

SKYLINE COLLEGE CATALOG SUPPLEMENT 2003/2004

SKYLINE COLLEGE

3300 College Drive
San Bruno, California 94066

Skyline College is part of the San Mateo County Community College District, which also operates Cañada College in Redwood City and College of San Mateo. This District and its Colleges are governed by a six-member Board of Trustees, five elected at large for four-year terms by County voters and one elected by students in the District for a one-year term:

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ACCREDITATION

Skyline College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 3402 Mendocino Avenue, Santa Rosa, CA 95403, (707) 569-9177, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

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skylinecollege.edu

2 ACADEMIC CALENDAR 2003-2004

FALL SEMESTER 2003

August 20	Day and Evening Classes Begin
August 30 & 31	Declared Recess
September 1	Holiday – Labor Day
September 3	Last Day to DROP Semester Length Classes with Eligibility for Refund
September 3	Last Day to ADD Semester Length Course
September 4	Final Payment DUE (Semester Length Classes)
September 8	Census Day
September 12	Last Day to DROP Semester Length Classes without Appearing on Record
October 3	Last Day to Apply for a Degree or Certificate
November 11	Holiday – Veterans' Day
November 18	Last Day to WITHDRAW from Semester Length Classes
November 26	Declared Recess (Evening Classes Only)
November 27	Holiday – Thanksgiving
November 28-30	Declared Recess
December 13-19	Final Examinations – Day, Evening & Weekend Classes
December 19	Day, Evening & Weekend Classes End
December 20- January 18	Inter-Semester Recess

SPRING SEMESTER 2004

January 19	Holiday – Martin Luther King, Jr.
January 20	Day and Evening Classes Begin
February 2	Last Day to DROP Semester Length Classes with Eligibility for Refund
February 2	Last Day to ADD Semester Length Course
February 4	Final Payment DUE (Semester Length Classes)
February 9	Census Day
February 13	Holiday – Lincoln's Birthday
February 14 & 15	Declared Recess
February 16	Holiday – Presidents' Day
February 17	Last Day to DROP Semester Length Classes without Appearing on Record
March 5	Last Day to Apply for a Degree or Certificate
March 20	Declared Recess (Skyline Only)
April 12-18	Spring Recess
April 29	Last Day to WITHDRAW from Semester Length Classes
May 22-28	Final Examinations – Day, Evening & Weekend Classes
May 28	Day, Evening & Weekend Classes End

SUMMER SESSION 2004 (Tentative)

June 14	Summer Session Begins
July 3 & 4	Declared Recess
July 5	Holiday - Independence Day (Observed)
July 23	Six-Week Summer Session Ends
August 6	Eight-Week Summer Session Ends

The following courses were approved by the Skyline College Curriculum Committee during 2002-2003 and may be offered beginning 2002.

ADMINISTRATION OF JUSTICE

ADMJ 180 CRIMINAL IDENTIFICATION (3)

Three lecture hours per week. Recommended: Completion of ADMJ 102 and ADMJ 106 with grades of C or better; and eligibility for ENGL 836 and READ 836, or ENGL/READ 846, or equivalent.

Theory and practices in the science of fingerprints, including classification, filing, comparisons, latent print technology, preservation of evidence, court testimony, rolling prints, computers, and the law as it pertains to Criminal Identification. Other aspects of personal identification include skeletal identification, portrait parle, composites, blood evidence, and basic camera procedures. *Transfer credit: CSU.*

ARABIC

ARBC 112 ELEMENTARY ARABIC II (3) (Credit/No Credit or letter grade.)

Three lecture hours per week and one lab hour by arrangement per week. Prerequisite: Completion of ARBC 111 with a grade of C or better, or equivalent.

Second course of a two-semester sequence in basic elementary Arabic. Conversation in the language, dictation, reading and study of the fundamentals of grammar, simple oral and written exercises, and an introduction to Arabic culture. *Transfer credit: CSU (C2).* (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

ARBC 121 ADVANCED ELEMENTARY ARABIC I (3) (Credit/No Credit or letter grade.)

Three lecture hours per week and one lab hour by arrangement per week. Prerequisite: Completion of ARBC 112 with a grade of C or better, or equivalent.

First course of a two-semester sequence in advanced elementary Arabic. Students practice and develop further communicative competence in written and spoken Arabic for use in a variety of social contexts and settings. Conversation in the language, reading and study of the fundamentals of grammar, and simple oral and written exercises. Cultural aspects of the Arabic-speaking world are emphasized. The course is conducted primarily in Arabic. *Transfer credit: CSU.* (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

ARBC 122 ADVANCED ELEMENTARY ARABIC II (3) (Credit/No Credit or letter grade.)

Three lecture hours per week and one lab hour by arrangement per week. Prerequisite: Completion of ARBC 121 with a grade of C or better, or equivalent.

Second course of a two-semester sequence in advanced elementary Arabic. Students practice and develop further communicative competence in written and spoken Arabic for use in a variety of social contexts and settings. Conversation in the language, reading and study of the fundamentals of grammar, and simple oral and written exercises. Cultural aspects of the Arabic-speaking world are emphasized. The course is conducted primarily in Arabic. *Transfer credit: CSU.* (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

BUSINESS

BUS. 240 INTERNATIONAL LOGISTICS AND TRANSPORTATION (1.5) (Credit/No Credit or letter grade.)

A total of twenty-four lecture hours plus eight lab hours by arrangement. Recommended: Eligibility for ENGL 836 or equivalent.

Introduction to the practical aspects of international transportation and logistics and their role in international trade. Topics included are international transportation, logistics, customs regulations, documentation, port and facility operations, and inventory management. *Transfer credit: CSU.*

COMPUTER SCIENCE

COMP 355 INTRODUCTION TO ORACLE – SQL (3) (Credit/No Credit or letter grade.)

Three lecture hours per week and three lab hours per week by arrangement. Prerequisite: Completion of MATH 110 with a grade of C or better, or equivalent. Recommended: Eligibility for ENGL 836 and READ 836, or ENGL/READ 846, or equivalent.

An extensive introduction to data server technology. The course covers the concepts of both relational and object relational databases and the powerful SQL programming language. Students learn to create and maintain database objects and to store, retrieve and manipulate data. Students will learn to write SQL and SQL*Plus script files using the iSQL*Plus tool to generate report-like output. Demonstrations and hands-on practice reinforce the fundamental concepts. This course is the first level of certification for the Oracle Certified Professional track. *Transfer credit: CSU.* (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

COMP 356 FUNDAMENTALS OF DATABASE ADMINISTRATION (3)

(Credit/No Credit or letter grade.)

Three lecture hours per week and three lab hours per week by arrangement. Prerequisite: COMP 355 with a grade of C or better, or equivalent.

Utilizing SQL, this course is designed to give students a firm foundation in basic database tasks. Students will learn to design, create and maintain the latest Oracle database. Successful completion of COMP 355 and COMP 356 constitutes an Oracle Certified Associate program. *Transfer credit: CSU. (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)*

EARLY CHILDHOOD EDUCATION

ECE. 260 CHILDREN WITH SPECIAL NEEDS (3)

(Credit/No Credit or letter grade.)

Three lecture hours per week. Recommended: Eligibility for ENGL 836 and READ 836, or ENGL/READ 846, or equivalent.

An overview of the issues related to children with special needs. Special needs refer to physical, sensory, communicative and behavioral disabilities. Additional topics include a historical perspective, current laws and legislation, inclusion practices in early childhood education settings, and appropriate community resources. *Transfer credit: CSU.*

ECE. 262 INTRODUCTION TO FAMILY SUPPORT: BUILDING RESPECTFUL PARTNERSHIPS (3)

Three lecture hours per week. Recommended: Eligibility for ENGL 836 and READ 836, or ENGL/READ 846, or equivalent.

An overview of family support programs within early childhood education. Included will be a historical perspective, family support principles and effective communication guides between families, child care providers, teachers and community agencies. This course is one of two (with ECE. 264) for a specialization for Master Teacher on the Child Development Permit matrix. *Transfer credit: CSU.*

ECE. 264 THE LIFE CYCLE OF THE FAMILY (3)

Three lecture hours per week. Recommended: Eligibility for ENGL 836 and READ 836, or ENGL/READ 846, or equivalent.

An overview of the life cycle of the family. The course bridges individual and family development with cultural and social perspectives. Emphasis is on the diversity within contemporary families and the establishment of family support programs. This course is one of two (with ECE. 262) for a specialization for Master Teacher on the Child Development Permit matrix. *Transfer credit: CSU.*

ENGLISH

ENGL 166 WOMEN ON WRITING (.5)

(Credit/No Credit or letter grade.)

A total of eight lecture hours.

Exploration of diverse women's experience as portrayed in a variety of genres. Students will read, hear from and discuss women authors who write in such modes as the novel, short story, poetry, drama, film, news reporting and editorial comment, memoir, biography, and historical fiction. Course participants will examine and celebrate women's voices in contemporary writing. *May be repeated for a maximum of 3 units. Also listed as LIT. 166. Transfer credit: CSU. (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)*

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

ESOL 823 LISTENING FOR WRITING, INTERMEDIATE (3)

(Credit/No Credit.)

Three lectures hours and one lab hour by arrangement per week. Recommended: Satisfactory completion of ESOL 810 or both 811 and 812, or appropriate skill level as indicated by ESL placement test and other measures as necessary.

For intermediate non-native speakers of English to take either as a supplement to the core class ESOL 820 or by itself, this course is for listening and writing development. It provides practice in listening to lectures, taking simple notes, and writing grammatical English sentences and coherent paragraphs so that student will be ready for essay writing as they proceed through the ESOL program to ESOL 840 and ENGL 400. *May be repeated once for credit. (Units do not count toward the Associate Degree.)*

ESOL 824 READING FOR CONVERSATION, INTERMEDIATE (3)

(Credit/No Credit.)

Three lecture hours and one lab hour by arrangement per week. Recommended: Satisfactory completion of ESOL 810 or both 811 and 812, or appropriate skill level as indicated by ESL placement test and other measures as necessary.

For intermediate non-native speakers of English to take either as a supplement to the core class ESOL 820 or by itself. This course focuses on developing students' understanding of written English through class discussions of texts rich in cultural content familiar to most Americans. The readings will be selected from a variety of easier-to-read genres of American classics, for example, children's literature. *May be repeated once for credit. (Units do not count toward the Associate Degree.)*

**ESOL 843 LISTENING FOR WRITING, ADVANCED (3)
(Credit/No Credit.)**

Three lecture hours and one lab hour by arrangement per week. Recommended: Satisfactory completion of ESOL 830 or both 831 and 832, or appropriate skill level as indicated by ESL placement test and other measures as necessary.

For advanced non-native speakers of English to take either as a supplement to the core class ESOL 840 or by itself, this course is for listening and writing development. It provides practice in listening to lectures, note taking, and research reporting. It reviews the elements of paragraph and essay writing, supplemented by exercise in proofreading so that students will be ready for essay writing in ENGL 400. *May be repeated once for credit. (Units do not count toward the Associate Degree.)*

**ESOL 844 READING FOR CONVERSATION, ADVANCED (3)
(Credit/No Credit.)**

Three lecture hours and one lab hour by arrangement per week. Recommended: Satisfactory completion of ESOL 830 or both 831 and 832, or appropriate skill level as indicated by ESL placement test and other measures as necessary.

For advanced non-native speakers of English to take either as a supplement to the core class ESOL 840 or by itself. This course focuses on developing students' further understanding of written English through class discussions of more complex texts rich in cultural content familiar to most Americans. The readings will be selected from a variety of genres of American classics. *May be repeated once for credit. (Units do not count toward the Associate Degree.)*

HEALTH SCIENCE**HSCI 435 PHARMACY TECHNICIAN TRAINING (11)**

A total of 189 lecture hours plus two hours per week by arrangement. Recommended: Completion of ENGL 826 and READ 826 with grades of C or better, or equivalent; completion of MATH 811 with a grade of C or better, or equivalent; and completion of or concurrent enrollment in CAOT 100, or the ability to word process at 20 wpm.

Introductory course in Pharmacy Technician Training. Topics include pharmacy practices and settings, duties of pharmacy technicians, laws and regulations, medical terms and calculations, drug identification, storage and dispensing, and drug packaging and labeling. *Transfer credit: CSU.*

**HSCI 436 PHARMACY TECHNICIAN TRAINING –
CLINICAL EXTERNSHIP (1.5)****(Credit/No Credit.)**

A total of 96 clinical hours plus two hours per week by arrangement. Prerequisite: Completion of HSCI 435 with a grade of C or better, or equivalent; and negative result to an 8-12 panel drug screen test.

Introductory training in a clinical pharmacy setting. Training may be completed in a hospital or retail pharmacy. Students will perform the duties and functions of a pharmacy technician under the supervision of a licensed pharmacist or registered pharmacy technician. *Transfer credit: CSU.*

LITERATURE**LIT. 166 WOMEN ON WRITING (.5)
(Credit/No Credit or letter grade.)**

A total of eight lecture hours.

Exploration of diverse women's experience as portrayed in a variety of genres. Students will read, hear from and discuss women authors who write in such modes as the novel, short story, poetry, drama, film, news reporting and editorial comment, memoir, biography, and historical fiction. Course participants will examine and celebrate women's voices in contemporary writing. *May be repeated for a maximum of 3 units. Also listed as ENGL 166. Transfer credit: CSU. (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)*

**LIT. 191 CHILDREN'S LITERATURE (3)
(Credit/No Credit or letter grade.)**

Three lecture hours per week. Recommended: Eligibility for ENGL 400, or ENGL 836 and READ 836, or ENGL/READ 846, or equivalent.

An overview of the body of world literature deemed appropriate and enriching for children from infancy to adolescence. The course is designed to impart knowledge about and practice in storytelling techniques, as well as practical experience in presenting age-appropriate literature to children and youth. Theory and practice in discerning literary genres, criteria for selection, and techniques for using classic and contemporary literature with young people. *Transfer credit: CSU. (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)*

MUSIC**MUS. 380 GUITAR IV (2)****(Credit/No Credit or letter grade.)**

Two lecture hours and one lab hour per week plus 3 hours by arrangement per week. Prerequisite: MUS. 379 or equivalent.

Continuation of the development of skills begun in MUS 379. Additional material includes motif development, improvising, three notes per string scales, blues techniques, counterpoint, walking bass, modern rhythmic techniques, and other advanced guitar techniques. Individual and group instruction. *May be repeated three times for credit. Transfer credit: CSU. (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)*

MUS. 383 GUITAR ENSEMBLE I (2)
(Credit/No Credit or letter grade.)

Two lecture hours and one lab hour per week plus 3 hours by arrangement per week. Prerequisite: MUS 378 or equivalent.

A course for guitarists in techniques from Doo-Wop and Rhythm and Blues to Rock in a small ensemble. Students work extensively on these styles and within the application with the intention of public performance. Public performance required. May be repeated three times for credit. Transfer credit: CSU.

PHYSICAL EDUCATION**FITN 349 FUNCTIONAL ADAPTED FITNESS ASSESSMENT (1)**
(Credit/No Credit or letter grade.)

Three class hours per week. Corequisite: Concurrent enrollment in FITN 350 and physician approval.

Individual and small group assessment and participation in functional fitness emphasizing flexibility, strength, balance, coordination and mobility. An approval to enroll also required. (Open entry.) May be repeated for credit. Transfer credit: CSU (E2). (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

INDV 165 GOLF: SHORT GAME (.5 or 1)
(Credit/No Credit or letter grade.)

One and one half or three class hours per week.

Designed to improve the skills of pitching, chipping, putting and greenside sand play. Class will be held both at a practice facility and at a nine-hole golf course for practical application of skills. May be repeated three times for credit. Transfer credit: CSU (E2). (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

INDV 167 GOLF COURSE STRATEGIES (1)
(Credit/No Credit or letter grade.)

Three class hours per week. Recommended: INDV 160 or equivalent.

Designed for students who have established skills in golf who want to play competitively and develop a handicap with the Northern California Golf Association. Students will participate in structured play and learn numerous aspects of golf strategy, scoring and golf course management. May be repeated three times for credit. Transfer credit: CSU (E2). (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

PE 801 SPORTS INJURY REHABILITATION (0)

One to six hours per week.

Designed to assist student athletes who have sustained an athletic injury in the rehabilitation of that injury toward the goal of return to play. (Open entry/open exit.) May be repeated.

TEAM 146 MEN'S SOCCER THEORY (.5 or 1)
(Credit/No Credit or letter grade.)

One and one half or three class hours per week. Prerequisite: TEAM 141, 145 or 148, or competitive experience, or equivalent.

Designed for student athletes to pursue knowledge about the history, philosophy, strategies, techniques, and instruction in soccer. May be repeated three times for credit. Transfer credit: CSU (E2). (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

TEAM 149 WOMEN'S SOCCER THEORY (.5 or 1)
(Credit/No Credit or letter grade.)

One and one half or three class hours per week. Prerequisite: TEAM 141 or 145, or competitive experience, or equivalent.

Designed for student athletes to pursue knowledge about the history, philosophy, strategies, techniques, and instruction in soccer. May be repeated three times for credit. Transfer credit: CSU (E2). (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

TEAM 176 VOLLEYBALL THEORY (.5 or 1)
(Credit/No Credit or letter grade.)

One and one half or three class hours per week. Prerequisite: TEAM 171, or competitive experience, or equivalent.

Designed for potential student athletes to pursue advanced knowledge in the philosophy, strategies, techniques, and instruction in the competitive game of volleyball. May be repeated three times for credit. Transfer credit: CSU (E2). (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

POLITICAL SCIENCE**PLSC 315 INTRODUCTION TO REVOLUTIONARY**
THOUGHT (3)

Three lecture hours per week. Recommended: Eligibility for ENGL 100 or equivalent.

Examination of the major revolutions in history - religious, political, technological, economic and gender based. The goals behind revolution will be identified and the reasons for success or failure will be discussed. Transfer credit: CSU (D3). (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

**PLSC 330 MIDDLE EAST POLITICS:
U.S. AND ISRAELI-PALESTINIAN CONFLICT (3)**
(Credit/No Credit or letter grade.)

Three hours per week. Recommended: Eligibility for ENGL 100 or equivalent.

A survey of political, religious, cultural and economic motivations that have resulted in the formation of the modern state of Israel. The role of the U.S. in the formation and the protection of the state of Israel. The Arab-Muslim nations' opposition to U.S. policies regarding the Israeli-Palestinian conflict. *Transfer credit: CSU (D3). (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)*

REAL ESTATE

R.E. 665 SELECTED REAL ESTATE TOPICS (.5 or 1 or 1.5)
(Credit/No Credit or letter grade.)

A minimum of 8 lecture hours for each .5 unit.

Course will focus on, explore, or introduce selected topics in real estate. Examples include topics such as changes in real estate law and contemporary real estate themes. By arrangement lab hours may be required for some topics. *May be repeated for credit. Transfer credit: CSU.*

SPANISH

SPAN 101 SPANISH FOR PUBLIC SERVICE I (3)
(Credit/No Credit or letter grade.)

Three lecture hours and one lab hour by arrangement per week.

A course to help public service professionals learn basic Spanish grammar and vocabulary, phrases and expressions to serve Spanish-speaking clientele. Students will improve oral proficiency and listening comprehension and become familiar with questions and responses in Spanish commonly heard in public service settings. The course may be tailored to a particular public service sector, such as health care, public safety, social work, or education. *May be repeated once for credit. Transfer credit: CSU.*

SPAN 103 SPANISH FOR TRAVELERS (3)
(Credit/No Credit or letter grade.)

Three lecture hours and one lab hour by arrangement per week.

An introductory Spanish course for students to acquire the ability to comprehend, speak, read and write Spanish and use Spanish conversation skills to make simple arrangements related to travel to a Spanish-speaking locale. Students will learn basic grammar and vocabulary, phrases, and expressions used in traveling. *May be repeated once for credit. Transfer credit: CSU. (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)*

SPAN 220 SPANISH FOR SPANISH SPEAKERS I (5)
(Credit/No Credit or letter grade.)

Five lecture hours and one lab hour by arrangement per week. Recommended: Completion of SPAN 110 or 112 with a grade of C or better, or equivalent college-level course, or equivalent.

Designed for students who speak and understand basic Spanish because of life experience, but who also need practice in reading and writing Spanish and want to improve their knowledge/command of grammar and other linguistic features. Students practice and develop improved communicative competence in written and spoken Spanish for use in a variety of social contexts, settings, and registers. Readings are used as the basis of classroom discussions and writing practice. Cultural aspects of the Spanish-speaking world are emphasized. The course is conducted primarily in Spanish. *Transfer credit: CSU (C2). (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)*

TELECOMMUNICATIONS AND NETWORK INFORMATION TECHNOLOGY

**TCOM 415 WIRELESS AND MOBILE COMMUNICATIONS
FUNDAMENTALS (3)**

Three lecture hours per week. Prerequisite: Satisfactory completion (grade of C or better) of TCOM 410, or concurrent enrollment in TCOM 410, or equivalent training or experience.

This course presents a study of the fundamental concept of wireless communications as it applies to mobile communications, wireless networking, and applications. The course will examine all aspects of wireless technology including: history and structure of wireless communications networks, access technologies, fundamentals of radio frequency transmission, modulation and digital voice coding, cellular packet radio systems, and wireless local area networks. *Transfer credit: CSU.*

**TCOM 445 WIRELESS AND MOBILE COMMUNICATIONS
SYSTEMS AND APPLICATIONS (3)**

Three lecture hours per week. Prerequisite: Satisfactory completion (grade of C or better) of TCOM 440, or equivalent training or experience.

An in-depth study of wireless and mobile communications systems and applications. The course will examine the technical aspects of wireless and mobile communications systems including cell sites, mobile switching centers, signaling systems, wireless network interworking, wireless intelligent network capabilities, and wireless applications and protocols. *Transfer credit: CSU.*

TCOM 465 WIRELESS LOCAL AREA NETWORKS (3)

*Three class hours and one hour by arrangement per week.
Prerequisite: Satisfactory completion (grade of C or better) of TCOM 480, or equivalent training or experience.*

An in-depth technical course in the design and implementation of wireless local area networks. Students will be introduced to the technology, infrastructure, application and installation of wireless networks. Students will install and administer a wireless network using Cisco product lines. *Transfer credit: CSU.*

TCOM 485 TROUBLESHOOTING THE INTERNETWORK (3)

*Three lecture hours and one hour by arrangement per week.
Prerequisites: Satisfactory completion (grade of C or better) of TCOM 483 and TCOM 484, or equivalent training or experience.*

This course outlines the troubleshooting methodology and techniques for routers and switches in a network infrastructure. Students will learn to use existing software and the diagnostic features of a protocol analyzer to troubleshoot and analyze internetworks. This course is patterned after Cisco training guidelines. *Transfer credit: CSU.*

TCOM 486 NETWORK SECURITY (3)

*Three lecture hours and one hour by arrangement per week.
Prerequisite: Satisfactory completion (grade of C or better) of TCOM 482, or equivalent training or experience.*

This course introduces students to network security using firewall and VPN (virtual private network) technology. Students will be exposed to the theory and application of both firewall and VPN network architecture. Students will practice security administration using Checkpoint firewall software. Follows Checkpoint CCSA training guidelines. *Transfer credit CSU.*

ARABIC

ARBC 111 ELEMENTARY ARABIC I (3) (Credit/No Credit or letter grade.)

