of selected grammar. UC/CSU
Offered on occasion

SPAN 10A. Beginning Conversational Spanish (3)
Lec-52.5 P/NP available
Recommended Prep: Concurrent enrollment in SPAN 1, 1A, or 1B.
Beginner's course. Intensive oral practice of basic structures and vocabulary most often used in conversation. Designed for students who wish to acquire basic skills of spoken Spanish. CSU
Not recommended to native speakers of Spanish
Offered Fall semesters

SPAN 10B. Continuation of Beginning Conversational Spanish (3)
Lec-52.5 P/NP available
Recommended Prep: SPAN 2 or SPAN 2A or SPAN 2B or SPAN 10A
Second semester course: Extensive oral practice of basic structures and vocabulary most often used in conversation. Designed for students who wish to acquire basic skills of spoken Spanish. CSU
Not recommended to native speakers of Spanish
Offered Spring semesters

SPAN 10C. Intermediate Conversational Spanish (3)
Lec-52.5 P/NP available
Recommended Prep: SPAN 10B or demonstration of SPAN 10B exit skills;
Extensive oral practice of structures and vocabulary most often used in conversation at the intermediate level and study of aspects of the Spanish-speaking world. Elective for Spanish Major and Certificate. CSU
Offered Fall semesters

SPAN 10D. Continuation of Intermediate Conversational Spanish (3)
Lec-52.5 P/NP available
Recommended Prep: SPAN 10C or demonstration of exit skills
Extensive oral practice of structures and vocabulary most often used in conversation at the intermediate high level. Study of life and culture through contemporary films in Spanish. Designed for students who wish to acquire more advanced skills of spoken Spanish. CSU
Not recommended to native speakers of Spanish
Offered Spring semesters

SPAN 22A. Grammar Review and Composition (3)
Lec-52.5 P/NP available
Prereq: SPAN 3 or SPAN 3B or equivalent
Advanced review of grammar and composition with attention to style, vocabulary development, and grammatical structure. Course taught in Spanish. UC/CSU
Offered on occasion

SPAN 22B. Grammar Review and Composition (3)
Lec-52.5 P/NP available
Prereq: SPAN 3 or SPAN 3B or equivalent
Advanced review of grammar and composition with attention to style, vocabulary development, and grammatical structure. Course taught in Spanish. UC/CSU
Offered on occasion

SPAN 22C. Grammar Review and Composition (3)
Lec-52.5 P/NP available
Prereq: SPAN 3 or SPAN 3B or equivalent
Advanced review of grammar and composition with attention to style, vocabulary development, and grammatical structure. Course taught in Spanish. UC/CSU

SPAN 31. Spanish for Heritage Speakers 1 (5)
Lec-87.5 P/NP available
Recommended Prep: Oral fluency in Spanish
Designed for bilingual/heritage students who are effective in oral communication in Spanish within their communities, but have little formal training in written forms of the language. Intensive review of grammar, composition, and translation. Emphasis on increasing vocabulary avoiding English interference, reading and writing skills through short essays and guided compositions. UC/CSU
Offered on occasion

SPAN 31A. Spanish for Heritage Speakers 1A (3)
Lec-52.5 P/NP available
Recommended Prep: Must communicate fluently with ease in Spanish
Designed for bilingual/heritage students who are effective in oral communication in Spanish within their communities, but have little formal training in written forms of the language. Intensive review of grammar, composition and translation. Emphasis on increasing vocabulary, avoiding English interference, and improving reading and writing skills through short essays and guided compositions. UC/CSU
C-ID SPAN 220 (SPAN 31A + SPAN 31B)
SPAN 31A+31B= SPAN 31

SPAN 31B. Spanish for Heritage Speakers 1B (3)
Lec-52.5 P/NP available
Recommended Prep: Oral fluency in Spanish
Designed for bilingual/heritage students who are effective in oral communication in Spanish within their communities, but have little formal training in written forms of the language. Intensive review of grammar, composition, and translation. Emphasis on increasing vocabulary avoiding English interference, reading and writing skills through short essays and guided compositions. UC/CSU
C-ID SPAN 220 (SPAN 31A + SPAN 31B)
SPAN 31A+31B = SPAN 31
Offered Spring semesters

SPAN 32. Spanish for Heritage Speakers 2 (5)
Lec-87.5 P/NP available
Prereq: SPAN 31 or SPAN 31B or demonstration of exit skills
Intensive review of grammar. Composition and translation. Designed for bilingual/heritage students who are effective in oral communication in Spanish within their communities, but have insufficient formal training in written forms of the Spanish language. Emphasis on increasing vocabulary, reading and writing skills through essays and guided compositions. UC/CSU
Spanish 31 is not a prerequisite of Spanish 32.
Offered on occasion

SPAN 32A. Spanish for Heritage Speakers 2A (3)
Lec-52.5 P/NP available
Prereq: SPAN 31 or SPAN 31B or demonstration of exit
Continued intensive review of grammar, composition, translation. Emphasizes increasing vocabulary, avoiding false cognates, developing reading, writing skills. Emphasis on developing advanced academic sentence structure in Spanish, and study of culture of the Spanish-speaking world. Designed for bilingual/heritage students possessing effective oral communication in Spanish, but with little knowledge or formal training in written forms of Spanish. UC/CSU
C-ID SPAN 230 (SPAN 32A + SPAN 32B)
Formerly Intermediate Spanish for Bilingual Students
Offered on occasion

SPAN 32B. Spanish for Heritage Speakers 2B (3)
Lec-52.5 P/NP available
Prereq: SPAN 31 or SPAN 31B or demonstration of exit
Further continued intensive review of grammar, composition, translation. Emphasizes increasing vocabulary, avoiding false cognates, developing reading, writing skills. Focus on developing advanced academic sentence structure in Spanish, and expanded study of culture of the Spanish-speaking world. Designed for bilingual/heritage students possessing effective oral communication in Spanish, but with little knowledge or formal training in written forms of Spanish. UC/CSU
C-ID SPAN 230 (SPAN 32A + SPAN 32B)
Offered on occasion

SPAN 41. Culture and Civilization of Spain (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Aspects of the culture of Spain as reflected in its geography, history, politics, the arts, and religion, from its beginnings to the Franco era. Course will be taught in English. UC/CSU
No knowledge of Spanish required.
Offered on occasion

SPAN 42. LGBT Voices in Hispanic society (3)
Lec-52.5 P/NP available
Prereq: SPAN 3 or SPAN 3B or demonstration of exit skills
This course, conducted in Spanish, examines literary texts and other media to explore the culture, lives, and social aspects of Lesbian, Gay, Bisexual, and Transgender people in the context of Latin America and Spain, including Latinx population in the United States. UC/CSU
Offered on occasion

Theatre Arts

Office: Art 149
Phone Number: (415) 239-3132
Web Site: www.ccsf.edu/theatre

Announcement of Curricula

The Theatre Arts Department provides both academic and production experience in all aspects of theatre. A comprehensive set of courses fulfills general education and transfer requirements.

Purpose. Students participating in the theatre arts program learn to express themselves creatively through application of the theatrical skills of acting, directing, design, technical production, and stagecraft. They develop critical thinking and analytical abilities related to interpreting and criticizing dramatic literature. Students collaborate as effective team members in performing established material or in creating original work.

Among the skills developed:

- Apply learned knowledge and skills to new and varied situations.
- Use feedback to improve performance.
- Implement time management skills to complete a task.
- Identify an objective and devise and implement a plan of action.

Theatre Arts Major (AA-T)

The AA-T in Theatre Arts offers students a comprehensive lower division program in Theatre revolving around a basic core program. The AA-T prepares students for transfer to upper division theatre programs at four-year colleges and universities, particularly to California State University (CSU) campuses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze aspects of acting, including physical, vocal, imaginative, analytic and emotional levels
- Compare and contrast theatrical periods and styles of acting, directing, playwriting and technical elements
- Analyze theatre as a dynamic art form influencing society
- Apply technical processes, including lighting, set and costume and/or make-up design as they pertain to a given dramatic script
- Meet the academic requirements and skills in performance and/or technical production to perform successfully in upper division courses

Degree Requirements: Students who wish to earn the AA-T in Theatre Arts must complete 60 CSU transferable units with at least a 2.0 grade

pointy average. This must include the units required for full completion of the IGETC or CSU GE curriculum and units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements.

Assuming students start this AA-T with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Theatre Arts

Course	Units
Required core courses:	
TH A 30 Introduction to Theatre	3.0
TH A 150A Beginning Acting Fundamentals	3.0
Choose 3 units from Group 1 or 3 units from Group 2 courses:	
Group 1: Play Rehearsal and Presentation	
TH A 201A Ensemble Role Comedy Play Rehearsal and Presentation	1.0
TH A 201B Supporting Role Comedy Play Rehearsal Presentation	2.0
TH A 201C Principal Role Comedy Play Rehearsal and Presentation	3.0
TH A 202A Ensemble Role Drama Play Rehearsal and Presentation	1.0
TH A 202B Supporting Role Drama Play Rehearsal Presentation	2.0
TH A 202C Principal Role Drama Play Rehearsal and Presentation	3.0
TH A 203A Ensemble Role Classical Play Rehearsal Presentation	1.0
TH A 203B Supporting Role Classic Play Rehearsal Presentation	2.0
TH A 203C Principal Role Classic Play Rehearsal and Presentation	3.0
TH A 204A Ensemble Role Tragedy Play Rehearsal Presentation	1.0
TH A 204B Supporting Role Tragedy Play Rehearsal Presentation	2.0
TH A 204C Principal Role Tragedy Play Rehearsal and Presentation	3.0
Group 2: Technical Theatre Production	
TH A 61 Technical Theatre Production	3.0
Choose 9 units from the following elective courses:	
TH A 150B Intermediate Acting Fundamentals	3.0
TH A 63 Introduction to Lighting Design	4.0
TH A 60 Stagecraft	3.0
Course(s) in Group 1 or Group 2 (whichever Group was not taken for the Core requirements)	3.0
Total:	**18.0**

Acting Certificate

The Certificate of Achievement in Acting provides students the basic skills and techniques necessary to successfully start a career path, as well as fundamental acting skills for self marketing, filling a need within the community for trained performers. However, most certificate students wishing to pursue professional acting careers must continue to build their resumes through substantial performance experience and will likely pursue additional training through private studios, training programs, or four-year university programs.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply practical aspects of acting, including imaginative, analytic, and emotional levels.
- Compare theatrical periods and styles of acting.
- Perform special acting styles.
- Apply fundamental techniques of voice and actor's craft to an audition for a production.

Students must complete each course with a grade of C or higher. Students must compete the 16 units at City College of San Francisco.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Acting

Course	Units
Required courses:	
TH A 150A Beginning Acting Fundamentals	3.0
TH A 153A Beginning Improvisation	3.0
TH A 154A Beginning Acting For The Camera	4.0
TH A 160A Beginning Vocal Production and Audition	3.0
Choose any combination of three (3) elective units from the following, be it a single 3-unit course, any 1+2-unit combination, or any three 1-unit courses.	
TH A 170A Beginning Shakespeare for Actors	3.0
TH A 171A Beginning Storytelling and Performance	3.0
TH A 201A Ensemble Role Comedy Play Rehearsal and Presentation	1.0
TH A 201B Supporting Role Comedy Play Rehearsal Presentation	2.0
TH A 201C Principal Role Comedy Play Rehearsal and Presentation	3.0
TH A 202A Ensemble Role Drama Play Rehearsal and Presentation	1.0
TH A 202B Supporting Role Drama Play Rehearsal Presentation	2.0
TH A 202C Principal Role Drama Play Rehearsal and Presentation	3.0
TH A 203A Ensemble Role Classical Play Rehearsal Presentation	1.0
TH A 203B Supporting Role Classic Play Rehearsal Presentation	2.0
TH A 203C Principal Role Classic Play Rehearsal and Presentation	3.0
TH A 204A Ensemble Role Tragedy Play Rehearsal Presentation	1.0
TH A 204B Supporting Role Tragedy Play Rehearsal Presentation	2.0
TH A 204C Principal Role Tragedy Play Rehearsal and Presentation	3.0
Total:	**16.0**

Announcement of Courses

Credit, Degree Applicable Courses:

TH A 30. Introduction to Theatre (3)
Lec-52.5
This course focuses on the relationship of theatre to various cultures throughout history, and on the contributions of significant individual artists. This course introduces students to elements of the production process including playwriting, acting, directing, design and criticism. Different periods, styles and genres will be surveyed. UC/CSU
C-ID THTR 111

TH A 31. Survey of Classical Drama (3)
Lec-52.5
Readings and analysis of the plays that form the historical foundation of modern European and American drama. Lectures, reading and discussion of plays from ancient Greece, through Shakespeare to the 19th century. UC/CSU

TH A 32. Survey of Modern Drama (3)
Lec-52.5
Readings and analysis of plays that illustrate the major types of drama written for the modern stage. Lectures, reading and discussion of play scripts dating from the advent of 19th Century realism, through the writing of contemporary authors. UC/CSU

TH A 33. Survey of the Art of Comedy (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Historical analysis of Comedy in its many forms, its performances and literature presented on stage resulting in laughter. Lectures, readings, viewings and discussions of comedic performances and literature from the mimes of ancient Greece through Shakespeare, commedia dell'arte, stand up, improvisational and musical comedy of present day. UC/CSU

TH A 61. Technical Theatre Production (1-3)
Work-60-225 P/NP available
Prereq: Approval of the Theatre Arts Department
Repeat: Repeated up to 12.00 Units
On campus College work experience in technical theatre production, house management and stage management subject to approval and under supervision of a Theatre Arts Department Instructor. One unit of credit is earned for 60 hours of unpaid, or 75 hours of paid work. UC/CSU
C-ID THTR 192

Enrollment Limitations on Physical Education and Visual or Performing Arts Courses

Per title 5 Section 55041, effective Fall 2013, students may not enroll more than four times in "active participatory courses that are related incontent" in the areas of physical education or visual and performing arts,which includes art, dance, music, and theatre. This limitation applies even if a student receives a substandard grade or "W" during one or more of the enrollments in such a course or if the students petition for repetition due to extenuating circumstances. Theatre Arts courses that are related in content are grouped together in"families" of courses below. The families are indicated by their headings,e.g., Play Rehearsal and Performance, Stagecraft, etc. For the most up-to date listing of courses and families, refer to the online catalog, www.ccsf.edu/catalog.

Stagecraft

TH A 60. Stagecraft (3)
Lec-35, Lab-70, field trips P/NP available
Introduction and practical experience in stage scenery construction, stage properties selection, lighting execution, sound design, scenic painting techniques, and stage management through class lab work and participation in departmental theatrical productions. UC/CSU
C-ID THTR 171

Set Design

TH A 62. Introduction to Stage Design (3)
Lec-52.5 P/NP available
Introduction to the basic techniques used in stage design for live performance with emphasis on the art of scenic design, through drafting techniques, model making, ground plans, as well as script analysis for the practical application of these skills. UC/CSU
Offered Fall semesters

Lighting Design

TH A 63. Introduction to Lighting Design (4)
Lec-52.5, Lab-52.5
Introduction to the basic techniques used in lighting design for live performance with emphasis on the art of lighting design, script analysis, lighting equipment needs, safety and uses, drafting techniques as well as color theory for the practical application of these concepts. UC/CSU
C-ID THTR 173
Offered Spring semesters

Directing for the Theatre

TH A 107A. Introduction to Directing for the Theatre (3)
Lec-52.5
Introductory-level examination of the function of a stage director and the techniques of stage direction with application through practical experiences focusing on scene-work. UC/CSU
Formerly TH A 107
Offered on occasion

TH A 107B. Intermediate Directing for the Theatre (3)
Lec-52.5
Prereq: TH A 107A
Intermediate-level examination of the function of a stage director and the techniques of stage direction with application through practical experiences focusing on one-act plays. UC/CSU
Offered on occasion

TH A 107C. Advanced Directing for the Theatre (3)
Lec-52.5
Prereq: TH A 107B
Advanced-level examination of the function of a stage director and the techniques of stage direction with application through practical experiences focusing on a full-length play. UC/CSU
Offered on occasion

Acting Fundamentals

TH A 150A. Beginning Acting Fundamentals (3)
Lec-52.5
Beginning level examination, practice and execution of the fundamentals of acting. Staging techniques, improvisation, theatre games, stage movement, and acting terminology. Classroom preparation and presentation of monologues and ensemble work. UC/CSU
C-ID THTR 151
Formerly TH A 150

TH A 150B. Intermediate Acting Fundamentals (3)
Lec-52.5
Prereq: TH A 150A
Intermediate level examination, practice and execution of the fundamentals of acting. The focus on using staging techniques, improvisation, theatre games, stage movement, and applying acting terminology. Classroom preparation and presentation of monologues and ensemble work. UC/CSU
C-ID THTR 152

TH A 150C. Advanced Acting Fundamentals (3)
Lec-52.5, field trips
Prereq: TH A 150B
Advanced level examination, practice and execution of the fundamentals of acting. The focus on mastering staging techniques, improvisation, theatre games, stage movement, and acting terminology. Classroom preparation and presentation of monologues and ensemble work at an advanced level. UC/CSU

Scene Study

TH A 151A. Beginning Character Development and Scene Study (3)
Lec-52.5 P/NP available
Recommended Prep: TH A 150A
Beginning level analysis, development and creation of believable characters, and in-class performance. Concentration on studying scene evolution in an ensemble setting of plays selected from diverse dramatic literature. UC/CSU
Formerly TH A 151
Offered on occasion

TH A 151B. Intermediate Character Development and Scene Study (3)
Lec-52.5 P/NP available
Prereq: TH A 151A
Intermediate level analysis, development and creation of believable characters, and in-class performance. Special emphasis on the playwright's "given circumstances" and character development. Communication onstage demonstrated through scene presentation. UC/CSU
Offered on occasion

TH A 151C. Advanced Character Development and Scene Study (3)
Lec-52.5 P/NP available
Prereq: TH A 151B
Advanced level analysis, development and creation of believable characters, in relation to text analysis of characters from diverse material. Special emphasis on social-cultural influences on both character and text through in class scene presentation. UC/CSU
Offered on occasion

Performance Project

TH A 152C. Performance Projects: Contemporary Plays (3)
Lec-52.5, field trips
Recommended Prep: TH A 30
Development of contemporary plays that will be performed in a studio setting. Investigation of the development of performance skills as they relate to the audience and to the specific studio space. UC/CSU
Offered on occasion

Physical Theatre

TH A 153A. Beginning Improvisation (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Beginning-level instruction in the acting skill of creating original material by performers for presentation through techniques of improvisation and scenario. Beginning-level actor-generated narrative and play script development in an ensemble setting. UC/CSU
Formerly TH A 153

TH A 153B. Intermediate Improvisation (3)
Lec-52.5
Prereq: TH A 153A
Intermediate-level instruction in the acting skill of creating characters through original and spontaneous material developed by performers for presentation through techniques of improvisation and scenario. Focus on actor's improvised communication and character relationships. UC/CSU

TH A 153C. Advanced Improvisation (3)
Lec-52.5
Prereq: TH A 153B
Advanced-level instruction in the acting skill of creating characters through original and spontaneous material developed by performers for presentation through techniques of improvisation and scenario. Focus on spontaneous group presentations with character interaction and given circumstances, in the long-form improvisation structure. UC/CSU

Acting in Media

TH A 154A. Beginning Acting For The Camera (4)
Lec-52.5, Lab-60
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Beginning level development of performance skills for video, film and electronic media applications with emphasis on identifying and defining an on-camera persona in a production context. UC/CSU
Formerly TH A 154

TH A 154B. Intermediate Acting For The Camera (4)
Lec-52.5, Lab-60
Prereq: TH A 154A
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Intermediate-level development of performance skills for video, film and electronic media applications with emphasis on dramatic characterization in a production context utilizing text to performance techniques. UC/CSU

TH A 154C. Advanced Acting For The Camera (4)
Lec-52.5, Lab-60
Prereq: TH A 154B
Recommended Prep: ENGL 88 or ESL 160 or readiness for college-level English
Advanced-level development of performing skills for video, film and electronic media applications with emphasis on application of practical skills to transition to a professional environment. UC/CSU

Vocal Production and Audition

TH A 160A. Beginning Vocal Production and Audition (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Beginning instruction in the study of the anatomy of the vocal mechanism. Practice of voice and articulation with an emphasis on Standard American English for the stage to develop the actor's process in preparation for performance and audition, selection of materials, and

presentation of self in various audition settings. UC/CSU
Formerly TH A 160
Offered Spring semesters

TH A 160B. Intermediate Vocal Production and Audition (3)
Lec-52.5
Prereq: TH A 160A
Intermediate instruction in the study of the anatomy of the vocal mechanism. Practice transcription of sounds into International Phonetics for voice and articulation with an emphasis on Standard American English for the stage, and to develop the actor's process in preparation for performance and selection of materials for various audition settings. UC/CSU
Offered Spring semesters

TH A 160C. Advanced-Intermediate Vocal Production and Audition (3)
Lec-52.5
Prereq: TH A 160B
Advance-Intermediate instruction in the study of the anatomy of the vocal mechanism. Practice of voice and articulation in preparation of classical and contemporary auditions. Focused auditioning exercises for the stage to develop the actor's process in preparation for performance and audition and selection of materials in various audition settings. UC/CSU
Offered Spring semesters

TH A 160D. Advanced Vocal Production and Audition (3)
Lec-52.5
Prereq: TH A 160C
Advanced instruction in the study of the anatomy of the vocal mechanism. Practice of voice and articulation with an emphasis on dialects for the stage to develop the actor's process in preparation for performance and audition, selection of materials, and presentation of self in various audition settings. UC/CSU
Offered Spring semesters

Shakespeare for Actors

TH A 170A. Beginning Shakespeare for Actors (3)
Lec-52.5
Recommended Prep: TH A 150A; ENGL 88 or ESL 188 or readiness for college-level English
Beginning instruction in the use of text techniques interpreting poetic imagery and vocal exercises for the actor used in the performance of Shakespearean verse and prose. The class will develop the student's approach to address analytic skills, historical research, vocal skills and interpretive skills to perform William Shakespeare's canon. UC/CSU
Offered Fall semesters

TH A 170B. Intermediate Shakespeare for Actors (3)
Lec-52.5
Prereq: TH A 170A
Intermediate instruction in the use of text techniques interpreting poetic imagery and exercises for the actor to use in the performance of Shakespearean verse and prose. Focusing the actor's voice and developing the use of Standard American Speech in order to perform William Shakespeare's canon for an American audience. UC/CSU
Offered Fall semesters

TH A 170C. Advanced Intermediate Shakespeare for Actors (3)
Lec-52.5
Prereq: TH A 170B
Advanced intermediate instruction of text techniques of interpreting poetic imagery, vocal exercises for the actor to use in the performance of Shakespearean verse and prose applied to scene work. The class will develop the student's approach to address character development from William Shakespeare's "Comic" or "Romance" plays. UC/CSU
Offered Fall semesters

TH A 170D. Advanced Shakespeare for Actors (3)
Lec-52.5
Prereq: TH A 170C
Advanced instruction of text techniques of interpreting poetic imagery, vocal exercises for the actor to use in the performance of Shakespearean verse and prose applied to scene work. The class will develop the student's approach to address character development from William Shakespeare's "Tragic" or "Historic" plays. UC/CSU
Offered on occasion

Performing Storytelling

TH A 171A. Beginning Storytelling and Performance (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Beginning instruction in the acting skill of storytelling through performance exercises, improvisations, writing of original work, and the use of the literature of folklore, myth, and monologue focusing on narrative, creation of character and the telling of stories in an ensemble setting. UC/CSU
Offered Fall semesters

TH A 171B. Intermediate Storytelling and Performance (3)
Lec-52.5, field trips
Prereq: TH A 171A
Intermediate level instruction in the acting skill of editing for the presentation of stories through performance exercises, improvisations, writing of original work, and the use of the literature of folklore, myth, and monologue focusing on narrative, creation of character and the telling of stories in an ensemble setting. UC/CSU
Offered Fall semesters

TH A 171C. Advanced Intermediate Storytelling and Performance (3)
Lec-52.5, field trips
Prereq: TH A 171B
Advanced intermediate level instruction in the acting skill of editing for the presentation of stories through performance exercises, improvisations, and the use of material from holiday tales and creation mythology, focusing on production of a public performance. UC/CSU
Offered Fall semesters

TH A 171D. Advanced Storytelling and Performance (3)
Lec-52.5, field trips
Prereq: TH A 171C
Advanced level instruction in the acting skill of storytelling. Focus on individual skill through performance exercises, improvisations, writing of original work. Uses the literature of folklore, myth, and monologue, focusing on narrative, creation of character and characters' narrative monologues. UC/CSU
Offered on occasion

Comedy-Play Rehearsal and Performance

TH A 201A. Ensemble Role Comedy-Play Rehearsal and Presentation (1)
Lab-52.5 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Ensemble role preparation and interpretive training process at a basic

level as an introduction to theatrical performances of a comic play presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform in a "Comedy" in order to receive credit. UC/CSU
Offered on occasion

TH A 201B. Supporting Role Comedy-Play Rehearsal Presentation (2)
Lab-105 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Supporting role preparation and interpretive training process at an intermediate level in order to perform in a theatrical performances of a comic play presentation in a Theater Arts Department production. Students must audition for, be cast in, rehearse and perform a supporting role in a "Comedy" in order to receive credit. UC/CSU
Offered on occasion

TH A 201C. Principal Role Comedy-Play Rehearsal and Presentation (3)
Lab-157.5 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Principal (leading) role preparation and interpretive training process at an intensive level in order to perform in theatrical performances of a comic play presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform a principal role in a "Comedy" in order to receive credit. UC/CSU
Offered on occasion

Drama-Play Rehearsal and Performance

TH A 202A. Ensemble Role Drama-Play Rehearsal and Presentation (1)
Lab-52.5 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Ensemble role preparation and interpretive training process at a basic level as an introduction to theatrical performances of a "Drama" presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform in a "Drama" in order to receive credit. UC/CSU
Offered Fall semesters

TH A 202B. Supporting Role Drama-Play Rehearsal and Presentation (2)
Lab-105 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Supporting role preparation and interpretive training process at an intermediate level in order to perform in a theatrical performances of a "Drama" presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform a supporting role in a "Drama" in order to receive credit. UC/CSU
Offered Fall semesters

TH A 202C. Principal Role Drama-Play Rehearsal and Presentation (3)
Lab-157.5 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Principal (leading) role preparation and interpretive training process at an intensive level in order to perform in a theatrical performances of a "Drama" presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform a principal role in a "Drama" in order to receive credit. UC/CSU
Offered Fall semesters

Classical-Play Rehearsal and Performance

TH A 203A. Ensemble Role Classical-Play Rehearsal and Presentation (1)
Lab-52.5 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Ensemble role preparation and interpretive training process at a basic level as an introduction to theatrical performances of a "Classical" presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform in a "Classical" play in order to receive credit. UC/CSU
Offered on occasion

TH A 203B. Supporting Role Classic-Play Rehearsal and Presentation (2)
Lab-105 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Supporting role preparation and interpretive training process at an intermediate level in order to perform in theatrical performances of a "Classic" presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform a supporting role in a "Classic" in order to receive credit. UC/CSU
Offered on occasion

TH A 203C. Principal Role Classic-Play Rehearsal and Presentation (3)
Lab-157.5 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Principal (leading) role preparation and interpretive training process at an intensive level in order to perform in a theatrical performances of a "Classic" presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform a principal role in a "Classic" in order to receive credit. UC/CSU
Offered on occasion

Tragedy-Play Rehearsal and Performance

TH A 204A. Ensemble Role Tragedy-Play Rehearsal and Presentation (1)
Lab-52.5 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Ensemble role preparation and interpretive training process at a basic level as an introduction to theatrical performances of a "Tragedy" presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform in a "Tragedy" in order to receive credit. UC/CSU
Offered Spring semesters

TH A 204B. Supporting Role Tragedy-Play Rehearsal and Presentation (2)
Lab-105 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Supporting role preparation and interpretive training process at an intermediate level in order to perform in a theatrical performances of a "Tragedy" presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform a supporting role in a "Tragedy" in order to receive credit. UC/CSU
Offered Spring semesters

TH A 204C. Principal Role Tragedy-Play Rehearsal and Presentation (3)
Lab-157.5 P/NP available
Prereq: Limitation on enrollment — by audition/interview
Principal (leading) role preparation and interpretive training process

at an intensive level in order to perform in a theatrical performances of a "Tragedy" presentation in a Theatre Arts Department production. Students must audition for, be cast in, rehearse and perform a principal role in a "Tragedy" in order to receive credit. UC/CSU
Offered Spring semesters

Related Courses:

BCST 115. Announcing and Performance (3)
Lec-52.5, field trips
Recommended Prep: BCST 120; ENGL 88 or ESL 188 or readiness for college-level English
Introduction to basic theory and practice in interpretation of copy, pronunciation, and announcer's duties for radio, television, podcast and web video. Study and practice of oral skills for effective communication of meaning in scripts, newscasts, voiceovers and commercial messages with emphasis on development of voice, articulation and pronunciation. CSU
Only offered in Spring
Offered Spring semesters

CMST 38. Forensics Competition (3)
Lec-52.5, Lab-17.5, field trips P/NP available
Recommended Prep: CMST 1A or CMST 3 or CMST 4 or ESL 79
Repeat: Students can repeat three times (total 4 enrollments)
Students develop speaking and argumentation skills, specializing in one or more of the following areas: oral interpretation of literature, debate, platform speaking or limited preparation speaking. Students who repeat the course master communication skills through further instruction and practice. Participation in tournament, campus or community presentations is required. CSU
Formerly SPCH 38.

Trade Skills

See Automotive/Motorcycle, Construction, and Building Maintenance.

Transitional Studies

Office: Mission Center
Phone Number: (415) 920-6131
Web Site: www.ccsf.edu/TRST

Announcement of Curricula

General Information

The Transitional Studies Department offers ongoing instruction in CCSF High School Diploma Program, General Educational Development (GED), Adult Basic Education (ABE), and Vocational Foundation Skills. The curriculum consists of noncredit courses in reading, writing, mathematics and specific subjects at elementary, intermediate and advanced levels. Instructional methodology includes both individualized and traditional classroom instruction.

All courses are free of charge and are without college credit.

Program Goals. Provide a comprehensive program leading to the CCSF High School Diploma; prepare students to pass the GED examination and/or HiSET(High School Equivalency Test); help students to achieve competency in Adult Basic Education; provide students with basic skills for living, employment; develop student readiness to succeed in college credit classes and Career/Technical Certificate programs.

Admission Requirements. All skill levels are accepted. After testing in reading, writing and mathematics, students are enrolled at a level **matching their skills and geared toward their educational objectives.** Students studying for the high school equivalency tests in Spanish are required to be fluent and literate in Spanish. **Offered at the following center:**

Mission Center (Julita McNichol or Maria Rosales-Uribe, Chair) . . . . . (415) 920-6043

CCSF High School Diploma Program HS Diploma

The City College of San Francisco High School Diploma Program is open to adult students who meet placement requirements. The program is also open to concurrently enrolled high school students who are in the 11th or 12th grades and who require high school credits to transfer to their home high schools.

Concurrently enrolled high school students may earn high school credits that transfer to their home high school by enrolling in Transitional Studies courses by arrangement with the student's high school counselor.

Credits may be earned in three ways: by completing course work, or by earning 12.5 points for each GED subtest and 10 points for each HiSET subtest that the student successfully passes.

For more information on both these tests go to https://www.ccsf.edu/placementtest

Equivalent high school courses taken at other schools, or comparable college credit classes, may satisfy coursework requirements. Credits may be fulfilled by successful completion of courses in Transitional Studies, CCSF Vocational programs, English as a Second Language (ESL), CCSF credit classes or, with the TRST Department Chair's permission, any CCSF course. Additionally, courses earned at other high school or college institutions may be transferred to the CCSF HS Diploma Program.

The CCSF High School Diploma's Program Learning Outcomes are derived from the Common Core State Standard and CASAS competencies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply quantitative concepts and critical reasoning to address complex problems
- Apply effective and respectful communication skills.
- Locate, evaluate, and synthesize multiple forms of information from diverse disciplines and use proper attribution
- Integrate diverse perspectives using critical and creative reasoning
- Articulate an understanding of the history and values of diverse cultures including one's own.
- Assess one's own achievements and cultivate resources for educational and /or career growth
- Recognize and interpret creative expression

Residency requirement: At least 20 credits must be earned in the Transitional Studies Department or, with the Department Chair's permission, in other CCSF departments.

English requirement: to qualify for the CCSF HS Diploma, a student must have completed with a grade of "C" or better, at least one of the Transitional Studies core required English classes, or a CCSF degree-applicable class in the English Department.

Mathematics requirement: to qualify for the CCSF HS diploma, a student must have completed with a grade of "C" or better, at least one of the Transitional Studies core required mathematics classes, or a CCSF degree-applicable class in the Mathematics Department.

Completion time will vary based on student preparation and number of high school credits completed at other institutions. The minimum time for completion of this program is 1 semester because of the residency requirement.

Courses Required for the HS Diploma in CCSF High School Diploma Program

Course . . . . . Hours

High School Science Choose 360 hours (20 high school credits) from the following:
TRST 3631 High School Physical Science 90.0
TRST 3642 High School Biology. 90.0
TRST 3643 High School Ecology 90.0
TRST 3644 High School Physics. 90.0
TRST 5044 High School Equivalency Prep: Science 90.0

High School Social Science Choose 540 hours (30 high school credits) from the following:
TRST 3531 High School United States History 1. . . . . 90.0
TRST 3532 High School United States History 2 . . . . . 90.0
TRST 3533 Civics. 90.0
TRST 3534 Economics 90.0
TRST 3535 Modern World History. 90.0
TRST 3537 H.S. United States History 3. . . . . 90.0
TRST 3536 Social Justice 90.0
TRST 5043 High School Equivalency Prep: Social Studies. 90.0
TRST 5052 High School Lab: Contemporary World 90.0
TRST 5056 High School Lab: Civics. 90.0
TRST 5057 High School Lab: Economics 90.0

High School Humanities Choose 180 hours (10 high school credits) from the following:
TRST 3721 Visual Arts 90.0
TRST 3732 Comparative Religion. 90.0
TRST 3733 High School Art and Literature. 90.0
TRST 5053 High School Learning Lab: Humanities 90.0

High School English Choose 540 hours (30 high school credits) from the following:
TRST 1322 Academic Reading and Writing 1.5. . . . . 90.0
TRST 2322 Academic Reading/Writing 2.5. . . . . 90.0
TRST 2323 Media Literacy. 90.0
TRST 2731 The Americas in Film 90.0
TRST 3331 Academic Reading and Writing 3 . . . . . 90.0
TRST 3332 Grammar and Writing 90.0
TRST 3333 Introduction to Public Speaking 90.0
TRST 3334 Discovering Literature 90.0
TRST 3335 Exploring Literature 90.0
TRST 3346 H.S. Literature and Composition 90.0
TRST 3347 Contemporary American Writers. 90.0
TRST 3733 High School Art and Literature. 90.0
TRST 5053 High School Learning Lab: Humanities 90.0
TRST 5054 High School Learning Lab: English 90.0
TRST 5041 High School Equivalency Prep: Language Arts 90.0
TRST 3348 Academic Writing 2 . . . . . 90.0

High School Mathematics Choose 360 hours (20 high school credits) from the following:
TRST 3421 High School Algebra 1A 90.0
TRST 3422 High School Algebra 1B 90.0
TRST 3423 High School Geometry 1A. 90.0
TRST 3424 Geometry 1B 90.0
TRST 5055 High School Learning Lab: Mathematics . . 90.0
TRST 5042 High School Equivalency Prep: Mathematics 90.0

High School Electives Choose 900 hours (50 high school credits) from the following:
TRST 5038 Introduction to Academic Success 90.0
TRST 2533 Health Education. 90.0
TRST 2421 Math Skills Development 2 . . . . . 90.0
TRST 2422 Math Skills Lab 90.0
TRST 5036 Reading/Writing Lab 90.0
TRST 1422 Math Skills Development I. 90.0

Any courses not taken to meet requirements above

Total: 2880.0

Announcement of Courses

Noncredit Courses:

Individualized Learning Labs, Self-paced, Open-entry, Multi-level, Ongoing Classes

TRST 5036. Reading/Writing Lab (90 hrs)
A self-paced reading and writing skills lab to prepare students for higher level English TRST courses and for the high school equivalency Language Arts subtest. Upon successful completion of course, students can earn five high school credits.

TRST 5038. Introduction to Academic Success (90 hrs)
The students will learn tools for students' success in the educational setting such as time management, goal setting, and basic study skills. In addition, students will learn about the City College of San Francisco resources available to them.

TRST 5042. High School Equivalency Prep: Mathematics (90 hrs)
Prepares students for the GED Mathematical Reasoning test, TASC or HiSET Math test, and/or credit math courses. Whole group, individual and/or small group instruction.
Formerly TRST 040B

TRST 5052. High School Lab: Contemporary World (90 hrs)
Covers the major turning points that shaped the modern world from post-World War II to today. It is a self-paced lab allowing students to earn credits that may be applied to the CCSF High School Social Science requirements.
Formerly TRST 037B

TRST 5053. High School Learning Lab: Humanities (90 hrs)
Recommended Prep: TRST 1322 or placement in TRST 2322
A self-paced course designed for students to develop reading and critical thinking skills. Credits earned may be applied toward meeting the CCSF High School Diploma requirements in Area C: Humanities.

TRST 5054. High School Learning Lab: English (90 hrs)
Recommended Prep: TRST 2322 or placement into TRST 3331
A self-paced course designed for students to develop academic reading and writing skills. Credits earned may be applied toward meeting the CCSF High School Diploma requirements in Area D: English.

TRST 5055. High School Learning Lab: Mathematics (90 hrs)
Recommended Prep: TRST 2421 or TRST 2422 or placement into TRST 3421 or 3423
A self-paced course designed for students to develop Adult Secondary Education academic skills in mathematics. Credits earned may be applied toward meeting the CCSF High School Diploma requirements in Area E: Mathematics.

TRST 5056. High School Lab: Civics (90 hrs)
Recommended Prep: TRST 2322 or placement in TRST 3331
History and interpretation of the U.S. Constitution. Structure of the federal government, individual rights and responsibilities. Exploration of key issues and analysis of current events. It is a self-paced lab allowing students to earn credits that may be applied to the CCSF High School Social Science requirements.

