Fall Semester 2010 Calendar

April 26 ..........First day of web registration for continuing students
May 5 .................First day of open registration for new, returning and continuing students
August 16 .............First day of in-person registration for high school students
August 28 ...........Saturday classes begin
August 30 .............First day of instruction*

September 6 .............Labor Day Holiday, Campus closed
September 12 ..........Last day to add semester-length classes with an Add Code via MyWebServices.
September 12 ..........Last day to drop semester-length classes for a refund.
Refunds for short-term classes are given if students drop before 10% of the scheduled class meetings have elapsed.
For short-term classes that meet five days or less, the last day to drop classes for a refund is the day before the first class meeting. (Faculty signature not required to drop classes).

September 17 ..........Last day to drop semester-length classes without a "W" on student's record (no refund).
September 17 ..........Financial Aid students must complete 66.7% (2/3) of units enrolled on this date for Satisfactory Academic Progress (SAP)

October 1 ..........Last day to file application for graduation degrees and certificates

November 12 ..........Veterans' Day Holiday, Campus closed
November 19 ..........Last day to drop semester-length classes with a "W"
November 25–27 ...... Thanksgiving Holiday, Campus closed
December 13–18 ......Final Exam Period

December 24–January 3, 2011 Winter Break, Campus closed
January 4, 2011 ......Fall 2010 final grades available via MyWebServices
Spring 2010 final grades available via MyWebServices as soon as it's posted by the Faculty.

*Late Start Classes ... Students can add open classes via web until the day before the first class meeting.

The information in this schedule is accurate as of the printing date, April 12, 2010.

For the most up-to-date course listings, go to: www.missioncollege.org then click on MyWebServices in the lower left hand corner and select the Guests icon in the upper right-hand corner.

All courses, course sections, and classes of the District shall be open for enrollment to any person who has been admitted to West Valley or Mission Colleges. Enrollment may be subject to any priority system that has been established. Enrollment may also be limited to students meeting properly validated prerequisites and corequisites, or due to other practical considerations such as exemptions set out in statute or regulation.

Photography
Mission College, a non-profit California Community College, reserves the right to use photography and video images of students and visitors, age 18 and older, taken on our property and at college-sponsored events for marketing and promotional purposes. Objection to the use of an individual’s photograph may be made in writing to the Marketing Office, Room E3-201, Main Building.
Important Phone Numbers

<table>
<thead>
<tr>
<th>Service</th>
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</thead>
<tbody>
<tr>
<td>ACCESS Program</td>
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<tr>
<td>Admissions &amp; Records</td>
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<tr>
<td>Assessment/Testing Center</td>
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<tr>
<td>Associated Students (ASB)</td>
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<tr>
<td>Bookstore</td>
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<tr>
<td>CalWORKs</td>
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For additional phone numbers, see the Directory on pages 90–92.

Academic Policy for use of cellular phones and pagers in classrooms.

Policy Statement:
Instructors may restrict the use of cellular phones and pagers in classrooms, labs, and library areas.

Implementation:
1. Instructors will advise students of their intention to implement this policy by placing statements in their green sheets, and/or other publications, listing any consequences and providing for emergency situations.
2. The consequence(s) for a violation of this policy will be determined by the individual instructors. These consequences shall not exceed a maximum 48 hour suspension as provided for in the Education code (Section 76032).
3 Easy Steps to Becoming a Student at Mission College

Application and Registration Information

Step 1
Submit an application for admission to Mission College.

New, Former and Transfer Students:
• Apply on-line at www.missioncollege.org or, in person in the Admissions Office.

Please note: If you are applying for Financial Aid, submit your Financial Aid application and/or Fee Waiver application, page 13 or page 19, to the Financial Aid Office at the same time that you apply for admission to the college (if you have not already done so, apply for Federal aid using the FAFSA form).

Step 2
Schedule Assessment, Orientation & Counseling.

• Assessment: All first time college students and non-exempt students who plan to earn a certificate, a degree and/or a university transfer admission are required to take placement tests. Continuing students who have not taken the tests and are taking courses with a prerequisite in English, ESL, Reading and/or Math may also be required to take placement tests.

Mission College offers year-round computerized placement tests (English & Reading Placement, Reading Proficiency, ESL Placement, and Math Placement). Appointments are not needed, students are taken on a “First Come–First Served” basis. To find the schedule of office hours for the current semester, please check out the Assessment Center website at www.missioncollege.org/student_services/assess or call 408.855.5098. The Assessment Center is in Room E-101.

• Orientation: This is required for all new first time college students planning to work towards a degree or certificate at Mission College, or to transfer to a 4 year college. Register for Orientation by enrolling in the Counseling A class (0.5 unit). Orientation courses are also available in Vietnamese. Students can also receive credit for Orientation by enrolling in Counseling 001, 003 or 005. Student athletes should register for Couns 23 to receive credit for Orientation.

• Counseling: for an appointment call 408.855.5030 or visit the Counseling Office, Room E1-301.

Step 3
Registration

• You may register for classes during the Open Registration period which begins on May 5 via MyWebServices, our on-line registration system at www.missioncollege.org

Please note: If you have to submit a Prerequisite Challenge form, a Student Petition form, or any other documentation before registration, go directly to the Admissions Office to register in person.

• If classes have started already, please attend the first class meeting and request an “Add Code” from the Instructor and add the class online thru MyWebServices at www.missioncollege.org

• Enrollment fees are due immediately after registration.

Open Enrollment
All course, course sections, and classes of the District shall be open for enrollment to any person who has been admitted to West Valley and Mission Colleges. Enrollment may be subject to any priority system that has been established. Enrollment may also be limited to students meeting properly validated pre-requisites and co-requisites, or due to other practical considerations such as exemptions set out in statute or regulation.
Mission College grants admission to anyone who is:

1) a high school graduate.
2) eighteen (18) years of age or older.
3) a non-high school graduate, 16 or 17 years of age, who has in his/her possession at the time of registration one of the following:
   • Certificate of the State Proficiency Test.
   • G.E.D., California HS Equivalency Certificate.
   • A formal, written document from the student’s high school district indicating he or she is exempted from any high school attendance.
   • a high school student in grades 11 or 12 whose admission as a part-time student is recommended by his or her high school principal.

To be considered California residents for tuition purposes, applicants who have eligible immigrant status or are out-of-state US citizens must reside in California for more than one year and one day prior to the first day of the term.

**Apply and Register**

Apply on-line via MyWebServices at [www.missioncollege.org](http://www.missioncollege.org). After submitting your on-line application, you will immediately receive an email that will verify that your application has been submitted successfully. Within 48 hours, you will receive a second email that will provide you with your college ID number and registration date. If you skip a semester, you will need to re-apply to receive a new registration date. For inquiries about your on-line application contact askmc@wvm.edu

Register on-line or after your registration date via MyWebServices at [www.missioncollege.org](http://www.missioncollege.org)

Fees are due immediately after registration. If you are eligible for a fee waiver, visit the Financial Aid Office before registering for classes.

If you must submit a Prerequisite Challenge Form, a Student Petition form, or any other documentation before registration, go directly to the Admissions and Records Office for in-person registration.

Please be prepared to pay the ‘outstanding balance’ if you register in-person.

For Counseling, Placement Test and Orientation information refer to pages 7, 8 & 9 of this schedule.

**Important: Normal communication with students is done via email. Please be sure to update your personal information using MyWebServices, each term if necessary, Ex. update email, phone number, etc.**

**Assembly Bill 540**

Any resident student, except a non-immigrant alien who meets all of the following re-quirements, shall be exempt from paying the nonresident tuition.

**Requirements:**

1) The student must have attended a California high school for at least three full years,
2) The student must have graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or CA proficiency exam).
3) An alien student who is without lawful immigration status must file an affidavit with the college stating that he or she has filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so.

This legislation does not apply to students who hold an F-1 Visa for International Students. Eligible non-resident students must file a “Student Affidavit for Exemption from Nonresident Tuition” form with the Admissions and Records Office. Non-resident students who are exempt from paying nonresident tuition under this legislation are not eligible for a Board of Governors Fee Waiver.

**High School Students Registration**

Concurrently enrolled special part-time high school students in grades 11 and 12 must register In-Person starting two weeks before the first day of the term. Each term, new high school students are required to submit an Application for Admission, as well as the High School Concurrent Enrollment form and the Parent/Guardian Medical Consent form. Continuing high school students are not required to re-apply; they are only required to submit a new Concurrent Enrollment form each term. Registration in any college course must be approved by the high school principal, or designee.

Photo identification is required for all transactions. HS Concurrent Enrollment and medical consent forms may be obtained on-line at [www.missioncollege.org](http://www.missioncollege.org) (A&R page) or from the Admissions and Records Office.

Special Full-Time high school students registering in 11+ units are required to pay for all enrollment fees. Basic service fees are charged to high school, concurrent enrollment students.

**Auditing of Courses**

After the last date to add classes for college credit, a student may audit selected community college courses with the following provisions:

1) Priority in class enrollment shall be given to students desiring to take the course for credit.
2) No student auditing a course shall be permitted to change his or her enrollment in that course to receive credit for the course.
3) A student wishing to audit a class must obtain prior written permission from the instructor.
4) Attendance, participation and related academic expectations shall be determined by the instructor.

Students may be withdrawn from audit status by the instructor if the student does not satisfy class standards.

The fee for auditing a class shall be $15.00 per unit per semester. Students enrolled in classes to receive credit for ten or more semester units shall not be charged an additional fee to audit three or fewer units per semester. Fees must be paid prior to auditing a course. Fees are not refundable. You may obtain the ‘Request to Audit’ form on-line at [www.missioncollege.org](http://www.missioncollege.org) or in the Admissions Office.

**Adding Classes**

Students may add open classes on-line via MyWebServices until the day before the first day of the class. For short term/late-start classes, students will be able to add open sections until the day before the first class meeting.

**Wait List**

If a class is closed, students can add their names to the section’s wait list before the class begins. If ‘registered students’ drop classes, and space

*continued on next page*
becomes available, eligible students on the wait list will be registered in the class. If officially registered, students will be notified by email of their status. It is recommended that students monitor their wait list regularly to check on the current class status. Students with Holds, overlapping classes, etc. will remain on the wait list. (After class enrollment, students must drop, if deciding to change the waitlist enrollment.)

**Adding a Closed class....**

**Add Codes**
To add a class once the term begins, you must attend the first class meeting (whether you are wait listed or not). If there are seats available, the instructor will assign students Add Codes to add the class. The Add Code is a four digit number that gives the student authorization to add the class via our on-line registration system—MyWebServices. (You will need one different Add Code for each class you wish to add.) The Add Codes are valid through the first two weeks of school.

**Dropping Classes**
It is the student's responsibility to officially drop classes. Do not assume that you will be dropped by the instructor. If classes are not dropped, the student will be responsible for payment of all enrollment fees related to the class (even if the student never attended the class). Check the Summer and Fall Calendars in this schedule of classes for deadlines to drop classes. Classes may be dropped via MyWebServices at www.missioncollege.org
The instructor’s signature is not required to drop classes.

**Multiple Withdrawals from the same course**

**Title 5; Chapter 6 Section 55024**
Revision
Effective July 1, 2009, college policy has limited the number of times that a student may withdraw from the same course. A student may withdraw and receive a W symbol on his or her academic records a total of three (3) times for enrollment in the same course. After the third W, the registration system will block registration in the course. To register again for the same course, the student will have to submit a Student Petition form to the Admissions & Records Office.

**Refunds**
To be eligible for a refund of enrollment fees, students must drop classes by the published deadline. Dropping a class after the published deadline will result in loss of enrollment fees. Adding classes after the refund deadline will require that new fees be paid. Refunds for Credit Card payments will be returned to the student's credit card. Check and cash payments will be refunded by check and mailed to the student's current home address. It is important that we have a current address on file. The refund process takes from 4 to 6 weeks.

**Short-Term Classes**
Enrollment fees for short-term classes will be refunded if students drop before 10% of the scheduled class meetings have elapsed. For short-term classes that meet for five days or less, students must drop by the day before the first class meeting to receive a refund.

**Fees**
Mandatory registration fees are determined by the State and/or the College’s Board of Trustees and must be paid by all students immediately after registration each term.

*Enrollment Fee = $ 26.00 per unit*
*Non Resident Tuition = $199.00. per unit*
*Health Fee = $17.00 per semester*  
($14.00 for summer)

The mandatory health fee supports the Student Health Services. The health fee is not a replacement for personal health care insurance. The health fee is exempted for, 1) Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.

2) Students who are attending a community college under an approved apprenticeship training program (Ed Code 76355)

Any student who either requests an exemption of the health fee or is determined by a Student Services program to warrant review for exemption will be referred to the Financial Aid Director of the respective college. The FA Director and at least one FA supervisor or technician will review these requests on a case by case basis.

**Student Center Fee**
This fee supports the Student Center and is assessed at $1 per unit up to a maximum of $5 per semester.

**Associated Student Body (ASB) Membership/ID Card Fee**
This $4 membership fee charged at the time of registration supports a variety of student services, activities, programs, scholarships, and discounts and covers the initial cost of the ID card. Should a student choose not to be a member, the fee is refundable when requested by the “refund” deadline. ID cards and stickers are available in the Campus Center Lobby. To obtain your ID card, you will need a copy of your registration statement and picture ID.

**Convenience Fee**
A one-time per semester non-refundable fee of $3 is assessed for the use of MyWebServices, and in-person credit card payment.

**Parking Permit Fee**
Spring or Fall parking permits = $40.00  
Summer Sessions parking permits = $20.00  
Parking permits may be purchased online at www.missioncollege.org
Detailed parking information on page 25.

**Fees for Services**
Copy of Class Schedule=$2.00 per request.  
Standard Official Transcripts=$4.00 each (first 2 transcripts are free)
One Hour Rush Transcripts=$20.00 each  
24 Hour Rush Transcripts=$15.00 each
Unofficial Transcripts=$2.00 per request  
Duplicate Diploma=$10.00 each
Prerequisites and Corequisites
A prerequisite is a course or skill, which is required before you can enroll in a particular course. For example, Chemistry 1A, with a grade of C or better, is required before taking Chemistry 1B. A corequisite is a course, which you must take at the same time as another course as a condition of enrollment. For example, if you want to take Business 21L, you must be concurrently enrolled in Business 21. Prerequisites and corequisites are necessary to ensure that you have sufficient knowledge and skill to participate and complete the assigned work in a class. You may not be permitted to enroll in a class if you have not met the prerequisite. See a counselor if you need help in this matter.

Challenging Prerequisites or Corequisites or other Limitation on Enrollment
You have the right to challenge prerequisites or corequisites or other limitations on enrollment for the following reasons: (Evidence must be provided.)
1. You have successfully completed the pre- or corequisite at another college.
2. You believe you have acquired the knowledge or ability to succeed despite not fulfilling the pre- or corequisite.
3. You believe the pre- or corequisite has not been made reasonably available at Mission.
4. You believe the pre- or corequisite or other limitation on enrollment is unlawfully discriminatory or is being applied in an unlawfully discriminatory manner.
5. Enrollment in this class has been limited to a special group of students and there are no other classes that would allow you to meet this requirement.
6. You understand that the pre- or corequisite was established to protect the health and safety of students. Despite the fact that you do not meet the pre- or corequisite, you believe that you are able to demonstrate that you do not pose a threat to yourself or others.

To Challenge a Prerequisite or Corequisite or other Limitation on Enrollment
1. Complete the challenge form. Forms and specific instructions are in the Counseling Office (E1-301).
2. Submit the completed form and required supporting documentation to Admissions. Please note that upon filing the challenge form you may enroll in the class in question if space is available by submitting this form to Admissions and paying all necessary fees. If your challenge is denied, the college does have the right to drop you from class and your fees will be automatically refunded.
3. Your request will be evaluated and a written response will be available to you within five (5) instructional days.

Exemptions
You are exempt from Orientation/Assessment if you have an AA/AS degree or higher or if you are a returning student who has satisfactorily completed coursework in the following: English, ESL, Reading and Math. If you have completed assessment at another college, bring your placement recommendations to a counselor for assistance in choosing the appropriate coursework. If you are concurrently enrolled in another college/university and are taking only one class at Mission College, you may not need to attend Orientation if you provide proof of current enrollment at the other institution. You will be required to meet any prerequisite requirements.
Computerized Placement Testing
Mission College is offering Year-Round Computerized Placement Tests.

Appointments are not needed, students are taken on a “First Come — First Serve” basis.
Plan ahead - don’t wait until it’s too late. You may come anytime, during our office hours, to take your tests.
If you decide to wait until the week before classes begin, you run the chance of waiting long hours for others to finish their tests.

Students with Disabilities
Students with Disabilities, if you need assistance, contact the Disability Instructional Support Center (DISC) in Room S2-201, or by calling 408.855.5085 or TTY at 408.727.9243.

Four Important Rules
1. Students are allowed to take Placement Tests two (2) times in a 365 day period.
2. You must have a Mission College Student ID Number in order to take any test.
3. You must have a picture ID. (e.g., Driver’s License, Student Picture ID Card, or Passport/VISA)
4. Placement Tests are for initial placement only, not to skip courses (jump classes). If this is your intention, please see a Counselor, and they will help you file a Prerequisite Challenge Form.

Assessment Center Office Hours
Assessment Center Office hours are posted on-line at www.missioncollege.org/student_services/assess/index.html or on the front window of the Assessment Center, Room: E1-101.
There will be times when the Assessment Center is closed. This is due to meetings or off-site testing. Times will be posted on the Assessment Center door of when to expect staff to return.

Test Results
Test results for English, Math and Reading are instant. For ESL (English as a Second Language) results, it may take up to 5 business days.

How long does each test take?
This is a very good question. All Tests are Timed. Some students might finish well before time expires, some might take the full amount of time. The important thing is to do the best you can.
Below is the maximum allotted time for each test:
English: 1 hour and 5 minutes
ESL (English as a Second Language): 1 hour and 15 minutes
Reading: 30 minutes
Math (choice of 4 tests)
1. Algebra Readiness Test: 45 minutes
2. Elementary Algebra Test: 45 minutes
3. Intermediate Algebra Test: 45 minutes
4. Pre-Calculus Readiness Test: 1 hour and 30 minutes

Who needs to test?
All first time college students and any non-exempt students who plan to earn a degree and/or a university transfer admission. (See page 7, Academic Skills Assessment and Orientation.)
Continuing students who have not taken the tests and want to enroll in courses with a prerequisite in English, ESL, Math and/or Reading are required to take the placement test before registration.

Exemptions: you may not need to take the placement tests if you:
• Have completed an AA/AS degree or higher at a U.S. College or University.
• Plan to enroll in courses without English, ESL, Math or Reading prerequisites.
• Have completed an agreement with the Counseling Office (Room: E1-301) for an acceptable Prerequisite Challenge Form. (e.g., transcripts or assessment test results from another college, etc.)
What are the Benefits?
Orientation provides students with information about Mission College and higher education. Information about college programs and services; degree, certificate, and transfer requirements; academic expectations and procedures; campus facilities and registration materials are also covered.

Who Should Attend?
All new, new transfer and returning non-exempt students are required to attend one of the orientation options before or during their first semester.

Orientation Courses
Check your class schedule for times and dates:

**Counseling 001 College Survival Skills**
A 2-unit course that teaches essential study and test taking skills for success in all college courses.

**Counseling 003 Strategies for Personal and Professional Growth**
A 2-unit course will present students with practical and proven strategies for improving the skills necessary for being successful in college and their personal lives.

**Counseling 005 Strategies for Success**
A 3-unit semester length course that integrates critical and creative thinking proficiency, personal growth and values, and academic study strategies.

**Counseling 023**
Becoming a master student-athlete. A 2-unit course that teaches student-athletes the tools for success to be applied in the classroom and in their sport.

**Counseling A**
A 0.5 unit class which includes the Orientation, Educational Plan, and Priority Registration. Please bring your test result with you to the class.

Get Wise...
Sign up for an Orientation Course and learn what it takes to succeed at Mission College!

**College Orientation Counseling A**
Take your English/Reading/Math assessment test and sign up for Counseling A. Please bring your test result with you to the class. You will get Priority Registration, educational plan, learn about Study Skills Techniques, College Resources, Degree and Transfer Requirements, and learning Styles.

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<thead>
<tr>
<th>Section</th>
<th>Date</th>
<th>Day</th>
<th>Time</th>
<th>Location</th>
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<td>Guardino</td>
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<tr>
<td>90285</td>
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<td>Saturday</td>
<td>8:15am–5:30pm</td>
<td>Guardino</td>
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<td>90286</td>
<td>Nov. 30 &amp; Dec. 1</td>
<td>Tues. &amp; Wed.</td>
<td>5:15pm–9:30pm</td>
<td>Sanchez</td>
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**Counseling A for Vietnamese Speaking**
Section 90287 December 4 Saturday 8:15am–5:30pm Trang

For locations: MB = Main Building  MT = Portables
Maintaining Perspective
The purpose of financial aid is to assist students in their pursuit of education and career goals by removing some of the day-to-day financial pressures that interfere with that pursuit. Federal and state financial aid is intended to supplement, not replace, a student’s resources. In other words, students are expected to contribute, to the extent they are able, toward their educational costs. Mission College offers a variety of federal, state and institutional aid programs to assist students in meeting the costs of their education. To obtain information on eligibility requirements and necessary application forms, students are encouraged to stop by the Financial Aid Office or visit our website at: financialaid.missioncollege.org

Some awards are subject to availability of funds; therefore, it is highly recommended that you apply as early as possible.

Board of Governor’s Fee Waivers (BOGFW)
Board of Governors Waiver (BOGW) covers the enrollment fees, a portion of the parking fee, and, for lower income students, BOGW A, may also cover the campus center fee.

Recipient must be a California resident for at least one year and one day prior to the first day of each semester. Applications are available in the Schedule of Classes, on our website or at the Financial Aid Office.

BOGW A: To be eligible, you (or one of your parents, if you are dependent) must be a current recipient of public assistance such as AFDC/TANF/CalWORKS, SSI, GA, or others.

BOGW B: To be eligible, you (or one of your parents, if you are a dependent) must meet the following income standards:

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</tbody>
</table>

BOGW C: To be eligible, you must qualify for a Pell Grant and/or have $1 of “unmet need” as determined after completing a Free Application for Federal Student Aid (FAFSA) online.

Note: The Board of Governors Fee Waiver Application is included with this schedule. You will find the English version on pages 13-16, and the Spanish version on pages 29-32 or on our website.

Other Financial Aid Programs
• Federal Pell Grant
• Federal Academic Competitiveness Grant (ACG)
• Federal Supplemental Educational Opportunity Grant (FSEOG)
• Federal Work Study-part-time employment on or off campus
• Federal Student Loans—subsidized and unsubsidized Stafford. Federal Direct Loans—subsidized & unsubsidized.
• California Grant Program (Cal Grant B, C or Chafee)
• Extended Opportunity Program and Services (EOP&S)
• Scholarships

The Financial Aid process time is approximate. The entire process can take three months or longer.

**STEP 1**
- Complete “Free Application for Federal Student Aid” (FAFSA).
- apply online at: www.fafsa.ed.gov
- Enter code 014458 in Step 3 on the on-line FAFSA

Priority filing due date for Cal Grants 2010-11 academic year was March 2, 2010. Last date to file 2010-11 FAFSA is June 2011. Mission College accepts FAFSA year-round.

**STEP 2**
- Your Student Aid Report (SAR) is sent to you from the Processing Center (and one to each college you listed).

If you have not received your SAR after 6 weeks, Call 1.800.433.3243.

**STEP 3**
- Financial Aid Office receives your FAFSA data electronically from Processing Center.
- Financial Aid Office begins your student file.

**STEP 4**
- Financial Aid Office sends you a letter if additional documents or corrections are required.
- Your file is updated.

It is in your best interest to respond immediately so processing can continue. Process takes longer if you applied after March 2, 2010.
Key Applicant Eligibility Requirements:
Student:
• Is a U.S. citizen or eligible non-citizen
• Declares a program of study leading to a degree, certificate for gainful employment in a recognized occupation, or a transfer program leading to a bachelor’s degree at a four-year, degree-granting institution
• Demonstrates financial need by completing the “Free Application for Federal Student Aid” (FAFSA) available online at www.fafsa.ed.gov
• Is not in default on any educational loan
• Does not owe a refund on any Title IV funds
• Has a high school diploma, G.E.D. or equivalent, or demonstrates “ability to benefit”
• Meets other requirements as appropriate

Required Documents:
• Electronic Student Aid Report (Output document from FAFSA)
• Other documents as requested

How to Apply for Federal Aid
When you apply for financial aid, you will be asked for information about your financial situation. This information is used to determine whether your “financial need” meets the government’s requirements for eligibility. Complete the “Free Application for Federal Student Aid” (FAFSA) available online at: www.fafsa.ed.gov

If you qualify for a Pell Grant, you may also be eligible for other additional types of financial aid.

Even if you don’t qualify for a Pell Grant, don’t give up! You may still be eligible for a variety of other types of financial assistance, including fee waivers and scholarships. To find out about these other options, ask the staff at the Financial Aid Office.

The Financial Aid process time is approximate. The entire process can take three months or longer.
(Refer to the chart of the financial aid process, below.)

If you need additional information, go to the Financial Aid Office or call the Financial Aid Office at 408.855.5065. You may also email your questions to: mcfa@wvm.edu

Mission College Scholarships
Mission College offers a variety of scholarships ranging from $50 to $5,000 per year. Eligibility may vary based on fields of study, community and/or college involvement, and/or financial need. Applications are available at the Mission College/Financial Aid website in January for the following academic year.

If you need additional information, go to the Financial Aid Office or call the Financial Aid Office at 408.855.5065.

Mission College Financial Aid Office reserves the right to revise its policies or procedures within the academic year to remain in compliance with changing federal and state regulations and guidelines.

The Board of Governors Fee Waiver Application (BOG Waiver)
The English version is on pages 13-16.
The Spanish version is on pages 29-32.
Each is a two page, two-sided form.

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Parking Information

Summer Session
There is no student parking grace-period offered during any of the Summer Sessions. All vehicles parked on campus during the Summer sessions must have a valid parking permit properly displayed at all times.

Fall Semester
A student parking “Grace-Period” will be observed during the week immediately prior to the start of the Fall semester and during the first week of the Fall semester. (Monday August 23, 2010 through Monday September 6, 2010). Please note that the grace-period no longer includes the second week of the semester. During the grace period, no parking citation will be issued to any vehicle that is parked in a marked student parking stall without a permit; all other parking violations will be enforced. Parking citations will be issued to vehicles failing to display a valid student parking permit beginning Tuesday September 7, 2010.

General Information
• There is no grace period for timed zones, red zones, handicap zones, staff parking and other restricted areas. Parking areas specifically marked for disabled parking, red zones, loading zones and other restricted areas are enforced every day, 24-hours a day. Student and Staff parking permit requirements are enforced seven (7) days a week between 7:00am and 10:00pm.
• A semester-length student parking permit may be purchased online at www.missioncollege.org or in person at the Admissions and Records Office.

For online purchases, a printable temporary permit will also be provided if the permit purchased is currently in use. To purchase a permit, either online or in person, you will need to know your vehicles make, model, color and license plate number. To be valid, the permit must be properly placed on the vehicle and be clearly visible from the outside. To be properly placed, it must be affixed to the inside of the front windshield, bottom corner, driver’s side. Improper or non-display of a permit will result in a parking citation.

• Stolen permits should be immediately reported to the District Police Department by calling 408-855-5435 or by visiting the Police business office located at the campus center. Lost permits will not be replaced free of charge, however, a replacement permit may be purchased at the original purchase price. BOG (Board of Governor) students who wish to purchase a replacement permit at the discounted rate of $20 must report the loss of their first permit to the District Police Department to be eligible for a replacement permit at the discounted price.

• Purchase and/or possession of a permit does not authorize parking on campus. It is the responsibility of the driver to properly park the vehicle and display a valid and authorized permit. Vehicles with car covers are no exception. Failure to properly display a permit will result in a citation.

• Motorcycles/motor scooters are prohibited from parking in spaces designated for four-wheel vehicles. Designated motorcycle parking is available in each parking lot. No parking permit is required for motorcycles parking in designated motorcycle parking areas.

• Disabled parking-All drivers who are disabled (as defined in the California Vehicle Code Section 295.5) and use a designated disabled parking stall must display a valid placard or specialized license plates issued by the California Department of Motor Vehicles. Failure to display a valid placard or plate will result in a citation and fine of $280.

• Special parking and loading-Students or Staff members who have special parking or loading needs must contact the District Police in advance. Business cards or notes left on the vehicle are not acceptable and a citation will result. No warnings are issued.

• This parking information was accurate at the time of publication. However, due to changes in legislation, procedure, or policy, these regulations or procedures are subject to change without written notice. This is a summary of District Parking Policies. Detailed information is available at the Police Business Office or Campus Information Desk located at the Student Center.
California Community Colleges 2010–2011 Board of Governors Fee Waiver Application

This is an application to have your **ENROLLMENT FEES WAIVED**. This **FEE WAIVER** is for California residents only. If you need money to help with books, supplies, food, rent, transportation and other costs, please complete a **FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)** immediately. Contact the Financial Aid Office for more information. **The FAFSA is available at www.fafsa.ed.gov or at the Financial Aid Office.**

**Note:** Students who are exempt from paying nonresident tuition under **Education Code Section 68130.5 (AB 540)** are NOT California residents. If you are NOT a California resident, you are not eligible for a fee waiver. Do not complete this application. You may apply for financial aid by completing the FAFSA.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Student ID #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last</td>
<td>First</td>
</tr>
</tbody>
</table>

**Email (if available):**

<table>
<thead>
<tr>
<th>Home Address:</th>
<th>Telephone Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street</td>
<td>(<em><strong><strong>)(____)</strong></strong></em></td>
</tr>
<tr>
<td>City</td>
<td>Date of Birth:</td>
</tr>
<tr>
<td>Zip Code</td>
<td><strong>/</strong>/__________</td>
</tr>
</tbody>
</table>

Has the Admissions or Registrar's Office determined that you are a California resident?  
[ ] Yes  [ ] No

**IMPLEMENTATION OF THE CALIFORNIA DOMESTIC PARTNER RIGHTS AND RESPONSIBILITIES ACT**

The California Domestic Partner Rights and Responsibilities Act extends new rights, benefits, responsibilities and obligations to individuals in domestic partnerships registered with the California Secretary of State under Section 297 of the Family Code. If you are in a Registered Domestic Partnership (RDP), you will be treated as an Independent married student to determine eligibility for this Enrollment Fee Waiver and will need to provide income and household information for your domestic partner. If you are a dependent student and your parent is in a Registered Domestic Partnership, you will be treated the same as a student with married parents and income and household information will be required for the parent’s domestic partner.

**Note:** **These provisions apply to state student financial aid ONLY, and not to federal student financial aid.**

Are you or your parent in a Registered Domestic Partnership with the California Secretary of State under Section 297 of the Family Code?  
(Answer “Yes” if you or your parent are separated from a Registered Domestic Partner but have NOT FILED a Notice of Termination of Domestic Partnership with the California Secretary of State’s Office.)  
[ ] Yes  [ ] No

If you answered “Yes” to the question above treat the Registered Domestic Partner as a spouse. You are required to include your domestic partner’s income and household information or your parent’s domestic partner’s income and household information in Questions 4, 11, 12, 13, 14, 15, 16, 17.

Student Marital Status:  
[ ] Single  [ ] Married  [ ] Divorced  [ ] Separated  [ ] Widowed  [ ] Registered Domestic Partnership

**DEPENDENCY STATUS**

The questions below will determine whether you are considered a Dependent student or Independent student for fee waiver eligibility and whether parental information is needed. If you answer “Yes” to ANY of the questions 1–10 below, you will be considered an INDEPENDENT student. If you answer “No” to all questions, you will be considered a Dependent student thereby reporting parental information and should continue with Question 11.