Three lecture hours and one lab hour by arrangement per week.

The first of a two-course sequence in basic elementary Arabic. Conversation in the language, dictation, reading, and study of the fundamentals of grammar; simple oral and written exercises; an introduction to Arabic culture. *Transfer credit: CSU (C2).* (NOTE: UC transferability pending; please see the Transfer Opportunity Center for the most up-to-date transfer information.)

(Change in course description effective Spring 2003.)

AUTOMOTIVE APPRENTICESHIP PROGRAM/ADVANCED COURSES

The following Automotive Apprenticeship courses are now applicable to the Associate Degree, effective retroactively:

AUTO 808 – AUTO 899

BUSINESS

BUS 443 LAW OFFICE PROCEDURES (1-3)

A total of sixteen lecture hours plus twenty-four lab hours by arrangement per unit. Prerequisites: CAOT 212 or 214 and BUS 400, or equivalent skills. Recommended: Eligibility for ENGL 836. (Reduction of units from variable 1-4 to variable 1-3 and addition of by arrangement lab hours effective Fall 2003.)

COMPUTER APPLICATIONS AND OFFICE TECHNOLOGY

CAOT 400 INTERNET I (1.5)

(Change in repeatability from not repeatable to repeatable 3 times effective Fall 2003.)

CAOT 480 NETWORK FUNDAMENTALS (LAN) (3)

Three class hours per week and one hour by arrangement per week.

Cisco Academy Course – CCNA 1

An introductory course in networking specific to local area networks (LAN). Topics will include LAN hardware, software, topology, transmission medium, wide area network connectivity, diagnostic tools, system administration, and vendor specific LAN products. Class is complemented with hands-on experience in constructing a local area network. Course is patterned after Cisco training guidelines. Also listed as TCOM 480. *Transfer credit: CSU.*

(Change in course title from *Introduction to Local Area Networks (LAN)*, addition of by arrangement hour, and update of course description effective Fall 2003.)

CAOT 490 TECHNICAL OVERVIEW OF THE INTERNET (3)

Three class hours per week and one hour by arrangement per week. (Addition of by arrangement hour effective Fall 2003.)

CAOT 665 SELECTED COMPUTER TOPICS

(.5 or 1 or 1.5 or 2)

(Increase in unit values offered from .5 or 1 or 1.5 to .5 or 1 or 1.5 or 2 effective Spring 2003.)

COSMETOLOGY

COSM 700 COSMETOLOGY CONCEPTS AND PRACTICE I (.5-10)

Five lecture hours and 35 lab hours per week for eight weeks for day students and five lecture hours and 19 lab hours per week for sixteen weeks for evening students.

(Increase in maximum units from 8 to 10 and specification of evening program hours effective Spring 2003.)

COSM 720 COSMETOLOGY CONCEPTS AND PRACTICE III (.5-10)

Five lecture hours and 35 lab hours per week for eight weeks for day students and five lecture hours and 19 lab hours per week for sixteen weeks for evening students.

(Increase in maximum units from 8 to 10 and specification of evening program hours effective Spring 2003.)

COSM 740 COSMETOLOGY CONCEPTS AND PRACTICE V (.5-10)

Five lecture hours and 35 lab hours per week for eight weeks for day students and five lecture hours and 19 lab hours per week for sixteen weeks for evening students.

(Increase in maximum units from 8 to 10 and specification of evening program hours effective Spring 2003.)

DEVELOPMENTAL SKILLS

DSKL 811 DIFFERENTIAL LEARNING SKILLS ASSESSMENT (.5)

(Credit/No Credit)

A total of eight lecture hours: four scheduled class hours and four hours by individual appointment.

Students complete an assessment to determine their specific learning profile as well as academic skill levels in reading, math and written language. Based upon assessment, an individualized learning strategies plan will be developed for each student. *May be repeated once for credit. (Units do not count toward the Associate Degree).*

(Change in class hours from a total of eight lecture hours plus eight hours by individual appointment to a total of eight lecture hours effective Fall 2003.)

ELECTRONICS TECHNOLOGY

ELEC 110 FUNDAMENTALS OF ELECTRONICS (3)

Two lecture hours and three lab hours per week plus one hour by arrangement per week.

Activity based introduction to the fundamentals of DC and AC electrical/electronic circuits. Course covers the basic mathematical laws, terminologies, testing and measuring of simple circuits. Laboratory exercises will emphasize the use of tools, electrical test instruments and measuring devices. *Transfer credit: CSU.*

(Addition of by arrangement hour and update of course description effective Fall 2003.)

ENGLISH

ENGL 161, 162 CREATIVE WRITING I AND II (3, 3)

(Applicable to the English major as electives effective Fall 2003.)

GEOGRAPHY

GEOG 301 INTRODUCTION TO MAP READING FOR GIS (1) (Credit/No Credit or letter grade.)

A total of 32 class hours. Recommended: Eligibility for ENGL 836; and skill in using Windows operating system and internet, such as found in CAOT 104 and CAOT 400, or equivalent.

(Addition of recommendation for skill in using Windows operating system and internet effective Spring 2004.)

GEOG 302 INTRODUCTION TO GIS AND ARC VIEW (1) (Credit/No Credit or letter grade.)

A total of 32 class hours. Prerequisite: GEOG 301. Recommended: Skill in using Windows operating system and internet, such as found in CAOT 104 and CAOT 400, or equivalent.

(Addition of recommendation effective Spring 2004.)

GEOG 303 GIS APPLICATIONS I (1) (Credit/No Credit or letter grade.)

A total of 32 class hours. Prerequisite: GEOG 302. Recommended: Skill in using Windows operating system and internet, such as found in CAOT 104 and CAOT 400, or equivalent.

(Addition of recommendation effective Spring 2004.)

JOURNALISM

JOUR 110 MASS MEDIA AND SOCIETY (3)

(Applicable to Associate Degree General Education Requirement 3 – Social Sciences effective Spring 2003.)

JOUR 120 NEWSWRITING (3)

Three lecture hours and one lab hour per week. Prerequisite: Eligibility for ENGL 836, or ENGL/READ 846, or ENGL 400, or equivalent.

(Change in prerequisite from eligibility for ENGL 100 to eligibility for ENGL 836, or ENGL/READ 846, or ENGL 400, or equivalent effective Fall 2003. Applicable to the English major as an elective effective Fall 2003.)

JOUR 300 NEWSPAPER PRODUCTION (3)

Three lecture hours and three lab hours by arrangement per week. Prerequisite: Eligibility for ENGL 836, or ENGL/READ 846, or ENGL 400, or equivalent. Recommended: Completion of or concurrent enrollment in JOUR 120.

(Increase in units from 2 to 3, change in class hours from six lab hours per week to three lecture and three lab hours by arrangement per week, and change in prerequisite from eligibility for ENGL 100 to eligibility for ENGL 836, or ENGL/READ 846, or ENGL 400, or equivalent.

LITERATURE

LIT. 111 SHORT STORY (3)

(Applicable to the English major as an elective effective Fall 2003.)

LIT. 116 INTRODUCTION TO WORLD LITERATURE (3)

(Applicable to the English major as an elective effective Fall 2003.)

LIT. 432 FOLKLORE (3)

(Applicable to the English major as an elective effective Fall 2003.)

MATHEMATICS

MATH 150 MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS (3)

Three lecture hours and one hour by arrangement per week. Prerequisite: Completion of MATH 120 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent.

(Addition of one hour by arrangement per week and modification of prerequisite from MATH 120 to completion of MATH 120 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent effective Fall 2003.)

MATH 241 APPLIED CALCULUS I (5)

Five lecture hours per week. Prerequisite: Completion of MATH 120 with a grade of C or better or appropriate placement test score, or equivalent.

(Elimination of recommendation for one math course beyond Intermediate Algebra and establishment of prerequisite effective Fall 2003.)

MUSIC

MUS. 377 GUITAR I (2) **(Credit/No Credit or letter grade.)**

Three lecture hours per week plus three lab hours per week by arrangement.

Basic guitar instruction. Stringing, tuning, fingering, playing techniques, notation, chords and chord progressions, reading guitar music, strum techniques, fingerpicking, playing simple melodies, and accompaniment. Emphasis on popular and folk music literature. Introduction to music theory for the guitar and voice. Individual and group instruction. *Transfer credit: UC; CSU.*

(Change in course title from *Beginning Guitar* to *Guitar I* and change in course description effective Spring 2004.)

MUS. 378 GUITAR II (2) **(Credit/No Credit or letter grade.)**

Three lecture hours per week plus three lab hours per week by arrangement. Prerequisite: MUS. 377 or demonstrated equivalent skills.

Continuation of skills begun in MUS 377. Areas covered include barre-chords, CAGED chord and scale theory, blues scales, harmonized major scales, accompaniment techniques, and major and minor scale patterns. Emphasis on popular music literature. Intermediate music theory for the guitar. Individual and group instruction. *Transfer credit: UC; CSU.*

(Change in course title from *Intermediate Guitar* to *Guitar II* and change in course description effective Spring 2004.)

MUS. 379 GUITAR III (2) **(Credit/No Credit or letter grade.)**

Three lecture hours per week plus three lab hours per week by arrangement. Prerequisite: MUS 378 or demonstrated equivalent skills.

Intermediate/advanced guitar instruction. Principles of moveable chord and scale structure (CAGED), advanced strumming and fingerpicking patterns, advanced theory (scale, secondary dominants, and motif development), improvisation, arpeggios, and reading music. Emphasis on American music literature. Individual and group instruction. *Transfer credit: UC; CSU.*

(Change in course title from *Advanced Guitar* to *Guitar III* and change in course description effective Spring 2004.)

MUS. 401 VOICE I (2)

Two lecture hours and one lab hour per week plus three hours by arrangement per week.

Training in vocal technique, musical expression and performance skills for the beginning singer. Content includes posture, breathing, tone production, music fundamentals, English diction, and performance preparation techniques. *Transfer credit: UC; CSU.*

(Addition of by arrangement hours and update of course description effective Fall 2003.)

MUS. 402 VOICE II (2)

Two lecture hours and one lab hour per week plus three hours by arrangement per week. Prerequisite: MUS. 401 or placement by audition.

Continuation of training in vocal technique, musical expression and performance skills begun in MUS. 401 for the intermediate singer. Content includes refinement of posture, breathing, tone production, and performance preparation techniques. Further studies in music theory and language diction. Emphasis placed on song interpretation and vocal styles. *Transfer credit: UC; CSU.*

(Addition of by arrangement hours and update of course description effective Fall 2003.)

MUS. 403 VOICE III (2)

Two lecture hours and one lab hour per week plus three hours by arrangement per week. Prerequisite: MUS. 402 or placement by audition.

Continuation of training in vocal technique, musical expression and performance skills begun in MUS. 401 and 402 for intermediate/advanced singers. Content includes refinement of posture, breathing, tone production, and performance preparation techniques. Further studies in music theory and language diction. Emphasis placed on song interpretation and vocal styles. *Transfer credit: UC; CSU.*

(Addition of by arrangement hours and update of course description effective Fall 2003.)

MUS. 404 VOICE IV (2)

Two lecture hours and one lab hour per week plus three hours by arrangement per week. Prerequisite: MUS. 403 or placement by audition.

Continuation of training in vocal technique, musical expression and performance skills begun in MUS. 401, 402 and 403 for advanced singers. Content includes refinement of posture, breathing, tone production, and performance preparation techniques. Further studies in music theory and language diction. Emphasis placed on song interpretation and vocal styles. May be repeated for credit. *Transfer credit: UC; CSU.*

(Addition of by arrangement hours and update of course description effective Fall 2003.)

PARALEGAL STUDIES

LEGL 443 LAW OFFICE PROCEDURES (1-3)

A total of sixteen lecture hours plus twenty-four lab hours by arrangement per unit. Prerequisites: CAOT 212 or 214 and BUS 400, or equivalent skills. Recommended: Eligibility for ENGL 836.

(Reduction of units from variable 1-4 to variable 1-3 and addition of by arrangement lab hours effective Fall 2003.)

PHILOSOPHY

PHIL 100 INTRODUCTION TO PHILOSOPHY (3) (Credit/No Credit or letter grade.)

Three lecture hours per week. Recommended: Eligibility for ENGL 100 or 105.

A survey of philosophical views on fundamental questions concerning consciousness, reality, God, knowledge, free will, moral values, and political ideals. Incorporates an introduction of the methods of logic and critical thinking. *Transfer credit: UC; CSU (C2).* (CAN PHIL 2.)

(Change in recommendation from eligibility for ENGL 836 to eligibility for ENGL 100 or 105 and update of course description effective Fall 2004.)

PHIL 240 INTRODUCTION TO ETHICS (3)

Three lecture hours per week. Recommended: Eligibility for ENGL 100 or 105.

A critical examination of philosophical views about ethics including accounts of human nature and human potential; theories of value, rightness and justice; ideals of character, personal aims, action, ways of living, and other topics. Contemporary moral issues will be explored in depth. *Transfer credit: UC; CSU (C2).* (CAN PHIL 4.)

(Change in recommendation from completion of ENGL 836 to eligibility for ENGL 100 or 105 and update of course description effective Fall 2004.)

PHIL 300 INTRODUCTION TO WORLD RELIGIONS (3)

Three lecture hours per week. Recommended: Eligibility for ENGL 100 or 105.

An exploration of the religions of the world, their origin, history, beliefs, practices, art, and rituals. Includes varieties of Hinduism, Buddhism, Judaism, Christianity, Islam, and other selected traditions. *Transfer credit: UC; CSU (C2).*

(Change in recommendation from completion of ENGL 836 to eligibility for ENGL 100 or 105 and update of course description effective Fall 2004.)

PHYSICAL EDUCATION

FITN 400 FITNESS ACADEMY (.5-3)

(Change in the minimum and maximum variable units from 1-2 to .5-3 effective Fall 2003.)

READING

READ 812 READING ASSISTANCE (.5-2)

One and one half to six hours per week by arrangement.

Each student's personal needs determine an instructional program that may include tutoring, computer-assisted instruction, and small group practice. Students will receive assistance on supplementary assignments to improve word analysis, vocabulary, comprehension, and study skills, as well as assistance on the reading assigned in their other courses. *May be repeated for credit up to a maximum of six units. (Open entry.) (Units do not count toward the Associate Degree.)*

(Change in title from Reading Laboratory to Reading Assistance and revision to course description effective Fall 2003.)

READ 836 ACADEMIC READING STRATEGIES (3)

Three lecture hours and one hour by arrangement per week. Prerequisite: READ 826 or ESOL 840 or ESOL 841 and 842 with Credit or a grade of C or higher, or eligibility for READ 836 on approved College Reading placement test and other measures as necessary. Students placing in READ 836 and ENGL 836 should enroll in both courses concurrently.

An introduction to college reading course to improve vocabulary, comprehension, critical reading strategies, study-reading, and reading efficiency techniques to prepare students for college English and other courses across the disciplines. *May be repeated once for credit.*

(Change in prerequisite from READ 826 with Credit or a grade of C or higher to READ 826 or ESOL 840 or ESOL 841 and 842 with Credit or a grade of C or higher, or eligibility for READ 836 on approved College Reading placement test and other measures as necessary; addition of advisory statement regarding concurrent enrollment in READ 836 and ENGL 836 for students placing in both; update of course description; and course applicable to the Associate Degree effective Fall 2003.)

READ 862 REDING FOR NON-NATIVE SPEAKERS II (3)

(Credit/No Credit or letter grade.)

Three lecture hours per week. Recommended: ESL background and completion of ESOL 810, or 811 and 812, or placement in ESOL 820 as indicated by ESL placement test and other measures as necessary.

Designed for non-native speakers of English to improve English pronunciation, vocabulary and reading comprehension. Assignments are tailored to students' individual needs. *(Units do not count toward the Associate Degree.)*

(Change in units from variable 1-5 to 3 fixed units, revision to grading method from Credit/No Credit to Credit/No Credit or letter grade, and update of course description effective Fall 2003.)

**READ 863 READING FOR NON-NATIVE SPEAKERS III (3)
(Credit/No Credit or letter grade.)**

Three lecture hours per week. Recommended: ESL background and completion of READ 862 or ESOL 820 or 821 and 822, or placement in ESOL 830 as indicated by ESL placement test and other measures as necessary.

An intermediate level reading course designed for non-native speakers of English to improve English pronunciation, vocabulary, and reading comprehension. Assignments are tailored to students' individual needs. (Units do not count toward the Associate Degree.)

(Change in units from variable 1-3 to 3 fixed units and update of course description effective Fall 2003.)

**READ 864 READING FOR NON-NATIVE SPEAKERS IV (3)
(Credit/No Credit or letter grade.)**

Three lecture hours per week. Recommended: ESL background and completion of READ 863 or ESOL 830 or 831 and 832, or placement in ESOL 840 as indicated by ESL placement test and other measures as necessary.

An advanced level reading course designed for non-native speakers of English to improve English pronunciation, vocabulary, reading comprehension, and critical thinking. Assignments are tailored to students' individual needs. May be repeated for credit up to a maximum of six units. (Units do not count toward the Associate Degree.)

(Change in units from variable 1-3 to 3 fixed units and update of course description effective Fall 2003.)

SPANISH**SPAN 120 ADVANCED ELEMENTARY SPANISH (5)**

Five lecture hours and one lab hour per week. Prerequisite: SPAN 110, 112, or equivalent college-level course.

Continuation of SPAN 110 or SPAN 112, for students who can use Spanish to communicate about the "here and now" and relate a simple story in the past. Students practice and develop further communicative competence in written and spoken Spanish for use in a variety of social contexts and settings. Readings are used as the basis of classroom discussions. Cultural aspects of the Spanish-speaking world are emphasized. The course is conducted primarily in Spanish. Transfer credit: UC; CSU (C2).

(Revision of course description effective Fall 2003.)

SPAN 121 ADVANCED ELEMENTARY SPANISH I (3)

Three lecture hours and one lab hour per week. Prerequisite: SPAN 110 or 112, or equivalent.

A course covering approximately the same material as the first half of SPAN 120. For students who can use Spanish to communicate about the "here and now" and relate a simple story in the past. Students practice and develop further communicative competence in written and spoken Spanish for use

in a variety of social contexts and settings. Readings are used as the basis of classroom discussions. Cultural aspects of the Spanish-speaking world are emphasized. The course is conducted primarily in Spanish. Transfer credit: UC; CSU (C2).
(Revision of course description effective Fall 2003.)

SPAN 122 ADVANCED ELEMENTARY SPANISH II (3)

Three lecture hours and one lab hour per week. Prerequisite: SPAN 121 or equivalent.

A course covering approximately the same material as the second half of SPAN 120. For students who can use Spanish to communicate about the "here and now" and relate a simple story in the past. Students practice and develop further communicative competence in written and spoken Spanish for use in a variety of social contexts and settings. Readings are used as the basis of classroom discussions. Cultural aspects of the Spanish-speaking world are emphasized. The course is conducted primarily in Spanish. Transfer credit: UC; CSU (C2).

(Revision of course description effective Fall 2003.)

SURGICAL TECHNOLOGY**SURG 446 CLINICAL PRACTICE FOR
CENTRAL SERVICE TECHNOLOGY (3)**

(Credit/No Credit.)

A total of 192 hours of in-hospital training by arrangement. Prerequisite: Completion of SURG 445 with a grade of C or better.

(Increase in units from 2 to 3 and increase in course hours required from 128 to 192 effective Fall 2003.)

**TELECOMMUNICATIONS
AND NETWORK INFORMATION
TECHNOLOGY****TCOM 100 TELECOMMUNICATIONS, NETWORKING AND
WIRELESS TECHNOLOGIES (3)**

Three lecture hours per week.

An introductory course designed to acquaint students with today's convergent communications technologies. Course will examine the structure, function and services of the networks and systems used to provide voice, data, and wireless communications. This is the first course in a program of study for Telecommunications, Wireless and Network Information Technology majors but has been designed to provide anyone interested with insight into the workings and opportunities of this dynamic and exciting field. Transfer credit: CSU.

(Change in course title and update of course description effective Fall 2003.)

TCOM 405 ELECTRICAL FUNDAMENTALS FOR TELECOMMUNICATIONS (6)

Five lecture hours and three lab hours per week plus one hour by arrangement per week. Prerequisite: Elementary algebra or equivalent.

A foundation course in the study of electricity and electronics fundamentals. This course is the first course in majors that require and in depth understanding and developed skill in direct and alternating current. Coverage includes the vocabulary, components, laws and test equipment used to apply electrical theory to working circuits and systems. Directed laboratory experience with test equipment as applied to telecommunications. *Transfer credit: CSU.*

(Addition of by arrangement hour and update of course description effective Fall 2003.)

TCOM 410 WIRING AND INSTALLATION FOR TELECOMMUNICATIONS AND NETWORKING (6)

Five lecture hours and three lab hours per week plus one hour by arrangement per week.

Prerequisites: Satisfactory completion (grade of C or better) of or concurrent enrollment in TCOM 405 or ELEC 110, or equivalent training or experience.

Technical introduction to the structure and practices of basic telephony, with direct hands-on experience with the tools and skills required for entry-level employment. Course coverage includes equipment, techniques, terminology, and specifications used in the telecommunications and networking industries. Students will install, test and troubleshoot basic telecommunications and networking infrastructure from wired lines and cabling to network patch panels and distribution systems. *Course is based upon EIA TIA 568 and 570 Standards. May include field trips. Transfer credit: CSU.*

(Change in course title, revision of prerequisite, addition of by arrangement hour, and update of course description effective Fall 2003.)

TCOM 420 SIGNAL TRANSMISSION AND RADIO FREQUENCY (R.F.) FUNDAMENTALS (6)

Five lecture hours and three lab hours per week plus one hour by arrangement per week. Prerequisites: Satisfactory completion (grade of C or better) of TCOM 405 and 410, or equivalent training or experience.

Analysis of the transmission of signals as applied to wireline and wireless communications. Covers concepts of frequency, wavelength, power, phase, gain and loss, R.F. and their applications to the transmission of information. Lab and skill activities emphasize installation and measurement techniques with electronic test equipment and specialized telecommunications test gear. Students will work with live telecommunications circuits and equipment. *Transfer credit: CSU.*

(Change in course title, addition of by arrangement hour, and update of course description effective Fall 2003.)