TRST 5057. High School Lab: Economics (90 hrs)
Recommended Prep: TRST 2322 or placement in TRST 3331
Exploration of basic economic principles and their applications to the free enterprise system. Analysis and discussion of key economic policy decisions made both domestically and globally. It is a self-paced lab allowing students to earn credits that may be applied to the CCSF High School Social Science requirements.

Level I

Beginning and Basic Instruction in Reading, Writing, Communicating and Mathematics

TRST 1322. Academic Reading and Writing 1.5 (90 hrs)
A beginning course designed to develop reading and writing.

TRST 1324. Academic Writing 1 (90 hrs)
Beginning course in writing with emphasis on sentence mechanics and paragraph development. Credits earned can be used towards CCSF High School Diploma.

Level II

Intermediate Instruction in Reading, Writing, Communicating and Mathematics

TRST 2322. Academic Reading/Writing 2.5 (90 hrs)
Recommended Prep: ESLN 3780 or TRST 1322
An intermediate course designed to develop reading, writing, and critical thinking skills. Credits earned can be used towards City College of San Francisco English requirements towards the CCSF High School Diploma.

TRST 2323. Media Literacy (90 hrs)
Students will learn the basic tools needed to decipher media messages and their impact on personal decision-making and society.

TRST 2421. Math Skills Development 2 (90 hrs)
Recommended Prep: TRST 1422 or placement into TRST 2421
This course focuses on the study of decimal, fractions, rations, proportions, percentages, basic algebra and geometry.

TRST 2422. Math Skills Lab (90 hrs)
This is a self-paced lab in basic mathematics, which includes whole numbers, fractions, decimals, percentages, measurement, and an introduction to algebra and geometry. It is an open entry, open exit course.

TRST 2533. Health Education (90 hrs)
Introduction to basic health information that addresses the promotion of physical, mental, emotional, and social dimensions of health.

TRST 2731. The Americas in Film (90 hrs)
Recommended Prep: TRST 1322
The study of Latin America and United States society using film. Themes such as conformity, rebellion, racism and feminism will be explored.

Level III

Advanced classes in reading, writing, communicating, mathematics and critical thinking in specific High School subjects. Required coursework for the City College of San Francisco High School Diploma Program. Courses also prepare students for subject matter examinations on the GED and for transfer to credit.

TRST 3331. Academic Reading and Writing 3 (90 hrs)
Recommended Prep: TRST 1321 or TRST 1324
This course is a high school level academic reading and writing course with an emphasis on reading expository text and writing informative essays.

TRST 3332. Grammar and Writing (90 hrs)
Prereq: TRST 1324 or CASAS score of 225 or higher
Intermediate course in the writing process with emphasis on sentence mechanics and coherent paragraph development. Credits earned can be used towards CCSF High School Diploma.

TRST 3333. Introduction to Public Speaking (90 hrs)
This course is designed to give students basic skills to deliver oral presentations that convey clear perspectives and solid reasoning.

TRST 3334. Discovering Literature (90 hrs)
Recommended Prep: ESLN 3700; TRST 2322
A beginning course designed to develop critical reading and writing skills, and to introduce significant works of literature, studying recurrent patterns and themes.

TRST 3335. Exploring Literature (90 hrs)
Recommended Prep: TRST 3334
An intermediate course designed to continue development of critical reading and writing skills using significant works of literature to study recurrent patterns and themes.

TRST 3346. H.S. Literature and Composition (90 hrs)
Recommended Prep: TRST 3335
Advanced course designed to develop student awareness of their own ideological framework and writing style, and strengthen their writing, editing, and critical thinking skills in response to multicultural literature in preparation for college English courses.

TRST 3347. Contemporary American Writers (90 hrs)
Recommended Prep: Placement in TRST level 3300 or completion of TRST level 2321
A high school English course in which students interpret, analyze, and respond to contemporary American fiction and nonfiction texts.

TRST 3348. Academic Writing 2 (90 hrs)
Recommended Prep: TRST 3346, 3347 or placement into TRST 3348
Students focus on writing coherent and focused essays that convey a well-defined thesis.

TRST 3421. High School Algebra 1A (90 hrs)
Recommended Prep: TRST 2421
A first course in High School Algebra. Operations on integers and rational numbers; properties of rational numbers; exponents; expressions, inequalities, polynomials, factoring, and word problems.

TRST 3422. High School Algebra 1B (90 hrs)
Recommended Prep: Placement in TRST 3422 or completion of TRST 3421
A second course in Algebra: properties of equations and inequalities, linear equations, quadratic equations and introduction to graphing.

TRST 3423. High School Geometry 1A (90 hrs)
Recommended Prep: TRST 3421
A first course in high school geometry: point, lines, and planes; classification of angles; triangles and the Pythagorean theorem; classifications of polygons; surface areas and volume of several shapes.

TRST 3424. Geometry 1B (90 hrs)
Recommended Prep: TRST 3423 or placement into TRST 3424
A second course in geometry: Aside from learning the skills and concepts of angles, triangles, polygons, polyhedra and spheres, students will develop their ability to construct formal, logical arguments and proofs in geometric settings and problems.

TRST 3531. High School United States History 1 (90 hrs)
Recommended Prep: TRST 2322
A high school history survey course of the eras between the discovery and exploration of the Americas to the Antebellum Era of the United States. Fulfills Social Science Core high school credits.
Fulfills Social Science Core high school credits.

TRST 3532. High School U.S. History 2 (90 hrs)
Recommended Prep: Placement into TRST 3532
A high school history survey of the eras between the Civil War and the Eve of the Great Depression. Fulfills Social Science Core high school credits. Complies with Historical Thinking Standards from National Center for History and Common Core Standards.

TRST 3533. Civics (90 hrs)
Recommended Prep: Placement into TRST 3533
This course focuses on the United States Constitution, the rights and responsibilities of citizens and the party system.

TRST 3534. High School Economics (90 hrs)
Recommended Prep: Placement into TRST 3534
This course examines the ways economics affects individuals and groups in the private and public sector. It will also study basic economic principles and their applications in the free enterprise system.

TRST 3535. Modern World History (90 hrs)
Recommended Prep: Placement in TRST 3535
This course considers the most fundamental cultural, social, political, and economic trends of the Modern World History Era (MWH 1750-1920), including the Global Market Expansion, the Industrial Revolution, Imperialism, and WWI.

TRST 3536. Social Justice (90 hrs)
Recommended Prep: TRST 1322 or placement into TRST 2322
Focusing primarily on the United States, students will examine issues of social, economic and environmental justice in order to develop an understanding of patterns of injustice and methods for obtaining justice.

TRST 3537. H.S. United States History 3 (90 hrs)
Recommended Prep: TRST 2322
A high school history survey of the eras between the Great Depression and the present. Fulfills Social Science Core high school credits. Complies with Historical Thinking Standards from National Center for History and Common Core State Standards.

TRST 3631. High School Physical Science (90 hrs)
Recommended Prep: TRST 2422
This high school course is a general introduction to physical science and scientific methodology. It covers the basics of physics, chemistry, and astronomy to prepare students for future science classes. Basic math will be used to illustrate some of the basic scientific principles.
Fulfills CCSF high school diploma science requirements

TRST 3642. High School Biology (90 hrs)
A general introduction to cell structure and functions, the cell cycle, principles of molecular and organism genetics.

TRST 3643. High School Ecology (90 hrs)
An introductory course in ecological concepts, including: structure and function of the biosphere, biomes, biotic and abiotic factors in an ecosystem, biochemical and nutrient cycles, interaction among species, changes in populations, and current conservation in society.

TRST 3644. High School Physics (90 hrs)
Recommended Prep: TRST 3422
Quantitative and qualitative study of forces, motion, and energy including linear, non-collinear, and fluid forces; motion at constant speed; relations between time, distance, and speed; transverse and longitudinal waves; thermal energy, specific heat, and heat of fusion; potential and kinetic energy; and the law of conservation of energy.

TRST 3721. Visual Arts (90 hrs)
Students learn techniques, elements of art, principles of design and the historical and cultural contexts of visual art by viewing reproductions of works and producing original works of their own.

TRST 3732. Comparative Religion (90 hrs)
This courses focuses on the historical development and core beliefs of five of the world's religions: Hinduism, Buddhism, Judaism, Christianity and Islam.

TRST 3733. High School Art and Literature (90 hrs)
An advanced course designed to develop student awareness of the ways in which literature and visual art address similar themes, and to strengthen their writing, editing skills and visual art techniques.

Vocationally Related Courses

Prepare for Employment, Entry Into Job Training Programs, or Further College Study

TRST 4600. Vocational Foundation Skills-Reading and Writing (30-90 hrs)
Recommended Prep: Placement into TRST 4600
Competency-based course designed to support student academic success

in career, technical and vocational programs. Students learn and use workplace essential skills in reading and writing.

TRST 4604. Vocational Foundation Skills - Mathematics (90 hrs)
Semester-long competency-based course designed to support student academic success in career, technical and vocational programs. Students learn and use vocational foundation skills in mathematics.

TRST 4605. Job Readiness, Study Skills, and Test Taking Strategies (30-90 hrs)
Competency-based course designed to support students' academic success in career, technical and vocational programs. Students learn and use the vocational foundation skills of job readiness, learning strategies, and pre-employment exams.

TRST 4606. Vocational Foundation Skills - Mathematics I (36 hrs)
Preliminary short-term competency-based course designed to support student academic success in career, technical and vocational programs. Students learn and use vocational foundation skills in mathematics.
Short version of TRST 4604

TRST 4607. Applied Vocational Foundation Skills - Mathematics II (35-45 hrs)
Applied short-term competency-based course designed to advance student academic success in career, technical and vocational programs. Students apply the basics of vocational foundation skills in mathematics.
Short version of TRST 4604

TRST 4640. Vocational Foundation Skills-Reading, Writing and Study Skills (22.5 hrs)
Competency-based course designed to support student academic success in career and technical programs. Focus is on the vocational foundation skills of reading, writing and studying necessary for career and academic success. May be offered bilingually in Spanish and/or in other languages.

Visual Media Design

Office: Visual Arts 103
Phone Number: (415) 239-3481
Web Site: www.ccsf.edu/vmd

Announcement of Curricula

General Information

The Visual Media Design Department provides educational programs for a broad range of design activities and media platforms. Enrollment is open to all interested students.

Our curriculum includes courses in graphic/visual design and production for interactive and print media, typography, digital illustration, digital imaging, animation, book arts and letterpress. Our degree and certificate programs prepare students for entry-level employment or transfer to university programs for further study. Curriculum specifics given on the following pages.

Graphic Design Major (AA)

We live in the 'information age'—subjected to a constant stream of text, images, and sounds. The role of the graphic designer is to shape content in a meaningful way, visualizing and communicating ideas to users in the most effective and engaging manner possible.

The Graphic Design major was created to provide students with a strong foundation in the fundamental aspects of the designer's art. Students develop creativity and ideation skills, learn the theories of communication design and apply this to a wide range of design situations. Communication in all forms—visual, verbal and written—is stressed. The program is hands-on, integrating conceptual design studies with current digital tools and production methods. Advanced students have the opportunity to further develop their skills in Emerge Studio, a design studio practicum that provides quality communications pieces to the campus community. Our City College of San Francisco American Institute of Graphic Artists (AIGA) student group provides additional educational, networking and outreach opportunities within the professional design community.

The Graphic Design major is designed for students with no previous college degree, and prepares students to continue their studies in a 4-year institution or enter the design profession. Students are encouraged to meet with a program advisor to discuss their goals.

Learning Outcomes

Upon completion of this program, students will be able to:

- Employ and document a structured design process to develop design solutions, working both individually and collaboratively
- Combine appropriate aesthetic form and content to create effective communication design
- Select appropriate tools, materials and processes for a range of design contexts and media platforms
- Analyze and discuss the merits of design work, using relevant concepts and terminology
- Develop and maintain a professional portfolio of work

Completion of ENGL 88 or ESL 184 or placement in ESL 186 or readiness for college-level English is advised to start the program.

Assuming students start this AA with transfer-level math and English eligibility, the minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Graphic Design

Course	Units
First Semester:	
VMD 100 Orientation to Visual Media Design	1.0
VMD 101/DSGN 101/PHOT 100 Design Fundamentals	3.0
VMD 105 Visual Media Digital Skills	3.0
Second Semester:	
VMD 120 Graphic Design I	3.0
VMD 130 Typography I	3.0
VMD 140 Web Production I	3.0
VMD 152 InDesign I	3.0
VMD 154 Photoshop I	3.0
Third Semester:	
VMD 122 Graphic Design II	3.0
VMD 127 User Experience	3.0
VMD 131 Typography II	3.0
VMD 150 Illustrator I	3.0
Fourth Semester:	
VMD 190 Portfolio Preparation	3.0
VMD 200A Design Studio Practicum	3.0

Fourth Semester—choose one of the following design courses:

VMD 124A Information Design	2.0
VMD 124B Package Design	2.0
VMD 124C User Interface Design	2.0
Total:	**42.0**

Certificate Curricula

We offer stackable certificate programs to meet the needs of a diverse student population. Start your studies with foundational certificate programs in Digital Art or Visual Design. These provide a short-term focused study in essential areas of visual design practice.

Foundational certificates can stand-alone or be combined with more advanced coursework to prepare students to enter the workforce in the emphasis areas of Digital Animation, Digital Illustration, Visual & Interactive Design, or Visual Media Production.

We partner with other design disciplines to offer the Collaborative Design Certificate.

Prospective students are encouraged to meet with a faculty advisor to discuss their goals and plan a program of study.

Visual Design Foundation Certificate

The Visual Design Foundation certificate provides essential knowledge, processes, principles and skills for visual design and production for print and interactive communications. It can serve as a stand-alone certificate, or as the basis for advanced study in graphic design, visual media production or other areas.

Learning Outcomes

Upon completion of this program, students will be able to:

- Employ an iterative process to develop design solutions.
- Apply the elements and principles of visual design.
- Select and use type effectively in design work.
- Select and use computer tools and processes.
- Evaluate design work in verbal and written critiques.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Visual Design Foundation

Course	Units
Required courses:	
VMD 100 Orientation to Visual Media Design	1.0
VMD 101/DSGN 101/PHOT 100 Design Fundamentals	3.0
VMD 105 Visual Media Digital Skills	3.0
VMD 120 Graphic Design I	3.0
VMD 130 Typography I	3.0
VMD 140 Web Production I	3.0
VMD 150 Illustrator I	3.0
VMD 152 InDesign I	3.0
VMD 154 Photoshop I	3.0
Total:	**25.0**

Visual Media Production Certificate

The Visual Media Production certificate builds on the Visual Design Foundation Certificate for students interested in visual media production for screen and print communications. Production artists are proficient with industry-standard software, tools, and techniques, and have a working understanding of design processes, layout, type, and color. The program prepares students to enter the workforce in a range of production jobs for interactive and print work. Students will refine their skills in Emerge Studio, our on-campus design studio practicum that provides quality communications pieces to the campus community. They also have the option of supervised work-experience in a local firm. The certificate requires key courses, but allows the student to customize the program to meet their unique goals through electives.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply appropriate design and typographic principles to create, edit, and troubleshoot files for a variety of media.
- Demonstrate proficiency with current tools, materials and processes for a range of screen and print projects.
- Analyze and discuss the merits of visual communication work, using relevant concepts and terminology.
- Produce visual communication work independently and as a member of a collaborative team
- Employ professional design/production studio management practices.
- Develop and maintain a professional portfolio of digital media work.

The certificate requires successful completion of the Visual Design Foundation Certificate or demonstration of equivalent knowledge and skills.

The minimum time for completion of this certificate is three semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Visual Media Production

Course	Units
Required Courses	
VMD 131 Typography II	3.0
VMD 141 Web Production II	3.0
VMD 151 Illustrator II	3.0
VMD 153 InDesign II	3.0
VMD 155 Photoshop II	3.0
VMD 190 Portfolio Preparation	3.0
VMD 200A Design Studio Practicum	3.0
Select 12 units from the following elective courses:	
VMD 111 Print Processes for Designers	3.0
VMD 127 User Experience	3.0
VMD 194A Internship/Work Experience I	1.0
VMD 194B Internship/Work Experience II	2.0
VMD 200B Design Studio Practicum II	3.0
BCST 146 Video Motion Graphics	4.0
CNIT 133 JavaScript, jQuery, AJAX	3.0
CNIT 133M Mobile Web w/HTML, CSS & JS	3.0
CS 230W WordPress and Drupal CMS Development	3.0
Total:	**33.0**

Collaborative Design Certificate*

The certificate program in Collaborative Design provides students with a strong foundation in multidisciplinary approaches to design and collaboration.

*See Maker Studies section of the catalog.

Digital Animation Certificate

The Digital Animation certificate builds on the Digital Art Foundation Certificate for students interested in Digital Animation. It combines the study of animation, art, graphics and problem solving using the tools and techniques for digital animation. This course of study prepares students for entry-level positions in digital animation. This certificate requires successful completion of the Digital Art Foundation Certificate or demonstration of equivalent knowledge and skills.

Learning Outcomes

Upon completion of this program, students will be able to:

- Define and apply principles of animation in creative work.
- Create work using tools and processes of professional animation.
- Create, edit and troubleshoot files using industry-standard software.
- Produce animations both independently and collaboratively.
- Analyze and critique creative work in verbal and written form.
- Employ professional design/production studio practices, such as project management, record keeping, asset management, file naming and archiving.
- Maintain a portfolio of animation work.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Digital Animation

Course	Units
Choose one of the following required drawing courses:	
ART 132A Beginning Figure Drawing	3.0
ART 130B Intermediate Drawing	3.0
Required courses:	
VMD 166 Storytelling and Storyboarding	3.0
VMD 162A 2D Animation I	3.0
VMD 194B Internship/Work Experience II	2.0
VMD 190 Portfolio Preparation	3.0
Choose one of the following required advanced animation courses:	
VMD 162B 2D Animation II	3.0
VMD 164 3D Animation	3.0
Choose one of the following courses:	
VMD 168 Visual Development for Animation	3.0
ART 136A Introduction to Illustration	3.0
Total:	**20.0**

Digital Art Foundation Certificate

The Digital Art Foundation certificate provides essential knowledge and skills for digital artists. It can serve as a stand-alone certificate, or as the basis for continued study in digital illustration, animation, gaming or other areas.

Learning Outcomes

Upon completion of this program, students will be able to:

- Apply an iterative design process to creative projects.
- Employ the elements and principles of visual design in creative work.
- Employ drawing techniques in various areas of design practice.
- Analyze and apply color in creative work.
- Use industry-standard digital media software to create and edit files.
- Critique, verbally and in writing, visual media design work.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Digital Art Foundation

Course	Units
Required courses:	
VMD 100 Orientation to Visual Media Design	1.0
VMD 105 Visual Media Digital Skills	3.0
VMD 150 Illustrator I	3.0
VMD 154 Photoshop I	3.0
VMD 112/DSGN 110 Design Drawing Techniques	1.5
ART 130A Basic Drawing	3.0
Choose one of the following courses:	
VMD 101/DSGN 101/PHOT 100 Design Fundamentals	3.0
ART 125A Basic Design	3.0
Choose one of the following courses:	
VMD 118/DSGN 150 Color in Design	3.0
ART 126 Color	3.0
Total:	**20.5**

Digital Illustration Certificate

The Digital Illustration certificate builds on the Digital Art Foundation Certificate for students interested in digital illustration for a variety of applications. The Digital Illustration Certificate Program combines the study of illustration, art and design with digital tools and techniques to create communicative imagery that is disseminated through all forms of visual media. This certificate prepares students for freelance illustration positions in print and interactive media publishing, web and mobile design, advertising, animation, and gaming.

Learning Outcomes

Upon completion of this program, students will be able to:

- Use an iterative process including research, sketching, development and refinement to create original illustrations
- Produce original illustrative work using appropriate software
- Critique illustration work in verbal and written form
- Prepare a portfolio of illustration work

This certificate requires successful completion of the Digital Art Foundation Certificate or demonstration of equivalent knowledge and skills.

The minimum time for completion of this certificate is 2 semesters. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Digital Illustration

Course	Units
Required courses:	
VMD 120 Graphic Design I	3.0
VMD 151 Illustrator II	3.0
VMD 155 Photoshop II	3.0
VMD 170 Digital Illustration I	3.0

VMD 172 Digital Illustration II 3.0
ART 132A Beginning Figure Drawing 3.0
VMD 190 Portfolio Preparation 3.0

Choose one of the following courses:
VMD 168 Visual Development for Animation 3.0
ART 136A Introduction to Illustration. 3.0

Choose one of the following courses::
VMD 200A Design Studio Practicum 3.0
VMD 112/DSGN 110 Design Drawing Techniques 1.5
ART 130B Intermediate Drawing 3.0
ART 132B Intermediate Figure Drawing 3.0

Total: . . . . . 25.5 – 27.0

Visual & Interactive Design Certificate

The Visual & Interactive Design certificate builds on the Visual Design Foundation Certificate for students interested in working as visual/interactive designers for communications. It provides advanced study and application of design thinking to a broad range of communications projects (web, mobile and print). Students will refine their skills in Emerge Studio, our on-campus design studio practicum. The CCSF AIGA Student Group provides additional educational, networking and outreach opportunities within the professional design community. The certificate requires key courses, but allows the student to customize the program to meet their personal goals through electives.

Learning Outcomes

Upon completion of this program, students will be able to:

- Employ and document a structured design process to develop design solutions, working both individually and collaboratively.
- Combine appropriate aesthetic form and content to create effective design solutions.
- Select appropriate tools, materials and processes for a range of interactive and print projects.
- Critically analyze and discuss the merits of design work, using relevant concepts and terminology.
- Employ professional design/production studio practices, such as project management, record keeping, asset management, file naming and archiving.
- Develop and maintain a professional portfolio of work.

This certificate requires successful completion of the Visual Design Foundation Certificate or demonstration of equivalent knowledge and skills. All courses must be completed with a grade of "C" or higher.

The minimum time for completion of this certificate is 3 semesters. Completion time will vary based on student preparation and number of units or classes completed per semester.

Courses Required for the Certificate of Achievement in Visual & Interactive Design

Course . . . . . Units

Required courses:
VMD 110 History of Graphic Design 3.0
VMD 118/DSGN 150 Color in Design 3.0
VMD 122 Graphic Design II 3.0
VMD 127 User Experience. 3.0
VMD 131 Typography II 3.0
VMD 190 Portfolio Preparation 3.0

Capstone Course
VMD 200A Design Studio Practicum 3.0

Select any two of the following non-sequential required courses:
VMD 124A Information Design 2.0
VMD 124B Package Design 2.0
VMD 124C User Interface Design. 2.0

Choose 6 units from the following elective courses:
VMD 111 Print Processes for Designers 3.0
VMD 112/DSGN 110 Design Drawing Techniques 1.5
VMD 114A Letterpress Printing I 2.0
VMD 116A Bookbinding & Book Arts I. 2.0
VMD 134 Calligraphy 1.0
VMD 135 Hand-Lettering. 1.0
VMD 141 Web Production II 3.0
VMD 151 Illustrator II. 3.0
VMD 153 InDesign II 3.0
VMD 155 Photoshop II. 3.0
VMD 192 Professional Practice 1.0
VMD 194A Internship/Work Experience I 1.0
VMD 194B Internship/Work Experience II. 2.0
VMD 200B Design Studio Practicum II 3.0

Total: 31.0

Announcement of Courses

Visual Media Design

Credit, Degree Applicable Courses:

VMD 100. Orientation to Visual Media Design (1)
Lec-18 P/NP available
Overview of visual communication fields and the programs of study in Visual Media Design. Lectures provide an overview of professional practice in fields such as graphic design, illustration, imaging, publication design and web front end development. The course further explores programs of study in VMD, transfer options and concrete employment opportunities in the Bay Area. Students will identify potential career options, explore the necessary skills to succeed in these fields, and outline a future program of study. CSU

VMD 101. Design Fundamentals (3)
Lec-35, Lab-70, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Foundational design course, covering the theories, processes, vocabulary, and techniques common to visual design disciplines. Students will develop and apply their knowledge through analysis, critique and individual and collaborative exercises and projects. UC/CSU
VMD 101 = DSGN 101 = PHOT 100

VMD 105. Digital Skills for Visual Media (3)
Lec-35, Lab-70
A foundational hands-on Mac computer class for all graphic communications students. Topics of instruction will include computer hardware and OS software, networks, type and text formatting, raster and vector graphics, time-based media, layout for print and web, and best practices. Topics will be covered through lecture and practical exercises. CSU
Formerly GRPH 25

VMD 110. History of Graphic Design (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or ENGL 1A
A study of the development of visual communication in art, graphic design, illustration and popular culture from the prehistory to the

present. The influence of political, social technological and commercial forces will be discussed and analyzed, with an emphasis on the use and interpretation of imagery, symbols, and type in design. UC/CSU
Formerly GRPH 110
Offered Fall semesters

VMD 111. Print Processes for Designers (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: ESL 186 or ENGL 88 or placement in ESL 188 or readiness for college-level English
A practical course to familiarize design students with processes and workflows involved in producing digital and offset printed materials. Students complete in-class exercises for the stages of print production - prepress, press, and finishing - using digital and traditional equipment. CSU
Formerly GRPH 27
Offered on Occasion

VMD 112. Design Drawing Techniques (1.5)
Lec-17.5, Lab-35 P/NP available
Recommended Prep: DSGN 101 or VMD 101 or PHOT 100; ESL 188 or ENGL 88 or readiness for college-level English
Quick sketching methods for ideation and visual problem solving for designers, animators, illustrators and makers. Terminology, techniques and conventions of rapid visualization are covered, with hands-on practice with line, shape, form, perspective, lighting, shade and shadow. UC/CSU
VMD 112=DSGN 110
Offered Spring semesters

VMD 114A. Letterpress Printing I (2)
Lec-35, Lab-17.5, field trips P/NP available
The art and craft of letterpress printing, hand set type and use of proofing presses. Emphasis is placed on skills development in hand set type, layout, proofreading, makeup, shop safety and press operations. CSU
Formerly GRPH 92A
Offered on Occasion

VMD 114B. Letterpress Printing II (2)
Lec-35, Lab-17.5, field trips P/NP available
Prereq: 114A
Continued study of the art and craft of letterpress printing using the platen jobbing press. Further development of skills in the letterpress printing processes, polymer plate production and usage, stock selection and calculation, and presswork. CSU
Offered on Occasion

VMD 116A. Bookbinding & Book Arts I (2)
Lec-35, Lab-17.5, field trips P/NP available
An introduction to the various practical methods of contemporary book design and production within a context of the historical development of book structures. CSU
Formerly GRPH 153
Offered on Occasion

VMD 116B. Bookbinding & Book Arts II (2)
Lec-35, Lab-17.5, field trips P/NP available
Prereq: VMD 116A
Continued study of the various practical methods of contemporary book design and production, including codex structures, tunnel, and accordion books, using both adhesive and sewn binding techniques. CSU
Offered on Occasion

VMD 116C. Bookbinding & Book Arts III (2)
Lec-35, Lab-17.5, field trips
Prereq: VMD 116B
Advanced methods of contemporary book design and production including pop-ups and box structures using both traditional and non-traditional materials. CSU
Offered on Occasion

VMD 118. Color in Design (3)
Lec-35, Lab-70 P/NP available
Recommended Prep: completion of or concurrent enrollment in: DSGN 101 or VMD 101 or PHOT 100 and VMD 105
An exploration and application of the historical, cultural symbolic personal and professional uses of color through individual and collaborative projects. Topics include the properties and theory of color; creating color relationships and harmonies; and optical, psychological and spatial uses of color in various media and design disciplines. UC/CSU
VMD 118 = DSGN 150

VMD 120. Graphic Design I (3)
Lec-35, Lab-70 P/NP available
Prereq: VMD 101 or DSGN 101 or ART 125A or PHOT 100
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A beginning graphic design course focusing on fundamental visual problem-solving skills for print and screen. Principles of visual communication, iterative design process, introduction to typography, grids, identity and branding. UC/CSU
Formerly GRPH 35

VMD 122. Graphic Design II (3)
Lec-35, Lab-70, field trips P/NP available
Prereq: VMD 120, 140, and 152
Continued study of communication design, covering both interactive (web/mobile) and print projects. Topics of study include research, design processes and deliverables for a range of interactive and print projects. UC/CSU
Formerly GRPH 36
Offered Fall semesters

VMD 124A. Information Design (2)
Lec-26.5, Lab-26.5 P/NP available
Prereq: VMD 122
An exploration of the visual design and presentation of numeric or objective data through exercises and a design project. The pace and scope of the class is intended for advanced design students looking to expand their skills and design portfolio. CSU
Offered on Occasion

VMD 124B. Package Design (2)
Lec-26.5, Lab-26.5 P/NP available
Prereq: VMD 122
An exploration of package design through practical exercises and a design project. The pace and scope of the class is intended for advanced design students looking to expand their skills and design portfolio. CSU
VMD 124A, 124B and 124C are not sequential.
Offered Spring semesters

VMD 124C. User Interface Design (2)
Lec-26.5, Lab-26.5 P/NP available
Prereq: VMD 122 and VMD 127
The exploration of user interface design through exercises and projects.

The pace and scope of the class is intended for advanced students looking to expand their skills and portfolio. CSU
Offered Spring semesters

VMD 127. User Experience (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: VMD 140
This course focuses on industry-standard User Experience (UX) concepts and processes including user-centered design, information architecture, interaction design and prototyping used in digital product design and development. Students explore key topics through a series of hands-on exercises and projects. CSU
Formerly MMSP 136
Offered Fall semesters

VMD 130. Typography I (3)
Lec-52.5, Lab-17.5, field trips P/NP available
Prereq: (VMD 101 or ART 125A) and VMD 105
Coreq: VMD 152
Introduction to typography as key element of visual communication. Exploration of the fundamental aspects of typographic form and use. Students will develop the ability to see, select and use type in meaningful ways through exercises and assignments. CSU
Formerly GRPH 53A

VMD 131. Typography II (3)
Lec-35, Lab-70 P/NP available
Prereq: VMD 130 and VMD 152
Continued study of typography with emphasis on the development of an awareness of typographic form and structure. The role of typography in communication will be explored through practical exercises in typesetting and typographic design. CSU
Formerly GRPH 53B
Offered Fall semesters

VMD 134. Calligraphy (1)
Lec-16, Lab-8 P/NP available
Recommended Prep: VMD 130
Instruction in calligraphic tools, materials, and techniques. Study and practice of various historical and contemporary calligraphic styles and techniques, creative exercises in calligraphic layout, and discussion of contemporary lettering art and artists. CSU
Formerly GRPH 151
Offered on Occasion

VMD 135. Hand-Lettering (1)
Lec-16, Lab-8 P/NP available
Recommended Prep: VMD 130
Instruction in hand-lettering tools, materials, and techniques. Practice with various lettering styles, creative exercises in lettering design and discussion of contemporary lettering art and artists. CSU
Offered on Occasion

VMD 136. Digital Font Creation (2)
Lec-35, Lab-17.5, field trips P/NP available
Prereq: VMD 105
Recommended Prep: VMD 130
Hands-on experience in creating digital fonts. Practice in all aspects of the process, from concept to execution. Discussion of the standards and techniques of type design, and of the current state of the type design profession. CSU
Formerly GRPH 152
Offered on occasion

VMD 140. Web Production I (3)
Lec-35, Lab-70 P/NP available
Prereq: VMD 105
This course will provide students with an overview of web site planning, development and production through a hands-on approach. Topics include web pre-production, design and production techniques. Assignments will focus on pre-production planning and production of web sites. CSU

VMD 141. Web Production II (3)
Lec-52.5 P/NP available
Prereq: VMD 140; Completion of or concurrent enrollment in: VMD 120
This is a hands-on intermediate course covering responsive web design processes and production. Students will learn the requirements of responsive design and how to plan and create responsive assets and pages. CSU
Formerly MMSP 135A
Offered Fall semesters

VMD 150. Illustrator I (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: VMD 105
An introductory course in Adobe Illustrator, covering concepts of vector-based image creation. Students will reproduce existing images to learn the various tools available within the application. Document construction and accuracy with vector tools are emphasized. CSU
Formerly GRPH 100A

VMD 151. Illustrator II (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: VMD 150
Recommended Prep: VMD 120
Continued study and use of Adobe Illustrator for print and screen with emphasis on advanced features and creative projects. CSU
Formerly GRPH 100B
Offered Spring semesters

VMD 152. InDesign I (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: VMD 105
An introduction to Adobe InDesign for page layout and design. Topics include the interface, typesetting, styles, master pages, creating objects, importing graphics, layers, transparency, preflight and packaging. Emphasis on best practices. CSU
Formerly GRPH 101A

VMD 153. InDesign II (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: VMD 152
Recommended Prep: VMD 120; VMD 130
Continued study and use of Adobe InDesign for print and screen with emphasis on advanced features and design projects. Introduction to tables, books, and interactive documents. CSU
Formerly GRPH 101B
Offered Fall semesters

VMD 154. Photoshop I (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: VMD 105
An introduction to Adobe Photoshop for digital image editing. Topics include interface, layers, painting, composing, color correction,

retouching, asset optimization and prototyping. Emphasis on best practices. CSU
Formerly GRPH 98A

VMD 155. Photoshop II (3)
Lec-52.5, Lab-17.5
Prereq: VMD 154
Recommended Prep: VMD 120, 130 and 140
Continued study and use of Adobe Photoshop with an emphasis on advanced features. The course focuses on complex document construction, smart objects, masking, compositing, color correction, retouching, and screen workflows. CSU
Formerly GRPH 98B
Offered Spring semesters

VMD 162A. 2D Animation I (3)
Lec-35, Lab-70, field trips P/NP available
Prereq: VMD 105 and (VMD 101 or DSGN 101 or PHOT 100 or ART 125A)
Recommended Prep: ART 130A
An overview of the techniques and principles of 2D animation as well as the specific tools used and roles found in the animation industry. CSU
Formerly VMD 162.
Offered Fall semesters

VMD 162B. 2D Animation II (3)
Lec-35, Lab-70, field trips P/NP available
Prereq: VMD 162A
An advanced course in the techniques and principles of 2D animation using digital tools, including emphasis on advanced visual effects and developing original visual narratives. CSU
Offered Fall semesters

VMD 164. 3D Animation (3)
Lec-35, Lab-70, field trips P/NP available
Prereq: VMD 105; and VMD 101/DSGN 101/ PHOT 100 or ART 130A
Recommended Prep: DSGN 110 and VMD 162 and VMD 166
Introduction to techniques used in 3D animation. An overview of the 3D animation industry and the specific tools and techniques used in 3D modeling and rendering. CSU
Formerly MMSP 147
Offered on occasion

VMD 166. Storytelling/Storyboarding (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: VMD 101/DSGN 101/PHOT 100 and VMD 105
Recommended Prep: ART 130A
Referencing and using traditional storytelling methods, the students will explore multiple ways to generate and script content for digital animation projects. Emphasis put on development of skills and techniques of storyboarding. CSU
Formerly MMSP 145
Offered on occasion

VMD 168. Visual Development for Animation (3)
Lec-52.5, Lab-17.5 P/NP available
Prereq: ART 130A; VMD 105
Recommended Prep: ART 132A
An overview of techniques of visual development for animation. Students will be exposed to developmental stages including character development, concept art, and storyboarding. CSU
Offered on Occasion

VMD 170. Digital Illustration I (3)
Lec-35, Lab-70 P/NP available
Prereq: VMD 105 and ART 130A
This course covers techniques in Adobe Photoshop and Adobe Illustrator for illustrators. While gaining technical knowledge, students will also begin to explore stylistic options and build a body of work. Sketching and other techniques for developing concepts are also covered. UC/CSU
Formerly GRPH 110A
Offered Spring semesters

VMD 172. Digital Illustration II (3)
Lec-35, Lab-70 P/NP available
Prereq: VMD 170
An advanced course in digital illustration focusing on the development of conceptual and narrative skills as they apply to a range of illustration projects. CSU
Formerly GRPH 110B
Offered Spring semesters

VMD 190. Portfolio Preparation (3)
Lec-52.5, field trips P/NP available
Prereq: VMD 105 and (VMD 101 or ART 125A or DSGN 101 or PHOT 100)
Recommended Prep: VMD 122; VMD 152
Portfolio development for visual media design students. The course will cover design strategies, content editing and sequencing, format options for print and interactive media, and portfolio presentation. Students will design and produce an online portfolio, sequenced portfolio, marketing materials and rÃ©sume. A group of at least 10 high-quality pieces as determined by the instructor for portfolio development are strongly recommended for success in this course. CSU
Formerly GRPH 149. VMD 190 is intended for advanced design students preparing to enter the field or transfer to a four-year program. Third semester standing recommended.
Offered Spring semesters

VMD 191. Social Media for Professionals (1)
Lec-17.5, Lab-17.5 P/NP available
Prereq: VMD 105 or BCST 119
Recommended Prep: VMD 140, CNIT 129, BCST 135 and BCST 136
This course teaches students how to use social media tools such as Facebook, Twitter, Pinterest, LinkedIn and YouTube to develop, integrate and leverage social networks. Students will learn how to create personal and professional brands and critique current social media practices. CSU
Offered on Occasion

VMD 192. Professional Practice (1)
Lec-17.5 P/NP available
This is an advanced course focusing on graphic design and digital media production professional practices covering topics such as freelancing and small business issues, fees, contracts, taxes, and copyright. CSU
Formerly GRPH 148
Offered on Occasion

VMD 194A. Internship/Work Experience I (1)
Work-60-75 P/NP available
Prereq: Completion of foundation certificate
Coreq: Enrollment in at least 7 units of course work
Application of visual media design skills and development of proficiency in a supervised work environment. CSU
Formerly GRPH 197

VMD 194B. Internship/Work Experience II (2)
Work-120-150 P/NP available
Prereq: Completion of foundation certificate
Coreq: Enrollment in at least 7 units of course work
Application of visual media design skills and development of proficiency in a supervised work environment. CSU
Formerly MMSP 160

VMD 200A. Design Studio Practicum (3)
Lec-17.5, Lab-122.5 P/NP available
Prereq: VMD 120 and VMD 130 and VMD 140 and VMD 150 and VMD 152 and VMD 154
Emerge Studio, an in-house visual media design studio, provides an environment for students to gain real-world skills creating and producing projects for actual clients. Students will gain practice with client communications, iterative design process, technical problem-solving, and project management for individual and collaborative design projects including websites, posters, marks, brochures, and other communications projects. CSU
Formerly GRPH 68A

VMD 200B. Design Studio Practicum II (3)
Lec-17.5, Lab-122.5 P/NP available
Prereq: VMD 200A
Continued experience in Emerge Studio, our in-house visual media design studio. Students take on greater responsibilities in project management, client relations, critiques, and overall project planning and implementation. Students will also encounter larger and more complex communications projects and work with greater autonomy and independence. CSU
Formerly GRPH 68B

Women's and Gender Studies

Office: Cloud 402C
Phone Number: (415) 452-5825
Web Site: www.ccsf.edu/women
*Formerly: Women's Studies

Announcement of Curricula

Social Justice Studies: Gender Studies Major (AA-T)

Associate in Arts in Social Justice Studies: Gender Studies for Transfer offers students breadth of knowledge through a set of introductory courses addressing gender, sexuality, race, ethnicity, and class, and depth of knowledge through courses that focus on women's experiences from an intersectional feminist perspective. We aim to understand and dismantle not only sexism, but also racism, homophobia/heterosexism, classism, ableism, ageism, transphobia, and other forms of institutionalized oppression. The AA-T prepares students who wish to transfer and pursue a baccalaureate degree in a field related to Social Justice, particularly at the California State University campuses. Related fields include Women and Gender Studies, Feminist Studies, Sexuality Studies, Ethnic Studies, Critical Race Studies, or any of a number of other CSU Majors included in this "area of emphasis." It is advised that potential majors meet with an affiliated counselor or department chair to discuss educational goals, course options, and transfer issues.