1. Were you born before January 1, 1987?  
   (If “Yes,” skip to question 13)  
   [ ] Yes  [ ] No

2. As of today, are you married or in a Registered Domestic Partnership (RDP)?  
   (Answer “Yes” if you are separated but not divorced or have not filed a termination notice to dissolve partnership. Also, if you answer “Yes,” skip to question 13.)  
   [ ] Yes  [ ] No

3. Are you a veteran of the U.S. Armed Forces or currently serving on active duty for purposes other than training?  
   (If “Yes,” skip to question 13)  
   [ ] Yes  [ ] No

4. Do you have children who will receive more than half of their support from you between July 1, 2010–June 30, 2011, or other dependents who live with you (other than your children and spouse/RDP) who receive more than half of their support from you now and through June 30, 2011?  
   (If “Yes,” skip to question 13)  
   [ ] Yes  [ ] No

5. At any time since you turned age 13, were both your parents deceased, were you in foster care or were you a dependent or ward of the court?  
   (If “Yes,” skip to question 13)  
   [ ] Yes  [ ] No

6. Are you or were you an emancipated minor as determined by a court in your state of legal residence?  
   (If “Yes,” skip to question 13)  
   [ ] Yes  [ ] No

Summer Sessions
DEPENDENCY STATUS (Continued)

7. Are you or were you in legal guardianship as determined by a court in your state of legal residence? (If "Yes," skip to question 13) □ Yes □ No

8. At any time on or after July 1, 2009, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless? (If "Yes," skip to question 13) □ Yes □ No

9. At any time on or after July 1, 2009, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless? (If "Yes," skip to question 13) □ Yes □ No

10. At any time on or after July 1, 2009, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless? (If "Yes," skip to question 13) □ Yes □ No

• If you answered "Yes" to any of the questions 1 - 10, you are considered an INDEPENDENT student for enrollment fee waiver purposes and must provide income and household information about yourself (and your spouse or RDP if applicable). Skip to Question #13.

• If you answered "No" to all questions 1 - 10, complete the following questions:

11. If your parent(s) or his/her RDP filed or will file a 2009 U.S. Income Tax Return, were you, or will you be claimed on their tax return as an exemption by either or both of your parents? □ Will Not File □ Yes □ No

12. Do you live with one or both of your parent(s) and/or his/her RDP? □ Yes □ No

• If you answered "No" to questions 1 - 10 and "Yes" to either question 11 or 12, you must provide income and household information about your PARENT(S)/RDP. Please answer questions for a DEPENDENT student in the sections that follow.

• If you answered "No" or "Parent(s) will not file" to question 11, and "No" to question 12, you are a dependent student for all student aid except this enrollment fee waiver. You may answer questions as an INDEPENDENT student on the rest of this application, but please try to get your PARENT information and file a FAFSA so you may be considered for other student aid. You cannot get other student aid without your parent(s’) information.

METHOD A ENROLLMENT FEE WAIVER

13. Are you (the student ONLY) currently receiving monthly cash assistance for yourself or any dependents from:

   TANF/CalWORKs? □ Yes □ No
   SSI/SSP (Supplemental Security Income/State Supplemental Program)? □ Yes □ No
   General Assistance? □ Yes □ No

14. If you are a dependent student, are your parent(s)/RDP receiving monthly cash assistance from TANF/CalWORKs or SSI/SSP as a primary source of income? □ Yes □ No

• If you answered "Yes" to question 13 or 14 you are eligible for an ENROLLMENT FEE WAIVER. Sign the Certification at the end of this form. You are required to show current proof of benefits. Complete a FAFSA to be eligible for other financial aid opportunities.
15. **DEPENDENT STUDENT:** How many persons are in your parent(s)/RDP household? (Include yourself, your parent(s)/RDP, and anyone who lives with your parent(s)/RDP and receives more than 50% of their support from your parents/RDP, now and through June 30, 2011.) __________

16. **INDEPENDENT STUDENT:** How many persons are in your household? (Include yourself, your spouse/RDP, and anyone who lives with you and receives more than 50% of their support from you, now and through June 30, 2011.) __________

17. **2009 Income Information**

   (Dependent students should not include their income information for Q 17 a and b below.)

   a. Adjusted Gross Income (If 2009 U.S. Income Tax Return was filed, enter the amount from Form 1040, line 37; 1040A, line 21; 1040EZ, line 4).

   b. All other income (Include **ALL money** received in 2009 that is not included in line (a) above (such as disability, child support, military living allowance, Workman’s Compensation, untaxed pensions).

<table>
<thead>
<tr>
<th></th>
<th>DEPENDENT STUDENT: PARENT(S)/ RDP INCOME ONLY</th>
<th>INDEPENDENT STUDENT: STUDENT (&amp; SPOUSE’S/ RDP) INCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Adjusted Gross</td>
<td>$__________</td>
<td>$__________</td>
</tr>
<tr>
<td>b. Other Income</td>
<td>$__________</td>
<td>$__________</td>
</tr>
<tr>
<td>TOTAL Income for</td>
<td>$__________</td>
<td>$__________</td>
</tr>
</tbody>
</table>

The Financial Aid Office will review your income and let you know if you qualify for an **ENROLLMENT FEE WAIVER** under Method B. If you do not qualify using this simple method, you should file a FAFSA.

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**SPECIAL CLASSIFICATIONS ENROLLMENT FEE WAIVERS**

18. Do you have certification from the CA Department of Veterans Affairs that you are eligible for a dependent’s fee waiver?

   - Submit certification.

   - Yes  No

19. Do you have certification from the National Guard Adjutant General that you are eligible for a dependent’s fee waiver?

   - Submit certification.

   - Yes  No

20. Are you eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient?

   - Submit documentation from the Department of Veterans Affairs.

   - Yes  No

21. Are you eligible as a dependent of a victim of the September 11, 2001, terrorist attack?

   - Submit documentation from the CA Victim Compensation and Government Claims Board.

   - Yes  No

22. Are you eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty?

   - Submit documentation from the public agency employer of record.

   - Yes  No

- If you answered "Yes" to any of the questions from 18-22, you are eligible for an **ENROLLMENT FEE WAIVER** and perhaps other fee waivers or adjustments. Sign the Certification below. Contact the Financial Aid Office if you have questions.
CERTIFICATION FOR ALL APPLICANTS: READ THIS STATEMENT AND SIGN BELOW

I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and my spouse/registered domestic partner and/or my parent's/registered domestic partner's 2009 U.S. Income Tax Return(s). I also realize that any false statement or failure to give proof when asked may be cause for the denial, reduction, withdrawal, and/or repayment of my waiver. I authorize release of information regarding this application between the college, the college district, and the Chancellor's Office of the California Community Colleges.

I understand the following information (please check each box):

- Federal and state financial aid programs are available to help with college costs (including enrollment fees, books & supplies, transportation and room and board expenses). By completing the FAFSA, additional financial assistance may be available in the form of Pell and other grants, work study and other aid.
- I may apply for and receive financial assistance if I am enrolled, either full time or part time, in an eligible program of study (certificate, associate degree or transfer).
- Financial aid program information and application assistance is available in the college financial aid office.

Applicant's Signature ___________________________ Date ___________ Parent Signature (Dependent Students Only) ___________________________ Date ___________

CALIFORNIA INFORMATION PRIVACY ACT

State and federal laws protect an individual's right to privacy regarding information pertaining to oneself. The California Information Practices Act of 1977 requires the following information be provided to financial aid applicants who are asked to supply information about themselves. The principal purpose for requesting information on this form is to determine your eligibility for financial aid. The Chancellor's Office policy and the policy of the community college to which you are applying for aid authorize maintenance of this information. Failure to provide such information will delay and may even prevent your receipt of financial assistance. This form's information may be transmitted to other state agencies and the federal government if required by law. Individuals have the right of access to records established from information furnished on this form as it pertains to them.

The officials responsible for maintaining the information contained on this form are the financial aid administrators at the institutions to which you are applying for financial aid. The SSN may be used to verify your identity under record keeping systems established prior to January 1, 1975. If your college requires you to provide an SSN and you have questions, you should ask the financial aid officer at your college for further information. The Chancellor's Office and the California community colleges, in compliance with federal and state laws, do not discriminate on the basis of race, religion, color, national origin, gender, age, disability, medical condition, sexual orientation, domestic partnership or any other legally protected basis. Inquiries regarding these policies may be directed to the financial aid office of the college to which you are applying.

FOR OFFICE USE ONLY

- BOGFW-A
  - TANF/CalWORKs
  - GA
  - SSI/SSP
- BOGFW-B
- BOGFW-C
- Special Classification
  - Veteran
  - Medal of Honor
  - Dep. of deceased law enforcement/fire personnel
  - National Guard Dependent
  - 9/11 Dependent
  - RDP
  - Student
  - Parent
  - Student is not eligible

Comments: _______________________________________

Certified by: ______________________________________ Date: ___________

MISSION COLLEGE
Final examinations will not be given in advance of scheduled times.

<table>
<thead>
<tr>
<th>Summer Sessions 2010 Final Exams</th>
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<tbody>
<tr>
<td>Monday</td>
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</tbody>
</table>

Final exams for all classes will be given on the last regularly scheduled class day.
¡Bienvenidos!

Pasos hacia el Éxito para Estudiantes de Nuevo Ingreso
Estudiantes que Regresan y Estudiantes Transferidos

Proceso de Solicitud de Admisión y Matriculación
para estudiantes nuevos, que regresan y transferidos

Un estudiante de nuevo ingreso es aquel que nunca ha estado inscrito en un colegio (los estudiantes de preparatoria son siempre considerados de nuevo ingreso.) Un estudiante que regresa es aquel que estuvo matriculado en Mission College anteriormente, pero que no se inscribió en ninguna clase el semestre pasado. Un estudiante transferido es aquel que asistió a otro colegio, pero no a West Valley College o Mission College, y desea inscribirse en Mission en el periodo académico en curso.

Paso 1: Llene una Solicitud de Admisión

Puede rellenar su solicitud por Internet al www.missioncollege.org, al terminar, imprima los documentos y envíe por correo sólo la página con su firma, o solicite una aplicacion en persona en la Oficina de Admisión y Archivos Estudiantiles. Al finalizar el proceso, se le dará una fecha de inscripción y un número de identificación, ya sea por correo electrónico (para solicitudes por Internet) o por correo regular.

Paso 2: Oficina de Ayuda Financiera.

Presente su solicitud para ayuda financiera y subsidios académicos. Hay diferentes programas de ayuda disponibles—Visítenos o llame a nuestra oficina al 408.855.5065.

Paso 3: Tome un Examen de Ubicación (Si es requisito)

Las evaluaciones en lectura, inglés, ESL y matemáticas ayudan a determinar el nivel de conocimiento y sus necesidades. Llame al Centro de Evaluación al 408.855.5098 para verificar el horario de los exámenes. No es necesario hacer cita para tomar el examen de ubicación y puede tomarlo hasta dos (2) veces.

Paso 4: Asista a una Sesión de Orientación y Consejería
(Si es requisito)

Reúne con un consejero en privado o en grupo para desarrollar un plan educativo, o para referirlo a los servicios apropiados para que aclaren sus dudas e inquietudes sobre su futuro. Llámenos al 408.855.5030.

Paso 5: Inscríbase en sus Clases

Vea el Calendario Académico para fechas importantes. Registracion abierta comienza el 5 Mayo. Los estudiantes en progreso recibirán el horario de clases por correo, todos los demás estudiantes deben pasar por una copia al Centro de Información, en el Edificio Principal, o vea el horario de clases en nuestra pagina Web. Inscríbase por Internet en el www.missioncollege.org, o en persona en la oficina de Admisiones y Archivos Estudiantiles.

Paso 6: Pague los Costos

Debe pagar el costo por matriculación al terminar el proceso. No se le olvide comprar un Permiso para Estacionarse. Puede comprar permisos para estacionarse por un semestre completo o una sesión de verano por Internet (www.missioncollege.org) o en persona en la Oficina de Admisión y Archivos Estudiantiles. Los permisos diarios se compran en los dispensarios del estacionamiento, Lote “B” “C” y “D”.

Paso 7: Compre sus Libros

Refiérase al “Syllabus” de su curso, visite la librería del colegio o el sitio Web www.mc.bkstore.com/ para la lista de libros de texto requeridos. Los libros de textos se pueden comprar en persona o por Internet.

Paso 8: Asista a la Primera Clase

¡Asistir a la primera clase es un requisito! Si no asiste a la primera clase o llega tarde, el instructor tiene la opción de excluirlo de la clase. Recuerde, es su responsabilidad el darse de baja oficialmente de las clases en las que ya no desea estar inscrito. Refiérase al horario de clases para la política de reembolso y las fechas límite para solicitarlo.

Si tiene alguna discapacidad, por favor llame el Centro de Apoyo a la Enseñanza para Discapacitados al 408.855.5085, TTY 408.727.8243 para recibir ayuda con dispositivos y servicios de apoyo para mejorar su aprendizaje.
<table>
<thead>
<tr>
<th><strong>Calendario Escolar Semestre de Otoño 2010</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>26 de abril</strong> .................................. Primer día de matrículación por Internet para estudiantes en progreso</td>
</tr>
<tr>
<td><strong>5 de mayo</strong> ................................. Primer día de matrículación Abierta para estudiantes de nuevo ingreso, en progreso y de regreso</td>
</tr>
<tr>
<td><strong>16 de agosto</strong> ...................... Primer día de matrículación en persona para estudiantes de preparatoria</td>
</tr>
<tr>
<td><strong>28 de agosto</strong> ................... Comienzan las clases de sábados</td>
</tr>
<tr>
<td><strong>30 de agosto</strong> .................. Primer día de instrucción*</td>
</tr>
<tr>
<td><strong>6 de septiembre</strong> ................ Día del Trabajo, día feriado, el colegio está cerrado</td>
</tr>
<tr>
<td><strong>12 de septiembre</strong> ............ Último día para agregar clases de semestre completo con un Número de Matriculación vía MyWebServices</td>
</tr>
<tr>
<td><strong>12 de septiembre</strong> ............ Último día para darse de baja en clases de semestre completo y recibir reembolso. Los reembolsos para clases de corto-plazo se hacen efectivos si se da de baja antes de completar el 10% del horario de clases especificado. Para clases de corto-plazo que se reúnan cinco días o menos, el último día para darse de baja y poder reclamar su reembolso es el día anterior al primer día de clases. (No necesita la firma del profesor para darse de baja de las clases)</td>
</tr>
<tr>
<td><strong>17 de septiembre</strong> .......... Último día para darse de baja de las clases de semestre completo con una “W” en el archivo personal del estudiante. (No hay reembolso)</td>
</tr>
<tr>
<td><strong>17 de septiembre</strong> ............ En esta fecha para recibir Progreso Académico Satisfactorio (SAP). Los estudiantes que reciben Ayuda Financiera deben haber completado el 66.7% (2/3) de las unidades en las que se matriculan.</td>
</tr>
<tr>
<td><strong>1º de octubre</strong> ............... Último día para someter la solicitud para diplomas y certificados de graduación</td>
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<tr>
<td><strong>11 de noviembre</strong> ............. Día de los Veteranos, día feriado, el colegio está cerrado</td>
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<tr>
<td><strong>19 de noviembre</strong> ........... Último día para darse de baja de las clases de semestre completo con una “W”</td>
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<tr>
<td><strong>25 – 27 de noviembre</strong> ....... Día de Acción de Gracias, día feriado, el colegio está cerrado</td>
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<tr>
<td><strong>13 – 18 de diciembre</strong> ...... Periodo de Exámenes Finales</td>
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<tr>
<td><strong>24 de diciembre – 3 de enero, 2011</strong> Periodo de Vacaciones de Invierno, el colegio está cerrado</td>
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<tr>
<td><strong>4 de enero, 2011</strong> ........... Las calificaciones están disponibles vía MyWebServices. Las calificaciones de la Primavera 2010 estarán disponibles vía MyWebServices en cuanto sean sometidas por los instructores.</td>
</tr>
<tr>
<td>*Clases que comienzan tarde...Los estudiantes pueden agregar clases vía Web hasta el día anterior al primer día de clases.</td>
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**La información en este horario es exacta a partir de la fecha de impresión, el 12 de abril de 2010.**

Para ver una lista de cursos más reciente visite nuestra página Web: missioncollege.org y pulse en portal de MyWebServices en la parte baja a la izquierda y seleccione el ícono Guests en la esquina superior derecha.

Todas las sesiones y las clases del distrito deben estar abiertas para que cualquier persona que haya sido admitida a los colegios West Valley o Mission puedan matricularse. La matrícula está sujeta al sistema establecido con anterioridad y limitada al número de estudiantes que hayan propiamente cumplido con los prerequisitos y co-requisitos determinados, o debido a otras consideraciones prácticas tales como excepciones establecidas por el estatuto o las regulaciones.
**Números de teléfonos Importantes**

**Regulaciones Académicas para el uso de teléfonos celulares y buscapersonas (biper) en los salones de clases.**

**Declaración de la regla:**
Los profesores pueden restringir el uso de los teléfonos celulares y bipers en los salones de clases, laboratorios y áreas en la biblioteca.

**Implementación:**
1. Los profesores advertirán a los estudiantes de su intención de implementar esta regla al poner un comunicado en su “Green Sheet”, y/o en cualquier otra publicación, enlistando las consecuencias y proveyendo información para situaciones de emergencia.

2. Las consecuencias por la violación a esta regla serán determinadas por cada profesor. Estas consecuencias no deben exceder a un máximo de 48 horas de suspensión como se sugiere en el Código de Educación (Sección 76032).

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**Comunicador Telefónico (Operador) 408.988.2200**

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<tr>
<th>Servicio</th>
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<td><strong>Archivos</strong></td>
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<td><strong>Servicio de Acompañamiento de Seguridad</strong></td>
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<td><strong>Experiencia Laboral</strong></td>
<td>408.855.5251</td>
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**Para números de teléfono adicionales, vea el Directorio en las páginas 90-92.**
Matriculación Fácil

3 Pasos fáciles para convertirse en un estudiante de Mission College

Información sobre la Solicitud y Matriculación

Paso 1
Presente una solicitud de admisión a Mission College.

Estudiantes de nuevo ingreso, que regresan y/o transferidos.

- Solicite por Internet en www.mission-college.org o en persona en la Oficina de Admisión.
- Tome en cuenta: Si usted va a solicitar ayuda financiera, presente su solicitud para Ayuda Financiera y/o la solicitud para el “Fee Waiver”—subsidio del costo por matriculación (BOGW), página 29 – 32, a la Oficina de Ayuda Financiera al momento de presentar su solicitud de admisión al colegio (Si no lo ha hecho aún, solicite ayuda financiera federal usando la forma FAFSA).

Paso 2
Haga una cita para la Evaluación, Orientación de Consejería.

- Evaluación: Todos los estudiantes de nuevo ingreso y los no-exentos que planeen obtener un certificado, un diplomado y/o ser admitidos a una universidad como estudiantes trasferidos deben tomar el examen de aptitudes académicas. Los estudiantes en progreso que no han tomado el examen y que van a tomar cursos que requieren un prerrequisito en inglés, ESL, lectura y/o matemáticas tal vez deban tomar el examen de aptitudes.

Mission College ofrece exámenes computarizados de aptitud todo el año (Exámenes de Ubicación en inglés, lectura, ESL y matemáticas, y de capacidad en lectura). No se necesita hacer una cita, los estudiantes son atendidos en el orden en que llegan. Para más información sobre el horario y las horas de oficina del presente semestre, favor de visitar el portal de Internet del Centro de Evaluación en www.missioncollege.org_services/assess o llame al teléfono 408.855.5098. El Centro de Evaluación está localizado en el Edificio Principal, E1-101.

- Orientación: la orientación es un requisito para todos los estudiantes de nuevo ingreso que deseen obtener un certificado o diplomado en Mission College, o para transferirse a un colegio o universidad de cuatro años. Inscribáse en las clases de 0.5 unidades: Counseling A, 001, 003 y 005 para recibir crédito por la orientación. Los cursos también están disponibles en vietnamita. Los estudiantes atletas deben inscribirse en Couns 23 para recibir crédito por la orientación.

- Consejería: para hacer una cita llame al teléfono 408.855.5030 o visítenos en la Oficina de Consejería en el Edificio Principal, E1-301.

Paso 3
Matriculación

- Puede inscribirse en sus clases durante el periodo de Matriculación Abierta, que comienza el 5 de mayo, usando el portal MyWebServices, nuestro sistema de matriculación en línea ubicado en el sitio Web www.missioncollege.org

Atención: si tiene que presentar una solicitud de Desafío de Prerrequisito Académico, la forma de Petición Estudiantil o cualquier otro documento antes de matricularse, vaya directamente a la Oficina de Admisión para matricularse en persona.

- Si las clases ya han comenzado, favor de asistir el primer día de clases y pida al profesor un “Número de Matriculación” y agregue la clase a su horario matriculándose por Internet en el portal MyWebServices en el sitio Web www.missioncollege.org

- El costo por matriculación se debe pagar inmediatamente después de matricularse.

Matriculación Abierta

Todos los cursos, las secciones y las clases del distrito deben estar abiertas para que cualquier persona que haya sido admitida a los colegios West Valley o Mission puedan matricularse. La matriculación está sujeta al sistema establecido con anterioridad y limitada al número de estudiantes que hayan cumplido propiamente con los prerrequisitos y correquisitos determinados, o debido a otras consideraciones prácticas tales como excepciones establecidas por el estatuto o las regulaciones.

Matriculación Abierta
Información de Admisión y Matrículación

Mission College otorga ingreso a cualquier persona que sea...
1) Graduado de preparatoria.
2) Mayor de dieciocho años de edad.
3) Una persona que no se haya graduado de preparatoria, de 16 o 17 años de edad, que tenga en su posesión, al momento de matricularse, uno de los siguientes documentos:
   • Un Certificado del Examen Estatal de Competencia.
   • G.E.D. Un certificado de Equivalencia de Estudios de Preparatoria en California.
   • Un documento formal por escrito de parte de la preparatoria del estudiante indicando que éste está exento de asistir a cualquier preparatoria.
   • Un estudiante de preparatoria del 11º o 12º grado, a quien su director de preparatoria ha recomendado para ser admitido como estudiante de medio tiempo.

Para ser considerado como residente de California, con el propósito de establecer los costos por matriculación, los solicitantes que tengan estatus migratorio elegible o que sean ciudadanos estadounidenses de fuera del estado, deben haber vivido en California por más de un año y un día antes del primer día del término al que solicite admisión.

Solicite y matricúlese
Solicite admisión por Internet vía MyWebServices en el sitio Web www.missioncollege.org. Después de enviar su solicitud por Internet, usted va a recibir un correo electrónico en el que se verificará que su solicitud ha sido sometida exitosamente. En las siguientes 48 horas recibirá otro mensaje con su número de identificación del colegio y la fecha para matricularse. Si ha dejado pasar un semestre sin asistir al colegio, usted deberá solicitar admisión nuevamente para recibir una nueva fecha de matriculación. Si tiene preguntas sobre el estatus de su solicitud, dirija sus preguntas al correo electrónico askmc@wvm.edu

Inscribase por Internet o después de su fecha de matriculación vía MyWebServices en el sitio Web www.missioncollege.org

El pago por la matriculación debe hacerse inmediatamente después de matricularse. Si es elegible para obtener el “fee waiver” visite la Oficina de Ayuda Financiera antes de matricularse para sus clases.

Si debe presentar una solicitud de Desafío de Competencia Académica, la forma Petición Estudiantil, u otro documento antes de matricularse, vaya directamente a la Oficina de Admisión y Archivos Estudiantiles y matricúlese en persona.

Por favor, vaya preparado para pagar el balance total si se inscribe en persona.
Para información sobre consejería académica, exámenes de ubicación y orientaciones diríjase a las páginas 24, 25, & 28 de este horario de clases.

Importante: La mayoría de nuestra correspondencia se lleva acabo vía correo electrónico. Favor de asegurarse de actualizar su información personal (correo electrónico, número de teléfono, etc.) vía MyWebServices cada semestre si es necesario.

Ley Estatal 540
Cualquier estudiante, excepto los no-inmigrantes extranjeros que cumplan con los siguientes requisitos serán exentos de pagar el costo por matriculación para los estudiantes no residentes.

Requisitos:
1) El estudiante debe haber asistido a una preparatoria en California por lo menos tres años escolares completos.
2) El estudiante debe haberse graduado de una preparatoria de California o haber obtenido la equivalencia (GED) antes de comenzar el término (ejemplo: pasar el GED o el examen de competencia de California).
3) Un estudiante extranjero sin el estatus migratorio en regla debe llenar una “declaración jurada” confirmando que ha sometido su solicitud para legalizar su estatus de inmigración, o que presentará dicha solicitud en cuanto sea elegible para hacerlo.

Esta ley no se aplica a los estudiantes que tengan una Visa F-1 para Estudiantes Internacionales. Los estudiantes no residentes que califiquen deben presentar la forma “Student Affidavit for Exemption from Nonresident Tuition” en la Oficina de Admisión y Archivos Estudiantiles. Los estudiantes clasificados como no residentes que sean exentos de pagar el costo por matriculación para los estudiantes residentes deben pagar el “fee waiver” (BOGFW).

Matriculación para los estudiantes de preparatoria
Los estudiantes de preparatoria inscritos actualmente con permiso especial de medio-tiempo de los grados 11 y 12 deben matricularse en persona dos semanas antes del primer día del semestre. Cada semestre, los estudiantes de preparatoria de nuevo ingreso deben solicitar admisión al colegio y presentar la forma de Matriculación Corriente de su preparatoria y la forma de consentimiento médico del padre/guardia legal. Los estudiantes de preparatoria continuos no deben solicitar admisión pero sí deben presentar la Forma de Matriculación Corriente cada semestre. El director de la preparatoria o el consejero académico de tal, debe autorizar la matriculación para todos los cursos que se toman en el colegio comunitario. Necesita una carnet de identificación con fotografía para cada transacción que se realicen. Las formas de matriculación para estudiantes de preparatoria y de consentimiento médico pueden ser adquiridas por Internet en www.missioncollege.org o en la Oficina de Admisión y Archivos Estudiantiles.

Estudiantes de preparatoria con permiso especial de tiempo completo matriculados en 11 unidades o más deben pagar el monto total del pago por matriculación. Se cobrará un costo básico por el servicio a los estudiantes de preparatoria y los estudiantes de matriculación concurrente.

Clases para Oyentes
Después del último día para agregar clases con crédito académico, los estudiantes pueden inscribirse como oyentes a los cursos seleccionados del colegio comunitario bajo las siguientes provisiones:
1) Tienen la preferencia para matricularse aquellos estudiantes que deseen tomar los cursos por crédito académico.
2) No se permite a los estudiantes que tomen el curso como oyentes cambiar su estatus de matriculación para recibir crédito por el curso.
3) El estudiante que desee tomar un curso como oyente deberá obtener autorización por escrito del profesor de la clase.
4) La asistencia, participación y las expectativas académicas relacionadas con el curso deberán ser determinadas por el profesor de la clase.

El estudiante puede ser dado de baja del estatus de oyente si no cumple con los estándares establecidos en la clase.

El costo por matriculación como oyente será de $15.00 por unidad por semestre. Los estudiantes que se matriculen para recibir crédito académico por diez o más unidades no deberán pagar un importe extra por inscribirse como oyentes en tres o menos unidades por semestre. El costo por inscribirse como oyente debe pagarse antes de inscribirse en el curso y éste no es reembolsable. Se puede obtener la forma “Request to Audit” por Internet en el sitio Web www.missioncollege.org o en la Oficina de Admisión.

Agregar clases:
Los estudiantes pueden agregar clases por Internet vía MyWebServices hasta el día anterior al primer día de clases. Para las clases de Corte-Plazo/clases de comienzo atrasado, los estudiantes pueden agregar las secciones disponibles hasta el día antes del primer día de clases.
**Lista de espera**

Si el cupo en una clase se llena, los estudiantes pueden agregar sus nombres a la lista de espera de la clase antes que esta comience. Si alguno de los estudiantes matriculados se da de baja de la clase y hay espacio disponible, los estudiantes que sean **elegibles** en la lista de espera serán matriculados en la clase. Si son matriculados oficialmente, entonces se les comunicará por correo electrónico sobre su nuevo estatus. Es recomendable que los estudiantes revisen la lista de espera en forma regular para verificar su estatus en la clase. Los estudiantes con "bloqueos", que tengan conflicto de horario de clases, etc. permanecerán en la lista de espera. (Después de la matricularse en clases, los estudiantes deben darse de baja de la clase si decidieron cambiar su matriculación por lista de espera.)

**Para agregar clases que estén cerradas... Número de matriculación**

Para agregar una clase cuando el semestre ha comenzado, debe asistir al primer día de clases (esté o no en la lista de espera). Si hay asientos libres, el profesor asignará “Números de Matriculación” a los estudiantes para que agreguen la clase. El Número de Matriculación es un código de cinco dígitos que da la autorización al estudiante para que agregue clases a través de nuestro sistema de inscripción por Internet—MyWebServices. (Usted va a necesitar un número de matriculación diferente para cada clase que desee agregar). Los “Números de Matriculación son válidos durante las primeras dos semanas de clases.

**Darse de baja de las clases**

Es la responsabilidad de los estudiantes el darse de baja de las clases oficialmente. **No asuma** que va a ser dado de baja por el profesor. Si usted no se da de baja, será responsable de cubrir todos los costos por matriculación relacionados a las clases (aunque el estudiante no haya asistido a las clases). Revise las fechas límite para darse de baja en los calendarios escolares de la Sesión de Verano y el Semestre de Otoño en este horario de clases. Debe darse de baja de las clases vía MyWebServices en el sitio Web www.missioncollege.org **No necesita** la firma del profesor para darse de baja de las clases.

**Múltiples Abandonos de la Misma Clase—Nuevo—Título 5; Capítulo 6, Sección 55024, Revisión.**

Puesto en efecto el 1° de julio de 2009, esta regla limita el número de veces que los estudiantes pueden darse de baja de una clase. Un estudiante puede darse de baja tres (3) veces de una misma clase a la que se haya inscrito en periodos distintos y recibir una “W” por cada una de estas veces en su expediente académico. Después de la tercera “W” el sistema de matriculación bloqueará su inscripción en este curso. Para matricularse nuevamente en este curso se debe presentar la forma “Student Petition” a la Oficina de Admisión y Archivos Estudiantiles.

**Reembolsos**

Para ser elegible y recibir un reembolso del costo por matriculación, los estudiantes deben darse de baja de las clases en o antes de la fecha límite publicada. Al darse de baja después de la fecha límite, perderá el costo de matriculación. Agregar clases después de la fecha límite para recibir el reembolso implicará el pago de nuevos costos. Los reembolsos por el pago de la carnet estudiantil y de los permisos para estacionarse serán procesados cuando se haga la petición en la Oficina de Admisión y Archivos Estudiantiles para la fecha límite para darse de baja con reembolso de pago. El reembolso por el pago del permiso para estacionarse requiere que el permiso sea devuelto. El reembolso a pagos con tarjeta de crédito será hecho a la tarjeta de crédito usada por el estudiante. Los pagos con cheques y en efectivo serán devueltos en cheque y enviados por correo a la dirección más actualizada en el expediente del estudiante. Es importante que tenga su información actualizada en su expediente académico. El proceso de reembolso tarda de 4 – 6 semanas.

**Clases de Corte-Plazo**

El pago por matricularse en clases de corto plazo será reembolsado si el estudiante se da de baja antes de que se cumpla el 10% del total de la clase. Para clases de corto plazo que se reúnan cinco días o menos, los estudiantes deberán darse de baja un día antes del primer día de clase para poder recibir el reembolso.

**Costos**

Los costos obligatorios de matriculación son determinados por el estado y/o la Mesa Directiva del Colegio y deberán ser liquidados por el estudiante inmediata- temente después de inscribirse cada semestre.

- **Costo por matriculación = $26.00**
- **Costo por matriculación para estudiantes no-residentes = $199.00 por unidad**

**Cargo por Cobertura de Salud = $17.00 por semestre ($14.00 por verano)**

La tarifa obligatoria de salud apoya los Servicios de Salud Estudiantiles. Esta tarifa de salud no es un reemplazo a un seguro médico personal. El costo por esta tarifa está exento para:

1) Estudiantes que dependen exclusiva- mente de la oración para mejorar su salud, de acuerdo con las enseñanzas auténticas de su religión.

2) Los estudiantes que asisten al colegio bajo un programa aprobado de entre- namiento (Ed. Code 76355).

Cualquier estudiante que pida ser exento del pago por servicio de salud o que el programa de Servicio de Salud determine la revisión de la petición de exención será referido al Director de Ayuda Financiera del respectivo colegio. El Director de la Oficina de Ayuda Financiera y por lo menos un supervisor o técnico revisará las peticiones caso por caso.

**Tarifa del Centro estudiantil**

Esta tarifa apoya el Centro Estudiantil y está valorada a $1 por unidad, hasta un total de $5 por semestre.

**Asociación Estudiantil (ASB en inglés): costo de membresía/carnet de identifi- cación.**

Una tarifa de $4 por la membresía se cobra al tiempo de matricularse, mantiene una variedad de servicios, actividades, programas, becas, descuentos y cubre el costo inicial de la carnet de identificación. Si algún estudiante decidiera no ser miembro, el costo es reembolsado si se solicita en o antes de la fecha límite de reembolso. Las carnets de identificación y calcomanías del semestre están disponibles en el Lobby del Centro Estudiantil. Para obtener una carnet de identificación, necesitará una copia de su recibo de matriculación y una identifi- cación con foto.