TCOM 440 TRANSPORT NETWORKS AND THE FUNDAMENTALS OF DIGITAL COMMUNICATIONS (6)

Five lecture hours and three lab hours per week plus one hour by arrangement per week. Prerequisite: Satisfactory completion (grade of C or better) of or concurrent enrollment in TCOM 420, or equivalent training or experience.

Instruction covers the primary transport networks and basic digital communications fundamentals that make it possible for end users to access and utilize the world's telecommunication from both wire line and wireless access points. Focused hands-on lab activities in the installation and testing of digital signal processing at the DS1 (T-Carrier) level. *Transfer credit: CSU.*

(Change in course title, revision of prerequisite, addition of by arrangement hour, and update of course description effective Fall 2003.)

TCOM 451 PC CONFIGURATION AND REPAIR (6)

Five lecture hours and three lab hours per week plus one hour by arrangement per week.

Prerequisites: Satisfactory completion (grade of C or better) of CAOT 105 or equivalent, and satisfactory completion (grade of C or better) of or concurrent enrollment in ELEC 110 or TCOM 405, or equivalent training or experience.

This course provides preparation for A+ certification. A hands-on technical course designed to provide in-depth understanding of PC hardware and software from an installation and repair outlook. Materials covered will include beginning and advanced software, hardware components and configuration, operating systems and how they control the PC. Includes direct hands-on experience with the tools and skills required for entry-level employment. *Transfer credit: CSU.*

(Revision of prerequisite, addition of by arrangement hour, and update of course description effective Fall 2003.)

TCOM 452 A+ CERTIFICATION EXAM PREPARATION (1) (Credit/No Credit)

One lecture hour and three lab hours by arrangement per week. Prerequisite: Satisfactory completion (grade of C or better) of or concurrent enrollment in TCOM 451, or equivalent training or experience.

Designed to assist students in preparing to take the A+ certification examination for Computer Repair. *May be repeated three times for credit. Transfer credit: CSU.*

(Update of course description effective Fall 2003.)

TCOM 460 FIBER OPTICS TECHNOLOGY (3)

Three class hours per week and one hour by arrangement per week.

An introductory course in fiber optics technology that will include the theory of fiber optic communications, fiber system design, network construction, and fiber optic test equipment. Instructor-directed hands-on splicing and working with test equipment is a major component of this course. *Transfer credit: CSU.*

(Reduction of units from 6 to 3, reduction of course hours from seven and one half per week to three per week, addition of by arrangement hour, and update of course description effective Fall 2003.)

TCOM 462 SWITCHING TECHNOLOGY (3)

Three lecture hours per week and one hour by arrangement per week.

Prerequisites: Satisfactory completion (grade of C or better) of TCOM 100 and TCOM 410, or equivalent training or experience.

Introduction to the fundamentals of switching technologies as they apply to voice and data telecommunications circuits and systems. Explores the basic components of switching systems access methods, trunking and signaling. Both PBX and central office applications of switching will be discussed. *Transfer credit: CSU.*

(Addition of by arrangement hour and update of course description effective Fall 2003.)

TCOM 470 BROADBAND NETWORKING (3)

This course is inactive effective Fall 2003.

TCOM 480 NETWORK FUNDAMENTALS (LAN) (3)

Three class hours per week and one hour by arrangement per week.

Cisco Academy Course – CCNA 1

An introductory course in networking specific to local area networks (LAN). Topics will include LAN hardware, software, topology, transmission medium, wide area network connectivity, diagnostic tools, system administration, and vendor specific LAN products. Class is complemented with hands-on experience in constructing a local area network. Course is patterned after Cisco training guidelines. *Also listed as CAOT 480. Transfer credit: CSU.*

(Change in course title, addition of by arrangement hour, and update of course description effective Fall 2003.)

TCOM 481 NETWORK SYSTEMS ADMINISTRATION (3)

Three class hours per week and one hour by arrangement per week. Prerequisite: Satisfactory completion (grade of C or better) of TCOM 480, or equivalent training or experience.

An application-based course in Network Administration specific to LAN/WAN's. Coverage includes the functions and concepts of a wide area network, Microsoft server, designing LAN/WAN's and their network administration. Hands-on experience provided in setting up and troubleshooting servers, workstations, network and peripheral devices. Course is patterned after Microsoft networking guidelines. *Transfer credit: CSU.*

(Change in course title, addition of by arrangement hour, and update of course description effective Fall 2003.)

TCOM 482 INTRODUCTION TO ROUTERS (3)

Three class hours per week and one hour by arrangement per week. Prerequisite: Satisfactory completion (grade of C or better) of TCOM 481, or equivalent training or experience.

Cisco Academy Course – CCNA 1 & 2

Introductory course on router configuration in wide area networks. Students will perform basic router configurations. Course examines common protocols, IP networking concepts, and subnetting techniques. Includes instructor-directed hands-on activities. This course is patterned after Cisco training guidelines. *Transfer credit: CSU.*

(Revision of prerequisite, addition of by arrangement hour, and update of course description effective Fall 2003.)

**TCOM 483 NETWORK SWITCHES –
CONCEPTS AND APPLICATIONS (3)**

Three lecture hours per week and one hour by arrangement per week. Prerequisite: Satisfactory completion (grade of C or better) of TCOM 481, or equivalent training or experience. Recommended: Satisfactory completion (grade of C or better) of TCOM 482, or equivalent training or experience.

Cisco Academy Course – CCNA 3

Introductory course in network switching concepts and configurations as applied to computer networks. Course examines switching protocols, spanning tree protocols, virtual LANs and other specific models. Basic design of switch configurations and the use of switches in network architecture will be covered. Includes instructor-directed hands-on activities. This course is patterned after Cisco training guidelines. *Transfer credit: CSU.*

(Revision of prerequisite, addition of by arrangement hour, and update of course description effective Fall 2003.)

**TCOM 484 ADVANCED ROUTING CONCEPTS
AND APPLICATIONS (3)**

Three lecture hours per week and one hour by arrangement per week. Prerequisite: Satisfactory completion (grade of C or better) of TCOM 482, or equivalent training or experience. Recommended: Satisfactory completion (grade of C or better) of TCOM 483, or equivalent training or experience.

Cisco Academy Course – CCNA 3 & 4

An advanced course in routing concepts and configurations on large internetworks. Students will configure and manage routers by implementing advanced features and common routing protocols such as EIGRP and OSPF. Includes instructor-directed hands-on activities. This course is patterned after Cisco Router training guidelines. *Transfer credit: CSU.*

(Change in course title, revision of prerequisite, addition of recommendation, addition of by arrangement hour, and update of course description effective Fall 2003.)

TCOM 490 TECHNICAL OVERVIEW OF THE INTERNET (3)

Three class hours per week and one hour by arrangement per week.

(Addition of by arrangement hour effective Fall 2003.)

TCOM 665 SELECTED TOPICS IN TELECOMMUNICATIONS

(.5 or 1 or 1.5 or 2)

(Credit/No Credit or letter grade)

Eight lecture hours for each .5 unit.

Designed to develop specific skills that are utilized in the telecommunications or the Network Information industry.

Transfer credit: CSU.

(Update of course description effective Fall 2003.)

ASSOCIATE IN ARTS DEGREE ASSOCIATE IN SCIENCE DEGREE

The awarding of an Associate Degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the College to lead students through patterns of learning experiences designed to develop individual capabilities and insights.

Among these are the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding. In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Central to an Associate Degree, General Education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture and the society in which they live. Most importantly, General Education should lead to better self-understanding.

Graduation from Skyline College with the Associate in Arts or Associate in Science degree requires the completion of at least 60 units, including requirements A through F listed below. Substitutions and waivers for degree requirements may be authorized by petition to the appropriate Division Dean. An application for the degree must be filed in the Office of Admissions and Records during the last semester of attendance (refer to calendar for the college year for deadline).

GRADUATION REQUIREMENTS STUDENT CATALOG RIGHTS

Graduation requirements are listed in the Catalog. A student remaining in continuous attendance at Cañada College, College of San Mateo, or Skyline College may, for the purposes of graduation, elect to meet the requirements in effect at the college from which the student will graduate, either at the time the student began such attendance or any subsequent year of continuous enrollment.

For the purpose of this policy, "continuous enrollment" means attendance through at least the fourth week of instruction in either the fall or spring semester in each calendar year. Absence to attend another accredited college or university shall not be considered an interruption in attendance if the absence does not exceed one year. Catalog rights cannot supersede any State or Federal regulation or requirement in effect at the time of graduation.

A. RESIDENCE REQUIREMENT

A minimum of 12 units must be completed in residence at Skyline College.

B. SCHOLARSHIP REQUIREMENT

A 2.0 grade point average is required in the following categories: 1) overall grade point average, 2) the 60 units submitted for the Associate degree (including incoming transfer coursework used to meet degree requirements), 3) coursework taken in the San Mateo County Community College District, and 4) units applied to a major. *Note: Some majors require a minimum C (or Credit) grade in each course.*

C. MAJOR REQUIREMENT

A minimum of 18 units in a discipline or related disciplines as specified by the appropriate division. A grade point average of 2.0 in the major is required. Fifty percent of the units required for the major must be completed at Skyline College. Associate in Science degrees will be awarded in the fields of biological and physical sciences or occupational curriculum. For students planning to transfer to a four-year institution, fulfillment of lower division requirements for the institution of their choice will be considered a major in University Studies.

A student may earn more than one AA and/or AS degree from Skyline College. Although a course used for a prescribed graduation requirement or to meet general education requirements may count toward more than one degree, no course may count toward the major course requirements for more than one degree major.

D. BASIC COMPETENCY REQUIREMENTS

Competency requirements exist for the areas of Reading, Writing, and Mathematics. Students must demonstrate competency according to the following in each of the areas in order to be eligible for the AA or AS degree.

Note: Satisfactory completion is defined as a grade of C or better.

1. READING
 - a. Eligibility for Reading 420 as determined by a Skyline College approved English placement test; or
 - b. Satisfactory completion of English 100 or English 105 or equivalent course; or
 - c. Satisfactory completion of English 400 or Reading 836 (formerly Reading 802) or English/Reading 846.
2. WRITING
 - a. Eligibility for English 100 or English 105 as determined by a Skyline College approved English placement test; or
 - b. Satisfactory completion of English 100 or English 105 or equivalent course; or
 - c. Satisfactory completion of English 400 or English 836 (formerly English 800) or English/Reading 846.

3. MATHEMATICS/QUANTITATIVE REASONING
 - a. Eligibility for Math 115 or 120 or 122 or higher as determined by a Skyline College approved placement test; or
 - b. Satisfactory completion of Math 110 or equivalent; or
 - c. Satisfactory completion of any course having at least Math 110 (Elementary Algebra) as a prerequisite.

E. SPECIFIC AREA REQUIREMENTS

1. AMERICAN HISTORY AND INSTITUTIONS – One course of 3 units from Group A and either Group B1 or Group B2 for a total of 6 units. One course may be applied to the General Education requirement in Social Sciences. *Note: Group B2 is specially designed for students who have satisfied the U.S. History requirement only at other institutions, including California community colleges or CSU's. Students who have received credit for PLSC 210 or PLSC 301 may not receive credit for PLSC 200; students who have received credit for PLSC 200 may not receive credit for PLSC 210 or PLSC 301.*
 - a. U.S. History & U.S. Government:
 - History 108, 201, 202, 235, 244
 - Political Science 210
 - Social Science 110
 - b1. State & Local Government:
 - History 240, 310
 - Political Science 301
 - Social Science 115
 - b2. U.S. Government/State & Local Government:
 - Political Science 200
2. ENGLISH – *Two courses (minimum of 6 units). One of these courses may be the English course which fulfills the General Education "Language and Rationality" requirement. Courses that may be used to satisfy the English requirements are:*
 - English 100, 105, 110, 161, 165, 400, 836, 846
 - Film 440
 - Journalism 120
 - Literature 101, 111, 113, 225, 251, 265, 266, 267, 370, 373, 432
 - Reading 420, 846
 - Speech 100, 120, 150

Note: English 846 and Reading 846 are the same course.
3. PHYSICAL EDUCATION – *Two activity courses in Physical Education are required; however, this requirement may be waived or modified for students in the following categories:*
 - a. Graduates of community colleges, other colleges, or universities.
 - b. Veterans with one or more years of service who have submitted a DD214.

- c. Persons who successfully petition the Dean of Physical Education/Athletics for a medical waiver or modification. Waivers other than for the reasons stated herein should be sought through the regular procedures of the college for waiver of any graduation requirement via the Vice President of Student Services.

4. ETHNIC AND CULTURAL DIVERSITY REQUIREMENT – *Students must complete a total of 3 units from either group listed below. The course may be applied to General Education requirements.*

Group a. General

- Business 221
- Early Childhood Education 214, 272
- Family & Consumer Sciences 119, 213
- Fashion 119
- History 235, 240
- Speech 150
- Sociology 141

Group b. Area Studies

- Anthropology 360
- Art 105, 120
- Business 226
- English 166
- History 104, 106, 244, 420, 430, 435
- Interior Design 120
- Literature 116, 166, 251, 265, 266, 267, 370, 373
- Music 240, 250
- Philosophy 300, 320
- Political Science 320, 330
- Psychology 268
- Spanish 161, 162
- Social Science 150

F. GENERAL EDUCATION REQUIREMENTS

General Education is the part of an educational program that introduces students to areas of study that develop breadth of outlook and contribute to balanced development. This general education is complementary to, but different in emphasis from, the specialized education received for a job, a profession, or from focusing on a particular field of study. The purpose of the program in General Education is to assist students in moving toward the following goals:

- Developing critical and constructive thinking for problem solving and value discrimination.
- Understanding their relationship to their biological, physical, and cultural environment.
- Understanding the creative activity of others and participating to some extent in creative activity.
- Using basic mechanical, mathematical, and communication skills to solve everyday problems, understand ideas of others, and express ideas effectively.

- Developing a code for personal and civic life as a responsible citizen in a democracy.
- Maintaining good mental and physical health and social adjustment.

Requirements

A minimum of 18 units with a minimum of 3 units each in Sections 1, 2, 3, 4a, and 4b. Balance of course work may be taken from any section (1 through 5).

Note: Courses preceded by an asterisk () have prerequisites.*

1. NATURAL SCIENCES

Students fulfilling Associate degree requirements only may select Natural Science course(s) from Group a or b. Students fulfilling GE requirements for transfer must select two courses from the list, at least one of which must be selected from Group b.

Group a. Anthropology 125

Biology 130, 140, 145, 150, 365
Electronics 110
Geology 100, 105, *180
Oceanography 100

Group b. Laboratory Courses

Biology 101, 110, 111, 215, *230, *240, 250, *260,
Chemistry 112, *210, *220, *234 & *237, *235 &
*238, *410
Geology 210, *220
Physics *210, *220, *250, *260, *270

Note: Chemistry courses listed must be completed in pairs as indicated to fulfill laboratory requirement.

2. HUMANITIES

American Sign Language 111, *112, *121, *122
Arabic 111, *112, *121, *122
Art 101, 102, 105, 107, 115, 120, 130, 201, 204, 207, 208,
214, 221, 231, 301, 350, 351, 354, 355, 405, 408, 411
Chinese 111, *112
English *110, *161, *162, 166
Family & Consumer Sciences 113, 119, 150
Fashion 113, 119, 150
Film 370, 375, 380, 440, 450
History 100, 101, 104, 106, 430, 435
Humanities 106, 115, 116, 117
Interior Design 110, 120, 310
Italian 111, *112, *121, *122
Japanese 111, *112, 115
Literature 101, 111, 113, 116, 166, 191, 225, 251, 265, 266,
267, 370, 373, 416, 432
Music 100, 110, 111, 115, 144, 202, 204, 240, 250, 275,
301, 350, 470, 475
Philosophy 100, 160, 175, 240, 300, 320
Social Science 140

Spanish 101, 103, 110, 111, *112, *120, *121, *122, *130,
*140, *161, *162, 220

Speech 111

Tagalog 111, *112, *121, *122

3. SOCIAL SCIENCES

Administration of Justice 100

Anthropology 110, 125, 150, 155, 180, 360

Business 100, 101, 200, 201, 210

Early Childhood Education 201, 214

Economics 100, *102

Education 100

Family & Consumer Sciences 213, 392

Geography 110, 150

Health Science 150

History 108, 201, 202, 235, 240, 244, 310, 420

Journalism 110

Political Science 115, 130, 150, 200, 210, 301, 315,
320, 330

Psychology 100, 110, 200, 201, 268, 300, *301, 390, 410

Social Science 110, 115, 150

Sociology 100, 105, 110, 141

Note: Early Childhood Education 201 and Psychology 201 are the same course. Early Childhood Education 214 and Family & Consumer Sciences 213 are the same course. Psychology 110 and Sociology 110 are the same course.

4. LANGUAGE AND RATIONALITY

A minimum of 2 courses, one from Group a. and one from Group b., must be selected to satisfy the General Education Requirement.

Group a. English Composition

English *100, *105, *110, *161, *165, 400, *836,
*846
Journalism *120
Reading *846

Note: English 846 and Reading 846 are the same course.

Group b. Communication and Analytical Thinking

Accounting *100, *121, *131
Business 103, *115, *120, *123, 400, *401
Computer Science 118, 155, *156, *190, *250,
*252, *284, *286, *355, *356
English *165
Mathematics *110, *111 & *112, *115, *120, *122,
*123, *130, *150, *153, *200, *201,
*222, *241, *242, *251, *252, *253,
*270, *275
Philosophy 103, *109, 200
Psychology *171
Reading *420, *836
Speech 100, 120, *127, 130, 150, 160

5. PERSONAL DEVELOPMENT

*Up to 3 units of course work in Section 5 may be applied towards completion of General Education Requirements, or students may select an additional 3 units of General Education from areas 1-4 above. Note: Students with a major in Liberal Arts must complete a minimum of 3 units in Personal Development to meet **major** requirements.*

Business 107, 109

Career and Life Planning 100, 111, 132, 135, 136, 137, 140,
410, 650

Computer Applications & Office Technology 110

Family & Consumer Sciences 310, 313, 320, 392

Gerontology 101

Health Science 100, 130, 150

Library 100, 105, 106, 107, 108, 110

Physical Education

 Combatives 101 to 405

 Dance 101 to 450

 Fitness 110 to 400

 Individual 101 to 255

 Physical Education 100, 130, 201, 202

 Recreation Education 100, 150, 300

 Team Sports 100 to 179

 Varsity 100 to 380

Reading *425

Student Government 115

Note: Courses preceded by an asterisk () have prerequisites.*

**G. SATISFACTION OF GRADUATION REQUIREMENTS
BY EXAMINATION**

Some of the course requirements for the AA or AS. Degree may be satisfied by examination in accordance with regulations established by the college.

**CHANGES IN STATE REGULATIONS GOVERNING
COMMUNITY COLLEGES**

The state of California has legislated a series of reforms designed to strengthen the community colleges. One of these reforms was a comprehensive review of standards for instruction in each course and classification of each course as applicable to the Associate degree. Classes that do not count as units for the Associate degree are shown in the college catalog following the course description. A course that does not count as units will have the following statement at the end of the course description: *(Units do not count towards the Associate degree.)*

REVISED ASSOCIATE DEGREE & CERTIFICATE PROGRAMS 21

ACCOUNTING

ACCOUNTING COMPUTER SPECIALIST CERTIFICATE

Required Courses	Units
ACTG 100 Accounting Procedures.....	3
ACTG 103 Ten-Key Skills.....	0.5
ACTG 194 Quick Books Pro or	1
ACTG 197 Computerized Accounting.....	1.5
CAOT 104 Intro to Computers with Windows I.....	1.5
CAOT 225 Spreadsheets I.....	1
CAOT 226 Spreadsheets II.....	2
CAOT 301 Professional Portfolio.....	1
TOTAL REQUIRED UNITS.....	10-10.5

ADMINISTRATION OF JUSTICE

ASSOCIATE IN ARTS DEGREE WITH A MAJOR IN ADMINISTRATION OF JUSTICE

Required Core Courses	Units
ADMJ 100 Intro to Administration of Justice.....	3
ADMJ 102 Principles & Procedures of Justice	3
ADMJ 104 Concepts of Criminal Law.....	3
ADMJ 106 Legal Aspects of Evidence.....	3
ADMJ 108 Community Relations.....	3

Plus a selection of 9 units from the following:

ADMJ 120 Criminal Investigation.....	3
ADMJ 123 Concepts of Enforcement Principles.....	3
ADMJ 125 Juvenile Procedures.....	3
ADMJ 135 Narcotics & Special Investigations.....	3
ADMJ 180 Criminal Identification.....	3
ADMJ 205 Judicial Process in California.....	3
ADMJ 665 Selected Topics in Admin. of Justice.....	.5-2
LEGL 252 Princ. of Civil & Admin. Process.....	3
TOTAL REQUIRED UNITS IN MAJOR AREA.....	24

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

ADMINISTRATION OF JUSTICE CERTIFICATE

Required Courses	Units
ADMJ 100 Intro to Administration of Justice.....	3
ADMJ 102 Principles & Procedures of Justice	3
ADMJ 104 Concepts of Criminal Law.....	3
ADMJ 106 Legal Aspects of Evidence.....	3
ADMJ 108 Community Relations	3

Plus a selection of 9 units from the following:

ADMJ 120 Criminal Investigation.....	3
ADMJ 123 Concepts of Enforcement Principles.....	3
ADMJ 125 Juvenile Procedures.....	3
ADMJ 135 Narcotics & Special Investigations.....	3
ADMJ 180 Criminal Identification.....	3
ADMJ 205 Judicial Process in California.....	3

ADMJ 665 Selected Topics in Admin. of Justice5-2
LEGL 252 Principles of Civil & Admin. Process.....	3
TOTAL REQUIRED UNITS.....	24

ALLIED HEALTH

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN ALLIED HEALTH SCIENCE

Required Core Courses	Units
BIOL 240 General Microbiology	4
BIOL 250 Human Anatomy.....	4
BIOL 260 Intro to Physiology.....	5
CHEM 410 Chemistry for Health Sciences or	4
CHEM 210 General Chemistry I.....	5

Plus a selection of at least 8 units from the following:

BIOL 110 Principles of Biology.....	4
BIOL 130 Human Biology.....	3
BIOL 215 Organismal Biology: Core I.....	5
BIOL 230 Intro to Cell Biology: Core II.....	5
CHEM 220 General Chemistry II.....	5
FCS 310 Nutrition.....	3
HSCI 420 EKG Technology.....	3
HSCI 435 Pharmacy Technician Training	11
HSCI 436 Pharmacy Technician Training – Clinical Externship.....	1.5
PHYS 210 General Physics I.....	4