Learning Outcomes

Upon completion of this program, students will be able to:

- Examine the process of gender socialization.
- Analyze gender-based institutionalized oppressions in an intersectional framework.
- Analyze women's experiences, gender politics, and/or feminism across cultures.
- Examine, evaluate, and contextualize political, historical, and artistic achievements through the lens of gender.

Students who wish to earn the Associate in Arts in Social Justice Studies: Gender Studies for Transfer (AA-T) degree must complete 60 CSU-transferable units with at least a 2.0 grade point average. This must include the units required for full completion of the IGETC or CSU GE Curriculum and the units for the major as specified below. Each course in the major must be completed with a grade of "C" or better. Courses that meet the major requirements may also used to meet IGETC or CSU GE requirements.

The minimum time for completion is 4 semesters. Completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the AA-T in Social Justice Studies: Gender Studies

Course . . . . . Units

Required courses:
WGST 25 Introduction to Women's and Gender Studies: Feminism Demystified 3.0
IDST 37 Introduction to Ethnic Studies 3.0
LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies 3.0
or LBCS 70A Who Built America? From the Colonial Era to the Civil War and Reconstruction 3.0

Select 3 courses from at least 2 areas for a minimum of 9 units. Courses used in one area (or as a core course) cannot be used to fulfill a requirement for another area:

Area 1: History or Government
HIST 12A United States Women's History: Pre-colonial Through 1880s 3.0
HIST 12B United States Women's History: 1890-Present 3.0

Area 2: Arts & Humanities
WGST 10 Women and Film 3.0
AFAM 60 African American Women in the US 3.0
ART 108 Women Through Art History 3.0
ASAM 35 Asian American Women 3.0
ENGL 57 Survey of Women's Literature 3.0
ENGL 58 Contemporary Women's Writing 3.0
HIST 12A United States Women's History: Pre-colonial Through 1880s 3.0
HIST 12B United States Women's History: 1890-Present 3.0
HUM 25 Women in the Arts 3.0
IDST 31 Women and Gender in the Middle East 3.0

Area 3: Social Science
WGST 35 Introduction to Masculinity Studies 3.0
WGST 54 The Politics of Sexual Violence 3.0
AFAM 60 African American Women in the US 3.0
ANTH 20 Lesbian Gay Bisexual Transgender Anthropology 3.0
ANTH 25 Culture, Gender and Sexuality 3.0
ASAM 35 Asian American Women 3.0
BCST 105 Gender & Mass Media 3.0
ECON 25 Women in the Economy 3.0

HIST 12A United States Women's History: Pre-colonial Through 1880s. 3.0
HIST 12B United States Women's History: 1890-Present 3.0
HLTH 221 Health and Social Justice. 3.0
IDST 31 Women and Gender in the Middle East 3.0
LALS 10 Latinas in the U.S./VOCES. 3.0
LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies. 3.0
LGBT 21 Issues in Lesbian Relationships. 3.0
PSYC 25 Psychology of Gender. 3.0
SOC 25 Sex and Gender in American Society 3.0

Total: 18.0

Women's and Gender Studies, Major (AA)

The Associate of Arts in Women's and Gender Studies is a two-year program of study with courses that fulfill graduation requirements for the college and transferable requirements to many CSU, UC and private universities. Through departmental core courses and interdepartmental courses, students focus on women's experiences and gender politics taught from an intersectional feminist perspective.

Learning Outcomes

Upon completion of this program, students will be able to:

- Examine the process of gender socialization.
- Analyze gender-based institutionalized oppressions in an intersectional framework.
- Analyze women's experiences, gender politics, and/or feminism across cultures.
- Evaluate and contextualize political, historical, and artistic achievements through the lens of gender.
- Evaluate and apply strategies for improving communication and healthy behaviors in their own lives.

The minimum time for completion is 4 semesters; completion time will vary based on student preparation and number of units completed per semester.

Courses Required for the Major in Women's and Gender Studies,

Course. . . . . Units

Required course:

WGST 25 Introduction to Women's and Gender Studies: Feminism Demystified. 3.0

Choose three units from the following Behavioral Sciences courses:

PSYC 25 Psychology of Gender. 3.0
SOC 25 Sex and Gender in American Society 3.0
ANTH 20 Lesbian Gay Bisexual Transgender Anthropology 3.0
ANTH 25 Culture, Gender and Sexuality 3.0
BCST 105 Gender & Mass Media 3.0

Choose three units from the following Social Sciences courses:

ECON 25 Women in the Economy. 3.0
HIST 12A United States Women's History: Pre-colonial Through 1880s. 3.0
HIST 12B United States Women's History: 1890-Present 3.0
LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies 3.0
PE 28 Women in Sports 3.0

Choose six units from the following Humanities courses:

WGST 10 Women and Film 3.0
HUM 25 Women in the Arts 3.0
ART 108 Women Through Art History 3.0
ENGL 57 Survey of Women's Literature. 3.0
ENGL 58 Contemporary Women's Writing. 3.0
WGST 20 Her/His/Ourstories. 3.0

Choose three units from the following Diversity Focus courses:

AFAM 60 African American Women in the US. 3.0
ASAM 35 Asian American Women 3.0
LALS 10 Latinas in the U.S./VOCES. 3.0
LGBT 5 Introduction to Lesbian, Bisexual, Gay, and Transgender Studies. 3.0
LGBT 21 Issues in Lesbian Relationships. 3.0
IDST 31 Women and Gender in the Middle East 3.0
IDST 80A Diversity and Social Justice: Racism 0.5
IDST 80C Diversity and Social Justice: Sexism. 0.5
IDST 80D Diversity and Social Justice: Heterosexism. 0.5
IDST 80E Diversity and Social Justice: Ableism 0.5
IDST 80F Diversity and Social Justice: Class and Classism. 0.5
IDST 80G Diversity and Social Justice: Transphobia 0.5
IDST 81A Diversity: Ageism and Adultism (Age-based Oppression) 1.0
IDST 81B Diversity and Social Justice: Anti-Semitism/Anti-Arabism. 1.0
WGST 35 Introduction to Masculinity Studies. 3.0

Choose three units from the following Life-Work Focus courses:

WGST 54 The Politics of Sexual Violence 3.0
WGST 55 Ending Sexual Violence: Peer Education 3.0
HLTH 25 Women's Health 3.0
MGT 236 Women Leaders at Work 3.0
PSYC 14 Psychology of Shyness and Self-esteem 1.0
PSYC 15 Assertive Behavior 1.0
PSYC 17 Psychology of Eating, Food, and Weight 1.0
PE 28 Women in Sports 3.0

Recommended

Students are encouraged to take English 1A or Communication Studies 1A with a Women's and Gender Studies focus.

Total: 21.0

Sexual Health Educator Certificate

The curriculum for the Sexual Health Educator Certificate will train students as paraprofessionals in safe and healthy sexuality including violence prevention and intervention, HIV/STI prevention, and the promotion of mature intimate relationships.

The integrated program offers students an opportunity to identify various markers of sexual health, which will enable them to promote healthy and safer sexual relationships in their client populations. They will be able to teach others to negotiate sexual situations with more confidence, knowing their limits, recognizing danger zones, assessing risk factors, and respecting their own and their partners' needs.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify the biological, psychological and social aspects of human sexuality including issues pertaining to reproductive rights and health.

- Demonstrate and apply client-centered approaches to providing sexual wellness information, systems navigation and relevant referrals to diverse communities
- Utilize an intersectional feminist lens to analyze how systems of oppression perpetuate abuses of power in interpersonal relationships and identify strategies for prevention and healing from sexual violence.
- Use peer education techniques to teach about healthy, non-violent relationships and to raise awareness of how personal experiences are impacted by social and political realities

Requirements for the Certificate of Achievement. The certificate requires completion of 16 units, which can be completed in one semester. Each course must be completed with a final grade of "C" or higher or Pass.

Credit toward Graduation. Credit earned to obtain the Certificate of Achievement satisfies the G1 and H2 graduation requirements, and course work is transferable to the California State University.

Credit toward other CCSF Certificates. Several of the required and elective courses of the Certificate satisfy required or elective courses of the Community Health Worker, Infectious Disease Prevention in Priority Populations, and Trauma Prevention and Recovery Certificates.

The minimum time for completion of this certificate is 1 semester. Completion time will vary based on student preparation and number of classes completed per semester.

Courses Required for the Certificate of Achievement in Sexual Health Educator

Course	Units
Required courses:	
WGST 54 The Politics of Sexual Violence	3.0
WGST 55 Ending Sexual Violence: Peer Education	3.0
IDST 17 Human Sexuality	3.0
HLTH 67 HIV and Hepatitis Navigation Skills	3.0
or HLTH 54 Introduction to Public Health	3.0
Choose 4 units from the following courses, unless already taken above:	
ANTH 20 Queer Anthropology	3.0
ANTH 25 Culture, Gender and Sexuality	3.0
HLTH 38 Trauma Response and Recovery	3.0
HLTH 48 Violence as a Public Health Issue: Prevention Strategies	3.0
HLTH 54 Introduction to Public Health	3.0
HLTH 64 Health Education Training: Skills and Practice	3.0
HLTH 67 HIV and Hepatitis Navigation Skills	3.0
HLTH 95 Transgender Health: Working with Clients and Communities	1.0
IDST 80A Diversity and Social Justice: Racism	0.5
IDST 81B Diversity and Social Justice: Anti-Semitism/Anti-Arabism	1.0
IDST 80C Diversity and Social Justice: Sexism	0.5
IDST 80D Diversity and Social Justice: Heterosexism	0.5
IDST 80E Diversity and Social Justice: Ableism	0.5
IDST 80F Diversity and Social Justice: Class and Classism	0.5
IDST 80G Diversity and Social Justice: Transphobia	0.5
LGBT 21 Issues in Lesbian Relationships	3.0
LGBT 24 Intimacy and Relationships between Men	3.0
PSYC 9 Psychology of Stress	3.0
PSYC 14 Psychology of Shyness and Self-esteem	1.0
PSYC 15 Assertive Behavior	1.0
PSYC 17 Psychology of Eating, Food, and Weight	1.0
PSYC 25 Psychology of Gender	3.0
SOC 25 Sex and Gender in American Society	3.0
SOC 35 Sex, Marriage and Family Relationships	3.0
WGST 35 Introduction to Masculinity Studies	3.0
Total:	**16.0**

Announcement of Courses

General Information

Women's Studies courses offer students an understanding of gender socialization and women's experiences across cultures; knowledge of women's political, historical, and artistic achievements; and strategies for improving communication and promoting healthy behaviors in our personal, social, and work lives.

Credit, Degree Applicable Courses:

WGST 10. Women and Film (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Feminist film studies. Uses an intersectional lens to analyze women's roles in cinema as filmmakers and actors from its origins to the present. UC/CSU
Formerly WOMN 10

WGST 20. Her/His/Ourstories (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
The course offers strategies for researching individual and community stories to enhance life and career/job choices while emphasizing female oral storytelling traditions. Documentation skills and processes such as formatting, copyediting, layout, and working with multimedia design consultants are also covered. CSU
Formerly WOMN 20
Offered Spring semesters

WGST 25. Introduction to Women's and Gender Studies: Feminism Demystified (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to the origins, purpose, subject matter, and methods of Women's and Gender Studies and to feminist perspectives on a range of social issues affecting women of diverse backgrounds. Study of the formation of gender and its intersections with race, class, sexuality, dis/ability, age, religion, and other systems of difference. UC/CSU
Formerly WOMN 25

WGST 35. Introduction to Masculinity Studies (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary and intersectional study of masculinities within US culture and society. Special attention will be given to how masculinity is represented and constructed along axes of race, ethnicity,

sexuality, gender, class, and ability, as well as possibilities for challenging hegemonic masculinity and building new masculinities. UC/CSU

WGST 54. The Politics of Sexual Violence (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An examination of the political, social, and psychological causes of sexual violence, its connections to other forms of violence, and strategies for addressing the social problem of sexual violence and transforming a rape culture, including prevention education and the healing function of writing. Field project required. UC/CSU
Can be taken in any order with WGST 55. Formerly WOMN 54

WGST 55. Ending Sexual Violence: Peer Education (3)
Lec-52.5 P/NP available
Education and skills training in peer education to promote healthy relationships and reduce sexual violence, specifically intimate partner violence and acquaintance rape. Peer education activities include preparation of a facilitation plan, campus-wide visibility projects, presentations to CCSF classes and volunteer work in community-based organizations. Field project required. CSU
Students can take WGST 55 and WGST 54 in any order. Course was formerly WOMN 55.

AFAM 60. African American Women in the United States (3)
Lec-52.5 P/NP available
Examines and comparatively analyzes African American women in the U.S. with particular emphasis on the struggle for rights as African people. Explores the contributions, strategies for success and political activism of African American women from 1619 to the present. UC/CSU
Offered Fall semesters

ANTH 20. Queer Anthropology (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A sub-discipline of socio-cultural anthropology that focuses on contexts of difference in sexuality from the (presumed) norms of sexual and gender variation within social systems, practices, and ideologies. Queer anthropology utilizes intersectional studies of sex, race, ethnicity, gender, gender expression, religion, colonialism, and globalization. UC/CSU

ANTH 25. Culture, Gender and Sexuality (3)
Lec-52.5 P/NP available
This course explores how gender and sexuality are expressed in various cultures around the world. Focuses on gender in non-Western cultures such as Native American, African and Asian societies. Discusses relationship of gender to aspects of culture such as kinship, economics, politics, and religion. UC/CSU

ART 108. Women Through Art History (3)
Lec-52.5, field trips
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Investigation of women's role in European and non-European society as artists, patrons and subjects in art from pre-history to the present. Artworks are examined through formal and thematic characteristics and from a historical, social and gender-based perspective. UC/CSU

ASAM 35. Asian American Women (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Examination of the experiences, histories, and contributions of Asian American women, using a multi-disciplinary approach that includes history, sociology, political science, and the arts. Includes analysis of racism, sexism, classism, homophobia, immigration, labor, sexualities and culture in the lives of Asian American women, past and present. UC/CSU

BCST 105. Gender & Mass Media (3)
Lec-52.5
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An exploration of the mass-mediated messages - radio, television, film, print and the Internet - and how they influence and define gender roles, with particular emphasis on how women are represented. A critique of roles given to individuals of each gender. An update on opportunities for women in each of the mainstream and alternative media industries. UC/CSU
Offered on occasion

ECON 25. Women in the Economy (3)
Lec-52.5 to 52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Women's roles in the U.S. economy, including varying experiences related to race, ethnicity, sexuality, and class. Women's occupations and earnings; unpaid household activities; experiences of women from three American cultures; related public policy. Applies and contrasts mainstream economic and political economy theories of gender inequality. UC/CSU
Offered on occasion

ENGL 57. Survey of Women's Literature (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A survey of literature written in English by women over the last four hundred years, emphasizing nineteenth and early twentieth century novels, poetry, and drama by major as well as rediscovered authors prior to 1970. UC/CSU
Offered on occasion

ENGL 58. Contemporary Women's Writing (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An exploration of contemporary women's writing: fiction, poetry, drama, creative nonfiction, and hybrid forms written in English by contemporary women from diverse social, cultural and ethnic backgrounds. UC/CSU
Formerly ENGL 58A
Offered on occasion

HIST 12A. United States Women's History: Pre-colonial Through 1880s (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college level English
An in-depth study of the experiences, roles and contributions of

women in political, economic, social, and cultural development from the pre-colonial period through the 1880s. UC/CSU
HIST 12A is not preprequisite to HIST 12B.

HIST 12B. United States Women's History: 1890-Present (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college level English
An in-depth study of the experiences, roles and contributions of women in political, economic,social and cultural development from 1890 to the present. UC/CSU
HIST 12A is not a preprequisite to HIST 12B.
Offered in Fall semesters

HLTH 25. Women's Health (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English
Explores the social determinants and issues related to women's health on an individual and community level. Emphasis on evaluation of health resources, behavior change process, and role of risk factors and prevention. UC/CSU

HUM 25. Women in the Arts (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
A cross-cultural survey of women's achievements in the visual, literary, and performing arts made through examination of current and historical examples. Student understanding is informed by original, biographical, and critical texts and enhanced by cultural theories of aesthetics, sex, gender, and race. UC/CSU
Offered Fall semesters

IDST 17. Human Sexuality (3)
Lec-52.5 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A human sexuality course that integrates content and methodology from the disciplines of anthropology, biology, ethics, health education, history, jurisprudence, and psychology. UC/CSU
C-ID PSY 130

IDST 31. Women and Gender in the Middle East (3)
Lec-52.5, field trips P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
An interdisciplinary examination of differences/similarities in women's lives in the Muslim/Arab world, including the diaspora, and among minorities in the Middle East/Southwest Asia and North Africa (SWANA). Analysis includes diversity, colonization, nationalism, religion, gender, sexuality, family, law, literature, music, art and film. UC/CSU
Offered Spring semesters

IDST 80A. Diversity and Social Justice: Racism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of race-based oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about racism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80C. Diversity and Social Justice: Sexism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of sexism on individual, institutional, and cultural levels in the United States. Expanding one's knowledge about sexism, increasing personal awareness of one's own sexism and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU

IDST 80D. Diversity and Social Justice: Heterosexism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of homophobia and heterosexism (discrimination based on perceived or real sexual orientation and identity) oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about heterosexism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU

IDST 80E. Diversity and Social Justice: Ableism (.5)
Lec-9 P/NP available
A consciousness raising analysis and evaluation of ableism (disability-based oppression) on individual, institutional, and cultural levels in the US. Expanding knowledge about ableism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Fall semesters

IDST 80F. Diversity and Social Justice: Class and Classism (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of class oppression and classism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about class, class oppression and classism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

IDST 80G. Diversity and Social Justice: Transphobia (.5)
Lec-9 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of transphobia and gender oppression on individual, institutional, and cultural levels in the U.S. Emphasis on expanding knowledge about transphobia and gender diversity, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change. CSU
Offered Fall semesters

IDST 81A. Diversity: Ageism and Adultism (Age-based Oppression) (1)
Lec-18 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of age-based bias, discrimination and oppression (adultism and ageism) on individual,

institutional, and cultural levels in the U.S. Expanding knowledge about adultism and ageism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

IDST 81B. Diversity and Social Justice: Anti-Semitism/Anti-Arabism (1)
Lec-18 P/NP available
Recommended Prep: ESL 184 or ENGL 88 or placement in ESL 186 or readiness for college-level English
A consciousness-raising analysis and evaluation of anti-Semitism and anti-Arabism on individual, institutional, and cultural levels in the U.S. Expanding knowledge about anti-Semitism and anti-Arabism, increasing awareness of one's own socialization and assumptions, and the application of this knowledge and awareness for individual and social change are emphasized. CSU
Offered Spring semesters

IDST 300. Social Justice Work Experience (1-6)
Work-60-450 P/NP only
Prereq: Approval of the Interdisciplinary Studies Department
Repeat: max. 16 units
General work experience course designed for students considering careers in social justice, public service and the nonprofit sector. Through supervised internships and at social justice and community-based organization, students can increase their skills working with the public section and their knowledge of career options and pathways, including the skills necessary for work in this sector. One unit of credit is earned for each 60 hours of unpaid work or 75 hours of paid work. CSU

LALS 10. Latinas in the U.S./VOCES (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The course will examine the lives and experience of Latinas living in the US. It will explore how their experiences affect self-esteem. Major social and cultural issues and themes will be discussed and analyzed using a multidisciplinary approach. UC/CSU

LGBT 21. Issues in Lesbian Relationships (3)
Lec-52.5 P/NP available
This class addresses intimate partner personal relationship issues (money, power, sex) about lesbian, bisexual and queer-identified women new to relationships or who have difficulties sustaining successful ones. Topics are applicable to persons of all genders and sexualities. Learning modality is critical analysis through self-exploration and sharing personal experiences via online class forum postings and confidential reports, student meetings and papers submitted to the instructor. CSU
Offered on occasion

MGT 236. Women Leaders at Work (3)
Lec-52.5 P/NP available
This course explores women's leadership, management, and communication styles and the vision and values women leaders bring to an effective environment in business, education, government and community organizations. Examines strategies for developing and encouraging skills that enable and allow women leaders and managers to succeed. CSU
Formerly SUPV 236

PE 28. Women in Sports (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
The history, social movements, physiology, psychology, and sociology of women in sports. Emphasis will be placed on exploring the changing roles in sports for women. UC/CSU

PE 277. Self Defense for Women (1)
Lab-35 P/NP available
Students will be instructed in the physical and psychological aspects of self-defense, while learning how to reduce their risk to their personal safety, at home or on the streets. Emphasis is on avoidance of physical confrontation and discouragement of an attack. UC/CSU
Formerly PE 550
Offered on occasion

PSYC 14. Psychology of Shyness (1)
Lec-18 P/NP available
A psychological examination of shyness as a form of temperamental diversity. A comparison of shyness, social anxiety, introversion and the potential psychosocial challenges of each. Strategies for addressing challenges will be presented. CSU

PSYC 15. Assertive Behavior (1)
Lec-18 P/NP available
Examination of the development of communication patterns in a psychological and sociological context. Psychological and emotional barriers to effective communication will be explored. Application of assertiveness techniques to effect behavior change based on cognitive/behavioral theories in psychology are a major focus.. Assessment and implementation of appropriate techniques in a variety of situations, including communication with family, friends, and at the workplace are also discussed. CSU

PSYC 25. Psychology of Gender (3)
Lec-52.5 P/NP available
This course is an analysis of theories and research on how behavioral, cognitive, and emotional processes are impacted by gender. It includes an intersectional critique of biological, psychological, sociocultural ideas of gender, gender continuums from cis to transgender and addresses topics such as stereotypes, relationships, violence, sexuality, work and academics from various perspectives. Included is a focus on experiences of, and responses to, oppression. UC/CSU
Offered Fall semesters

SOC 25. Sex and Gender in American Society (3)
Lec-52.5 P/NP available
This course explores historical and systemic (institutional) sex-and gender-based inequalities in the U.S. and abroad. Emphasis on differences between sex, gender, and sexual orientation/expression from multiple sociological perspectives, the contemporary status of American women, and the strategies, policies, and laws necessary to eliminate sexism. UC/CSU
C-ID SOCI 140
Offered Spring semesters

Noncredit Courses:

WGST 2501. Self-Defense (16 hrs)
Instruction and practice in physical and psychological aspects of self-defense. Emphasis on developing strategies to emerge from threatening situations without sustaining serious physical or psychological trauma.

The attainment of these skills can boost self-esteem, facilitating the pursuit of life and career goals.
Formerly WOMN 2501

Word Processing

For credit and noncredit courses in word processing see the Computer Applications for Business course listings of the Business Department in this section of the Catalog.

Work Experience

Office: MUB 130B
Phone Number: (415) 452-7013
Web Site: www.ccsf.edu/workexperience

General Information:

City College provides a variety of structured work-based and school-based learning experiences through cooperative agreements between the student, the employer, and the instructor in several academic and career education courses. Students who fulfill the work experience agreement achieve several job objectives and earn transferable college units.

Credit, Degree Applicable Courses:

WKEX 333. General Work Experience (1-6)
Work-60-450 P/NP only
Prereq: Approval of Business Department Work Experience Coordinator required
Repeat: max. 6.00 units
General work experience course designed for students who may not yet have selected a specific occupational goal but who are presently employed off campus. Through supervised employment, students can increase their workplace success by undertaking new or expanded responsibilities at their jobs and acquiring improved work habits and career-related skills. One unit of credit is earned for each 60 hours of unpaid work or 75 hours of paid work. CSU

WKEX 777. On-Campus Work Experience (1-6)
Work-60-450 P/NP only
Prereq: Approval of Business Department Work Experience Coordinator required
Repeat: max. 6.00 units
General work experience course with supervised employment that involves classroom-based learning at an on-campus learning station related to the student's educational or occupational goal. The focus of the course varies according to the CCSF department in which the student works. One unit of credit is earned for each 60 hours of unpaid work or 75 hours of paid work. CSU

For detailed information about other work experience and internship courses in a specific program, please consult the "Programs and Courses" section of this catalog.

World Languages and Cultures

Office: Art 202
Phone Number: (415) 239-3223
Web Site: www.ccsf.edu/forlang

Announcement of Curricula

(See specific course entries for American Sign Language, Chinese, French, German, Italian, Japanese, Pilipino, Russian and Spanish.)

General Information

City College offers language and culture courses in nine languages: American Sign Language, Chinese (both Cantonese and Mandarin), French, German, Italian, Japanese, Pilipino, Russian and Spanish. Besides being excellent intellectual training and meeting transfer requirements, language courses allow you to add an international dimension to your abilities including international business and international relations, help you communicate with the peoples of the world and understand their cultures. Students often major or minor in languages in conjunction with majors in other areas.

In world languages courses, the course numbers and letters follow in sequence. A student who has completed a course with a grade of A, B, C, or P may not re-register for the same course (unless repetition is specifically permitted), nor may he/she register for a course with a lower number or letter unless otherwise indicated.

Chinese, French, German, Japanese, and Spanish offer an advisory placement test to help students determine their level of language ability. For further information contact the World Languages and Cultures Department.

For foreign language studies abroad, contact the International Education Coordinator, 239-3778.

For short term noncredit World Languages and Cultures language classes, contact the Continuing Education Coordinator, 561-1860.

Announcement of Course

Credit, Degree Applicable Course:

WORL 100. Introduction to Intercultural Communication and Language Learning (3)
Lec-52.5 P/NP available
Recommended Prep: ENGL 88 or ESL 188 or readiness for college-level English
Introduction to language learning at CCSF. Investigation of intercultural communication and cultural competence in the context of learning languages. Acquisition of simple conversational skills in each language taught, basic cultural competency to communicate more effectively in a multicultural world. Exploration of strategies for efficient language learning. Knowledge of how the acquisition of other languages can enrich careers and lives. UC/CSU
Formerly FORL 100

COLLEGE RULES AND REGULATIONS

COLLEGE RULES AND REGULATIONS

Compliance with College Rules and Regulations and Notices

Students and staff are expected to comply with the rules and regulations published in this catalog; and with the official notices published in the College newspaper, *The Guardsman*, or posted on official bulletin boards.

Unlawful Discrimination and Harassment Policy

The San Francisco Community College District shall provide an educational and employment environment in which no person shall be unlawfully denied full and equal access to, the benefits of, or be unlawfully subjected to discrimination on the basis of ethnic group identification, national origin, religion, age, race, color, ancestry, marital status, sex, gender, gender identity, gender expression, sexual orientation, physical disability, mental disability, medical condition, genetic information, or military and veteran status of any person, or on the basis of those perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, in any program or activity that is administered by, funded directly by, or that receives any financial assistance from the State Chancellor or Board of Governors of the California Community Colleges.

Nor shall any such persons be denied full and equal access to, the benefits of, or be subjected to discrimination on the basis of domestic partner status*, AIDS/HIV status*, status as a lesbian, gay, bisexual, transgender* or questioning* person in any District program or activity.

The policy of the San Francisco Community College District is to provide an educational and employment environment free from unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment, or any other sexual misconduct.

Employees, students, or other persons acting on behalf of the District who engage in unlawful discrimination as defined in this policy or by state or federal law may be subject to discipline, up to and including discharge, expulsion, or termination of contract.

In so providing, the San Francisco Community College District hereby implements the provisions of Title 5, California Code of Regulations § 59300 et seq., California Government Code sections 11135 through 11139.5, 12940 et seq., the Sex Equity in Education Act (California Education Code, Section § 66250 et seq.), California Education Code sections 66260 et seq., 66281.5, 67382, 67385, 67385.7, and 67386, Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681), the Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics Act, (20 U.S.C. § 1092(f)), the Violence Against Women Reauthorization Act of 2013, (42 U.S.C. § 13925(a)), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), the Americans with Disabilities Act of 1990 (42 U.S.C. § 12100 et seq., as amended by the ADA Amendments Act of 2008, (P.L. 110-325)) and the Age Discrimination Act (42 U.S.C. § 6101).

**These categories are not subject to the State Chancellor's jurisdiction.*

Responsible District Officer

The compliance officer/coordinator responsible for the District's compliance with this policy and all applicable laws is the District Title 5/EEO/ADA/Title IX Compliance Officer, 50 Frida Kahlo Way, B619, San Francisco, CA 94112, (415) 452-5053. Information concerning the provisions of the applicable laws and complaint procedures is available from the District Title 5/EEO/ADA/Title IX Compliance Officer.

Definitions

Definitions applicable to the nondiscrimination policies are as follows:

- "Appeal" means a request by a complainant made in writing to the San Francisco Community College District governing board pursuant to Title 5, section 59338, and/or to the State Chancellor's Office pursuant to Title 5, section 59339, to review the administrative determination of the District regarding a complaint of discrimination.
- "Association with a person or group with these actual or perceived characteristics" includes advocacy for or identification with people who have one or more characteristics of a protected category listed under "Unlawful Discrimination Policy" and title 5, section 59300, participation in a group associated with persons having such characteristics, or use of a facility associated with use by such persons.
- "Complaint" means a written and signed statement meeting the requirements of Title 5, section 59328 that alleges unlawful discrimination in violation of the nondiscrimination regulations adopted by the Board of Governors of the California Community Colleges, as set forth at Title 5, section 59300 et seq.
- "Consent" means, as defined by California Education Code section 67386, "affirmative consent," which means affirmative, conscious, and voluntary agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them should never by itself be assumed to be an indicator of consent.
- "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of a romantic or intimate relationship will be determined based on the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship.
- "Days" means calendar days.
- "Disability" means, with respect to an individual:
    1. A physical or mental impairment that substantially limits one or more major life activities of such individual;
    2. A record of such an impairment; or
    3. Being regarded as having such an impairment.
    4. Rules of construction regarding the definition of disability (ADA Amendments Act of 2008):

       The definition of "disability" shall be construed in accordance with the following:

(A) The definition of disability shall be construed in favor of broad coverage of individuals to the maximum extent permitted by the Americans with Disabilities Act, as amended.

(B) The term "substantially limits" shall be interpreted consistently with the findings and purposes of the ADA Amendments Act of 2008.

(C) An impairment that substantially limits one major life activity need not limit other major life activities in order to be considered a disability.

(D) An impairment that is episodic or in remission is a disability if it would substantially limit a major life activity when active.

(E)(1) The determination of whether an impairment substantially limits a major life activity shall be made without regard to the ameliorative effects of mitigating measures such as:

(i) medication, medical supplies, equipment, or appliances, low-vision devices (which do not include ordinary eyeglasses or contact lenses), prosthetics including limbs and devices, hearing aids and cochlear implants or other implantable hearing devices, mobility devices, or oxygen therapy equipment and supplies;

(ii) use of assistive technology;

(iii) reasonable accommodations or auxiliary aids or services; or

(iv) learned behavioral or adaptive neurological modifications.

(2) The ameliorative effects of the mitigating measures of ordinary eyeglasses or contact lenses shall be considered in determining whether an impairment substantially limits a major life activity.

- "Discrimination on the basis of sex" means sexual harassment or discrimination on the basis of gender, e.g., sexual harassment, sexual assault, sexual violence and/or sexual misconduct.
- "District" means the San Francisco Community College District or any District program or activity that is funded directly by the state or receives financial assistance from the state. This includes any organization associated with the District or its college(s) that receives state funding or financial assistance through the District.
- "Domestic violence" includes felony or misdemeanor crimes of violence committed by:
    1. A current of former spouse of the victim;
    2. By a person with whom the victim shares a child in common;
    3. By a person who is cohabitating with or has cohabitated with the victim as a spouse:
    4. By a person similarly situated to a spouse of the victim under California law: or
    5. By any other person against an adult or youth victim who is protected from that person's acts under California law.
- "Gender" means a person's gender identity, gender expression and behavior whether or not stereotypically associated with the person's assigned sex at birth. This includes transgender, non-binary and gender non-conforming individuals.
- "Gender-based harassment" means unwelcome conduct based on a student's actual or perceived sex, including harassing conduct (verbal, nonverbal, physical aggression, intimidation or hostility) based on an individual's gender expression, gender identity, transgender status, gender transition, or nonconformity with sex stereotypes.
- "Harassment" is unwelcome conduct which is severe or pervasive and both subjectively and objectively offensive based on a protected category or categories, so as to create an abusive environment.
- "Hostility based on sex or sex-stereotyping" includes conduct such as refusing to use a transgender student's preferred name or pronouns, when the school uses preferred names for gender-conforming students or when the refusal is motivated by animus toward people who do not conform to sex stereotypes.
- "Hostile environment harassment" in either education or employment, means that the complainant was subjected to unwelcome conduct of a sexual or discriminatory nature based on other protected categories, which is severe or pervasive and both subjectively and objectively offensive so as to alter the educational or employment environment and create an abusive educational or employment environment.
- "Major life activities" include functions such as caring for one's self, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating and working. "Major life activities" also includes the operation of a major bodily function, including but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine and reproductive functions.
- "Mental impairment" means any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.
- "Physical impairment" means any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive, digestive, genito-urinary; hemic and lymphatic; skin; and endocrine.
- "Record of such an impairment" means has a history of, or has been misclassified as having, a mental or physical impairment that substantially limits one or more major life activities.
- "Regarded as having an impairment" means (1) has a physical or mental impairment that does not substantially limit major life activities but that is treated by a recipient as constituting such a limitation; (2) has a physical or mental impairment that substantially limits major life activities only as a result of the attitudes of others toward such impairment; or (3) has none of the impairments as defined above but is treated by a recipient as having such an impairment. "Regarded as having an impairment" shall not apply to impairments that are transitory and minor. A transitory impairment is an impairment with an actual or expected duration of 6 months or less.
- "Religion" means "religious creed," "religious observance," "religious belief," and "creed," and includes all aspects of religious belief, observance, and practice, including religious dress and grooming practices. " Religious dress practice" shall be construed

broadly to include the wearing or carrying of religious clothing, head or face coverings, jewelry, artifacts, and any other item that is part of the observance by an individual of his or her religious creed. "Religious grooming practice" shall be construed broadly to include all forms of head, facial, and body hair that are part of the observance by an individual of his or her religious creed.

- "Responsible District Officer" means the officer identified by the District to the State Chancellor's Office as the person responsible for receiving complaints filed pursuant to Title 5, section 59328, and coordinating their investigation.
- "Sex" includes, but is not limited to pregnancy, childbirth or medical conditions related to childbirth. 'Sex' also includes, but is not limited to, a person's gender, as defined in section 422.56 of the Penal Code. Discrimination on the basis of sex or gender also includes sexual harassment.
- "Sexual assault includes but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault.
- "Sexual harassment" is unlawful discrimination in the form of unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the workplace or in the educational setting, and includes but is not limited to:
  (1) Making unsolicited written, verbal, physical, and/or visual contacts with sexual overtones. (Examples of possible sexual harassment that appear in a written form include, but are not limited to: suggestive or obscene letters, notes, invitations. Examples of possible verbal sexual harassment include, but are not limited to: leering, gestures, display of sexually aggressive objects or pictures, cartoons, or posters.)
  (2) Continuing to express sexual interest after being informed that the interest is unwelcomed.
  (3) Making reprisals, threats of reprisal, or implied threats of reprisal following a rebuff of harassing behavior. The following are examples of conduct in an academic environment that might be found to be sexual harassment: implying or actually withholding grades earned or deserved; suggesting a poor performance evaluation will be prepared; or suggesting a scholarship recommendation or college application will be denied.
  (4) Engaging in explicit or implicit coercive sexual behavior within the work environment which is used to control, influence, or affect the employee's career, salary, and/or work environment.
  (5) Engaging in explicit or implicit coercive sexual behavior within the educational environment that is used to control, influence, or affect the educational opportunities, grades, and/or learning environment of a student.
  (6) Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications, etc., in exchange for sexual favors.
  (7) Awarding educational or employment benefits, such as grades or duties or shifts, recommendations, reclassifications, etc.c to any student or employee with whom the decision maker has a sexual relationship and denying such benefits to other students or employees.
- Harassment in the form of hostile environment harassment on the basis of any protected category is also prohibited discrimination.
- "Sexual misconduct" includes a range of behaviors such as sexual assault (which includes rape and any kind of nonconsensual sexual contact), sexual harassment, intimate partner violence, stalking, voyeurism, and any other conduct of a sexual nature that is nonconsensual, or has the purpose or effect of threatening, intimidating, or coercing a person, such as intimidation or bullying.
- "Sexual orientation" means heterosexually, homosexuality, or bisexuality.
- "Stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or to suffer substantial emotional distress.
- "Unlawful discrimination" means discrimination, **or the unjust or prejudicial treatment of different categories of people,** based on a category protected under Title 5, section 59300 et seq., **or Title IX of the Education Amendments of 1972,** including sexual harassment, harassment based on a protected group or category status as set forth in this Policy, and retaliation. In addition, the District will accept complaints of discrimination or harassment on any additional basis prohibited by District policy.

Retaliation

It is unlawful for anyone to retaliate against someone who files an unlawful discrimination complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, who represents or serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of this unlawful discrimination policy.

[1] If the federal statutes cited herein would result in broader protection of the civil rights of individuals then that broader protection or coverage shall be deemed incorporated by reference into, and shall prevail over conflicting provisions of Title 5, section 59300, as cited in this Policy.