**Tarifa de conveniencia**

Un cobro, **no reembolsable**, valorizado en $3 por semestre por el uso de MyWebServices y pagos en persona con tarjeta de crédito.

**Tarifa del Permiso para Estacionarse**

Permiso para Estacionarse para primavera o otoño = $40.00

Permiso para Estacionarse para el verano = $20.00


**Tarifa de Servicios**

La copia de Horario de Clases = $2.00

Copia Oficial de Constancia de Estudios = $4.00 (Las dos primeras copias)

Copias urgentes de Constancias de Estu- dios:

- (Cada una) (en una hora) = $2.00
- (en 24 horas) = $15.00

El costo del certificado de nacimiento y el certificado de matrimonio será $20.00 en efectivo, no reembolsable, para recibirlas por correo a la dirección más actualizada en el número de identificación, necesitará una copia de identificación, necesitará una copia de su identificación, necesitará una copia de su identificación.
La matriculación es un esfuerzo a lo largo y ancho del colegio y beneficia a los estudiantes de Mission College.

Cómocomenzar... Aptitudes Académicas, Evaluación y Orientación
La Evaluación de Aptitudes Académicas/ el Examen de Ubicación y la Orientación están disponibles para todos los estudiantes de Mission College. Ambos son requisitos para todos los estudiantes de nuevo ingreso y para aquellos que indicaron en su solicitud de admisión su intención de completar un certificado, diplomado o transferirse a una universidad o colegio de cuatro años. Además, todos los estudiantes matriculados y aquellos estudiantes que están tomando un curso que requiera prerrequisito en inglés, inglés como segunda lengua, matemáticas o lectura deben tomar la Evaluación y la Orientación. Los estudiantes que necesitan asistencia especial para esta evaluación debido a alguna discapacidad (física, auditiva o de aprendizaje) deben comunicarse con el Centro de Ayuda para Discapacitados al teléfono 408.855.5085. Para más información sobre los exámenes o las clases de Orientación vea la página 4 y 9.

Exenciones
Estará exento de tomar la Orientación/ Evaluación de aptitudes si ha completado un diplomado AA/AS o más avanzado, o si es estudiante que regresa que haya completado satisfactoriamente cursos en las siguientes áreas: inglés, ESL, lectura y matemáticas. Si ha completado la evaluación en cualquier otro colegio, debe traer los resultados que muestren la ubicación recomendada a un consejero académico para recibir ayuda para escoger los cursos apropiados. Si está matriculado en otro colegio/ universidad y está tomando una sola clase en Mission College es posible que no necesite acudir a la Orientación si provee pruebas de su matriculación en la otra institución a la que asiste. Debe cumplir con todos los prerrequisitos estipulados.

Prerrequisitos y Correquisitos
Un prerrequisito es un curso o habilidad, que necesita antes de matricularse en ciertos cursos. Por ejemplo, antes de tomar Química 1B, debe aprobar Química 1A con una “C” o mejor. Un correquisito es un curso que debe tomarse a la par de otro como condición de la matriculación. Por ejemplo, si quiere tomar “Business 21L” también debe matricularse en “Business 21”. Los Prerrequisitos y Correquisitos son necesarios para asegurar que tenga el suficiente conocimiento y habilidades para participar y completar todo el trabajo asignado en la clase. Tal vez no se le permita matricularse en una clase si no ha cumplido con los prerrequisitos asignados. Vea a su consejero académico si necesita ayuda respecto a este asunto.

Desafiando los prerrequisitos o correquisitos
Tiene el derecho a desafiar/retar los prerrequisitos, los correquisitos u otras limitaciones para matricularse debido a las siguientes razones: (debe presentarse evidencia del caso)
1. Ha completado en forma exitosa los Pre- o Correquisitos en otro colegio.
2. Cree que ha adquirido el conocimiento o la habilidad necesaria para tener éxito en la clase aunque no haya cumplido con los requisitos antes mencionados.
3. Cree que los Pre- o Correquisitos no han sido ofrecidos en forma razonable en Mission College.
4. Cree que los Pre- o correquisitos u otra limitación para matricularse son ilegalmente discriminados o que han sido aplicados de una forma ilegalmente discriminatoria.
5. La matriculación en esta clase ha sido limitada para un grupo especial de estudiantes y no hay otra clase que le permitiría cumplir con este requisito.
6. Entiende que los pre- o correquisitos fueron establecidos para proteger la salud y seguridad de los estudiantes. A pesar de que no cumple con los pre- o correquisitos, cree que puede demostrar que no representa peligro para usted o los demás.

Para desafiar los prerrequisitos, correquisitos o otras limitaciones para matricularse
1. Llene la forma de desafío académico. Puede solicitar las formas e instrucciones específicas en la Oficina de Asesoría Académica.
2. Después, presente la forma y los documentos requeridos en la Oficina de Admisión. Al momento en que presenta la solicitud de desafío en la Oficina de Admisión, se puede matricular en la clase en cuestión, si aún hay espacio disponible y ha pagado el costo por la matriculación. Si su desafío es negado, el colegio tiene el derecho de darle de baja de la clase y sus pagos serán reembolsados.
3. Su petición será evaluada y tendrá disponible una respuesta por escrito en un término de cinco (5) días hábiles.
Exámenes de Ubicación Computarizados
Mission College ofrece Exámenes de Ubicación Computarizados todo el año

No se necesita hacer citas, los estudiantes son atendidos en el orden en que llegan
Planee con anticipación, no espere a que sea demasiado tarde. Pase por nuestra oficina durante las horas de trabajo y tome sus exámenes.

Si espera hasta la semana antes de comenzar las clases corre el riesgo de esperar por horas a que otros estudiantes terminen sus exámenes.

Estudiantes con discapacidades
Estudiantes con discapacidades, si necesita ayuda comuníquese con el Centro de Apoyo a la Enseñanza para Discapacitados (DISC) en S2-201 o llame al 408.855.5085 o a TTY al 408.727.9243.

Cuatro reglas importantes:
1. Los estudiantes pueden tomar el Examen de Ubicación dos (2) veces en un periodo de 365 días.
2. Debe tener un número de estudiante de Mission College para tomar cualquiera de los exámenes.
3. Debe tener una tarjeta de identificación (licencia de conducir, carnet de estudiante con foto, Pasaporte/Visa).
4. Los resultados de los Exámenes de Ubicación son para ubicación inicial solamente, no se pueden utilizar para sustituir clases (brinar un curso). Si esta es su intención, favor de consultar a su consejero académico y él/ella le ayudará a presentar una solicitud de Desafío al Prerrequisito Académico.

Centro de Evaluación: horas de oficina
Puede encontrar las horas de oficina del Centro de Evaluación por Internet en www.missioncollege.org/student_services/assess/index.html o en la ventanilla de la recepción del Centro de Evaluación (Edificio Principal, E1-101).

Resultados de los exámenes
Los resultados de los exámenes de inglés, matemáticas y lectura son instantáneos. Los resultados de ESL (Inglés como Segunda Lengua) pueden tardar hasta 5 días hábiles.

¿Qué tanto tarda cada examen?
¡Buena pregunta! Todos los exámenes tienen un tiempo específico. Algunos estudiantes terminan antes de que termine el tiempo, otros toman todo el tiempo asignado. Lo más importante es que haga lo mejor que pueda durante este tiempo.

Tiempo específico para cada examen:
Inglés: 1 hora y 5 minutos
ESL (Inglés como Segunda Lengua): 1 hora y 15 minutos
Lectura: 30 minutos
Matemáticas (4 exámenes):
1. Examen de Preparación para Algebra: 45 minutos
2. Examen de Algebra Elemental: 45 minutos
3. Examen de Algebra Intermedia: 45 minutos
4. Examen de Preparación para Precálculos: 1 hora y 30 minutos

¿Quién necesita tomar el examen?
Todo estudiante de nuevo ingreso y estudiantes no-exentos que planean obtener un diplomado o transferirse a una universidad.

Estudiantes en progreso que no han tomado los exámenes y quieren matricularse en cursos con prerrequisitos en inglés, ESL, matemáticas y/o lectura deben tomar el examen antes de inscribirse en estos cursos.

Exenciones: es posible que no necesite tomar los exámenes si usted...
- Ha obtenido un diplomado AA/AS o estudios avanzados en cualquier colegio comunitario o universidad en Estados Unidos.
- Planea matricularse en cursos de inglés, ESL, matemáticas o lectura que no tengan prerrequisitos.
- Ha llegado a un acuerdo con la Oficina de Consejería Académica (Edificio Principal, E1-301) a través de una solicitud de Desafío Académico. (Ejemplo: constancia de estudios o los resultados de la evaluación de otro colegio, etc.)
Ayuda Financiera

Manteniendo la perspectiva
El propósito de la ayuda financiera es ayudar a los estudiantes en su búsqueda de educación y metas profesionales quitando algunas de las diarias presiones financieras que interfieren con dicha búsqueda. La ayuda financiera federal y estatal está diseñada para ser un suplemento, no reemplazo, a los recursos de los estudiantes. En otras palabras, se espera que los estudiantes contribuyan, tanto como les sea posible, para cubrir sus costos educativos. Mission College ofrece una variedad de programas de ayuda financiera federal, estatal e institucional para ayudar a los estudiantes a cubrir el costo de su educación. Para obtener información sobre los requerimientos para ser elegible y las formas de solicitud necesarias se invita a los estudiantes a pasar por la Oficina de Ayuda Financiera o visitar nuestro sitio Web: www.financialaid.missioncollege.org

Algunas becas están sujetas a disponibilidad de fondos; por tal motivo, es altamente recomendado que solicite la ayuda tan pronto como le sea posible.

La Junta Ejecutiva del Gobernador (BOGFW) ("Fee Waiver")
La Exención de Costo de la Junta Ejecutiva del Gobernando (BOGFW), "Fee Waiver", cubre el costo de la matrícula y parte del costo del permiso para estacionarse para estudiantes de bajos ingresos, BOGFW cubre el costo por el Campus.

Los becados deben ser residentes de California por lo menos un año y un día antes del primer día del semestre en curso. Las solicitudes están disponibles en el Horario de Clases, en nuestro sitio Web o en la Oficina de Ayuda Financiera.

BOGW A: Para ser elegible, usted (o alguno de sus padres, si es dependiente) debe estar recibiendo algún tipo de asistencia como son: AFDC/TANF/CalWORKs, SSI, GA, u otras.

BOGW B: Para ser elegibles, usted (o alguno de sus padres, si es dependiente) debe cumplir con los siguientes estándares de ingreso económico.

<table>
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<th>Tamaño de la Familia</th>
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<tr>
<td>1</td>
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<td>7</td>
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<tr>
<td>8</td>
<td>$55,515</td>
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</tbody>
</table>

Cada miembro adicional de familia...$ 5,610

BOGW C: Para recibir el subsidio usted tiene que ser elegible para "Pell Grant" y/o tener $1 de “Necesidad Insatisfecha" como se determina después de haber completado la Solicitud Gratuita de Ayuda Federal a Estudiantes (FAFSA) y mandarla por correo para ser procesada en el sobre adjunto a la solicitud, o también puede solicitar por Internet.


Otros Programas de Ayuda Financiera
- Beca Federal “Pell Grant”.
- Beca Federal de Competitividad Académica (ACG).
- Beca Federal Suplemental de Oportunidad Educativa (FSEOG).
- Programa Federal de Estudio y Trabajo Parcial en empleos dentro o fuera del campus.
- Préstamos Federales Estudiantiles “Stafford” y Préstamos Federales Directos subsidiados o sin subsidio.
- Programa “California Grant” (Cal Grant B, C o Chafee).
- Extensión de Oportunidades en Programas y Servicios – Programa de EOPS.
- Becas.

El tiempo para procesar la Ayuda Financiera es aproximado. Todo el proceso puede tomar 3 meses o más

PASO 1
- Complete la “Solicitud Gratuita de Ayuda Federal a Estudiantes”, (FAFSA).
- Solicite por Internet en: www.fafsa.ed.gov
- Ingrese el código 014458 en el Paso 3 de la FAFSA por Internet.
- Mission College acepta solicitudes de FAFSA todo el año.

PASO 2
- El Centro de Procesamiento le enviará su Reporte de Ayuda Estudiantil (SAR) y otra copia a cada colegio que haya solicitado.

Si usted no ha recibido su SAR después de 6 semanas, llame al 1.800.433.3243.

PASO 3
- La Oficina de Ayuda Financiera recibe los datos de su FAFSA electrónicamente del Centro de Procesamiento.
- La Oficina de Ayuda Financiera crea su expediente estudiantil.

PASO 4
- La Oficina de Ayuda Financiera le manda una carta si debe hacer correcciones o presentar documentos adicionales.
- Su expediente es actualizado.

Lo más conveniente para usted es responder inmediatamente para que así pueda continuar el procesamiento de su solicitud.

El proceso toma más tiempo si solicitó después del 2 de marzo de 2010.
Requisitos Claves para la Elegibilidad del Solicitante
El estudiante:
• Es un ciudadano de EE.UU. o es un no-ciudadano elegible.
• Declara un programa de estudio que lleva a un diploma/certificado para lograr un empleo mejor pagado en una institución reconocida, o un programa de licenciatura que lo lleve a una institución de 4 años de estudio que otorgue títulos profesionales.
• Demuestra necesidad financiera al completar la “Solicitud Gratuita de Ayuda Financiera Federal a Estudiantes” (FAFSA) disponible en línea en: www.fafsa.ed.gov.
• No está en deuda con ningún préstamo educativo.
• No debe ningún reembolso en ningún fondo del Título IV.
• Tiene un diploma de preparatoria, GED o equivalente, o demuestra “capacidad para beneficiarse”.
• Cumple con otros requisitos como sea apropiado.

Documentación Requerida:
• Reporte Electrónico de Ayuda Financiera Estudiantil. (Documento Generado de la FAFSA)
• Otros documentos que sean requeridos.

Cómo Solicitar Ayuda Federal
Cuando usted solicite ayuda financiera, se le pedirá información sobre su situación financiera. Esta información se usa para determinar si su “necesidad financiera” llena los requisitos del gobierno para ser elegible. Complete la “Solicitud Gratuita de Ayuda Federal a Estudiantes” (FAFSA) disponibles en la Internet en: www.fafsa.ed.gov.

Si usted califica para un Pell Grant, podría ser elegible para otros tipos de ayuda financiera adicionales.

Si acaso no calificara para un Pell Grant, ¡NO SE RINDA! Todavía podría ser elegible para una variedad de otros tipos de ayuda financiera incluyendo exención de pagos y otras becas. Para averiguar más acerca de esas otras opciones, pregunte al personal de la Oficina de Ayuda Financiera.

El tiempo que toma procesar la Ayuda Financiera es aproximado. Todo el proceso podría tomar tres meses o más.

(Mira la tabla del proceso de Ayuda Financiera en la parte inferior)

Si necesita información adicional, visitenos en la Oficina de Ayuda Financiera o llámenos por teléfono al 408.855.5065.

También puede enviarnos sus preguntas vía correo electrónico al: mcfawww.edu

Becas de Mission College
Mission College ofrece una variedad de becas que van de los $50 a los $5,000 dólares por año. La elegibilidad puede variar basada en áreas de estudio, comunidad y/o participación escolar, y/o necesidad financiera. Las solicitudes están disponibles en la página Web de la Oficina de Ayuda Financiera de Mission College en enero para el año académico siguiente.

La Exención del Costo de la Junta Ejecutiva del Gobernador (”BOG Fee Waiver”)
La versión en inglés está en las páginas 13 – 16.
La versión en español está en las páginas 29 – 32.

Cada solicitud contiene una hoja por los dos lados.

La Oficina de Ayuda Financiera de Mission College se reserva el derecho de revisar sus reglamentos y procedimientos durante el año académico para mantenerse actualizado sobre los cambios en regulaciones y normas estatales y federales.

Si necesita información adicional, vaya a la Oficina de Ayuda Financiera o llame a la Oficina al 408.855.5065
¿Cuáles son los beneficios?
La Orientación provee a los estudiantes con información sobre Mission College y sobre la educación superior. También cubre la información sobre los programas y servicios del colegio, requisitos para diplomas, certificados, transferencias, procedimientos y expectativas académicas, instalaciones del plantel y materiales para la inscripción.

¿Quién debería asistir?
A todos los estudiantes de nuevo ingreso, a aquellos de reciente transferencia y a los estudiantes que regresan que no están exentos, se les requiere inscribirse en alguna de las clases de orientación antes o durante su primer semestre.

Curso de Orientación
Consulte su horario de clases para fechas y horarios:

**Counseling 001 Supervivencia en el Colegio**
Un curso de 2 unidades que enseña las habilidades esenciales para estudiar y presentar exámenes con éxito en todos los cursos del colegio.

**Counseling 003 Estrategias para Crecimiento Personal y Profesional**
Una clase de 2 unidades que le enseña las estrategias prácticas y comprobadas para mejorar las habilidades necesarias y tener éxito en el colegio y en sus vidas personales.

**Counseling 005 Estrategias para el éxito**
Un curso semestral de 3 unidades que integra el mejoramiento en análisis crítico y creativo, crecimiento personal y valores, y estrategias de estudio académico.

**Counseling 023 Convirtiéndose en un experto estudiante-atleta.** Un curso de 2 unidades que enseña a los estudiantes-atletas las herramientas para el éxito y cómo aplicarlas en el salón de clases y en sus deportes.

**Counseling A**
Una clase de 0.5 unidad la cual incluye Orientación, Plan Académico y Prioridad para Inscribirse. Por favor, traiga con usted su resultado del examen a la clase.

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**Sea inteligente...**
¡Inscríbase en una clase de orientación y aprenda lo que toma lograr el éxito en Mission College!

**Orientación Colegial Counseling A**
Tome su examen de evaluación en inglés/lectura/matemáticas e inscribase en Counseling A. Por favor, traiga los resultados de sus exámenes con usted a la clase. Usted tendrá Prioridad para Inscribirse, plan educativo, aprenderá Habilidades y Técnicas para Estudiar, Recursos del Colegio, Requisitos para Diplomas y Transferencias y estilos de aprendizaje.

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<th>Fecha</th>
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<th>Horario</th>
<th>Profesor</th>
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**Counseling A para hablantes del vietnamita**

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Abreviaciones de los lugares: MB = Main Building (Edificio Principal)  MT = Portables
Solicitud para la Exención (fee waiver) del Pago de la Matrícula 2010–2011
Junta Directiva de los Colegios Comunitarios de California

Esta es una solicitud para que sus CUOTAS DE INSCRIPCIÓN SEAN EXENTAS. Esta EXENCIÓN DE LAS CUOTAS es estrictamente para residentes de California. Si usted necesita dinero para asistirle con la compra de libros, material, comida, renta, transporte, u otros gastos, por favor, llene la SOLICITUD GRATUITA PARA AYUDA ESTUDIANTIL FEDERAL (FAFSA) inmediatamente. Comuníquese con la Oficina de Ayuda Financiera para más información. La FAFSA está disponible en la página de Internet http://www.FAFSA.edu.gov, o también en la Oficina de Ayuda Financiera.

Aclaración: Aquellos estudiantes que no sean residentes legales, pero que sean exentos de pagar una colegiatura de no-residentes bajo el Código Educativo de la Sección 68130.5 (AB 540), NO SON CONSIDERADOS residentes de California. Si usted NO ES residente legal de California, NO es elegible para recibir la exención de las cuotas de inscripción. No llene esta solicitud. Usted puede solicitar para recibir otros tipos de ayuda financiera llenando la FAFSA.

Nombre: ____________________________________________
Apellido: ____________________________________________
Nombre: ____________________________________________
Inicial de Segundo Nombre: ____________
Número de Identificación Estudiantil: ____________
Correo Electrónico (si aplica): ______________________________
Dirección: __________________________________________
Calle: __________________________ Ciudad: ____________
Código Postal: ____________
Fecha de Nacimiento: ____________

¿Ha sido usted declarado como residente de California por las Oficinas de Registros y Admisiones? ☐ Sí ☐ No

IMPLEMENTACIÓN DEL ACTA DE DERECHOS Y RESPONSABILIDADES DE PAREJAS DOMÉSTICAS DE CALIFORNIA

El Acta de Derechos y Responsabilidades de las Parejas Domésticas de California amplía nuevos derechos, beneficios, responsabilidades y obligaciones a personas en relaciones de pareja domésticas que estén registradas con la Secretaría del Estado de California bajo la Sección 297 del Código de Familia. Si usted está en una Relación Registrada de Pareja Doméstica (RDP), usted será tratado como un estudiante casado-independiente para determinar su elegibilidad para esta exención de la cuota de inscripción, y tendrá que proporcionar información de su vida doméstica y los ingresos de su pareja. Si usted es un estudiante-dependiente y su padre de familia está en una Relación Registrada de Pareja Doméstica, usted será tratado de la misma manera que cualquier estudiante con padres de familia casados, y tendrá que proporcionar información doméstica, así como los ingresos de los padres en la relación de pareja doméstica.

Aclaración: Estas cláusulas aplican ÚNICAMENTE a la ayuda financiera estudiantil del estado, y no a la ayuda financiera estudiantil del gobierno federal.

¿Está usted o su padre/madre en una Relación Registrada de Pareja Doméstica con la Secretaría del Estado de California bajo la Sección 297 del Código de Familia? (Responda “Sí” en caso de que usted o su padre/madre de familia se hayan separado de su Pareja Doméstica Registrada, pero NO HAYAN PRESENTADO el Aviso de Rescisión del Convenio Doméstico con la Oficina de la Secretaría del Estado de California.)

☐ Sí ☐ No

Si usted respondió “Sí” a la pregunta anterior, la Pareja Doméstica Registrada será tratada como su cónyuge. Usted tendrá que incluir los ingresos de su pareja doméstica, así como la información del hogar, o bien, los ingresos de la pareja doméstica de su padre/madre y su información del hogar en las Preguntas 4, 11, 12, 13, 14, 15, 16, y 17.

Estado Civil del Estudiante: ☐ Soltero/a ☐ Casado/a ☐ Divorciado/a ☐ Separado/a ☐ Viudo/a ☐ En una Relación Registrada de Pareja Doméstica

ESTADO DE DEPENDENCIA

Las preguntas posteriores determinarán si es que usted es considerado como un estudiante Dependiente o Independiente para la elegibilidad de la exención de la cuota de inscripción, y si es necesario que usted incluya información de sus padres de familia. Si usted responde “Sí” a CUALQUIERA de las preguntas posteriores enumeradas del 1 al 10, entonces será considerado como un estudiante INDEPENDIENTE. Si usted responde “No” a TODAS las preguntas, será considerado como un estudiante DEPENDIENTE, por lo que tendrá que proporcionar información de sus padres de familia, y deberá responder a la Pregunta # 11.

1. ¿Nació usted antes del 1 de enero de 1987? (Si responde “Sí”, vaya directamente a la Pregunta # 13) ☐ Sí ☐ No

2. A partir del día de hoy, ¿está usted casado/a o en una Relación Registrada de Pareja Doméstica (RDP)? (Responda “Sí” en caso de que se encuentre separado/a, pero no divorciado/a, o no haya aún presentado un aviso de rescisión de convenio. Si responde “Sí”, vaya directamente a la Pregunta # 13) ☐ Sí ☐ No

3. ¿Es usted veterano de las Fuerzas Armadas de los Estados Unidos o se encuentra actualmente en servicio activo que no sea entrenamiento? (Si responde “Sí”, vaya directamenete a la pregunta # 13) ☐ Sí ☐ No

4. ¿Tiene hijos que reciban más de la mitad de su manutención de usted entre el 1 de Julio 2010 – 30 de Junio 2011, u otros dependientes que vivan con usted (que no sean sus hijos o esposo/a o RDP) que reciban más de la mitad de su manutención de usted, ahora y hasta el 30 de junio del 2011? (Si responde “Sí”, vaya directamente a la Pregunta # 13) ☐ Sí ☐ No

Sesión de verano
ESTADO DE DEPENDENCIA (Más)

5. ¿Fue usted huérfano de padre y madre a partir de los 13 años de edad, y/o estuvo en un orfanato o bajo el cuidado/tutela de los tribunales? (Si responde “Sí”, vaya directamente a la Pregunta # 13)  
   ☐ Sí ☐ No

6. A partir de hoy, ¿es usted o era un menor de edad emancipado bajo la determinación de un tribunal en el estado donde resida legalmente? (Si responde “Sí”, vaya directamente a la Pregunta # 13)  
   ☐ Sí ☐ No

7. A partir de hoy, ¿se encuentra usted bajo una tutela legal asignada por un tribunal en su estado de residencia legal? (Si responde “Sí”, vaya directamente a la Pregunta # 13)  
   ☐ Sí ☐ No

8. ¿Ha sido usted calificado como un menor de edad no-acompañado y desamparado/sin hogar por su preparatoria o representante de personas desamparadas de su distrito escolar antes o después del 1 de julio del 2009? (Si responde “Sí”, vaya directamente a la Pregunta # 13)  
   ☐ Sí ☐ No

9. ¿Ha sido usted calificado como un menor de edad no-acompañado y desamparado/sin hogar por el director de un albergue de emergencia o programa de transición de envoltura financiado por el Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos antes o después del 1 de julio del 2009? (Si responde “Sí”, vaya directamente a la Pregunta # 13)  
   ☐ Sí ☐ No

10. ¿Ha sido usted calificado como un menor de edad no-acompañado y desamparado/sin hogar que se esté manteniendo por sí solo y en riesgo de no tener un hogar, por el director de algún centro para jóvenes que se han escapado de su hogar o desamparados, o algún programa de vivienda transicional, antes o después del 1 de julio del 2009? (Si responde “Sí”, vaya directamente a la Pregunta # 13)  
     ☐ Sí ☐ No

• Si usted respondió “Sí” a cualquiera de las preguntas enumeradas del 1 al 10, entonces será considerado como un estudiante INDEPENDIENTE en la solicitud para la exención de cuotas de inscripción, y tendrá que proporcionar información personal/familiar, así como sus ingresos (y los de su cónyuge o RDP, si es que aplica esta situación). Vaya directamente a la Pregunta # 13.

• Si usted respondió “No” a todas las preguntas del 1 al 10, responda a las siguientes preguntas:

11. ¿Serás declarado como un dependiente de los impuestos por uno o ambos de tus padres (incluyendo parejas RDP), en la Declaración de Impuestos de Ingresos Personales de los Estados Unidos del 2009?  
    ☐ No Declararán Impuestos ☐ Sí ☐ No

12. ¿Resides actualmente con uno o ambos de tus padres, o su pareja RDP?  
    ☐ Sí ☐ No

• Si usted respondió “No” a las preguntas del 1 al 10 y “Sí” a cualquiera de las preguntas 11 y 12, tendrá que proporcionar información personal/familiar, así como los ingresos de sus padres de familia/RDP. Por favor responda a las preguntas para los estudiantes DEPENDIENTES en las siguientes secciones.

• Si usted respondió “No” o “No Declararán Impuestos” a la Pregunta # 11, y “No” a la Pregunta # 12, usted es considerado un estudiante dependiente en todo tipo de ayuda financiera a la que solicite, con la excepción de esta exención de la cuota de inscripción. Usted podrá responder a las preguntas como un estudiante INDEPENDIENTE en lo que resta de esta solicitud, pero por favor, trate de obtener la información de su/s PADRE/S DE FAMILIA, y entregue una solicitud FAFSA para que sea considerado/a para otros tipos de ayuda financiera. Usted no podrá recibir ningún otro tipo de ayuda financiera estudiantil sin la información su/s padre/s de familia.

MÉTODO A DE LA EXENCIÓN DE LA CUOTA DE INSCRIPCIÓN

13. Está (el estudiante ÚNICAMENTE) recibiendo asistencia monetaria mensualmente para usted o cualquiera de sus dependientes de:  
    ☐ TANF/CalWORKS? ☐ Sí ☐ No
    ☐ SSI/SSP (Ingresos Complementarios de Seguridad/Programa Complementario Estatal)? ☐ Sí ☐ No
    ☐ Asistencia General? ☐ Sí ☐ No

14. Si usted es un estudiante dependiente, ¿están sus padres/RDP recibiendo asistencia monetaria mensual como su principal fuente de ingresos, ya sea por parte de TANF/CalWORKS o SSI/SSP? ☐ Sí ☐ No

• Si usted respondió “Sí” a las preguntas 13 ó 14, usted es elegible para recibir la EXENCIÓN DE LA CUOTA DE INSCRIPCIÓN. Firmé la Certificación al final de esta solicitud. Será necesario que usted presente pruebas de sus beneficios actuales. Llene la solicitud FAFSA para determinar su elegibilidad en otros tipos de ayuda financiera.
MÉTODO B DE LA EXENCIÓN DE LA CUOTA DE INSCRIPCIÓN

15. **ESTUDIANTE DEPENDIENTE:** ¿Cuántas personas viven en el hogar de sus padres/familia/RDP? (Incluya a sí mismo, sus padres/RDP, y cualquier otra persona que viva con sus padres/RDP y reciban ayuda económica de más del 50% por parte de sus padres/RDP, actualmente y hasta el 30 de junio del 2011.)

16. **ESTUDIANTE INDEPENDIENTE:** ¿Cuántas personas viven en su hogar? (Incluyase a sí mismo, su cónyuge/RDP, y cualquier persona que viva con usted y reciba ayuda económica de más del 50% de su parte, ahora y hasta el 30 de junio del 2011.)

17. **Información de Ingresos del 2009**

<table>
<thead>
<tr>
<th></th>
<th>ESTUDIANTE DEPENDIENTE:</th>
<th>ESTUDIANTE INDEPENDIENTE:</th>
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</thead>
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<tr>
<td><strong>INGRESOS ÚNICAMENTE DE</strong></td>
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<td></td>
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<td>PADRE(S)/ RDP</td>
<td>$____________________</td>
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<tr>
<td><strong>INGRESOS DE ESTUDIANTE:</strong></td>
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</tr>
<tr>
<td>(&amp; CÓNYUGE/RDP)</td>
<td>$____________________</td>
<td>$____________________</td>
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</tbody>
</table>

(Estudiantes dependientes no deben incluir la información de sus ingresos en las Preguntas 17 a y b.)

a. Ingresos Brutos Ajustados (Si ya entregó su Declaración de Impuestos de Estados Unidos Sobre Sus Ingresos Personales del 2008, ponga la cantidad del Formulario 1040, línea 37; 1040A, línea 21; 1040EZ, línea 4.)

b. Cualquier otro ingreso (Incluyendo TODO el dinero que recibió en el 2009 que no esté incluido en la línea (a) (tal y como ingresos de discapacidad, manutención, ingresos militares, compensación de trabajadores lesionados, pensiones libres de impuestos).

Ingresos TOTALES del 2009 (La suma de a + b)

La Oficina de la Ayuda Financiera examinará sus ingresos y le dejará saber si usted califica para la EXENCIÓN DE LA CUOTA DE INSCRIPCIÓN bajo el Método B. Si usted no califica usando este sencillo método, entonces llene la solicitud FAFSA.

---

**CLASIFICACIONES ESPECIALES DE LAS EXENCIONES DE CUOTAS DE INSCRIPCIÓN**

18. ¿Cuenta usted con una certificación del Departamento de Asuntos de los Veteranos de Guerra de California indicando su elegibilidad como dependiente para recibir una exención en la cuota de inscripción?

   Presente su certificación.  

   - [ ] Sí  
   - [ ] No

19. ¿Cuenta usted con una certificación del General Edecán de la Guardia Nacional indicando su elegibilidad como dependiente para recibir una exención en la cuota de inscripción?

   Presente su certificación.

   - [ ] Sí  
   - [ ] No

20. ¿Es usted elegible por haber recibido la Medalla de Honor del Congreso, o es hijo/a de alguien que haya recibido este honor?

   Presente su documentación del Departamento de Asuntos de los Veteranos de Guerra.

   - [ ] Sí  
   - [ ] No

21. ¿Es usted elegible por ser un dependiente de una de las víctimas de los ataques terroristas del 11 de septiembre del 2001? Presente su documentación de la Junta de Reclamos del Gobierno y la Indemnización de Víctimas de California.

   - [ ] Sí  
   - [ ] No

22. ¿Es usted elegible por ser un dependiente de un agente del orden o de un bombero que haya perdido la vida cumpliendo con su deber?

   Presente su documentación del registro de la agencia pública del empleado.