TOTAL REQUIRED UNITS IN MAJOR AREA 25-26

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

AUTOMOTIVE TECHNOLOGY

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN AUTOMOTIVE TECHNICIAN

Required Core Courses	Units
AUTO 758/858 Automotive Computer Controls.....	3
AUTO 771/846 Automotive Electrical II	2
AUTO 772/842 Clean Air Car I*	3
AUTO 773/840 Automotive Electrical I.....	3
AUTO 774/844 European Electronic Engine Controls	3
AUTO 775/848 Oscilloscopes & Exhaust Gas Analyzers.....	1.5

**AUTO 772/842 can be waived if a current unlimited smog license is possessed.*

Plus a selection of 22.5 units from the following:

AUTO 753/851 Service Advising.....	3
AUTO 789/811 Shop Regulations & Operations.....	1.5
AUTO 785/885 Automotive Hazardous Materials.....	1.5
AUTO 754/854 High Performance Engines I.....	3
AUTO 755/855 High Performance Engines II.....	3
AUTO 783/815 Precision Measurement.....	1.5
AUTO 769/822 Head & Valve Services.....	2.5
AUTO 779/823 Block Services.....	2.5
AUTO 777/832 Automatic Transmissions I.....	3

AUTO 787/887	Automatic Transmissions II.....	3
AUTO 778/878	Manual Transmissions I	2
AUTO 781/881	Electrical III.....	3
AUTO 765/865	Ignition Systems I.....	1.5
AUTO 764/864	Emissions Control Systems I.....	1.5
AUTO 794/894	Carbureted Fuel Systems	1.5
AUTO 793/893	Engine Performance	3
AUTO 790/850	Automotive Brakes I	2.5
AUTO 761/861	Automotive Brakes II.....	1.5
AUTO 792/853	Automotive Chassis I.....	3
AUTO 791/852	Automotive Chassis II.....	2
AUTO 756/856	Chrysler Electronic Engine Controls.....	3
AUTO 757/857	Ford Electronic Engine Controls.....	3
AUTO 759/859	GM Electronic Engine Controls	3
AUTO 762/862	Toyota/Mazda Electronic Engine Controls.....	3
AUTO 786/860	Automotive Air Conditioning I.....	2.5
AUTO 709	Automotive Service Orientation.....	2
AUTO 798/898	Alternative Fuels I.....	1.5
AUTO 799/899	Alternative Fuels II.....	1.5
TOTAL REQUIRED UNITS IN MAJOR AREA.....		38

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

BUSINESS

ASSOCIATE IN SCIENCE DEGREE WITH MAJOR IN BUSINESS ADMINISTRATION

Required Core Courses	Units
ACTG 121	Financial Accounting..... 3
ACTG 131	Managerial Accounting..... 3
BUS. 103	Intro to Business Information Systems..... 3
BUS. 120	Math Analysis for Business or 3
MATH 241	Applied Calculus I or
MATH 251	Calculus with Analytic Geometry II..... 5
BUS. 123	Statistics or 3
MATH 200	Probability & Statistics..... 4
BUS. 201	Business Law..... 3
ECON 100	Princ. of Macroeconomics 3
ECON 102	Princ. of Microeconomics..... 3

Plus a minimum of 6 units from the following:

BUS. 101	Human Relations at Work..... 3
BUS. 150	Small Business Management..... 3
BUS. 180	Fundamentals of Marketing..... 3
BUS. 200	Intro to International Business..... 3
BUS. 212	International Business Practice Firm..... 3
BUS. 221	Intercultural Business Communication..... 1.5
BUS. 225	Foundations of Global E-Commerce..... 1.5
BUS. 226	Global Business Negotiation 1.5
BUS. 227	Global Business Contracts..... 1.5
BUS. 230	Intro to International Marketing..... 1.5
BUS. 240	International Logistics & Transportation..... 1.5
BUS. 241	Doing Business in Asia..... 1.5
BUS. 242	Doing Business in Europe..... 1.5

BUS. 243	Legal Environment of International Business... 1.5	
BUS. 244	Doing Business in Latin America..... 1.5	
BUS. 245	Intro to Customs Brokerage	1.5
BUS. 264	Labor/Law Collective Bargaining.....	3
BUS. 279	Import/Export Management.....	1.5
BUS. 401	Business Communications.....	3
CAOT 225	Spreadsheets I	1
CAOT 226	Spreadsheets II.....	2
CAOT 230	Database Applications I.....	1
CAOT 231	Database Applications II.....	2
PSYC 300	Social Psychology.....	3
R.E. 665	Selected Real Estate Topics.....	.5-1.5
SPCH 100	Fundamentals of Speech or	
SPCH 120	Interpersonal Communication or	
SPCH 150	Communicating Across Cultures	3
TOTAL REQUIRED UNITS IN MAJOR AREA.....		30-33

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

BUSINESS ADMINISTRATION CERTIFICATE

Required Courses	Units	
ACTG 121	Financial Accounting..... 3	
ACTG 131	Managerial Accounting..... 3	
BUS. 103	Intro to Business Information Systems	3
BUS. 120	Math Analysis for Business or	3
MATH 241	Applied Calculus I or	
MATH 251	Calculus with Analytic Geometry II.....	5
BUS. 123	Statistics or	3
MATH 200	Probability & Statistics.....	4
BUS. 201	Business Law.....	3
ECON 100	Princ. of Macroeconomics	3
ECON 102	Princ. of Microeconomics.....	3

Plus a minimum of 3 units from the following:

BUS. 101	Human Relations at Work..... 3	
BUS. 150	Small Business Management..... 3	
BUS. 180	Fundamentals of Marketing..... 3	
BUS. 200	Intro to International Business..... 3	
BUS. 212	International Business Practice Firm..... 3	
BUS. 221	Intercultural Business Communication..... 1.5	
BUS. 225	Foundations of Global E-Commerce..... 1.5	
BUS. 226	Global Business Negotiation	1.5
BUS. 227	Global Business Contracts..... 1.5	
BUS. 230	Intro to International Marketing..... 1.5	
BUS. 240	International Logistics & Transportation..... 1.5	
BUS. 241	Doing Business in Asia..... 1.5	
BUS. 242	Doing Business in Europe..... 1.5	
BUS. 243	Legal Environment of International Business... 1.5	
BUS. 244	Doing Business in Latin America..... 1.5	
BUS. 245	Intro to Customs Brokerage	1.5
BUS. 264	Labor/Law Collective Bargaining.....	3
BUS. 279	Import/Export Management.....	1.5
BUS. 401	Business Communications.....	3
CAOT 225	Spreadsheets I.....	1

CAOT 226	Spreadsheets II.....	2
CAOT 230	Database Applications I.....	1
CAOT 231	Database Applications II.....	2
PSYC 300	Social Psychology.....	3
R.E. 665	Selected Real Estate Topics.....	.5-1.5
SPCH 100	Fundamentals of Speech or	
	SPCH 120 Interpersonal Communication or	
	SPCH 150 Communicating Across Cultures.....	3
TOTAL REQUIRED UNITS	27-30

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN BUSINESS INFORMATION SYSTEMS

Required Core Courses		Units
ACTG 121	Financial Accounting.....	3
BUS. 103	Intro to Business Information Systems.....	3
BUS. 401	Business Communications.....	3
CAOT 225	Spreadsheets I.....	1
CAOT 226	Spreadsheets II.....	2
CAOT 230	Database Applications I.....	1
CAOT 231	Database Applications II.....	2
COMP 155	Computer Programming Visual BASIC.....	3
	Electives from Group A.....	6
	Electives from Group B	3

Group A – Select 6 units from the following:

ACTG 131	Managerial Accounting or	
	ECON 102 Princ. of Microeconomics.....	3
BUS. 100	Introduction to Business or	
	ECON 100 Princ. of Macroeconomics.....	3
BUS.101	Human Relations at Work.....	3
BUS. 120	Math Analysis for Business.....	3
BUS. 123	Statistics.....	3
BUS. 150	Small Business Management.....	3

Group B – Select 3 units from the following:

CAOT 105	Intro to Computers with Windows II.....	1
CAOT 212	Word Processing I: WordPerfect or	
	CAOT 214 Word Processing I: Word	1
CAOT 213	Word Processing II: WordPerfect or	
	CAOT 215 Word Processing II: Word.....	2
CAOT 220	Desktop Publishing: PageMaker.....	1.5-3
CAOT 400	Internet I.....	1.5
CAOT 403	HTML & Web Authoring Applications I.....	1.5
CAOT 404	HTML & Web Authoring Applications II.....	1.5
CAOT 480	Network Fundamentals (LAN).....	3
CAOT 490	Technical Overview of the Internet.....	3
COMP 156	Intermediate Programming in Visual BASIC or	
	COMP 190 Intro to Programming in C	3
COOP 670	Vocational Co-op Ed	1
TCOM 100	Survey of Telecommunications.....	3
TOTAL REQUIRED UNITS IN MAJOR AREA.....		27

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

BUSINESS INFORMATION SYSTEMS CERTIFICATE

Required Courses		Units
ACTG 121	Financial Accounting.....	3
BUS. 103	Intro to Business Information Systems	3
BUS. 401	Business Communications.....	3
CAOT 225	Spreadsheets I.....	1
CAOT 226	Spreadsheets II.....	2
CAOT 230	Database Applications I.....	1
CAOT 231	Database Applications II.....	2
COMP 155	Computer Programming Visual BASIC.....	3
	Electives from Group A.....	6
	Electives from Group B	3

Group A – Select 6 units from the following:

ACTG 131	Managerial Accounting or	
	ECON 102 Princ. of Microeconomics.....	3
BUS. 100	Introduction to Business or	
	ECON 100 Princ. of Macroeconomics.....	3
BUS. 101	Human Relations at Work.....	3
BUS. 120	Math Analysis for Business.....	3
BUS. 123	Statistics.....	3
BUS. 150	Small Business Management.....	3

Group B – Select 3 units from the following:

CAOT 105	Intro to Computers with Windows II.....	1
CAOT 212	Word Processing I: WordPerfect or	
	CAOT 214 Word Processing I: Word	1
CAOT 213	Word Processing II: WordPerfect or	
	CAOT 215 Word Processing II: Word.....	2
CAOT 220	Desktop Publishing: PageMaker.....	1.5-3
CAOT 400	Internet I.....	1.5
CAOT 403	HTML & Web Authoring Applications I.....	1.5
CAOT 404	HTML & Web Authoring Applications II.....	1.5
CAOT 480	Network Fundamentals (LAN).....	3
CAOT 490	Technical Overview of the Internet.....	3
COMP 156	Intermediate Programming in Visual BASIC or	
	COMP 190 Intro to Programming in C	3
COOP 670	Vocational Co-op Ed	1
TCOM 100	Survey of Telecommunications.....	3
TOTAL REQUIRED UNITS.....		27

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN COMPUTER INFORMATION SPECIALIST

Required Core Courses		Units
BUS. 400	Business English.....	3
CAOT 104	Intro to Computers with Windows I.....	1.5
CAOT 201	Integration of MS Office Applications	1
CAOT 212	Word Processing I: WordPerfect or	
	CAOT 214 Word Processing I: Word	1
CAOT 222	Business Presentations I.....	1
CAOT 225	Spreadsheets I.....	1
CAOT 230	Database Applications I.....	1
CAOT 400	Internet I.....	1.5

Plus a minimum of 7 units from the following:

ACTG 103	Ten Key Skills.....	0.5
BUS. 103	Intro to Business Information Systems.....	3
BUS. 115	Business Math.....	1.5-3
BUS. 401	Business Communications.....	3
BUS. 670	Business Work Experience.....	1
CAOT 101	Computer Keyboarding Skill Building.....	1.5
CAOT 105	Intro to Computers with Windows II.....	1
CAOT 200	Introduction to MS Office Suite.....	2
CAOT 213	Word Processing II: WordPerfect or	
CAOT 215	Word Processing II: Word.....	2
CAOT 220	Desktop Publishing: PageMaker.....	1.5-3
CAOT 226	Spreadsheets II.....	2
CAOT 231	Database Applications II.....	2
CAOT 301	Professional Portfolio.....	1
CAOT 403	HTML & Web Authoring Applications I.....	1.5
CAOT 404	HTML & Web Authoring Applications II.....	1.5
CAOT 480	Network Fundamentals (LAN).....	3
TOTAL REQUIRED UNITS IN MAJOR AREA.....		18

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

COMPUTER INFORMATION SPECIALIST CERTIFICATE

Required Courses	Units	
BUS. 400	Business English.....	3
CAOT 104	Intro to Computers with Windows I.....	1.5
CAOT 201	Integration of MS Office Applications	1
CAOT 212	Word Processing I: WordPerfect or	
CAOT 214	Word Processing I: Word	1
CAOT 222	Business Presentations I.....	1
CAOT 225	Spreadsheets I.....	1
CAOT 230	Database Applications I.....	1
CAOT 400	Internet I	1.5

Plus a minimum of 7 units from the following:

ACTG 103	Ten Key Skills.....	0.5
BUS. 103	Intro to Business Information Systems	3
BUS. 115	Business Math.....	1.5-3
BUS. 401	Business Communications.....	3
BUS. 670	Business Work Experience.....	1
CAOT 101	Computer Keyboarding Skill Building.....	1.5
CAOT 105	Into to Computers with Windows II.....	1
CAOT 200	Introduction to MS Office Suite.....	2
CAOT 213	Word Processing II: WordPerfect or	
CAOT 215	Word Processing II: Word.....	2
CAOT 220	Desktop Publishing: PageMaker.....	1.5-3
CAOT 226	Spreadsheets II.....	2
CAOT 231	Database Applications II.....	2
CAOT 301	Professional Portfolio.....	1
CAOT 403	HTML & Web Authoring Applications I.....	1.5
CAOT 404	HTML & Web Authoring Applications II.....	1.5
CAOT 480	Network Fundamentals (LAN).....	3
TOTAL REQUIRED UNITS.....		18

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN INTERNATIONAL TRADE

International Trade involves activities related to the global exchange of goods and services to satisfy needs. These activities include acquiring, developing and managing physical, financial, and human resources. Skyline's program prepares students for many exciting careers in the global business environment.

Required Core Courses	Units	
BUS. 200	Intro to International Business.....	3
BUS. 210	International Finance.....	1.5
BUS. 221	Intercultural Business Communication.....	1.5
BUS. 230	Intro to International Marketing.....	1.5
BUS. 243	Legal Environment of International Business... ..	1.5
BUS. 226	Global Business Negotiations.....	1.5
BUS. 279	Import/Export Management.....	1.5

Plus a selection of 6 units from the following:

BUS. 100	Intro to Business.....	3
BUS. 101	Human Relations at Work.....	3
BUS. 103	Business Information Systems.....	3
BUS. 107	Dealing with Difficult People.....	1
BUS. 109	Working with People Worldwide.....	1
BUS. 120	Math Analysis for Business.....	3
BUS. 180	Fundamentals of Marketing.....	3
BUS. 187	Marketing Communications	3
BUS. 212	International Business Practice Firm.....	3
BUS. 225	Foundations of Global E-Commerce.....	1.5
BUS. 226	Global Business Negotiation	1.5
BUS. 227	Global Business Contracts	1.5
BUS. 231	Put Your Business on the Web.....	3
BUS 240	International Logistics and Transportation	1.5
BUS. 241	Doing Business in Asia.....	1.5
BUS. 242	Doing Business in Europe	1.5
BUS. 244	Doing Business in Latin America.....	1.5
BUS. 245	Introduction to Customs Brokerage	1.5
BUS. 278	Distribution Management.....	3
BUS. 401	Business Communication.....	3
BUS. 665	International Transportation and Logistics	1.5
BUS. 670	Internship in International Trade.....	1-4
TOTAL REQUIRED UNITS IN MAJOR AREA.....		18

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

INTERNATIONAL TRADE CERTIFICATE

Required Courses	Units	
BUS. 200	Intro to International Business	3
BUS. 210	International Finance	1.5
BUS. 221	Intercultural Business Communication.....	1.5
BUS. 230	Intro to International Marketing.....	1.5
BUS. 243	Legal Environment of International Business... ..	1.5
BUS. 226	Global Business Negotiations.....	1.5
BUS. 279	Import/Export Management.....	1.5

Plus a selection of 6 units from the following:

BUS. 100	Intro to Business.....	3
BUS. 101	Human Relations at Work.....	3
BUS. 103	Business Information Systems.....	3
BUS. 107	Dealing with Difficult People.....	1
BUS. 109	Working with People Worldwide.....	1
BUS. 120	Math Analysis for Business.....	3
BUS. 180	Fundamentals of Marketing.....	3
BUS. 187	Marketing Communications	3
BUS. 212	International Business Practice Firm.....	3
BUS. 225	Foundations of Global E-Commerce.....	1.5
BUS. 226	Global Business Negotiation	1.5
BUS. 227	Global Business Contracts	1.5
BUS. 231	Put Your Business on the Web.....	3
BUS. 240	International Logistics and Transportation	1.5
BUS. 241	Doing Business in Asia.....	1.5
BUS. 242	Doing Business in Europe	1.5
BUS. 244	Doing Business in Latin America.....	1.5
BUS. 245	Introduction to Customs Brokerage	1.5
BUS. 278	Distribution Management.....	3
BUS. 401	Business Communication.....	3
BUS. 665	International Transportation and Logistics	1.5
BUS. 670	Internship in International Trade.....	1-4
TOTAL REQUIRED UNITS.....		18

IMPORT & EXPORT CERTIFICATE

Required Courses	Units	
BUS. 200	Intro to International Business.....	3
BUS. 221	Intercultural Business Communication.....	1.5
BUS. 240	International Logistics and Transportation	1.5
BUS. 243	Legal Environment of International Business... ..	1.5
BUS. 279	Import/Export Management.....	1.5
BUS. 665	International Transportation and Logistics	1.5

Plus a selection of 3 units from the following:

BUS. 100	Intro to Business.....	3
BUS. 101	Human Relations at Work.....	3
BUS. 103	Business Information Systems.....	3
BUS. 107	Dealing with Difficult People.....	1
BUS. 109	Working with People Worldwide.....	1
BUS. 120	Math Analysis for Business.....	3
BUS. 180	Fundamentals of Marketing.....	3
BUS. 187	Marketing Communications	3
BUS. 225	Foundations of Global E-Business.....	1.5
BUS. 226	Global Business Negotiations.....	1.5
BUS. 227	Global Business Contracts.....	1.5
BUS. 230	Intro to International Marketing.....	1.5
BUS. 231	Put Your Business on the Web.....	3
BUS. 241	Doing Business in Asia.....	1.5
BUS. 242	Doing Business in Europe	1.5
BUS. 244	Doing Business in Latin America.....	1.5
BUS. 245	Introduction to Customs Brokerage	1.5
BUS. 670	Internship in International Trade.....	1-4
TOTAL REQUIRED UNITS.....		13.5

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN LEGAL SECRETARY

Required Core Courses	Units	
BUS. 401	Business Communications.....	3
BUS. 443	Law Office Procedures or	
LEGL 443	Law Office Procedures.....	3
CAOT 212	Word Processing I: WordPerfect or	
CAOT 214	Word Processing I: Word	1
CAOT 213	Word Processing II: WordPerfect or	
CAOT 215	Word Processing II: Word.....	2
LEGL 245	Legal Operations.....	3
LEGL 252	Principles of Civil & Administrative Process.....	3

Plus a minimum of 9 units from the following:

ACTG 103	Ten Key Skills.....	0.5
ACTG 194	Introduction to QuickBooks.....	1
BUS. 103	Intro to Business Information Systems.....	3
BUS. 107	Dealing with Difficult People.....	1
BUS. 115	Business Math.....	1.5-3
BUS. 400	Business English.....	3
BUS. 670	Business Work Experience.....	1
CAOT 101	Computer Keyboarding Skill Building.....	1.5
CAOT 104	Intro to Computers with Windows I.....	1.5
CAOT 200	Introduction to MS Suite	2
CAOT 201	Integration of MS Office Applications	1
CAOT 222	Business Presentations I.....	1
CAOT 223	Business Presentations II.....	1
CAOT 225	Spreadsheets I.....	1
CAOT 226	Spreadsheets II.....	2
CAOT 230	Database Applications I.....	1
CAOT 231	Database Applications II.....	2
CAOT 400	Internet I.....	1.5
CAOT 403	HTML & Web Authoring Applications I.....	1.5
CAOT 404	HTML & Web Authoring Applications II.....	1.5
LEGL 250	Legal Research.....	3
LEGL 305	Judicial Process in California.....	3
SPCH 120	Interpersonal Communications	3
TOTAL REQUIRED UNITS IN MAJOR AREA.....		24

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

LEGAL SECRETARY CERTIFICATE

Required Courses	Units	
BUS. 401	Business Communications.....	3
BUS. 443	Law Office Procedures or	
LEGL 443	Law Office Procedures.....	3
CAOT 212	Word Processing I: WordPerfect or	
CAOT 214	Word Processing I: Word	1
CAOT 213	Word Processing II: WordPerfect or	
CAOT 215	Word Processing II: Word.....	2
LEGL 245	Legal Operations.....	3
LEGL 252	Principles of Civil & Administrative Process.....	3

Plus a minimum of 9 units from the following:

ACTG 103	Ten Key Skills.....	0.5
ACTG 194	Introduction to QuickBooks.....	1
BUS. 103	Intro to Business Information Systems.....	3
BUS. 107	Dealing with Difficult People.....	1
BUS. 115	Business Math.....	1.5-3
BUS. 400	Business English.....	3
BUS. 670	Business Work Experience.....	1
CAOT 101	Computer Keyboarding Skill Building.....	1.5
CAOT 104	Intro to Computers with Windows I.....	1.5
CAOT 200	Introduction to MS Suite	2
CAOT 201	Integration of MS Office Applications	1
CAOT 222	Business Presentations I.....	1
CAOT 223	Business Presentations II.....	1
CAOT 225	Spreadsheets I.....	1
CAOT 226	Spreadsheets II.....	2
CAOT 230	Database Applications I.....	1
CAOT 231	Database Applications II.....	2
CAOT 400	Internet I.....	1.5
CAOT 403	HTML & Web Authoring Applications I.....	1.5
CAOT 404	HTML & Web Authoring Applications II.....	1.5
LEGL 250	Legal Research.....	3
LEGL 305	Judicial Process in California.....	3
SPCH 120	Interpersonal Communications	3
TOTAL REQUIRED UNITS.....		24

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN MARKETING

Required Core Courses		Units
BUS. 187	Marketing Communications	3
BUS. 231	Put Your Business on the Web.....	3
SPCH 100	Fundamentals of Speech	3

Plus one course from the following:

BUS. 180	Fundamentals of Marketing.....	3
H.R. 101	Hospitality Marketing.....	3

Plus one course from the following:

BUS. 123	Statistics.....	3
MATH 200	Probability & Statistics.....	4

Plus one course from the following:

BUS. 200	Introduction to International Business.....	3
BUS. 212	International Business Practice Firm.....	3
BUS. 221	Intercultural Business Communication.....	1.5
BUS. 230	Introduction to International Marketing	1.5

Plus a minimum of 6 units from the following:

ACTG 100	Accounting Procedures.....	3
BUS. 101	Human Relations at Work.....	3
BUS. 107	Dealing with Difficult People.....	1
BUS. 109	Working with People Worldwide.....	1
BUS. 150	Small Business Management.....	3
BUS. 170	Selling Fundamentals.....	3
BUS. 175	Advertising.....	3
BUS. 181	Personal Power & Leadership.....	1.5

BUS. 182	Techniques of Promotion.....	3
BUS. 183	Building High Performing Teams.....	1.5
BUS. 190	Retailing, E-Commerce & Buying.....	3
BUS. 225	Foundations of Global E-Commerce.....	1.5
BUS. 279	Import/Export Management.....	1.5
BUS. 670	Business Work Experience or	1-3
COOP 670 Vocational Cooperative Education or		
H.R. 670	Hotel Work Experience.....	1-4
FASH 152	Visual Merchandising.....	3
H.R. 108	Intro to Meetings & Convention Management....	3
H.R. 112	Princ. of Meetings & Convention Management..	3
R.E. 665	Selected Real Estate Topics.....	.5-1.5
TOTAL REQUIRED UNITS IN MAJOR AREA.....		22.5-25
Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).		