[2] If the Americans with Disabilities Act of 1990 definitions would result in broader protection of the civil rights of individuals with a mental or physical disability, or would include any medical condition not included within these definitions, then that broader protection or coverage shall be deemed incorporated by reference into, and shall prevail over conflicting provisions of the definitions in Government Code section 12926 and should be included in District policy. (Gov. Code, Section 12926(1).)

[3] Ibid

Campus Attire

Students are urged to dress appropriately everywhere on the campus at all times. Instructors in special areas (i.e., gymnasiums and laboratories) may require students to wear particular clothing for suitability or to meet health and/or safety regulations. Fore more information, contact the Office of Student Conduct & Discipline.

Students with Disabilities

Sections 504 & 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) 1990 and the ADA Amendments Act (2008) prohibit discrimination on the basis of disability of otherwise qualified persons in programs and/or activities at this institution. City College of San Francisco is committed to making programs, services and activities accessible for students with disabilities. DSPS provides reasonable accommodations and support services which assist the student with a disability to fully participate in academic and vocational programs for which they are otherwise qualified. Services may include,

but are not limited to; counseling, advocacy, priority registration, testing accommodations, classroom relocation, learning disability assessments, hearing screenings, sign language interpreters, real-time captioning, assistive listening devices, note takers, alternate formats (Braille, electronic text, audio books) for instructional material, lockers, scooters, adaptive technology, adaptive furniture and special classes.

Students wishing to receive services through DSPS should schedule an appointment to meet with a counselor. Services are confidential. Students with disabilities who have a disability related need to bring an animal on campus, other than a service animal as defined by law, such as a guide dog, must request an assist animal tag from the DSPS office. For further information, call Disabled Students Programs and Services (DSPS) at (415)452-5481.

Adjustment of Graduation Requirements for Students with Disabilities

Substitution Policy

It is the policy of CCSF to provide equal educational opportunities for student with disabilities in accordance with state and federal law and regulations. These include Sections 504 & 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) 1990, the ADA Amendments Act (2008) and Title 5 of the California Administrative Code. Pursuant to Title 5, Sections 56000-56076, the District has developed DSPS to assist students with disabilities in securing appropriate instruction, academic accommodations and auxiliary aids. It is the intent of the District that such individuals be served by regular classes and programs whenever possible. To that end, students with disabilities shall be admitted to courses and programs and matriculate through such courses and programs on an equal basis with all other students. To ensure equality of access for students with disabilities, academic accommodations and auxiliary aids shall be provided to the extent necessary to comply with state and federal law and regulations. For each student, academic accommodations and auxiliary aids shall specifically address those functional limitations of the disability which adversely affect equal educational opportunity. When the severity of the disability of an otherwise qualified student precludes successful completion of a course required for graduation from CCSF, despite an earnest effort on the part of the student to complete the course and despite provision of academic accommodations and/or auxiliary aids, a course substitution shall be considered. The District will maintain specific criteria and procedures to implement the policy. DSPS should be contacted at (415)452-5481 for additional information regarding course substitutions.

Drug Usage

City College is a Drug-Free College.

The locations of the City College of San Francisco are drug-free. The College does not allow the unlawful possession, use, or distribution of illegal drugs and alcohol by students on its property or as a part of its activities. The College will discipline students according to local, state, and federal law. Discipline includes student expulsion and referral for prosecution. For more information, contact the Office of Student Conduct & Discipline.

For information about health and legal dangers of using alcohol and/or drugs you can go to the following place:

• Students may visit the Student Mental Health Services in the Student Health Center, Ocean Campus, email studenthealth@ccsf.edu or call 415-239-3110.

Petitions for Waiving College Regulations

A student may petition the Office of Admissions & Records, MUB 188, to waive a local college regulation.

Privacy of and Access to Student Records

City College of San Francisco protects the privacy of student records and maintains the right of students to inspect and review their records. City College has established guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Should the College be unable to resolve the complaint of a student concerning the accuracy or clarity of the student's records, the student has the right to file a complaint with The Family Educational Rights and Privacy Act Office of the U.S. Department of Education.

Privacy of Student Records

The California community college student has a legal right to privacy of records. A student record is defined as "any item of information directly related to an identifiable student...which is maintained by a community college..." However, applicable law provides for certain exceptions. Appropriate District employees are authorized to collect only that information which is relevant to a student's admission, registration, academic history, career, student benefits and services, extracurricular activities, counseling and guidance, discipline or matters related to student conduct.

In addition to restrictions on the collection of information about students, there are significant restrictions on the *release* of student information. Except under limited circumstances, District employees do not have the authority to release student records except to the student. In general, District employees should consider information they acquire about students, in their capacity as employees, to be confidential information.

In any area where records are filed, we maintain a student record log to record who asked for and received student information in accordance with applicable law. In each area, a dean or their designee is responsible for maintaining the student record log. A student record log is maintained in the following areas:

Kind of Record-Log Maintained By

Admissions and Records-Dean of Admissions & Records

Counseling Records-Dean of Student Success

Disabled Student Records-Dean of Student Success

Financial Aid Information-Dean of Financial Aid

Student Conduct and Discipline Records - Dean of Student Engagement& Wellness

Student Health Records-Director of Student Health Services.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

1. Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools

are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

2. Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
3. Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
    - School officials with legitimate educational interest;
    - Other schools to which a student is transferring;
    - Specified officials for audit or evaluation purposes;
    - Appropriate parties in connection with financial aid to a student;
    - Organizations conducting certain studies for or on behalf of the school;
    - Accrediting organizations;
    - To comply with a judicial order or lawfully issued subpoena;
    - Appropriate officials in cases of health and safety emergencies; and
    - State and local authorities, within a juvenile justice system, pursuant to specific State law.

    Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information or technical assistance, you may call (202) 260-3887 (voice). Individuals who use TDD may call the Federal Information Relay Service at 1-800-877-8339.

Or you may contact us at the following address:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920

The following categories of information about students are considered "directory information" pursuant to section 76240 of the *Education Code*: student's name, address, telephone number, date and place of birth, field of study, participation in activities and sports officially recognized by the San Francisco Community College District, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the student. The District may limit or deny the release of specific categories of directory information based upon a determination of the best interest of students. Directory information may be released at the discretion of the College to persons or agencies which the College deems to have legitimate reason for access to the information. To prevent disclosure, written notification must be delivered personally to the Office of Admissions and Records.

Information other than directory information will not be released without the student's written consent unless the College is required to do so by law as, for example, in the case of a court order. Questions about policies and procedures concerning privacy of records and rights of access to them may be referred to the Dean of Admissions and Records.

Electronic Communication Privacy Statement

The college expects electronics communication privacy protections comparable to those traditionally given to paper mail and telephone communication.

Persons who have questions about the collection or dissemination of student information may contact the Dean of Admissions & Records or the Dean responsible for maintaining the information either by email at admit@ccsf.edu or by phone at (415) 239-3291.

Regulations Governing Student and Other Organizations or Persons Desiring to Conduct Noninstructional Activities on Campus

Under State law and local regulations, the Administrative Staff of City College of San Francisco is responsible to the Governing Board and the Chancellor of the San Francisco Community College District for the organization, operation, and supervision of a sound educational program designed to provide transfer, general, and occupational education; essential student personnel services; and extracurricular activities. To discharge this responsibility, the Administrative Staff is required under the California State *Education Code* and the regulations of the Board of Governors of the California Community Colleges and the Governing Board of the San Francisco Community College District to take all steps necessary to prevent the conduct on campus of any activity that interferes with instruction or is otherwise inimical to the welfare of the student body or of individual students.

City College has therefore established various regulations, including those governing the following: student activities and government; noninstructional student meetings held on campus; guest speakers at such meetings; the use of City College facilities by student or other organizations or movements; and the distribution, posting, or other use of bulletins, circulars, and publications of any kind on campus. These regulations, like all others in effect at City College, have been established in conformance with the responsibilities assigned to and under the authority vested in the Administrative Staff under State law and College District regulations.

Student Governance: Policies, Regulations, and Procedures Governing Students, Student Organizations, and the Use of Facilities

Section I. General Provisions

Part A. Enactment Procedures

The policies, regulations, and procedures governing students, student organizations, and the use of facilities at City College of San Francisco are established as follows:

1. Guidelines are set forth by the College Administration.

2. The guidelines are reviewed by the Chancellor of City College in order to ensure conformance with State codes and local policies and regulations.
3. Upon approval by the Chancellor, the guidelines are submitted to the Governing Board of the College, with a request for approval. The guidelines become effective upon approval by this agency.

Part B. Procedure for Revision
The policies, regulations, and procedures stated in the following pages were established in accordance with the procedure described above, and may be revised only in accordance with that procedure or to meet legal requirements.

Part C. Definition of the Term "Student"
The term student, as used in connection with the foregoing College policies, regulations, and procedures is defined as follows: a person officially registered in at least one course at City College of San Francisco.

Section II. Students and Student Organizations

Part A. Student Government
1. Student Government
   Under State law and the Governing Board policy, the Chancellor of City College may authorize the establishment and continuance of the Associated Students, approve its membership fees, and delegate to it, as set forth in the Education Code and in the Constitution of the Associated Students, the specified fiscal and legislative powers and responsibilities concerning the affairs of its membership.
2. Fiscal Policy of the Associated Students
   The Chancellor of City College is responsible for the fiscal soundness of the Associated Students of City College of San Francisco. It is their responsibility to ensure that the financial operation of the Associated Students is in accordance with the provisions of the laws of the State of California and the policies of the Governing Board of the College.

Part B. Student Organizations
1. Registration of Student Organizations
   An organization not prohibited by law may become a registered on-campus student organization by complying with the registration procedures and membership regulations established by the Student Council of the Associated Students.
2. Policy Regarding Discrimination in Choice of Members
   Membership regulations of student organizations must specify that eligibility for membership shall not be determined through discrimination based on race, age, physical disability, sexual orientation, creed, color, or sex. Questions of discrimination on these and other bases shall be reviewed by the Associate Director of Student Activities. The Associate Director's decision may be appealed to the Dean of Student Engagement & Wellness.
3 Sponsors of Registered Student Organizations
   The Chancellor of City College may appoint sponsors for and establish regulations concerning sponsorship of registered student organizations.
4 Standards of Conduct and Discipline
   Student organizations are required to comply with College policies, regulations, and procedures. Members of these organizations are subject to disciplinary action for violation of such policies, regulations, or procedures.
5. Use of the Name of City College of San Francisco
   Only a duly registered on-campus student organization may use the name of City College of San Francisco as a part of its own name. A student organization may advocate its own views and positions, but at no time shall an organization or a coalition of student organizations purport to represent the entire student body of City College of San Francisco.
6 Use of College Facilities by Student Organizations
   College facilities may be used by registered student organizations for meetings, social functions, raising funds, recruiting participants, and posting and distributing literature only in accordance with State law, Governing Board policy, and College rules, regulations, and procedures. Requests for use of facilities shall be made to the Student Activities Administrator, sufficiently in advance to permit proper planning for the proposed use.
7. Collection of Fees
   Registered student organizations, in accordance with State law, Governing Board policies, and College rules, regulations and procedures may collect dues and initiation fees, conduct sales, and charge admission fees to certain student activities. Funds collected through these activities are subject to financial accountability as specified in the *Guidelines for the Management of A.S. Funds*. Raising of funds for charitable organizations shall be in accordance with established policies of the Governing Board.

Part C. Free Speech and Advocacy
1. Statement of Policy
   The Constitution of the United States guarantees freedom of assembly or association. However, this guarantee does not prohibit a governing board or a college administration from adopting reasonable regulations governing the exercise of these rights on a college campus. The right of freedom of speech, for example, is not paramount to the right of privacy. Guidelines governing the exercise of free speech on the City College campus are developed, therefore, in order to ensure that other equally important legal rights are protected as stipulated in State law and local regulations.
2. Regulations Governing Free Speech
   In order to facilitate the equitable application of the principles of free speech on campus, City College has established the guide lines enumerated in Part D as the means of ensuring orderly conduct, noninterference with College functions or activities, identification of sponsoring groups or persons, and protection of persons against practices that would make them involuntary audiences on campus for another person's exercise of free speech. Whenever the Chancellor of City College considers it appropriate, they may require that either one or both of the following conditions be observed in connection with a campus meeting addressed by speakers: (1) that the chairperson of the meeting be a person approved by the Chancellor; and (2) that the speaker be required to answer questions asked by the audience. It shall be the responsibility of the Chancellor to allow opportunity for the expression of a variety of view-points.
3. Regulations Governing Guest Speakers
   a. Request Procedures:
      The chairperson or president of a registered on-campus organization requesting facilities for an off-campus speaker

should sign up with the Student Activities Administrator, for the time and place desired (see Rule 5 and Part D).

b. Review of Request for a Speaker:
If a decision on a request for an off-campus speaker is to be reviewed, the Student Activities Administrator, and/or the on campus organization making the request (represented by the student chairperson and the faculty sponsor) may refer the matter to Associate Vice Chancellor of Student Affairs for their specific recommendation to the Chancellor.

c. Sponsorship:
Sponsors of student organizations are required to review all requests for off-campus speakers in advance, and students are required to present to the Student Activities Administrator, a form signed by their sponsor when requesting a time and a place for an off-campus speaker's address. Every sponsor of a campus organization is expected to make arrangements for a guest speaker's appearance before his/her group on campus, and should be present during the address. A substitute should be appointed if the sponsor cannot be present.

4. Regulations Governing the Scheduled Use of the Free-Speech Area

The following guidelines are established to facilitate the equitable use of the City College free-speech area by all students:

a. Only registered students (not substitutes) who have signed up in advance for use of the free-speech area are permitted to use the area.

b. A sign-up list governing use of the area for at least two weeks in advance must be maintained in the Student Activities Administrator's Office, in order to permit proper scheduling.

c. Students wishing to use the area for impromptu speeches or presentations must sign up for a single half-hour period at a time, and must use that period before signing up for another one. If more flexible scheduling permits, however, the Student Activities Administrator, at their discretion, may allow a student to sign up for more time on the two-week master calendar.

d. For a special event, such as an address by a sponsored off-campus speaker or an organized, planned debate, more than the half-hour period may be made available for use of the free-speech area. Chairpersons of on-campus organizations should sign up for such special events at least three College days in advance, but a week's notice is recommended.

e. Students desiring to use the free-speech area for impromptu use or special events must

i. signup for the time period available, and

ii. indicate the general topic to be discussed or entertainment activity to be scheduled.

f. If the schedule governing the use of the free-speech area cannot be followed, the following rules will apply:

i. If a student does not arrive at the area for a scheduled appearance, another student may be permitted to sign up for the time not being used. In such instances, however, at least ten minutes must be allowed for the scheduled event to take place before anyone may sign up for the unexpired time.

ii. A scheduled activity must be allowed to continue at the free-speech area until the next scheduled event, at which time the podium must be vacated promptly.

iii. If time becomes available during the day because of cancellation of a scheduled event, a student scheduled for another time may be permitted to sign up for the area in addition to his scheduled activity, but may not deliver their initially scheduled address until the time originally scheduled.

g. A speaker scheduled to use the free-speech area should permit another student or students to speak in reply to their remarks while they are using the area, without the others signing up in advance as scheduled speakers. However, this provision does not apply to students denied the right to use the area because of prior disciplinary action by the administration (see Section 4 above).

h. If verification is needed to demonstrate priority for use of the free-speech area, the Student Activities Administrator, will issue special scheduled cards to verify student sign-ups for particular periods and dates.

i. If necessary, and then only if a serious disturbance arises at the free-speech area, campus police or other persons delegated by the administration are authorized to ask for the identity of persons claiming the right to use the area.

j. For rules for the distribution of literature, commercial free speech rights, the manner of collecting funds on the City College campus, or for additional information, contact the Student Activities Office.

5. Use of Bulletin Boards and Distribution of Materials on Campus
Individual students or authorized student organizations desiring to distribute or post bulletins, circulars, or publications on the City College of San Francisco campus must obtain permission from the Student Activities Administrator. Materials originating from sources outside City College must bear the official approval of the Student Activities Administrator. College bulletin boards and tack boards may not be used for commercial purposes.

6. Violation of Regulations
Students who violate the preceding regulations regarding student governance and the use of bulletin boards and distribution of materials on campus will be subject to disciplinary action.

7. Observance of Regulations Governing the Student Activities Program Officially registered students desiring to take part in an activity of the Associated Students of City College of San Francisco or of any other organization sponsored by City College may do so only in conformance with the rules and regulations of the Associated Students, the particular organization, and the College.

Part D. Use of College Facilities
Under the California *Education Code* sections 82537 to 82548 and the *Administrative Regulations of the San Francisco Community College District*, organizations or persons not directly connected with the City College of San Francisco may use campus facilities only under certain

limited conditions, and must make application for such use through the Office of Facilities and Planning of the San Francisco Community College District. Under the preceding law and regulation, ad hoc student groups are subject to the policy governing organizations and groups not directly connected with City College.

Regulations Governing Solicitation at City College of San Francisco-Ocean Campus

Members of the public are welcome to speak and/or distribute written materials within the designated areas of each location subject to the time, place, and manner regulations and posting/distribution guidelines.

The following regulations are established to govern solicitation by off-campus organizations and individuals to table, display materials, petition, engage in public address, distribute literature and/or post flyers on CCSF's Ocean Avenue campus.

1. Before setting up a table or display, engaging in public address, distributing literature, seeking signatures on a petition and/or posting flyers, all solicitors shall report to the Office of Student Activities to sign in to notify the Student Activities Administrator of the solicitor's presence on campus, and to acknowledge receipt of these regulations. This notice does not involve any application or approval process, and therefore, the ability to use the designated area cannot be denied. This notice is only intended to provide CCSF with knowledge of the solicitor's presence on campus so that CCSF can notify the appropriate members of its staff whose services might be needed or impacted by the use of the designated area.
2. The designated areas for solicitors to table, set up displays, seek signatures on a petition and/or engage in public address at Ocean Campus are RAM PLAZA located between Smith Hall and the Student Union, the CLOUD SCIENCE MALL located between Cloud Hall and Science Hall, and the WELLNESS CENTER AMPHITHEATRE located outside of the Community Health and Wellness Center and the Student Union. The solicitor must REMAIN in these specified areas only.
3. Tables and display materials may be set up only in the above designated areas on Ocean Campus. Solicitors must provide their own signage, tables, chairs, and materials. Free gifts (other than food and drink) may be distributed. Literature/newspapers and/or other items cannot be sold, nor can donations be solicited from any student, faculty, or classified staff in the designated areas or anywhere on the Ocean Campus.
4. The use of sound amplification is only allowed in RAM PLAZA and the WELLNESS CENTER AMPHITHEATRE. Solicitors shall not use any means of amplification that creates a noise or diversion that disturbs the orderly conduct of the College, campus, or classes taking place at that time. No sound amplification of any kind is allowed in the CLOUD SCIENCE MALL.
5. Solicitors who wish to distribute literature only (i.e. who do not also want to set up a table or display, petition and/or engage in public address) may do so in the above designated areas as well as on the sidewalks and pathways along Cloud Circle, leading to Cloud Hall, Science Hall, and Batmale Hall from Cloud Circle, leading to Science Hall from Frida Kahlo Way, leading from Parking Lot H between Smith Hall and Conlan Hall to Cloud Circle and leading from Judson Avenue in front of the Diego Rivera Theatre, between the Visual Arts and Creative Arts Buildings to Cloud Circle. Solicitors may not distribute literature in any other areas, including parking lots, the sports facilities, any construction zones and the areas surrounding the Student Health Center, the Arts Extension Building and/or the Orfalea Family Center.
6. Solicitors MAY NOT walk up to pedestrians and force them to take literature, follow pedestrians to classes or elsewhere on campus, or obstruct the flow of traffic of pedestrians walking to and from buildings. No solicitor shall touch, strike, or impede the progress of pedestrians, except for incidental or accidental contact, or contact initiated by a pedestrian.
7. Any solicitor who is distributing literature must retrieve and remove or properly discard any literature that is discarded or dropped in or around the area in which the solicitor is distributing literature prior to leaving that area.
8. Solicitors should refer to the Posting Guidelines before hanging materials. Such Posting Guidelines are available at the Student Activities Office.
9. Solicitors are expected to conduct themselves in a respectful manner toward all students and college personnel and to follow a code of conduct which prohibits the following:
    a. Abuse or any threat of force or violence directed toward any member of the College or to an authorized College visitor while on College property
    b. Willful misconduct that results in the injury or death to a student or College personnel or injury to property belonging to a member of the College or to an authorized College visitor while on the property.
    c. Unauthorized entry to or use of College facilities, supplies, or equipment
    d. Obstruction or disruption of classes, administration, or authorized College activities
    e. Violation of College rules and regulations including those concerning the use of college facilities, or the time, place, and manner of public expression or distribution of materials
    f. Disorderly conduct that interferes with the College's primary educational responsibility
    g. Failure to comply with these regulations and the directions of College officials, staff, or campus police to enforce these regulations.

These regulations are specific to Ocean Campus, but apply to all locations of CCSF. For locations other than Ocean Campus, solicitors must contact the applicable dean at the respective center.

Consequences of failure to comply with the above regulations include:

1. Written warning; if after a warning, failure to follow regulations continues, the solicitor will not be allowed access to CCSF for a period of four (4) school months or the rest of the semester, whichever is longer.
2. If failure to follow any of the above continues after the four month or semester suspension, access to CCSF will be denied.

Posting and Distribution of Guidelines

City College of San Francisco, pursuant to applicable law, provides for the posting and distribution of literature on campus by off-campus

organizations and/or individuals. The following guidelines have been established to facilitate effective and organized dissemination of information on the Ocean Campus.

Posting:

1. Items for posting may be no larger than 11"x17", and the use of recyclable materials is recommended.
2. Each item must clearly state on its face the name of the individual or organization posting the item, the date of the event advertised, if any, and the date the item was posted.
3. Posted items will be removed from the bulletin boards two weeks after the date the item was posted or after the date for the event advertised on the item had passed, whichever is earlier. If a bulletin board has no space available after such removal of expired items, any items that do not show a date of posting on their face or an event date will be removed.
4. Flyers that are in a language other than English must include English description, summary, or translation in the flyer, or have a separate flyer that provides the information in English and they must be posted side by side.
5. Tacks or pushpins should be used to post items-tape, glue, nails and industrial staples are prohibited.
6. No more than one item per event or organization, if the item posted is a general announcement, may be posted on each board.
7. Posting is allowed only on boards established for that purpose as listed below.
8. Items posted on buildings, poles, garbage containers, trees, campus directional signs or anywhere other than the approved bulletin boards listed below will be removed.
9. Bulletin boards are located at the following sites:
   - Arts Extension: 2 boards directly opposite the main entrance on the main floor
   - Batmale Hall: 2nd floor, 4th floor, 5th floor, 6th floor, 7th floor
   - Cloud Hall: 1st floor, 2nd floor, 3rd floor
   - Conlan Hall: 1 board opposite room 104
   - Creative Arts: 1board near west side entrance on the 1st floor
   - Smith Hall: 2 wooden boards on wheels
   - Student Union: 1 board across from room 209, 2 in upper level and 1 in lower level

Distribution

1. All off-campus organizations and/or individuals wishing to distribute literature must report to the Office of Student Activities to sign in to notify the Student Activities Administrator of the solicitor's organizations and/or individuals.
2. Distributors are required to provide the following information: name of organization, contact name, and dates and times of distribution.
3. Any person who have not signed in before distributing literature on campus are subject to disciplinary action by the Student Activities Administrator.
4. Solicitors who wish to distribute literature only (i.e. who do not also want to set up a table or display and/or engage in public address) may do so Ram Plaza, the Wellness Center Amphitheater and the Cloud Science Mall as well as on the sidewalks and path ways along Cloud Circle, leading to Cloud Hall, Science Hall, and Batmale Hall from Conlan Hall to Cloud Circle, and leading from Judson Avenue in front to the Diego Rivera Theatre to Cloud Circle. Solicitors may not distribute literature in any other areas, including parking lots, the sports facilities, any construction zones and the areas surrounding the Student Health Center, the Arts Extension Building and/or the Orfalea Family Center.

For further information and assistance, contact the CCSF Student Activities Office Student Union Room 205, 239-3212.

Student Conduct and Discipline

Community and College Districts are required by law to adopt standards of student conduct along with applicable penalties for violations (Education Code Section 66300). The San Francisco Community College District has complied with this requirement by adopting BP 5.16, BP 5.17, AP 5.16 and AP 5.17. The purpose of this Board Rule is to provide uniform procedures to assure due process when a student is charged with a violation of these standards. All proceedings held in accordance with these procedures shall relate specifically to an alleged violation of the established code of student conduct.

It is the purpose of the student disciplinary system to further the educational mission of the College by resolving alleged violations of the Student Code of Conduct and other applicable policies regarding student behavior. CCSF provides a student the opportunity to address the allegations as laid out in the Due Process procedures.

All students are expected to behave themselves honorably in all endeavors they undertake as students at the College. Our student disciplinary process exists to set a standard for behavior on our campus. It is not meant to replace or substitute for the Federal or State legal system or other legal avenues. However, the student disciplinary process provides an important forum to respond to the interests of the CCSF community. It is here for two purposes: to help create a safe environment where academic life can flourish and to promote the development of students.

Our processes are designed to educate and, where appropriate, sanction those students who violate College regulations. We seek both to promote a student's sense of responsibility by enforcing accountability, and to protect our community, when necessary, which may mean removing or restricting those who pose a threat to others. Our intention is to emphasize the peaceful and productive handling of conflict as much as possible and where appropriate. We strive to be a safe, helpful and efficient resource for the entire CCSF community.

For more information about student conduct procedures, please contact the Office of Student Conduct & Discipline at (415) 239-3211 or at studentaffairs@ccsf.edu.

Code of Student Conduct

Disciplinary sanctions may be imposed for good cause, which includes, but is not limited to, the following offenses:

General Behavioral Misconduct and Non-Compliance Violations

1. Disruptive behavior, willful non-compliance, willful and persistent profanity or vulgarity, or the open and/or persistent defiance of the authority of, or persistent abuse of, District personnel or officials acting in the performance of their duties, violating the rights of other students.
2. Failure to comply with directions of District officials, faculty, staff or campus police officers who are acting in the performance of

their duties, including failure to identify oneself when on District property or at a District sponsored or supervised event, or upon the request of a District official acting in the performance of his/her duties.

3. Persistent or continued serious misconduct where other means of correction have failed to bring about proper conduct.

Physical and Verbal Misconduct Violations

4. Willful misconduct which results in injury or death to a student or District personnel or which results in cutting, defacing, or other injury or damage to any real or personal property owned by the District; or injury or damage to property belonging to a member of the District community or to an authorized District visitor while on District property.
5. Assault or battery, abuse, extortion, or any threat of force, violence, or death, or any terrorist threats as defined in Education Code section 48900.7(b), directed toward any member of the District community (including but not limited to students and employees), or District visitor engaged in authorized activities, or to any District property, or aiding and abetting, as defined in Penal Code section 31, the infliction or attempted infliction of physical injury on another person.
6. Disorderly, lewd, indecent, obscene, slanderous, libelous or offensive conduct or expression (including clothing) that interferes with the District's primary educational responsibility or that breaches the peace on District property or at any District sponsored or supervised function, or such conduct or expression that so incites students as to create a clear and present danger of the commission of unlawful acts, or substantial disruption of the orderly operations of the District on any District property or at any District sponsored or supervised function.
7. Instructors in special areas (i.e., gymnasium and laboratories) and in specialized fields or disciplines (e.g., Construction, Nursing, Physical Education) may require students to wear particular clothing for suitability or to meet health and/or safety regulations.

Academic Dishonesty Violation

8. Academic or intellectual dishonesty such as cheating or plagiarism. Cheating is defined as taking an examination or performing an assigned, evaluated task in a dishonest way such as having improper or unapproved access to answers or exams. Plagiarism is defined as the unauthorized use of the written language and thought of another author without proper quoting or citing and representing him/her as one's own.

Financial and Monetary Misconduct Violations

9. Dishonesty such as theft or the unlawful taking of property from the rightful owner, or knowingly receiving stolen property belonging to the District or any other rightful owner, knowingly furnishing false information to the District including misrepresentation of oneself or of an organization as an agent of the District, or forgery, alteration, or misuse of District documents, records or identification.
10. Failure to satisfy District financial obligations, including but not limited to damages to District property and equipment.
11. Participation in gambling, which includes betting, wagering or selling pools, playing card games for money, or using District resources (including but not limited to telephones and computers) to facilitate gambling.

Disturbance, Unauthorized Use and/ or Misuse of Facilities, Property, Services, Classes, Resources, Equipment

12. Unauthorized entry to or use of District facilities, supplies or equipment (including but not limited to computing, networking and information resources).
13. Defacement and/or destruction (without approval) of District property, equipment, and records are prohibited.
14. Violation of District rules and regulations, including those concerning student organizations, the use of District facilities, or the time, place and manner of public expression or distribution of materials, as defined in Education Code section 66301.
15. Violation of other applicable federal, state and municipal laws and District rules and regulations in connection with attendance at programs or services offered by the District or while on District property or at District sponsored activities.
16. Violation of parking rules and regulations as well as traffic regulations on District property, including but not limited to speeding, driving in the wrong direction, or other reckless driving behavior.
17. Entry of visitors (including infants and children) in a classroom without the prior consent of the instructor. If a child or infant interferes with the instructor's ability to teach, students whose children or infants require the use of childcare services should register with CCSF's childcare resources.
18. Entry of animals in classrooms or labs except as necessary to provide reasonable accommodations and assistance to disabled students. Students who require the use of a service or comfort animal should register with and provide documentation to Disabled Students Programs and Services (DSPS).
19. Obstruction or physical or verbal disruption of classes, computer laboratories or study facilities (including but not limited to Library and Learning Assistance Center), student activities, administration, disciplinary procedures, governance processes, or other authorized District activities, services, operations or functions or prevention of authorized guests from carrying out the purpose for which they are on District property.

Technology and Weapons Violations

20. Violation of the District's Computer Usage Policy (see appropriate sections of the CCSF College Catalog for a complete version of the Policy).
21. Use by any person, including a student, of any electronic listening or recording device in any classroom without the prior consent of the instructor (as defined in Education Code 78907), except as necessary to provide reasonable auxiliary aids and academic adjustments to disabled students. Any person, other than a student, who willfully violates this section shall be guilty of a misdemeanor.
22. Persistent and willful use of a cell phone or other communication device by a student in a classroom or laboratory (e.g., talking, text-messaging, recording) without the prior consent of the instructor or laboratory monitor.
23. Possession while on District property or at any District sponsored function, of any of the following weapons (except for persons given permission by the Chancellor or designee as members of law enforcement operations): any instrument or weapon of the kind commonly known as black-jack, fire bomb, billy club,

sand club, metal knuckles; any dirk, dagger, or knife having a blade longer than two inches; any switchblade longer than two inches; any razor with an unguarded blade; any firearm (loaded or unloaded) such as a pistol, revolver, rifle, automatic or semi-automatic weapon; any metal pipe or bar used or intended to be used as a club; or any other item, such as a chain that can be used as a threat to do bodily harm.

Health and Substance Violations

24. Unlawful use, sale, distribution or possession of, or the presence on campus while under the influence of any controlled substance as listed in the California Health & Safety Code (except as expressly permitted by law and evidenced by medical authorization), or the use, sale, or distribution of any poison classified by laws defining controlled substances, while on District property or at District functions, or the unlawful use, possession of or offering, arranging or negotiating the sale of any drug paraphernalia.
25. Willful or persistent smoking including vaping and expectorating chewing tobacco in any area where smoking has been prohibited.

Sexual Misconduct Violations

26. Violation of the District's Sexual Harassment Policy as defined by Board Policy 1.36.
27. Violation of the District's Sexual and Other Assaults on Campus Policy as defined by Board Policy and Administrative Procedure 2.09.

Harassment, Threatening, Stalking and Hazing Violations

28. Harassing, provoking, intimidating or threatening anyone who is a witness in a school disciplinary proceeding, administrative proceeding or law enforcement investigation for the purpose of preventing the individual from being a witness or retaliation for being a witness.
29. Engaging in intimidating conduct or bullying against another student or employee of the District through words or actions, including direct physical contact, verbal assaults such as teasing, name-calling, social isolation, manipulation, and cyberbullying (e.g., baiting or sexting) or engaging in intimidating conduct or bullying through other electronic means (e.g., social media, cellular phones, and email).
30. Causing, threatening or attempting to cause or participating in an act of hate violence, as defined in Education Code Section 233(e).
31. Stalking, defined as a pattern of conduct by a student with intent to follow, alarm or harass another person and which causes that person to reasonably fear for his or her safety, and where the student has persisted in the pattern of conduct after the student has been told to cease the pattern of conduct. Violation of a restraining order shall also constitute stalking under the Code of Student Conduct.
32. Participation in hazing (e.g., verbal abuse, threats or implied threats, beating, paddling, branding, other forms of assault, and forced or coerced behavior of any kind).

Forms of Disciplinary Sanctions

- **Warning:** A written or oral statement to the student that the student has violated the Code of Student Conduct.
- **Reprimand:** A written notice by the Disciplinary Officer that the student has violated Code of Student Conduct issued and placed in the student's college disciplinary record.
- **Restriction:** Limitation of a student's access to specified campus classes, resources, services, events or facilities for a specific period of time.
- **Restitution:** Reimbursement to the District for damage(s) to property or for misappropriation of funds.
- **Failing Grade** on an assignment or test or in a class in proven cases of cheating, plagiarism or other forms of academic dishonesty.
- **Disciplinary Probation**: A period of observation and/or conditional participation in campus and academic affairs, activities or events. This period should not exceed one (1) calendar year. The Disciplinary Officer may require that the student meet specific conditions for being removed from disciplinary probation status. The Disciplinary Officer may reduce the length of probation upon a showing of good cause by the student.
- **Removal from an Academic Program:** Temporary or permanent exclusion from a specified academic program at the College.
- **Removal from a Class, Activity or Site:** Temporary or permanent removal from a specific class (or classes as necessary), activity, lab or location. (Temporary removal from class by the instructor for no more than two class meetings). Removal from an instructional laboratory, facility, center or other supervised student activity by the designated site administrator for no more than two days, sessions, meetings or days.
- **Suspension:** Exclusion of the student from all district classes, activities, programs and locations for a definite period of time (one or more semesters). The Disciplinary Officer may require that the student meet specific conditions to have the suspension status lifted; the Disciplinary Officer may also reduce the length of suspension upon a showing of good cause by the student or the length of the suspension may be extended for good cause.
- **Expulsion:** Permanent, indefinite exclusion of a student from all district classes, activities, services, programs and locations.

Suspension or recommended expulsion of a student shall be accompanied by a hearing to determine if good cause warrants such suspension or expulsion. Good cause shall include but is not limited to conduct identified above as prohibited.

Student Due Process

Due process is a student's right to notice of the violation and a fair and impartial opportunity to be heard.

- **Notification and Communication:** Opportunity to receive proper notification when/if a violation of the Code of Student Conduct occurs; the opportunity to provide explanation and clarification of disciplinary processes, procedures and decisions.
- **Disciplinary Conference:** Opportunity to be informed of the charges and present individual sides of the story. Opportunity to have an advocate (no lawyers are permitted).
- **Formal Hearing:** Opportunity to appeal disciplinary sanctions (applies only in cases of suspension and recommended expulsion). The grounds for an appeal are limited to new information, errors in statement of facts or violations of a student's due process rights.

Enforcement. The Office of Student Conduct & Discipline has the responsibility to maintain the Code of Student Conduct, to impose disciplinary sanction as appropriate, and to assure the implementation of Student Due Process.

Student Complaints

Process for a Complaint against a Classified Staff Member or an Administrator

Student complaints against a classified staff member and/or an administrator are governed by the following procedure:

1. A complaint against a classified staff member or an administrator should be raised directly with the classified staff member or the administrator concerned.
2. If a direct meeting does not resolve the complaint, or if either party is unable or unwilling to meet, the complaint should be raised with the immediate supervisor of the classified staff member or administrator.
3. If the immediate supervisor fails to resolve the complaint, then the complaint should be addressed, in writing, to the Office of the General Counsel at (415) 239-3556 for accurate referral.
4. The Office of the General Counsel will channel the complaint to the next-level manager for review and consideration.

Process for a Complaint against a Faculty Member

A student complaint is an allegation made by a student against a faculty member that the member has harmed a student by violating a policy, rule or regulation, or otherwise engaged in inappropriate conduct. (A complaint does not include a grade or file challenge, or an allegation of discrimination or sexual harassment, or other conduct for which immediate disciplinary action or suspension could result.)

Student complaints are governed by the following procedure:

Informal Process for Complaint Against a Faculty Member

1. A complaint should first be raised directly with the faculty member concerned.
2. If a direct meeting does not resolve the complaint, or if either party is unable or unwilling to meet, the complaint should be taken to the faculty member's supervisor.
3. The supervisor may take the following action, including but not limited to:
    a. Investigating the complaint.
    b. Meeting with any party separately or facilitating a joint meeting.
    c. Recommending appropriate action to any party.
    d. Recommending an evaluation of the faculty member to the Chancellor.
    e. Redirecting the matter as appropriate.
4. If the supervisor fails to resolve the complaint within ten (10) semester instructional days, then the student may file a formal complaint in accordance with the process set forth below. Semester instructional days include only regular business days during the Fall and Spring semesters, and not summer sessions.
5. If, after the failure of the supervisor to resolve the complaint at the informal level, the student fails to file a formal complaint within an additional ten (10) semester instructional days then the matter will be considered dropped unless renewed by the student within the first ten (10) semester instructional days of the next semester.

Formal Process for Complaint Against a Faculty Member

1. If any party is dissatisfied with the result of the informal process, that party may appeal the matter to the appropriate School Dean whose role is to channel the complaint to the appropriate Vice Chancellor and to the Academic Senate. If any party chooses to pursue the matter to the formal level, all parties shall be given written notice of that fact.