   - [ ] Sí  
   - [ ] No

Si usted respondió “Sí” a cualquiera de las preguntas 18 a la 22, usted es elegible para recibir la EXENCIÓN DE LA CUOTA DE INSCRIPCIÓN, y puede también recibir exenciones o ajustes en otras cuotás. Firme la Certificación posterior. Comuníquese con la Oficina de Ayuda Financiera si tiene preguntas adicionales.
CERTIFICACIÓN PARA TODOS LOS SOLICITANTES: LEA ESTA DECLARACIÓN Y FIRME ABAJO

Por medio de la presente, juro y afirmo que, bajo pena de perjurio, toda la información en esta solicitud es verídica, completa y fidedigna, según mis conocimientos. Si un agente autorizado me lo pide, acordaré presentar pruebas de esta información, las cuales pueden incluir una copia de las Declaraciones de Impuestos Sobre Ingresos Personales del 2009, tanto míos como los de mi cónyuge/pareja doméstica registrada, y/o mis padres/parejas registradas domésticas. También estoy consciente de que cualquier información o declaración falsa, o el incumplimiento de la presentación de pruebas de mí parte, podría resultar en el rechazo, reducción, retiro, y/o indemnización de la exención. Yo autorizo que la información incluida en esta solicitud sea compartida entre los planteles educativos, distritos, y la Oficina del Rector de los Colegios Comunitarios de California.

Yo estoy consciente y entiendo la siguiente información (por favor, marque favorablemente todos los espacios):

☐ Programas de ayuda financiera del gobierno federal y del estado están disponibles para asistir con los gastos de una educación superior (incluyendo las cuotas de inscripción, libros y material, transporte, y vivienda). Al llenar la solicitud FAFSA, asistencia monetaria adicional podría estar disponible mediante varias becas, como la Pell Grant, así como programas de estudio-trabajo, y otros tipos de ayuda financiera.

☐ Puedo solicitar para recibir ayuda financiera si estoy matriculado en un programa elegible de estudios superiores, ya sea como estudiante de tiempo-completo o de medio-tiempo (incluyendo programas de certificación, licenciaturas, o traslados a otros planteles).

☐ Información sobre los programas de ayuda financiera y asistencia para llenar las solicitudes correspondientes están disponibles en las oficinas de ayuda financiera de los colegios comunitarios.

Firma del Solicitante __________________________ Fecha ________________
Firma de Padre de Familia (Sólo Para Estudiantes Dependientes) __________________________ Fecha ________________

INFORMACIÓN DEL ACTA DE PRIVACIDAD DE CALIFORNIA

Las leyes federales y estatales protegen el derecho de privacidad con respecto a la información de cada individuo. El Acta de Prácticas de Información de California de 1977 dicta que la siguiente información sea proporcionada a solicitantes de ayuda financiera a quienes se les haya pedido proveer información privada. El principal propósito de la información requerida en esta solicitud es para determinar su elegibilidad para recibir ayuda financiera. La política de la Oficina del Rector, así como la política del colegio comunitario del que usted está solicitando para recibir ayuda, autoriza el manejo de esta información. Cualquier insuficiencia en la información que usted proporcione podría demorar e incluso hasta impedir la emisión de la ayuda financiera. La información en esta solicitud puede ser compartida con otras agencias estatales y entidades del gobierno federal, si es que la ley lo dicta. Por ley, toda persona puede tener acceso a los archivos que contengan la información proporcionada en esta solicitud.

Las entidades responsables de mantener y resguardar la información de esta solicitud son los administradores de la ayuda financiera de los planteles a los que usted está solicitando para recibir dicha ayuda financiera. El Número de Seguro Social (SSN) puede ser usado para verificar su identidad bajo bases de datos establecidos antes del 1 de enero de 1975. Si su colegio comunitario le pide su Número del Seguro Social y usted tiene preguntas, comuníquese con un agente de ayuda financiera de su colegio comunitario. La Oficina del Rector y los colegios comunitarios de California, en conformidad con reglamentos federales y estatales, no discriminan por etnicidad, religión, color de piel, nacionalidad, sexo, edad, discapacidad, condición médica, orientación sexual, relaciones de parejas domésticas, u otras bases que están protegidas bajo la ley. Si necesita más información sobre estas políticas, puede dirigir sus preguntas a la oficina de ayuda financiera del colegio comunitario al que está solicitando.

FOR OFFICE USE ONLY

☐ BOGFW-A  ☐ BOGFW-B  ☐ BOGFW-C  ☐ Special Classification
☐ TANF/CalWORKs  ☐ Veteran  ☐ National Guard Dependent
☐ GA  ☐ Medal of Honor  ☐ 9/11 Dependent
☐ SSI/SSP  ☐ Dep. of deceased law enforcement/fire personnel

Comments: __________________________
Certified by: __________________________ Date: ________________

MISSION COLLEGE
To accomplish its mission, the College:

- stewards in a dynamic world economy.
- nurtures in a democratic society and becomes a global community, and seeks to develop a sense of Santa Clara, Silicon Valley, and the larger educational and economic development needs
- The College serves the ever-changing educational and technological needs.

Mission Statement

MISSION COLLEGE

Mission Statement

Mission College’s first priorities are student learning and success.

The College serves the ever-changing educational and economic development needs of Santa Clara, Silicon Valley, and the larger community, and seeks to develop community leaders who can participate responsibly in a democratic society and become global stewards in a dynamic world economy.

To accomplish its mission, the College:

- Provides transfer, degree, and certificate programs in lower division arts and sciences; community, career, and vocational education; and educational opportunities in basic skills and English as a Second Language;
- Systematically assesses, evaluates, and improves student learning, educational programs, and student support services;
- Maintains an organizational culture that engages in continuous learning and uses the results of systematic assessment and evaluation to inform decision making, allocate resources, and improve institutional policies and procedures;
- Provides comprehensive academic and technological resources; and
- Provides a variety of culturally enriching experiences that embrace the diversity of the College community.

Non-Discrimination Statement

The West Valley/Mission Community College District is an open-door community college district. Mission College does not discriminate on the basis of ethnic group identification, national origin, race, color, ancestry, religion, creed, age, sex, sexual orientation, marital or parental status, medical condition, or physical or mental disability, in any of its programs, services or courses of study.

Oportunidad Ecuánime Sin Discriminación

El Mission College cumple con las leyes de Acción Afirmativa y de Oportunidad Ecuánime de acuerdo con la Sección 504 del Acta de Rehabilitación de 1973, Título IX de las Enmiendas Educativas de 1972 y del Título VI del Acta de Derechos Civiles de 1964, por lo que no discrimina en ninguno de sus reglamentos, prácticas o procedimientos en base a la raza, el color, el origen nacional, la edad, el sexo o alguna otra desventaja física o mental que la persona posea.

La habilidad limitada en el uso del idioma inglés no impedirá el ingreso o la participación en los programas de Educación Vocacional a ningún estudiante. Las personas que deseen obtener más información o que busquen solución a supuestos actos de discriminación pueden recurrir a algunas de las oficinas mencionadas en la página siguiente.

En concordancia con el Título IX, todas las clases que este distrito ofrece admiten a individuos de ambos sexos. Sin embargo, algunas de estas clases pueden enfatizar información relacionada específicamente con el sexo femenino o masculino no obstante, ninguna de dichas clases prohíbe la admisión de algún estudiante en base a su sexo. En las clases de Educación Física es posible que se separe a los estudiantes de acuerdo con su sexo si dicha clase requiere algún contacto físico. Algunas de estas clases son: la lucha libre, el fútbol americano, el básketbol o cualquier otro deporte “cuya meta o actividad principal exija el contacto corporal.”

Pantay na Oportunidad at Walang Diskriminasyon

Ang pamantasang ng Mission ay Affirmative Action, Equal Opportunity Employer na sumusunod sa patakaran ng Section 504 ng Rehabilitation Act ng 1973, Title IX ng Education Amendments ng 1972, at Title VI ng Civil Rights Act ng 1964, ay hindi nagdirdiriminate sa kanilang uri, kulyay, pinagmulang bayan, edad, kasarian o kapansanan sa alinmang parte ng patakaran nito. Ang kakayahahan sa pag iinges ay hindi maaring hadlang sa pagsali sa mga palatuntunan ng Vocational Education. Ang mga taong nagahahanap ng impormasyon ay kalatasan sa inaakalang kilos sa nakadiskriminare magangun sa nararapat na opisina na nakalista sa ibaba.

Sangayon sa Title IX, lahat ng kurso na inihahayop sa purok ay bukas para sa lahat ng taong maging lalaki o baba. Ang ibang kurso ay nagbibigay ng impormasyon laan lamang para sa lalaki o baba, ngunit hindi pinagbabawalan ang sino mang magaaraal dahil sa kanilang kasarian. Sa mga klaseng Physical Education ang mga magaaraal ay maraaring paghiwalayin sangayon sa kanilang coeducacional na klasa, kagaya ng larong wrestling, football, o kahit na anong laro o kilos na maaring makagandikit ang ano mang parte ng kanilang katawan.

Chánh Sách Không Kỳ Thi

Học Khú Đại Học Cộng Đồng West Valley–Mission luôn mở rộng cửa đón nhận sinh viên các nơi.

Trường Đại–Học Cộng Đồng Mission không kỳ thi với tuổi tác, giới tính, kí nguyên, tall, trọng, màu da, khuyết hình tinh dục, trong mọi chương trình hay trong các lớp học.

Sinh Viên Việt-Nam XIN CHÚ Ý

Trường Đại-học Cộng-Dong Mission đã có Giáo-su Cố-Vấn người Việt-Nam làm việc toàn thời gian (Full-time Vietnamese Counselors).

Xin các bạn cẩn thận khi tới các văn phòng Counseling Center trong giờ làm việc (từ 9 giờ rưỡi sáng đến 7 giờ chiều, thứ hai cho đến thứ năm), hoặc gọi số (408) 855-5030 để lấy thông tin.

Nếu có những thắc mắc cần được trả lời ngay hoặc gặp vấn đề khó khăn trong đời sống cá nhân hãy gặp giáo viên, hành chính ở Trung tâm Giải Quyết hoặc gọi cho cô Phương Nguyên ở số (408) 855-5081 hay cô Phương Nguyễn ở số (408) 855-5043 để được giúp đỡ.

Summer Sessions
**Prerequisites and Course Listings**

- **ECON*001A Principles of Microeconomics**
  - **Prerequisite:** ECON001A
  - **Advisory:** MATH 903
  - Allocation of resources and distribution of income as affected by workings of price system and by government policies.
  - **Grade only**
  - **(UC/CSU)**

**Required Corequisite or Prerequisite Courses**

**Section Numbers**

- **71473**
  - **TH:** 08:00AM–11:00AM
  - **Dow:** MT-05
  - **NOTE:** Concurrent enrollment in POLIT007 required.
  - **71474**
    - **MW:** 09:20AM–12:30PM
    - **Jones:** N2-301
    - **(Class meets 02/09-03/18)**
    - **+3.9 Scheduled wkly hours**
  - **71475**
    - **T:** 07:00PM–09:00PM
    - **Downy:** S1-402

**Course Numbers and Credits**

- **Units:** 3.0

**Course Descriptions**

- **ECON*001A Principles of Microeconomics**

**Location Details**

**Main Building Room Numbers:**
- **N**=North wing
- **S**=South wing
- **E**=East wing
- **W**=West wing
- **CS**=Center Space
- **N1**=North wing, 1st floor
- **S2**=South wing, 2nd floor
- **E3**=East wing, 3rd floor
- **SE2**=South East Corner, 2nd floor

**Other Room Numbers:**
- **MT**=Mission Temporary
- **SCI**=Science Building
- **HM**=Hospitality Management Building
- **CC**=Campus Center
- **CDC**=Child Development Center
- **GYM**=Gymnasium

**Indicators:**
- **E**=Evening Class
- **L**=Late Start Class
- **O**=Online Class
- **S**=Short Term Classes
- **T**=Television Class
- **W**=Weekend Class

**Miscellaneous:**
- **TBA**=To Be Arranged
- **STAFF**=Instructor not determined at time of schedule printing
Summer Session 1 Courses
June 7–July 15, 2010

Accounting
ACCTG 408.855.5343

ACCTG*001A Principles of Accounting
Advisory: MATH 903. This course includes basic accounting theory and procedure, the accounting entity, and generally accepted accounting principles. Grade Only. (UC/CSU)
91100 MTWTH 06:00PM–08:55PM Dorrance N1-401 4.0
(Meets 06/07-06/15) Last date to drop for refund, w/o W:06/08/10

Allied Health

AH*003 Medical Terminology
This course provides techniques for medical word building and interpretation using basic word elements (root words, prefixes and suffixes.) Students learn anatomical, physiological, and pathological medical terminology, as well as therapeutic and diagnostic words with the overview of each body system. Pass/No Pass Option. (CSU)
91103 MTW 07:55AM–10:50AM McBride E1-603 3.0
(Meets 06/07-06/14) Last date to drop for refund, w/o W:06/08/10

AH*020D Nurse Assistant Fundamentals
Corequisite: AH 020E. This beginning course in nursing fundamentals will give the student a foundation in the basic scientific principles required to provide health care in a skilled nursing facility. Students who successfully complete this course, along with AH 020E, are eligible to apply for the California Certified Nurse Assistant (CNA) examination. Grade Only. (CSU)

AH*020G Home Health Aide Clinical
Prerequisite: Current CNA or eligibility for CNA examination. Corequisite: AH 020F. Advisory: MATH 900. This clinical practicum provides the student with experience in basic nursing skills in a home setting. Students who successfully complete this course along with AH 020F are eligible to apply for the California Home Health Aide Certificate. Pass/No Pass Option. (CSU)

ANTHR*001 Physical Anthropology
The study of human origins, including evolution, genetics, variability, fossil evidence for human evolution, comparative primate anatomy and behavior. Transfers as a Biological Science. Pass/No Pass Option. (UC/CSU)
91121 MTWTH 02:30PM–05:55PM Titus N1-202 3.0
(Meets 06/07-06/14) Last date to drop for refund, w/o W:06/08/10

ANTHR*003 Introduction to Cultural Anthropology
This course is the study of cultural and social behavior as developed through the anthropological study of contemporary peoples. It includes a comparative study of the range of cultures of the world with emphasis on social organization, economics, religion, kinship systems, cultural patterns, values and ethics, and ecology. Pass/No Pass Option. (UC/CSU)
91122 Titus TV 3.0
(Meets 06/07-06/14) Last date to drop for refund, w/o W:06/10/10

Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.

Continued on next page.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
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<tr>
<td>BIOSC*004</td>
<td>Microbiology</td>
<td>Dr. Drazkiewicz</td>
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<td>09:20AM–10:45AM</td>
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<td>Prof. Mostafavi</td>
<td>MTW</td>
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<tr>
<td>BIOSC*048</td>
<td>Human Physiology</td>
<td>Prof. Chen</td>
<td>MTWTH</td>
<td>02:15PM–04:00PM</td>
<td>SCI-230</td>
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</table>

Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.
Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.

### Business

**BUS** 408.855.5019

**BUS**021  Introduction to Business Computing
Advisory: Eligibility for ENGL 001A and READ 053. This course provides an overview of computer information systems and their use in business and society. Pass/No Pass Option. (UC/CSU)
- 91154  Van Tassel  ONLINE  3.0
  (Meets 06/07-06/17) Last date to drop for refund, w/o W: 06/11/10
  NOTE: This is an online class. Please attend orientation Tuesday, June 8 from 12-2pm in Room N1-202. Concurrent enrollment in BUS021L is required.

**BUS**021L  Introduction to Business Computing Laboratory
Corequisite: BUS 021. This course provides hands-on training in business applications. Pass/No Pass Option. (UC/CSU)
- 91156  Van Tassel  ONLINE  1.0
  (Meets 06/07-06/17) Last date to drop for refund, w/o W: 06/11/10
  NOTE: This is an online class. Please attend orientation Tuesday, June 8 from 12-2pm in Room E3-501. Concurrent enrollment in BUS021L is required.

**BUS**028A  Business Law I
Advisory: Eligibility for ENGL 001A and READ 053. This course provides an introduction to the laws in the United States with an emphasis on matters relating to the conduct of business and commerce. Pass/No Pass Option. (UC/CSU)
- 91158  Van Tassel  ONLINE  3.0
  (Meets 06/07-06/17) Last date to drop for refund, w/o W: 06/11/10
  NOTE: This is an online class. Please attend orientation Tuesday, June 8 from 4-6pm in Room E3-301.

### Business: Management & Supervision

**MGMT** 408.855.5019

**MGMT**019  Dealing with Difficult People
This course examines the nature of difficult people, six different kinds of difficult people and suggested strategies for effective coping. Pass/No Pass Option. (CSU)
- 91305  Meyer  ONLINE  0.5
  (Meets 06/08-06/29) Last date to drop for refund, w/o W: 06/10/10
  NOTE: This is an online class. Please attend orientation Tuesday, June 8 from 7-8:30pm in Room W1-602.

**MGMT**019  Interpersonal Effectiveness
Advisory: Eligibility for ENGL 108A and READ 053. This course will explore communications theory and techniques to make an individual a more effective communicator. Pass/No Pass Option. (CSU)
- 91306  Braun  ONLINE  3.0
  (Meets 06/07-06/17) Last date to drop for refund, w/o W: 06/11/10
  NOTE: This is an online class. Please attend orientation Monday, June 7 from 6-8pm in Room N2-401.

### Chemistry

**CHEM** 408.855.5260

**CHEM**001A  General Chemistry
Advisory: ENGL 001A and READ 053. Prerequisite: CHEM 002 or High School Chemistry with B or better, and MATH 000C or higher. This course is pre-professional chemistry for students planning a career in science related fields. Grade Only. Materials fee of $15.00. (UC/CSU)
- 91178  MTWTH  01:15PM–03:20PM  O'Brien  N1-405  5.0
- 91179  MW  09:00AM–11:10PM  Al Baker  N1-405  5.0
  TTH  03:40PM–06:50PM  SCI-270
  (Meets 06/07-06/29) Last date to drop for refund, w/o W: 06/10/10

**CHEM**001B  General Chemistry
Prerequisite: CHEM 001A. Advisory: ENGL 905 and READ 961. Second course for pre-professional chemist career in science or a science related field. Grade Only. Materials fee of $15.00. (UC/CSU)
- 91179  MW  09:00AM–11:10PM  Al Baker  N1-405  5.0
  MW  01:30PM–04:40PM  SCI-270
  (Meets 06/07-06/29) Last date to drop for refund, w/o W: 06/09/10

**CHEM**002  Introductory Chemistry
Advisory: MATH 000C. This course is pre-professional chemistry for students planning a career in science related fields. Grade Only. Materials fee of $15.00. (UC/CSU)
- 91180  MTWTH  05:25PM–06:50PM  Tran  N1-405  4.0
  TTH  07:00PM–10:10PM  SCI-270
  (Meets 06/07-06/29) Last date to drop for refund, w/o W: 06/09/10

**CHEM**030A  Fundamentals of Chemistry
Advisory: MATH 903, ENGL 905 (co-req okay), READ 961 (co-req okay). Basic principles of inorganic chemistry for non-science major; for Registered Nurse majors in 4-year program; Physical Education, Psychology, Sociology, Administration of Justice, Dental Hygienist and Home Economic. Not recommended for science majors. Grade Only. Materials fee of $15.00. (UC/CSU)
- 91181  TTH  10:00AM–04:20PM  Shea  ONLINE  3.0
  (Meets 06/07-06/29) Last date to drop for refund, w/o W: 06/10/10
  NOTE: This is an online lecture course with in-class laboratory. To enroll in this section, students must have access to a computer, the Internet, and an email account. Students will meet on campus every week for labs on Thursdays 10-5PM beginning 6/10/2010 and ending on 7/22/2010. The final exam will be on 7/29/2010 10-12noon. No student will be allowed the first day of class wearing open-toed shoes or shorts. Any registered student more than 30 minutes late for the first class meeting may be dropped from the course at the instructor's discretion. If you are trying to add this section you must attend the first laboratory session. For questions and more information, please call or email Catherine Shea at(408)855-5260 or catherine.shea@wvm.edu.
- 91250  MW  10:00AM–12:05PM  Shea  SCI-280  3.0
  MW  12:30PM–03:35PM  SCI-280
  (Meets 06/07-06/29) Last date to drop for refund, w/o W: 06/09/10

**CHEM**030B  Fundamentals of Chemistry
Prerequisite: CHEM 030A. Advisory: MATH 903, ENGL 905 (co-req okay), READ 161 (co-req okay). A continuation of CHEM 030A. Emphasis in organic and introductory biochemistry. Grade Only. Materials fee of $15.00. (UC/CSU)
- 91182  TTH  09:00AM–11:05AM  Al Baker  N1-405  3.0
  TTH  11:30AM–02:40PM  SCI-260

Continued on next page.

Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.
### Communication Studies

**COMM**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Room</th>
<th>Units</th>
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<tr>
<td>COMM*001</td>
<td>Public Speaking</td>
<td>Lipman</td>
<td>M/W</td>
<td>07:55AM–10:50AM</td>
<td>N3-301</td>
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<td>T/H</td>
<td>07:55AM–10:50AM</td>
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<td>S/L</td>
<td>07:55AM–10:50AM</td>
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**Computer Applications**

**CA**

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<th>Units</th>
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<td>Learning the Keyboard</td>
<td>Reedy</td>
<td>ONLINE</td>
<td>11:05AM–02:00PM</td>
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<td>CA*010C</td>
<td>Computer Keyboarding Speed and Accuracy</td>
<td>Lipman</td>
<td>N3-301</td>
<td>07:55AM–10:50AM</td>
<td>N3-301</td>
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<td>CA*011</td>
<td>Beginning Keyboarding with Word Processing</td>
<td>Lipman</td>
<td>N3-301</td>
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<td>CA*013</td>
<td>Ten-Key Numeric Keypad</td>
<td>Lipman</td>
<td>N3-301</td>
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<td>CA*071E</td>
<td>Microsoft Outlook</td>
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<td>N3-301</td>
<td>07:55AM–10:50AM</td>
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### Child Development

**CHD**

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<th>Time</th>
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<th>Units</th>
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<td>CHD*001</td>
<td>Child Growth and Development</td>
<td>Deckert</td>
<td>MTW</td>
<td>02:30PM–05:25PM</td>
<td>E3-601</td>
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<tr>
<td>CHD*002</td>
<td>Child, Family, and Community</td>
<td>Sudarsana</td>
<td>MTW</td>
<td>08:30AM–10:35AM</td>
<td>S3-301</td>
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<td>CHD*017</td>
<td>Child Health and Safety</td>
<td>Golden</td>
<td>MTW</td>
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<td>CHD*018</td>
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### Course Information

- **Meeting Dates**: June 7 – July 15, 2010
- **Deadlines for Refund**: W:06/09/10 for All Classes
- **Add Policy**: Students may add this section on or after the first day of class will need permission from the instructor and the enrollment office to do so.
- **Note**: Wearing sandals, thongs, open toed shoes or shorts is not permitted. No student will be allowed the first day of class due to clothing issues.
- **Contact**: For additional information or questions, please email the instructor at ame.reedy@comcast.net.

Before you enroll in degree applicable courses, it is recommended that you are eligible to enroll in English 108A and Reading 53.
Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.

CA*084  Oracle: Check It Out!
Advisory: CA010A, CA070, CA120. Eligibility for ENGL 001A and READ 053. Students receive an introduction to Oracle, a powerful relational database. They learn how to use Oracle to create a table, enter and modify data, retrieve and present information from a database file. May be repeated 2 times. Pass/No Pass Option. (CSU)  
92174 T 06:00PM–09:20PM Sun E2-101 1.0  
(Meets 06/08-07/15) Last date to drop for refund, w/o W: 06/08/10

ECON*001A  Principles of Macroeconomics
Advisory: MATH 903. Determination of economic aggregates such as total output, total employment, price level & the rate of economic growth. Grade Only. (UC/CSU)  

Computer Information Technology

CIT 084  Cisco Network Fundamentals (Cisco-1)
Advisory: Eligibility for ENGL 001A and READ 053. This course is the first of four courses leading to the CCNA designation. This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. Pass/No Pass Option. Materials Fee: $10.00. (CSU)  
92528 MTWTH 06:00PM–08:30PM Abdeljabbar E2-501 4.0  
(Meets 06/07-07/01) Last date to drop for refund, w/o W: 06/08/10

CIT*022  Routing Protocols and Concepts (Cisco-2)
This course describes the architecture, components, and operation of CISCO routers, and explains the principles of routing and routing protocols. Students analyze, configure, verify, and troubleshoot the primary routing protocols (CISCO) RIPv1, RIPv2, EIGRP, and OSPF. Pass/No Pass Option. (CSU)  
92529 MTWTH 06:00PM–08:30PM Abdeljabbar E2-501 4.0  
(Meets 07/06-08/02) Last date to drop for refund, w/o W: 07/07/10

Counseling

COUNS*000A  Orientation to Mission College
This is a mini-course designed to provide basic information needed to attend college. The orientation helps you find your way around the college, find out about support services, and learn about the college’s programs and procedures. Pass/No Pass Only.  
92638 WTH 08:15AM–12:30PM STAFF N2-301 0.5  
(Meets 06/09-06/19) Last date to drop for refund, w/o W: 06/09/10

NOTE: This is a mandatory orientation meeting on Monday, June 7 from 6:00-7:30pm in Room N1-401. Additional meetings to be arranged.

ECON*001B  Principles of Microeconomics
Advisory: MATH 903 and ECON 001A. Allocation of resources & distribution of income as affected by workings of price system & by government policies. Grade Only. (UC/CSU)  
92635 Fong TV 3.0  
(Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/10/10

NOTE: This is a College by Television course using the video series “Microeconomics.” Please attend a mandatory orientation meeting on Monday, June 7 from 4:30-6:00pm in Room N1-401. Additional meetings to be arranged.

ECON*001A  Principles of Macroeconomics
Advisory: MATH 903. Determination of economic aggregates such as total output, total employment, price level & the rate of economic growth. Grade Only. (UC/CSU)  

English

ENGL*001A  English Composition
Prerequisite: ENGL 108A, ENGL 059 or qualifying score on placement test. This English Composition course emphasizes the writing of college level essays, research writing, argument, and analytical reading skills. Grade Only. (UC/CSU)  
92586 Leonard ONLINE 3.0  
(Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/10/10

NOTE: Online orientations for English 1A and 1B classes starting June 7 will be held Monday June 7 from 4:30-6:00pm in Room N1-401. Additional meetings to be arranged.

ENGL*001B  English Composition
Prerequisite: ENGL 001A. This course continues emphasis on English composition skills with an introduction to techniques of reading and writing about literature and acquiring skills in analysis and interpretation. Grade Only. (UC/CSU)  
92587 MTTH 07:55AM–10:50AM Van Sijll N3-401 3.0  
(Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/08/10

ENGL*001B  English Composition
Prerequisite: ENGL 001A. This course continues emphasis on English composition skills with an introduction to techniques of reading and writing about literature and acquiring skills in analysis and interpretation. Grade Only. (UC/CSU)  
92588 MTTH 06:00PM–08:55PM O’Klock-Stein W2-301 3.0  
(Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/08/10

ENGL*001B  English Composition
Prerequisite: ENGL 001A. This course continues emphasis on English composition skills with an introduction to techniques of reading and writing about literature and acquiring skills in analysis and interpretation. Grade Only. (UC/CSU)  
92589 Leonard ONLINE 3.0  
(Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/10/10

NOTE: Online orientations for English 1A and 1B classes starting June 7 will be held Monday June 7 from 2:30-3:45 in Room N2-501.

ENGL*008  Effective Writing
Prerequisite: ENGL 905 or qualifying score on placement test. Concentration is on the writing process, academic essays, and introduction to research skills. This course prepares and qualifies students for English 001A. Pass/No Pass Option.  
92593 MTTH 06:00PM–08:55PM Matthews MT-07 3.0  
(Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/08/10

Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.
MISSION COLLEGE Summer Sessions 2010

English Course Progression

or

ENGL 903
Basic Grammar and Sentence Structure
Concentration on grammar, sentence structure, punctuation, and usage.
3 units

or

ESL 970 LS/G/RW
Adv. Listening, Grammar, Reading, Vocabulary and Writing
Extensive guidance in listening and speaking in academic settings; Fluency and accuracy in reading and writing
33/5 units

or

ENGL 905
English Fundamentals
Concentration on paragraphs and essays (READ 961 corequisite or prerequisite required).
3 units

or

READ 961
Effective Reading
Vocabulary development; improving reading skills.
3 units

or

ENGL 108A
Effective Writing
Non-transferable: Concentration on essays and introductory research.
3 units

or

ENGL 059
Writing in the Workplace
Non-transferable: Concentration on short business documents.
3 units

or

ENGL 001A
English Composition
Fulfills English requirement for A.A./A.S. Degree; required for transfer to a four-year university.
Fulfills IGETC requirement.
3 units

or

ENGL 001B*
English Composition
Recommended for B.A./B.S. Degree at a four-year university.
Required for SJSU transfer.
Fulfills IGETC requirement.
3 units

or

ENGL 001C*
Clear Thinking in Writing
Recommended for B.A./B.S. Degree at a four-year university.
Fulfills IGETC requirement.
3 units

*Counselor advice prior to section enrollment is recommended for proper transfer requirement.
### English as a Second Language

**ESL**

<table>
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<th>Course Name</th>
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<tr>
<td>ESL*940GW</td>
<td>Low Intermediate Grammar and Writing</td>
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<td>ESL*950G</td>
<td>Intermediate Grammar</td>
<td>92623</td>
<td>TWTH</td>
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<td>ESL*970LS</td>
<td>Advanced Listening and Speaking</td>
<td>92626</td>
<td>TWTH</td>
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### Graphic Design and Multimedia

**GDES**

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<td>GDES*045</td>
<td>Web Page Design with XHTML</td>
<td>92613</td>
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<td>GDES*082</td>
<td>Game Design and Architecture</td>
<td>92614</td>
<td>TWTH</td>
<td>01:00PM–06:00PM</td>
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### Fire Protection Technology

**FPT**

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<td>FPT*053</td>
<td>Fire Protection Equipment and Systems</td>
<td>91245</td>
<td>MTWTH</td>
<td>06:00PM–10:00PM</td>
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<td>FPT*180</td>
<td>Emergency Medical Technician-I Refresher Course</td>
<td>92530</td>
<td>MW</td>
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Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.

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**Health Education**

**H.ED**

**H.ED*004** [Workplace Standard First Aid](#)

This course covers adult CPR/AED (automated external defibrillator) and first aid instruction and skills, with emphasis on the workplace. Certificates of completion will be given. American Red Cross Fee of $8.00 must be paid to Mission Cashier prior to first class meeting. Participants' booklet/materials must be purchased and read before class. Pass/No Pass Option. (CSU)

- 92612 [Shields ONLINE 3.0](#) (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/09/10

**H.ED*007** [Sales and Marketing in the Hospitality Industry](#)

Advisory: Eligibility for ENGL 001A and READ 053. This course is designed to provide students with a solid understanding of hospitality sales and marketing, and how daily operations is influenced by marketing effort. (CSU)

- 92537 [TWTH 07:00PM–10:10PM Yu E3-301 3.0](#) (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/09/10

**History**

**HIST**

**HIST*017A** [United States History](#)

This course covers the development of American government and culture from colonial through Civil War and Reconstruction periods. Grade Only. (UC/CSU)

- 92590 [TH 08:00AM–11:00AM Chan W2-502 0.5](#) (Meets 06/17-06/17) Last date to drop for refund, w/o W: 06/17/10

**HIST*017B** [United States History](#)

This course covers the emergence of the United States as a world power in the late 19th and 20th centuries. HIST 017A is not a prerequisite to HIST 017B. Grade Only. (UC/CSU)

- 92561 [MTHH 02:30PM–05:30PM Gryzmal W2-202 3.0](#) (Meets 06/07-06/15) Last date to drop for refund, w/o W: 06/09/10

**Library**

**LIB**

**LIB*010** [Information Competency](#)

Advisory: CA 070A. This course will introduce students to the nature of research and role of the library in research. Students will be introduced to a wide variety of informational resources and will learn to find, analyze, organize and present information and will learn about the legal and ethical aspects of research. Pass/No Pass Option. (UC/CSU)

- 92556 [Sargent ONLINE 1.0](#) (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/12/10

**Humanities**

**HUMAN**

**HUMAN*007** [International Films](#)

This course provides a critical look at the world and its problems through some of the finest international films. Films from Asia, Africa, Europe, South America and the United States will be viewed and analyzed to explore such topics as nationalism, sovereignty, war and peace, ethnic conflict, economics and immigration. (Co-listed as POLIT 007). Pass/No Pass Option. (UC/CSU)

- 91264 [TTH 05:45PM–10:00PM Van Sijil SE2-104 3.0](#) (Meets 06/08-07/15) Last date to drop for refund, w/o W: 06/08/10

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**Hospitality Management**: Food & Restaurant Management

**FDRST**

**FDRST*058** [Food, Beverage and Labor Cost Controls](#)

Advisory: MATH 903. A study of food and beverage control systems used in small and large food and beverage operations. Pre-cost control, inventory systems, cost analysis, food and beverage cost percentages and profit and loss statement will be covered. Also included are the cycle of product handling; federal, state and local laws and requirements and licensing as they apply to the Hospitality Industry. Grade Only. (CSU)

- 92535 [TWTH 02:35PM–05:50PM Dennis N1-501 3.0](#) (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/09/10

**FDRST*059** [Hospitality Supervision and Leadership](#)

Advisory: MATH 900, FDRST 050A, Eligibility for ENGL 001A and READ 053. This course approaches hospitality supervision from the perspective of general management theory and the operational functions of supervision. Grade Only. (CSU)

- 92536 [TWTH 10:35AM–01:50PM Dennis N2-302 4.0](#) (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/09/10

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The above information is extracted from the document, ensuring that it is readable and retains the original meaning and structure.
Mathematics Map

Courses with Prerequisites

MATH 900
Arithmetic Functions
(no prerequisite)

MATH 902
Pre-Algebra

MATH B
Plane Geometry

MATH 903/903M
Elementary Algebra

MATH C/CM
Intermediate Algebra

MATH CP
Review of Intermediate Algebra
(Review Course)

Advisory: MATH B
MATH D
Trigonometry

Advisory: MATH B
MATH 1
Pre-Calculus Algebra

Advisory: MATH B
MATH 2
Pre-Calculus Algebra
and Trigonometry

Advisory: MATH 8
MATH 8A
Finite Mathematics

Advisory: ENGL 108A
MATH 8
Elementary Statistics

Advisory: MATH B
MATH 3A
Analytic Geometry
and Calculus I

MATH 3B
Analytic Geometry
and Calculus II

MATH 4A
Intermediate Calculus

Advisory: MATH B
MATH 14
Mathematics for Elementary School Teachers

MATH G
Mathematics for the Liberal Arts Student

Courses with Advisories

Advisory: MATH 3B
MATH 4B
Differential Equations

Advisory: MATH 4A
MATH 4C
Linear Algebra

Advisory: MATH 1
MATH 19
Discrete Mathematics

Prerequisite Example:
Math 900 → Math 902 means course content in Math 900 is a prerequisite for Math 902.