MARKETING CERTIFICATE

Required Courses		Units
BUS. 187	Marketing Communications	3
BUS. 231	Put Your Business on the Web.....	3

Plus one course from the following:

BUS. 180	Fundamentals of Marketing.....	3
H.R. 10	Hospitality Marketing.....	3

Plus a minimum of 3 units from the following:

BUS. 200	Introduction to International Business.....	3
BUS. 212	International Business Practice Firm.....	3
BUS. 221	Intercultural Business Communication.....	1.5
BUS. 230	Introduction to International Marketing	1.5

Plus a minimum of 6 units from the following:

ACTG 100	Accounting Procedures.....	3
BUS. 101	Human Relations at Work.....	3
BUS. 107	Dealing with Difficult People.....	1
BUS. 109	Working with People Worldwide.....	1
BUS. 150	Small Business Management.....	3
BUS. 170	Selling Fundamentals.....	3
BUS. 175	Advertising.....	3
BUS. 181	Personal Power & Leadership.....	1.5
BUS. 182	Techniques of Promotion.....	3
BUS. 183	Building High Performing Teams.....	1.5
BUS. 190	Retailing, E-Commerce & Buying.....	3
BUS. 225	Foundations of Global E-Commerce.....	1.5
BUS. 279	Import/Export Management.....	1.5
BUS. 670	Business Work Experience or	1-3
COOP 670 Vocational Cooperative Education or		
H.R. 670	Hotel Work Experience.....	1-4
FASH 152	Visual Merchandising.....	3
H.R. 108	Intro to Meetings & Convention Management....	3
H.R. 112	Princ. of Meetings & Convention Management ..	3
R.E. 665	Selected Real Estate Topics.....	.5-1.5
TOTAL REQUIRED UNITS.....		18

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN MEDICAL TRANSCRIPTIONIST

Required Core Courses	Units
BIOL 250 Human Anatomy.....	4
BUS. 485 Medical Terminology.....	3
BUS. 486 Medical Transcription	4
BUS. 670 Business Work Experience or BUS. 487 Medical Transcription Internship.....	1
CAOT 212 Word Processing I: WordPerfect or CAOT 214 Word Processing I: Word	1
CAOT 213 Word Processing II: WordPerfect or CAOT 215 Word Processing II: Word.....	2

Plus a minimum of 9 units from the following:

ACTG 194 Introduction to QuickBooks.....	1
BIOL 130 Human Biology.....	3
BIOL 260 Introduction to Physiology.....	5
BUS. 103 Intro to Business Information Systems.....	3
BUS. 115 Business Math.....	1.5-3
BUS. 400 Business English.....	3
BUS. 401 Business Communications.....	3
CAOT 101 Computer Keyboarding Skill Building.....	1.5
CAOT 104 Intro to Computers with Windows I.....	1.5
CAOT 200 Introduction to MS Office Suite.....	2
CAOT 201 Integration of MS Applications.....	1
CAOT 225 Spreadsheets I.....	1
CAOT 226 Spreadsheets II.....	2
CAOT 230 Database Applications I.....	1
CAOT 301 Professional Portfolio.....	1
CAOT 400 Internet I.....	1.5
TOTAL REQUIRED UNITS IN MAJOR AREA.....	24

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

MEDICAL TRANSCRIPTIONIST CERTIFICATE

Required Courses	Units
BIOL 250 Human Anatomy.....	4
BUS. 485 Medical Terminology.....	3
BUS. 486 Medical Transcription	4
BUS. 670 Business Work Experience or BUS. 487 Medical Transcription Internship.....	1
CAOT 212 Word Processing I: WordPerfect or CAOT 214 Word Processing I: Word	1
CAOT 213 Word Processing II: WordPerfect or CAOT 215 Word Processing II: Word.....	2

Plus a minimum of 9 units from the following:

ACTG 194 Introduction to QuickBooks.....	1
BIOL 130 Human Biology.....	3
BIOL 260 Introduction to Physiology.....	5
BUS. 103 Intro to Business Information Systems	3
BUS. 115 Business Math.....	1.5-3
BUS. 400 Business English.....	3
BUS. 401 Business Communications.....	3
CAOT 101 Computer Keyboarding Skill Building.....	1.5

CAOT 104 Intro to Computers with Windows I.....	1.5
CAOT 200 Introduction to MS Office Suite.....	2
CAOT 201 Integration of MS Applications.....	1
CAOT 225 Spreadsheets I.....	1
CAOT 226 Spreadsheets II.....	2
CAOT 230 Database Applications I.....	1
CAOT 301 Professional Portfolio.....	1
CAOT 400 Internet I.....	1.5
TOTAL REQUIRED UNITS.....	24

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN WEB DEVELOPER

Required Core Courses	Units
CAOT 400 Internet I.....	1.5
CAOT 403 HTML & Web Authoring Applications I.....	1.5
CAOT 404 HTML & Web Authoring Applications II.....	1.5
CAOT 406 Multimedia and the Web I: Audio	1.5
CAOT 407 Multimedia and the Web II: Video.....	1.5
CAOT 410 Web Graphics I.....	1
CAOT 411 Web Graphics II.....	1
CAOT 412 Web Animation	1
CAOT 415 Web Design and Management.....	2

Plus a minimum of 5.5 units from the following:

ART 214 Color.....	2-3
ART 301 Design.....	2-3
ART 376 Digital Imaging I.....	2
ART 377 Digital Imaging II.....	3
BUS. 231 Put Your Business on the Web.....	3
CAOT 220 Desktop Publishing: PageMaker.....	1.5-3
CAOT 222 Business Presentations I.....	1
CAOT 223 Business Presentations II.....	1
CAOT 230 Database Applications I.....	1
CAOT 231 Database Applications II.....	2
CAOT 301 Professional Portfolio.....	1
CAOT 320 Graphic Design for Computer Users.....	1.5
CAOT 405 HTML & Web Authoring Applications III.....	1.0
CAOT 413 Advanced Flash	1.5
CAOT 420 Web Scripting I.....	1.5
CAOT 421 Web Scripting II.....	1.5
CAOT 422 Web Scripting III.....	1.5
CAOT 425 Web Design Principles.....	1.5
CAOT 427 Collaboration & Web Production I	1.5
CAOT 430 Web Database I.....	1
CAOT 431 Web Database II.....	1
CAOT 432 Web Database III	1
CAOT 480 Network Fundamentals, LAN	3
TOTAL REQUIRED UNITS IN MAJOR AREA	18

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

WEB DEVELOPER CERTIFICATE

Required Courses	Units
CAOT 400 Internet I.....	1.5
CAOT 403 HTML & Web Authoring Applications I.....	1.5
CAOT 404 HTML & Web Authoring Applications II.....	1.5
CAOT 406 Multimedia and the Web I: Audio	1.5
CAOT 407 Multimedia and the Web II: Video.....	1.5
CAOT 410 Web Graphics I.....	1
CAOT 411 Web Graphics II.....	1
CAOT 412 Web Animation	1
CAOT 415 Web Design and Management.....	2

Plus a minimum of 5.5 units from the following:

ART 214 Color.....	2-3
ART 301 Design.....	2-3
ART 376 Digital Imaging I.....	2
ART 377 Digital Imaging II.....	3
BUS. 231 Put Your Business on the Web.....	3
CAOT 220 Desktop Publishing: PageMaker.....	1.5-3
CAOT 222 Business Presentations I.....	1
CAOT 223 Business Presentations II.....	1
CAOT 230 Database Applications I.....	1
CAOT 231 Database Applications II.....	2
CAOT 301 Professional Portfolio.....	1
CAOT 320 Graphic Design for Computer Users.....	1.5
CAOT 405 HTML & Web Authoring Applications III.....	1.0
CAOT 413 Advanced Flash	1.5
CAOT 420 Web Scripting I.....	1.5
CAOT 421 Web Scripting II.....	1.5
CAOT 422 Web Scripting III.....	1.5
CAOT 425 Web Design Principles.....	1.5
CAOT 427 Collaboration & Web Production I.....	1.5
CAOT 430 Web Database I.....	1
CAOT 431 Web Database II	1
CAOT 432 Web Database III	1
CAOT 480 Network Fundamentals (LAN).....	3
TOTAL REQUIRED UNITS.....	18

DANCE

ASSOCIATE IN ARTS DEGREE WITH A MAJOR IN DANCE

Required Core Courses	Units
DANC 110 Modern Dance.....	1
DANC 130 Jazz Dance.....	1
DANC 140 Ballet.....	1
DANC 330 Creative Dance.....	1
DANC 390 Dance Composition/Theory/Choreography.....	3
DANC 400 Dance Production.....	2
BIOL 250 Human Anatomy.....	4
MUS. 100 Fundamentals of Music.....	3

Plus a selection of 6 units from the following:

ART 201 Form & Composition I.....	2-3
ART 202 Form & Composition II.....	2-3
BIOL 260 Introduction to Physiology.....	5
DANC 101 Beginning Dance.....	.5-1
DANC 105 Dance & Wellness5-1
DANC 350 Aerobic Dance.....	1
DANC 440 Princ. of Dance Company/ Arts Program Management.....	.5-2
DANC 450 Intermediate/Adv. Dance Production.....	.5-1
DANC 665 Dance in Cultural Context.....	1-3*

*Note: Each unit of DANC 665 used toward the degree must be a different topic (e.g., Salsa, Flamenco, Afro/Brazilian).

FITN 332 Stretching & Flexibility.....	1
P.E. 100 Intro to Physical Education.....	2
TOTAL REQUIRED UNITS IN MAJOR AREA.....	22

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

EARLY CHILDHOOD EDUCATION

The Early Childhood Education program is designed to meet the needs of individuals planning a career working with preschool aged children and/or are currently working with preschool aged children. The child from birth to school age is the primary focus. Current research and practical applications are combined in order to assist students in planning their most effective role with children. Children’s growth, developmentally appropriate practice, cultural diversity, family support and professional development within the ECE field are major components of the program.

In order to meet the varied needs of ECE students, courses are offered mornings, afternoons, evenings and weekends. The program makes every effort to schedule classes to meet the diversity of students’ needs and to encourage students to plan ahead in order to complete specific program requirements.

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN EARLY CHILDHOOD EDUCATION

An Associate degree with 24 ECE units and at least 16 general education units qualifies a student for a Teacher Permit issued by the Commission on Teacher Credentialing. This permit is required of all teachers working in child care and development programs operating under Title 5, (state-funded programs). A grade of C or better is required in all of the courses used to satisfy the requirements for the major. A minimum of 50% of the ECE units must be taken at Skyline College in order to receive the AS degree with a major in ECE from Skyline.

Required Core Courses	Units
ECE. 201 Child Development or PSYC 201 Child Development.....	3
ECE. 210 Early Childhood Education Princ.....	3
ECE. 211 Early Childhood Education Curriculum.....	3

ECE. 212	Child, Family & Community or	
FCS 212	Child, Family & Community.....	3

Plus a selection of at least 12 units from the following:

ECE. 214	Child-Parent Relations or	
FCS 213	Child-Parent Relations.....	3
ECE. 240	ECE Administration: Business/Legal.....	3
ECE. 241	ECE Administration: Human Relations.....	3
ECE. 242	Adult Supervision in ECE/CD Classrooms.....	2
ECE. 260	Children with Special Needs.....	3
ECE. 262	Introduction to Family Support:	
	Building Respectful Partnerships.....	3
ECE. 264	The Life Cycle of the Family.....	3
ECE. 270	Intro to Infant/Toddler Child Care.....	3
ECE. 272	Cultural Diversity in Early Childhood Education..	3
ECE. 275	Children's Language & Literacy Development....	3
ECE. 311	Children's Nutrition or	
FCS 311	Children's Nutrition.....	1
ECE. 665	Selected Topic in Early Childhood Education..	1-4
ECE. 670	Cooperative Education in ECE.....	1-4
MINIMUM TOTAL REQUIRED UNITS IN MAJOR AREA		24

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

EARLY CHILDHOOD EDUCATION CERTIFICATE

An Early Childhood Education Certificate will be granted upon completion of the required number of units of coursework. A grade of C or better is required in all of the courses used to satisfy the requirements for the certificate. ECE 670: Cooperative Education in ECE is strongly recommended for those students planning to work in early childhood settings. Completion of the certificate requirements qualifies students as teachers in child care and development programs operating under Title 22, (non-state-funded programs) and/or for an Assistant or Associate Teacher Permit issued by the Commission on Teacher Credentialing. This permit is required of all assistant and associate teachers working in child care and development programs operating under Title 5, (state-funded programs). A minimum of 50% of the ECE units must be taken at Skyline College in order to receive the ECE Certificate from Skyline.

Required Core Courses		Units
ECE. 201	Child Development or	
PSYC 201	Child Development.....	3
ECE. 210	Early Childhood Education Princ.....	3
ECE. 211	Early Childhood Education Curriculum.....	3
ECE. 212	Child, Family & Community or	
FCS 212	Child, Family & Community.....	3

Plus a selection of at least 6 units from the following:

ECE. 214	Child-Parent Relations or	
FCS 213	Child-Parent Relations.....	3
ECE. 240	ECE Administration: Business/Legal.....	3
ECE. 241	ECE Administration: Human Relations.....	3
ECE. 242	Adult Supervision in ECE/CD Classrooms.....	2

ECE. 260	Children with Special Needs.....	3
ECE. 262	Introduction to Family Support:	
	Building Respectful Partnerships.....	3
ECE. 264	The Life Cycle of the Family.....	3
ECE. 270	Intro to Infant/Toddler Child Care.....	3
ECE. 272	Cultural Diversity in Early Childhood Education	3
ECE. 275	Children's Language & Literacy Development....	3
ECE. 311	Children's Nutrition or	
FCS 311	Children's Nutrition.....	1
ECE. 665	Selected Topic in Early Childhood Education	1-4
ECE. 670	Cooperative Education in ECE.....	1-4
MINIMUM TOTAL REQUIRED UNITS		18

ENGLISH

Course transfer requirements and electives for English majors may be different from course requirements and electives for English majors seeking the Associate Degree. Please check with a counselor or with the English Department for specifics.

ASSOCIATE IN ARTS DEGREE WITH A MAJOR IN ENGLISH

Required Core Courses	Units
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Select a minimum of 6 units from the following:

ENGL 100	Composition.....	3
ENGL 105	Intensive Composition.....	4
ENGL 110	Composition, Literature & Critical Thinking.....	3
ENGL 165	Critical Thinking/Adv. Composition.....	3

Plus a selection of 12 units from the following, 6 units of which must be literature courses:

ENGL 161	Creative Writing I.....	3
ENGL 162	Creative Writing II	3
ENGL/LIT 166	Women on Writing.....	.5
FILM 440	Film Study & Appreciation.....	3
JOUR 120	Newswriting.....	3
LIT. 101	Contemporary Literature	3
LIT. 111	Short Story.....	3
LIT. 113	Intro to the Novel.....	3
LIT. 116	Introduction to World Literature.....	3
LIT 191	Children's Literature.....	3
LIT. 225	Mirrors of Today: Contemp. Poetry	3
LIT. 251	Women in Literature	3
LIT. 265	Asian American Literature	3
LIT. 266	Black Literature.....	3
LIT. 267	Filipino American Literature.....	3
LIT. 370	Readings in Lit. of the Latino in the US.....	3
LIT. 373	Latin American Lit in Translation	3
LIT. 416	Modern European Lit in Translation	3
LIT. 432	Folklore	3
TOTAL REQUIRED UNITS IN MAJOR AREA		18

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

MATHEMATICS

ASSOCIATE IN ARTS DEGREE WITH A MAJOR IN MATHEMATICS

Required Core Courses	Units
Select 18 units from the following:	
MATH 251 Calculus w/Analyt. Geometry I.....	5
MATH 252 Calculus w/Analyt. Geometry II.....	5
MATH 253 Calculus w/Analyt. Geometry III.....	5
MATH 270 Linear Algebra.....	3
MATH 275 Ordinary Differential Equations.....	3

Plus 3 units in Computer Programming:	
COMP 155 Computer Programming Visual BASIC.....	3
COMP 156 Intermediate Programming in Visual BASIC.....	3
COMP 250 Programming Methods I: C++.....	3
COMP 252 Programming Methods II: C++.....	3
COMP 284 Programming Methods I: JAVA.....	3
COMP 286 Programming Methods II: JAVA.....	3

Plus at least 3 units from the following:	
MATH 200 Statistics.....	4
MATH 201 Quantitative Reasoning.....	3
MATH 270 Linear Algebra.....	3
MATH 275 Ordinary Differential Equations.....	3
PHYS 250 Physics with Calculus I.....	4
PHYS 260 Physics with Calculus II.....	4
TOTAL REQUIRED UNITS IN MAJOR AREA.....	24
Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).	

MUSIC

ASSOCIATE IN ARTS DEGREE WITH A MAJOR IN MUSIC

Required Core Courses	Units
MUS. 100 Fundamentals of Music.....	3
MUS. 301 Piano I.....	2
MUS. 110 Theory Seminar.....	3
MUS. 111 Theory Workshop.....	2

Select 6 units from the following:	
MUS. 115 Music, Art & Ideas.....	3
MUS. 202 Music Appreciation.....	3
MUS. 240 Music of the Americas.....	3
MUS. 250 World Music.....	3

Select 4 units from the following:	
MUS. 302, 303, 304 Piano II, III, IV.....	1-2
MUS. 377, 378, 379, 380 Guitar I, II, III, IV.....	2
MUS. 401, 402, 403, 404 Voice I, II, III, IV.....	2

Select 4 units from the following:	
MUS. 290 Intro to MIDI Music.....	2-3
MUS. 350 The Art of Rock, Rhythm & Blues I.....	3
MUS. 351 The Art of Rock, Rhythm & Blues II.....	3

MUS 383 Guitar Ensemble I.....	2
MUS. 430 Concert Band.....	1-2-3
MUS. 450 Jazz Band.....	1-2-3
MUS. 470 College Choir.....	2-3
TOTAL REQUIRED UNITS IN MAJOR AREA.....	24

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

Note: See your counselor for assistance with regard to transfer requirements.

PARALEGAL, LEGAL ASSISTANT

ASSOCIATE IN ARTS DEGREE WITH A MAJOR IN PARALEGAL, LEGAL ASSISTANT

Required Core Courses	Units
BUS. 201 Business Law.....	3
CAOT 212 Word Processing I: WordPerfect or	
CAOT 214 Word Processing I: Word.....	1
CAOT 213 Word Processing II: WordPerfect or	
CAOT 215 Word Processing II: Word.....	2
LEGL 240 Introduction to Law.....	3
LEGL 245 Legal Operations.....	3
LEGL 250 Legal Research.....	3
LEGL 252 Princ of Civil/Admin. Process.....	3

Plus a selection of 9 units from the following:	
BUS. 140 Security Investments.....	3
BUS. 264 Labor Law/Collective Bargaining.....	3
BUS. 401 Business Communications.....	3
CAOT 104 Intro to Computers with Windows I.....	1.5
COOP 670 Vocational Co-Op Ed.....	1-4
H.R. 110 Hospitality Law.....	2
LEGL 260 Adv. Legal Research & Writing.....	3
LEGL 266 Probate, Estates & Trusts.....	3
LEGL 304 Concepts of Criminal Law.....	3
LEGL 305 Judicial Process in Calif.	3
LEGL 306 Legal Aspects of Evidence.....	3
LEGL 320 Criminal Investigation.....	3
LEGL 443 Law Office Procedures.....	1-3
LEGL 690 Special Projects.....	1-3
LSCI 105 Online Research.....	3
LSCI 106 Online Research I.....	1
LSCI 107 Online Research II.....	1
LSCI 108 Online Research III.....	1
PHIL 103 Critical Thinking.....	3
PLSC 301 Calif. State & Urban Government.....	3
R.E. 100 Real Estate.....	3
TOTAL REQUIRED UNITS IN MAJOR AREA.....	27

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

PARALEGAL, LEGAL ASSISTANT CERTIFICATE

Required Courses	Units
BUS. 201 Business Law.....	3
CAOT 212 Word Processing I: WordPerfect or	
CAOT 214 Word Processing I: Word.....	1
CAOT 213 Word Processing II: WordPerfect or	
CAOT 215 Word Processing II: Word.....	2
LEGL 240 Introduction to Law	3
LEGL 245 Legal Operations.....	3
LEGL 250 Legal Research.....	3
LEGL 252 Princ. of Civil & Admin. Process.....	3

Plus a selection of 9 units from the following:

BUS. 140 Security Investments.....	3
BUS. 264 Labor Law/Collective Bargaining.....	3
BUS. 401 Business Communications.....	3
CAOT 104 Intro to Computers with Windows I.....	1.5
COOP 670 Vocational Co-Op Ed	1-4
H.R. 110 Hospitality Law.....	2
LEGL 260 Adv. Legal Research & Writing.....	3
LEGL 266 Probate, Estates & Trusts.....	3
LEGL 304 Concepts of Criminal Law.....	3
LEGL 305 Judicial Process in California.....	3
LEGL 306 Legal Aspects of Evidence.....	3
LEGL 320 Criminal Investigation.....	3
LEGL 443 Law Office Procedures.....	1-3
LEGL 690 Special Projects	1-3
LSCI 105 Online Research	3
LSCI 106 Online Research I.....	1
LSCI 107 Online Research II	1
LSCI 108 Online Research III	1
PHIL 103 Critical Thinking.....	3
PLSC 301 Calif. State & Urban Government.....	3
R.E. 100 Real Estate Principles.....	3
TOTAL REQUIRED UNITS.....	27

PHYSICAL EDUCATION

ASSOCIATE IN ARTS DEGREE WITH A MAJOR IN PHYSICAL EDUCATION

Required Core Courses	Units
BIOL 130 Human Biology.....	3
BIOL 250 Human Anatomy.....	4
FCS 310 Nutrition.....	3
PSYC 100 General Psychology.....	3
P.E. 100 Nature & Scope of Physical Education.....	2

Plus a minimum of 3 units from 3 different subject areas from the following:

- COMB 301/302/401/404/405 Self Defense
- DANC 101/110/130/140/330/350 Dance/Aerobics
- FITN 110/116/160/201/202/205/210 Conditioning/Fitness/
Strength Training
- FITN 303/332/334/304/305 Stretch/Yoga/
Cardiovascular Development

- INDV 101/105/121/125/160/165/167/251/253/255
Individual Sports
- P.E. 201/202/203 Sports Medicine
- TEAM 100/111/115/125/132/141/145/146/149/150/171/173/
175/176 Team Sports
- TOTAL REQUIRED UNITS IN MAJOR AREA..... 18**
- Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

RECREATION EDUCATION

The Municipal Recreation Certificate is inactive effective Fall 2003.

