

# SKYLINE COLLEGE LIST OF DIVISION OFFICES

## **BUSINESS DIVISION (Dean: Don Carlson)**

**Building / Office Location:** Building 8-8305

**Division Hours:** MTWTHF @ 8am-4:30pm

**Division Contact:** Division Dean, Don Carlson and/or Division Assistant Angelica Gorostiza

**Division Phone:** (650)738-4201

**Fax:** 650-738-4205

**Email:** gorostizaa@smccd.edu

Documents are accepted in person, by fax and/or email

**Examples of Supporting Documentation/quizzes/skills tests:**

Depending on the courses - work experience; resume; employer letters; transcripts/catalog-course descriptions from regionally accredited schools/colleges.

## **LANGUAGE ARTS DIVISION (Dean: Connie Beringer)**

**Building / Office Location:** Building 8-8112

**Division Hours:** MTWTHF @ 8am-4:30pm

**Division Contact:** Beringer, Connie

**Division Phone:** (650)738-4202

**Email:** beringer@smccd.edu

Documents are accepted in-person only

**Examples of Supporting Documentation/quizzes/skills tests:**

We will inform students of what they need as they come in – based on the course they are challenging - writing samples, papers; quizzes.

## **MATH & TECHNOLOGY DIVISION (Dean: Ray Hernandez)**

**Building / Office Location:** Building 7-7130

**Division Hours:** MTWTHF @ 8am-4:30pm

**Division Contact:** Division Dean, Ray Hernandez and/or Division Assistant Pat Tyler

**Division Phone:** (650)738-4221

**Fax Number:** 650-738-4299

**Email:** tyler@smccd.edu

Documents are accepted in person, by fax and/or email

**Examples of Supporting Documentation/quizzes/skills tests:**

Depending on courses/program: transcripts, catalog description, course outline, work experience documentation/letters from employers/resumes/quizzes.

## **PHYSICAL EDUCATION/KINESIOLOGY DIVISION (Dean: Joe Morello)**

**Building / Office Location:** Building 3-3130

**Division Hours:** 9A-4:30P, Monday - Friday. Hours and dates are subject to change.

**Division Contact:** Joe Morello

**Division Phone:** (650)738-4271

**Email:** morelloj@smccd.edu

Documents are accepted in-person or by email (**No Fax**)

**Examples of Supporting Documentation/quizzes/skills tests:**

Any information that can objectively verify the student's challenge.

## **SOCIAL SCIENCES/CREATIVE ARTS DIVISION (Dean: Donna Bestock)**

**Divisional Hours:** MTWTHF 8:00-3:30 P.M

**Building / Office Location:** Building 1-1108

**Initial Division Contact:** Kathy Fitzpatrick, Division Assistant

**Divisional Phone:** (650)738-4121 **No Fax**

**Email:** fitzpatrickk@smccd.edu

Documents are accepted in-person **only**

**Examples of Supporting Documentation/quizzes/skills tests:**

Depending on the courses - work experience; resume; employer letters; transcripts/catalog-course descriptions from regionally accredited schools/colleges.