Alternate Prerequisite Assessment
Some course prerequisites may be waived with satisfactory scores on appropriate Math placement tests. Contact the Placement Office in Room E1-101 for more information.
Mathematics

MATH 408.855.5295

MATH*000C Intermediate Algebra
Prerequisite: MATH 903 or satisfactory score on an appropriate Mathematics Placement Exam. Advisory: MATH 000B. The student will study fundamental laws of exponents and radicals, quadratic equations, graphical representations, complex numbers, functions and inverses, logarithmic and exponential functions, conic sections, sequences and series, linear systems and inequalities, and applied problems. Pass/No Pass Option.

91279 MTWTH 11:05AM–02:20PM Joh E3-301 5.0 (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/08/10

MATH*002 Pre-Calculus Algebra and Trigonometry
Prerequisite: Math 000C, or satisfactory score on an appropriate Mathematics Placement Exam. Advisory: MATH 000B. This course incorporates all topics found in pre-calculus algebra (MATH 001) and trigonometry (MATH 000D). This is an intensive course for the honors student in mathematics. Pass/No Pass Option. (UC/CSU)

91280 MTWTH 06:00PM–09:15PM Sofia N3-501 5.0 (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/08/10

MATH*003A Analytic Geometry and Calculus I
Prerequisite: Math 002, or both Math 000D and Math 001, or satisfactory score on an appropriate Mathematics Placement Exam. Advisory: MATH 000B. This is the first part of the three-semester calculus sequence: functions, limits, continuity, differentiation and integration, and applications for polynomial and transcendental functions. Pass/No Pass Option. (UC/CSU)

91284 MTWTH 06:00PM–09:15PM Hoencke E3-801 5.0 (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/08/10

MATH*003B Analytic Geometry and Calculus II
Prerequisite: MATH 003A. This is the second part of the three semester calculus sequence. Infinite series, vectors in the plane, the derivative and integral for logarithmic and trigonometric functions and their inverses, polar coordinates, and applications. NOTE: Some homework assignments may require use of on-campus resources. Pass/No Pass Option. (UC/CSU)

91287 MTWTH 11:05AM–02:20PM Kravets S3-301 5.0 (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/08/10

MATH*004A Intermediate Calculus
Prerequisite: MATH 003B. This is the third part of the three semester calculus sequence. Vectors in 2- and 3- dimensions, vector-valued functions, multivariable calculus, Lagrange Multipliers, and various integral theorems. Pass/No Pass Option. (UC/CSU)

91289 MTWTH 06:00PM–08:55PM Davis S3-401 4.0 (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/08/10

MATH*010 Elementary Statistics
Prerequisite: MATH 000C or higher. Advisory: MATH 008. Students study probability, descriptive and inferential statistics including probability distribution, hypothesis testing, linear regression and application. Current statistical packages are used. Pass/No Pass Option. (UC/CSU)

91292 MTWTH 07:55AM–10:50AM Bhagi E3-301 4.0 (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/08/10

Music

MUSIC 408.855.5276

MUSIC*016 History of Rock Music
Advisory: COUNS 001. Corequisite: concurrent enrollment in MUSIC 090. This course examines the History of Rock and Roll music, from its roots in Africa and 1950’s America through Punk Rock. Principal study is of the music, its styles and performance practices, its musician-composers, and the important social and musical forces influencing the development of Rock. Pass/No Pass Option. (UC/CSU)

91311 TWTH 11:05AM–02:00PM Johnson MT-15 3.0 (Meets 06/07-07/15) Last date to drop for refund, w/o W: 06/09/10

MUSIC*017 Music of the World
This course is a multimedia, multicultural humanities course which introduces students to music from a world music perspective. Course content is centered on videos, a supplemental textbook, and an extensive online course. Access to the Internet, an email account, and Microsoft Excel (the statistical package for the class) are required. Students will meet on campus four times during the semester for the orientation meeting, review meeting, midterm, and the final exam. Orientation meeting will be held on Friday, June 4 from 5-7 PM in Room N2-501. The midterm is scheduled on June 28, from 5-7 PM in Room N1-501, the final exam is scheduled on July 15, from 5-7 PM in Room MT-19. Students are required to attend the orientation meeting. Required Text: Michael Sullivan, Fundamentals of Statistics, Second Edition, Pearson/Prentice Hall. You also need MyMathLab software, which comes packaged with the textbook. If you would like to find more about this section, please contact the instructor via email at carmen.musat@comcast.net.

Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.

Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.
### Music

**MUSIC*090**  **Music Laboratory**  
Corequisite: Concurrent enrollment in any Music course. The course provides music students with supplementary learning activities related to his/her other music classes. Pass/No Pass Option. (UC/CSU)

**MUSIC*036D**  **Beginning Guitar**  
Corequisite: Concurrent enrollment in MUSIC 090. Beginning course in guitar. Pass/No Pass Option. (UC/CSU)

**MUSIC*036C**  **Beginning Guitar**  
Corequisite: Concurrent enrollment in MUSIC 090. Beginning course in guitar. Pass/No Pass Option. (UC/CSU)

**MUSIC*036B**  **Beginning Guitar**  
Corequisite: Concurrent enrollment in MUSIC 090. Beginning course in guitar. Pass/No Pass Option. (UC/CSU)

**MUSIC*036A**  **Beginning Guitar**  
Corequisite: Concurrent enrollment in MUSIC 090. Beginning course in guitar. Pass/No Pass Option. (UC/CSU)

**MUSIC*031B**  **Intermediate Piano**  
Advisory: MUSIC 030A. Corequisite: MUSIC 090. Continuation of MUSIC 030A & 030B, in which students continue the development of keyboarding skills. Pass/No Pass Option. (UC/CSU)

**MUSIC*031A**  **Intermediate Piano**  
Advisory: MUSIC 030A. Corequisite: MUSIC 090. Continuation of MUSIC 030A & 030B, in which students continue the development of keyboarding skills. Pass/No Pass Option. (UC/CSU)

**MUSIC*030B**  **Beginning Piano**  
Advisory: MUSIC 030A. Corequisite: MUSIC 090. For students with no previous training in piano, the course includes studies in note reading, clefs, simple pieces & exercises. Pass/No Pass Option. (UC/CSU)

**MUSIC*030A**  **Beginning Piano**  
Corequisite: concurrent enrollment in MUSIC 090. For students with no previous training in piano, the course includes studies in note reading, clefs, simple pieces & exercises. Pass/No Pass Option. (UC/CSU)

### Political Science

**POLIT*001**  **American Government**  
Advisory: Eligibility for ENGL 108A and READ 053. This course studies democratic structures and functions of American national, state, and local governments. Grade Only. (UC/CSU)

**POLIT*007**  **International Films**  
This course provides a critical look at the world its problems through some of the finest international films. Films from Asia, Africa, Europe, South America and the United States will be viewed and analyzed to explore such topics as nationalism, sovereignty, war and peace, ethnic conflict, economics and immigration. (Co-listed as HUMAN 007). Pass/No Pass Option. (UC/CSU)

### Psychology

**PSYCH**  **General Psychology**  
Advisory: Eligibility for ENGL 001A and READ 053. This course introduces major concepts, problems and methods that psychologists use to investigate and understand the human mind. Pass/No Pass Option. (UC/CSU)

**PSYCH*001**  **General Psychology**  
Advisory: Eligibility for ENGL 001A and READ 053. This course introduces major concepts, problems and methods that psychologists use to investigate and understand the human mind. Pass/No Pass Option. (UC/CSU)

**PSYCH*012**  **Human Growth and Development**  
Advisory: PSYCH 001, Eligibility for ENGL 108A and READ 053. The comprehensive coverage of the growth and development of humans from conception to death is examined. Pass/No Pass Option. (UC/CSU)

### Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.
Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.

NOTE: This course is delivered completely online. On June 7, 2010 registered students may access this course over the Internet at http://wvmccd.angellearning.com/default.asp. Students wanting to add this course need to contact Daniel Guich on or after June 7, 2010 daniel.guich@wvm.edu.

PSYCH*030 Psychology of Addiction and Substance Abuse
Advisory: Eligibility for ENGL 001A and READ 053. The study of the physiological and psychological processes of addiction and substance abuse. Pass/No Pass Option. (CSU)
① 91341 Guich ONLINE 3.0
(Meets 06/07-07/16)Last date to drop for refund, w/o W:06/10/10
NOTE: This course is delivered completely online. On June 7, 2010 registered students may access this course over the Internet at http://wvmccd.angellearning.com/default.asp. Students wanting to add this course need to contact Daniel Guich on or after June 7, 2010 daniel.guich@wvm.edu.

Reading
READ 408.855.5288

READ*053 Speed and Critical Reading
Prerequisite: READ 961 or qualifying score on placement test. Enables students to reach their optimal reading speeds & to improve their comprehension of collegiate & technical materials. Grade Only. (CSU)
② 92621 TWTH 11:05AM-01:10PM Malchow W3-301 3.0
(Meets 06/08-07/29)Last date to drop for refund, w/o W:06/09/10

Registered Nursing (LVN-RN) Program
LVNRN 408.855.5016

LVNRN*021 Role Transition LVN to RN
Prerequisite: Acceptance into the Registered Nursing program. Corequisite: LVNRN*021A. This course is designed to prepare the licensed vocational nurse for entry into an associate degree nursing (ADN) program. The course content will focus on competencies expected of the graduate ADN, critical thinking skills, and review of medical-surgical nursing, pharmacology and medication calculations to prepare the student for success in an ADN program. Grade Only. (CSU)
② 92581 MW 08:00AM-11:00AM Harrison N2-204 2.0
(Meets 06/07-07/14)Last date to drop for refund, w/o W:06/07/10

LVNRN*021A Role Transition Clinical
Prerequisite: Acceptance into the Registered Nursing program. Corequisite: LVNRN*021. This course involves directed clinical experiences in acute hospitals and agencies that provide services for perioperative and medical/surgical clients. Through the use of the nursing process, the student will provide care, teaching, support and rehabilitation to perioperative and medical/surgical clients. Emphasis will be upon the role of the registered nurse caring for clients with acute and chronic problems. Pass/No Pass Option. (CSU)
② 92582 MW 12:00PM-04:30PM Harrison N2-204 1.0
(Meets 06/07-07/14)Last date to drop for refund, w/o W:06/07/10
② 92583 TTH 08:00AM-12:20PM Harrison N2-204 1.0
(Meets 06/07-07/15)Last date to drop for refund, w/o W:06/08/10
② 92584 TTH 12:20PM-04:40PM Harrison N2-204 1.0
(Meets 06/07-07/15)Last date to drop for refund, w/o W:06/08/10

Sociology
SOC 408.855.5526

SOC*001 Introduction to Sociology
The study of interplay of the individual and society. Pass/No Pass Option. (UC/CSU)
② 91346 Moyers ONLINE 3.0
(Meets 06/07-07/16)Last date to drop for refund, w/o W:06/10/10
NOTE: This course is delivered completely online. On June 7, 2010 registered students may access this course over the Internet at http://wvmccd.angellearning.com/frames.asp. Students wanting to add this course need to contact the instructor on or after June 07, 2010 at chris.moyers@wvm.edu.

SOC*002 Social Problems
A sociological analysis of contemporary social problems. Pass/No Pass Option. (UC/CSU)
② 91350 Moyers ONLINE 3.0
(Meets 06/07-07/16)Last date to drop for refund, w/o W:06/10/10
NOTE: This course is delivered completely online. On June 7, 2010 registered students may access this course over the Internet at http://wvmccd.angellearning.com/frames.asp. Students wanting to add this course need to contact the instructor on or after June 07, 2010 at chris.moyers@wvm.edu.

SOC*045 Human Sexuality
Advisory: Eligibility for ENGL 001A and READ 053. This course is an introduction to human sexuality, including basic health issues, attitudes, and behavior in western society. Pass/No Pass Option. (UC/CSU)
② 91354 Moyers ONLINE 3.0
(Meets 06/07-07/16)Last date to drop for refund, w/o W:06/10/10
NOTE: This course is delivered completely online. On June 7, 2010 registered students may access this course over the Internet at http://wvmccd.angellearning.com/frames.asp. Students wanting to add this course need to contact the instructor on or after June 07, 2010 at chris.moyers@wvm.edu.

Spanish
SPAN 408.855.5222

SPAN*001 First Semester Spanish (Elementary Level)
Corequisite: SPAN 001L. Basic skills and structures in a cultural context. Students enrolling in SPAN 001 must also enroll SPAN 001L. Pass/No Pass Option. (UC/CSU)
② 92553 MTWTH 11:05AM-02:20PM Rivas MT-20 5.0
(Meets 06/14-07/22)Last date to drop for refund, w/o W:06/15/10

SPAN*001L Spanish Laboratory
Advisory: Eligibility for ENGL 001A, READ 053 and SPAN 001. SPAN 001L is a requirement for students enrolled in SPAN 001, and is designed to further enhance class material. SPAN 001L may also be taken independently by students who are not enrolled in a foreign language course Pass/No Pass Option. (CSU)
② 92554 Rivas ONLINE 0.5
(Meets 06/14-07/22)Last date to drop for refund, w/o W:06/17/10

Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.
Reading Department Class Sequence

Which classes to take and in what order

Required Courses (Based on Placement)

- **Reading 960**
  - Reading Fundamentals
  - Instruction in basic reading skills
  - 3 units

If your test score is **6 to 12** you will start with this class.

- **Reading 961**
  - Effective Reading
  - Instruction to improve comprehension and vocabulary
  - 3 units

If your test score is **13 to 19** or you completed **ESL 970 RW** you will start with this class.

- **Reading 053**
  - Speed and Critical Reading
  - Instruction to improve reading speed, critical thinking, and comprehension
  - 3 units (Transferable)

If your test score is **20 to 26** you will start with this class.

Elective Courses

- **Reading 964**
  - Basic Vocabulary Development
  - Instruction in basic level vocabulary
  - 3 units

- **Reading 063**
  - Vocabulary Development
  - Instruction in college level vocabulary through writing and oral practice
  - 3 units

A reading placement test is given as part of the academic skills assessment. This test will indicate to students whether course work in reading is recommended. Students who do not meet proficiency are encouraged to take a reading class early in their college career so that skills learned here can help with study in other courses. Mission College has a reading requirement for graduation. **Students who graduate from Mission must demonstrate reading proficiency or successfully complete Reading 053.**

Additional aid is offered through an elective **Reading Skills Lab.** These **Reading Skills Lab** courses can be taken at any time during your studies.

- **Reading 947**
  - Reading Skills Lab
  - Reading help for students who do not wish to receive credit
  - .5 units

- **Reading 975**
  - Reading Skills Lab
  - 1st semester of Reading Skills Lab
  - .5 units

- **Reading 976**
  - Reading Skills Lab
  - 2nd semester of Reading Skills Lab
  - .5 units

- **Reading 977**
  - Reading Skills Lab
  - 3rd semester of Reading Skills Lab
  - .5 units

- **Reading 978**
  - Reading Skills Lab
  - 4th semester of Reading Skills Lab
  - .5 units
Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.

MISSION COLLEGE

Summer Sessions 2010

Industrial Technology Recommended Progression

All Preparation courses (those above the dotted line) must eventually be taken by ALL BSIT graduates. This chart gives the suggested advisory order at Mission, and the required prerequisite order at SJSU.
### Technology Studies

**TECH**

**Tech*020**  Design and Graphics  
Advisory: Eligibility for ENGL 001A and READ 053, MATH 903, ENGR 010
This course is an introduction to the design and graphical communication tools used by designers in the industry with an emphasis on mechanical production design layout, tolerance studies, and computer-aided design employing AutoCAD 2008 Mechanical and Inventor. Pass/No Pass Option. (CSU)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Location</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>92539</td>
<td>TTH 05:00PM–10:00PM</td>
<td>Martin N1-301A</td>
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<td>(Meets 06/08-07/16)</td>
<td>Last date to drop for refund, w/o W:06/09/10</td>
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<td><strong>NOTE:</strong> Students will develop working production drawings (2D -Orthographic) utilizing AutoCAD Mechanical 2008, Multiple view principles and discuss production drawings as related to the Mechanical and Architectural Industries. Required Text book: Technical Drawing 13th Edition &amp; AutoCAD and its Applications Basic</td>
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</table>

**Tech*040**  Product Design I  
Advisory: Eligibility for ENGL 001A and READ 053, DRAFT 055A and MATH 903. This course is an introduction to the product design process. Students become familiar with manufacturing processes and industry standards in the design and development of a product. Pass/No Pass Option. (CSU)

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<td>(Meets 06/08-07/16)</td>
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<td><strong>NOTE:</strong> Students will develop working production drawings (3D Models) utilizing AutoCAD Inventor 2008; utilize top down design principle and discuss various Product design as related to the primary and secondary manufacturing processes. Required Text book: Learning Inventor 8</td>
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### Vocational Nursing

**VN**

**VN*057**  Introduction to Gerontology  
Advisory: MATH 903. Introduction to care of the gerontological client. Grade Only. (CSU)

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<td>Last date to drop for refund, w/o W:06/08/10</td>
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### Wellness and Human Performance: Dance

**WHP**

**WHP*003X**  Dance: Intermediate Hip Hop  
Advisory WHP 003W. This course will introduce the student to intermediate movements and patterns of hip hop/street funk. Students will be expected to choreograph a routine based upon their own style and interpretation. Pass/No Pass Option. (UC/CSU)

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**WHP*004A**  Fitness: Yoga  
This class provided the student with an introduction to basic Hatha yoga poses with an emphasis on form and body alignment. Strength, flexibility and balance will be improved through the practice of the yoga poses. Relaxation and meditation techniques will also be introduced. Pass/No Pass Option. (UC/CSU)

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<td>(Meets 06/07-07/29)</td>
<td>Last date to drop for refund, w/o W:06/09/10</td>
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</table>

**WHP*004A.2**  Fitness: Yoga  
This class provided the student with an introduction to basic Hatha yoga poses with an emphasis on form and body alignment. Strength, flexibility and balance will be improved through the practice of the yoga poses. Relaxation and meditation techniques will also be introduced. Pass/No Pass Option. (UC/CSU)

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<td>Last date to drop for refund, w/o W:06/08/10</td>
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**WHP*004G**  Fitness: Step Aerobics  
This course is designed to utilize the step as a means for improving cardiovascular fitness. A thorough warm-up and cool-down will be included in each class. Knowledge of proper step technique as well as an understanding of ways to improve all aspects of fitness will also be covered in this course. Pass/No Pass Option. (UC/CSU)

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<tr>
<th>Course Code</th>
<th>Time</th>
<th>Location</th>
<th>Units</th>
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<td>(Meets 06/07-07/29)</td>
<td>Last date to drop for refund, w/o W:06/09/10</td>
<td></td>
</tr>
</tbody>
</table>

**WHP*004H.2**  Fitness, Emphasis-Aerobic Dance  
Course is designed to provide safe cardiovascular activity & to develop & maintain physical & cardiovascular fitness through the medium of dance. Simple dance movements to popular music are used to achieve these goals. Pass/No Pass Option. (UC/CSU)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Location</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
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<td>(Meets 06/07-07/14)</td>
<td>Last date to drop for refund, w/o W:06/07/10</td>
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</tbody>
</table>

**WHP*004K**  Fitness: Cardio Cross Training  
This course is designed to enhance the students cardiovascular condition by providing the option of exercising on a variety of cardio machines. Information will be provided on the basic principles of cardiovascular conditioning as well as how to program and use the exercise equipment. Pass/No Pass Option. (CSU)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Location</th>
<th>Units</th>
</tr>
</thead>
<tbody>
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<td>(Meets 06/07-07/29)</td>
<td>Last date to drop for refund, w/o W:06/09/10</td>
<td></td>
</tr>
</tbody>
</table>

Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.

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**Note:** Before you enroll in degree applicable courses, it is recommended that you are eligible to enroll in English 108A and Reading 53.
Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.

| Course Code | Day(s) | Time | Location | Credits
<table>
<thead>
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<th></th>
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<tbody>
<tr>
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<td>MWTW</td>
<td>12:30PM–02:35PM</td>
<td>Buss</td>
<td>W1-301</td>
</tr>
</tbody>
</table>

**WHP*004O Fitness: Pilates Matwork**
This course introduces Joseph Pilates' Physical Mind Conditioning Method. The matwork provides the ideal physical fitness for the attainment and maintenance of a uniformly developed body and sound mind. The study of Pilates will improve flexibility, strength and breathing techniques. This course is open to all Mission College students, and is emphasized for those interested in improving their dance skills. Pass/No Pass Option. (UC/CSU)

| Course Code | Day(s) | Time | Location | Credits
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<tr>
<td>92551</td>
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<td>10:15AM–12:20PM</td>
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<td>W1-301</td>
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</tbody>
</table>

**WHP*004T Fitness: Conditioning**
This course is designed to introduce the student to the various components of physical fitness and have them work on developing a better level of cardiovascular endurance, muscular strength, body composition and flexibility. Pass/No Pass Option. (UC/CSU)

| Course Code | Day(s) | Time | Location | Credits
<table>
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<tbody>
<tr>
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<td>Wundram</td>
<td>W1-501</td>
</tr>
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</table>

**WHP*004U Fitness: Weight Training**
Course is designed to enhance the development muscular fitness and overall body tone. Information will be presented to increase student understanding of various aspects of weight training from safety through proper lifting techniques. Pass/No Pass Option. (UC/CSU)

| Course Code | Day(s) | Time | Location | Credits
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<td>MTWTH</td>
<td>10:15AM–12:20PM</td>
<td>Morgan</td>
<td>W1-301</td>
</tr>
</tbody>
</table>

**WHP*005K Tai Chi: Beginning**
This course will introduce the student to the forms and beginning concepts of Tai Chi for health improvement and stress reduction. Participation in class will provide the student with an opportunity to learn an exercise system which is the basis for lifelong health. Pass/No Pass Option. (UC/CSU)

| Course Code | Day(s) | Time | Location | Credits
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<td>W1-501</td>
</tr>
</tbody>
</table>

**WHP*005L Aikido - Beginning**
This course will introduce the student to the philosophy, principles, and physical techniques of Aikido, a non-violent martial art form. The course will emphasize harmony and natural movements to resolve conflicts and integrate mind-body awareness. Pass/No Pass Option. (UC/CSU)

| Course Code | Day(s) | Time | Location | Credits
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</thead>
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| Course Code | Day(s) | Time | Location | Credits
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</thead>
<tbody>
<tr>
<td>92543</td>
<td>TTH</td>
<td>01:20PM–04:30PM</td>
<td>Nakamura</td>
<td>W1-501</td>
</tr>
</tbody>
</table>

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**WHP*007S Tennis-Beginning**
This course is designed to teach the basic fundamentals of tennis to the student to increase the student's appreciation of the game's value as a lifelong, leisure-time activity. Mastery of these skills will enable the student to progress to another level of tennis. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)

| Course Code | Day(s) | Time | Location | Credits
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<td>MTWTH</td>
<td>10:00AM–12:05PM</td>
<td>Buss</td>
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**WHP*007S.2 Tennis- Beginning**
This course is designed to teach the basic fundamentals of tennis to the student to increase the student's appreciation of the game's value as a lifelong, leisure-time activity. Mastery of these skills will enable the student to progress to another level of tennis. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)

| Course Code | Day(s) | Time | Location | Credits
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<td>07:40PM–09:45PM</td>
<td>Buss</td>
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</table>

**WHP*007T Tennis-Advanced Beginner**
Advisory: WHP 007S. Gain further knowledge and mastery of the fundamentals of the game beyond the beginning level. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)

| Course Code | Day(s) | Time | Location | Credits
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<td>COURTS</td>
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</table>

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**Wellness and Human Performance: Martial Arts**

**WHP** 408.855.5397

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Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.
**WHP*007T.2**  Tennis-Advanced Beginner  
Advisory: WHP 007T. Gain further knowledge and mastery of the fundamentals of the game beyond the beginning level. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)  
- 91412  TTH  07:40PM–09:45PM  Buss COURTS 0.5  
  (Meets 06/07-07/15)  
  Last date to drop for refund, w/o W: 06/08/10

**WHP*007U**  Tennis-Intermediate  
This course is designed to develop skill and knowledge of the game at an intermediate level. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)  
- 91414  MTWTH  10:00AM–12:05PM  Buss COURTS 1.0  
  (Meets 06/07-07/15)  
  Last date to drop for refund, w/o W: 06/08/10

**WHP*007U.2**  Tennis-Intermediate  
Advisory: WHP 007T. This course is designed to develop skill and knowledge of the game at an intermediate level. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)  
- 91415  TTH  07:40PM–09:45PM  Buss COURTS 0.5  
  (Meets 06/07-07/15)  
  Last date to drop for refund, w/o W: 06/08/10

**WHP*008A**  Baseball-Advanced  
Course designed to provide an opportunity for men with advanced baseball skills, to participate and learn an activity geared to their level of ability. Offered in the Fall Semester Only. Pass/No Pass Option. (UC/CSU)  
- 91417  MWTH  01:20PM–03:30PM  STAFF BBFIELD 1.0  
  (Meets 06/07-07/28)  
  Last date to drop for refund, w/o W: 06/09/10

**WHP*008O.2**  Beginning Volleyball  
This course is designed to teach beginning volleyball skills for recreational pleasure and its value as a worthy leisure time activity. Pass/No Pass Option. (UC/CSU)  
- 91420  MW  05:25PM–07:35PM  Cafferata GYM 0.5  
  (Meets 06/07-07/28)  
  Last date to drop for refund, w/o W: 06/09/10

**WHP*008R**  Badminton: Beginning  
This course will introduce the student to the basic fundamentals, rules and strategies of the game of badminton. Pass/No Pass Option. Materials Fee of $5.00. (UC/CSU)  
- 92668  MTWTH  12:30PM–02:30PM  Cafferata GYM 1.0  
  (Meets 06/07-07/29)  
  Last date to drop for refund, w/o W: 06/09/10

**WHP*008R.2**  Badminton: Beginning  
This course will introduce the student to the basic fundamentals, rules and strategies of the game of badminton. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)  
- 91423  MW  07:45PM–09:55PM  Bugg GYM 0.5  
  (Meets 06/07-07/14)  
  Last date to drop for refund, w/o W: 06/07/10

**WHP*008S**  Badminton: Intermediate/Advanced  
This course will introduce the student to more advanced skills and strategies of the game of badminton. Emphasis will be placed on finesse shots, shot placement, court position and singles and doubles play strategies. Pass/No Pass Option. (UC/CSU)  
- 92669  MTWTH  12:30PM–02:30PM  Cafferata GYM 1.0  
  (Meets 06/07-07/29)  
  Last date to drop for refund, w/o W: 06/09/10

**WHP*008S.2**  Badminton: Intermediate/Advanced  
This course will introduce the student to more advanced skills and strategies of the game of badminton. Emphasis will be placed on finesse shots, shot placement, court position and singles and doubles play strategies. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)  
- 91426  TTH  05:25PM–07:35PM  Buss GYM 0.5  
  (Meets 06/07-07/15)  
  Last date to drop for refund, w/o W: 06/08/10

**WHP*008T.2**  Intermediate Basketball: Men and Women  
Advisory: WHP 008T. This course will introduce the student to intermediate/advance skills and strategies of the game of basketball. Drills will be emphasized along with team play concepts. Pass/No Pass Option. (UC/CSU)  
- 91429  TTH  07:45PM–09:55PM  Cafferata GYM 0.5  
  (Meets 06/07-07/14)  
  Last date to drop for refund, w/o W: 06/08/10

**WHP*008U.2**  Volleyball: Intermediate/Advanced  
Advisory: Recommend WHP 008O. This course will introduce the student to more advanced fundamentals and strategies of the game of volleyball. Emphasis will be placed on drills and advanced skills such as the overhead serve, set and spike shot, defensive blocks and digs as well as court position, strategy and teamwork. Pass/No Pass Option. (UC/CSU)  
- 91430  MW  05:25PM–07:35PM  Cafferata GYM 0.5  
  (Meets 06/07-07/28)  
  Last date to drop for refund, w/o W: 06/09/10
The West Valley-Mission Community College Board of Trustees have approved both Mission and West Valley College(s) to be Smoke-Free, effective July 1, 2008. Board Policy says:

“Smoking is prohibited in all areas of Mission and West Valley campuses except in parking lot areas that are at least twenty (25) feet away from buildings and pathways. It is the responsibility of all students and employees to observe the policy on smoking. Failure to comply with the policy on smoking will be treated in the same manner as other violations of District policy and may result in disciplinary action.”

If you see a smoker in a No Smoking zone, approach the person and draw his/her attention to the No Smoking sign and ask them politely to stop smoking. If there is no sign available, then cite that there is a district No Smoking policy.

Advise the smoker that smoking in the No Smoking zone is a violation of the No Smoking policy. Smoking is permitted only in the parking lots. Explain that the No Smoking policy is to ensure that there is a safe and healthy environment for all.

If you find repeated offenses in the same location, please contact Dr. Worku Negash, Vice-President, Administrative Services at 408.855.5232.

Some smoking cessation resources are:

1-800-NO-BUTTS
www.californiasmokerhelpline.org/
www.quitnet.com
www.stopsmokingcenter.net

Mission College Student Health Services,
Room W1-303, 408.855.5140

MISSION COLLEGE is a Smoke-Free Campus!
You can assist in attaining complete compliance!
### Summer Session 2 Courses
June 21–July 29, 2010

#### Accounting

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Instructor</th>
<th>Time</th>
<th>Location</th>
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<tr>
<td>ACCTG 001A</td>
<td>Principles of Accounting</td>
<td>Christopher</td>
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<td>ACCTG 001B</td>
<td>Principles of Accounting</td>
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#### Allied Health

<table>
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<th>Title</th>
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<tr>
<td>AH 003</td>
<td>Medical Terminology</td>
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#### Biological Sciences

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<tbody>
<tr>
<td>BIOSC 015</td>
<td>Human Heredity and Disease</td>
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#### Business

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<tr>
<td>BUS 028A</td>
<td>Business Law I</td>
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Before you enroll in degree applicable courses, it is recommended that you are eligible to enroll in English 108A and Reading 53.
Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.

Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.
Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.
English Course Progression

**ENGL 903**  
Basic Grammar and Sentence Structure  
Concentration on grammar, sentence structure, punctuation, and usage.  
3 units

**ESL 970 LS/G/RW**  
Adv. Listening, Grammar, Reading, Vocabulary and Writing  
Extensive guidance in listening and speaking in academic settings; fluency and accuracy in reading and writing  
3/3/5 units

**ENGL 905**  
English Fundamentals  
Concentration on paragraphs and essays (READ 961 corequisite or prerequisite required).  
3 units

**READ 961**  
Effective Reading  
Vocabulary development; improving reading skills.  
3 units

**ENGL 108A**  
Effective Writing  
Non-transferable: Concentration on essays and introductory research.  
3 units

**ENGL 059**  
Writing in the Workplace  
Non-transferable: Concentration on short business documents.  
3 units

**ENGL 001A**  
English Composition  
Fulfills English requirement for A.A./A.S. Degree; required for transfer to a four-year university.  
Fulfills IGETC requirement.  
3 units

**ENGL 001B**  
English Composition  
Recommended for B.A./B.S. Degree at a four-year university.  
Required for SJSU transfer.  
Fulfills IGETC requirement.  
3 units

**ENGL 001C**  
Clear Thinking in Writing  
Recommended for B.A./B.S. Degree at a four-year university.  
Fulfills IGETC requirement.  
3 units

* Counselor advice prior to section enrollment is recommended for proper transfer requirement.
students compare and contrast basic world views inherent in these systems as they impact themselves and others as global citizens. This course is also listed as SOCSC 001. Pass/No Pass Option. (UC/CSU)

92531 MTWTH 08:30AM–10:50AM Lirenso N1-202 3.0
(Meets 06/21-07/29)Last date to drop for refund, w/o W:06/22/10

Library

LIB
408.855.5151

LIB*010 Information Competency
Advisory: CA 070A. This course will introduce students to the nature of research and role of the library in research. Students will be introduced to a wide variety of informational resources and will learn to find, analyze, organize, and present information and will learn about the legal and ethical aspects of research. Pass/No Pass Option. (UC/CSU)

92558 TH 10:00AM–12:00PM Cox E2-202 1.0
(Meets 07/06-07/29)Last date to drop for refund, w/o W:07/06/10
NOTE: This course uses the online courseware, Angel LMS, to enhance classroom learning. Go to the course web page at http://www.missioncollege.org/lib/librarycourses.html for information about the course.

Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.
**Mathematics**

**MATH**

**408.855.5295**

**MATH*000C Intermediate Algebra**  
Prerequisite: MATH 903 or satisfactory score on an appropriate Mathematics Placement Exam. Advisory: MATH 000B. The student will study fundamental laws of exponents and radicals, quadratic equations, graphical representations, complex numbers, functions and inverses, logarithmic and exponential functions, conic sections, sequences and series, linear systems and inequalities, and applied problems. Pass/No Pass Option.  

<table>
<thead>
<tr>
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<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
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<tr>
<td>91293</td>
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**MATH*003A Analytic Geometry and Calculus I**  
Prerequisite: Math 002, or both Math 000D and Math 001, or satisfactory score on an appropriate Mathematics Placement Exam. Advisory: MATH000B. This is the first part of the three-semester calculus sequence: functions, limits, continuity, differentiation and integration, and applications for polynomial and transcendental functions. Pass/No Pass Option. (UC/CSU)  

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Units</th>
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</table>

**MATH*003B Analytic Geometry and Calculus II**  
Prerequisite: MATH 003A. This is the second part of the three semester calculus sequence. Infinite series, vectors in the plane, the derivative and integral for logarithmic and trigonometric functions and their inverses, polar coordinates, and applications. NOTE: Some homework assignments may require use of on-campus resources. Pass/No Pass Option. (UC/CSU)  

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
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<td>MT-23</td>
<td>5.0</td>
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</tbody>
</table>

**MATH*004B Differential Equations**  
Advisory: MATH 003B. Ordinary differential equations with emphasis on linear equations. Methods include Laplace Transforms, power series, Fourier series, numerical solutions and applications. Pass/No Pass Option. (UC/CSU)  

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</table>

**MATH*004C Linear Algebra**  
Advisory: MATH 004A. Basic linear algebra including systems of linear equations, Gaussian elimination, determinants, matrices, vector spaces, transformations, eigenvalues, and eigenvectors. (CAN MATH 26) Pass/No Pass Option. (UC/CSU)  

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**MATH*008 Finite Mathematics**  
Prerequisite: MATH 000C or higher or satisfactory score on an appropriate Mathematics Placement Exam or MATH 000CM. Advisory: Eligibility for ENGL 108A and READ 053. This course covers algebra review, matrix systems, linear programming, set theory, mathematics of finance, introductory probability and statistics. Pass/No Pass Option. (UC/CSU)  

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**MATH*010 Elementary Statistics**  
Prerequisite: MATH 000C or higher. Advisory: MATH008. Students study probability, descriptive and inferential statistics including probability distribution, hypothesis testing, linear regression and application. Current statistical packages are used. Pass/No Pass Option. (UC/CSU)  

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**MATH*902 Pre-Algebra**  
Prerequisite: MATH 900 or satisfactory score on an appropriate Mathematics Placement Exam. This course is designed for those students who have a solid foundation in arithmetic skills but need to develop those skills further before taking Elementary Algebra. Pass/No Pass Option.  

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**MATH*903 Elementary Algebra**  
Prerequisite: MATH 900 and/or MATH 902, or satisfactory score on an appropriate Mathematics Placement Exam. Students will study operations of signed numbers, exponents, polynomials and rational expressions; properties of real numbers, equations and exponents; solving and graphing linear equations; applications of linear equations; factoring of polynomials. Pass/No Pass Option.  

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**Music**

**MUSIC**

**408.855.5276**

**MUSIC*005A Fundamentals of Music**  
Advisory: MUSIC 090. Beginning course in the fundamentals of music for the general college student. Lecture only, no practice lab. Pass/No Pass Option. (CSU)  

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**MUSIC*010 Music Appreciation**  
Advisory: COUNS 001 and MUSIC 090. Introductory course in the development of enjoyment & appreciation of music. Lecture and listening to recorded and live performances. Pass/No Pass Option. (UC/CSU)  

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**Nutritional Sciences**

**NS**

**408.855.5217**

**NS*015 Human Nutrition**  
Advisory: MATH 900. Basic scientific principles of human nutrition in maintaining health & preventing disease are discussed. Biochemical functions & interrelationships of nutrients are examined. Designed for the general college student. Lecture only, no lab. Pass/No Pass Option. (UC/CSU)  

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Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.
Mathematics Map

Courses with Prerequisites

MATH 900
Arithmetic Functions (no prerequisite)

MATH 902
Pre-Algebra

MATH B
Plane Geometry

MATH 903/903M
Elementary Algebra

MATH C/CM
Intermediate Algebra

MATH CP
Review of Intermediate Algebra (Review Course)

MATH 904
Preparation for Intermediate Algebra (Review Course)

Advisory: MATH B
MATH D
Trigonometry

Advisory: MATH B
MATH 1
Pre-Calculus Algebra

Advisory: MATH B
MATH 2
Pre-Calculus Algebra and Trigonometry

Advisory: ENGL 108A
MATH 8
Finite Mathematics

Advisory: MATH 8
MATH 10
Elementary Statistics

Advisory: MATH B
MATH 3A
Analytic Geometry and Calculus I

Advisory: MATH B
MATH 3B
Analytic Geometry and Calculus II

Advisory: MATH 4A
MATH 4A
Intermediate Calculus

Advisory: MATH B
MATH 14
Mathematics for Elementary School Teachers

Advisory: MATH B — ENGL 108A
MATH G
Mathematics for the Liberal Arts Student

Courses with Advisories

Advisory: MATH 3B
MATH 4B
Differential Equations

Advisory: MATH 4A
MATH 4C
Linear Algebra

Advisory: MATH 1
MATH 19
Discrete Mathematics

Prerequisite Example:
Math 900 → Math 902 means course content in Math 900 is a prerequisite for Math 902.

Alternate Prerequisite Assessment
Some course prerequisites may be waived with satisfactory scores on appropriate Math placement tests. Contact the Placement Office in Room E1-101 for more information.
### Philosophy

**PHIL** 408.855.5276

**PHIL*001 Introduction to Philosophy**  
Advisory: Eligibility for ENGL 108A and READ 053. This course focuses on traditional philosophical systems and how they are relevant to solving the problems of contemporary existence. Pass/No Pass Option. (UC/CSU)

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**PHIL*002 Introduction to Logic**  
Introduction to problems & techniques of traditional & modern logic. Pass/No Pass Option. (UC/CSU)

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### Political Science

**POLIT** 408.855.5258

**POLIT*001 American Government**  
Advisory: Eligibility for ENGL 108A and READ 053. This course studies democratic structures and functions of American national, state, and local governments. Grade Only. (UC/CSU)

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### Physics

**PHYS** 408.855.5262

**PHYS*004B Engineering Physics-Electricity and Magnetism**  
Prerequisite: MATH 003B and PHYS 004A. This lecture/lab course, the second in the engineering physics series, is a calculus-based study of electricity and magnetism that develops the concepts and applications of Maxwell’s equations including DC and AC circuits. Grade Only. Materials fee of $3.00. (UC/CSU)

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### Psychology

**PSYCH** 408.855.5483

**PSYCH*001 General Psychology**  
Advisory: Eligibility for ENGL 108A and READ 053. This course introduces major concepts, problems and methods that psychologists use to investigate and understand the human mind. Pass/No Pass Option. (UC/CSU)

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**PSYCH*010 Social Psychology**  
This course studies psychological and sociological influences on an individual while functioning in social contexts. Pass/No Pass Option. (UC/CSU)

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**PSYCH*012 Human Growth and Development**  
Advisory: PSYCH 001, Eligibility for ENGL 108A and READ 053. The comprehensive coverage of the growth and development of humans from conception to death is examined. Pass/No Pass Option. (UC/CSU)

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### Reading

**READ** 408.855.5262

**READ SEE COURSES–SUMMER SESSION 1**

---

Before you enroll in degree applicable courses, it is recommended that you are eligible to enroll in English 108A and Reading 53.
Reading Department Class Sequence

Which classes to take and in what order

Required Courses (Based on Placement)

If your test score is 6 to 12 you will start with this class.

Reading 960
Reading Fundamentals
Instruction in basic reading skills
3 units

If your test score is 13 to 19 or you completed ESL 970 RW you will start with this class.

Reading 961
Effective Reading
Instruction to improve comprehension and vocabulary
3 units

If your test score is 20 to 26 you will start with this class.

Reading 053
Speed and Critical Reading
Instruction to improve reading speed, critical thinking, and comprehension
3 units (Transferable)

Elective Courses

Reading 964
Basic Vocabulary Development
Instruction in basic level vocabulary
3 units

Reading 063
Vocabulary Development
Instruction in college level vocabulary through writing and oral practice
3 units

A reading placement test is given as part of the academic skills assessment. This test will indicate to students whether course work in reading is recommended. Students who do not meet proficiency are encouraged to take a reading class early in their college career so that skills learned here can help with study in other courses. Mission College has a reading requirement for graduation. Students who graduate from Mission must demonstrate reading proficiency or successfully complete Reading 053.

Additional aid is offered through an elective Reading Skills Lab. These Reading Skills Lab courses can be taken at any time during your studies.
### Social Science

#### SOCSC

**SOCSC*001 Global Perspectives**
Advisory: Eligibility for ENGL 108A and READ 053. This course introduces the student to the study of global systems and their interdependence. The class discusses origins and growth of cultural values and technological, political, economic and environmental systems. The students compare and contrast basic world views inherent in these systems as they impact themselves and others as global citizens. This course is also listed as GLOBL 001. Pass/No Pass Option. (UC/CSU)

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#### SOC

**SOC*001 Introduction to Sociology**
The study of interplay of the individual and society. Pass/No Pass Option. (UC/CSU)

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**SOC*021 Minorities in the United States**
An analysis of the lifestyles and experiences of the major ethnic and racial groups in the U.S. Concepts of cultural diversity will be assessed. Pass/No Pass Option. (UC/CSU)

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**SOC*045 Human Sexuality**
Advisory: Eligibility for ENGL 001A and READ 053. This course is an introduction to human sexuality, including basic health issues, attitudes, and behavior in western society. Pass/No Pass Option. (UC/CSU)

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### Sociology

**SOC*001 Introduction to Sociology**
The study of interplay of the individual and society. Pass/No Pass Option. (UC/CSU)

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### Wellness and Human Performance: Fitness

#### WHP

**WHP*003S Beginning Social Dance**
This course is designed to acquaint the student with the basic forms of social dance. Dance posture, rhythm and social practice as related to the dance experience. It will also be introduced to help students become proficient in this basic dance style. Pass/No Pass Option. (UC/CSU)

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**WHP*003T Beginning Country Western Line**
This course is designed to acquaint the student with the basic forms & social practice of country western line dancing. Beginning level steps, styles & dances will be taught. Emphasis will be on learning skills associated with the dance form as well as physical fitness. Pass/No Pass Option. (CSU)

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**WHP*003V Intermediate Social Dance**
Advisory WHP 003S. This course is designed to introduce the student to more advanced steps and techniques of social dance. Emphasis is placed on dance style and more elaborate dance patterns. Pass/No Pass Option. (UC/CSU)

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**WHP*004A.2 Fitness: Yoga**
This class provided the student with an introduction to basic Hatha yoga poses with an emphasis on form and body alignment. Strength, flexibility and balance will be improved through the practice of the yoga poses. Relaxation and meditation techniques will also be introduced. Pass/No Pass Option. (UC/CSU)

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**WHP*004O Fitness: Pilates Matwork**
This course introduces Joseph Pilates’ Physical mind Conditioning Method. The matwork provides the ideal physical fitness for the attainment and maintenance of a uniformly developed body and sound mind. The study of Pilates will improve flexibility, strength and breathing techniques. This course is open to all Mission College students, and is emphasized for those interested in improving their dance skills. Pass/No Pass Option. (UC/CSU)

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<td>(Meets 06/21-07/29)Last date to drop for refund, w/o W:06/22/10</td>
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**WHP*004O.2 Fitness: Pilates Matwork**
This course is an introduction to Joseph Pilates’ Physical mind Conditioning Method. The matwork provides the ideal physical fitness for the attainment and maintenance of a uniformly developed body and sound mind. The study of Pilates will improve flexibility, strength and breathing techniques. This course is open to all Mission College students, and is emphasized for those interested in improving their dance skills. Pass/No Pass Option. (UC/CSU)

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Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.
Prerequisites and corequisites are mandatory. If you are blocked from enrolling in a class because you have not met the requisite, see your counselor. Courses used to meet prerequisite and corequisite requirements must have been completed with a grade of C, credit, or better. Advisories are recommendations only.

Information about required course textbooks (ISBN Number & price) will be available in MyWebServices as you browse for or look up classes.

### Wellness and Human Performance: Sports

**WHP*007S.2 Tennis- Beginning**
This course is designed to teach the basic fundamentals of tennis to the student to increase the student's appreciation of the game's value as a lifelong, leisure-time activity. Mastery of these skills will enable the student to progress to another level of tennis. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)

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**WHP*007T.2 Tennis-Advanced Beginner**
Advisory: PE 007S. Gain further knowledge and mastery of the fundamentals of the game beyond the beginning level. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)

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**WHP*007U.2 Tennis- Intermediate**
Advisory: WHP 007T. This course designed to develop skill and knowledge of the game at an intermediate level. Pass/No Pass Option. Materials fee of $5.00. (UC/CSU)

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(Meets 06/21-07/28) Last date to drop for refund, w/o W: 06/21/10

**WHP*008J Soccer Training: Men & Women**
This course is designed to provide a high level workout for those students already involved in a competitive soccer program. Skill development as well as soccer conditioning will be emphasized. Students not involved in a competitive soccer program but desiring a more intense soccer workout are welcome. Pass/No Pass Option. (UC/CSU)

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92549 | MTWTH | 09:00AM–12:45PM | Hunter SBFIELD3 | 2.0   |

(Meets 06/21-08/12) Last date to drop for refund, w/o W: 06/23/10
Mission College
Community Education

Mission College Community Education provides a wide range of lifelong learning and enrichment opportunities for our community by offering classes and programs that are:

- designed with you in mind
- conveniently scheduled
- low cost with easy enrollment
- taught by talented professionals in their respective fields

Regardless of your age or educational goal, there’s a class that can keep you current with today’s trends and technologies, help you get ahead in life and career, or is just plain fun!

Personal Enrichment Classes

Metalsmithing and Sculpture Workshop
Students need to be enrolled in metalsmithing or sculpture class either on campus or elsewhere or have equivalent basic skills. Students will be assessed individually for their skills. In this workshop students will receive expert guidance on their projects in progress.

The Muslim World: Past, Present and Future
Interested in learning the history and basic tenets of the fastest growing religion in America? We’ll present the basics and then focus on Islam as it relates to our contemporary world. By class end, you’ll have a thorough understanding of this influential religion and be able to discuss its impact on global politics. An optional Mosque visit is offered.

Furniture Design and Construction
This workshop will help students develop basic technical skills with emphasis on individual design. Each students is responsible for their own wood.

We are Community Education... at your fingertips!

Online Classes

Convenient, instructor facilitated, on-line courses for career development and personal enrichment. For more information, a complete listing and to register visit:

http://www.ed2go.com/mccommed/

- Debt Elimination Techniques That Work
- Start and Operate Your Own Home-Based Business
- Understanding Adolescents
- Designing Effective Websites
- Secrets of the Caterer
- Accounting Career Certificate Program
- 101 Tips and Tricks for the iMac and Macintosh
- Start Your Own Consulting Practice
- Introduction to the Game Industry
- 12 Steps to a Successful Job Search
- Introduction to QuickBooks 2007
- Administrative Assistant Applications & Fundamentals

Healthcare Training Programs

According to the Bureau of Labor Statistics, the health care industry is experiencing accelerated growth and workers with health care knowledge and skills are in high demand. Community Education is offering a few introductory training classes and programs that can help you get started or enhance your career in health care. Imagine... a career in the exciting and booming health care industry!

Pharmacy Technician Training Program
The Mission College Pharmacy Technician Training Program has been a leader in pharmacy training for over a decade and can train you to be a pharmacy technician in less than 8 months. We’re committed to student success and the development of competent, motivated pharmacy technicians who will become valued assets to the Bay Area pharmacy community.

Our dynamic program starts with 300+ hours of lab, lecture, and group activities and ends with a clinical internship at an assigned pharmacy where students will sharpen their skills alongside trained pharmacy personnel.

Winter/Spring 2010 List of Class Offerings, call 408.855.5105 today for additional information, fees, and to register for any of these courses plus many more!
A dedicated faculty of pharmacists, certified pharmacy technicians, and pharmacy supervisors from various practice settings engage students in a new state-of-the-art lab that is complete with computer stations, a compounding lab, and a full simulation pharmacy. We even offer job placement assistance and career and pharmacy school advising during and after the program.

Ask around or come take a tour, and you'll learn that our program provides the most contemporary, realistic and comprehensive training and career support available in the area! Join us...and invest a few hours a day to start your new pharmacy career. For more information, call 408.855.5131.

**Pharmacy Technician Certification Board (PTCB) Exam Prep**

Enhance your pharmacy career by preparing to pass the PTCB National Exam. Spend 2 weeks with an experienced instructor and your fellow pharmacy technicians to review and reinforce your knowledge of Pharmacology, Pharmacy Law, Pharmacy Math, etc. We will also discuss the test format, test taking tips, and what to expect so that you will walk into the exam with confidence and prepared for success!

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**Intravenous Therapy & Blood Withdrawal Certification**

The South Bay Regional Health Occupations Resource Center (RHRORC) at Mission College continually enhances workforce development in the health care industry through education and training. This 36 hours course prepares the Licensed Vocational Nurse in IV Therapy and Blood Withdrawal. The course content includes 27 hours of theory and 9 hours of clinical experience. Students will have the opportunity to practice techniques in the Health Occupations Skills Lab. Mission College IV Therapy and Blood Withdrawal 36-hours course approved by the California Board of Vocational Nursing and Psychiatric Technicians. For more information, call 408.855.5216.

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**Court Mandated Programs**

**Drug Diversion, Anger Management and Health Education**

The Community Education Office at Mission College serves more than 5,000 students annually, including those who seek classes in drug, alcohol, and wellness education. For the past 15 years, Community Education has worked with the Santa Clara County Courts and Probation Departments to provide quality classes such as Minors in Possession, Marijuana and other substance use and abuse, and Anger Management. All classes are held on the Mission College campus and are conducted by Licensed Psychotherapists and Marriage and Family Therapists with private practices in couples and drug counseling, working with minors and adults. For more information call 408.855.5105.

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**Affiliated Partnerships**

**DriversEd.com**

Our online course fulfills the California DMV requirements for your Drivers Education. Take the course 24/7 online.

Start Now — Pay Later

Log onto www.DriversEd.com

Study at home on your computer and get a DMV Drivers Ed Certificate of Completion necessary to obtain a Learner’s Permit and Driver’s License.

We also offer free DMV practice tests designed to prepare you for the DMV written test. (Now available for you PDA!)

Get 10% OFF tuition with Mission College discount code

24x7 course access Interactive Flash Videos Chat Support

You can also register in person at:

465 Fairchild Drive, Suite 108, Mountain View, CA 94043 or call to register: 650.965.2152

**Two Wheel Safety Training (TWST)**

TWST is a motorcycle riding school, contracted by the California Motorcyclist Safety Program (CMSP), teaching authorized courses provided by the Motorcycle Safety Foundation to provide basic rider and experienced rider motorcycle instruction. 510.784.TWST (8978)

Basic Rider Courses now at Mission College. Students can learn about the course and curriculum materials by visiting the website at: www.2wheelsafety.com
Noncredit State-Funded Courses

Community Education offers a number of non-credit classes for our community designed to meet the special needs, interests and capabilities of students who do not desire college unit credit. Although non-credit courses are based on college approved curriculum and taught by qualified instructors, they differ from credit courses in some respects. Non-credit courses are:

• FREE of charge (some classes have a small materials fee)
• Open to all students of the community without residency requirements
• Open-entry/open-exit and students may register anytime during the school year (provided that space is available)
• There are no tests, quizzes or letter grades given
• Registration is quick and easy through the Community Education department.

Currently, we offer classes in the areas of Parent Education, Older Adult Education (seniors 55+), and Basic Skills (Reading, Library Skills). Please check our class listing in this section and throughout the Schedule of Classes for non-credit class offerings.

Older Adult Program

These courses are free for seniors and offered at numerous senior centers, community centers, residential care homes, and convalescent hospitals year-round. While these courses are offered primarily for senior citizens at locations and times convenient to them, they are open to all persons.

The purpose of the program is to enable the older adult to have a better understanding of self-management. In addition, seniors are able to increase their awareness of consumer resources, improve their mobility through fitness classes, and to enrich their learning potential by participating in individual development classes.

Classes are provided under four general categories:

Art for Seniors - Art classes ranging from fine arts such as painting and history of art to classes in arts, crafts and art appreciation.

Individualized PE - Adaptive exercise are conducted for general body conditioning with a focus on the capabilities of aging.

Senior Preparedness - Classes are offered in areas such as current events and consumer resources.

Contact the Cypress Senior Center for the Class Schedule:

Cypress Senior Center
403 S. Cypress Avenue
San Jose, CA 95112
408.277.4199

For a complete listing of Older Adult Program classes, please check our website at: www.communityed.missioncollege.org

Childbirth and Infant Series

Preparation for Childbirth

This class is designed for expectant parents to learn about pregnancy, breathing and relaxation techniques, and delivery procedures.

Infant Care and CPR

Community Education also offers a variety of classes for parents such as Infant Care, Infant CPR and more. Classes are offered both on Mission College campus as well as off campus. For a complete list of classes check our website at:

http://www.missioncollege.org/community/comm_ed/childbirth.html

* All Childbirth classes are available to public.
* Choose a class that concludes no later than three weeks prior to your delivery date.
* Please no children.
* Bring 2 pillows and a mat to every class.

Preparation for Childbirth Classes are offered on weekends and weeknights. For complete listing of the classes and time and date, please go to:

http://www.missioncollege.org/community/comm_ed/childbirth.html

Classes are filled quickly, so register in advance. For preparing for child birth and infant care current class schedules, contact us at:

408.855.5106

or visit our website.

For a complete listing of Community Education classes and section numbers, visit us online at:

http://communityed.missioncollege.org

Online Registration now available at: https://webreg.wvm.edu
### West Valley-Mission Community College District Academic Calendar 2010–2011

#### Instructional Days

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#### Summer Sessions
- **Instructional Days:** June 1–Aug. 25
- **Winter Session:** Jan. 4–26

#### Teaching Days
- **Fall Semester:** Aug. 28–Dec. 11
- **Spring Semester:** Jan. 29–May 20

#### Non-Instructional Days
- **Campus closed:** Sept. 4, Nov. 27, Dec. 27–31, Jan. 27, Feb. 19, May 28

#### Holidays, Campus Closed
(See page 2 Calendar for specifics.)

#### Final Exams
- **Fall:** Dec. 13–18
- **Spring:** May 21–27

#### Spring Break
- **Spring Break:** March 28–April 2

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### All Faculty Development Day
- Aug. 27 and Jan. 28

### New Faculty Development Day
- Aug. 26 and Jan. 29

### First Day of Saturday Classes
- **Fall:** Aug. 28 and Jan. 29
- **Spring:** Aug. 26 and Jan. 29

### First Day of regular Instruction
- **Fall:** Aug. 30
- **Spring:** Jan. 31

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### Academic Calendar

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District / HR / 02.16.10
Student Support Services

ACCESS Program
ACCESS is an award-winning, federally funded TRIO SSS program focused on increasing the graduation and transfer rates for low-income, disabled and/or first-generation college students by providing support and resources to advance their educational attainment. Our entire staff is committed to providing students with the most friendly, helpful and competent service possible! In this program, students have ACCESS to a variety of services, such as:

- use of the program office (including computers, internet access, free printing)
- personal, career, and academic counseling
- priority registration
- scholarship searches and assistance with applications
- transfer and goal development activities and workshops as well as assistance with transfer applications, transcripts, and financial aid forms

The ACCESS Program is specifically tailored for students who are enrolled in at least 9 semester units and are motivated and serious about their education. Applications are accepted on an on-going basis (pending space availability). In order to qualify, you must be first generation to college (parents have not received a BA/BS degree), OR qualify as “low income,” OR qualify as “disabled.”

For more information about ACCESS, please visit us in the Main Building, Room C1-117 (directly across from Financial Aid), call the ACCESS Program office at 408.855.5192 or visit our website at: www.missioncollege.org/student_services/access/index.html

Admissions and Records Office
The A&R Office provides students with services relating to admission applications and registration, maintains student course records and provides transcripts. It also handles the collection of fees and sale of parking permits.
Phone: 408.855.5000

Assessment/Testing Center (Assessment Testing)
The Assessment Center conducts Academic Skills Assessment tests for English, English as a Second Language, Reading, and Math. Academic Skills Assessment tests are mandatory for all new students and students seeking a degree, certificate, or who are intending to transfer to a 4-year institution. Students enrolling in any English, English as a Second Language, Math, and/or Reading class need assessment testing for proper placement. Phone: 408.855.5099

Associated Student Body
Mission College students are represented by the Associated Student Body (ASB) Senate which annually elects its own administrative officers and student senators. It provides students with practical leadership training and education in government and leadership functions. The student body also elects its own student trustee to the District Board of Trustees. In addition, student members are given opportunities to participate in the decision- and policy-making processes of the college by serving on various college-wide committees and task forces. ASB also plans and holds a variety of activities throughout the school year. Interested students should contact the ASB office. Phone: 408.855.5406

Bookstore
The Mission College Bookstore stocks all required texts (new and used) and supplemental course material as well as a wide variety of art & technical supplies, imprinted Mission College merchandise, school & office supplies, and food & drink items. Textbooks may be purchased online at www.mc.bncollege.com for home delivery or in-store pick-up.

Payment for purchases can be made with cash, personal checks (with proper I.D. & made out to “Mission College Bookstore”), major credit cards, or Barnes & Noble Gift Cards. Third party checks are not accepted. All parents’ checks & credit cards must be accompanied with a permission letter from the parent. A $25.00 fee is charged for all returned checks.

All returns require the original cash register receipt and the books in their original condition. Duplicate receipts are not available through the bookstore. A full refund will be granted within the first week of the semester. During the first 30 days of the semester, a refund will be granted with proof of schedule change from Admissions & Records or mywebservices, the original receipt, and the books in their original condition. Books in plastic shrinkwrap are non-returnable if opened.

We buy back the current editions of most used books if they are in good condition (minimal writing/highlighting). Books are bought back from 0% to 50% of the current selling price, pending national & local demand. A picture student I.D. or California I.D. is required for book buyback. Phone: 408.855.5080

CalWORKs
The CalWORKs program serves under-represented student populations, including CalWORKs, TANF and EDD program participants. Supportive services include: academic and career counseling, priority registration, job readiness skills, on-campus CalWORKs work study positions, and book vouchers. Counseling services include assistance with welfare-to-work plans, education plans and 32/35 hour weekly schedules. We also provide coordinated referrals to on-campus and community resources (Catholic Charities, Outreach, Career Closet, etc). We are located in room C1-114. Please call 408.855.5228 for an appointment.

Career/Transfer Center
The Career/Transfer Center provides current transfer information, UC and CSU applications, application workshops and information about Transfer Admission Agreements. The EUREKA Career Information System (a computerized, up-to-date library of occupational and educational information) and other career-related books and pamphlets are available. Career/Transfer Center sponsors the Annual Fall Transfer Day and Spring College Day.
Phone: 408.855.5114

Child Development Center
Child care is available for children of Mission students, staff and the community. Children must be 2 months to 5 years of age. Eligibility is determined by income and space availability. Child care costs may be partially or completely subsidized, if students are able to demonstrate need for assistance. The Child Development Center’s core staff are qualified teachers in early childhood education. Phone: 408.855.5173

Counseling Center
The Counseling Center has professional counselors who provide individual and group counseling. Counselors assist students in completing their educational plan; preparing transfer agreements, choosing classes, selecting a possible major or career, and solving personal problems. Counselors are available for these services by appointment. For quick questions, you can talk with a Counselor at the Walk-in Desk at the Counseling Center, E1-301. Drop by the Counseling Center to make an appointment or call 408.855.5030. Check the schedule or our web site at www.missioncollege.org/depts/coun for a listing of counseling courses that we offer to help you to be a successful student and/or plan your career.

Disability Instructional Support Center (DISC)
DISC offers support to students with disabilities as they participate in mainstream academic programs and campus activities. DISC emphasizes student self-advocacy while providing reasonable accommodations to minimize the effects of a disability and maximize student potential. DISC is also a resource for faculty and staff. DISC has four main components:

1) academic support services, such as note taking, test taking arrangements, and priority registration, etc.;
2) compensatory strategies classes;
3) learning disability assessment; and
4) assistive technology assessment and instruction.

Phone: 408.855.5085 TTY: 408.727.9243 or visit on the web: www.missioncollege.org/depts/disc/ Email: disc@wvm.edu

Extended Opportunity Program and Services (EOPS) and Cooperative Agencies Resources for Education (CARE)
EOPS offers educational support services and grants to students who have experienced economic, educational, and/or language challenges, and who are often within the first generation of their families to attend college. The intent, purpose, and resources of EOPS are directed at assisting students achieve their academic and career goals. Examples of the support offered (as funding permits) include: enrollment assistance; priority registration; counseling and advising; tutoring; transfer assistance; limited help with textbook expenses; workshops; and grants. If you qualify for the Board of Governor’s Fee Waiver, you may qualify for EOPS.
Phone: 408.855.5055, Room: E1-403. CARE, a component of EOPS, offers supplemental grants
and additional services, to single parents who have at least one child under age fourteen and are receiving TANF (Temporary Aid to Needy Families) benefits. CARE collaborates with the CalWORKS program to ensure this special population of students is afforded the retention services needed to persist and achieve their educational goals.

**Financial Aid Office**

This office provides current and potential students with complete information on various student financial assistance options. It coordinates and provides information about grants, waivers, part-time employment, scholarships and student loans available from federal, state, and local agencies. Call 408.855.5065 or check the web at: www.missioncollege.org/student_services/financial_aid/

Mission College Financial Aid Office reserves the right to revise its policies or procedures within the academic year to remain in compliance with changing federal and state regulations and guidelines.

**Job Placement Center**

The Job Placement Center receives hundreds of job listings each year representing all fields and are available to all Mission College students and alumni. The services provided include: resume writing and critiquing, interviewing and job hunting workshops, career advising, online job search assistance, job fair information, and labor market information. Room C1-110 Phone: 408.855.5101 or 855.5102

**Learning Assistance Center**

The Learning Assistance Center (LAC) provides free tutoring in a variety of academic subjects to help students succeed. Located in the Tech Center, Main Building, Room S2-201. Phone: 408.855.5085

www.missioncollege.org/depts/academic_skills/index.html

**Library**

The library provides services and information resources to support the college community in their learning, instruction and informational needs. Specifically, the library has a variety of collections including circulating material (books, CD-ROMs, DVDs and videotapes), reserves (course materials, audio & videotapes and textbooks), telecourses (rental or in-library use), periodicals (newspapers, magazines and journals) and reference books. Subscription databases are available 24/7 to all students and staff from on and off campus. A librarian is available at the Information Desk during all open hours to help students use library resources and services to complete course assignments and research projects.