    Any party who appeals a complaint to the formal level must complete a form which describes:
    a. The specific nature of the complaint and its history;
    b. All efforts which have been made to resolve the complaint;
    c. What the appealing party would consider a fair and appropriate resolution of the complaint.
2. Upon receiving a formal complaint, the appropriate Vice Chancellor and the Academic Senate shall each appoint one member to a committee whose function shall be to hear and decide the matter.
3. In reaching its decision, the committee may take any action which could have been taken pursuant to the informal process, except that the committee may not redirect the matter.
4. The findings and decision of the committee must be made in writing and provided to the student, the faculty member, and the member's supervisor, and must encompass some or all of the following results:
    a. Resolution of the complaint to the satisfaction of all parties.
    b. Dismissal of the complaint with or without the consent of all parties.
    c. Recommendation of appropriate action to the faculty member's supervisor.
    d. At the committee's discretion, its decision and the underlying student complaint may be inserted into the faculty member's personnel file.
5. Formal complaints should be resolved as quickly as possible. Except under unusual circumstances, the written findings and decision of the committee should be provided within forty (40) semester instructional days of its receipt of the formal complaint.
6. Any student or faculty member involved in a student complaint may, by his/her own initiative, provide representation of his/her choice.

Notice: Student complaints may have serious consequences for the faculty member concerned. Students should recognize that differences in personality, opinion, and perception do occur, and can often be resolved by discussions between the parties. Whenever possible, students are encouraged to address such differences directly with the faculty member.

Student Grade and File Review

Function And Purview

The Student Grade and File Review Committee (hereinafter "the Committee") is composed of students, faculty, and administrators. Its charge is to review student grievances regarding course grades and file contents. After reviewing a grievance, the Committee recommends appropriate action to the Chancellor, to the instructor, and to the student. The Committee acts as an arbitrating body and does not have the power to change grades directly, as stated in legislation:
California Education Code 76224 (a) When grades are given for any course of instruction taught in a community college district, the grade

given to each student shall be the grade determined by the instructor of the course and the determination of the student's grade by the instructor, *in the absence of mistake, fraud, bad faith or incompetency, shall be final.*

Review Procedures: Policies, Grades, And Files

1. **Review of Policies**
   The Student Grade and File Review Board reviews and proposes revision, when necessary, of policies, regulations and procedures affecting student grade and file grievances.
2. **Review of Grades**
   If students believe that discrepancies exist between grades given by their instructors and the grades they believe were achieved, those students should follow the steps for the appeal procedure below.

Informal Grade Review Process

Meeting with the Instructor and/or the Department Chair

Students wishing to appeal a grade should discuss the issue with the instructor in an office-hour conference or by appointment. If, for any reason, the students are unwilling or unable to confer with the instructor, they must then consult with the instructor's department chair. Every effort should be made to resolve the issue at this level.

Meeting with the School Dean
If the department chair and instructor are unable to resolve the grade dispute, the students shall bring the matter to the attention of the school dean (i.e., the department chair's supervisor), who will confer with all parties to resolve the dispute.

All parties are expected to make every effort to address the grade dispute in a timely manner. If the grade dispute remains unresolved, the School Dean will refer the matter to the Associate Vice Chancellor of Academic Affairs/Vice Chancellor of Academic Affairs.

Important Notice. The informal process must be completed within ten (10) working days after receipt of a midterm grade, and for final grades, within forty-five (45) calendar days from the start of instruction in the immediately following Fall or Spring semester.

Formal Process

If the grade dispute is unresolved after the informal process, the students may initiate a formal review process by submitting a Petition for Grade Review to the Dean of School of Behavioral Sciences, Social Sciences, and Multicultural Studies. The Dean shall discuss the merits of the student's claims and advise the students of the grade review policies and procedures.

The Dean shall verify that the petition has been submitted in a complete and timely manner, review the petition with regards to content and advise students on the appropriateness of further appeal to the Grade and File Review Committee.

Deadline Notice. A Petition for Grade Review must be filed within fourteen {14) calendar days following the end of the informal process. The 14-day period will begin at the time the students are first informed either by the department chair, school dean, or Dean of School of Behavioral Sciences, Social Sciences, and Multicultural Studies that the informal process has concluded.

Filing a formal petition requires the students to document the grade dispute in writing (typed and double-spaced). The students shall provide a copy of the petition with their written statement to the instructor. Once notified a petition has been filed, the instructor shall within two (2) weeks provide the Dean of School of Behavioral Sciences, Social Sciences, and Multicultural Studies a copy of the course syllabus, attendance and grade records, graded assignments, relevant e-mails or any additional information deemed relevant to the dispute.

Grade Review Hearings

a. Upon receipt of a Petition for Grade Review, the Student Grade and File Review Committee shall meet to determine if a formal hearing is warranted. Should the Committee deem a hearing is not warranted, the Committee Chair shall advise all parties of the basis for the decision by e-mail. The grade shall stand and the grade review process shall conclude.

b. Should the Committee determine that a hearing is warranted, the petition will be assigned to a subcommittee composed of a student, a faculty member and an administrator. The subcommittee shall convene to review the petition, request any additional information deemed relevant from the student/instructor, hear testimony, question witnesses and consider all available evidence relevant to the case.

c. The student and instructor shall have the right to present written or oral statements concerning the grievance. Each party may bring a representative; however, the representative may not ask or answer questions, offer evidence or address the subcommittee on behalf of the petitioner or faculty member.

d. The subcommittee shall weigh the relevance and merit of all written and oral information obtained, limiting its investigation to the specific case under review and make its recommendations to the full Committee.

e. The Committee shall make a final recommendation and submit that recommendation in a written report to the Chancellor. The Committee shall provide a copy of the final recommendations to the student, instructor, department chair, school dean and Dean of Students.

f. The Chancellor may concur with or overrule the recommendation of the Committee. Only the Chancellor has the authority to change a student's grade. The Chancellor's decision shall be final. California Education Code 76224 (a) When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student's grade by the instructor, *in the absence of mistake, fraud, bad faith or incompetency, shall be final.*

CCSF Bookstores

Purchasing Textbooks, Supplies, And Equipment

In accordance with State law and local regulation, City College does not supply textbooks. The cost of these varies according to students' programs. Students are expected to secure textbooks, laboratory books, workbooks, pens, pencils, and paper for most courses. In addition, in some courses, students are expected to provide tools, equipment, clothing, materials, or pay a special materials fee. An estimate of the cost of additional materials or fees for any class may be obtained from the appropriate department or center.

Follett operates several bookstores to serve the City College population. Textbooks and many supplies for City College courses may be

purchased and/or rented at any CCSF Bookstore serving the campus where the course is taught. Books are usually available from the first day of class. Because of the size of the stores, services may vary from location to location. Current hours and store policies are available at each store.

Bookstore information is available on the bookstore web page at ***www.ccsfshop.com***.

The schedule of classes issued each semester also contains current information about bookstore services.

San Francisco Community College Police Department

On May 5, 1980, the governing board of the San Francisco Community College District established a "Community College Police Department," (to be known as the Department of Public Safety). Under the California Education Code, sections 72330 and 72334 and California Penal Code, section 830.32(a), personnel, when appointed and duly sworn, are designated as peace officers.

San Francisco Community College Police Department is a certified P.O.S.T. police agency with sworn officers readily identified by the uniforms which include their distinctive patch and gold or silver star. The Department also employs security officers, called Campus Control aides, who wear a slightly different uniform w/SFCCPD patch and silver shields. The Department operates 7 day a week year-round from 5:30am to 12:30 am from its main headquarters located at City College, Ocean Campus, Cloud Hall room 119, telephone number (415) 239-3200. During closed hours, the college is patrolled by SFPD.

The San Francisco Community College Police Department is responsible for the overall law enforcement protection and duties as well as parking enforcement district-wide, excluding the Airport Campus, Fort Mason and designated lease locations. Under a memorandum of understanding, these areas come under the jurisdiction of SFPD. Officers patrol City College Locations via marked emergency police vehicles, bicycle and foot patrols ensuring public safety for the campus community. The San Francisco Community College Police Department's website id located at ***www.ccsf.edu/Departments/Public_Safety*** or linked from the main City College of San Francisco's website at ***www.ccsf.edu***.

City College Student Police

The City College Chief of Police, working in partnership with the City College Administration of Justice Studies Program, authorizes the operation of a Student Officer Program. The purpose of the program is to assist the educational development of the City College students interested in the field of Law Enforcement.

Student Officers are approved into the program by the Administration of Justice Studies Coordinator, and must meet and maintain specific criteria. City College student officers assist the police department in several areas including, but not limited to, parking enforcement, safety escort, traffic control, special events and student code of conduct matters. Student offices operate under the oversight of a police department liaison.

The City College Student Program is designed as an internship and individuals in the program do not receive direct compensation except for particular assignments. The Student Officer Program provides over several thousand hours of service to the campus community.

Smoking Policy

Effective Fall 2014, City College's new Board Approved Protocol regarding a 'Smoke-Free Environment' will be enforced. The policy covers Ocean and specific Center Campuses. City College of San Francisco will become a 'smoke- free environment', with limited designated smoking areas. A tobacco-free campus creates a healthier environment for students, faculty, staff, and visitors.

Cigarettes (tobacco), e-cigarettes, cigars, pipes, hookahs, water pipes, vapor/vapor-less equipment etc. Note, campus administration and appropriate designee has the authority to assign any other smoking type device to this policy.

Designated smoking areas are noted on the Campus map, located on the following link: http://www.ccsf.edu/en/about-city-college/administration/police_services/dsa.html

Smoke Free Campus link: http://www.ccsf.edu/en/student-services/student-health-services/sfc.html

Enforcement of the policy focuses on educating the community about the policy and promoting smoking cessation resources. The success of this policy relies on the respectfulness, consideration and cooperation of both tobacco users and non-tobacco users. All members of the college community share the responsibility adhering to and enforcing the policy and having the responsibility for bringing it to the attention of visitors and guests. Violation of this policy by students, faculty, or staff will be addressed in a manner consistent with any other CCSF policy violation.

Students who would like information and support regarding smoking cessation can contact the City College Student Health Services at www.ccsf.edu/stuhealth or 415/239-3110.

Student Identification

Student identification must be carried at all times and displayed upon request by City College staff, faculty, administrators, student campus police officers, and District police officers. For more information contact the Office of Student Conduct & Discipline.

Student Lockers

Lockers in the gymnasiums are assigned to students in physical-education courses. Students must remove the contents of these lockers, together with padlocks, not later than Monday during the final examination period each semester.

Lockers are also assigned to students in various laboratory courses. Students must follow the department regulations in using these lockers.

Student Parking

The campuses of City College are easily accessible by public transportation. Students are encouraged to use MUNI and BART or to carpool.

The Ocean Campus has a limited number of parking spaces available for student parking. Students are required to pay a fee for either a semester or daily parking permit. Sales of semester parking permits (decals) are available on a first come, first served, basis before the start of each semester. Daily parking permits are available in all student lots and during day classes, student parking is restricted to the main reservoir area and parking lot "S" (previously the location of the South Gym). Information regarding the rules and regulations for student

parking, including fees for semester decals and rates for daily parking are available through the Student Accounting Office in Conlan Hall, Room 104. For information call (415) 239-3345 or refer to the *Class Time Schedule*.

Other locations of City College of San Francisco have NO on-site parking or very limited parking for students. For student parking information for all other locations, call the San Francisco Community College Police Department at (415) 239-3200.

Visitors on Campus

Visitors to the campus are welcome. Vehicle parking in all parking lots is by permit only. Vehicles without a permit will be ticketed. **Day School** visitors are allowed to park in main reservoir parking and parking lot "S" (previously the location of the South Gym), with the purchase of a one-day permit. **After 5:00 p.m.**, visitors may park in all lots (except Cloud Circle, Marston Road, and Science Road) with the purchase of a one-day parking permit. Information and directions are available from the Information Center located in the lobby of Conlan Hall. Visitors are required to observe College rules and regulations. A copy of the rules and regulations are available in Conlan Hall, Room 104 and Cloud Hall, Room 119 (Campus Police Office). Violation of any of these regulations are grounds for automatic revocation of the right to remain on campus. Prior permission must be obtained from the instructor before visiting classrooms. Since auditing of classes is prohibited, visits must be limited.

Additional Board Policies and Administrative Procedures

Information about Board Policies and Administrative Procedures is available on the Board of Trustees website: ***http://www.ccsf.edu/board***

ACADEMIC POLICIES AND PROCEDURES

ACADEMIC POLICIES AND PROCEDURES

Academic Freedom

The following academic freedom statement is an excerpt from Board Policy 6.06. Those interested in the complete statement should refer to ***http://www.ccsf.edu/BOT/Board_Policies/BP6_06.pdf***.

The District is unequivocally and unalterably committed to the principle of academic freedom in its true sense which includes freedom to study, freedom to learn and freedom to teach and provide educational professional services to students.

Academic freedom encompasses the right of an instructor to discuss in the classroom pertinent subjects within his or her field of professional competency and consistent with course objectives, and for counselors, librarians and other academic employees to provide appropriate student services within their fields of professional competency and consistent with sound educational principles.

Interference with or censure of an academic employee by District officials or by outside individuals or groups because of the employee's proper treatment of pertinent subjects or provision of proper educational professional services to students is precluded by the principle of academic freedom.

Faculty cannot, however, expect academic freedom to be unlimited, for the right to exercise any liberty implies a duty to use it responsibly. Academic freedom does not give faculty freedom to engage in indoctrination. Nor can faculty invoke the principle of academic freedom to justify non-professional conduct.

Credits and Grades

Unit of Credit

In accordance with Title 5, Section 55002.5 and Title 5, Section 55256.5, City College of San Francisco has established a ratio of 52.5 hours of lecture, laboratory work, and/or study for each unit of credit. For work experience courses, each unit of credit requires 60 hours of unpaid work or 75 hours of paid work.

Semester and Quarter Units

Most universities and colleges in the United States use the semester or quarter system and hence grant credit in semester units (s.u.) or quarter units (q.u.). For example, City College uses the semester system and grants credit in semester units; some California State University campuses and most University of California campuses use the quarter system and grant credit in quarter units.

Two semester units are equivalent to three quarter units. Therefore, to convert semester units to quarter units, multiply the number of semester units by 3/2 (or 1.50); to convert quarter units to semester units, multiply the number of quarter units by 2/3 (or 0.667).

Academic Record Symbols and Standards

A system of letter grades and grade points is used to indicate the quality of work done by students. The meaning of each evaluative symbol, with its value in grade points, is as follows:

Symbol = Definition	Grade Points
A = Excellent	4
B = Good	3
C = Satisfactory	2
D = Passing, less than satisfactory	1
F = Failing	0
FW = Failing/Withdrawal	0

The "FW" grade symbol is an indication that a student has both ceased participating in a course some time after the last day to officially withdraw from the course without having achieved a final passing grade, AND that the student has not received District authorization to withdraw from the course under extenuating circumstances. The "FW" symbol may not be used if a student has qualified for and been granted military withdrawal "MW." If an "FW" is used, its grade point value equals zero (0), and it will be calculated into the GPA in the same manner as an "F" grade.

P = Pass (At least satisfactory, C or better. Units awarded not counted in grade point average.)

NP = No Pass (Less than satisfactory or failing. Units not counted in grade point average.)

Standard English is expected in all College coursework and is a consideration in grading. Its use is not an exercise limited to English classes alone.

Pass (P)/No Pass (NP) Courses

Formerly known as: Credit (CR)/No Credit (NC) Courses

Certain courses offered at City College of San Francisco are designated as pass/no pass courses. Such courses are shown in the catalog with the statement "P/NP only," meaning that only grades of P and NP are given for the course. Other courses are designated as optional pass/no pass courses. Such courses are shown in the catalog with the statement "P/NP available" meaning the course may be taken on a pass/no pass or on a letter grade basis; i.e., the pass/no pass option is available. Note: 1) pass/no pass courses are counted toward graduation and for transfer and 2) in an optional pass/no pass course the student must file a petition with the Office of Admissions and Records to take the course on a pass/no pass basis no later than the deadline date established in the Calendar of Instruction. (See Calendar of Instruction for this date.) Petition forms are available from the Office of Admissions and Records. Students may also select "Pass/No Pass" grading option online through MyRAM at ***http://www.ccsf.edu***. In the absence of a "Petition for Pass/No Pass" students will be evaluated on a letter-grade basis. The "NP" symbol shall be used only in calculating units attempted for probation and dismissal.

Although City College does not limit the number of units a student may take on a Pass/No Pass basis, students planning to transfer should inquire of the transfer institution its policy on pass/no-pass course work. Some institutions may require a letter grade in course work used to satisfy specific requirements for admission and/or major preparation.

Other Symbols

Symbol = Definition

"E" = Exclusion

"EW" = Excused Withdrawal

"I/" = Incomplete

"MW" = Military Withdrawal

"RD" = Report Delayed

"W" = Withdrawal

"E" Exclusion. The "E" symbol shall be used to denote grades of D, F, or NP the student has chosen to exclude from his or her academic history.

"EW" Excused Withdrawal. "Excused Withdrawal" shall be assigned when a student is permitted to withdraw from a course(s) due to specific, verified events beyond the control of the student that affect his or her ability to complete a course(s). The student must supply to Admissions & Records supporting documentation to verify these events.

Acceptable Reasons for an Excused Withdrawal

In accordance with Title 5, section 55024(e), the governing board of a district shall adopt an EW procedure based upon verifiable documentation supporting the request. An EW is acceptable when a student withdraws from a course(s) due to reasons beyond their control, which include but are not limited to, the following:

- Job transfer outside the geographical region;
- Illness in the family where the student is the primary caregiver;
- An incarcerated student in a California State Prison or County Jail is released from custody or involuntarily transferred before the end of the term (In the case of an incarcerated student, an excused withdrawal cannot be applied if the failure to complete the course(s) was the result of a student's behavioral violation or if the student requested and was granted a mid-semester transfer);
- The student is the subject of an immigration action;
- Death of an immediate family member;
- Chronic or acute illness;
- Verifiable accidents; or
- Natural disasters directly affecting the student.

Verifiable documentation can include, but is not limited to, a note from a doctor stating the student is not currently able to complete the work due to illness, employment verification of a new job, a booking report, police report of an accident, or any other documentation that proves the student's completion of a course is impractical. The Chancellor's Office defines impractical as impossible due to reasons beyond the student's control. The determination shall be made by the local college's admissions and records office.

A student may request to use an EW for only one course or all courses in a term, depending on the reason for the request. It is possible that a student, based on an illness for example, is not able to participate in an in-person course, but is able to continue with online courses. The College should use individual case facts to determine the continuity of some courses and not others.

Reimbursement for EW

A community college district shall not refund any enrollment fee paid by a student for program changes made after the first two weeks of instruction for a primary term-length course, or after the 10 percent point of the length of the course for a short-term course, unless the program change is a result of action by the district to cancel or reschedule a class or to drop a student pursuant to subdivision (1) of section 55003 where the student fails to meet a prerequisite.

Excused Withdrawal shall not be counted in progress probation or dismissal calculations nor shall it be counted towards the permitted number of withdrawals or counted as an enrollment attempt. The financial aid of a student may be affected depending on individual circumstances. A student should consult with the financial aid staff regarding any impact.

"I/" Incomplete. A student may be given a final grade of Incomplete only if illness or other unavoidable circumstances prevent him/her from taking the final examination or satisfying the other requirements in a course.

A student must make arrangements for an Incomplete with the instructor for the course. The instructor will file a record of Incomplete with the Office of Admissions & Records and give the student a copy. This record shall note the condition(s) for removal of the Incomplete and the grade to be assigned if the work is not completed.

The instructor determines when the student must submit work to remove the grade of Incomplete. The instructor must submit the Removal of Incomplete form by the following deadlines:

Incomplete Received	Incomplete must be Removed by the last Day to Submit Grades for the Following:
• Fall semester	• Spring semester
• Spring semester	• Fall semester
• Summer semester	• Fall semester

A final grade shall be assigned when the work stipulated has been completed and evaluated. If the student fails to meet the condition(s) of the removal of incomplete or when the time limit for completion has expired, the predetermined grade shall be assigned (i.e. "F" in the case of I/F).

A student should make arrangements for the removal of an Incomplete with the instructor for the course. In the absence of the instructor, the student should contact the department chair.

If a student is, due to extenuating circumstances, unable to complete the work by the deadlines specified in the table above, the student may, after contacting the instructor, petition the Dean of Admissions & Records for an Extension of an Incomplete.

An Incomplete shall not be used in calculating units attempted nor for grade points, but shall be used in calculating units for purposes of evaluating probation and dismissal.

Late Withdrawal. Students seeking late withdrawals after the established withdrawal deadline must request the late withdrawal within two (2) calendar years of the last day of the semester in which the student was enrolled in the course. Late withdrawals are only permitted if the request is due to extenuating circumstances which are "verified cases of accidents, illnesses or other circumstances beyond the control of the student" (Title 5, 55024(a)(2)) that occurred between the last day for an official student- or instructor-initiated withdrawal and the final examination for the course. Extenuating circumstances may include institutional error, health, jury duty, military service, accident, family emergency, incarceration, extended litigation, or work conflicts. Students incurring extraordinary hardships that prevent a request within the time frame of two (2) calendar years may file with the Admissions and Records Office a Petition for Waiving College Regulations.

"MW" Military Withdrawal. "Military Withdrawal" shall be assigned to students who are members of a reserve or active military unit and received orders to report to active duty, requiring a withdrawal from all courses. This does not apply to Basic Training assignments. The student must bring a copy of their orders to the Office of Admissions and Records located in MUB 188, prior to departure, if possible, to have their military withdrawal processed. All courses will be withdrawn without fee assessment. Military Withdrawal also does not count toward the permitted number of withdrawals or count as an enrollment attempt.

"RD" Report Delayed. Only the Office of Admissions and Records may assign the "RD" symbol. This symbol is to be used when, for reasons beyond the control of the student, there is delay in reporting the student's grade. "RD" is to be replaced by a permanent symbol as soon as possible. The "RD" symbol shall not be used in calculating units attempted, nor for grade points.

"W" Withdrawal. If a student withdraws from a class or if an instructor withdraws a student from a class between the last day to drop and the last day for withdrawal, a "W" symbol will appear on the student's permanent record. (See Calendar of Instruction for specific dates.) If a student stops attending a class after the last day for a student-initiated or instructor-initiated withdrawal, the instructor must report a grade symbol (consistent with the grading policies) other than "W."

The "W" symbol shall not be used in calculating units attempted nor for grade points, but shall be used in calculating units for purposes of evaluating probation and dismissal.

If a student drops a class prior to the last day to drop, no notation will appear on the student's permanent record. (See Calendar of Instruction for specific dates.)

Excessive Withdrawals. Students who have withdrawn from the same course **three** times and received a "W" on his/her record will not be allowed to register for the same course without filing a Petition for Exemption to Withdrawal Policy. (California Code of Regulations, T5 Section 55024 (a))

Petitions for Exemption to Withdrawal Policy are available in the office of Student Affairs, Conlan Hall 206

Noncredit Grading

Grading options for noncredit courses are determined on a course-by-course basis, and are one of the following options:

- Letter or Pass/No Pass or Satisfactory Progress
- Pass/No Pass or Satisfactory Progress
- No Grade

Since noncredit courses are offered on an open-entry/open-exit basis, it is possible for a student to attend only part of a class during a semester. The Satisfactory Progress notation is used to indicate that a student was making satisfactory progress in achieving the desired learning outcomes of a course, but had not yet completed the course (and so should not receive a final letter grade or Pass/No Pass symbol).

Remedial Coursework Limitation

Remedial coursework is defined as credit, non degree-applicable basic skills courses. Section 55035 of Title 5 of the California Code of regulations imposes a 30 unit limit on remedial coursework. Students are exempted from this limitation if they are enrolled in an ESL course or are identified by the district as having a learning disability. If neither of these exemptions apply, students who reach this 30-unit limit are restricted to taking only noncredit courses, non degree-applicable courses which do not involve remediation, and those degree-applicable credit courses which do not have basic skills prerequisites or advisories on recommended preparation. It is our district's policy that students who have completed 30 units of remedial coursework shall be automatically given a 10-unit waiver of this limitation.

Course Prerequisites, Corequisites, and Advisories

City College has established prerequisites, corequisites, and advisories to maintain academic standards and ensure student success. The CCSF Governing Board recognizes that if these requisites are established unnecessarily or inappropriately, they constitute unjustifiable obstacles to student access and success. Therefore, the San Francisco Community College District, in compliance with Title 5 Matriculation Regulations, has adopted a policy to provide for the establishment, review and enforcement of prerequisites, corequisites, advisories on recommended preparation, and certain limitations on enrollment in a manner consistent with law and good practice. Elements of this policy follow:

Definition of Terms

Prerequisite: A condition to enrollment that a student is required to meet in order to demonstrate current readiness for a course or educational program. If a prerequisite is a course, a student must pass the prerequisite course with a grade of "C" or higher.

Corequisite: A course that a student must take concurrently with another course.

Below are the different types of pre/corequisites:

1. **Standard prerequisite or corequisite:** A pre/corequisite to a course, the equivalent of which is offered at three or more California State University and/or University of California campuses with an equivalent prerequisite.
2. **Sequential course within and across disciplines:** A course that serves as a pre/corequisite to an articulated course in the same discipline or in another discipline.
3. **Course in communication or computation skills:** A course in communication or computation skills that serves as a pre/corequisite to a course other than another communication or computation skills course.
4. **Placement level:** A Mathematics, English, or English as a Second Language course placement level determined by the College placement assessment process, which consists of the use of high school performance data and multiple measures.
5. **Program prerequisites:** A pre/corequisite to enrollment in a program such as Nursing, Culinary Arts and Hospitality Studies, or Aircraft Maintenance Technology.
6. **Health and safety:** A pre/corequisite to enrollment in a course or program in which health and safety of the student or others may be endangered if the pre/corequisite is not met.
7. **Recency:** A pre/corequisite skill-level that a student must possess within a specific time period prior to enrollment in a course or program.

Advisories on Recommended Preparation: A condition of enrollment that a student is advised, but not required, to meet before or concurrently with enrollment in a course or educational program. Students are strongly encouraged to follow the advisories since having the recommended preparation will greatly increase the likelihood of success in the target course.

Limitation on Enrollment: A condition of enrollment that a student must meet (in addition to any prerequisites and corequisites) prior to enrolling in the following types of courses:

1. **Performance courses:** Courses in this area include intercollegiate athletics, theatre arts (drama), and music, for which an audition or tryout may be required.
2. **Honors courses:** These courses require a specific scholastic aptitude prior to enrollment.
3. **Blocks of courses or sections:** a "block" refers to at least two or more courses or sections of courses in which enrollment is limited to a specific group of students. Examples at CCSF include the African American Achievement Program and the Puente Project.

Challenge of a Prerequisite or a Corequisite

A student who does not meet a stated prerequisite or corequisite to a course may be dropped on the first day of school. However, the student may file a petition to Challenge a Prerequisite or Corequisite on one or more of the grounds listed below. The student shall bear the initial

burden of showing that grounds exist for the challenge. Challenges shall be resolved in a timely manner and, if the challenge is upheld, the student shall be permitted to enroll in the course or program in question.

Grounds for challenge:

A. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite.
B. The student will be subject to undue delay in attaining the goal of his or her educational plan because the prerequisite or corequisite course has not been made reasonably available.
C. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner.
D. The prerequisite or corequisite has not been established in accordance with the District's process for establishing prerequisites or corequisites.
E. The prerequisite or corequisite is in violation of Title 5.

Any student may appeal the decision of the challenge to the Office of the Vice Chancellor of Academic Affairs or the Vice Chancellor of Student Development.

Procedures for Filing a Petition to Challenge a Prerequisite/Corequisite
CAUTION: The student shall demonstrate that grounds exist for the challenge. A student who wishes to challenge a pre/corequisite should file a petition as early as possible prior to the first day of class.

Instructions:

1. Obtain a Petition to Challenge a Prerequisite or Corequisite Form online at www.ccsf.edu/assessment under "Quick Links" or visit the Assessment Center in Conlan Hall Room 204.
2. A student may appeal a decision to the Vice Chancellor of Student Affairs or the Vice Chancellor of Academic Affairs.

Challenge of a Limitation on Enrollment

Any limitation on enrollment may be challenged by a student on the grounds listed below. The student shall bear the initial burden of demonstrating that grounds exist for the challenge. The District shall resolve the challenge in a timely manner. If the challenge is upheld, the student shall be allowed to enroll in the course. If no space is available in the course when a challenge is filed, the challenge shall be resolved prior to the beginning of registration for the next term.

Grounds for Challenge of a Limitation on Enrollment
A student may challenge a limitation on enrollment in a course if:

A. the course is required in order for the student to receive a degree or certificate and no other course is offered during the semester of the challenge to meet the requirement, and
B. the student's graduation from the degree or certificate program will be delayed if (s)he is unable to enroll in the course during the semester of the challenge.

Grades and the Grade Point Average

A student's grade point average (GPA) shows numerically the relationship between the number of units attempted and the grade points received. It may be determined by dividing the number of grade points earned by the number of units attempted. Grades of P, NP, W, I, IP, EX, and MW do not affect a student's grade point average.

A 4.00 quotient indicates an A average; 3.00, a B average; 2.00, a C average; 1.00, a D average; 0.00, an F average.

Students grade point averages are used in various ways. For example, a requirement for graduation from the College is that a student must have completed a minimum of 60 semester units of lower-division college work in which he has maintained an average final grade of C (2.00 grade point average) or higher in all lower-division courses he has attempted for grade points. The College also uses grade point averages in awarding various scholarships and in determining whether students may be disqualified from further atten-dance because of scholastic deficiencies. In addition, universities and colleges use grade point averages in admitting transfer students.

All credit courses offered by City College of San Francisco are graded courses as defined by Title 5, California Administrative Code.

Academic Probation and Dismissal

Probation:

There are two types of probation: academic and progress. A student may be on either type of probation or on both. If a student is on either type of probation or on both,

- there will be a permanent notation placed on the student's academic history;
- a student will not be in good academic standing at the College;
- the student will not be removed from probation until there is improvement in the overall academic record, even if there is improvement in the current semester academic record.

Students on probation may be contacted by a CCSF counselor so that they may be provided individual counseling and guidance on how to improve their academic standing. The students' programs may be regulated so as to help them move off probation.

Academic Probation: A student who has attempted at least 12 units as shown on the official academic record will be placed on academic probation if the student has earned a grade point average below 2.00 in all units in which grades were given.

Progress Probation: A student who has attempted at least 12 units as shown on the official academic record will be placed on progress probation when the percentage of all units in which a student has enrolled and for which the student has been given a "W," an "INC.," or a "NP" is 50% or more.

Removal from Probation: For removal from academic probation, a student must have an overall cumulative grade point average in all City College units of 2.00 or higher. For removal from progress probation, a student must have been given marks of "W," "INC.," or "NP" in less than 50% of all City College units in which the student has enrolled.

Dismissal:
Academic Dismissal: A student who has been on probation is subject to academic dismissal if the student has been on either academic probation or on progress probation or on both academic and progress probation for more than four consecutive semesters. If students are academically dismissed, a notation of "Academic Dismissal" will be placed on the permanent academic record. Consecutive semesters means four semesters in a row of the student's attendance at City College. Summer sessions are not counted as regular semesters when semesters are being counted for academic dismissal.

Appeal of Academic Dismissal and Request for Reinstatement:
Students may appeal academic dismissal and petition to be reinstated so they may continue their enrollment. Such petitions will be considered in cases of verified unusual circumstances. Students may request information or a Petition to Appeal Academic Dismissal and Request Reinstatement from the Office of Admissions & Records

(MUB 188). If students are reinstated, their reinstatement will be conditional based upon a review of the academic record at the end of each semester. Readmitted students will be subject to the continued requirements of the academic probation and academic dismissal regulations.

Financial Aid Probation: The rules for financial aid probation, academic progress, or disqualification may be different. Please see the appropriate section in the Catalog under Financial Aid.

Grade Reporting

Midterm Grades and Final Grades are made available to students through MyRAM at ***http://www.ccsf.edu***.

Repetition of Credit Courses

Repeatable courses are identified in the College Catalog, along with their repetition limits. Repeatable courses may be taken for a total of four enrollments, unless further limits exist for the specific course. Any enrollment that results in a letter grade or W counts towards this limitation. Students do not need to file a petition to retake a repeatable course within the limitations.

Effective Fall 2013, Title 5 Section 55041 permits only the following to be repeatable:

- Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree
- Intercollegiate athletics courses
- Intercollegiate academic or vocational competition courses that are part of a district sanctioned competitive activity.

Repetition of a course is allowed under the following general circumstances.

1. When a course is designated as repeatable up to a specific number of units.
2. When a course is included in a Family of Classes with similar primary educational activities in which skill levels or variations are separated into distinct courses.
3. When a professional or vocational program prerequisite requires the course be completed within a recent timeframe. There must have been a significant lapse of time (at least three years) since receiving a passing grade in the course.
4. When a training program mandates the course be repeated every licensing period.
5. When there has been a significant change in the industry or licensure standards since the student previously took the course and the student must take the course again for employment or licensure.
6. When a student with disabilities is repeating a DSPS class.
7. When the district finds that the student's passing grade is, at least in part, the result of extenuating circumstances
8. When students receive substandard grades (D, F, FW, NP, or W). Students who have received substandard grades may repeat a course at least two times for a total of three enrollments. If they can demonstrate extenuating circumstances, they may repeat the course a third time for a total of four enrollments. Students must complete the Course Repeat Petition form and provide documentation to demonstrate extenuating circumstances.

Description of General Circumstances for Course Repetition

1. **Occupational Work Experience**
   Occupational work experience courses may be repeated a maximum of 8 units per semester; general work experience courses may be repeated for a maximum of 6 units per semester. The cumulative maximum for work experience credit is 16 units. The repetition limit for a particular work experience course is printed in the College Catalog. Grades received in all repetitions of a work experience course will be counted in calculating the grade point average.
2. **Enrollment Limitations on Physical Education and Visual or Performing Arts Courses**
   Effective Fall 2013, Title 5 Section 55041, students may not enroll more than four (4) times in active participatory courses that are related in areas of physical education or visual and performing arts, including art, dance, music and theatre. The limitation includes attempts with a substandard grade or a withdrawal (W).
   Courses that are related in content are identified as "families of courses" and are those courses with similar primary educational activities in which skill levels or variations are separated into distinct courses.
3. **Recency Requirement/Significant Lapse of Time**
   A student receiving a satisfactory grade may repeat a course if a recency prerequisite has been established for a course or a program after a significant lapse of time. The district determines that no less than thirty-six (36) months is a significant lapse of time since that grade was obtained.
   - If another institution of higher education to which the student seeks to transfer has established a recency requirement which the student will not be able to satisfy without repeating the course in question, the minimum thirty-six (36) month lapse of time requirement may be waived. The student must provide documentation that the repetition is necessary for his or her transfer to the institution of higher education.
4. **Legally Mandated Training Requirement**
   Students may repeat a course when repetition is necessary to meet a legally mandated training requirement as a condition of continued paid or volunteer employment. Students must provide documentation from the employer, identifying the requirement for the training.
5. **Significant Change in Industry or Licensure Standards**
   Students may repeat a course when there have been significant changes in industry or licensure standards. The student must provide documentation identifying the significant change in industry or licensure standards to repeat the course.
6. **Student with Disabilities**
   The Disabled Students Program & Services Department is allowed to offer special classes with content that addresses the educationally related functional limitations of students with disabilities pursuant to Title 5 of the California Code of Regulations and state and federal nondiscrimination laws. Any number of repetitions of these classes may be allowed as a disability related accommodation based on an individualized determination by the Disabled Students Programs & Services Department that one of the following circumstances applies:
   - When continuing success of the student in other general and/or special classes is dependent on additional repetitions of a specific special class.
   - When additional repetitions of a specific special class are essential to completing a student's preparation for enrollment into other regular or special classes

- When the student has a student educational contract which involves a goal other than completion of the special class in question and repetition of the course will further achievement of that goal. Students enrolled in these courses may repeat them without petition.

7. **Extenuating Circumstances**
   Students may repeat a course if the district determines that their previous grade, whether satisfactory or substandard, was the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness or occurrences beyond the control of the student. Students must provide documentation supporting the extenuating circumstances.
8. **Alleviating Substandard Coursework**
   Students receiving a substandard grade of D, F, FW, NP or W may repeat a course up to two times (3 enrollments) in an attempt to achieve a standard grade. If students can demonstrate extenuating circumstances, they may repeat a course one more time (a 4th enrollment) to alleviate a substandard grade. Any repetition that results in a letter grade or a W is considered an attempt toward the repetition limit. To demonstrate extenuating circumstances, students must complete the Course Repeat Petition form and provide documentation.

Effect of Course Repetition on the Transcript

1. When a student repeats a course, the original grade is not removed, and therefore, remains a part of the permanent record.
2. When a student repeats a course in circumstances other than alleviating a substandard grade or approved extenuating circumstances, the original grade and any subsequent grades are used in calculating the student's CCSF grade point average.
3. When course repetition is approved based on extenuating circumstances, the original passing grade remains a part of the permanent record, but will not be used in calculating the student's CCSF grade point average.
4. When a student repeats a course to alleviate a substandard grade of D, F, NP, W, the original grade remains a part of the permanent record, but will not be used in calculating the student's CCSF grade point average.
5. When a student withdraws from a course, that withdrawal counts as a repetition.
6. Courses that were excluded from the student's grade point average through the process of Academic Renewal are counted in the course repetition limitations.
7. Some transfer institutions may calculate all grades in the overall grade point average, regardless of CCSF exclusion.
8. Students may repeat a course after graduation from CCSF.

If the student does not meet the eligibility requirements for Course Repetition, please see **Auditing** in the College Catalog.

Academic Renewal/Exclusion

A student may petition to have previous substandard college grades of "D," "F," or "FW" excluded from grade point average calculations if that work is not reflective of the student's present level of performance. However, to ensure a true and complete academic record, the permanent academic record will show all of the student's course work, including excluded classes.

A request for academic renewal will be granted under the following conditions:

1. At least one year must have elapsed since the last "D" or "F" or "FW" grade to be excluded.
2. A student must have completed at an accredited college at least 12 degree-applicable semester units with a cumulative grade point average of at least 3.0, at least 18 degree-applicable semester units with a cumulative grade point average of 2.5, or at least 24 degree-applicable semester units with a cumulative grade point average of at least 2.0. These units must be earned subsequent to the last grade of "D" or "F" or "FW" to be excluded.
3. A maximum of 24 units can be excluded from the grade point average. Academic renewal will be granted only once.

Students are reminded of the following:

- Exclusion by academic renewal is limited to courses taken only at CCSF.
- Some destination transfer institutions may not accept academic renewal and may recalculate the grade point average. Students who plan to transfer to other institutions should contact the receiving transfer institution and ask how they apply grade exclusions (academic renewal).
- Once an Associate Degree has been awarded at City College, courses taken prior to the awarding of the degree cannot be excluded.
- Transcripts only from accredited institutions will be accepted for purposes of the grade-point-average calculation.
- A student's official transcript will include a notation of when the request for academic renewal was granted as well as the fact that grades from other institutions might have been used to satisfy the requirements of academic renewal.