SPANISH

ASSOCIATE IN ARTS DEGREE WITH A MAJOR IN SPANISH

Required Core Courses	Units
SPAN 110 Elementary Spanish or	5
SPAN 111/112 Elementary Spanish I, II.....	6
SPAN 120 Advanced/Elementary Spanish or	5
SPAN 121/122 Advanced/Elementary Spanish I, II or	6
SPAN 220 Spanish for Spanish Speakers I	5
SPAN 130 Intermediate Spanish.....	3
SPAN 140 Advanced/Intermediate Spanish.....	3
SPAN 161 Readings in Spanish American Lit. I	3
SPAN 162 Readings in Spanish American Lit. II	3
TOTAL REQUIRED UNITS IN MAJOR AREA	22-24

SURGICAL TECHNOLOGY

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN SURGICAL TECHNOLOGY

Required Core Courses	Units
SURG 440 Basic Sciences for Surgical Technology.....	6
SURG 441 Surgical Patient Care Concepts	10
SURG 442 Surgical Specialties	6
SURG 443 Clinical Practice for Surgical Technology.....	8
TOTAL REQUIRED UNITS IN MAJOR AREA.....	30

SURGICAL TECHNOLOGY CERTIFICATE

Required Courses	Units
SURG 440 Basic Sciences for Surgical Technology.....	6
SURG 441 Surgical Patient Care Concepts	10
SURG 442 Surgical Specialties	6
SURG 443 Clinical Practice for Surgical Technology.....	8
TOTAL REQUIRED UNITS.....	30

**CENTRAL SERVICE TECHNOLOGY/
STERILE PROCESSING**

Two certificates are available in Central Service Technology. One certificate recognizes the completion of the classroom and laboratory experience, the other certificate includes 192 hours of clinical practice in a hospital setting.

CENTRAL SERVICE TECHNOLOGY CERTIFICATE

Required Course	Units
SURG 445 Introduction to Central Service Technology.....	4

**CENTRAL SERVICE TECHNOLOGY WITH
CLINICAL PRACTICE CERTIFICATE**

Required Courses	Units
SURG 445 Introduction to Central Service Technology.....	4
SURG 446 Clinical Practice for Central Service Technology	3

**TELECOMMUNICATIONS AND NETWORK
INFORMATION TECHNOLOGY**

The Telecommunications and Network Information Technology programs are activity based, hands-on programs designed with direct employment skills and knowledge as their foundation. The programs of this department are centered on the current technologies of the Telecommunications, Networking and Wireless industry and are designed to serve students entering the field as well as those who are seeking to upgrade their skills in specific areas. Instruction focuses on both theory and practical application. The opportunity exists for students to receive endorsements in specific skill areas as they pursue their Associate Degree. Upon completion of the program, students are prepared for a variety of positions in industry. Some students are able to find employment after completing a portion of the program and continue their education while gaining valuable work experience. Students may receive Certificate and Skill Endorsements independent of their Associate Degree studies.

NOTE: A grade of C or better is required in all courses applied to the Associate Degree majors, the Certificates, and the Skill Endorsements.

**ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN
TELECOMMUNICATIONS AND WIRELESS TECHNOLOGY**

Required Core Courses	Units
TCOM 100 Telecommunications, Networking and Wireless Technologies.....	3
TCOM 405 Electrical Fundamentals for Telecommunications.....	6
TCOM 410 Wiring and Installation for Telecommunications and Networking.....	6
TCOM 415 Wireless and Mobile Communications Fundamentals.....	3
TCOM 420 Signal Transmission and Radio Frequency (R.F.) Fundamentals.....	6

TCOM 440 Transport Networks and the Fundamentals of Digital Communications.....	6
TCOM 445 Wireless and Mobile Communications Systems and Applications	3

Plus a selection of 3 units from the following:

TCOM 451 PC Configuration and Repair	6
TCOM 460 Fiber Optics Technology.....	3
TCOM 465 Wireless Local Area Networks.....	3
TCOM 480 Network Fundamentals (LAN).....	3
TCOM 481 Network Systems Administration.....	3
TCOM 482 Introduction to Routers.....	3
TCOM 483 Network Switches-Concepts and Applications ..	3
TCOM 484 Advanced Routing Concepts and Applications..	3
TCOM 485 Troubleshooting the Internetwork.....	3
TCOM 486 Network Security.....	3
TCOM 490 Technical Overview of the Internet.....	3
TOTAL REQUIRED UNITS IN MAJOR AREA.....	36

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

**TELECOMMUNICATIONS AND WIRELESS
TECHNOLOGY CERTIFICATE**

Required Courses	Units
TCOM 100 Telecommunications, Networking and Wireless Technologies.....	3
TCOM 405 Electrical Fundamentals for Telecommunications	6
TCOM 410 Wiring and Installation for Telecommunications and Networking.....	6
TCOM 415 Wireless and Mobile Communications Fundamentals.....	3
TCOM 420 Signal Transmission and Radio Frequency (R.F.) Fundamentals.....	6
TCOM 440 Transport Networks and the Fundamentals of Digital Communications.....	6
TCOM 445 Wireless and Mobile Communications Systems and Applications.....	3

Plus a selection of 3 units from the following:

TCOM 451 PC Configuration and Repair	6
TCOM 460 Fiber Optics Technology	3
TCOM 465 Wireless Local Area Networks.....	3
TCOM 480 Network Fundamentals (LAN).....	3
TCOM 481 Network Systems Administration.....	3
TCOM 482 Introduction to Routers.....	3
TCOM 483 Network Switches-Concepts and Applications	3
TCOM 484 Advanced Routing Concepts and Applications	3
TCOM 485 Troubleshooting the Internetwork.....	3
TCOM 486 Network Security.....	3
TCOM 490 Technical Overview of the Internet.....	3
TOTAL REQUIRED UNITS.....	36

ASSOCIATE IN SCIENCE DEGREE WITH A MAJOR IN NETWORK ENGINEERING

(Pending State Chancellor's Office approval.)

Required Core Courses	Units
TCOM 405 Electrical Fundamentals for Telecommunications or	6
ELEC 110 Fundamentals of Electronics.....	3

And the following:

TCOM 100 Telecommunications, Networking and Wireless Technologies.....	3
TCOM 410 Wiring and Installation for Telecommunications and Networking.....	6
TCOM 451 PC Configuration and Repair	6
TCOM 480 Network Fundamentals (LAN).....	3
TCOM 481 Network Systems Administration.....	3
TCOM 482 Introduction to Routers.....	3
TCOM 483 Network Switches-Concepts and Applications ..	3
TCOM 484 Advanced Routing Concepts and Applications	3
TCOM 485 Troubleshooting the Internetwork.....	3
TCOM 486 Network Security.....	3

Plus a selection of 3 units from the following:

TCOM 415 Wireless and Mobile Communications Fundamentals	3
TCOM 420 Signal Transmission and Radio Frequency (R.F.) Fundamentals.....	6
TCOM 440 Transport Networks and the Fundamentals of Digital Communications.....	6
TCOM 445 Wireless and Mobile Communications Systems and Applications.....	3
TCOM 460 Fiber Optics Technology	3
TCOM 465 Wireless Local Area Networks	3
TCOM 490 Technical Overview of the Internet	3
TOTAL REQUIRED UNITS IN MAJOR AREA	42-45

Plus General Education and other requirements for the Associate degree (refer to Associate Degree Requirements).

NETWORK ENGINEERING CERTIFICATE

(Pending State Chancellor's Office approval.)

Required Courses	Units
TCOM 405 Electrical Fundamentals for Telecommunications or	6
ELEC 110 Fundamentals of Electronics.....	3

And the following:

TCOM 100 Telecommunications, Networking and Wireless Technologies.....	3
TCOM 410 Wiring and Installation for Telecommunications and Networking.....	6
TCOM 451 PC Configuration and Repair	6
TCOM 480 Network Fundamentals (LAN).....	3
TCOM 481 Network Systems Administration.....	3
TCOM 482 Introduction to Routers.....	3
TCOM 483 Network Switches-Concepts and Applications ..	3

TCOM 484 Advanced Routing Concepts and Applications..	3
TCOM 485 Troubleshooting the Internetwork.....	3
TCOM 486 Network Security.....	3

Plus a selection of 3 units from the following:

TCOM 415 Wireless and Mobile Communications Fundamentals	3
TCOM 420 Signal Transmission and Radio Frequency (R.F.) Fundamentals.....	6
TCOM 440 Transport Networks and the Fundamentals of Digital Communications.....	6
TCOM 445 Wireless and Mobile Communications Systems and Applications	3
TCOM 460 Fiber Optics Technology	3
TCOM 465 Wireless Local Area Networks	3
TCOM 490 Technical Overview of the Internet	3
TOTAL REQUIRED UNITS.....	42-45

TELECOMMUNICATIONS AND NETWORK INFORMATION TECHNOLOGY SKILL ENDORSEMENTS

These endorsements provide an opportunity for short-term study. They are verification that students have achieved a specific level of competency in a selected area of entry-level employment. Students may achieve these endorsements on their own or while they are completing their studies for degrees or certificates.

SKILL ENDORSEMENT IN BASIC NETWORKING

Required Courses	Units
TCOM 451 PC Configuration and Repair	6
TCOM 480 Network Fundamentals (LAN).....	3
TCOM 481 Network Systems Administration.....	3
TOTAL REQUIRED UNITS.....	12

SKILL ENDORSEMENT IN PC CONFIGURATION AND REPAIR

Required Courses	Units
TCOM 405 Electrical Fundamentals for Telecommunications or	6
ELEC 110 Fundamentals of Electronics.....	3

and

TCOM 451 PC Configuration and Repair	6
TOTAL REQUIRED UNITS	9-12

SKILL ENDORSEMENT IN WIRING AND INSTALLATION

Required Courses	Units
TCOM 405 Electrical Fundamentals for Telecommunications.....	6
TCOM 410 Wiring and Installation for Telecommunications and Networking.....	6
TCOM 460 Fiber Optics Technology.....	3
TOTAL REQUIRED UNITS.....	15

34 TRANSFER COURSES – UNIVERSITY OF CALIFORNIA

COURSES DESIGNATED AS TRANSFERABLE TOWARD BACCALAUREATE DEGREE CREDIT AT ALL CAMPUSES OF THE UNIVERSITY OF CALIFORNIA

This information is current as of May 30, 2003. Please check with the Counseling Office or the Transfer Opportunity and Career Center for more up-to-date information.

ACCOUNTING

121 Financial Accounting
131 Managerial Accounting

ADMINISTRATION OF JUSTICE

100 Intro to Administration of
Justice
104 Concepts of Criminal Law
108 Community Relations

AMERICAN SIGN LANGUAGE

111/112 American Sign Language
I & II
121/122 Adv. Elementary Sign
Language I and II

ANTHROPOLOGY

110 Cultural Anthropology
125 Physical Anthropology
150 Intro to Archaeology
155 Human Prehistory & the Rise
of Civilization
180 Magic, Witchcraft & Religion
360 Native Peoples of North
America
690 Individual Study in
Anthropology

ART

101 History of Western Art I
102 History of Western Art II
105 Art of Asia and the Near East
115 Art, Music & Ideas
120 Art of the Americas
130 Art Appreciation
201 Form & Composition I
202 Form & Composition II
204 Drawing I
205 Drawing II
207 Life Drawing
208 Portrait Drawing I
209 Portrait Drawing II
214 Color
221 Painting I
222 Painting II
231 Water Color I
232 Water Color II
234 Printmaking I
235 Printmaking II
248 Portraits in Pastel
301 Design
302 Advanced Design
351 Photography I
352 Photography II
376 Digital Imaging I
405 Sculpture I
406 Sculpture II
411 Ceramics I
412 Ceramics II
417 Ceramic Glazing Techniques
665 Special Topics in Art
690 Individual Study in Art

BIOLOGY

†101 Man in a Biological World
†110 Principles of Biology
111 Natural History of California
†130 Human Biology
140 Animals, People & Environment
145 Plants, People & Environment
150 Intro to Marine Biology
215 Organismal Biology
230 Intro to Cell Biology
240 General Microbiology
250 Human Anatomy
260 Intro to Physiology
675 Honors Colloquium in Biology
690 Individual Study in Biology

BUSINESS

100 Introduction to Business
103 Intro to Business Information
Systems (formerly D.P. 110)
†120 Mathematical Analysis for
Business
†123 Statistics
201 Business Law

CHEMISTRY

†112 Chemistry in Action
†192 Elementary Chemistry
210 General Chemistry I
220 General Chemistry II
234 Organic Chemistry I
235 Organic Chemistry II
237 Organic Chemistry Lab I
238 Organic Chemistry Lab II
690 Individual Study in Chemistry

CHINESE

†111/112 Elementary Chinese I & II

COMBATIVES

†301 Beginning Wrestling
†302 Intermediate Wrestling
†401 Self Defense
†404 Beginning Shotokan Karate
†405 Intermediate & Adv.
Shotokan Karate

COMPUTER SCIENCE

118 Intro to Object-Oriented
Program Design
155 Computer Programming -
VISUAL BASIC
156 Intermediate Programming in
VISUAL BASIC
190 Intro to C Programming
250 Adv. C Programming with an
Intro to C++
252 Programming Methods II: C++
284 Programming Methods I: JAVA
286 Programming Methods II:
JAVA
665 Selected Topics In Computer
Science

DANCE

101 Beginning Dance
105 Dance & Wellness
110 Modern Dance
130 Jazz Dance
140 Ballet
330 Creative Dance
†350 Aerobic Dance
390 Dance Composition/
Theory/Choreography
400 Dance Production
665 Selected Topics in Dance
690 Individual Study in Dance

EARLY CHILDHOOD EDUCATION

201 Child Development
212 Child, Family & Community

ECONOMICS

100 Principles of Macroeconomics
102 Principles of Microeconomics
690 Individual Study in Economics

ENGLISH

†100 Composition
†105 Intensive Composition
110 Composition, Literature &
Critical Thinking
161 Creative Writing I
162 Creative Writing II
165 Critical Thinking & Adv.
Composition
400 English Composition for
Non-Native Speakers
690 Individual Study in English

FAMILY & CONSUMER SCIENCES

113 Textiles
212 Child, Family & Community
310 Nutrition

FASHION MERCHANDISING

113 Textiles

FILM

370 Film Production
(formerly ART 371)
440 Film Study/Appreciation
(formerly LIT. 441)
450 Great Film Directors

FITNESS

†110 Adult Conditioning
†116 Body Conditioning
†160 Women's Conditioning
†201 Men's Beginning Weight
Conditioning
†202 Men's Intermediate Weight
Conditioning
†205 Weight Conditioning
†210 Women's Individual Weight
Conditioning
†303 Trail Hiking

†304 Walking Fitness
†305 Cardiovascular Development
- Running Emphasis
†332 Stretching & Flexibility
†334 Yoga
†350 Adaptive Physical Education

GEOGRAPHY

110 Cultural Geography
150 World Regional Geography
690 Individual Study in Geography

GEOLOGY

†100 Survey of Geology
105 Environmental Earth Science
115 Earthquakes
180 Geology of California
†210 General Geology
220 Historical Geology
†611 Field Geology I
†612 Field Geology II
690 Individual Study in Geology

HEALTH SCIENCE

100 General Health
130 Human Sexuality

HISTORY

†100 History of Western
Civilization I
101 History of Western
Civilization II
104 World Civilizations I
106 World Civilizations II
†108 Survey of American History
†201 United States History I
†202 United States History II
†235 History of Ethnic Groups in
the U.S.
240 History of Ethnic Groups in
California
244 African American History
310 California History
420 Survey of Latin American
History
430 Early Asian Civilizations
435 History of the Philippines
690 Individual Study in History

HUMANITIES

115 Intro to the Arts - Live!
690 Individual Study in Humanities

INDIVIDUAL

†101 Beginning Archery
†105 Intermediate Archery
†121 Beginning Badminton
†125 Advanced Badminton
†160 Golf
†251 Beginning Tennis
†253 Intermediate Tennis
†255 Advanced Tennis

ITALIAN

- †111/112 Elementary Italian I & II
- †121/122 Adv. Elementary Italian I & II

JAPANESE

- †111/112 Elementary Japanese I & II

JOURNALISM

- 110 Mass Media & Society
- 120 Newswriting

LIBRARY SCIENCE

- †100 Intro to Information Research
- †105 Online Research

LITERATURE

- 101 Contemporary Literature
- 111 Short Story
- 113 Intro to the Novel
- 116 Intro to World Literature
- 225 Mirrors of Today: Contemporary Poetry
- 251 Women in Literature
- 265 Asian American Literature
- 266 Black Literature
- 267 Filipino American Literature
- 370 Literature of the Latino in the U.S.
- 373 Latin American Literature in Translation
- 416 Modern European Literature in Translation
- 432 Folklore
- 690 Individual Study in Literature

MATHEMATICS

- †150 Mathematics for Elementary School Teachers I
- †153 Mathematics for Elementary School Teachers II
- †200 Probability & Statistics
- 201 Quantitative Reasoning
- †222 Precalculus
- †241 Applied Calculus I
- †242 Applied Calculus II
- †251 Calculus/Analytical Geometry I
- †252 Calculus/Analytical Geometry II
- †253 Calculus/Analytical Geometry III
- 270 Linear Algebra
- 275 Ordinary Differential Equations
- 690 Individual Study in Mathematics

MUSIC

- 100 Fundamentals of Music
- 110 Theory Seminar
- 111 Theory Workshop
- 115 Music, Art & Ideas
- 202 Music Appreciation
- 204 Music History
- 240 Music of the Americas
- 250 World Music
- 275 History of Jazz
- 301 Piano I
- 302 Piano II
- 303 Piano III
- 304 Piano IV

- 350 The Art of Rock, Rhythm & Blues I

- 351 The Art of Rock, Rhythm & Blues II

- 377 Beginning Guitar
- 378 Intermediate Guitar

- 379 Advanced Guitar
- 401 Voice I

- 402 Voice II
- 403 Voice III

- 404 Voice IV
- 430 Concert Band

- 450 Jazz Band
- 470 Choir

- 475 Jazz Choir
- 665 Special Topics in Musical Performance

- 690 Individual Study in Music

OCEANOGRAPHY

- 100 Survey of Oceanography
- †101 Oceanography Lab/Field Study

- †108 Field Studies in Oceanography

PHILOSOPHY

- 100 Intro to Philosophy
- 103 Critical Thinking
- 160 History of Western Philosophy: Ancient & Medieval
- 175 History of Western Philosophy: 16th-18th Century

- 200 Intro to Logic
- 240 Intro to Ethics
- 300 Intro to World Religions

- 320 Asian Philosophy
- 690 Individual Study in Philosophy

PHYSICAL EDUCATION

- 100 Nature & Scope of Physical Education
- 690 Individual Study in Physical Education

PHYSICS

- †210 General Physics I
- †211 General Physics I - Calculus Supplement
- †220 General Physics II
- †221 General Physics II - Calculus Supplement
- †250 Physics with Calculus I
- †260 Physics with Calculus II
- †270 Physics with Calculus III
- 690 Individual Study in Physics

POLITICAL SCIENCE

- 115 Comparative Government
- 130 International Relations
- 150 Intro to Political Theory
- †200 National, State & Local Government
- †210 American Politics
- 320 Latin America in the International Political Economy
- 690 Individual Study in Political Science

PSYCHOLOGY

- 100 General Psychology
- 105 Experimental Psychology

- 200 Developmental Psychology
- 201 Child Development
- 268 Black Psychology
- 300 Social Psychology
- 390 Psychology of Consciousness
- 410 Abnormal Psychology
- 665 Special Topics in Psychology
- 690 Individual Study in Psychology

SOCIAL SCIENCE

- 115 Social Systems
- 150 Intro to Women's Studies
- 690 Individual Study in Social Science

SOCIOLOGY

- 100 Intro to Sociology
- 105 Contemporary Social Issues
- 108 Community Relations
- 141 Race & Ethnicity
- 665 Selected Topics in Sociology
- 690 Individual Study in Sociology

SPANISH

- 110 Elementary Spanish
- †111, 112 Elementary Spanish I & II
- 120 Adv. Elementary Spanish
- †121, 122 Adv. Elementary Spanish I & II
- 130 Intermediate Spanish
- 140 Adv. Intermediate Spanish
- 161 Readings in Spanish American Lit. I
- 162 Readings in Spanish American Lit. II
- 690 Individual Study in Spanish

SPEECH

- 100 Fundamentals of Speech
- 111 Oral Interpretation of Literature

- †120 Interpersonal Communication
- 127 Argumentation
- †150 Communicating Across Cultures
- 690 Individual Study in Speech

TAGALOG

- †111 Elementary Tagalog I
- †112 Elementary Tagalog II
- †121 Adv. Elementary Tagalog I
- †122 Adv. Elementary Tagalog II

TEAM SPORTS

- †100 Baseball
- †111 Beginning Basketball
- †115 Advanced Basketball
- †120 Team Sports
- †125 Non-Traditional Outdoor Games
- †132 Flag Football
- †141 Beginning Soccer
- †145 Advanced Soccer
- †148 Indoor Soccer
- †150 Softball
- †171 Beginning Volleyball
- †173 Intermediate Volleyball
- †175 Advanced Volleyball
- †179 Tournament Volleyball

VARSITY

- †100 Men's Varsity Baseball
- †110 Men's Varsity Basketball
- †120 Men's Varsity Cross Country
- †150 Men's Varsity Soccer
- †200 Varsity Wrestling
- †310 Women's Varsity Cross Country
- †320 Women's Varsity Softball
- †340 Women's Varsity Volleyball
- †350 Women's Varsity Badminton
- †360 Women's Varsity Soccer

NOTES: † Courses listed with a dagger: Credit limitation – See your counselor.