The library has a large reading room with study tables and carrels, group study rooms for student use, self-service equipment (audio, video, CD, and DVD players), micro-form reader/printers, photocopiers, adaptive equipment, over 60 student computers and free wireless Internet access. Printing is available at 10 cents per black/white page and 80 cents per color page. For a complete list of services and information resources available to you, check our website at www.missioncollege.org/lib/default.html Phone: 408.855.5151

**Math Learning Center**

Math learning resources are available to all registered students free of charge. We provide students with assistance on course contents and on math study skills development. These may include tutoring, computer software, audio-visual aids, and web-based resources which help students improve on their ability to handle course-related materials in and out of the classroom. Room S2-401 Phone: 408.855.5320 or 855.5334 Visit us and other exciting math links at: www.missioncollege.org/depts/math/mathhelp.asp

**MESA**

Assists Math, Engineering and Science majors interested in transferring to a 4-year university. MESA student services include: tutoring, mentor program, campus tours, leadership activities, dedicated study centers, internships, priority registration and academic excellence workshops.

Locations:
- Study Center, Main Building, Room C1-118
- Tutorial Center, Main Building, Room C1-120
- Computer Lab, Science Building, Room 132

For more information, go to: www.missioncollege.org/student_services/mesa/ Phone: 408.855.5482 Email: MESA@wvmu.edu

**Student Health Services**

Student Health Services provides an array of professional health services, many of which are available at no charge to currently enrolled students. Basic health services include first-aid, health guidance and advisement by registered nurses, personal counseling, over-the-counter medications, body fat analysis, and routine screening such as for blood pressure checks. Augmented services are also offered at a very nominal charge. These services include medical consultation and physical exams by our physician, pregnancy testing, emergency contraception, immunizations, laboratory tests (e.g., cholesterol), and tuberculosis testing and follow-up. All services are confidential. Referrals, health information, and optional medical/dental/vision insurance plan brochures are available. Health education activities are scheduled throughout the semester. Location: Main Building, Room W1-303 Phone: 408.855.5140 Check out our website: www.missioncollege.org/student_services/shc/index.html

**Technology Center**

The Technology Center is the main open computer lab for students. We have over 80 computers loaded with latest software available for students. In addition, printing and scanning, wireless internet access, group study room and technical assistance are available in the center. Location: Campus Center, Room 240. Phone: 408.855.5359

**Tutoring Center**

The Tutoring Center provides free tutoring to Mission College students. After a brief referral & enrollment process, students can meet with tutors by appointment or on a drop-in basis. Tutoring is provided for most subjects. Please check the tutoring web site to see the most current schedule. Location: Campus Center, Room TC-2, (in the Technology Center, above the Bookstore). Phone: 408.855.5371 www.missioncollege.org/depts/academic_skills/tutoring_center.html

**Veterans Affairs**

Students applying for Veterans benefits may obtain an Admissions Packet from the Admissions and Records Office, or on-line at www.missioncollege.org. In the upper right hand corner of our home page look for the pull down menu and select ‘veterans’. Veteran students are required to furnish official transcripts from all prior colleges with the Application Packet. An evaluation of all college credits and Educational Plan must be completed by the VA Counselor, before benefit certification can be initiated. For detail information visit the Admissions and Records Office, Room E1-501 or call Ana Liza Bibat, VA Technician at 408.855.5011

**Standards of Progress (SOP):**

If a student receiving veterans benefits remains on Academic Probation beyond two consecutive terms without an improvement in his or her academic standing, the college will cease to certify the student. Refer to the “Academic Regulations and Standards” in the Mission College Catalog.

Veterans Affairs Education Service maintains a “One Stop” website that has links to just about everything of interest to veterans. Website: www.gibill.va.gov

**Welcome Center**

The Welcome Center provides new and continuing students a supportive entry into Mission College. Services include assistance with the admissions and registration process, information & linkage with student support programs on campus, student networking and retention related activities and campus tours. Bilingual staff and student ambassadors are available for personalized attention. Location: Main Building Lobby, First Floor, Room SEI-101 Phone: 408.855.5083 Email: mc.welcomecenter@wvmu.edu

**Work Experience**

Work Experience offers qualified students, who are working and learning in jobs, the opportunity to earn college credit. To enroll in the course, students must have a job, internship or volunteer position and enroll in at least 7 units including Work Experience units. The goal of the program is for students to develop skills in the workplace using knowledge acquired in the classroom. Each student participating in Work Experience is assigned to a faculty advisor who meets with the student and/or employer to discuss, define, develop and write measurable learning objectives in developing short and long range career goals. Location: Hospitality Management Building, Room HM-15 Phone: 408.855.5251
Your Right to Know

The People of the State of California do Enact as Follows:

Section 1.
This act shall be known, and may be cited as, the “Access to Transfer Information for Community College Students Act.”

Section 2.
The Legislature finds and declares all of the following:

(a) Student matriculation, from community colleges through the University of California and the California State University, is recognized by the Governor, Legislature, and the governing boards of each of the segments of California’s system of public postsecondary education as a central institutional priority of all segments of higher education.

(b) The Board of Governors of the California Community Colleges, with the cooperation of the Regents of the University of California and Trustees of the California State University, should ensure that all students are clearly and fully informed as to which community college courses and units are transferable.

(c) Knowledge of transfer agreements will improve a community college student’s opportunity to transfer.

(d) The Master Plan for Higher Education establishes transfers as a priority. The California Community Colleges and the University of California established the goal of a 33 percent increase in transfers between the 1995-96 and the 2004-05 academic years.

(e) According to recent reports by the California Postsecondary Education Commission, the transfer rate to the University of California system has decreased every year since 1995. Given the decreased transfer rates, there is no possibility of achieving the goal of 33 percent.

Section 3.
Section 66721.5 is added to the Education Code, to read: 66721.5. (a)

(1) The governing board of each community college district shall direct the appropriate officials at their respective campuses to provide each of their students with a copy of the current transfer core curriculum.

(2) As used in this section, “transfer core curriculum” means the lower-division, general education transfer curriculum that, pursuant to Section 66720, is fully articulated between the California Community Colleges and the California State University and University of California.

(b) A copy of the current transfer core curriculum shall be distributed to each newly admitted community college student who is enrolled in a degree or certification program and is physically in attendance at the institution.

(c) The governing board of a community college district shall ensure that the text of the current transfer core curriculum is included in the published class schedule for each academic term. Copies of the transfer core curriculum may also be made available in other locations on each campus, including, but not necessarily limited to, all of the following:

(1) The admissions office.
(2) The bookstore.
(3) The career counseling center.
(4) The veteran’s affairs office.

(d) Notwithstanding subdivision (c), the governing board of a community college may, as an alternative to the methods of distribution set forth in subdivision (c), distribute copies of the current transfer core curriculum by any of the following means:

(1) During the registration process.

(2) By mail, with the registration materials or the enrollment materials, or both, or with other items sent to students.

(3) During the issuance of student identification cards.

(4) During student orientation programs.

(e) Nothing in this section shall be construed to limit the distribution of the transfer core curriculum to community college students.

Notwithstanding Section 17610 of the Government Code, if the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code. If the state–wide cost of the claim for reimbursement does not exceed one million dollars ($1,000,000), reimbursement shall be made from the State Mandates Claims Fund.

Illegal Distribution of Copyrighted Materials

Mission College students are prohibited from using the West Valley-Mission Community College District (WVMCCD) information computer network system to illegally download or share music, video and all other copyrighted intellectual property. Mission College supports the Higher Education Opportunity Act and Digital Millennium Copyright Act, including efforts to eliminate the illegal distribution of copyrighted material. Under the law, college administrators may be obligated to provide copyright holders with information about users of the WVMCCD information computer network system who have violated the law.

Be aware that illegal forms of downloading and file sharing as well as the unauthorized distribution of copyrighted materials are violations of the law and may subject you to academic sanctions from the college as well as criminal and civil penalties, including a lawsuit against you by the Recording Industry Association of America (RIAA). Learn more at www.campusdownloading.com. In addition to being illegal, file sharing drains the WVMCCD network’s bandwidth, which slows computer connections for students and employees who are using the network for legitimate academic purposes and ultimately costs the college money. There are plenty of easy, affordable ways to get music online legally. To protect their intellectual property, companies have licensed hundreds of digital partners that offer a range of legal downloading options, including download and subscription services, legitimate peer-to-peer services, video-on-demand, podcasts and CD kiosks. For a list of sources that offer legal downloading sites, access www.riaa.com
In accordance with Public Law 101-226, the Drug-Free Schools and Communities Act amendment of 1989 and the Drug-Free Workplace Act of 1988, District Policy 5.18.1 prohibits the “unlawful use, distribution, sale, or possession of alcohol, and illicit drugs.”

The college recognizes the legal drinking age of 21 years and enforces all state laws regulating the use of alcoholic beverages. All members of the campus community are subject to disciplinary action and/or criminal prosecution for the on-campus possession, use, sale or distribution (by either sale or gift) of any quantity of inappropriate prescription drugs, or controlled substances as defined by the State of California Health and Safety Code. Students found to be in violation of this policy may be subject to the Code of Student Conduct and Sanction Policies. If warranted, employees will also be subject to disciplinary sanction.

Health Consequences:

- impaired learning due to poor concentration, fatigue, drowsiness, anxiety, altered perception, confusion, indifference, depersonalization, memory loss, panic attacks and drug-induced psychosis.

- impaired judgment leading to driving under the influence of alcohol/other drugs, accidents, violent and abusive behavior, criminal acts, financial troubles, unwanted pregnancy, sexually transmitted diseases, acquaintance rape, attempted or accomplished suicide, permanent injury or death as a result of substance overdose.

- the use of intravenous drugs can result in hepatitis, tetanus, abscesses, and AIDS.

- the use of stimulants can lead to cardiac fibrillation, heart attack, seizures, respiratory arrest and death.

- the most common negative health consequences from occasional drinking are trauma incidents such as auto accidents and violent behavior which involve both the drinker and non-drinking victims.

- long-term alcohol abuse can cause brain damage, cirrhosis of the liver, hepatitis, permanent coordination loss, ulcer disease, gastritis, pancreatitis, heart disease, stroke, anemia, sexual dysfunction, cancers, and many other health problems.

Legal Sanctions: Mission College

As a student, if you are under the influence of alcohol and/or other drugs, or if you are discovered selling, or dispensing drugs on campus or at any college function, you can be suspended, expelled and criminally prosecuted.

If you are an employee at Mission College, you may be placed on probation, terminated, and criminally prosecuted for the sale, use or possession of illegal drugs and/or alcohol on campus, or at college sponsored events.

It is unlawful for a person under the age of 21 years who has 0.05 percent or more, by weight, of alcohol in his/her blood to drive a vehicle (23140 VC). It is unlawful for any person 21 years of age or older who has 0.08 percent or more, by weight, of alcohol in his/her blood to drive a vehicle (23152 VC). It is unlawful for any person who is under the influence of any alcoholic beverage or drug or combination of alcohol and drug to drive a vehicle (23152 VC).

If you are at least 18 years of age and are convicted of driving under the influence your driving privilege will be suspended, your vehicle may be taken away and you will be required to pay the storage fee. You will be sentenced to 96 hours to 6 months in jail, have to pay a fine of between $390 and $1,000, and lose or have your drivers license restricted for up to a year (23502, 23536, 23538) VC).

- For possession of marijuana (1 oz. or less) you can be fined up to $100 and receive a criminal citation

- For possession of marijuana (more than 1 oz) you may receive up to 6 months in jail and/or up to a $500 fine

- For possession of cocaine you can be sentenced to prison

- For sales of any illegal drug you can be sentenced to prison

- Any person under the age of 21 years who has any alcoholic beverage in his or her possession on any street or highway or in any public place can be convicted of a misdemeanor

- It is a misdemeanor to sell, give, or furnish alcohol to anyone under 21 years of age

- Carriers of motor vehicle insurance can increase premiums, cancel or deny renewal as a result of driving under the influence convictions

For Free Confidential Assistance

On-Campus:
Counseling Center ........... 408.855.5030
Student Health Services .. 408.855.5140

Off-Campus:
Alcoholics Anonymous .... 408.374.8511
Narcotics Anonymous ..... 408.998.4200
Voices United .................... 408.292.7292
Campus Safety

The District Police
Patrols by the District Police are performed in vehicles, and on foot when classes are in session, on weekends and holidays. The District Police have full state law enforcement authority identical to that of the local police and sheriff. Officers responsibilities include providing public safety services, submitting crime reports, reporting traffic accidents, conducting criminal investigations and all other incidents requiring police assistance. A Memorandum of Understanding is maintained with the Santa Clara Police Department and the Santa Clara Sheriff’s Office outlining each department’s investigative responsibilities. District Police personnel work closely with other local, state and federal police agencies and have direct radio communications with the Santa Clara County Sheriff’s Office. District Police Officers are supplemented by Parking Enforcement Officers who assist in non-emergency situations, aid motorists, provide campus information, issue parking citations, and direct traffic.

Reporting Crimes and Emergencies
To report an emergency, criminal activity or possible crime on or near the campus call from:

Any pay phone or cell phone: 9-1-1
To request assistance for a non-emergency requiring a police officer response, call from:

Any pay phone or cell phone: 408-299-2311
Any campus phone: 9-299-2311
Dispatchers are available at the above phone numbers 24 hours a day to answer your call.

Annual Security Report
The annual Security Report is distributed throughout the campus is available at the District Police Office, located in the campus center building and is available through the College website at www.wvm.edu/police. This report includes campus crime and arrest statistics and other information that complies with the Jeanne Clery Disclosure of Campus Security Policy and Crimes Statistics Act. Campus crime, arrest and referral statistics include those reported to the District Police, designated campus officials, and local law enforcement agencies.

Campus Safety
The West Valley/Mission Community College District strives to maintain a safe environment for students, staff, and visitors to pursue educational objectives. However, a truly safe and secure campus can only be achieved through the complete cooperation of all community members. Please report any crimes or suspicious activities to the District Police as soon as possible. Confidentiality will be observed to the full extent of the law.

Security and Access
During business hours, the college will be open to students, employees, contractors, guests, and the general public. During non-business hours, access to all college facilities is by key, if issued, by admittance via the District Police, or by permission as specified. Some facilities may have individual hours that may vary at different times of the year. The College does not have residence halls.

Timely Warnings
In the event that a situation arises, either on or off campus, that in the judgment of the chief of Police constitutes an ongoing or continuing threat, a campus-wide “Timely Warning” will be issued via email and posted flyers to faculty and staff to pass on to their students. Information will also be posted throughout the campus.

Safety Services and Assistance
The District Police will investigate thefts, assaults, harassment, or other crimes. Free printed information on crime prevention, substance abuse, and personal safety are available at the District Police offices and at many on-campus student services locations. Safety escort services are available by appointment at no charge by calling 408.855.5435 (Mission College District Police desk), or 408.741.2092 (West Valley College District Police desk).

Sexual Assault
Mission College is strongly committed to the establishment of an educational environment in which students, faculty, and staff can work together in an atmosphere free of sexual assault. During the academic year the District Police and Health Services, in conjunction with Student Services, presents informational programs concerning the awareness and prevention of sexual assault and other crimes through guest speakers, films, and printed materials. The college will vigorously support criminal prosecution of anyone identified as responsible for sexual assault. In addition to criminal prosecution, the college may impose discipline against students, student organizations, or college faculty or staff identified as committing or participating in sexual assaults. College disciplinary action includes expulsion from the College, suspension or probation for a specified period. Counseling assistance is available through Health Services and the Counseling Department.

Reporting Sexual Assault
Any incidents of sexual assault, including date or acquaintance rape should be reported as soon as possible to the District Police. If a student is unable to contact the District Police, contact the local police. If a student needs assistance contacting the proper authorities, go to the Counseling Center or Student Health Services, or ask any College faculty or staff member for help. Every attempt should be made to preserve any physical evidence of the assault. This may include not showering or bathing, not cleaning the scene of the incident and not disposing of any damaged clothing or other items.

A criminal investigation into on-campus sexual assaults will be initiated immediately by the District Police. Information on counseling and support groups will be provided. Santa Clara County offers 24-hour counseling, and the Santa Clara County Valley Rape Crisis Center can be reached at 408.287.3000.

The college encourages seeking support from family and friends in times of crisis. Academic schedule changes may be desirable, and appropriate steps can be taken to accommodate this request to the fullest extent possible.

Information about certain designated persons required to register in California as sex offenders is available for viewing by visiting the California Department of Justice website at http://caag.state.ca.us/megan/index.htm
## Public Property
**Number of Occurrences of Selected Crimes**

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<tr>
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<tr>
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<td>0</td>
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<tr>
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<td>17</td>
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</table>

* Includes rape, sodomy, sexual assault and forcible fondling.
** Includes any consensual sex act with a minor, incest, indecent exposure and lewd act.
^ Figures were not available at the time of printing. Please see website for current statistics.

Public Property means any public property immediately adjacent to and accessible from the campus.

## Campus Property
**Number of Occurrences of Selected Crimes on District Campuses**

<table>
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<td>3</td>
<td>11</td>
<td>1</td>
<td>8</td>
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</tbody>
</table>

No Hate Crimes were reported.

* Includes rape, sodomy, sexual assault and forcible fondling
** Includes any consensual sex act with a minor, incest, indecent exposure and lewd act.

Most crimes are solved or prevented by the observations of students and staff. It is important for you to promptly report suspicious activity to the police. By working together, we can make these campuses a safe place to attain an education and a pleasant place to work.
Degree Planning Guide

MISSION COLLEGE
Certificates, Associates Degrees & Transfer Majors

Associate in Arts Degree

Anthropology

Art

Art: Creative Arts

Business (Transfer)

Global Studies

Liberal Arts

Mathematics

Psychology

Social Science

Sociology

Associate of Science Degree

Accounting

Biological Science

Business

Business: Global Business

Community Health Worker

Community Health Worker for the Developmentally Disabled

Computer Applications

Office Administration

Office Information Systems

CNET: Computer Electronics Technology

CNET: Computer Network Technology

Computer Information Systems

Design Drafting

Electronic

Mechanical

Electro/Mechanical

Early Childhood Education

Engineering

Fire Protection Technology

Graphic Arts

Graphic Design

Hospitality Management

Industrial Technology

Licensed Vocational Nursing

Licensed Vocational Nursing to Registered Nursing

Management & Supervision

Marketing

Physical Science

Psychiatric Technician

Real Estate

Certificate of Achievement

Accounting

Art: Foundation

Child Development

Early Interventional Assistant

Instructional Aide in the Elementary School

Master Teacher

Site Supervisor

Teacher

Community Health Worker

Community Health Worker for the Disabled

Computer Applications

Office Administration

Office Information Systems

Computer Electronics Technology (CNET)

Computer Information Systems (CIS)

Computer Information Technology (CIT)

Cisco Cert Network Administration (CCNA)

Certified Network Engineer (CNE)

Design Drafting

Electronic

Mechanical

Electro/Mechanical

Global Studies

Graphic Arts

Graphic Design

Graphic Design

E-Commerce

Marketing Communication

Multimedia

Web Graphic Design

Webmaster

Hospitality Management

Psychiatric Technician

Real Estate: Level II

Licensed Vocational Nursing (LVN)

Certificate of Proficiency

Allied Health Occupations

Acute Care

Acute Care Nursing Assistant

Child Birth Trainer

Home Health Aide

Art

Two-Dimensional Arts

Three-Dimensional Arts

Business

Business Communications

Business Communications Core Skills

Business Computing

Business Computing Core Skills

Business Essentials

Business Professional

E-Business

Global Business

Small Business Start Up

Child Development: Associate Teacher

Communication Studies

Computer Applications

Help Desk Specialist

Level II

Microsoft Office

Office Support Specialist

Oracle Developer

Professional Internet Skills

Computer Information Systems

C/C++/Unix Programming-Level I & II

Java Programming

PC Systems Administrations-Level I

UNIX Programming Systems Administration-Level I & II

Computer Information Technology:
Cisco Certified Network Professional (CCNP)

Computer Network Technology: Network Associate

English as a Second Language

Fire Technology

Emergency Medical Technician I

Firefighter I

Graphic Design

Digital Illustration

Creative Arts Entrepreneurship

Hospitality Management: Fundamental Food Service Skills

Management and Supervision

Human Resource Management

Leadership

Level I & II

Project Management

Warehousing Logistics

Marketing

Communications Specialist

Customer Service

Customer Service Core Skills

Marketing Essentials

Marketing Professional

Purchasing

Sales

Music: Digital Music

Real Estate: Level I

Retail Floristry

Wellness and Human Performance

Fitness Specialist – Aerobics

Fitness Specialist – Personal Trainer

Transfer Majors

Advertising

Anthropology

Accounting

Art and Design

Biology Technology

Business Administration

Child Development

Chemistry

Communications

Computer Science & Computer Game Design

Economics

Engineering

English

Environmental Studies

Forensic Science

Geography

Global Studies

Graphic Design

History

Hospitality Management

Journalism

Industrial Technology

Interior Design

Languages and Literature

Liberal Studies

Mathematics

Nursing

Nutrition

Occupational Therapy

Peace and Conflict Studies

Philosophy

Physical Education

Psychology

Physics

Political Science

Public Relations

Social Science, Sociology, Social Work

And many more...

*Visit the Exploring Majors website for a complete listing of transfer majors

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continued on next page
Pre-Professional Preparation
Nursing Preparation
Pre-Chiropractic
Pre-Dentistry
Pre-Law
Pre-Medicine
Pre-Optometry
Pre-Pharmacy
Pre-Physical Therapy
Pre-Veterinary Medicine
Teacher Preparation (Elementary and Secondary Education)

Articulation Agreements
An Articulation Agreement is a formal written agreement that identifies courses from Mission College that are comparable to specific courses at 4-year colleges or universities. Mission College has agreements with the following colleges:

University of California
Berkeley
Davis
Irvine
Los Angeles
Merced
Riverside
San Diego
San Francisco
Santa Barbara
Santa Cruz

California State University
Bakersfield
Cal Poly Pomona
Cal Poly SLO
Channel Islands
Chico
Fresno
East Bay
Humboldt
Long Beach
Los Angeles
Monterey Bay
Northridge
Sacramento
San Bernardino
San Francisco
San Jose
Sonoma

Private Colleges & Universities
Academy of Art University
Alliant International University
Azusa Pacific University
Biola University
California College of the Arts
California Lutheran University
Chapman University
Charter Oaks College
Claremont McKenna College
Cogswell Polytechnical College
Concordia University
Dominican College of San Rafael
Fashion Institute of Design & Marketing
Golden Gate University
Holy Names College
John F. Kennedy University
Mills College
National University
Notre Dame de Namur
Saint Mary's College
Santa Clara University
University of San Diego
University of San Francisco
University of Southern California
University of the Pacific

Out-of-State Colleges & Universities
Arizona State University
Bellevue University
Indiana University
Kaplan University
Oregon State University
University of Hawaii
University of Arizona

Internet Resources
ASSIST Statewide Articulation Database
www.assist.org
California Community Colleges
http://www.cccco.edu/
California Colleges
http://www.californiacc.org
California State University
http://www.csueb.edu
CSU Mentor
http://www.csumentor.edu
Career and Education Services
http://www.whodouwant2b.com/
Exploring Majors
http://www2.assist.org/Welcome.do
Financial Aid
http://www.fsca.org
University of California
http://www.universityofcalifornia.edu/
University of California – Transfer Pathways
http://uctransfer.universityofcalifornia.edu/UC

$26 per unit

Useful Numbers
Admissions 408.855.5003
CalWorks 408.855.5228
Career/Transfer 408.855.5115
Counseling 408.855.5030
Financial Aid 408.855.5065
Outreach & Recruitment 408.855.5565

Transfer Admission Agreements/Guarantees
A Transfer Admission Agreements (TAA/TAG) is a contract of understanding between a community college, a participating four-year university and the student guaranteeing that upon completion of the conditions of the agreement, the student will be admitted to the university for the agreed term of enrollment. Most agreements are written in the fall semester only. Mission College has Transfer Admissions Agreements with the following colleges:

University of California
Davis
Irvine
Merced
Riverside
San Diego
Santa Barbara
Santa Cruz

California State University
East Bay
Monterey Bay
San Francisco State University

Private Colleges & Universities
National Hispanic University
Santa Clara University
MISSION COLLEGE

Graduation Requirements 2010-2011

Associate in Arts and Associate in Science Degrees

Mission College will confer the Associate in Arts (A.A.) or Associate in Science (A.S.) degree upon a student who successfully completes requirements listed below. Graduation requirements (Major, Competency, and General Education) are listed in the College Catalog at the time studies begin. Those requirements may be followed throughout the course of study as long as the student remains in continuous enrollment which is defined as enrollment for at least one semester each calendar year. If a break in attendance occurs, the graduation requirements shall become those listed in the College Catalog which is current at the time studies are resumed.

Reciprocity Agreement: Students completing all of the general education and graduation proficiency requirements at a participating college will be given full credit for having completed the Mission College general education-graduation requirements, including reading, writing, oral communication, mathematics, and information competencies.

1. **Residence**: A minimum of 12 degree applicable units must be completed at residence at Mission College.
2. **Scholarship Requirements**: An overall grade point average of 2.0 in 60 units of work reflected on all college transcripts.
3. **Major Requirement**: Fulfill a specialized major as listed in the college catalog.
4. **Basic Competency Requirements**: Proficiency in the following areas is required for an Associates degree:
   - **Reading**:
     1. Successful completion of the proficiency exam with a score ranging from 12th to 13th grade level, or
     2. A grade of C (or “P”) or better in Reading 053, Speed and Critical Reading (in Area A2 below).
   - **Writing**:
     1. Completion of the English 001A, English Composition, with a grade of C or better (in Area A1 below).
   - **Oral Communication**:
     1. Successful completion of the proficiency exam or
     2. A grade of C (or “P”) or better in: COMM 001 for the A.A. Degree
       COMM 001, COMM 004, or COMM 015 for the A.S. Degree
   - **Mathematics**: 1. Successful completion of the proficiency exam, or
     2. A grade of C (or “P”) or better in MATH 053, Math 01B, 020C, 020CM, 020CP, 020G or higher mathematics course.
   - **Information Competency**: 1. Successful completion of the proficiency exam, or
     2. A grade of C (or “P”) or better in LIB 010 (in Area E below).
5. **Area Requirements (General Education)**: Complete a minimum of 24 units from the following areas plus additional courses to meet unit requirement:

**Area A – Language and Rationality – 6.0 units minimum**

1. English Composition course — 3.0 units
   ENGL 001A English Composition I (3)

2. A minimum of three (3.0) units of an additional course or courses which may include:
   - COMM 001 Public Speaking (3)
   - COMM 004 Small Group Communications (3)
   - COMM 015 Fundamentals of Communication (3)
   - COMM 020 Argumentation and Debate (3)
   - ENGL 001B English Composition II (3)
   - ENGL 001C Critical Thinking in Writing (3)
   - ENGR 030. Intro to Computer Programming for Engineers (4)
   - FRNC 003, 4, 5, 6 Intermediate/Advanced Language (5 ea)

**Area B – Natural Sciences – 3.0 units minimum**

These courses examine the physical universe, its life forms and its natural phenomena. Courses with a lab are underlined.

- ANTHR 001 Physical Anthropology (3)
- ANTHR 001L Physical Anthropology Lab (1)
- ASTRO 001 Astronomy (3)
- ASTRO 002 Astronomy Lab (1)
- ASTRO 003 Astronomy with Lab (4)
- BIOG 001A-B General Biology (5 each)
- BIOG 004 Microbiology (5)
- BIOG 007 Cell Ecology (4)
- BIOG 008 Exploring Biology (3)
- BIOG 010 Introduction to Biology (4)
- BIOG 011 Human Biology (4)
- BIOG 015 Human Heredity and Disease (3)
- BIOG 016 Marine Biology (4)
- BIOG 022 Anat & Physiology for Allied Health Workers (4)
- BIOG 025 Environmental Biology (3)
- BIOG 030 Tropical Ecology (4)
- BIOG 041 Principles of Animal Biology (5)
- BIOG 042 Principles of Plant Biology (6)
- BIOG 043 Principles of Cell and Molecular Biology (5)
- BIOG 047 Human Anatomy, Physiology (6 each)
- CHEM 001A-B General Chemistry (5 each)
- CHEM 002 Introductory Chemistry (4)
- CHEM 012A-B Organic Chemistry (5 each)
- CHEM 036A-B Fundamentals of Chemistry (6 each)
- ENGR 003 How Everyday Technology Works (4)
- GEOG 001 Introduction to Physical Geography (5)
- NS 015 Human Nutrition (3)
- NS 052 Nutrition for Children (3)
- PHYS 002A-B General Physics (5 each)
- PHYS 004A-B Engineering Physics (5 each)
- PHYS 004D Engineering Physics - Atomic (2)
- PSYCH 002A Experimental Psychology (4)
- PSYCH 007 Physiological Psychology (3)

continued on next page
AREA C – HUMANITIES – 3.0 units minimum

These courses develop an awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation. NOTE: Three 1-unit classes alone may not be used to satisfy this category.