Students who wish to have grades excluded under the Academic Renewal Policy must request an Academic Renewal/Exclusion petition from the Office of Admissions and Records, MUB 188. Since academic renewal will be granted only once, students considering the petition are advised to file the petition at a time close to their graduation or transfer. Because Academic Renewal may affect educational goals (such as graduation and transfer), students must see their counselors for assistance with the Academic Renewal petition which requires a counselor signature.

Changing Final Grades

An instructor may not change any final grade, except that of Incomplete, on the basis of additional work completed by a student after the close of a semester.

Academic Transcript of Records

A student may obtain an official academic transcript of records though the Credentials Transcript Ordering Services option available on the Transcripts web page (*www.ccsf.edu/transcripts*)

See below for instructions on how to request for both types of transcripts

For official transcripts:

1. Visit www.ccsf.edu/transcripts.
2. Under the 'Order Official Transcript (Credit)':
   a. Current Students: Select the 'Current Student' option and login to myRAM Portal.
   b. Former Students/Alumni: Students who have been away for more than two (2) years, select the 'Former Student/ Alumni' option.
3. You will now reach the Credentials ordering service page. Please carefully read the information and instructions. Complete each page and submit your order.

A student may obtain an unofficial academic transcript of records through your myRAM Portal student account.

See below for instructions on how to request an unofficial transcript.

For unofficial transcripts:

1. Visit www.ccsf.edu/transcripts.
2. Under the 'Additional Information' section, select 'Unofficial Transcript' option.
3. Login to myRAM Portal.
4. Click the 'Submit' button.
5. To print a copy of your unofficial transcript, use your browser print option.

If you have records predating 1983. Please contact us at trnscrpt@ccsf.edu for assistance.

It is strongly recommended that students wishing to transfer to another college/university complete and submit a request well in advance of the date in which the transcript is needed.

Processing Fee
The first two requested official and/or unofficial Academic Transcript of Records are free of charge. A processing fee of $5.00 is assessed for each transcript after the first two.

All pricing information is listed on the Credentials Transcript Ordering Services screen under the Pricing and Payment section.

Rush Service
Credentials: Students may be able to request RUSH service through Credentials Transcript Ordering Services. $10.00 per requested copy.

In-Person: Students may contact the Transcript Department and request Rush Services for the issuance of Academic Transcript of Records. Normal processing time for this service is 2 or 3 business days and 4 or 5 business days during peak period. The fee for this service is $10.00 per requested copy.

Transfer of Grade Points to City College

City College counts the grade point average of transferable units earned at other universities or colleges toward the combined grade point average of 2.0 required for graduation. The combined grade point average takes into account both the cumulative grade point average at City College of San Francisco and the grade point average of transferable units.

Transfer of Coursework to City College

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 City College of San Francisco. Specifically, students may use lower and/or upper division transfer coursework to fulfill any or all of the following:

- specific program requirements for a certificate, or major
- general education graduation requirements
- unit requirement for graduation (minimum of 60 semester units)

The unit requirement must be met with courses from CCSF or other regionally accredited (e.g., accredited by Western Association of Schools and Colleges) colleges or universities. Students are subject to the residence requirement for the Associate Degree, regardless of the number of units transferred into the college. Note that both the units and the actual grades received from the other college or university will be accepted by CCSF.

The Office of Admissions & Records (A&R) will approve the transfer of units that will be applied toward electives for graduation after students submit an official transcript and complete the Request for Transcript Evaluation form. Forms are available in Admissions and Records, MUB 188.

Admissions & Records will approve equivalencies for specific program or general education requirements when a course that is transferred to CCSF is clearly equivalent to a CCSF course. This equivalency is determined through the use of assist.org or C-ID articulation, according to specific CCSF course descriptions, or according to past Department approval and practices.

When the course equivalency is not clear, the student may be required to request course equivalency from the chair of the department offering a comparable course. The chair will review a copy of the official transcript and complete the Course Equivalency/Comparability form. Approval is based on a review of the sending institution's course learning outcomes, subject matter, breadth, scope, units, rigor, and prerequisites. If approved, chairs forward the form to A&R. Forms are available in counseling offices.

A department chair may also elect to substitute an appropriate comparable course for one required for a major or certificate offered by that department. Substitutions are signed off by the department chair on the graduation petition form (which the student completes with a counselor) or on CCSF letterhead.

Student inquiries with either a specific department or with A&R should occur as soon as possible after enrolling in courses at CCSF to ensure timely completion of education goals and graduation. Students are advised to submit all transcripts for evaluation no later than the semester prior to filling out a certificate or graduation petition in order to allow the necessary time for evaluation.

Credit by Examination

According to Section 55050 of Title 5 of the California Code of Regulations, community college governing boards are authorized to grant credit by examination, under certain circumstances:

a. City College of San Francisco may grant credit to any student who satisfactorily passes an examination approved or conducted by proper authorities of the college. Such credit may be granted only to a student who is registered at the college and in good standing and only for a course listed in the college catalog.
b. The student's academic record shall be clearly annotated to reflect that credit was earned by examination.
c. Units for which credit is given shall not be counted in determining the minimum 12 semester hours of credit that must be taken at CCSF to meet the residence requirement. (See Associate Degree Graduation Requirements.)

1. Credit by CCSF Examination

Students may be eligible for credit by examination if they are enrolled and in good standing, have not earned a grade point average below 2.00, and have not attempted the course. Permission to challenge a course by examination is granted by the appropriate department chair, who also determines which courses are eligible for credit by examination. The department offering a course which may be taken for credit by examination will determine the type of examination to

be given and the conditions of its administration. Credit by exam may not be available in all CCSF departments.

Students may petition for credit by examination for selected courses offered at City College of San Francisco in accordance with the following policies and procedures:

1. Determination of eligibility for credit by examination:
   a. The student must be currently enrolled in City College.
   b. All enrollment and or nonresident tuition fees must be paid in full and any holds on registration must be cleared prior to petitioning for credit by examination.
   c. The student must be in good standing, and cannot be on academic or progress probation.
   d. The student must meet the requirements for the individual course as specified in the current City College catalog.
   e. The student may not have already completed nor currently be enrolled in a course more advanced than that for which credit by examination is requested.
   f. The student must not have previously enrolled in and received an evaluative symbol (e.g., letter grade, W, P/NP) for the course for which credit by examination is requested.
   g. The student must not have previously attempted the course credit by examination and failed.
2. Maximum credit allowable:
   a. The maximum number of units creditable by examination toward the Associate degree is 45 semester units.
   b. A student will not be permitted to receive a certificate or an associate degree using credit by examination for more than three quarters of the units completed at City College.
   c. A student will not be permitted to fulfill the general education or major requirements for the Associate degree using credit by examination for more than three quarters (75%) of the units completed at City College.
3. Limitations:
   a. Credits awarded by examination are not applicable in meeting unit load requirements for veterans or social security benefits, scholastic honors, financial aid, or graduation residency requirements.
   b. Only one course in a direct series of courses may be awarded credit by examination, e.g., MATH 90, MATH 95, or MATH 110A or MATH 110B, not more than one of these courses. A student with the appropriate knowledge may take the examination in MATH 110B and receive four semester units for this course; however, the student cannot take examinations in all four courses above and be awarded 16 semester units of credit by examination. (The Allied Health and Nursing Programs are exempted from this policy.)
   c. Students who plan to transfer to another college or university are advised that other institutions may have restrictions on how they accept credit by exam.
   d. Credit by examination is awarded the grade of "P" (pass) or "NP" (no pass), which does not factor into the student's cumulative G.P.A.
4. Process to petition:
   a. Contact department chair to inquire if credit by exam is available for the course.
   b. Complete Petition for Credit by Examination form.
   c. Pay applicable fee. Note: The fee for credit by exam will not be more than the current enrollment fee for the course.
   d. Take the examination given by the department chair or designee.
5. Transcript: A grade of "P" (pass) or "NP" (no pass) will be noted on the student's transcript at the end of the semester.

2. Credit by AP, CLEP and IB Examinations

Students may be eligible for credit by AP, CLEP, and IB examinations if they are enrolled and in good standing, have not earned a grade point average below 2.00, and have not attempted the course(s) for which they are seeking credit by exam.

Credit under AP, CLEP, and IB programs is usually granted only to students with no college work completed. Students who have completed college work prior to taking the examinations should consult the individual Departments for approval. (Students who plan to transfer to a four-year institution should contact the transfer institution regarding the acceptability of AP, CLEP, and IB credit, or should consult a CCSF counselor.)

1) Advanced Placement Test (AP)

City College will grant subject credit for most College Board Advanced Placement examinations, depending on the exam score obtained by the student.* Credit awarded by CCSF applies to the associate degree. Transfer students must consult with senior colleges and universities to determine how AP credit will be awarded by the receiving institution.*

*See table for City College equivalencies for AP scores

California State University (CSU) and University of California will accept certain AP exams to meet statewide general education requirements (for details, go to *www.ccsf.edu/artic* and select CSU, then Resources, or UC, then Resources). Individual CSU or UC campuses may accept additional AP exams for credit and/or apply them towards graduation requirements. Students should check with the specific CSU or UC campus for information on how the campus applies AP exam credit.

2) College Level Examination Program (CLEP)

City College will grant general education credit toward graduation for some CLEP examinations.* Generally, students must pass the examinations with a score of 500 or above (Paper and Pencil Testing) or a score of 50 or above (Computer Based Testing).

*See table for City College general education credit for CLEP examinations

California State University (CSU) will accept certain CLEP exams to meet statewide general education requirements (for details, go to *www.ccsf.edu/artic* and select CSU, then Resources). Individual CSU campuses may accept additional CLEP exams for credit and/or apply them towards graduation requirements. Students should check with the specific CSU campus for information on how the campus applies CLEP exam credit. University of California (UC) campuses do not accept CLEP credit.

3) International Baccalaureate (IB)

City College will grant general education credit toward graduation for some International Baccalaureate Higher Level (HL) examinations.* Students must pass the examinations with a score 5, 6, or 7 to earn City College of San Francisco credit.

*See table for City College general education credit for IB examinations

California State University (CSU) and University of California will accept certain IB exams to meet statewide general education

requirements (for details, go to *www.ccsf.edu/artic* and select CSU, then Resources, or UC, then Resources). Individual CSU or UC campuses may accept additional IB exams for credit and/or apply them towards graduation requirements. Students should check with the specific CSU or UC campus for information on how the campus applies IB exam credit.

Credit by Petition for Noncredit Courses

Effective July 1, 2009, Credit by Petition for Noncredit Courses is no longer available, regardless of when the noncredit courses were completed. Students who wish to receive credit for knowledge or skills attained in noncredit courses may be able to use the Credit by Examination process. Credit awarded to students who petitioned prior to July 1, 2009 will continue to be honored.

Dean's Honor List

In the fall and spring semesters, the College recognizes students who have attained high scholastic achievement. Students registered for and completed a minimum of twelve (12) semester units for the semester (only those courses where A-F grades were assigned are counted) with a grade point average of 3.30 or higher, and are in good academic standing are placed on the Dean's Honor List. Good academic standing is defined as having a cumulative grade point average of 2.00 or higher and not being on academic and/or progress probation. If a student is on the Dean's Honor List, it will be noted on the student's unofficial/official transcript.

Graduation with Honors

Students who have earned by the end of their last semester a grade point average between 3.30 and 3.49, inclusive, will be graduated with honors. Those who have earned by the end of their last semester a grade point average between 3.50 and 3.74, inclusive, will be graduated with high honors. Those who have earned by the end of their last semester a grade point average between 3.75 or higher, inclusive, will be graduated with highest honors.

The Honors grade point average calculation will include grades from all degree applicable coursework including coursework from outside institutions. If a student graduates with honors, a notation will be placed on the student's official and unofficial transcripts.

Student's Responsibility for Satisfying Academic Requirements

Although counselors and advisers assist students in planning their programs, each student must assume complete responsibility for compliance with the instructions and regulations set forth in this catalog and for selecting the courses that will enable him/her to achieve his/her educational objective, whether it be graduation from the College, satisfaction of requirements for transfer to another college or a university, or preparation for an occupation.

Prerequisite Courses. A student may not enroll in a course that is a prerequisite to a course he/she has already completed. Each student is responsible for satisfying prerequisites for the courses included on the study list. For information concerning prerequisites, students should refer to the course information in this catalog in the section entitled "Announcement of Programs and Courses."

A student may not receive credit for any course which is prerequisite to any course already taken.

Field Trips. Field trips are required in a number of the courses offered by the College. Instructors in these courses provide information pertaining to such trips.

Final Examinations. Final examinations are required of all students in all courses except physical education activity courses. Final examinations must be given on the dates and at the times shown on the official schedule and in the classrooms or laboratories in which the classes normally meet. This schedule is published in the Class Schedule. Students are required to take final examinations with the section in which they are enrolled. There are two exceptions to this policy: 1) A department, with the Vice Chancellor of Academic Affairs's approval, can schedule a common date, time, and place for all sections of a course to take a common examination; 2) The Vice Chancellor of Academic Affairs can approve an alternate examination schedule for a course in cases of emergency or necessity.

Additional Board Policies and Administrative Procedures

Information about Board Policies and Administrative Procedures is available on the Board of Trustees website: ***http://www.ccsf.edu/en/about-city-college/board-of-trustees/policies---administrative-procedures.html***

CCSF Credit For Advanced Placement Test Scores

CCSF's Advanced Placement (AP) Examination Policy may differ from that of other colleges and universities. Applying AP credit for transfer can be complicated. Students are strongly advised to speak with a counselor for details.

Subject	Score	CCSF General Education	CCSF Units Awarded	Course Equivalence - Only if needed for CCSF Major or Certificate
Art				
Art History	3/4/5	Area E	3	Art 101
Studio Art: Drawing	3/4/5	Area E	3	Consult with Department Chair
Studio Art: 2-D	3/4/5	Area E	3	Consult with Department Chair
Studio Art: 3-D	3/4/5	Area E	3	Consult with Department Chair
Biology				
Biology	3/4/5	Area C	4	Consult with Department Chair
Chemistry				
Chemistry	3/4/5	Area C	4	Consult with Department Chair
Computer Science				
CS "A" test	3	Area A	4	CS 110A
CS "A" test	4/5	Area A	4&4	CS 110A & CS 111B
CS "AB" test	2	Area A	4	CS 110A
CS "AB" test	3	Area A	4&4	CS 110A & CS 111B
CS "AB" test	4/5	Area A	4&4&4	CS 110A & CS 111B & CS 111C
CS Principles	3	Area A	3	No equivalent
CS Principles	4/5	Area A	4	CS 110A
Economics				
Macroeconomics	3/4/5	Area D	3	Econ 1
Microeconomics	3/4/5	Area D	3	Econ 3
English				
Language & Composition	3/4/5	Area B	4	English 1A
Literature & Language Comp.	3/4	Area B	4	English 1A
Literature & Language Comp.	5	Area B	4&4	English 1A & 1B
Environmental Science				
Environmental Science	3/4/5	Area C	4	Consult with Department Chair
Geography				
Human Geography	3/4/5	Area D	3	Consult with Department Chair
Government and Politics				
United States	3/4/5	Area D or F	3	Pols 1
Comparative	3/4/5	Area D	3	Pols 2
History				
U.S. History	3/4/5	Areas D & F	3&3	Hist 17A & 17B
European History	3/4/5	Areas D & E	3&3	Hist 4A & 4B
World History	3/4/5	Area D	3	No equivalent
Language other than English				
Chinese Language & Culture	3/4/5	Areas A & E	6	Take Foreign Language Placement Test and Consult with Department Chair
French Language & Culture	3/4/5	Areas A & E	6	See above
German Language & Culture	3/4/5	Areas A & E	6	See above
Italian Language & Culture	3/4/5	Areas A & E	6	See above
Japanese Language & Culture	3/4/5	Areas A & E	6	See above

Subject	Score	CCSF General Education	CCSF Units Awarded	Course Equivalence - Only if needed for CCSF Major or Certificate
Latin	3/4/5	Area E	3	No equivalent
Russian Language & Culture	3/4/5	Areas A & E	6	Take Foreign Language Placement Test and Consult with Department Chair
Spanish Language & Culture	3/4/5	Areas A & E	6	See above
Spanish Literature & Culture	3/4/5	Area E	6	See above
Mathematics				
Calculus AB	3/4/5	Area A & Math Grad. Requirement	5 or 3	Math 110A or 100A
Calculus BC	3/4	See above	5 or 3	Math 110A or Math 100A
Calculus BC	5	See above	(5 & 5) or 3	(Math 110A & 110B) or Math 100A
Music				
Music Theory	3/4/5	Area E	5	None
Physics				
Physics 1	3/4/5	Area C	3	Consult with Department Chair
Physics 2	3/4/5	Area C	3	Consult with Department Chair
Physics C Mechanics	3/4/5	Area C	3	Consult with Department Chair
Physics C Elect. & Magnetism	3/4/5	Area C	3	Consult with Department Chair
Psychology				
Psychology	3/4/5	Area D	3	Psyc 1
Statistics				
Statistics	3	Area A & Math Grad. Requirement	3	No equivalent
Statistics	4/5	See above	4	Math 80

CCSF Credit For College Level Examination Program (CLEP) Test Scores

The following credit and general education equivalencies are based on statewide guidelines for California community colleges. Students who seek course equivalency credit should consult with the department chair for the proposed equivalent course.

CLEP Examination	CCSF GE Area	Passing Score	Units
American Government	Area D	50	3
American Literature	Area E	50	3
Analyzing and Interpreting Literature	Area E	50	3
Biology	Area C	50	3
Calculus	Area A	50	3
Chemistry	Area C	50	3
College Algebra	Area A	50	3
College Algebra-Trigonometry	Area A	50	3
English Literature	Area E	50	3
French Level II	Area E	59	3
German Level II	Area E	60	3
History, United States I	Area D	50	3
History, United States II	Area D	50	3
Human Growth and Development	Area D	50	3
Humanities	Area E	50	3
Introductory Psychology	Area D	50	3
Introductory Sociology	Area D	50	3
Natural Sciences	Area C	50	3
Pre-Calculus	Area A	50	3
Principles of Macroeconomics	Area D	50	3
Principles of Microeconomics	Area D	50	3
Spanish Level II	Area E	63	3
Trigonometry	Area A	50	3
Western Civilization I	Area D or Area E	50	3
Western Civilization II	Area D	50	3

CCSF Credit For International Baccalaureate (IB) Test Scores

The following credit and general education equivalencies are based on statewide guidelines for California community colleges. Students who seek course equivalency credit should consult with the department chair for the proposed equivalent course.

Test Scores of 5, 6 or 7

IB Examination	CCSF GE Area	Units
Biology HL	Area C	3
Chemistry HL	Area C	3
Economics HL	Area D	3
Geography HL	Area D	3
History (any region) HL	Area D	3
Language A1 (any language, except English) HL	Area E	3
Language A2 (any language, except English) HL	Area E	3
Language A1 (any language) HL	Area E	3
Language A2 (any language) HL	Area E	3
Language B (any language) HL	Area E	3
Mathematics HL	Area A	3
Physics HL	Area C	3
Psychology HL	Area D	3
Theatre HL	Area E	3

FACULTY AND ADMINISTRATION

FACULTY & ADMINISTRATION OF CITY COLLEGE

Regular Faculty and Administrators

A

ABEL, JENNIFER, *English as a Second Language*
B.A., Diploma, University of Cape Town, South Africa; M.A., San Francisco State University

ADAMIAN, EILEEN, *English as a Second Language*
B.A., University of California, Los Angeles; M.S., California State University, Los Angeles

ADMOKOM, LORI, *English as a Second Language*
M.A., San Francisco State University

AFSHAR, GOLNAR, *Engineering and Technology*
B.S., Univeristy of California, Irvine: Ph.D., Georgetown University

AGUIAR, GLENN E., *Mathematics*
B.A., San Francisco State University; C.Phil., University of California, Berkeley

ALANIZ, MICHELE, *Department Chair, Library Information Technology*
B.A., University of California, Berkeley; MLIS, San Jose University

ALARY, DOMINIQUE, *English as a Second Language*
B.A., University of California, Santa Cruz; M.A., San Francisco State University

ALEONAR, MARLBORO, *Multicultural Retention Services*
B.A., M.S., San Francisco State University

ALFORD, MARKLIN, *Automotive/ Motorcycles/Construction & Building Maintenance*
B.A., Sonoma State University

ALIOTO, DARLENE F., *Department Chair, Social Sciences*
B.A., University of San Francisco; M.A., San Francisco State University

ALVARADO-STRASSER, ELENA, *Behavioral Sciences/Sociology*
B.A., M.A., San Francisco State University

ALVARENGA, GABY, *Continuing Student Counseling*
B.A. San Francisco State University; M.S. San Francisco State University

AMEN, CAROL, *Disabled Students Programs and Services*
B.A., San Francisco State University; M.S., San Francisco State University

ANCHETA, REBECCA, *Behavioral Sciences/Sociology*
B.A., University of California, Santa Barbara; Ph.D., University of California, San Francisco

ANTONICH, MISHA, *Broadcast Electronic Media Arts*
A.A., University of Maryland, European Division - Munich Campus; Theaters Arts Degree, Berlin Theater School; B.A., M.A., San Francisco State University

ARCENEAUX, JACQUES, *World Languages & Cultures*
B.A., University of Memphis; M.A., Ph.D., University of Wisconsin, Madison

ASEBEDO, ANNA, *Department Chair, Art*
A.A., American River College; B.A., University of California, Davis; M.F.A., University of Colorado, Boulder

AVILA, ALMA, *Coordinator, Community Health Worker Program/ Health Education*
B.S., Golden Gate University; M.P.H., San Jose State University;

AVILA, CAROLINA, *General Counseling*
B.A., M.S., Sna Francisco State Univesity

AVILA, JORGE, *Latino Services Network*
M.A., California State University, San Jose

AVRUS, ELAINE, *Department Chair, Learning Assistance*
B.S. California State University, San Diego; M.A., University of Colorado, Denver

B

BACSIERRA, BENJAMIN J., *English*
B.A., University of California, Berkeley; M.A., California State University, San Francisco

BAILEY BURNS, CULLEN, *English*
B.A., M.A., M.F.A., Western Michigan University

BARNES, KARI A., *Registered Nursing*
B.S., M.P.H., University of California, Berkeley

BARONE, AUGUSTUS, *Automotive/Motorcycles/Construction & Building Maintenance*

BARRIOS, ANGELITA, *Registered Nursing*
M.S., San Francisco State University

BARRON, ERWIN C., *English*
M.A.T., Winthrop College; M.D.V., Princeton Theological Seminary

BASS, JAMEY, *Mathematics*
Ph.D., University of California, Santa Cruz

BATTISTE, LEILANI F., *Deputy General Council & Title 5/EEO/ADA/ Title IX Compliance*
B.A., University of the Pacific; J.D., University of California Hastings College of the Law; LL.M., S.J.D., Golden Gate University School of Law

BEARD, CHRISTINE H., *Transitional Studies*
B.A., M.S., San Francisco State University; M.A., University of San Francisco

BECK, SARAH, *Disabled Students Programs and Services*

BELL, LOREN, *English*
B.A., St. Louis University; M.F.A., Bowling Green State University

BELLO, LEONEL, *Department Chair, Business*
B. A., University of San Francisco/Saint Mary's; M.B.A., University of Phoenix

BERSTON, SUSAN, *Business*
B.S., University of California; M.B.A., University of San Francisco

BERTENS, MATTHEW, *Mathematics*
B.S., California Polytechnic State University, San Luis Obispo; M.A., San Francisco State University

BERTHOLD, TIM, *Health Education*
B.A., Brown University, R.I.; M.P.H., Harvard University, Massachusetts

BIBLIOWICZ, MORRIS, *English as a Second Language*
B.A., Boston University, Massachusetts; M.A., San Francisco State University

BLACKWELL, ANGELA, *English as a Second Language*
B.A., University College Dublin, Ireland; M.A., San Francisco State University

BOEGEL, THOMAS, *Senior Vice Chancellor of Academic Affairs*
B.S., Rensselaer Polytechnic Institute; M.S., University of California, Berkeley

BOGATSKY, ARIADNA M., *Biological Sciences*
B.A., San Francisco State University; M.A., University of California, San Francisco

BORNSTEIN, ABIGAIL, *Computer Networking & Information Technology*
B.S., Indiana University; M.B.A., California State University, Hayward

BOSSON, MONICA, *English*
B.A., University of California, Berkeley; M.A., San Francisco State University

BOUDEWYN, SUSAN, *Licensed Vocational Nursing*
B.S.N., P.H.N. Cert, San Francisco State University

BOWNE, SAMUEL, *Computer Networking & Information Technology*
B.S., Edinboro University of PA; Ph.D., University of Illinois, Urbana Champaign

BRADY, STEPHEN, *Automotive/ Motorcycles/Construction & Building Maintenance*
A.A., City College Of San Francisco; B.A., San Francisco State University

BRANAGAN, LAURA, *Biological Sciences*
B.S., Ramapo College; M.S., Rutgers University

BRAVEWOMAN, MARY, *Mathematics*
B.A., M.A., San Francisco State University

BREES, CLAIRE, *Art*
B.A., San Francisco State University; M.F.A., California College of Arts

BRICK, AARON, *Computer Science*
B.S., Johns Hopkins; M.S., University of California, Berkeley

BROCK, ELIZABETH A., *English*
B.A., University of California, Berkeley; M.F.A., Mills College

BROWN III, HAROLD, *Physical Education & Dance*
B.A., Gonzaga University; M.A., St. Mary's College

BROWN, LORI, *Library and Learning Resources*
B.S., MLIS, Florida State University; M.B.A., Tampa College

BROWN, MARY L., *Licensed Vocational Nursing*
B.A., M.A., Webster College

BROWN, STEVEN WAYNE, *Department Chair, Environmental Horticulture & Floristry*
B.S., California Polytechnic State University

BUCHSBAUM, JESSICA, *English as a Second Language*
B.A., Harvard University; M.A., Monterey Institute of International Studies

BUCKLEY, ALISSA, *English*
B.A., Colgate University; M.A., San Francisco State University

BUGAYONG, ARLENE, *Extended Opportunity Programs and Services*
B.A., New York University; B.A., University Of California, Santa Barbara; MA, New York

BURT, TRACY, *Child Development & Family Studies*
B.A., Colgate University, Hamilton, NY; M.A., Harvard University, Cambridge, MA

BUTLER, REBECCA, *Business*
B.B.A., University of Texas, San Antonio; M.Acc., University of Tulsa; CPA, State of Texas

BYNUM, TORRANCE L., *Acting Associate Vice Chancellor of Facilities*
B.S., Tennessee State University; J.D. Law Lincoln Law School of San Jose

C

CABADING, LEON, *New Student Counseling*
B.A., M.S., San Francisco State University

CABANSAG, LORI, *English as a Second Language*
B.A., San Francisco State University, M.A., Monterey Institute of International Studies

CAHILL, GREGORIA NOVA, *Dean Mission Centers & Transitional Studies (Interim)*
B.A., Beloit College, W;; M.S., California State University, Hayward

CAMPOS-ROJAS, MARCIA, *Transitional Studies*
B.A., Universidad Metropolitana de las Ciencias de la Educacion, Chile; M.A., San Francisco State University

CANDELARIA, XOCHIQUETZAL, *English*
B.A., University of California, Berkeley; M.A., New York University

CANNON, JOSEPH P., *Biological Sciences*
B.A., B.S., M.S., San Diego State University

CANOY, MARIA, *APASS*
A.A., City College of San Francisco; B.A., San Francisco State University; M.S., University of La Verne

CARBALLO, PEBBLE, *Business*
B.S., University of Southern California; M.B.A., Pepperdine University; CPA – State of California

CARLSON, LENNIS, *Music*
B.A., California State University, Northridge; M.A., Portland State University

CARRESE, JOHN MATTHEW, *Workforce/Economic Development*
M.S., Columbia University

CASH, RAYMOND, *Automotive/ Motorcycles/Construction & Building Maintenance*
B.A., M.A., San Francisco State University

CASSIA, ANNE J.H., *English*
B.A., University of California, Berkeley; M.A., San Francisco State University

CASTILLO, PATRICIA, *New Student Counseling*
B.A., University of San Francisco; M.A., Santa Clara University

CAUTHEN, ALFRED, *Physics*
M.S., University of California, Los Angeles; M.S., University of California, Santa Cruz

CECIL, MALCOLM, *Broadcast Electronic Media Arts*
B.A., Concordia University; M.A., McGill University; Ph.D., Concordia University

CERVANTES, CONSUELO, *World Languages & Cultures*
M.A., San Diego State University

CHAN, YOUK CHAN KAREN, *Library and Learning Resources*
B.S., Chinese University of Hong Kong; MLS, University of California, Los Angeles

CHARLES, KRISTIN H., *Associate Vice Chancellor of Institutional Advancement & Effectiveness*
B.S., M.A., University of Wisconsin, Madison,

CHATTERJEE, NEELA, *English as a Second Language*
B.A., University of California, Berkeley; M.A., San Jose State University

CHEE, CURTIS, *Mathematics*
B.S., University of California, Berkeley; M.S., University of Colorado, Boulder; M.A., San Francisco State University

CHEN, CORA, *English as a Second Language*
B.A., South China Normal University; M.A., San Francisco State University

CHEN, PEIJUE, *Child Development & Family Studies*
B.A., Zhongshan University, China; M.A., Sonoma State University

CHENARD, STEPHANIE, *Director, Contract Education and Extension Programs*
B.A., Mills College, M.B.A. Presidio Graduate School

CHI, PETRINA W., *Physical Education & Dance*
B.A., University of California, Berkeley; M.S.W., San Francisco State University

CHONG-DELON, PATTY P., *General Counseling*
B.A., University of California, Los Angeles; M.S., California State University, Los Angeles

CHU, EMILY, *Chemistry*
B.S., University of Connecticut; Ph.D., University of California, Berkeley

CHUCK, TERENCE, *Disabled Students Programs and Services*
B.A., University of San Francisco; M.A., John F. Kennedy University

CHYTROWSKI, PATRICIA, *Visual Media Design*
B.A., San Francisco State University

CLARK, FELITA, *Department Chair, Multicultural Retention Services*
A.A., Laney College, Oakland, CA; B.A. & M.S., SF State University

CLARK, ROBERT M. JR., *Multicultural Retention Services*
B.S., University of Illinois at Urbana-Champaign; M.S., San Francisco State University; Ph.D., University of California, Berkeley, Walden University

COFFEY, AMY, *Asst. Director, Student Activities (Interim)*
B.A., Hamilton College

COFFEY, JOYCE MARIE, *Registered Nursing*
M.S., University of Phoenix

COHEN, RACHEL, *Articulation Officer*
B.A., University of Wisconsin, Madison; M.A., San Francisco State University

COLLINS, JAMES, *Physical Education & Dance*
M.S., United States Sports Academy

COME, JULIE, *Mathematics*
B.A., University of Rhode Island; M.S., San Francisco State University

COMPEAN, RICHARD, *English*
B.A., University of San Francisco; M.A., Ph.D., University of California, Davis

CONCIN, CLAUDIO, *World Languages & Cultures*
Ph.D., University of Verona, Italy

CONNER, CONSTANCE, *Computer Science*
B.A., M.A., Mills College

CORIA, ELIZABETH, *Associate Vice Chancellor, Student Affairs*
B.A., Whittier College; M.A., University Of Redlands; Ed.D., California State University, Fullerton

CORRY, MEGAN, *Health Care Technology*
B.S., M.A., San Francisco State University

COSTA, ANTHONY, *Department Chair, Library and Learning Resources*
B.A., University of California, Berkeley; MLIS, San Jose State University

COX, KAREN C., *English*
B.A., University of California, Berkeley; M.A., Ph.D., University of California, Davis

COX, NATALIE, *Behavioral Sciences/Anthropology*
B.A., San Francisco State University; B.A., University of California, Santa Barbara; M.A., San Francisco State University

CROSS, KEVIN, *English as a Second Language*
B.A., University of California, Davis; M.A., San Francisco State University

CROW, KELLI, *English as a Second Language*
B.A., M.A., San Francisco State University

CUTTLER, LAUREN, *Department Chair, Registered Nursing*
B.S.N., Utah; M.S.N. Western Governors University

D

D'ACQUISTO, ADAM A., *Physical Education & Dance*
B.S., University of California, Davis; M.A., University of San Francisco

D'SOUZA, ALAN, *Library and Learning Resources*
B.A., San Francisco State University; MLIS, San Jose State University

DAI, KIT, *Dean Chinatown/North Beach Center*
B.A., San Francisco State University; M.B.A., University of Phoenix

D'ALOISIO, MICHAEL, *Continuing Student Counseling*

DAMATO, LAWRENCE R., *Continuing Student Counseling*
B.S., M.A., University of San Francisco

DANG, LORRAIN, *Chemistry*
B.S., University of Michigan, Ann Arbor; M.A., Ph.D., University of California, Santa Barbara

DATZ, ALISON M., *English as a Second Language*
M.A., San Francisco State University

DAWGERT-CARLIN, JENNIFER, *Department Chair, Behavioral Sciences*
B.S., Westfield State College, M.A., New College of California

DE JESUS, PEACHY I., *Licensed Vocational Nursing*
B.S.N., Angeles University Foundation; Public Health Nursing Credential - Angeles University Foundation

DEL TORO VAZQUEZ, JOSE, *World Languages & Cultures*
B.A., California State University, Northridge; M.A., Stanford University; Ph.D., University of California, Santa Barbara

DEL VECCHIO, ROBERT, *Engineering and Technology*
B.A., University of California, Santa Barbara; Ph.D., Boston University

DELLIMORE, RHEA, *Culinary Arts and Hospitality Studies*
A.A., City College of San Francisco; B.A., B. S., University of California, Berkeley

DEMIRAY, DENIZ, *Social Sciences*
M.S., Ph.D., Dokuz Eylül Üniversitesi

DENNEHY, DAYAMUDRA, *English as a Second Language*
B.A. Connecticut College, Connecticut; M.A., San Francisco State University

DENNEY, S. ERIN, *Department Chair, English*
B.A., University of California, Berkeley; M.A., Ph.D., University of Wisconsin, Madison

DEVINE, JOANNE D., *Child Development & Family Studies*
B.S., M.S., St. John's University, Jamaica, NY

DEVLIN-CLANCY, MAURA, *Computer Networking & Information Technology*
B.A., M.A., San Francisco State University

DEWAR, CYNTHIA E., *Dean, Online Learning & Educational Technology*
A.A., MoorPark College; B.S., Southern Utah University; M.A., San Diego State University

DIAZ-INFANTE, AMY, *Art*
B.A., Yale University; MFA, Rhode Island School of Design

DIETER, DARRYL, *Director of Research*
B.A., Clarion University of Pennsylvania; B.A., University of New Mexico, Albuquerque

DUCKWORTH, MATTHEW DAVID, *English*
B.A., Ph.D. Cand., University of California, Berkeley

DUDLEY, MINDA, *Licensed Vocational Nursing*
A.S., Edna McConnell Clark School of Nursing; B.S., Empire State College at State University of New York

DUDUM, ISAM, *Mathematics*
B.S., San Francisco State University; M.S., California State University, Hayward

DUFFY, KATHLEEN, *Disabled Students Programs and Services*
B.A., New College of California; MFT-CRC, M.S., San Francisco State University

DUNCAN, ROBERT, *Earth Sciences*
M.A., Ph.D., University Of Washington

DUNN-SALAHUDDIN, ALIYAH, *Department Chair, African American Studies*
B.A., M.A., San Francisco State University

DYE, DORA J.L., *Business*
B.A., M.A., University of California, Berkeley; M.B.A., Armstrong University

E

EASA, LEILA, *English*
B.A., Duke University; MA, University College, London; Ph.D. Cand. University of Pennsylvania

EDWARDSON, LAWRENCE, *English as a Second Language*
B.A., Simpson College; M.A., San Francisco State University

ELLIOT, NANCY MIZUNO, *Art*
B.A., University of California, Berkeley; M.F.A., University of Georgia, Athens

ERNSTTHAL, JANE, *Student Health Services*
B.A., Occidental College; B.A., B.S., Georgetown University

ESCOBAL-ANG, LEE ANGELI, *Licensed Vocational Nursing*
B.S.N., Chinese General Hospital College of Nursing

ESTRADA, MICHAEL, *Social Sciences/Political Science*
A.A., Grossmont College; B.A., University of California, Berkeley; M.A., San Francisco State University

ETLINGER, MARIANNE, *English as a Second Language*
B.A., University of Montana, Missoula; M.A., San Francisco State University

EVANS, JILL, *Physics*
B.S., California Polytechnic State University, San Luis Obispo; Ph.D., University of California, Davis

EVASCO, KATRINA, *Extended Opportunity Programs and Services*
B.A., San Francisco State University; M.Ed. University of California, Los Angeles

F

FA, ANGELINA, *Department Chair, Asian American Studies*
Master of Education (M. Ed.) – University of California, Los Angeles (UCLA)

FAILES-CARPENTER, ADELE, *Women's Studies*
B.A., California Institute of Integral Studies; M.A. California Institute of Integral Studies

FARNBACH, INGRID, *English as a Second Language*
B.A., University of Pennsylvania; M.A., San Francisco State University

FAUSTINO-PULLIAM, VIVIAN, *Business*
B.A., University of Santo Tomas; MB.A., Ateneo de Manila University

FAUSTO, ALICIA, *New Student Counseling*
A.S. Los Medanos College; B.S. University of California, Berkeley; M.S., San Francisco State University

FELICIANO, ANTHONY, *Physical Education & Dance*
M.A., Saint Mary's College of California

FELIU, VERÓNICA E., *World Languages & Cultures*
B.A., Universidad de Chile; Ph.D., Duke University

FERMAN, NIXORA, *New Student Counseling*
M.S., California State University, Long Beach

FERNANDEZ, OLALLO L., *Architecture*
A.B., M.S., University of California, Berkeley

FERREIRA DA SILVA, CLAUDIA, *Computer Networking & Information Technology*
B.S. Centro Federal de Educacao Tecnologica, Brazil; M.A. University of Phoenix,

FIANDACA, ANASTASIA, *Latino Services Network*
B.A., California State University, Fullerton; M.S., San Francisco State University

FONG, CYNTHIA, *Child Development & Family Studies*
B.A., M.A., San Francisco State University