Credit for courses numbered 665 and 690 is contingent upon a review of the course outline by a UC campus.

TRANSFERS TO UNIVERSITY OF CALIFORNIA CAMPUSES

In order to qualify for transfer to the eight undergraduate University of California campuses, students should complete IGETC (if applicable) or campus specific breadth requirements. To transfer as a junior, students must complete 60 transferable semester (90 quarter) units, including prerequisites for the intended major as required. Since each campus is unique, contact your counselor or the Transfer Opportunity and Career Center, or call the campus of your choice for further information.

- UC, Berkeley**..... (510) 642-6000
- UC, Davis** (530) 752-1011
- UC, Irvine** (949) 824-5011
- UC, Los Angeles** (310) 825-4321
- UC, Riverside**..... (909) 787-1012
- UC, San Diego** (858) 534-2230
- UC, Santa Barbara** (805) 893-8000
- UC, Santa Cruz** (831) 459-0111

36 TRANSFER COURSES – CALIFORNIA STATE UNIVERSITIES & COLLEGES

COURSES DESIGNATED AS TRANSFERABLE BY SKYLINE COLLEGE TOWARD BACCALAUREATE DEGREE CREDIT AT CALIFORNIA STATE UNIVERSITIES AND COLLEGES

This information is current as of May 30, 2003. Please check with the Counseling Office or the Transfer Opportunity and Career Center for more up-to-date information.

The courses listed below are transferable to campuses of the California State University system. Those courses followed with a letter and numerical indicator such as "A1", "B2", etc., may be used to fulfill CSU General Education Breadth requirements. See end of section for further details.

ACCOUNTING

100 Accounting Procedures
103 Ten Key Skills
121 Financial Accounting
131 Managerial Accounting
171 Federal Income Tax
194 Intro to QuickBooks & QuickBooks Pro
196 Int. QuickBooks & QuickBooks Pro
197 Computerized Accounting
198 Adv. Computerized Accounting w/Peachtree

ADMINISTRATION OF JUSTICE

100 Intro to Administration of Justice **D3**
102 Principles/Procedures of Justice
104 Concepts of Criminal Law
106 Legal Aspects of Evidence
108 Community Relations
120 Criminal Investigation
123 Concept of Enforcement
125 Juvenile Procedures
135 Narcotics Investigation
180 Criminal Identification
205 Judicial Process in California
665 Special Topics in Administration of Justice

AMERICAN SIGN LANGUAGE

111 American Sign Language I **C2**
112 American Sign Language II **C2**
121 Adv. Elementary Sign Language I
122 Adv. Elementary Sign Language II

ANTHROPOLOGY

110 Cultural Anthropology..... **D3**
125 Physical Anthropology..... **B2**
150 Intro to Archaeology..... **D3**
155 Human Prehistory & The Rise of Civilization..... **D3**
180 Magic, Witchcraft & Religion **D3**
360 Native Peoples of North America **D3**

ARABIC

111 Elementary Arabic I **C2**
112 Elementary Arabic II **C2**
121 Advanced Elementary Arabic I
122 Advanced Elementary Arabic II

ART

101 History of Art I..... **C1**
102 History of Art II..... **C1**
105 Art of Asia & Near East..... **C1**
107 Art of Our Times **C1**
115 Art, Music & Ideas..... **C1**

120 Art of the Americas..... **C1**
130 Art Appreciation..... **C1**
201 Form & Composition I..... **C1**
202 Form & Composition II
204 Drawing I..... **C1**
205 Drawing II
207 Life Drawing
208 Portrait Drawing I
209 Portrait Drawing II
214 Color
221 Painting I..... **C1**
222 Painting II
231 Water Color I
232 Water Color II
234 Printmaking I
235 Printmaking II
248 Portraits in Pastel..... **C1**
301 Design..... **C1**
302 Advanced Design
311 Lettering & Layout I
312 Lettering & Layout II
322 Illustration
338 Advertising Art
350 Visual Perception through Photography..... **C1**
351 Photography I..... **C1**
352 Photography II..... **C1**
353 Photography III
354 Color Photography I..... **C1**
355 Color Photography II..... **C1**
363 Alternative Processes in Photography I
364 Alternative Processes in Photography II
371 Film Production (see FILM 370)..... **C1**
376 Digital Imaging I
377 Digital Imaging II
405 Sculpture I..... **C1**
406 Sculpture II
407 Sculpture III: Direct Metal
408 Bronze Casting
411 Ceramics I..... **C1**
412 Ceramics II
417 Ceramic Glazing Techniques
665 Special Topics in Art

AUTOMOTIVE TECHNOLOGY

665 Selected Topics in Automotive
706 Toyota Engines
707 Toyota Transmissions
708 Auto Principles Lab
709 Auto Service Orientation
710 Fundamentals Auto Mechanics
713 Auto Electricity & Electronics
716 Cooling/Heating & Air Conditioning
721 Automotive Steering, Suspension & Brakes
725 Toyota Brakes & Chassis
727 Toyota Air Conditioning
728 Toyota Adv. Electrical
729 Toyota Engine Performance

730 Japanese Basic Electrical
734 Auto Engine Diagnosis/Repair
735 Auto Transmission & Drive Trains
743 Pre-Delivery Service
745 Japanese Brakes & Chassis
747 Japanese Air Conditioning
748 Japanese Adv. Electrical
749 Japanese Engine Performance
751 Automotive Engine Performance
752 Adv. Engine Performance
753 Auto Service Advising
754 High Performance Engines I
755 High Performance Engines II
756 Chrysler Electronic Engine Controls
757 Ford Electronic Engine Controls
758 Automotive Computer Controls
759 Computer Controls: GM
760 History of the Automobile
761 Auto Brakes II
762 Toyota/Mazda Electronic Engine Controls
764 Emissions Control Systems I
765 Ignition Systems I
768 On-Board Diagnostics II
769 Head & Valve Services
771 Automotive Electrical II
772 Clean Air Car I
773 Automotive Electrical I
774 European Electronic Engine Controls
775 Oscilloscopes & Exhaust Gas Analyzers
776 Drive Lines & Differentials
777 Automatic Transmissions I
778 Manual Transmissions I
779 Block Service
781 Electrical III
783 Precision Measurement
784 Tools of the Automotive Industry
785 Automotive Hazardous Materials
786 Automotive Air Conditioning I
787 Automatic Transmissions II
788 Apprenticeship Systems
789 Shop Regulations & Operations
790 Automotive Brakes I
791 Automotive Chassis II
792 Automotive Chassis I
793 Engine Performance
794 Carbureted Fuel Systems
795 Diesel Fuel Systems
796 Japanese Engines
797 Japanese Transmissions
798 Alternative Fuels I
799 Alternative Fuels II

BIOLOGY

101 Man in a Biological World **B2, B3**
110 Principles of Biology..... **B2, B3**
111 Natural History of California **B2, B3**
130 Human Biology..... **B2**
140 Animals, People & Environment..... **B2**
145 Plants, People & Environment..... **B2**

150 Intro to Marine Biology	B2	137 Life & Career Planning.....	E1	427 Collaboration & Web Production I	
215 Organismal Biology	B2, B3	140 Peer Counseling		430 Web Database I	
230 Intro to Cell Biology.....	B2, B3	410 College/Career Orientation		431 Web Database II	
240 General Microbiology.....	B2, B3	650 Seminar Groups		432 Web Database III	
250 Human Anatomy.....	B2, B3	665 Life Styles Health Issues.....	E1	480 Intro to Local Area Networks (LAN)	
260 Intro to Physiology.....	B2, B3	CHEMISTRY		490 Technical Overview of the Internet	
365 Intertidal Interpretation		112 Chemistry in Action.....	B1, B3	448 Legal Secretarial Procedures	
422 Foundations of Biotechnology		192 Elementary Chemistry		665 Selected Computer Topics	
426 Genetic Engineering		210 General Chemistry I.....	B1, B3	COMPUTER SCIENCE	
430 Intro to Immunology		220 General Chemistry II.....	B1, B3	118 Intro to Object-Oriented Program Design	
665 Selected Topics in Biology		234 Organic Chemistry I.....	B1	155 Computer Programming VISUAL BASIC	
675 Honors Colloquium in Biology		235 Organic Chemistry II.....	B1	156 Intermediate Programming in	
BUSINESS		237 Organic Chemistry Lab I.....	B3	VISUAL BASIC	
100 Intro to Business.....	D3	238 Organic Chemistry Lab II.....	B3	190 Intro to C Programming	
101 Human Relations at Work.....	D3	410 Chemistry for Health Sciences.....	B1, B3	250 Adv. C Programming with Intro to C++	
103 Intro to Business Information Systems		CHINESE		252 Programming Methods II: C++	
107 Dealing with Difficult People		111 Elementary Chinese I		284 Programming Methods I: JAVA	
109 Working with People Worldwide		112 Elementary Chinese II		286 Programming Methods II: JAVA	
115 Business Mathematics		COMBATIVES		355 Introduction to Oracle – SQL	
120 Mathematical Analysis for Business....	B4	301 Beginning Wrestling.....	E2	356 Fundamentals of Database Administration	
123 Statistics.....	B4	302 Intermediate Wrestling.....	E2	665 Selected Topics in Computer Science	
140 Security Investments		401 Self Defense.....	E2	684 Object-Oriented Programming & C++	
150 Small Business Management		404 Beginning Shotokan Karate.....	E2	COOPERATIVE EDUCATION	
170 Selling Fundamentals		405 Intermediate & Adv.		670 Vocational Cooperative Education	
175 Advertising		Shotokan Karate.....	E2	671 General Cooperative Education	
180 Fundamentals of Marketing		COMPUTER APPLICATIONS		DANCE	
181 Personal Power & Leadership		& OFFICE TECHNOLOGY		101 Beginning Dance.....	C1, E2
182 Techniques of Promotion		100 Beginning Computer Keyboarding		105 Dance & Wellness.....	E2
183 Building High Performing Teams		101 Computer Keyboarding Skill Building		110 Modern Dance.....	C1, E2
187 Marketing Communications		104 Intro to Computers w/Windows I		130 Jazz Dance	C1, E2
190 Retailing, E-Commerce & Buying		105 Intro to Computers w/Windows II		140 Ballet.....	C1, E2
200 Intro to International Business.....	D3	110 Survey of PC Applications		330 Creative Dance.....	C1, E2
201 Business Law		200 Intro to MS Office Suite		350 Aerobic Dance.....	C1, E2
210 International Finance.....	D3	201 Integration of MS Office Applications		390 Dance Composition/Theory/Choreography	
212 International Business Practice Firm		212 Word Processing I: WordPerfect		400 Dance Production.....	C1, E2
221 Intercultural Business Communication		213 Word Processing II: WordPerfect		440 Principles of Dance Co./	
225 Foundations of Global E-Commerce		214 Word Processing I: Word		Arts Program Management	
226 Global Business Negotiations		215 Word Processing II: Word		450 Intermediate/	
227 Global Business Contracts		217 Word Processing III		Adv. Dance Production.....	E2
230 Intro to International Marketing		220 Desktop Publishing: PageMaker		665 Selected Topics in Dance.....	E2
231 Put Your Business on the Web		222 Business Presentations I: PowerPoint		EARLY CHILDHOOD EDUCATION	
240 International Logistics and Transportation		223 Business Presentations II: PowerPoint		201 Child Development.....	D3
241 Doing Business in Asia		225 Spreadsheets I		210 Early Childhood Education Principles	
242 Doing Business in Europe		226 Spreadsheets II		211 Early Childhood Education Curriculum	
243 Legal Environment of International		230 Database Applications I		212 Child, Family, & Community	
Business		231 Database Applications II		214 Child-Parent Relations.....	E1
244 Doing Business in Latin America		235 Computer Illustration		240 Early Childhood Education	
245 Intro to Customs Brokerage		300 Business Procedures & Practices		Administration: Business & Legal	
264 Labor Law/Collective Bargaining		301 Professional Portfolio		241 Early Childhood Education	
278 Distribution Management		320 Graphic Design for Computer Users		Administration: Human Relations	
279 Import/Export Management		400 Internet I		242 Adult Supervision in ECE/CD Classrooms	
326 Filing & Records Management		403 HTML & Web Authoring Applications I		260 Children with Special Needs	
400 Business English		404 HTML & Web Authoring Applications II		262 Introduction to Family Support: Building	
401 Business Communications		405 HTML & Web Authoring Applications III		Respectful Partnerships	
443 Law Office Procedures		406 Multimedia for the Web I - Audio		264 The Life Cycle of the Family	
485 Medical Terminology		407 Multimedia for the Web II - Video		270 Intro to Infant/Toddler Child Care	
486 Medical Transcription		410 Web Graphics I		272 Cultural Diversity in ECE	
487 Medical Transcriber Internship		411 Web Graphics II		275 Children's Language & Literacy	
665 Selected Topics in Business		412 Web Animation		Development	
CAREER AND PERSONAL		413 Advanced Flash		311 Children's Nutrition	
DEVELOPMENT		415 Website Design & Management		665 Selected Topics in ECE	
100 How to Succeed in College		420 Web Scripting I		ECONOMICS	
111 Decision Making	E1	421 Web Scripting II		100 Principles of Macroeconomics.....	D3
132 Job Search.....	E1	422 Web Scripting III		102 Principles of Microeconomics.....	D3
135 Skills/Self Assessment.....	E1	425 Web Design Principles			
136 Career Planning.....	E1				