FONG, LAWRENCE K., *Chemistry*
B.S., University of Nevada, Reno; M.A., Ph.D., Harvard University

FONG, RAYMOND H., *Chemistry*
B.S., University of Southern California; Ph.D., University of California, Los Angeles

FONTANELLA, ANN, *English as a Second Language*
B.A., M.A., San Francisco State University

FOREMAN, JOYCE, *Disabled Students Programs and Services*
B.A., M.S., San Francisco State University

FRANCISCO, CHRISTINE T., *English as a Second Language*
B.A., California State University Long Beach; M.A., San Francisco State University

FRANKEL, MAGGIE, *Library and Learning Resources*
B.A., San Francisco State University; MLIS, San Jose State University

FRANKLIN, KIM R., *English as a Second Language*
B.A., San Francisco State University; M.A., Portland State University

FREEDMAN, BETH, *Department Chair, Health Education*
B.A., University of Florida, Gainesville; M.P.H. University of California, Berkeley

FREI, KATE, *English as a Second Language*
B.A., University of Cincinnati; CERT, College Of The Redwoods;

FUCHS, EKATERINA, *Department Chair, Mathematics*
B.A., University of California, Berkeley; M.A., Pennsylvania State University

FUNG, ALLEN, *Business*
M.A., San Francisco State University

G

GAINES, TANAKA V., *Business*
B.S., Fresno State University; M.A., San Francisco State University

GALLAGHER, PATRICIA, *English as a Second Language*
M.A., San Francisco State University

GALVEZ, OLGA, *Department Chair Disabled Students program and Services*
AA, City College San Francisco; B.A., California; B.A., Csu, Northridge; B.A., Csu, Northridge; MA, Csu, San Francisco

GARCIA, ADRIANA, *New Student Counseling*
B.A., M.A., San Jose State University

GARCIA, ANA, *World Languages & Cultures*
B.A., University of California, Berkeley; M.A., San Francisco State University

GARCIA, MAURO, *Library and Learning Resources*
B.A., University of California, Santa Cruz; MLIS, San Jose State University

GARCIA-DENSON, DIANA, *Department Chair, World Languages & Cultures*
B.A., University of California, Davis; M.A., Boston University

GEBRE, SABA, *Extended Opportunity Programs and Services*
M.S., San Francisco State University

GEE, PROCERPINA R, *Licensed Vocational Nursing*
B.S.N., M.S.N., San Francisco State University

GELERA, DON GERMANI, *International Student Counseling*
B.S., M.S., San Francisco State University

GENTRY, ERIKA, *Photography*
B.A., University of Oregon; M.F.A., Rochester Institute of Technology

GLENN, TORREY, *Chemistry*
B.S., M.S., University of California, Santa Cruz

GLINIEWICZ, DAVID, *Radiation Oncology Technology*
AA, City College San Francisco

GOLDTHORPE, JEFFREY, *English*
B.A., M.A., San Francisco State University

GONZALES, DIANNA, *Senior Vice Chancellor Human Resources*
B.S., University of Phoenix; M.B.A., Westminster College; J.D., University of Utah

GONZALES, JUAN A., *Department Chair, Journalism*
A.A., San Joaquin Delta; B.A., San Francisco State University; M.A., Stanford University

GOOD, ZEHRA TULIN, *English as a Second Language*
B.A., Hacettepe University, Turkey; M.A., Istanbul,Turkey

GOODMAN, JUDY, *Disabled Students Programs and Services*
B.FA., University of Wisconsin; M.A., Emerson College

GOODMAN, MARILYN, *Business*
B.S., University of California, Berkeley; M.B.A., University of San Francisco

GORTHY, MICHELLE K., *Communication Studies*
B.A., California State University, Hayward; M.A., San Francisco State University

GOUGOUTAS, ANNE KATHERINE, *Transitional Studies*
B.A., Reed College; M.A., San Francisco State University

GRABER, MARY, *Physical Education & Dance*
B.S., Trinity University; M.S., California State University, Hayward

GRANDITS, FRANK, *English as a Second Language*
M.A., State University of New York

GREEN, ERIK, *English*
B.A., Michigan; MA, Univ Of California-Santa Cruz

GREENBERG, MICHAEL, *Mathematics*
B.A., New York University; M.S., Brown University

GREGER, CHRISTOPHER, *English*
B.A., University of California, Berkeley; M.A., Ph.D., New York University

GRIFFITHS, ROBERT, *English as a Second Language*
B.A., University of California, Davis; M.A., TEFL, San Francisco State University

GUEYE, SOULEYMANE, *Social Sciences/Economics*
B.A., University of Dakar M.A., Ph.D., University of Paris, Sorbonne

GUMINA, JOSEPH P., *Automotive/Motorcycles/Construction & Building Maintenance*
A.A., Diablo Valley College

H

HALPIN, JOHN, *Dean Workforce Development*
B.A., Boston College; M.S.W., University of California, Berkeley

HAMILTON, SHAWNA, *English as a Second Language*
B.A., University of Connecticut; M.A., Macquarie University

HAMMERICH, KEITH C., *Department Chair, Culinary Arts and Hospitality Studies*
A.A., Skyline College

HANSEN, BREANA, *Interdisciplinary Studies*
B.A., California State University, Fullerton; B.A., University of San Francisco

HANSON, EDWARD SIMON, *Biological Sciences*
B.A., B.S., University of California, Santa Barbara; Ph.D., University of California, San Francisco

HARRINGTON, TIMOTHY, *Visual Media Design*
B.A., California Polytechnic State University, Pomona; B.A., M.F.A., Savannah College of Art And Design

HARRISON, LISA, *Behavioral Sciences/Psychology*
B.S., Santa Clara University; M.A., Psy.D., California School of Professional Psychology

HARRISON, MARGARET A., *Department Chair, Women and Gender Studies*
B.A., Stanford University; M.A., San Francisco State University

HARTMAN, CATHERINE, *English as a Second Language*
B.A., M.A., San Francisco State University

HAYES, DANIEL JOSEPH, *Department Chair, Physical Education & Dance*
A.A., City College of San Francisco; B.A., University of California, Riverside; M.A., Azuza Pacific University

HAYES, JAMIE MIYE, *Physical Education & Dance*
B.A., San Francisco State University; B.A., M.A., Saint Mary's College

HECTOR, GINA, *Business*
B.A., Prairie View A&M University; M.B.A., University of San Francisco

HELMY, ANNA-LISA, *English as a Second Language*
B.S., California Polytechnic State University, San Luis Obispo; M.A., American University In Cairo

HENDERSON-BROWN, TESSA, *Dean of Equity & Student Success (Interim)*
A.A., City College of San Francisco; B.A., M.S., San Francisco State University

HESS, DARREL, *Earth Sciences*
B.A., University of California, Berkeley; M.A., University of California, Los Angeles

HILL, KYLE, *English*
B.A., M.A., San Francisco State University

HILLAN, JOHN M., *Environmental Horticulture & Floristry*
B.S., M.Ed., University of California, Davis

HO, JOHN, *Multicultural Retention Services*
A.A., City College of San Francisco B.S., California State University, Chico M.S., San Francisco State University

HODGSON, MARK, *Culinary Arts and Hospitality Studies*
B.A. University of California, Berkeley, M.A. Columbia University

HOM, CALVIN W., *Biological Sciences*
B.A., University of California; M.A., San Jose State University; M.A.; Stanford University

HOM, GRACE, *Transfer Counseling*
B.A., University of California, Berkeley; M.A., University of San Francisco

HOMER, SUZANNE, *Social Sciences/Political Science*
B.A., University of California, Berkeley; M.A., San Francisco State University; J.D., University of California, Berkeley

HONG, JENNIFER, *Licensed Vocational Nursing*
B.S., San Francisco State University

HOVHANNES, ARMENUHI, *English as a Second Language*
B.A., M.A., San Francisco State University

HU, KARIN, *Behavioral Sciences/ Psychology*
B.A., University of California, Berkeley; M.A., Ph.D., Johns Hopkins University, Baltimore, Maryland

HU, THOMAS, *Mathematics*
B.A., University of California, Berkeley; M.A., University of California, Los Angeles

HUANG, AMILY, *Department Chair, Architecture*
B.A., University of California, Berkeley; M.Arch., Columbia University

HUANG, JOANNE X., *New Student Counseling*
B.A., University of California, Davis; M.S., San Francisco State University

HUDSON, MARGARET, *Dean of High School Programs and California College Promise*
B.A., University of Californi, Berkeley; M.A., Harvard University Graduate School of Education

HUOT, BOPHANY, *English as a Second Language*
B.A., Rhodes College; M.A., School of International Training

HURT, MAI, *Chemistry*
B.S., University of California, Berkeley; Ph.D., University of California, Santa Cruz

HUSZAGH-LOCKWOOD, DEBORAH, *English as a Second Language*
B.A., University of California, Santa Cruz; M.A., New York University

HUYNH, LOAN, *APASS*
B.A., M.S., San Francisco State University

I

INOMATA, KIMIYOSHI, *World Languages & Cultures*
B.A., M.A., Tokyo University of Foreign Studies; Ed.D., University of San Francisco

IRVINE, JENNIFER, *English as a Second Language*
B.A., University of California, Davis; M.A., San Francisco State University

IRWIN, ROBERT CIRELLI, *English as a Second Language*
B.A., M.A., San Francisco State University

ISLES, JOHN A., *English*
B.S., State University of New York at Stony Brook; M.F.A., University of Iowa

J

JENKINS, LIDIA, *Dean of Student Support Services*
A.A., City College of San Francisco; B.A., Golden Gate University; M.A., San Jose State University

JOHNSEN, JILL, *Physics*
B.S., California Polytechnic State University, San Luis Obispo; Ph.D. University of California, Davis

JOHNSON, CHRISTOPHER J., *Culinary Arts and Hospitality Studies*
B.A., Stanford University

JOHNSON, DANIEL P., *Business*
B.S., University of California, Los Angeles; M.B.A., University of Michigan; C.P.A., State of California

JOHNSON, LISA, *English as a Second Language*
B.A., Saint Olas College; M.A., University of Northern Iowa

JOHNSON, SAMUEL, *Computer Science*
B.S., University of Hartford; M.S. Ohio State University

JOHNSON, STEPHAN F., *Social Sciences/Philosophy*
A.B., University of California, Berkeley; M.A., San Francisco State University; Ph.D., University of Wisconsin, Madison

JOHNSTON, DENAH, *Department Chair, Cinema*
B.F.A., Ohio University; M.F.A., San Francisco Art Institute

JONES, TAMIKA, *Computer Networking & Information Technology*

JONES-BEY, LAL, *Director Of Quality Assurance and Risk Management*
B.S. University of California, Berkeley; M.B.A., Stanford University; Ed.D., Saint Mary's College of California

JOSHI, ADITI, *Biological Sciences*
PHD, University Of Oregon

JUNG, PAULA, *New Student Counseling*
B.A., B.S., University of California, Berkeley; M.A., Santa Clara University

K

KAEUPER, EDITH, *Associate Vice Chancellor of Instruction (Interim)*
B.A., University of California, Berkeley; Ph.D., University of California, Davis

KAMATANI, PAMELA, *Music*
B.M., M.A., San Francisco State University; Ph.D., University of California, Berkeley

KAO, LANCELOT, *Department Chair, Astronomy*
A.B., University of California, Berkeley; M.S., Ph.D., University of Chicago

KAPLAN, ALEXANDRA T., *New Student Counseling*
B.A., Stanford University; M.S. San Francisco State University

KAPPRA, RICHARD, *English as a Second Language*
B.F.A., Philadelphia College of Art; M.Ed., Temple University

KAUFMYN, WENDY S., *Engineering and Technology*
B.S.M.E., University of Michigan, Ann Arbor; M.S.M.E., University of California, Berkeley

KEARSLEY, JEANNE, *English as a Second Language*
B.A., Colby College; M.A., School of International Training

KEAST, DARREN, *English*
B.A., Stanford University; M.A., San Francisco State University

KEECH, GREGORY, *Department Chair, English as a Second Language*
B.S., Georgetown University, Washington, D.C.; M.A., San Francisco State University

KEENAN, KIMBERLY, *Social Sciences/Political Science*
B.A., University of California, Berkeley; M.A., San Francisco State University; J.D., Pepperdine School of Law

KENNEDY, THOMAS, *English as a Second Language*
B.A.,, St. John's College; M.A., San Francisco State University

KIENZLE, JENNIFER, *Communication Studies*
A.A., Moorpark College; B.A., California State University, Northridge; M.A., San Francisco State University; Ph.D., University of Nebraska-Lincoln

KILLIKELLY, TIMOTHY, *Social Sciences/Political Science*
B.A., City University of New York; Queens College; Ph.D., City University of New York

KIM, SEAN, *English*
B.A., University of California, Santa Cruz; B.A., M.A., San Diego State University

KING ARYE, FELICIA A., *Department Chair, Student Health Services*
B.A., University of California, Santa Barbara; M.S.W., University of Kansas

KING, ANDREW HENRY, *English*
B.A., M.A., San Francisco State University

KING, ELIZABETH, *English*
B.A., University of Michigan; M.A., San Francisco State University

KING, ROGER, *Physics*
B.S., University of Arizona; Ph.D., University of California, Davis

KING, WILLIAM CHARLES, *Mathematics*
B.S., University of Colorado; M.A., University of Illinois

KINNEY, MEGAN, *Library and Learning Resources*
B.A., Eugene Lang College; M.S., San Jose State University

KINSBOURNE, DAVID, *Health Care Technology*
B. A., New York

KIRK, JIMMY, *Director Buildings and Grounds*

KITCHIN, DEBORAH, *Business*
B.A., Golden Gate University; M.A., San Francisco State University; Ed.D., University of San Francisco

KLEINMAN, CRAIG I., *English*
B.A., Buffalo State College; M.A., San Diego State University; Ph.D., University of Rhode Island

KOLBER, JESSE, *Behavioral Sciences/Sociology*
B.A., M.A., San Francisco State University

KUDSI, OMAR SAMI, *Communication Studies*
B.A., M.A., University of California, Santa Barbara

KUMAR, SHRIDEVI, *Physics*
B.S., Physics, University of Mumbai; M.S., Physics, M.S., Physics, San Francisco State University

KURPINSKY, ANNEMARIE, *Child Development & Family Studies*
B.A., University of San Francisco; M.A., San Francisco State University

KWIECIEN, GARTH, *Senior Director of Administrative Services*
M.B.A., Golden Gate University

L

LABAGH, JUSTIN, *Physical Education & Dance*
B.A., University of California, Berkeley; M.A., United States Sports Academy

LABRECQUE, DANA, *Broadcast Electronic Media Arts*
B.A., University of California, Berkeley

LAM, MARIAN, *Acting Director, Facilities Planning & Construction*
B.A.,University of California, Berkeley

LAM, ZACHARY, *Assistant Director Strong Workforce Program*
B.A., University of Puget Sound; MA, Stanford University

LAMHA, CARMEN, *Strong Workforce Program*
B.S., Universidade Federal de Juiz de Fora, Brazil; M.A., Instructional Technologies, San Francisco State University

LANGMO, TORE, *English*
B.A., University of Oregon; M.A., San Francisco State University

LANSANG, JEAN, *Department Chair, Licensed Vocational Nursing*
B.S.N., Lyceum of Batangas, Phils; M.A.N., University of Philippines

LASS, BARBARA, *Behavioral Sciences/Anthropology*
B.A., University of South Dakota M.A. and Ph.D., University of Minnesota

LAU, DEREK J., *Physical Education & Dance*
M.A., Saint Mary's College

LAU, PENNIE, *English as a Second Language*
B.A., University of California, Davis; M.A., San Francisco State University

LAU, SCOTT B., *Extended Opportunity Programs and Services*
B.A., University of California, Berkeley; M.S., California State University, East Bay

LAU, SHUK-HAN, *Business*
B.A., Golden Gate University; M.P.A., Golden Gate University

LAUGHLIN, SEAN, *Physical Education & Dance*
B.A., University of San Francisco; M.A., St. Mary's College

LAURITZEN, DEAN, *Biological Sciences*
B.S., University of California, Davis; Ph.D., University of California, Los Angeles

LAW, SUK FUN, *English as a Second Language*
B.A., California; B.A., Hawaii

LAWLESS STEELE, NATHANIEL, *Department Chair, Communication Studies*
B.A., M.A., San Francisco State University

LAWLOR, AMY S., *English*
B.A., University of California, Santa Barbara; B.A., M.A., San Francisco State University

LEBER, LORRAINE, *Department Chair, Visual Media Design*
B.A., San Francisco State University

LEE, ALEXANDER, *New Student Counseling*
B.A., University of California, Santa Cruz; M.S., San Francisco State University

LEE, DACK K., *Physics*
B.A., San Francisco State University; M.A., University of California, Berkeley

LEE, KENNETH SK., *English as a Second Language*
B.A., San Francisco State University; M.A.L., Australia

LEE, QUINCI, *New Student Counseling*
A.A., City College of San Francisco; B.A., University of California, Davis; M.S., San Francisco State University

LEE, THEODORE, *Mathematics*
A.B., University of California, Berkeley; M.A., University of California, Los Angeles

LEGASPI, ERLINDA, *English*
A.B., University of California, Berkeley; M.A., San Francisco State University

LEMLEY, JAMIEL, *Business*
B.A., St. Mary's College, Moraga

LEONE, ANDREW, *Art*
B.A., San Francisco State University; M.F.A., San Jose State University

LEONG, JOEL, *Registered Nursing*
B.S. Unversity of California, San Diego; M.S. N., University of California, San Francisco

LEUNG, BRUCE K.T., *Business*
B.S., University of California, Berkeley; M.S., Golden Gate University

LEVIN, STEPHANIE I., *English as a Second Language*
B.A., San Diego State University

LEVINSON, JENNIFER, *English*
B.A., M.A., San Francisco State University

LEVY, DEBBIE POLLACK, *English as a Second Language*
B.A., University of California, Berkelely; M.A., New York University

LEWIS, CHRISTA, *English as a Second Language*
B.A., Mills College, Oakland; M.A., University of San Francisco

LEWIS, CHRISTOPHER, *Department Chair, Earth Sciences*
B.A., University of California, Berkeley, CA; M.S., University of California, Berkeley, CA

LEWIS, JAMES BENNETT, *Engineering and Technology*
B.A., Reed College; M.A., University of California, Santa Cruz

LEYTON, ALEXANDRIA R., *English*
B.A., M.A., San Francisco State University

LIAN, XUE-GUANG, *Asian Studies*
B.A., Dalian University of Foreign Language, China; M.A., Pacific University, Fresno; M.A., California State University, Fresno

LIANG, MANDY, *Dean, Student Completion and Retention (Interim)*
B.A., University of California, Davis; M.S., San Francisco State University

LIANG, YI, *Library and Learning Resources*
B.A., MLIS, Wuhan University, China; MLIS, University of Wisconsin, Milwaukee

LIM, BENEDICT, *Music*
B.A., Towson State University; M.A., University of Maryland

LIN, CARINA, *New Student Counseling*
B.S., Oregon State University; M.S., California State University

LIN, GEORGE, *Architecture*
B.A., University of California, Berkeley; M.A., Massachusetts Institute of Technology

LIN, JEANNE, *Behavioral Sciences/ Psychology*
B.A. San Francisco State University, M.S., Ph.D. University of Washington

LISKER, DAVID, *English as a Second Language*
B.A., San Francisco State University; M.A., University of California, Berkeley

LISS, JEFFREY D., *English*
B.A., M.A., Yale University

LITZKY, ALEXIS, *Communication Studies*
B.A., M.A., San Francisco State University

LIU, DEBRA, *English as a Second Language*
B.A., M.A., University of Washington; M.A., San Francisco State University

LIU, HSIN-YUN, *World Languages & Cultures*
B.A., National Taiwan University; M.A., University of Cologne; Ph.D., University of Cologne

LIU, MAIDA, *APASS*
B.S., San Francisco State University; M.A., San Jose State University

LIU, MONIKA, *Associate Dean, Admissions and Records*
B.S., San Francisco State University; M.B.A. , University of Phoenix; A.A., City College of San Francisco

LIU, RENEE, *Mathematics*
B.S., University of Hawaii; M.A., University of California, Berkeley

LIU, YING, *Biological Sciences*
B.S., Nankai University; M.S., University of South Carolina, Columbia; Ph.D., University of Texas

LOCKMAN, KENDRA, *Mathematics*
B.A., M.A., University of Montana

LOFTHOUSE, ERIN, *English as a Second Language*
B.A., M.A., San Francisco State University

LÓPEZ, VINICIO, *Dean, ESL, International Education, and Transitional Studies*
B.A., University of California, San Diego; M.A., University of Phoenix; Ed.D., Pepperdine University

LOUIE, MARGARET, *Behavioral Sciences/Psychology*
A.S. City College of San Francisco, B.A., San Francisco State University, Ph.D., California School of Professional Psychology

LOVADINO CROCOMO, CARLA, *English as a Second Language*
M.A., San Francisco State University

LOW, MATTHEW, *Mathematics*
B.S., University of California, Berkeley; M.A., Univeristy of California, Davis

LUCARELLI, ADAM L. JR., *Physical Education & Dance*
B.A., M.S., California State University, Hayward

LUM, LILY YUEN, *Mathematics*
B.S., University of California, Davis; M.A., University of California, Los Angeles

LUTTRELL, MAXIMILIAN, *Computer Science*
B.A., University of California, Los Angeles; B.A., University of California, Los Angeles

LUZARDO, GUILLERMO, *Architecture*
B.A., Universidad Metropolitana (VE) - College; B.A., Stanford University; B.A., Venezuela; MS, Stanford University

LY, GEISCE, *Dean Downtown Campus and School of Business, Fashion, Culinary Arts, Child Development, and Environmental Horticulture/Floristry*
B.A., University of California, Irvine; M.Ed., Pennsylvania State University; Ph.D., University of Michigan

LY, JIMMY, *Continuing Student Counseling*
A.S., City College of San Francisco; B.A., California State University, East Bay; M.A., San Jose State University

LYLES, TANYA E., *Aircraft Maintenance*
A.S., College of San Mateo; B.S., San Jose State University; M.S., Bastyr University; Airframe and Powerplant Certificate, F.A.A.

LYSTRUP, NOAH, *Dean of Student Engagement & Wellness (Interim)*
B.A., University of California, San Diego; M.A.,, Stanford University

M

MACALE, JAMES R., *Financial Aid Office*
A.A., City College of San Francisco; B.A., California State University, Long Beach; M.S., San Francisco State University

MACANDREW, ANN, *English as a Second Language*
B.A., M.A., San Francisco State University

MACK, IMELDA (AMY), *New Student Counseling*
A.S., City College of San Francisco; B.A., M.S., San Francisco State University

MAFUAHINGANO-MULI, LOSALINE, *Retention Program*
M.A., San Francisco State University

MALE, JEANETTE, *Physical Education & Dance*
M.F.A., Mills College

MARQUEZ, KATHLEEN, *Continuing Student Counseling*
A.A., City College of San Francisco; B.A., M.A., San Francisco State University

MARRUJO-DUCK, LILLIAN, *Social Sciences/History*
B.A., M.A., San Jose State University

MARTIN, MOLLY (MO), *Mathematics*
B.S., M.A., University of Kentucky

MARTINEZ, ANTONIO, *New Student Counseling*
A.A., San Joaquin Delta College; B.A., M.A., Sonoma State University

MASTERS, JESSICA LYNN, *Computer Science*
B.S., Colgate University; M.S., Ph.D., University of California at Santa Cruz

MATA, CINDY M., *Extended Opportunity Programs and Services*
B.A., Stanislaus State University; M.A., San Francisco State University

MATSUMURA, MIKIKO, *World Languages & Cultures*
B.A., M.A., San Francisco State University

MAULEON-SANTANA, REBECA, *Music*
A.A., City College of San Francisco; B.A., M.A., Mills College, Oakland, CA

MAXIMO, ARCADIA, *Automotive/ Motorcycles/Construction & Building Maintenance*
B.A., College Of Notre Dame

MAYER, ANN B., *Licensed Vocational Nursing*
B.S.N., California State University, Dominguez Hills; M.S, University of California, San Francisco

MAYERS, STEVEN R., *English*
B.A., University of Oregon; M.A., San Francisco State University; Ed.D., University of San Francisco

MAYORGA, SUSANA M., *Latino Services Network*
A.A., College of San Mateo; B.A., University of California, Berkeley; M.Ed., University of California, Los Angeles

MAZE, GHISLAINE M., *English*
B.A., M.A., Stanford University

MBOLO, BILLINGTON, *Transitional Studies*
B.A., United States International University, San Diego; M.A., California State University, Long Beach

MCATEER, ROBERT, *Department Chair, Photography*
A.S., Cecil Community College; B.A., Allentown College; M.F.A., University of Delaware

MCCARTHY, MONICA, *General Counseling*
A.A., City College of San Francisco; B.A., M.S., San Francisco State University

MCCORMACK, IRENE, *Licensed Vocational Nursing*
R.N., A.S., City College of San Francisco; B.A., New College of California

MCCORMICK, CHANTE A., *English*
B.A., University of La Verne; M.A., Mills College

MCFARLAND, SHEILA, *Department Chair, Broadcast Electronic Media Arts*
B.A., University of California, Berkeley; M.A., San Francisco State University; M.S., California State University, East Bay

MCGRIFF, ILONA, *Dean, Capital Improvements, Southeast and Evans (Interim)*
M.P.A., City University of New York

MCKENZIE, MICHELE, *Library and Learning Resources*
B.S., City University of New York; MLI S, San Jose State University

MCLANAHAN, AMY D., *Mathematics*
B.S., University of Massachusetts, Amherst; M.A., University of California, Santa Barbara

MCNICHOL, JULITA, *Transitional Studies*
B.A., Universidad Complutense, Spain; M.A., San Francisco State University

MCNICHOL, THOMAS, *English as a Second Language*
B.A., Bucknell University; M.A., San Francisco State University

MEAGHER, CAROLE, *Business*
B.A., University of California, Berkeley; M.B.A., Santa Clara University; Ed. D., University of San Francisco

MENENDEZ, THOMAS, *Social Sciences/Economics*
B.A., Rutgers University; M.A., San Francisco State University

MERY, PAMELA M., *Dean, Institutional Effectiveness*
B.A., Haverford College; M.A., Bryn Mawr College; Ed.D., San Francisco State University

MESSER, ALISA, *English*
B.A., Mills College; M.A., State University of New York, Buffalo

MIJATOVIC, KATARINA, *English as a Second Language*
B.A., M.A., San Francisco State University

MILES, AMY E., *English*
B.A., California Polytechnic, San Luis Obispo; M.A., San Francisco State University

MILLER, PATRICIA, *Theatre Arts*
B.A., Manchester University; MFA, University of California, Davis

MILLER, VANESSA, *Associate Dean Nursing Pathways*
B.A.,, M.S., Texas Woman`S University; D.P.H. University of North Texas Health Science Center at Fort Worth

MILLER, WENDY L., *Dean of Grants, Resource Development, and Adult Education Programs (Interim)*
B.A., University of Michigan; M.Ed. Concordia University, Portland

MILLOY, LESLIE, *Chief of Staff/ Chancellor's Office*

MIRAGLIA, SHERI, *Biological Sciences*
B.A., California State University, Fullerton; Ph.D., University of California, Irvine

MIRELES, ENRIQUE, *General Counseling*
A.A., City College of San Francisco; B.A., M.A., San Francisco State University

MOHAMMADZADEH, SONNY, *Mathematics*
B.S., Ph.D., University of California, Davis

MOJICA, JAY, *English as a Second Language*
B.A., M.A., San Francisco State University

MOJICA, MARCO A., *Latin American & Latino Studies*
B.A., SF State University; M.A.I.A., Ohio University

MOORE, FREDERICK LEE, *Chemistry*
B.A., University of California, Berkeley; Ph.D., University of California, San Francisco

MORENO, EDWARD W., *Social Sciences/History*
B.A, University of California, Los Angeles; M.A., San Francisco State University

MORGAN, WILLIAM, *Department Chair, Diagnostic Medical Imaging*
B.A., University Of North Texas

MOSLEY, WILLIAM, *Associate Dean, Human Resources (Interim)*
B.A., Tuskegee University

MOTAMEDI, ISABELLE, *World Languages & Cultures*
M.A., Universite Stendhal, Grenoble;M.A., Universite Jean Moulin Lyon 3

MUELLER, KEITH, *Department Chair, Engineering and Technology*
A.S., City College of San Francisco; B.S., M.S., M.B.A., University of California, Davis

MUELLER, MADELINE N., *Department Chair, Music*
A.A., Bakersfield College; B.A., University of California, Berkeley; M.A., San Francisco State University

MULLEN, DENNIS, *Business*
B.A., University of California, Berkeley; B.A., San Jose State University; M.B.A., University of California, Berkeley; CPA - State of California

MULLER, LAUREN S., *Department Chair, Interdisciplinary Studies*
B.A., University of North Carolina, Chapel Hill; M.A., Middlebury College; A.B.D., University of California, Berkeley

MUN, VIVIEN C., *Disabled Students Programs and Services*
B.Ed., University of Malaya, Malaysia; M.A., San Francisco State University

MURRAY, EDWARD, *English as a Second Language*
B.A., M.A., San Francisco State University; M.A., California State University, Sacramento

N

NANJO, JEAN, *Mathematics*
B.A., University of Chicago; M.S., Carnegie Mellon University

NASSER, ABDUL, *Associate Vice Chancellor Financial Services*
B.A., M.B.A., University of Illinois at Springfield; D.B.A., Argosy University

NEEDHAM, MICHAEL, *Business*
B.S., University of Pennsylvania; M.B.A., University of Chicago

NERMON, MICHELLE, *Architecture*
B.A., University of California, Berkeley

NEWBERRY, WYNN, *English as a Second Language*
B.S., Univeristy of Illinois-Urbana-Champaign; M.A., San Francisco State University

NG, RONALD, *Culinary Arts and Hospitality Studies*
A.S., City College of San Francisco

NGUYEN, SEAN, *Mathematics*
B.A., University of California, Davis; M.A., San Francisco State University

NICKLISS, ALEXANDRA M., *Social Sciences/History*
B.A., M.A., San Jose State University; Ph.D., University of California, Davis

NIM, CINDY, *Financial Aid Office*
B.A., California State University, Hayward; M.S., San Francisco State University

NIOSI, ANDREA, *Library and Learning Resources*
B.A., The Evergreen State College, Olympia, Washington; MLIS, University of California, Los Angeles

NISHIMURA, ARTHUR, *Department Chair, Asian Studies*
A.B., University of California, Berkeley; M.A., Ph.D., University of Washington

NIXON, SHANNON, *Biological Sciences*
B.S., California State University, Long Beach; M.A., Ph.D., University of California, Riverside

NOONAN, MAUREEN, *Registered Nursing*
B.S.N., University of San Francisco; M.S., University of California, San Francisco

NUNEZ, SAL, *Health Education*
B.A., New College of California; M.S., Nova Southeastern University; Ph.D., Capella University

NUNLEY, PATRICIA, *Child Development & Family Studies*
B.S., San Francisco State University; M.A., Mills College; Ed.D., Mills College

NUNO, EDUARDO A., *Physical Education & Dance*
M.A., Saint Mary's College

O

O'CONNELL, DANIEL, *English as a Second Language*
B.A., Western Washington University; M.A., San Francisco State University

O'ROKE, LINDA, *English as a Second Language*
B.A., Humboldt State University;M.A., San Francisco State University

OCHOA OROSS, MICHELE M, *Registered Nursing*
A.S., City College of San Francisco; B.S., San Francisco State University; M.P.A., California State University, Hayward

OEST, NICOLE, *Art*
B.A., University of California, Berkeley; M.A., Ph.D., University of Zurich

OGDEN, AARON, *Culinary Arts and Hospitality Studies*
A.A., City College of San Francisco; Certificate, Culinary Institute of America

O'LEARY, DANIEL, *Computer Science*
B.A., Claremont Mckenna College; B.S., Univ. Of Southern California; Ph.D. University of California, Santa Cruz

OLIVIER, DIANE, *Art*
B.F.A., Rhode Island School of Design; M.A., San Jose State University; M.F.A., University of California, Berkeley

OLMOS, CHRISTIAN, *English*
B.A., University of California, Berkeley; M.A., Mills College

OSBORNE, MARIE, *New Student Counseling*
B.A., M.A., San Francisco State University

OSOKE, JULIE, *Student Health Services*
M.S., University of California, San Francisco

OUSDAHL, TRACY, *English as a Second Language*
B.A., University of Kansas; M.A., San Franicsco State University

OWENS, WENDY, *Library and Learning Resources*
B.A., San Francisco State University; MLIS San Jose State University

OWYANG, DOUGLAS, *Physical Education & Dance*
M.A., Saint Mary's College

P

PAGE II, RONALD, *Mathematics*
B.A. University of California, Berkeley; M.S., California State University, East Bay

PALACIO, MITCHELL T., *Physical Education & Dance*
B.A., San Francisco State University

PALAITA, DAVID, *Interdisciplinary Studies*
B.A., University of Washington, Seattle; M.A., Ph.D., University of California, Berkeley

PARATORE, VINCENT, *Culinary Arts and Hospitality Studies*
B.A., San Francisco State University

PARENTEAU, MURIEL L., *Department Chair, Disabled Students Programs and Services*
B.A., New College of the University of South Florida; M.S., San Francisco State University; M.S.C., New Seminary, New York

PARR, DAVID, *Department Chair, Theatre Arts*
B.A., St. Mary's University; M.A., University of Illinois

PASCUAL, MONIQUE, *Director of Apprenticeship & Instructional Services Agreement*
B.A., University of San Francisco; MPA., University of Southern California

PEIG, ANNETTE, *Licensed Vocational Nursing*
B.S., Dr. Yanga's Colleges Inc, Philippines

PERSIKO, CRAIG, *Computer Science*
B.S., Harvey Mudd College; M.S., New York University, New York

PETERKOFSKY, NI, *Mathematics*
B.S.Engr., Shanghai College, China; M.S., Ph.D., University of Southern Mississippi

PETERSON, GEORGE, *Broadcast Electronic Media Arts*
B.A., San Francisco State University

PHAM, PHONG D., *Physical Education & Dance*
B.A., University of California, Davis; B.A., M.A, Saint Mary's College

PIEPER, DAVID, *Social Sciences/ Economics*
B.A., University of Toronto; M.B.A., University of California, Berkeley; M.A., San Francisco State University

PIONTKOWSKI, DENNIS, *Mathematics*
B.A., Ohio University; M.A., University of California, Berkeley

POGGE, CRIMA, *Biological Sciences*
B.A., M.A., Justus-Liebig University of Giessen; M.A., San Francisco State University

POTTER, JONATHAN, *Department Chair, Computer Science*
B.S., M.S., Stanford University

POTTS, DAVID, *Social Sciences*
Ph.D., University of Illinois, Chicago

PRENTICE, JULIAN, *Library and Learning Resources*
B.A. University of California, Berkeley; M.A., California State University, East Bay; M.L.I.S., University of California, Los Angeles

PRICE, ROBERT T., *Chemistry*
A.B., Princeton; Ph.D., University of California, Berkeley

PRIESTLEY, CAROLINE, *English as a Second Language*
B.A., University of Exeter; M.Litt., University of Edinburgh; M.A., University of Leicester

PUGH, ROBIN, *Business*
B.A., University of California, Berkeley

R

RAHN, KATRINA, *Library and Learning Resources*
B.A., University of California, Santa Barbara; MLIS, University of California, Los Angeles

RANDOLPH, ALVIN, *New Student Counseling*
B.A., University of Iowa; M.A., San Francisco State University

RAZUMOVA, INNA, *Art*
B.F.A., University of California, Los Angeles; M.F.A., San Jose State University

REED, DONNA, *Dean, Library and Learning Resources*
B.A., Duke University; M.A., Emporia State University; Ph.D., Oregon State University

REN, TIFFANY, *Department Chair, Dental Assisting*
B.A., University of California, Berkeley

REYES, JOE A., *Department Chair, Biological Sciences*
B.A., San Jose State University; Ph.D., University of California, Berkeley

RICHARDSON, RONALD, *English*
B.A., University Of Utah; M.A., San Francisco State University

RIEHLE, ELIZABETH, *Culinary Arts and Hospitality Studies*
B.A. California State Hayward

RINCON, DORY P., *Department Chair, Health Care Technology*
A.S., City College of San Francisco; B.A., St. Mary's College; MA, San Francisco State University

RIORDAN, RICHARD, *Health Care Technology*
B.A., San Jose State University

RIVERA, ADRIANA, *New Student Counseling*
B.A., San Francisco State University; M.A., San Jose State University

ROBERTS, LAURIE, *English as a Second Language*
B.A., Sonoma State University; M.A., San Francisco State University

ROBINSON, MARK D., *New Student Counseling*
A.A., City College of San Francisco; B.A., M.A., Indiana University; Ph.D., The Victorian University of Manchester, United Kingdom

ROBISON, STEPHANIE, *Art*
B.F.A., Marylhurst University, Marylhurst, Oregon; M.F.A., University of Oregon, Eugene, Oregon

RODRIGUEZ, DORA, *Disabled Students Programs and Services*
B.A., M.A., San Francisco State University

ROMAN-MURRAY, CARMEN R., *English as a Second Language*
B.S., M.A., San Francisco State University; M.A., California State University, Sacramento

ROMANO, LISA C., *Department Chair, New Student Counseling*
A.S., City College of San Francisco; B.S., M.A., San Jose State University

ROMERO, GUILLERMO, *Automotive/Motorcycles/Construction & Building Maintenance*
B.A., Universidad Del Atlantico; M.A., San Francisco State University

ROSALES-URIBE, MARIA, *Department Chair, Transitional Studies*
B.A., M.A., San Francisco State University

ROSENBERG, STEPHANIE, *Business*
B.S., Carlow University, Pittsburgh, PA

ROTHMAN, NICK, *Department Chair, Automotive/Motorcycles/ Construction & Building Maintenance*
B.A., Lewis And Clark College

ROWLEY, SHAUN, *Learning Assistance*
B.Psyc., University of Texas, Austin; M.A., Sonoma State University, Santa Rosa; Ed.D, University of San Francisco

RUDD, JENNIFER, *Culinary Arts and Hospitality Studies*
A.S., City College of San Francisco

RUIZ, MARVIN A., *New Student Counseling*
B.A., M.S., San Francisco State University

RUSALI, MIA, *Business*
M.B.A., University of Phoenix

S

SALANGSANG, JOHN, *Continuing Student Counseling*
B.A., San Francisco State University; M.A., San Jose State University

SANELLI, ANDREA, *English*
B.A., California State University, Northridge; M.A., San Francisco State University

SANFORD, CURT, *English as a Second Language*
B.A., Humboldt State University; M.A., San Francisco State University; Ed.D., San Francisco State University

SAPIENZA, JOHN PAOLO, *English*
B.A., Amherst College; M.A., Ph.D., Temple University

SAPIENZA, MITRA D., *English*
B.A., Cal Poly State University; M.A., San Francisco State University

SAUNDERS, KATHARINE G., *Mathematics*
A.B., University of California, Berkeley; M.A., University of California, Los Angeles

SCHALL, SUSAN, *English as a Second Language*
B.A., Buffalo State College; M.A., San Jose State University

SCHATZ, JASON, *Computer Science*
B.S., M.S., University of California, Davis

SCHEFFER, JOHANNA, *English*
M.A., Sonoma State University

SCHUBERT, LOUIS, *Social Sciences/Political Science*
B.A., University of Connecticut; M.A., Ph.D., University of Southern California

SCHURICHT, ROBERT, *English as a Second Language*
B.A., University of Wisconsin, Madison; M.A., San Francisco State University

SCHWEITZER, DAVID, *Biological Sciences*
B.S., M.S., Texas A&M University Corpus Christi

SCRAFFORD, BARBARA, *English*
A.A., North Idaho College; B.A., M.A., San Francisco State University

SECKMAN, JOHN, *Visual Media Design*
MFA from the University of Connecticut

SELASSIE-OKPE, KENZOE BRIAN, *Dean, School of Liberal Arts*
B.A., Mount Union College; M.A., University of Phoenix; MPA, Walden University; PHD, Howard University

SELLECK, DENISE, *English as a Second Language*
A.S., City College of San Francisco; B.A., M.A., San Francisco State University

SEN, MAYA, *Behavioral Sciences/ Psychology*
B.A., Lewis and Clark College; Ph.D., Univ Minnesota Minneapolis

SHEETZ, NUALA, *English as a Second Language*
B.A., Connecticut College; M.ED., Boston University

SHERMAN, KEVIN, *Cinema*
B.A., M.A., San Francisco State University

SHIELDS, WILLIAM, *Department Chair, Labor and Community Studies*
B.A., Yale University; M.A., Antioch University

SHORE, ELISA, *English as a Second Language*
B.A., University of Bridgeport, CT; M.A., San Francisco State University

SIEKMANN, JONATHAN, *Biological Sciences*
B.A., Saint Olaf College; B.A., M.S.,Ph.D., University Of California, Davis

SILVA, LETICIA, *Latino Services Network*
B.A., San Francisco State University; M.A., San Francisco State University

SIMOTAS, MICHELLE L., *English*
B.A., San Francisco State University; B.A., M.F.A., Mills College

SKINNER, JANEY, *Health Education*
B.A., Brown University, R.I.; M.P.H, University of California, Berkeley

SKOLNICK, JULIAN, *Business*
B.A., University of New Mexico, Albuquerque

SLATES, CYNTHIA A., *English*
B.A., San Francisco State University; M.A., University of California, Davis

SMITH, ELIZABETH, *English*
B.A., Saint Mary's College; M.A., National University

SMITH, KRISTIN M., *English*
B.A. English, University of North Carolina; M.A., University of North Carolina at Wilmington

SMITH, NATALIE, *Department Chair, Fashion*
A.A., Fashion Institute of Design & Merchandising

SOLOW, MICHAEL, *Chemistry*
B.S., University of California, Santa Cruz; Ph.D., University of California, Berkeley

SOMSANITH, DAROUNY, *Health Education*
B.S., San Francisco State University; M.P.H., University of California, Los Angeles

SONEJI, HITESH, *Engineering and Technology*
B.S., M.S., Carnegie Mellon University; M.Sc., Lund University, Sweden

SONG, GRACE, *English as a Second Language*
M.A., University of Birmingham, Great Britain

SPARKS, JACK, *Department Chair, Continuing Student Counseling*
B.A., M.A., San Diego State University

STAFF, CONI, *Physical Education & Dance*
B.S., Illinois State University; M.A., University of California, Berkeley; Master of Divinity, Pacific School of Religion

STARR, CLARA, *Associate Vice Chancellor, Human Resources*
B.S., M.S., Tennessee State University, Nashville

STEPHENSON, CHADWICK, *Library and Learning Resources*
B.A., Satate University of New York, Fredonia; MLIS, San Jose State University

STEVENS, ALICE, *Mathematics*
B.A., University of California, Berkeley; M.A., Ph.D., University of California, Davis

STEVENS, HOLLY, *English as a Second Language*
B.A., M.A., San Francisco State University

STEVENSON, DAVE, *Visual Media Design*
B.A., University of California, Berkeley; M.A., California State University, San Francisco

STINCHCOMBE, PER, *Mathematics*
B.A., Wesleyan University; M.A., University of California, Berkeley

STOFFERS, PETER, *New Student Counseling*
B.A., University of California, Santa Cruz; M.S., San Francisco State University

STRAUS, AMBER, *Learning Assistance*
B.A., Swathmore College; M.A., San Francisco State University

STRUVE, OCTAVIA, *Registered Nursing*
Ph.D, University of San Francisco

STUART, CHRISTINA, *Department Chair, Chemistry*
B.A., University of California, Davis; Ph.D., University of California, Berkeley

SU, TIMOTHY, *Chemistry*
B.S., University of California, Santa Cruz; Ph.D., University of California, Los Angeles

SUGAWARA, JACK, *Transfer Counseling*
B.A., M.S., San Francisco State University

SUNDARAM, ANJALI, *Cinema*
B.A., San Francisco State University; B.A., University of California, Santa Cruz

SWEENEY, MEGAN, *Social Sciences/Political Science*
B.A., Seattle University;M.A., San Francisco State University

SWIFT, ROBERT F., *English as a Second Language*
B.A., University of California, Berkeley; M.A., San Francisco State University

SWINGLE, STEPHEN, *Department Chair, Physics*
B.S., University of California, Berkeley; M.A., University of California, Santa Barbara

T

TABARRACCI, JENNY, *Environmental Horticulture & Floristry*
B.A., Sacramento State University

TAHA, DARIAN, *Computer Networking & Information Technology*
B.A., Menlo College, Atherton, California

TAHA, RICHARD, *Department Chair, Computer Networking & Information Technology*
B.S., College of Aeronautical Engineering, London, England; M.B.A., California Western University, Santa Ana, California

TARPEY, JOHN, *Biological Sciences*
B.S., University of San Francisco; Ph.D., University of California, Berkeley

TERNAR, MINE Y., *Art*
B.A., Bennington College, Vermont; M.A., Mimar Sinan University, Istanbul, Turkey; M.F.A., University of California, Berkeley

TETI, FREDERICK A., *Department Chair, Educational Technology*
B.S., Yale University; Ph.D., University of California, Berkeley

THOMAS, ARDEL M., *Department Chair, Lesbian, Gay, Bisexual, and Transgender Studies*
B.A., University of Colorado, Boulder; M.A., University of Colorado, Boulder; Ph.D., Stanford University

THOMAS, CHRISTINE, *Registered Nursing*
A.D.N., City College of San Francisco; M.S.N., University of Phoenix

TOEBE, PATRICK A., *Theatre Arts*
B.A., M.A., San Francisco State University

TOM, ERICA, *New Student Counseling*
M.A., University of California, Berkeley

TORRES, EDGAR, *Department Chair, Latin American and Latino/a Studies*
A.A., City College of San Francisco; A.B., M.A., C.P.I.L., University of California, Berkeley

TRAHAN, NICOLE, *English as a Second Language*
B.A., San Francisco State University; M.A., Sacramento State University

TRAN, TRINH, *Biological Sciences*
B.S., Ph.D., University of California, Davis

TRAUT, BIBIT, *Biological Sciences*
B.A., M.S.,University of California, Santa Cruz; M.S., Oregon State University; Ph.D., University of California, Davis

TSE, ANNIE, *Health Education*
A.S., City College of San Francisco; B.S., San Francisco State University; M.P.H., San Jose State University

U

UBUNGEN, DENNIS F., *New Student Counseling*
A.A., City College of San Francisco; B.A., M.S.W., San Francisco State University

UBUNGEN, JOSEPHINE M., *Career Development Counseling*
B.A., M.S., San Francisco State University

UBUNGEN, LORENZO, *New Student Counseling*
B.A., M.A., San Francisco State University

UCHIDA, RICHARD H., *Business*
B.A., University of California, Berkeley; M.A., San Francisco State University; J.D., Golden Gate University

V

VALIENTE, HERVING, *General Counseling*
B.A., M.S., San Francisco State University

VANONCINI, JOHN, *Physical Education & Dance*
M.S.S., United States Sports Academy

VARELAS BOJNOWSKI, MARIE, *Library and Learning Resources*
B.A., San Francisco State University; M.A., San Jose State University

VARGAS, NANCY, *General Counseling*
B.A., San Francisco State University; M.A., Santa Clara University

VASQUEZ, ALBERTO, *Associate Vice Chancellor of Construction & Planning (Interim)*
B.S.D., Arizona State University

VASQUEZ, MARIA, *New Student Counseling*
B.A., San Francisco State University; M.A. University of San Francisco

VASQUEZ, MARLEN, *English*
B.A., M.A., Stanislaus State University

VELARDE, LISA, *Library and Learning Resources*
B.A., University of California, Los Angeles; MLIS, San Jose State University

VELASQUEZ, ADOLFO, *Department Chair, Extended Opportunity Programs and Services*
A.A., City College San Francisco; B.A., M.S., San Francisco State University

VERBECKMOES, KENNY, *Department Chair, Aircraft Maintenance*
B.S., San Jose State University; M.S., San Jose State University

VEROSKY, JOHN, *Mathematics*
B.S., M.S., University of Texas at El Paso; Ph.D., Tulane University

VIERTEL, CLAYTON T., *Business*
B.S., Western Michigan University; M.S. Golden Gate University

VIGO, DAVE, *Senior Director, Budget & Accounting*
B.A., Columban College - Olongapo City; M.B.A., Ateneo Graduate School of Business; M. Ed., American College of Education

VILLANUEVA, GUILLERMO, *Dean of Financial Aid*
B.S., San Francisco State University, M.S., University of La Verne

VILLARAZA, LILY ANN, *Department Chair, Philippine Studies*
B.A., University of California, Irvine; M.A., Loyola Marymount University; M.A., Northern Illinois University

VILLASANA-RUIZ, ROSARIO, *Department Chair, Child Development & Family Studies*
A.A., City College of San Francisco; B.A., New College of California; M.A., San Francisco State University

VILLAZANA-PRICE, NORMA, *Child Development & Family Studies*
A.A., City College of San Francisco; B.A., New College, San Francisco; M.A., San Francisco State University

VINALS, JULISSA B., *New Student Counseling*
A.A., Skyline College, B.A., M.S., San Francisco State University

VO, DANNY, *Mathematics*
B.S., M.S., Washington State University

VURDIEN, RAJEN, *Chancellor (Interim)*
M.B.A., Long Island University; M.Ed., Ph.D., Temple University

W

WALLIS, DIANE KAY, *English as a Second Language*
B.A., M.A., San Francisco State University

WANG, THOMAS Y., *Environmental Horticulture & Floristry*
B.A.,University of California, San Diego; M.S., San Francisco State University

WATSON, JOHN, *New Student Counseling*
B.S., Cal State Hayward University; M.P.A., Cal State University, East Bay

WEBSTER, CARLOS, *New Student Counseling*
A.A., City College of San Francisco; B.A., M.A., San Francisco State University

WEIL, MELINDA L., *Astronomy*
B.S., San Francisco State University, M.S., Ph.D., University of California, Santa Cruz

WESTERBERG, KARL M., *Physics*
B.S., Carnegie-Mellon University; Ph.D., Princeton University

WEYER, ANDY, *Biological Sciences*
B.S. Marquette University; DPT, Marquette University; PHD, Medical College Of Wisconsin

WHITE, KATHLEEN, *Child Development & Family Studies*
B.A., M.A., San Francisco State University

WIESE, KATRYN, *Earth Sciences*
B.S., Caltech; M.S., Oregon State University

WIGGINS, SHAWN, *Mathematics*
B.A., B.S., M.S., Wichita State University

WILHITE, KERRY, *Dean Payroll Services*
B.A., M.A., California State University, Los Angeles; M.B.A., North Central University

WILLETT, JOHN H., *English as a Second Language*
B.A., M.A., San Francisco State University

WILLIAMS, KIRSTIN, *Physical Education & Dance*
MFA, Mills College

WIRTH, NATHAN L, *English*
B.A., M.A., San Francisco State University

WISE, KIM, *African American Scholastic Programs*
A.A., City College of San Francisco; B.A., M.A., San Francisco State University

WISE, NICOLE Y., *New Student Counseling*
A.A., City College of San Francisco; B.A., Spelman College, Atlanta; M.S., San Francisco State University

WONG, BRIAN, *Chemistry*
B.S., University of California, Berkeley; Ph.D., Massachusetts Institute of Technology

WONG, JAMES ZEE MON, *New Student Counseling*
B.A., University of California, Santa Barbara; M.A., University of San Francisco; M.Div., San Francisco Theological Seminary

WONG, TRACEE, *New Student Counseling*
A.A., Pasadena City College; B.A., University of California, Los Angeles' M.S., Cal State Northridge

WONGPRASERT, TANICHYA, *Communication Studies*
B.A., Chulalongkorn University, Bang Kok; M.A., Ph.D., Washington State University

WOO, ELIZA, *Biological Sciences*
B.A,, University of California, Berkeley; Ph.D., State University of New York

WORLEY, JENNIFER, *English*
B.A., College of William and Mary, Williamsburg; M.A., San Francisco State University; M.A., Ph.D., Rutgers University, New Brunswick

WU, ANA, *English as a Second Language*
B.A., University of Sao Paulo, Brazil; M.A., San Francisco State University

WU, RICHARD, *Computer Networking & Information Technology*
B.S., California Polytechnic State University, San Luis Obispo; M.S. Fort Hays State University

Y

YAMASHIRO, LISA, *Health Education*
B.S., University of California, Berkeley; M.Ed., University of Phoenix

YANUARIA, CHRISTINA, *English as a Second Language*
AA, Solano Community College; B.A.,M.A., Biola College

YARKIN, CHERISA, *Director of Planning*
M.S., Ph.D., University of California, Berkeley

YEE, DAVID, *Dean, School of Science, Technology, Engineering and Mathematics (STEM)*
B.S., M.S., San Francisco State University

YEE, JILL, *Dean, School of Behavioral Sciences, Social Sciences and Multicultural Studies*
B.A., University of California, Berkeley; M.S., San Francisco State University, J.D., Golden Gate University

YEE, SHAWN, *Associate Director of Student Affairs, Technology and ITS (Interim)*
A.S. , City College of San Francisco; B.S., San Francisco State University; M.S., University of Phoenix

YIU, WINNIE L.F., *Financial Aid Office*
Teachers' Certificate, Northcote College of Education, Hong Kong; B.S., M.ED., University of Hawaii, Manoa

YNGOJO, MARCUS, *New Student Counseling*
B.A., M.A., San Francisco State University

YRUN, MARIO, *Business*
B.A., Pomona College; M.B.A., University of Chicago

Z

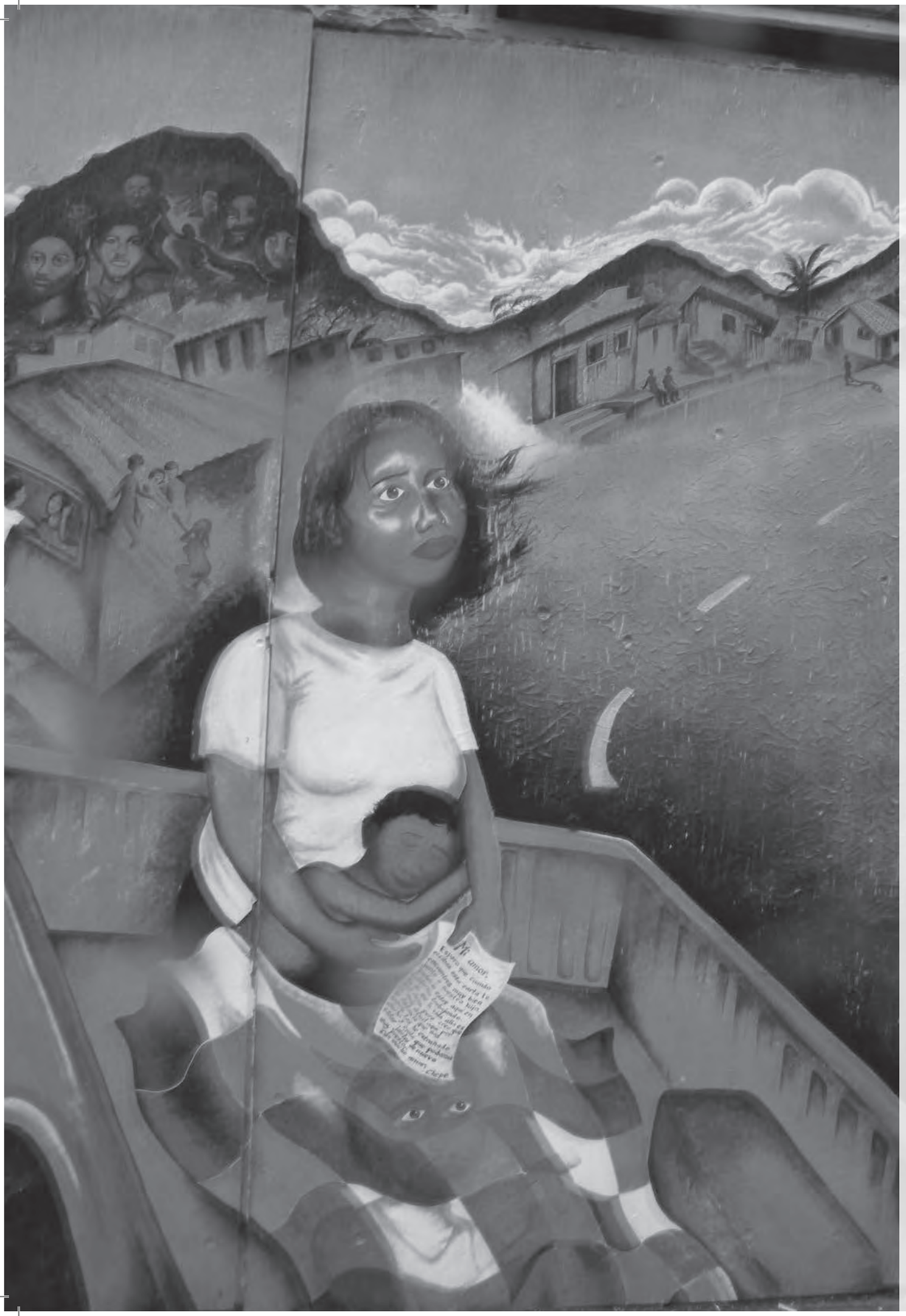
ZARUBIN, ELIZABETH A., *English*
B.A., Michigan State University; M.A., San Francisco State University

ZIEMBA, WANDA, *Health Care Technology*
A.S., Chabot College; B.A., Vassar College, M.F.A., California College of the Arts; J.D., Concord Law School

ZIMMERMAN, CARIN C, *Engineering and Technology*
B.A., University of California, Berkeley; M.S., University of California, Davis; Ph.D., University of California, Davis

ZUMWALT, MARTA, *Chemistry*
B.S. Sonoma State University Ph.D., University of California, Davis

Note: the faculty and administrators listed above are full-time. Information about part-time faculty can be viewed in the online employee directory, www.ccsf.edu/Info/Dir



INDEX

INDEX

A

AAPS. *See* Counseling, New Student

Academic Computing and Resource Center 36

Academic Counseling Services. 40

Academic Freedom 468

Academic Policies and Procedures 468

Academic Probation and Dismissal 471

Academic Record Symbols and Standards 468

Academic Renewal/Exclusion 473

Academic Transcript of Records. 473

ACBO. *See* Accounting

Accommodations for Assessment Services. 18

Accounting 134, 147

ACCT. *See* Accounting

Adding Classes, Changing Sections, Dropping or Withdrawing from Classes. 21

Administration of City College. *See* Faculty & Administration of City College

Administration of Justice 74

Administration of Justice and Fire Science 69

Administration of Justice 69

Fire Science Technology. 72

Administrative Support/Office Technology. 136

Admission as a Special Part Time Student 16

Admissions Policy (Credit Classes) 16

Admissions Policy (Noncredit Classes) 22

Admission to the College 16

ADMJ. *See* Administration of Justice and Fire Science: Administration of Justice

Advanced Placement Test Scores and CCSF Credit 477

Advanced Standing 20

Advisories on Recommended Preparation 470

AFAM. *See* African American Studies

African American Resource Center's (AARC) 42

African American Scholastic Programs 39

African American Studies 79

AHWC. *See* Unit Coordinator and Medical Computing Skills

AIRC. *See* Aircraft Maintenance Technology

Aircraft Maintenance Technology. 82

Airport Center Library 34

Alice Statler Library. *See* Libraries

Alumni Relations Program 43

AM C. *See* American Studies

American Institutions and United States History Requirement 57

American Sign Language 85

American Studies 86

AMS. *See* American Studies

AMSL. *See* American Sign Language

ANTH. *See* Anthropology

Anthropology 86

APPLICATION FOR ADMISSION 17

APPR. *See* Apprenticeship

Apprenticeship 88

ARCH. *See* Architecture

Architecture 88

Art History 95

ASAM. *See* Asian American Studies

ASIA. *See* Asian Studies

Asian American Studies 101

Asian Pacific American Student Success Program 39

Asian Studies. 103

ASSESSMENT AND PLACEMENT 17

Associated Students 4

Associate in Arts or Associate in Science Degree 2

ASTR. *See* Astronomy

Astronomy. 107

Athletic Counseling Services 41

Auditing. 21

AUTO. *See* Automotive Technology

Auto Body Technology 109

Automotive/Motorcycle-Construction and Building Maintenance 107

Automotive Technology 107, 112

B

BCST. *See* Broadcast Electronic Media Arts

BIO. *See* Biology

Biological Sciences 117

Biology. 120

Biology Resource Center. 36

Biotechnology. 236

Bookstores. 464

BOSS. *See* Computer Applications for Business

Broadcast Electronic Media Arts 124

BSEN. *See* Business English

BSMA. *See* Business Mathematics

BTEC. *See* Biotechnology

Business English 149

Business Law. 149

Business Mathematics 150

C

CAD. *See* Computer Aided Drafting (CAD)

CAHS. *See* Culinary Arts and Hospitality Studies

Calendar of Instruction 12

California Real Estate. 145

California State University 56

CalWORKs 31

CalWORKS. *See* Financial Aid

Campus Attire. 454

Career and Technical Education Programs 24

Career Counseling Services 41
Career Development 160
Career Services 3
Catalog Rights. 46
CCSF Civic Center Library 34
CCSF Extension 24
CDEV. *See* Child Development and Family Studies
Certificate Curricula — Credit 68
Certificate Curricula—Noncredit . . 68
Challenge of a Limitation on Enrollment. 471
Changing Final Grades 473
CHEM. *See* Chemistry
Chemistry 160
Child Care Services 43
Child Development and Family Studies 162
CHIN. *See* Chinese
Chinatown-North Beach Center library 34
Chinese 176
C-ID Number 69
CINE. *See* Cinema
Cinema. 180
City College Student Police. 465
City DREAM. 31
City Dream Success Program, (Ocean Campus) 40
CLAS. *See* Classics
Class Attendance 21
CMST. *See* Communication Studies
CNIT. *See* Computer Networking and Information Technology
College Accreditation 2
College Level Examination Program (CLEP) Test Scores 479
College Rules and Regulations 452
Commencement Ceremony 54
Commercial Law. *See* Business Law
Communication Lab 36
Communication Studies 186
Community Workshops 24
COMP. *See* Computer Applications for Business
Compliance with College Rules and Regulations and Notices 452
Computer Aided Drafting (CAD). 238
Computer Applications for Business 150
Computer Networking and Information Technology 187
Computer Science 198
Conditional Admission Through the Intensive English Program 16
Construction. 114
Counseling, New Student 205
Counseling Services 3, 37, 39
Course History 69
Course Identification Numbering System (C-ID) 65
Course Identifiers. 68
Course Information 68
Course Offering Frequency. 69
Course Prerequisites, Corequisites, and Advisories. 470
Courses from City College of San Francisco Acceptable at All Campuses of the University of California. 59
Credit by Examination. 474
Credit by Petition for Noncredit Courses. 476
Credits And Grades 468
Cross-Registration 16
CS. *See* Computer Science
CSST. *See* Culinary Arts and Hospitality Studies
Custodial 117
CVT. *See* Echocardiography

D

Dance 389
Dean's Honor List 476
Definition of Terms 470
Degree and Certificate Requirements 46
Degree Curricula 68
DENT. *See* Dental Assisting
Dental Assisting 215
Description of General Circumstances for Course Repetition. 472
Design 324
Diagnostic Medical Imaging. 415
Disabled Students: Adjustment of Graduation Requirements for Students with Disabilities 455
Disabled Students Courses 219
Disabled Students Programs and Services. 41
Disabled Students Rights. 454
Discrimination Policy. *See* Unlawful Discrimination and Harassment Policy
Dismissal 471
Diversity Studies. 25
DMI. *See* Diagnostic Medical Imaging
Downtown Center Library . . . . . 34. *See also* Libraries
Drug Usage 455
DSGN. *See* Design
DSPS. *See* Disabled Students Courses

E

Earth Sciences. 220
ECG Technician 294
ECHO. *See* Echocardiography
Echocardiography 293
ECON. *See* Economics
Economics 226
Effect of Course Repetition on the Transcript. 473
ELEC. *See* Electronics
Electronics. 239
EMAP. *See* Engineering and Technology
Emergency Medical Technician 294
EMT. *See* Emergency Medical Technician
EMT-P. *See* Paramedic Program
Energy 240
Engineering. 240

Engineering and Technology 227
Engineering Technology 241
ENGL. *See* English
English as a Second Language 248
Academic 258
Bridge 259
Citizenship 259
Focus 259
Noncredit General. 261
Vocational. 262
ENGN. *See* Engineering
Enrollment Fee Refund Policy 19
Enrollment Fee Refund Procedures 19
Enrollment Fees 18
Enrollment Limitations 20
Enrollment, Nonresident and International Student Tuition Fee Credit Balances. 20
Enrollment Steps Exemption Policy 17
Entrepreneurship 155
Environmental Horticulture 267
Environmental Horticulture and Floristry 263
Environmental Monitoring & Assessment Program 241
ERT. *See* Paramedic Program
ESL. *See* English as a Second Language
ESLA. *See* English as a Second Language: Academic
ESLB. *See* English as a Second Language: Bridge
ESLC. *See* English as a Second Language: Citizenship
ESLF. *See* English as a Second Language: Focus
ESLN. *See* English as a Second Language: Noncredit General
ESL Placement Test Retake Policy 18
ESLV. *See* English as a Second Language: Vocational
ET. *See* Engineering Technology
Evans Center Library 34
Extended Opportunity Programs and Services (EOPS). 31
Extensive Choice of Disciplines and Courses 2

F

Faculty & Administration of City College 482
Family Educational Rights and Privacy Act (FERPA) 455
Family Resource Center 44
Family Studies. *See* Child Development and Family Studies
Family Studies - CDEV Department. 25
FASH. *See* Fashion
Fashion. 271
FERPA. *See* Family Educational Rights and Privacy Act
Field Trips 68
Filing of Students' Addresses 20
Film. *See* Cinema
FIN. *See* Finance
Finance. 140, 155
Financial Aid. 30
College Policy. 30
Financial Aid Programs 30
Financial Aid, CalWORKs, EOPS, Guardian Scholars, HARTS, and Scholarships 31
Financial Aid Institutional Programs 30
Financial Aid Payment of Nonresident Tuition and Enrollment Fee Charges. 31
Financial Aid State Programs 30
Fine Arts 96
Fire Science 77
Fire Science Technology. *See* Administration of Justice and Fire Science
Fitness Center 27
Floristry 270
Foreign Languages. *See* World Languages and Cultures
Fort Mason site 34
Free City Program 18
FREN. *See* French
French 277
F SC. *See* Fire Science

G

Gay, Lesbian and Bisexual Studies. *See* Lesbian, Gay, Bisexual, and Transgender Studies
GEN. *See* Biological Sciences
General Business 141, 156
General Education Program Goals . . 46
General Information 24
General Programs Of Study 24
Genetics 124
GEOG. *See* Geography
Geography 224
GEOL. *See* Geology
Geology 225
GERM. *See* German
German 280
GLST. *See* Lesbian, Gay, Bisexual, and Transgender Studies
GNBS. *See* General Business
Grade Reporting. 472
Grades and the Grade Point Average. 471
Grading 68
Graduation Requirements. 46
General Education Requirements 48
Grade-Point Requirement 52
Major Requirement. 52
Mathematics Requirement. 51
Residence Requirement 52
Unit Requirement 52
Graduation with Honors 476
Guardian Scholars 31
GUID. *See* Counseling, New Student

H

Harassment Policy. *See* Unlawful Discrimination and Harassment Policy

HCT. *See* Health Care Technology
Health Care Technology 282, 296
Health Education 299
Health Fee 19
Health Information Technology. 297
High School Diploma Program 433
High School Program (Noncredit) Eligibility 22
HIST. *See* History
History 312
HIT. *See* Health Information Technology
HLTH. *See* Health Education
Homeless At-Risk Transitional Students Program (HARTS) 31
Honors Program. 25
How to Register Online 21
HUM. *See* Humanities
Humanities 314

I

IDST. *See* Interdisciplinary Studies
IGETC . . . . . .315. *See also* Transfer Information
Incomplete "I/" 469
Information Technology. *See* Computer Networking and Information Technology
Instructional Areas. 2
Instrumental and Vocal Training 362
INTD. *See* Architecture
Intensive English 26
Inter-Club Council (ICC) 4
Intercollegiate Athletics. 27
Intercollegiate Speech and Debate. 27
Interdisciplinary Studies. . . 26, 315, 322
International Baccalaureate (IB) Test Scores 479
International Business 142, 156
International Students 16
INTR. *See* International Business
ITAL. *See* Italian
Italian 324

J

Japanese 327
John Adams Library. *See* Libraries
Josephine Cole Library. *See* Libraries
JOUR. *See* Journalism
Journalism 329

L

Labor and Community Studies 26
LACR. *See* Labor and Community Studies
Lactation Center. 43
LAIR. *See* Labor and Community Studies
LALS. *See* Latin American and Latino/a Studies
Late Withdrawal 469
Latin American and Latino/a Studies 335
Latino Services Network (LSN) 39
LBCS. *See* Labor and Community Studies
Learning Assistance 339
Learning Assistance Center 3
Learning Resources 34
Learning Resources and Student Services. 34
Legal Studies. *See* Paralegal/Legal Studies
LERN. *See* Learning Assistance
Lesbian, Gay, Bisexual, and Transgender Studies 26, 340
Liberal Arts and Sciences 345
LIBR. *See* Library Information Technology
Libraries. 34
John Adams Campus Library 34
Josephine Cole Library 34
Library Information Skills. 355
Library Information Technology. 353
Library Locations 34
Licensed Vocational Nursing. *See* Nursing, Licensed Vocational
Life Science. *See* Biological Sciences
LIS. *See* Library Information Skills
Lost and Found Articles 27

M

MABS. *See* Computer Applications for Business
Maker Studies 355
MAKR. *See* Maker Studies
Management 143, 157
Marketing 144, 157
MATH. *See* Mathematics
Mathematics 357
Math Lab 36
MED. *See* Medical Assisting
Medical Assisting 298
Medical Assisting Program 288
Method of Delivery 68
Metro Transfer Academies 43
Military Science 359
Military Withdrawal 469
Mission Center Library 34
Motorcycle Technology 109, 114
MRKT. *See* Marketing
MUS. *See* Music
Music 360
Music Surveys. 364
Music Theory 361

N

New Student Counseling. *See* Counseling, New Student
Noncredit Courses, How to Enroll 22
Noncredit Grading. 470
Noncredit Programs, Services, and Resources 26
Nonresident Tuition Fee Refund Policy 19
Nonresident Tuition Fee Refund Procedure. 19
NURS. *See* Nursing, Registered

Nursing, Licensed Vocational 370
Nursing, Registered 366
Nursing Skills Laboratory 36

O

OCAN. *See* Oceanography
Ocean Campus Boundaries. 27
Oceanography. 226
Office of International Programs partnership with Counseling. 41
O H. *See* Environmental Horticulture
OLAD. *See* Older Adults
Older Adults 374
Computers 375
Health 374
Music and Theater. 375
The Arts 374
Writing and Literature 375
Older Adults Classes. 26
Online Learning 26
Online Registration 21
Open Enrollment Policy 16
Organizational Development 24
ORIENTATION 17
Orientation Classes 43

P

Paralegal/Legal Studies 144, 158
Paramedic Program 295
Parenting 175
Parking. *See* Student Parking
Pass (P)/No Pass (NP) Courses. 468
Payment Methods and Policies 19
P E. *See* Physical Education and Dance
Peer Advisors 43
Peer-Mentoring and Service-Learning. 43
Performance Courses. 363
Performing Arts 27
Petitioning for Certificate Programs 54
Petitioning for the Associate Degree . . . . . 53. *See also* Graduation Requirements
Petitions for Waiving College Regulations 455
Pharmacy Technician 299
PHIL. *See* Philosophy
Philippine Studies. 376
Philosophy. 377
PHOT. *See* Photography
Photography 379
PHST. *See* Philippine Studies
PHTC. *See* Pharmacy Technician
PHYC. *See* Physics
Physical Education and Dance 387
Physical Science 226
Physics 408
PIL. *See* Pilipino
Pilipino. 410
PLS. *See* Paralegal/Legal Studies
Police Department. *See* San Francisco Community College Police Department
Political Science 411
POLS. *See* Political Science
Posting and distribution of Guidelines 459
Prerequisites Challenge 470
Prerequisites, Corequisites, and Advisories 68
Privacy of Student Records 455
Probation. 471
Programs and Courses. 68
Programs for High School Students 24
Project SURVIVE. 43
P SC. *See* Earth Sciences
PSYC. *See* Psychology
Psychology. 412
Public Safety 414
Public Transportation 28
Puente Program 43

Q

Quarter Units. *See* Semester and Quarter Units
Queer Resource Center 43

R

Radiologic Sciences 414
RADL. *See* Radiologic Sciences
RE. *See* Real Estate
Readmission to the College. 16
Real Estate 158
Reduced Fees Under AB540 19
Registered Nursing. *See* Nursing, Registered
Regulations Governing Solicitation at City College of San Francisco-Ocean Campus 459
Regulations Governing Student and Other Organizations or Persons Desiring to Conduct Noninstructional Activities on Campus. 456
Remedial Coursework Limitation 470
Repeatability 68
Repetition of a course is allowed under the following general circumstances. 472
Repetition of Credit Courses 472
Report Delayed. 469
Residency Adjustments 20
Residency Appeals 20
Residency Requirements. 20
Retail Management 146
Return to Title IV Funds. 31
R F. *See* Floristry
Rosenberg Library. *See* Libraries
RUSS. *See* Russian
Russian. 418

S

San Francisco Community College Police Department 465
Satisfactory Academic Progress 31
Schedule of Classes. 69

Scholarship Office. 31
Semester and Quarter Units 468
Small Business. 147, 159
SMBS. *See* Small Business
SMBU. *See* Small Business
Smoking Policy 465
SOC. *See* Sociology
Sociology 421
Solicitation. *See* Regulations Governing Solicitation at City College of San Francisco-Ocean Campus
SPAN. *See* Spanish
Specific Programs Of Study 24
Steps to Become a CCSF Student in Credit Classes 17
Student Activities Office - Student Union 4
Student Activity Fee Refund and Request to Reverse Procedures 19
Student Affairs 3
Student Classification 20
Student Complaints 463
Student Conduct and Discipline . . 460
Student Email 21
Student Equity and Achievement Program (SEA) 16
Student Financial Resources 30
Student Governance: Policies, Regulations, and Procedures Governing Students, Student Organizations, and the Use of Facilities 456
Student Grade and File Review . . . 463
Student Health Services. 41
Student Housing 28
Student Identification 465
Student Lockers 465
Student Parking 465
Student Police. *See* City College Student Police
Student Services 37
Student's Responsibility for Satisfying Academic Requirements 476
Students Supporting Students (S Cube or S3) 44
Student Success and Support Program (SSSP) for Students Enrolling in Noncredit Classes 22
Study Abroad Programs 27
SUPV. *See* Management
Symphony Forum. 28

T

Teacher Prep Center. 42
Test Data Form 17
TH A. *See* Theatre Arts
The DSPS Accessible Computer Labs. 36
The LINK Center 44
TICU. *See* Custodial
Time Conflict/Overlapping Courses. 21
Transcript. *See* Academic Transcript of Records
Transferability. 69
Transfer Center. 42
Transfer Information 56
Intersegmental General Education Transfer Curriculum (IGETC) 62
University Of California. 59
Transfer of Coursework to City College 474
Transfer of Grade Points to City College 474
Transfer Program 24
Transfer to Universities and Colleges 4
Transitional Studies 26, 36, 433
Travel and Tourism 160
TRST. *See* Transitional Studies
TRTV. *See* Travel and Tourism
TULAY (BRIDGE) Filipino-American Student Success Program. 40
Tutorial and Academic Support Programs 35

U

UMOJA 39
Unit Coordinator and Medical Computing Skills. 299
Unit of Credit 468
Units. 68
Unlawful Discrimination and Harassment Policy 452

V

VASA/Oceania Student Success Program 40
Veterans Services 44
Visitors on Campus 466
Visual Media Design 437
VMD. *See* Visual Media Design
VOCN. *See* Nursing, Licensed Vocational

W

WELD. *See* Welding
Welding 242
WGST. *See* Women's and Gender Studies
Withdrawal 470
Withholding of Services to Students in Default on Loans or Owing Refunds 31
WKEX. *See* Work Experience
Women's and Gender Studies 27, 444
Women's Resource Center. 44
WOMN. *See* WGST
WOPR. *See* Computer Applications for Business
Work Experience 160, 450
Working Adult Degree Program . . . 27
Work Study. *See* Financial Aid
WORL. *See* World Languages and Cultures
World Languages and Cultures . . . 450