EDUCATION

100 Introduction to EducationD3

ELECTRONICS TECHNOLOGY

110 Intro to Fundamentals of Electronics

ENGLISH

100 Composition..... **A2, A3**

105 Intensive Composition..... **A2, A3**

110 Composition, Literature,
& Critical Thinking..... **A2, A3, C2**

161 Creative Writing I..... **C2**

162 Creative Writing II

165 Critical Thinking
& Adv. Composition..... **A3**

166 Women on Writing

195 Term Paper

400 English Comp for
Non-Native Speakers..... **A2**

440 Screenwriting

FAMILY & CONSUMER SCIENCES

113 Textiles..... **C1**

117 Creating a Personal Image

119 Clothing, Culture & Society..... **C1**

150 History of Costume

212 Child, Family & Community **D3**

213 Child-Parent Relations..... **E1**

310 Nutrition..... **E1**

311 Children’s Nutrition

313 Holistic Perspectives in Nutrition..... **E1**

320 Food & Fitness..... **E1**

392 Life Cycle..... **E1**

665 Selected Topics in Family
& Consumer Sciences

FASHION MERCHANDISING

113 Textiles..... **C1**

117 Creating a Personal Image

119 Clothing, Culture & Society..... **C1**

150 History of Costume

151 Fashion Merchandising

152 Visual Merchandising

153 Apparel & Home Fashion Analysis

156 Fashion Shows & Special Events

160 Business of Image Consulting

665 Selected Topics in Fashion

FILM

370 Film Production..... **C1**

375 Scriptwriting for Film & TV

380 Basic Video Production

385 Intermediate Film/Video Workshop

440 Film Study & Appreciation..... **C2**

450 Great Film Directors

FITNESS

110 Adult Conditioning..... **E2**

116 Body Conditioning..... **E2**

160 Women’s Conditioning..... **E2**

201 Men’s Beginning
Weight Conditioning **E2**

202 Men’s Intermediate
Weight Conditioning **E2**

205 Weight Conditioning..... **E2**

210 Women’s Individual
Weight Conditioning **E2**

303 Trail Hiking..... **E2**

304 Walking Fitness..... **E2**

305 Cardiovascular Development –
Running Emphasis..... **E2**

332 Stretching & Flexibility..... **E2**

334 Yoga..... **E2**

349 Functional Adapted Fitness
Assessment..... **E2**

350 Adaptive Physical Education..... **E2**

400 Fitness Academy..... **E2**

GEOGRAPHY

110 Cultural Geography..... **D3**

150 World Regional Geography..... **D3**

301 Intro to Map Reading for GIS

302 Intro to GIS & ArcView

303 GIS Applications

GEOLOGY

100 Survey of Geology..... **B1**

105 Environmental Earth Science..... **B1**

115 Earthquakes

120 Geology of National Parks & Monuments

180 Geology of California..... **B1**

210 General Geology..... **B1, B3**

220 Historical Geology..... **B1, B3**

611 Field Geology I

612 Field Geology II

GERONTOLOGY

101 Intro to Gerontology..... **E1**

102 Essentials of Care of the Older Adult

HEALTH SCIENCE

100 General Health..... **E1**

130 Human Sexuality..... **E1**

150 Death & Dying..... **E1**

425 CPR: Health Care Provider

435 Pharmacy Technician Training

436 Pharmacy Technician Training –
Clinical Externship

484 Medical Terminology

665 Life Styles – Health Issues..... **E1**

HISTORY

100 History of Western Civilization I..... **C2**

101 History of Western Civilization II..... **C2**

104 World Civilizations I **C2, D3**

106 World Civilizations II **C2, D3**

108 Survey of American History **D1**

201 U.S. History I..... **D1**

202 U.S. History II **D1**

235 History of Ethnic Groups in the U.S.... **D1**

240 History of Ethnic Groups
in California..... **D2a**

244 African American History **D1**

310 California History..... **D2a**

420 Survey of Latin American History..... **C2**

430 Early Asian Civilizations **C2, D3**

435 History of the Philippines **C2, D3**

HOSPITALITY ADMINISTRATION

100 Intro to Hospitality/Travel

101 Hospitality Marketing

102 Property & Equipment Systems

103 Food & Beverage Operations

104 Rooms Administration

108 Intro to Meetings & Convention
Management

110 Hospitality Law

112 Principles of Meetings & Convention
Management

200 Sanitation & Safety Techniques

204 Quantity Food & Beverage Purchasing

208 Food & Beverage Cost Control

670 Hotel Work Experience

HUMANITIES

106 The Awakening of Individuality..... **C2**

115 Intro to the Arts - Live!..... **C2**

116 Children’s Arts Appreciation..... **C2**

117 Arts, Senses & Imagination..... **C1**

INDIVIDUAL

101 Beginning Archery **E2**

105 Intermediate Archery **E2**

121 Beginning Badminton..... **E2**

125 Intermediate/Adv. Badminton **E2**

160 Golf..... **E2**

165 Golf: Short Game..... **E2**

167 Golf Course Strategies..... **E2**

251 Beginning Tennis..... **E2**

253 Intermediate Tennis..... **E2**

255 Advanced Tennis..... **E2**

INTERIOR DESIGN

110 Environmental Design..... **C1**

120 Designing Interiors for Multicultural
Populations..... **C1**

310 Housing

ITALIAN

111 Elementary Italian I..... **C2**

112 Elementary Italian II..... **C2**

121 Adv. Elementary Italian I..... **C2**

122 Adv. Elementary Italian II..... **C2**

JAPANESE

111 Elementary Japanese I..... **C2**

112 Elementary Japanese II..... **C2**

115 Basic Business Japanese

JOURNALISM

110 Mass Media & Society..... **D3**

120 Newswriting

300 Newspaper Production

LEARNING SKILLS

100 Strategies for Academic Success

110 Directed Experience in Tutoring

LIBRARY SCIENCE

100 Intro to Information Research..... **E1**

105 Online Research

106 Online Research I: Intro to
Online Research

107 Online Research II: Specific Topics,
Tools & Strategies

108 Online Research III: Developing Web-
Based Annotated Bibliographies

110 Oral Research

665 Selected Topics in Library
& Information Science

LITERATURE

101 Contemporary Literature..... **C2**

111 Short Story..... **C2**

113 Intro to the Novel..... **C2**

116 Intro to World Literature **C2**

166 Women on Writing

191 Children’s Literature

225 Mirrors of Today:
Contemporary Poetry **C2**

251 Women in Literature..... **C2**

265 Asian American Literature **C2**

266 Black Literature..... **C2**

267 Filipino American Literature.....	C2	OCEANOGRAPHY		PSYCHOLOGY	
370 Literature of the Latino in U.S.....	C2	100 Survey of Oceanography.....	B1	100 General Psychology.....	D3
373 Latin American Literature in Translation	C2	101 Oceanography Lab/Field Study.....	B3	105 Experimental Psychology	
416 Modern European Literature in Translation	C2	108 Field Studies		110 Courtship/Marriage/Family.....	D3
432 Folklore	C2	PARALEGAL STUDIES		171 Quantitative Reasoning in Psychology.....	B4
441 Film Study & Appreciation (see FILM 440).....	C2	240 Intro to Law		200 Developmental Psychology.....	D3, E1
MANAGEMENT		245 Legal Operations		201 Child Development.....	D3
100 Intro to Business		250 Legal Research		268 Black Psychology.....	D3
120 Management Communications		252 Principles of Civil & Administrative Process		300 Social Psychology.....	D3
235 Techniques of Supervision		260 Adv. Legal Research & Writing		301 Psychology of Personal Development.....	D3
255 Intro to Quality Control		265 Labor Law & Collective Bargaining		390 Psychology of Consciousness.....	D3
270 Public Transit Management		266 Probates, Estates & Trusts		410 Abnormal Psychology.....	D3
MATHEMATICS		304 Concepts of Criminal Law		665 Special Topics in Psychology	
130 Trigonometry	B4	305 Judicial Process in California		READING	
150 Mathematics for Elementary School Teachers I.....	B4	306 Legal Aspects of Evidence		420 Critical & Effective Reading	
153 Mathematics for Elementary School Teachers II.....	B4	320 Criminal Investigation		425 Speed Reading	
200 Probability & Statistics.....	B4	443 Law Office Procedures		REAL ESTATE	
201 Quantitative Reasoning.....	B4	PHILOSOPHY		100 Real Estate Principles	
222 Precalculus.....	B4	100 Intro to Philosophy.....	C2	665 Selected Real Estate Topics	
241 Applied Calculus I.....	B4	103 Critical Thinking	A3	RECREATION EDUCATION	
242 Applied Calculus II.....	B4	109 Critical Thinking & Writing	A3	100 Intro to Recreation	
251 Calculus/Analytical Geometry I.....	B4	160 History of Western Philosophy: Ancient & Medieval.....	C2	121 Leadership/Field Work A	
252 Calculus/Analytical Geometry II.....	B4	175 History of Western Philosophy: 16th-18th Century	C2	122 Leadership/Field Work B	
253 Calculus/Analytical Geometry III.....	B4	200 Intro to Logic.....	A3	123 Leadership/Field Work C	
270 Linear Algebra.....	B4	240 Intro to Ethics.....	C2	124 Leadership/Field Work D	
275 Ordinary Differential Equations.....	B4	300 Intro to World Religions.....	C2	RESPIRATORY THERAPY	
MUSIC		320 Asian Philosophy.....	C2	400 Patient & Health Care Concerns	
100 Fundamentals of Music.....	C1	PHYSICAL EDUCATION		410 Intro to Patient Care & Respiratory Assessment Techniques	
110 Theory Seminar.....	C1	100 Nature & Scope of P.E.		420 Application of Cardiopulmonary Anatomy & Physiology	
111 Theory Workshop.....	C1	130 Sports Officiating		430 Intro to Respiratory Therapeutics	
115 Music, Art & Ideas.....	C1	201 Sports Medicine: Lower Extremities		438 Clinical Clerkship I	
144 Concert Enjoyment.....	C1	202 Sports Medicine: Upper Extremities & Spine		445 Respiratory Diseases I	
202 Music Appreciation.....	C1	203 Sports Medicine: Clinical Internship		448 Clinical Clerkship II	
204 Music History.....	C1	PHYSICS		450 Respiratory Diseases II	
240 Music of the Americas.....	C1	210 General Physics I.....	B1, B3	458 Clinical Clerkship III	
250 World Music.....	C1	211 General Physics I - Calculus Supplement		460 Respiratory Critical Care	
275 History of Jazz.....	C1	220 General Physics II.....	B1, B3	475 Hemodynamic Monitoring & Selected Topics in Respiratory Care	
290 Intro to MIDI Music		221 General Physics II - Calculus Supplement		480 Pulmonary Function Testing	
301 Piano I.....	C1	250 Physics with Calculus I.....	B1, B3	484 Medical Terminology for Respiratory Therapy	
302 Piano II		260 Physics with Calculus II.....	B1, B3	485 Clinical Medicine Seminar	
303 Piano III		270 Physics with Calculus III.....	B1, B3	488 Clinical Clerkship IV	
304 Piano IV		POLITICAL SCIENCE		490 Neonatal, Pediatric & Rehabilitative Care	
350 The Art of Rock, Rhythm & Blues I		115 Comparative Government.....	D3	495 Respiratory Care Board Examination Preparation & Review	
351 The Art of Rock, Rhythm & Blues II		130 International Relations.....	D3	665 Selected Topics in Respiratory Therapy	
377 Guitar I		150 Intro to Political Theory.....	D3	SOCIAL SCIENCE	
378 Guitar II		200 National, State & Local Government	D2b	110 U. S. Social Institutions.....	D1
379 Guitar III		210 American Politics.....	D1	115 Social Systems.....	D2a
380 Guitar IV		301 California State & Urban Government	D2a	140 Media & Society.....	D3
383 Guitar Ensemble I		315 Introduction to Revolutionary Thought	D3	150 Gender, Society and Culture	D3
401 Voice I		320 Latin America in the International Political Economy.....	D3	160 Women in Transition Seminar	
402 Voice II		330 Middle East Politics: US and Israeli- Palestinian Conflict.....	D3	665 Selected Topics in Women's Studies	
403 Voice III				SOCIOLOGY	
404 Voice IV				100 Intro to Sociology.....	D3
430 Concert Band				105 Contemporary Social Issues.....	D3
450 Jazz Band				108 Community Relations	
470 College Choir.....	C1			110 Courtship, Marriage & Family.....	D3
475 Jazz Choir				141 Race & Ethnicity.....	D3
665 Special Topics in Music Performance				665 Selected Topics in Sociology.....	D3

SPANISH

101 Spanish for Public Service I	
103 Spanish for Travelers	
110 Elementary Spanish.....	C2
111 Elementary Spanish I.....	C2
112 Elementary Spanish II.....	C2
120 Adv. Elementary Spanish.....	C2
121 Adv. Elementary Spanish I.....	C2
122 Adv. Elementary Spanish II.....	C2
130 Intermediate Spanish.....	C2
140 Adv. Intermediate Spanish.....	C2
161 Readings in Spanish American Literature I.....	C2
162 Readings in Spanish American Literature II	C2
220 Spanish for Spanish Speakers I.....	C2

SPEECH

100 Fundamentals of Speech.....	A1
111 Oral Interpretation of Literature	C2
120 Interpersonal Communication.....	A1
127 Argumentation	
128 Forensics	
130 Voice & Articulation	
150 Communicating Across Cultures.....	A1
160 Basic Skills in Public Speaking	

STUDENT GOVERNMENT

111 Student Government I	
112 Student Government II	
115 Community Service & Leadership Practicum	

TAGALOG

111 Elementary Tagalog I.....	C2
112 Elementary Tagalog II.....	C2
121 Adv. Elementary Tagalog I	
122 Adv. Elementary Tagalog II	

TEAM SPORTS

100 Baseball.....	E2
111 Beginning Basketball.....	E2
115 Advanced Basketball.....	E2
120 Team Sports	E2
125 Non-Traditional Outdoor Games.....	E2
132 Flag Football	
141 Beginning Soccer.....	E2
145 Advanced Soccer.....	E2
146 Men’s Soccer Theory	E2
148 Indoor Soccer.....	E2
149 Women’s Soccer Theory	E2
150 Softball.....	E2
171 Beginning Volleyball.....	E2
173 Intermediate Volleyball.....	E2
175 Advanced Volleyball.....	E2
176 Volleyball Theory.....	E2
179 Tournament Volleyball	E2

TELECOMMUNICATIONS AND NETWORK INFORMATION TECHNOLOGY

100 Survey of Telecommunications	
405 Electrical Fundamentals for TCOM	
410 Installation & Wiring Practices for TCOM	
415 Wireless and Mobile Communications Fundamentals	
420 Fundamentals of Signal Transmission	
440 Fundamentals of Data Communication	
445 Wireless and Mobile Communications Systems and Applications	
451 PC Configuration & Repair	
452 A+ Certification Exam Preparation	
460 Fiber Optics	
462 Switching Technology	
465 Wireless Local Area Networks	
470 Broadband Networking	
480 Intro to Local Area Networks (LAN)	
481 Adv. Local Area Networks	
482 Introduction to Routers	
483 Network Switches – Concepts & Applications	
484 Routing Concepts & Applications	
485 Troubleshooting the Internetwork	
486 Network Security	
490 Technical Overview of the Internet	
665 Selected Topics in TCOM	

Varsity

100 Men’s Varsity Baseball.....	E2
110 Men’s Varsity Basketball.....	E2
120 Men’s Varsity Cross Country.....	E2
150 Men’s Varsity Soccer.....	E2
200 Varsity Wrestling.....	E2
310 Women’s Varsity Cross Country.....	E2
320 Women’s Varsity Softball.....	E2
340 Women’s Varsity Volleyball.....	E2
350 Women’s Varsity Badminton	
360 Women’s Varsity Soccer	

Special Note: The following courses, usually offered by all programs, are also transferable – 680 Experimental Courses in (Department) and 690 Individual Study in (Department). In addition to COOP 670, courses numbered 670 (work experience) are offered in a variety of vocational disciplines and are transferable.

TRANSFER TO CALIFORNIA STATE UNIVERSITY CAMPUSES

There are 22 California State University (CSU) campuses. The general education requirements for all lower division campuses are listed on page 41.

In addition to the general education requirements, there may be major requirements that need to be completed before transferring with junior status. Consult with your counselor or the specific campus for further information.

CSU, Bakersfield	(661) 664-3036
California	
Maritime Academy	(800) 561-1945
CSU, Chico	(530) 898-6321
CSU, Dominguez Hills	(310) 243-3696
CSU, Fresno	(559) 278-2261
CSU, Fullerton	(714) 278-2300
CSU, Hayward	(510) 885-2624
CSU, Humboldt	(707) 826-4402
CSU, Long Beach	(562) 985-5471
CSU, Los Angeles	(323) 343-3901
CSU, Monterey Bay	(831) 582-3518
CSU, Northridge	(818) 677-3700
CSU, Pomona	(909) 869-2000
CSU, Sacramento	(916) 278-3901
CSU, San Bernardino	(909) 880-5200
CSU, San Diego	(619) 594-6871
CSU, San Francisco	(415) 338-1113
CSU, San Jose	(408) 283-7500
CSU, San Luis Obispo	(805) 756-2311
CSU, San Marcos	(760) 750-4800
CSU, Sonoma	(707) 664-2778
CSU, Stanislaus	(209) 667-3151

CSU GENERAL EDUCATION REQUIREMENTS 41

Candidates for a Bachelor's degree from the CSU System who begin college in the Fall of 2003 shall complete the following pattern of general education courses encompassing a minimum of 48 semester units. A maximum of 39 of the total of 48 may be completed at Skyline College. The remaining nine units must be in the upper division of the degree granting institution. Of the 39 units that may be taken at Skyline College, no more than 30 units will be certified in Areas B, C and D combined. Courses used to satisfy the American Institutions requirement may also apply in Area D. Courses taken at other accredited institutions can be certified at Skyline College.

AREA A: COMMUNICATION SKILLS & CRITICAL THINKING:

9 units required

(One course required from each of A1, A2 and A3.)

A1 - Oral Communications

SPCH 100 120 150

A2 - Written Communications

ENGL 100 105 110 400

A3 - Critical Thinking

ENGL 100 105 110** 165

PHIL 103 109 200

**ENGL 110 was redesigned and must be taken Fall 1997 or thereafter to meet this requirement.

NOTE: Areas A1, A2, A3 and B4 MUST be completed with grades of C or better BEFORE transfer.

AREA B: NATURAL SCIENCE AND MATHEMATICS:

9 units required

(One course from Physical Science B1, Life Science B2, and Quantitative Reasoning B4.)

Must include one lab course from Area B1, B2 or B3 (indicated by asterisk*).

B1 - Physical Science

CHEM 112* 210* 220* 234-237*

235-238* 410*

GEOL 100 105 180 210* 220*

OCEN 100

PHYS 210* 220* 250* 260* 270*

B2 - Life Science

ANTH 125

BIOL 101* 110* 111* 130 140 145 150 215*

230* 240* 250* 260*

*B3- Lab Course

OCEN 101*

B4 - Quantitative Reasoning

BUS. 120 123

MATH 130 150 153 200 201 222 241 242 251

252 253 270 275

PSYC 171

Note: ACTG 121/131 meet B4 only if taken prior to Fall 2002.

AREA C: ARTS, LITERATURE, PHILOSOPHY & LANGUAGES:

9 units required

(Three courses to include at least one course from Arts and one from Humanities.)

C1 - Arts

ART 101 102 105 107 115 120 130 201

204 221 248 301 350 351 352

354 355 405 411

DANC 101 110 130 140 330 350 400

FASH 113 119

FCS 113 119

FILM 370 (formerly ART 371)

HUM. 117

INTD 110 120

MUS. 100 110 111 115 144 202 204 240

250 275 301 470

C2 - Humanities

ARBC 111 112

ASL 111 112

ENGL 110 161

FILM 440 (formerly Lit. 441)

HIST 100 101 104 106 420 430 435

HUM. 106 115 116

ITAL 111 112 121 122

JAPN 111 112

LIT. 101 111 113 116 225 251 265 266 267

370 373 416 432

PHIL 100 160 175 240 300 320

SPAN 110 111 112 120 121 122 130 140 161

162 220

SPCH 111

TAGA 111 112

ART 115 & MUS. 115 are the same course; FASH 113 & 119 are the same courses as FCS 113 & 119.

AREA D: SOCIAL, POLITICAL & ECONOMIC INSTITUTIONS:

9 units required*

(Must include one course from D1 and one course from either D2a or D2b to satisfy U.S. History, Constitution & American Ideals requirement. Note: Group D2b is specially designed for students who have satisfied the U.S. History requirement **only** at other institutions, including California community colleges or CSU's.)

D1 - U.S. History & U.S. Government

HIST 108 201 202 235 244

PLSC 210

SOSC 110

D2a - State & Local Government

HIST 240 310

PLSC 301

SOSC 115

D2b - U.S. Government/State & Local Government

PLSC 200

D3 - Social Institutions

ADMJ 100

ANTH 110 150 155 180 360

BUS. 100 101 200 210

ECE. 201

ECON 100 102

EDUC 100

FCS 212

GEOG 110 150

HIST 104 106 430 435

JOUR 110

PLSC 115 130 150 315 320 330

PSYC 100 110 200 201 268

300 301 390 410

SOCI 100 105 110 141 665

SOSC 140 150

PSYC 110 & SOCI 110 are the same course;

ECE. 201 & PSYC 201 are the same course.

*Courses must be selected from at least **two** different subject areas.

Note: ECE. 201 meets D3 only if taken Fall 2000 or thereafter.

AREA E: LIFELONG UNDERSTANDING & SELF DEVELOPMENT:

3 units required

(Maximum one unit applicable from Area E2. Must complete minimum of two units in Area E1 for a total of three units.)

E1

CRER 111 132 135 136 137 665

ECE. 214

FCS 213 310 313 320 392

GERO 101

HSCI 100 130 150 665

LSCI 100

PSYC 200

E2

COMB 301 302 401 404 405

DANC 101 105 110 130 140 330

350 400 450 665

FITN 110 116 160 201 202 205

210 303 304 305 332

334 349 350 400

INDV 101 105 121 125 160 165

167 251 253 255

TEAM 100 111 115 120 125 141

145 146 148 149 150 171

173 175 176 179

VARA 100 110 120 150 200 310

320 340

ECE. 214 & FCS 213 are the same course.

Note: COMP 110 meets E1 only if taken prior to Fall 1999.

IMPORTANT: For the most updated version of this list see the Counseling Office or the Transfer Opportunity and Career Center (TOCC).

42 INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC)

Effective Fall 1991, the IGETC will permit a student to transfer from Skyline College to any campus of the California State University (CSU) or the University of California (UC) systems without having to take additional lower-division general education after transfer.

Completion of the IGETC is not a requirement for transfer to a CSU or UC, nor is it the only way to fulfill the lower-division general education requirements. Students may find it advantageous to take courses fulfilling CSU's general education requirements or those of a particular UC campus.

- NOTE:**
1. The IGETC does not guarantee admission to any CSU or UC campus.
 2. The IGETC does not meet the American History and Institutions requirement at CSU and UC campuses.
 3. All courses for IGETC must be completed with C or better grades (a C- is not acceptable).

AREA 1 - ENGLISH COMMUNICATION (Required: 1 or more courses from each group for CSU; UC requires completion of courses from Groups A and B only.)

GROUP A: Choice of ENGL 100 or ENGL 105#	GROUP B: Choice of ENGL 110**, ENGL 165 or PHIL 109	GROUP C: Choice of SPCH 100, SPCH 120+ or SPCH 150
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AREA 2 - MATHEMATICAL CONCEPTS and QUANTITATIVE REASONING (Required: 1 course, 3 semester units minimum.)

BUS. 120#, 123#	MATH 200#, 201, 222#, 241#, 242#, 251#, 252#, 253#, 270, 275
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AREA 3 - ARTS and HUMANITIES (Required: 3 courses, 9 semester units minimum. At least one course from Arts and one from Humanities.)

GROUP A: ARTS	GROUP B: HUMANITIES
ART 101 102 105 115 120 130	HIST 100 101 104 106 108# 201# 202# PHIL 100 160 175 240 300 320
FILM 440 (formerly Lit. 441) 450	235 240 244 310 420 430 435 SPAN 130 140 161 162
MUS. 100 115 202 204 240 250	LIT. 101 111 113 116 225 251 265 266 267 370 373 416 432

AREA 4 - SOCIAL and BEHAVIORAL SCIENCES (Required: 3 courses, 9 semester units minimum. Courses from at least two disciplines or an interdisciplinary sequence.)

ANTH 110 150 155 180 360	HIST 100 101 104 106 108# 201# 202# PSYC 100 200 201 268 300 390 410++
ECE 201	235 240 244 310 420 430 435 SOCI 100 105 141
ECON 100 102	JOUR 110 SOSC 150
GEOG 110 150	PLSC 115 130 150 200 210 320

AREA 5 - PHYSICAL and BIOLOGICAL SCIENCES (Required: 2 courses, 7 semester units minimum. One Physical Science course and one Biological Science course; at least one must include a laboratory.)

GROUP A: PHYSICAL SCIENCE	GROUP B: BIOLOGICAL SCIENCE
CHEM 112* 210* 220* 234/237* 235/238*	ANTH 125
GEOG 100 105 180 210* 220*	BIOL 101#* 110#* 111* 130# 145 150 215*
OCEN 100 101*	230* 240* 250* 260*
PHYS 210* 220* 250* 260* 270*	

LANGUAGE OTHER THAN ENGLISH (UC Requirement Only) (Required: Two years of high school study of a language with a grade of "C" or better OR 3-5 units of courses listed below.)

ASL 122	ITAL 122	SPAN 120 or 122	TAGA 122
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U.S. HISTORY, CONSTITUTION and AMERICAN IDEALS - CSU Requirement (Required: One course of 3 units from Group A and either Group B1 or Group B2 for a total of 6 units. **Note:** Group B2 is specially designed for students who have satisfied the U.S. History requirement only at other institutions, including California community colleges or CSU's.) Not part of IGETC, but may be completed prior to transfer.

GROUP A: U.S. History & U.S. Government	GROUP B1: State & Local Government	GROUP B2: U.S. Government/ State & Local Government
HIST 108 201 202 235 244	HIST 240 310	PLSC 200
PLSC 210	PLSC 301	
SOSC 110	SOSC 115	

* = Lab Course

= UC transfer credit may be limited

** = ENGL 110 was redesigned and must be taken Fall 1997 or thereafter to meet this requirement.

+ = SPCH 120 meets this requirement only if taken prior to Summer 1995 and Fall 1996 or thereafter.

SPCH 120 was not UC transferable in 1996 (so may not be used for IGETC if taken Fall 1995, Spring 1996 or Summer 1996.)

++ = PSYC 410 must be taken Fall 1998 or thereafter to meet this requirement.

NOTE: For the most updated version of this list see the Counseling Office or the Transfer Opportunity and Career Center (TOCC).

CALIFORNIA ARTICULATION NUMBER SYSTEM (CAN) 43

The California Articulation Number (CAN) identifies some of the transferable, lower division, introductory (preparatory) courses commonly taught within each academic discipline on California college campuses. The system assures that CAN courses on one participating campus will be accepted “in lieu of” the comparable CAN course for the major on another participating campus. Example: CAN ECON 2 on one campus will be accepted for CAN ECON 2 on another participating campus.

CAN ID	SKYLINE COLLEGE COURSE	CAN ID	SKYLINE COLLEGE COURSE
CAN AJ 2	ADMJ 100	CAN GEOG 4	GEOG 110
CAN AJ 4	ADMJ 104	CAN GEOL 2	GEOL 210
CAN AJ 6	ADMJ 106	CAN GEOL 4	GEOL 220
CAN AJ 8	ADMJ 120	CAN GOVT 2	PLSC 200
CAN ANTH 2	ANTH 125	CAN HIST 2	HIST 100
CAN ANTH 4	ANTH 110	CAN HIST 4	HIST 101
CAN ART 2	ART 101	CAN HIST 8	HIST 201
CAN ART 4	ART 102	CAN HIST 10	HIST 202
CAN ART 6	ART 411	CAN HIST SEQ A	HIST 100 + HIST 101
CAN ART 8	ART 204	CAN HIST SEQ B	HIST 201 + HIST 202
CAN ART 10	ART 221	CAN ITAL 2	ITAL 111 + ITAL 112
CAN ART 12	ART 405	CAN JOUR 2	JOUR 120
CAN ART 14	ART 301	CAN JOUR 4	JOUR 110
CAN ART 18	ART 351	CAN MATH 8	MATH 130
CAN ART SEQ A	ART 101 + ART 102	CAN MATH 16	MATH 222
CAN BIOL 2	BIOL 110	CAN MATH 18	MATH 251
CAN BIOL 4	BIOL 215	CAN MATH 20	MATH 252
CAN BIOL 10	BIOL 250	CAN MATH 22	MATH 253
CAN BIOL 12	BIOL 260	CAN MATH 24	MATH 275
CAN BIOL 14	BIOL 240	CAN MATH 26	MATH 270
CAN BIOL SEQ A	BIOL 215 + BIOL 230	CAN MATH 30	MATH 241
CAN BIOL SEQ B	BIOL 250 + BIOL 260	CAN MATH 32	MATH 242
CAN BUS 2	ACTG 121	CAN MATH SEQ B	MATH 251 + MATH 252
CAN BUS 4	ACTG 131	CAN MATH SEQ C	MATH 251 + MATH 252 + MATH 253
CAN BUS 6	BUS. 103	CAN MATH SEQ D	MATH 241 + MATH 242
CAN BUS 8	BUS. 201	CAN PHIL 2	PHIL 100
CAN BUS SEQ A	ACTG 121 + ACTG 131	CAN PHIL 4	PHIL 240
CAN CHEM 2	CHEM 210	CAN PHIL 6	PHIL 200
CAN CHEM 4	CHEM 220	CAN PHYS 2	PHYS 210
CAN CHEM 6	CHEM 192	CAN PHYS 4	PHYS 220
CAN CHEM 12	CHEM 250	CAN PHYS 8	PHYS 250
CAN CHEM SEQ A	CHEM 210 + CHEM 220	CAN PHYS 12	PHYS 260
CAN ECON 2	ECON 100	CAN PHYS 14	PHYS 270
CAN ECON 4	ECON 102	CAN PHYS SEQ A	PHYS 210 + PHYS 220
CAN ENGL 2	ENGL 100 or ENGL 105	CAN PHYS SEQ B	PHYS 250 + PHYS 260 + PHYS 270
CAN ENGL 4	ENGL 110	CAN PSY 2	PSYC 100
CAN ENGL 6	ENGL 161	CAN REC 2	REC 100
CAN ENGL SEQ A	ENGL 100 + 110 or ENGL 105 + 110	CAN REC 4	REC 121
CAN FCS 2	FCS 310	CAN SOC 2	SOCI 100
CAN FCS 6	FASH 113 or FCS 113	CAN SOC 4	SOCI 105
CAN FCS 8	FCS 320	CAN SPCH 4	SPCH 100
CAN FCS 12	FCS 392	CAN SPCH 6	SPCH 127
CAN FCS 14	FCS 212 or 213	CAN SPCH 8	SPCH 120
CAN FCS 18	INTD 110	CAN STAT 2	MATH 200
CAN FCS 20	FASH 117 or FCS 117		

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