ARAB 50A, 50B Beginning Conversational Arabic and Culture (3)
ART 001A Survey of Western Art (3)
ART 001B Survey of Western Art (3)
ART 001D Art of the 20th Century (3)
ART 004 Art Appreciation (3)
ART 007 Survey of Asian Art (3)
ART 011 The History of Modern Design (3) (Also GDES 011)
ART 031A, B Drawing (3 ea)
ART 033A Basic Design: Two-Dimensional (3)
ART 033B Basic Design: Three-Dimensional (3)
ART 034A, B Introduction to Advanced Digital Art (3 ea)
ART 035A, B Life Drawing (3 ea)
ART 037A, B Intro. to Advanced Computer Animation (3 ea)
ART 038A Survey of Printmaking (3)
ART 047A, B Watercolor (3 ea)
ART 048A, B Airbrush Painting (3 ea)
ART 049A, B Painting (3 ea)
ART 065A, B Ceramics-Handbuilding (3 ea)
ART 067A, B Ceramics-Potter’s Wheel (3 ea)
ART 075A, B Metalsmithing (3 ea)
ART 078A, B Furniture Design and Construction (3 ea)
ART 085A, B Sculpture (3 ea)
ART 088A, B Metal Sculpture Casting (3 ea)
CHIN 050A A Basic Conversational Chinese (3 ea)
COMM 012 Intercultural Communication (3)
ENGL 001B English Composition (3)
ENGL 005B World Literature (3)
ENGL 015 Intro. to Film Analysis (3) (Also HUMAN 015)
ENGL 018 Asian American Literature (3)
ENGL 043 Classical Mythology (3)
ENGL 044 The Bible as Literature (3)
ENGL 045 Popular Fiction in America (3)
ENGL 048 Introduction to Shakespeare (3)
ENGL 049 Modern Fiction (3)
ENGL 070 Creative Writing (3)
FRNC 001, 002 First/Second Semester French - Elementary (5 ea)
FRNC 003, 004 Third/Forth Semester French - Intermediate (5 ea)
FRNC 005, 006 Fifth/Sixth Semester French - Advanced (5 ea)
FRNC 001L, 002L French Lab (0.5 ea)
FRNC 050A, B Basic Conversational French (3 ea)
FRNC 051A, B Intermediate Conversational French (3 ea)
FRNC 062 Introduction to Culture of France (2)
GDES 011 The History of Modern Design (3) (Also ART 011)
GDES 013 Creativity and Visual Comm (3) (Also HUMAN 013)
HUMAN 073 Digital Photography (3)
HUMAN 01A, B Human Values in and from the Arts (3)
HUMAN 007 International Films (3) (Also POLIT 007)
HUMAN 013 Creativity and Visual Communication (3) (Also GDES 013)
HUMAN 015 Intro to Film Analysis (3) (Also ENGL 015)
HUMAN 016A Hispanic Roots and Culture (3)
HUMAN 018 African American Culture/Humanities (3)
HUMAN 020 Asian Roots and Culture (3)
HUMAN 022 Introduction to Islam (3)
HUMAN 030, Cultural Studies (3)
ITAL 001, 002 First/Second Semester Italian - Elementary Level (5)
ITAL 001L, 002L Italian Laboratory (1-5)
ITAL 050A, B Beginning Conversational Italian (3)
ITAL 051A, B Intermediate Conversational Italian (3 ea)
JPNS 001, 002 First/Second Semester Japanese - Elementary (5 ea)
JPNS 003A, B Intermediate Japanese (3 ea)
JPNS 004A, B Intermediate Japanese (3 ea)
JPNS 050A, B Beginning Conversational Japanese (3 ea)
LATIN 001 Elementary Latin (3)
MUSIC 001 Music History and Literature (3)
MUSIC 002 Music History and Literature (3)
MUSIC 005A Fundamentals of Music Lecture (3)
MUSIC 010 Music Appreciation (3)
MUSIC 016 History of Rock Music (3)
MUSIC 017 Musics of the World (3)
MUSIC 030A, B Beginning/Intermediate Piano (1 ea)
MUSIC 032A, B Beginning/Intermediate Voice (1 ea)
MUSIC 035A, B Beginning Guitar (1 ea)
PHIL 001 Introduction to Philosophy (3)
PHIL 002 Logic (3)
PHIL 003 Introduction to Problems in Ethics (3)
PORTG 040A, B Portuguese for the Portuguese Speaking (3 ea)
RECS 050A, B Basic Conversational Portuguese and Culture (3 ea)
RECS 051A, B Intermediate Conversational Portuguese (3 ea)
RUSS 040 Beginning Conversational Russian and Culture (3)
SPAN 001, 002 First/Second Semester Spanish - Elementary (5 ea)
SPAN 001L, 002L Spanish Lab (5 ea)
SPAN 003, 004 Third/Forth Semester Spanish - Intermediate (5 ea)
SPAN 006, 007 Fifth/Sixth Semester Spanish - Advanced (5 ea)
SPAN 050A, B Basic Conversational Spanish (3 ea)
SPAN 051A, B Intermediate Conversational Spanish (3 ea)
VIET 001, 002 First/Second Semester Vietnamese - Elementary (5 ea)
VIET 001L, 002L Vietnamese Laboratory (5 ea)
VIET 045A, B Vietnamese Language & Culture for Fluent Speakers (3 ea)
VIET 050A, B Basic Conversational Vietnamese (3 ea)
WHP 003B – 003Z All Dance Classes (1-2 units)
WHP 040 Dance Appreciation (3)

AREA D – SOCIAL & BEHAVIORAL SCIENCES – 5.0 units minimum

Series 1: American History and Institutions: Demonstrate proficiency in American history or American government on a departmental examination OR complete three (3) semester units with a grade of C or better in one of the following:

HIST 017A United States History (3)
HIST 017B United States History (3)

HIST 020 History and Geography of California (3)
POLIT 001 American Government (3)
AREA D — SOCIAL & BEHAVIORAL SCIENCES CONTINUED

Series 2: Social and Behavioral Sciences: Three (3) to six (6) semester units dealing with human, social, psychological, political, and economic institutions and behavior and their historical background, selected from among the following:

- ANTHR 022 Introduction to Archaeology (3)
- ANTHR 023 Cultural Anthropology (3)
- ANTHR 039A American Cultures through Travel and Experience: Native Amer. Cultures of the Southwest (Also SOC 39A) (3)
- ANTHR 039B American Cultures through Travel and Experience: Urban Cultures of San Francisco (Also SOC 39B) (3)
- ANTHR 045 Human Sexuality (Also SOC 045) (3)
- ANTHR 051 Culture & Food: A Multicultural Food Survey & Sampling (3)
- ANTHR 055 Magic, Witchcraft, & Religion (3)
- ANTHR 057 Native People of North America (3)
- BUJS 001 Business and Society (3)
- CHD 001 Child Growth & Development (3)
- CHD 003 Contemporary Education in a Changing Society (3)
- COMM 026 Mass Communication and Society (3)
- COUN 055 Valuing Diversity (3)
- ECON 001 Principles of Macroeconomics (3)
- ECON 008 Principles of Microeconomics (3)
- GEOG 002 Introduction to Cultural Geography (3)
- GLOBL 001 Global Perspectives (Also SOCSOC 001) (3)
- GLOBL 002 Global Issues (Also SOCSOC 002) (3)
- GLOBL 003 Introduction to Peace Studies (Also SOCSOC 003) (3)
- GLOBL 004 The Developing World (Also SOCSOC 004) (3)
- GLOBL 005 Global Focus (Also SOCSOC 005) (3)
- GLOBL 006 The Global Economy (Also SOCSOC 006) (3)
- HIST 004A.B History of Western Civilization I & II (3 ea)
- HIST 017A.B United States History I & II (3 ea)
- HIST 020 History and Geography of California (3)
- HIST 031 History of East Asia (3)
- HIST 033 Women's Issues Past and Present (3)
- HUMAN 015A African Roots and Present (3)
- POLIT 001 American Government (3)
- POLIT 002 Comparative Government (3)
- POLIT 004 International Relations (3)
- POLIT 006 Politics of Race, Class and Gender (3)
- POLIT 007 International Films (Also HUMAN 007) (3)
- POLIT 007 may only be counted in Area D)

POLIT 010 Introduction to Law and the Legal System (3)
- PSYCH 001 General Psychology (3)
- PSYCH 002A Experimental Psychology (4)
- PSYCH 007 Physiological Psychology (3)
- PSYCH 010 Social Psychology (3)
- PSYCH 012 Human Growth and Development (3)
- PSYCH 015 Introduction to Research Methods (3)
- PSYCH 020 Theories of Personality (3)
- PSYCH 025 Introduction to Abnormal Psychology (3)
- PSYCH 030 Psychology of Addiction and Substance Abuse (3)
- PSYCH 033 The Psychology of Personal Growth (3)
- PSYCH 048 Theories of Personality (3)
- PSYCH 055 Psychology of Death & Dying (3)
- SOC 001 Introduction to Sociology (3)
- SOC 002 Social Problems (3)
- SOC 021 Sociology of Minorities in the U.S. (3)
- SOC 024 Social Aspects of Aging (3)
- SOC 036 American Culture Through Film (3)
- SOC 039A American Cultures through Travel and Experience: Native Amer. Cultures of the Southwest (Also ANTHR 039A) (3)
- SOC 039B American Cultures through Travel and Experience: Urban Cultures of San Francisco (Also ANTHR 039B) (3)
- SOC 040 Marriage and Family (3)
- SOC 041 Family Issues (3)
- SOC 043 Sociology of Religion (3)
- SOC 045 Human Sexuality (3)
- SOC 046 Human Sexuality: A Global Perspective (3)
- SOC 047 Sociology of Criminology (3)
- SOCSOC 001 Global Perspectives (Also GLOBL 001) (3)
- SOCSOC 002 Global Issues (Also GLOBL 002) (3)
- SOCSOC 003 Introduction to Peace Studies (Also GLOBL 003) (3)
- SOCSOC 004 The Developing World (Also GLOBL 004) (3)
- SOCSOC 005 Global Focus (Also GLOBL 005) (3)
- SOCSOC 006 The Global Economy (Also GLOBL 006) (3)
- SOCSOC 022 Research Methods in Social Sciences (3)
- SOCSOC 061 Basics of Human Services (3)

AREA E – LIFELONG LEARNING – 3.0 units minimum

The Lifelong Learning requirement will be completed by the selection of either:

Option 1: Three (3) units from Area A-2, B, C or D. OR

Option 2: Three (3) units from courses listed below which cultivate self-understanding and development of the student as an integrated individual capable of coping with life in our modern society, assist students to acquire the skills necessary to adapt to change, gain self-understanding, and set achievable goals, and which include consideration of such matters as cognitive, affective and psycho-motor development, health, stress management, and key relationships of humans to their social and physical environment.

**NOTE:** All Wellness and Human Performance (WHP, also known as PE) courses are accepted in Area E (except WHP Theory courses). However, only one unit from the Wellness and Human Performance area in Area E will count for General Education.

- ANTHR 045 Human Sexuality (Also SOC 045) (3)
- BIOC 025 Environmental Biology (3)
- BUJS 001 Business and Society (3)
- COMM 010 Community Health Problems (3)
- COMM 004 Small Group Discussions (3)
- COMM 006 Interpersonal Communication (3)
- COMM 012 Introduction to Intercultural Communication (3)
- COUN 051 College Survival (2)
- COUN 003 Strategies for Professional and Personal Growth (2)
- COUN 005 Strategies for Success (3)
- COUN 010 Introduction to Crisis Intervention (3)
- COUN 012 Careers and Life Styles (3)
- COUN 012A Careers and Life Styles (1)
- COUN 023 Becoming a Master Student-Athlete (2)
- COUN 055 Valuing Diversity (3)
- GLOBL 001 Global Perspectives (Also SOCSOC 001)
- GLOBL 002 Global Issues (3) (Also SOCSOC 002)
- HED 002 Health and Lifestyle (3)
- LIB 010 Information Competency (1)
- NS 015 Human Nutrition (3)
- NS 052 Nutrition for Children (3)
- PSYCH 012 Human Growth and Development (3)
- PSYCH 050 Psychology of Addiction and Substance Abuse (3)
- PSYCH 033 The Psychology of Personal Growth (3)
- PSYCH 040 Environmental Psychology (3)
- PSYCH 048 Theories of Personality (3)
- PSYCH 055 Psychology of Death & Dying (3)
- SOC 002 Social Problems (3)
- SOC 021 Sociology of Minorities in the U.S. (3)
- SOC 040 Marriage and Family (3)
- SOC 045 Human Sexuality (3)
- SOC 046 Human Sexuality: A Global Perspective (3)

**Note:** Associate Degree requirements are **not necessarily the same** as general education needed to transfer, nor is an Associate Degree needed in order to transfer. Please visit www.ASSIST.org or the Counseling Office for transfer requirements.

continued on next page
ASSOCIATE OF ARTS/ASSOCIATE OF SCIENCE
ADVISING SHEET

<table>
<thead>
<tr>
<th>AREA A</th>
<th>LANGUAGE &amp; RATIONALITY</th>
<th>6 units minimum, one course from A1 and one from A2</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1: ENGLISH COMPOSITION</td>
<td>3 units</td>
<td></td>
</tr>
<tr>
<td>ENGL 1A (ENGL 108A, ENGL 59 if continuously enrolled prior to Spring 2005)</td>
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</tr>
<tr>
<td>Course(s) from other college(s)</td>
<td>AP</td>
<td></td>
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<tr>
<td>A2: A MINIMUM OF THREE (3) UNITS OF AN ADDITIONAL COURSE OR COURSES MAY INCLUDE:</td>
<td></td>
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</tr>
<tr>
<td>CIS 2; COMM 1, 4, 15, 20, CNET 53; ENGL 1B, 1C, ENGR 30; FRNCH 3, 4, 5, 6; JPN 3A-3B, 4A;</td>
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</tr>
<tr>
<td>MATH B, C, CM, CP, D, G, 1, 2, 3A, 3B, 4A, 4B, 4C, 8, 10, 14, 19; PHIL 2, 3, 17; READ 53; SPAN 3, 4, 5, 6</td>
<td></td>
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</tr>
<tr>
<td>Course(s) from other college(s)</td>
<td>AP</td>
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<thead>
<tr>
<th>AREA B</th>
<th>NATURAL SCIENCE</th>
<th>3 units minimum</th>
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<tbody>
<tr>
<td>ANTH 1, 1L; ASTRO 1, 2, 3; BIOSC 1A</td>
<td>1B, 4, 7, 8, 10, 11, 15, 18, 22, 25, 30, 41, 42, 43, 47, 48; CHEM 1A, 1B, 2, 12A, 12B, 30A, 30B</td>
<td></td>
</tr>
<tr>
<td>ENGR 3; GEOG 1; NS 15, 52; PHYS 2A, 2B, 4A, 4B, 4C, 4D; 10, PSYCH 2A, 7</td>
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</tr>
<tr>
<td>Course(s) from other college(s)</td>
<td>AP</td>
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<tr>
<th>AREA C</th>
<th>ARTS AND HUMANITIES</th>
<th>3 units minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRNCH 1, 1L, 2, 2L, 3, 4, 5, 6, 50A, 50B, 51A, 51B, 51B; GDES 11, 13, 73; HUMAN 1A, 1B, 7, 13, 15, 16, 1A, 18, 20, 22, 30; ITAL 1, 1L, 2,</td>
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</tr>
<tr>
<td>2L, 50A, 50B, 51A, 51B, 51B; JPN 1, 2, 3A, 4A, 4A, 50A, 50B; LATIN 1, MUSIC 1, 2, 5A, 10, 16, 17, 30A, 30B, 31A, 31B, 32A, 32B, 33A,</td>
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<tr>
<td>33B, 36A, 38B; PHIL 1, 2, 3; PORTG 40A, 40B, 40A, 40B, 50A, 50B, 51A, 51B; RUSS 40; SPAN 1, 1L, 2, 2L, 3, 4, 5, 6, 50A, 50B, 51A, 51B;</td>
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<tr>
<td>VIET 1, 1L, 2, 2L 49A, 49B, 50A, 50B; WHP (formerly PE) 3B, 3C, 3F, 3J, 3K, 3L, 3N, 3P, 3S, 3T, 3U, 3V, 3W, 3X, 3Y, 3Z, 40;</td>
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<tr>
<td>Course(s) from other college(s)</td>
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<thead>
<tr>
<th>AREA D</th>
<th>SOCIAL SCIENCE</th>
<th>6 units minimum, one course from C1 and one from C2</th>
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<tbody>
<tr>
<td>D1: HIST 17A, 17B, 20; POLIT 1</td>
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<tr>
<td>Course(s) from other college(s)</td>
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<tr>
<td>D2: ANTH 2, 3, 39A, 39B, 45, 51, 55, 57; BUS 61; CHD 1, 53; COMM 25; COUNS 55; ECON 1A, 1B; GEOG 2; GLOBL 1, 2, 3, 4, 5, 6;</td>
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<tr>
<td>HIST 4A, 4B, 17A, 17B, 20, 31, 33; HUMAN 16A; POLIT 1, 2, 4, 6, 7, 10; PSYCH 1, 2A, 7, 10, 12, 15, 20, 25, 30, 33, 48, 55;</td>
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<tr>
<td>SOC 1, 2, 21, 24, 38, 39A, 39B, 40, 41, 43, 45, 46, 47; SOCSC 1, 2, 3, 4, 5, 6, 22, 61</td>
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</tr>
<tr>
<td>Course(s) from other college(s)</td>
<td>AP</td>
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<thead>
<tr>
<th>AREA E</th>
<th>LIFELONG LEARNING</th>
<th>3 units minimum, one course from either Option 1 or Option 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1: Three (3) units from Area A-2, B, C, or D</td>
<td></td>
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<tr>
<td>Course(s) from other college(s)</td>
<td>AP</td>
<td></td>
</tr>
<tr>
<td>Option 2: ANTH 45; BIOSC 25; BUS 61; COMM 10; COMM 4, 8, 12; COUNS 1, 3, 5, 10, 12, 12A, 23, 55; GLOBL 1, 2; H ED 2; LIB 10;</td>
<td></td>
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</tr>
<tr>
<td>NS 15, 52; PSYCH 12, 25, 30, 33, 40, 48, 55; SOC 2, 21, 40, 45, 46</td>
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<tr>
<td>WHP: All Wellness and Human Performance (PE) courses except WHP Theory courses</td>
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<tr>
<td>Course(s) from other college(s)</td>
<td>AP</td>
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COMPETENCY, AREA & SCHOLARSHIP REQUIREMENTS:
- Reading: READ 53 or proficiency |
- Writing: ENGL 13, effective Spring 2005 |
- Math: CNET 53, MATH B, C, G or higher math course |
- Communication (effective Spring 2005): COMM 1A, 4, or 15 |
- Information Competency: LIB 10 or proficiency (EFF Fall 2006) |
- 24 CE units completed |
- 2.0 GPA |

THIS IS NOT AN OFFICIAL DOCUMENT. PLEASE SEE A COUNSELOR FOR MORE INFORMATION.

Summer Sessions

MC Office of Articulation 04.26.10
MISSION COLLEGE
California State University
General Education Certification Requirements
2010–2011

The CSU General Education Breadth (CSU GE-B) is a 39-unit general education program that allows California Community College students to fulfill lower-division GE requirements for the CSU. At least 30 transferable units of Major and General Education courses are required for transfer. As a transfer student, you should: (1) meet with a counselor to create an Educational Plan that will assist you in identifying appropriate major and GE requirements; (2) request a CSU-GE Certification when you request final transcripts to be sent to your transfer institution; and (3) with a counselor’s assistance, determine whether you are eligible for an Associates Degree. All courses are three units unless otherwise noted.

AREA A – ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING – 9 SEMESTER/12-15 QUARTER UNITS
Complete one course from each section, nine (9) semester units total. All courses must be complete with a “C” or better.

A1. Oral Communication:
COMM 001 Public Speaking
COMM 020 Argumentation and Debate

A2. Written Communication: ENGL 001A English Composition I

A3. Critical Thinking
ENGL 001B English Composition II
ENGL 001C Critical Thinking In Writing
PHIL 002 Introduction to Logic
PHIL 003 Introduction to Problems in Ethics

PHIL 009 Introduction to Symbolic Logic
PHIL 017 Logic and Critical Thinking
COMM 020 Argumentation and Debate

(Ash 002 and COMM 20 are non-composition courses)

AREA B – SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING – 9 SEMESTER/12-15 QUARTER UNITS
Complete at least one course from the Biological Science area, the Physical Science area and the Mathematics area.

B1. Physical Sciences
ASTRO 001 Astronomy
ASTRO 002 Astronomy Lab (1)
ASTRO 003 Astronomy with Lab (4)
CHEM 001A General Chemistry (5.5)
CHEM 002 Introductory Chemistry (4)
CHEM 012A Organic Chemistry I (5.5)
CHEM 030A Fundamentals of Chemistry (3 ea)

ENGR 003 How Everyday Technology Works (4)
GEOG 001 Introduction to Physical Geography
PHYS 002A, B General Physics (5, 5)
PHYS 004A, B, C Engineering Physics (5 each)
PHYS 004D Atomic Physics (2)
PHYS 010 Introduction to Physics (4)

B2. Biological Sciences
ANTHR 001 Physical Anthropology
ANTHR 001L Physical Anthropology Lab (1)
BIOSC 001A General Biology – Cells (5)
BIOSC 001B General Biology – Organisms (5)
BIOSC 004 Microbiology (5)
BIOSC 007 Field Ecology (4)
BIOSC 008 Exploring Biology
BIOSC 010 Introduction to Biology (4)
BIOSC 011 Human Biology (4)

BIOISC 016 Marine Biology (4)
BIOISC 022 Anatomy & Physiology for Allied Health Workers (4)
BIOISC 025 Environmental Biology
BIOISC 030 Tropical Ecology (4)
BIOISC 041 Principles of Animal Biology (5)
BIOISC 042 Principles of Plant Biology (5)
BIOISC 043 Principles of Cell and Molecular Biology (5)
BIOISC 047 Human Anatomy (5)
BIOISC 048 Human Physiology (5)

B3. Laboratory Requirement
One of the selected science courses from above must be a laboratory course. Lab courses are underlined.

B4. Mathematics/Quantitative Reasoning
Courses must be complete with a “C” or better.
MATH 000D Trigonometry
MATH 000G Math for the Liberal Arts Students (4)
MATH 001 Pre-Calculus Algebra
MATH 002 Pre-Calculus Algebra and Trigonometry (5)
MATH 003A,B Analytic Geometry and Calculus (5, 5)

MATH 004A Intermediate Calculus (4)
MATH 004B Differential Equations (4)
MATH 004C Linear Algebra (4)
MATH 008 Finite Mathematics
MATH 010 Elementary Statistics (4)
MATH 019 Discrete Mathematics (4)

continued on next page
AREA C – ARTS AND HUMANITIES – 9 SEMESTER/12-15 QUARTER UNITS

Complete nine (9) semester units with at least one course in Arts and one course in Humanities.

C1. Arts
- ART 001A Survey of Western Art
- ART 001B Survey of Western Art
- ART 001D Art of the 20th Century
- ART 004 Art Appreciation
- ART 007 Survey of Asian Art
- ART 011 History of Modern Design (Also GDES 11)
- ART 031A Drawing
- ART 033A Basic Design: Two-Dimensional
- ART 034A Introduction to Digital Art
- ART 035A Life Drawing
- GDES 011 History of Modern Design (Also ART 11)
- MUSIC 001 Music History and Literature
- MUSIC 002 Music History and Literature
- MUSIC 005A Fundamentals of Music Lecture
- MUSIC 010 Music Appreciation
- MUSIC 018 History of Rock Music
- MUSIC 017 Music of the World
- WHP 040 Dance Appreciation

C2. Humanities
- ARAB 050A, B Beginning Conversational Arabic and Culture
- CHIN 050A, B Basic Conversational Chinese
- COMM 012 Intercultural Communication
- ENGL 011 English Composition II
- ENGL 056B World Literature
- ENGL 015 Introduction to Film Analysis (Also HUMAN 15)
- ENGL 018 American Literature
- ENGL 043 Classical Mythology
- ENGL 044 The Bible as Literature
- ENGL 045 Popular Fiction in America
- ENGL 048 Introduction to Shakespeare
- ENGL 049 Modern Fiction
- ENGL 070 Creative Writing
- FRNC 001, 002 First/Second Semester French – Elementary (5 ea)
- FRNC 003, 004 Third/Forth Semester French – Intermediate (5 ea)
- FRNC 005, 006 Fifth/Sixth Semester French – Advanced (5 ea)
- FRNC 001L, 002L French Laboratory (5 ea)
- FRNC 050A, B Basic Conversational French
- FRNC 051A, B Intermediate Conversational French
- FRNC 052 French Cultural Experience (2)
- GDES 013 Creativity and Visual Communication (Also HUMAN 13)
- GLOBAL 005 Global Focus (Also SOCSCI 5)
- HUMAN 001A, B Human Values in and from the Arts
- HUMAN 007 International Films (Also POLIT 7)
- HUMAN 013 Creativity and Visual Communication (Also GDES 13)
- HUMAN 015 Introduction to Film Analysis (Also ENGL 15)
- HUMAN 018A Hispanic Roots and Culture
- HUMAN 018B African American Culture/Humanities
- HUMAN 020 Introduction to Asian Roots and Culture
- HUMAN 022 Introduction to Islam
- ITAL 001, 002 First, Second Semester Italian (3 ea)
- ITAL 001L First Semester Italian, Lab - Elementary (5, .5)
- ITAL 050A, B Beginning Conversational Italian
- ITAL 051A, B Intermediate Conversational Italian
- JPNS 001, 002 First/Second Semester Japanese – Elementary (5 ea)
- JPNS 003A/B Intermediate Japanese (3 ea)
- JPNS 004A Intermediate Japanese II (3)
- JPNS 050A, B Beginning Conversational Japanese
- LATIN 001 Elementary Latin (5)
- PHIL 001 Introduction to Philosophy
- PHIL 003 Introduction to Problems in Ethics
- POLIT 007 International Films (Also HUMAN 7)
- PORTG 049A, B Portuguese for the Portuguese Speaking
- PORTG 050A, B Basic Conversational Portuguese
- PORTG 051A, B Intermediate Conversational Portuguese
- RUSS 040 Beginning Conversational Russian
- SOCSCI 005 Global Focus (Also GLOBAL 5)
- SPAN 001, 002 First/Second Semester Spanish – Elementary (5 ea)
- SPAN 003, 00 4 Third/Forth Semester Spanish – Intermediate (5 ea)
- SPAN 005, 006 Fifth/Sixth Semester Spanish – Advanced (5 ea)
- SPAN 001L, 002L Spanish Laboratory (5 ea)
- SPAN 050A, B Basic Conversational Spanish
- SPAN 051A, B Intermediate Conversational Spanish
- VIET 001, 002 First/Second Semester Vietnamese – Elementary (5 ea)
- VIET 001L, 002L Vietnamese Laboratory (.5 ea)
- VIET 049A, B, Vietnamese Language/Culture for Fluent Speakers
- VIET 050A, B Basic Conversational Vietnamese

C3. One additional course from either C1 or C2

AREA D – SOCIAL SCIENCES – 9 SEMESTER/12-15 QUARTER UNITS

Complete two courses from Section 1 and one course from Section 2 to total nine (9) semester units.

Section 1: The American History & Institution Requirement. Select one of the following combinations listed below:

HIST 017A American History & POLIT 001 American Government OR HIST 017B American History & POLIT 1 American Government

Section 2:

D1. Anthropology & Archaeology
- ANTH 002 Introduction to Archaeology
- ANTH 003 Cultural Anthropology
- ANTH 039A Native American Cultures of the Southwest
- ANTH 039B Urban Cultures of San Francisco (Also SOC 39A and SOC 39B)
- ANTHR 051 Culture and Food: A Multicultural Food Sampling
- ANTHR 055 Magic, Witchcraft and Religion
- ANTHR 057 Native Peoples of North America

AREA D, SECTION 2 CONTINUED ON PAGE 3
**CSU Transfer Planning Guide**

**AREA D – SOCIAL SCIENCES CONTINUED**

**D2. Economics**
- ECON 001A Principles of Macroeconomics
- ECON 001B Principles of Microeconomics
- GLOBL 006 The Global Economy (Also SOCSC 6)
- SOCSC 006 The Global Economy (Also GLOBL 6)

**D3. Ethnic Studies**
- COUNS 055 Valuing Diversity
- HUMAN 016A Hispanic Roots and Cultures

**D5. Geography**
- GEOG 002 Introduction to Cultural Geography

**D6. History**
- HIST 004, B History of Western Civilization
- HIST 017A, B United States History
- HIST 020 History and Geography of California
- HIST 031 History of East Asia
- HIST 033 Women's Issues Past and Present

**D7. Interdisciplinary Social or Behavioral Sciences**
- BUS 051 Business and Society
- CHD 001 Child Growth and Development
- COMM 025 Mass Communication and Society
- GLOBL 001 Global Perspectives (Also SOCSC 1)
- GLOBL 002 Global Issues (Also SOCSC 2)
- GLOBL 003 Introduction to Peace Studies (Also SOCSC 3)
- GLOBL 004 The Developing World (Also SOCSC 4)
- GLOBL 005 Global Focus (Also SOCSC 5)
- HUMAN 007 International Films (Also POLIT 7)
- POLIT 007 International Films (Also HUMAN 7)
- SOCSC 001 Global Perspectives (Also GLOBL 1)
- SOCSC 002 Global Issues (Also GLOBL 2)
- SOCSC 003 Introduction to Peace Studies (Also GLOBL 3)
- SOCSC 004 The Developing World (Also GLOBL 4)
- SOCSC 005 Global Focus (Also GLOBL 5)

**AREA E – LIFELONG LEARNING AND SELF-DEVELOPMENT – 3 SEMESTER/4-5 QUARTER UNITS**

Choose a course or courses from the following to total at least three (3) semester units. Only one unit from Wellness and Human Performance (formerly Physical Education) will be counted for Area E.

- ANTHR 045 Human Sexuality (Also SOC 045)
- BIOSC 025 Environmental Biology
- COMM 010 Community Health Problems
- COMM 006 Interpersonal Communication
- COMM 012 Introduction to Intercultural Communication
- COURS 005 Strategies for Success
- COURS 012 Careers and Life Styles
- HED 002 Health and Lifestyle
- NS 015 Human Nutrition
- NS 052 Nutrition for Children
- PSYCH 012 Human Growth and Development
- PSYCH 048 Introduction to Child and Adolescent Psychology
- PSYCH 055 Psychology of Death and Dying
- SOC 045 Human Sexuality (Also ANTHR 045)
- SOC 046 Human Sexuality: Current Issues & Global Perspectives
- SOC 047 Sociology of Criminology

**Wellness and Human Performance (PE) Courses** (Most courses are 1-unit each. Please refer to College catalog for specific course titles and units).

- Fitness - WHP 4A, A, D, E, H, I, J, K, L, O, P, Q, O, Q, O, Q, 2, T, U, Y, 5A
- Martial Arts - WHP 5H, J, K, L, M, N, O, Y
- Men's Intercollegiate Sports - WHP 9A, F, H
- Women's Intercollegiate Sports - WHP 10A, C, D, E, F

Two units of WHP (2 different activities) are required for graduation from San Jose State University and recommended for CSU East Bay; however, they are NOT required to transfer.

**NOTE:** Courses may be taken to satisfy only one GE Area

**Requirements are subject to change.**

Visit the ASSIST website at [WWW.ASSIST.ORG](http://WWW.ASSIST.ORG) for a complete listing of CSU transferable courses as well as updated general education and major requirements.

continued on next page
<table>
<thead>
<tr>
<th>AREA A</th>
<th>ORAL &amp; WRITTEN COMMUNICATION</th>
<th>3 courses, 9 semester, 12-15 quarter units</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1:</td>
<td>COMM 1, 20 (COMM 4 if completed by Fall 2003)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
<tr>
<td>A2:</td>
<td>ENGL 1A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
<tr>
<td>A3:</td>
<td>COMM 20; ENGL 1B, 1C; PHIL 2, 3, 9, 17 (non-composition courses)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA B</th>
<th>NATURAL SCIENCE &amp; MATHEMATICS</th>
<th>3 courses, 9 semester, 12-15 quarter units (One science course must have a laboratory)</th>
</tr>
</thead>
<tbody>
<tr>
<td>B1:</td>
<td>PHYS 2A, 2B, 4A, 4B, 4C, 4D, 10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
<tr>
<td>B2:</td>
<td>ANTH 1, 1L; BIOSC 1A, 1B, 4, 7, 8, 10, 11, 15, 16, 22, 30, 41, 42, 43, 47, 48</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
<tr>
<td>B3:</td>
<td>LIT 1, 1L; MATH 2, 3, 4, 5, 6, 50A, 50B, 51A, 51B, 51B, 51B, 51B, 51B, 51B</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA C</th>
<th>ARTS AND HUMANITIES</th>
<th>3 courses, 9 semester, 12-15 quarter units</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1:</td>
<td>ART 1A, 1B, 1D, 4, 7, 11, 31A, 33A, 34A, 35A; GDES 11; MUSIC 1, 2, 5A, 10, 16, 17; WHP 40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
<tr>
<td>C2:</td>
<td>ARAB 50A, 50B; CHIN 50A, 50B; COMM 12; ENGL 1B, 6B, 15, 18, 43, 44, 45, 48, 49, 70; FRNCH 1, 1L, 2, 2L, 3, 4, 5, 6, 50A, 50B, 51A, 51B, 62; GDES 13; GLOBL 5; HUMAN 1A, 1B, 7, 13, 15, 16A, 18, 20, 22; ITAL 1, 2, 1L, 50A, 50B, 51A, 51B, JPNS 1, 2, 3A, 3B, 4A, 50A, 50B; LATIN 1; PHIL 1, 3; POLIT 7; PORTG 49A, 49B, 50A, 50B, 51A, 51B; RUSS 40; SOCSCI 5, SPAN 1, 1L, 2, 2L, 3, 4, 5, 6, 50A, 50B, 51A, 51B, 51B; VIET 1, 1L, 2 2L, 49A, 49B, 50A, 50B</td>
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<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
<tr>
<td>C3:</td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
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</table>

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<thead>
<tr>
<th>AREA D</th>
<th>SOCIAL &amp; BEHAVIORAL SCIENCES</th>
<th>3 courses from at least 2 disciplines, 9 semester, 12-15 quarter units</th>
</tr>
</thead>
<tbody>
<tr>
<td>D1:</td>
<td>HIST 1A &amp; 1B; HIST 17B &amp; 17A, 17B, 17B &amp; 20; POLIT 1 if completed by Spring 2003</td>
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</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
<tr>
<td>D2:</td>
<td>ANTHR 2; 3, 3A, 39B, 45, 51, 55, 57; BUS 61; CHD 1; COMM 25; COURS 55; ECON 1A, 1B; GEOG 2; GLOBL 1, 2, 3, 4, 5, 6, 8, 9A, 9B, 14A, 17A, 17B, 20, 31, 33; HUMAN 7, 16A; POLIT 1, 2, 4, 6, 7, 10; PSYCH 1, 2, 7, 10, 12, 15, 20, 25, 30, 33, 48, 55; SOC 1, 2, 21, 24, 38, 39A, 39B, 40, 41, 43, 45, 46, 47; SOCSCI 1, 2, 3, 4, 5, 6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA E</th>
<th>LIFELONG LEARNING</th>
<th>1 course, 3 semester, 6-9 quarter units (Only 1 unit of WHP can count towards Area E)</th>
</tr>
</thead>
<tbody>
<tr>
<td>E1:</td>
<td>ANTHR 45, BIOSC 25; COMML 10; COMM 8, 12; COURS 5, 12; H ED 2; NS 15, 52; PSYCH 12, 48, 55; SOC 45, 46</td>
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</tr>
<tr>
<td></td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TWO UNITS OF WHP REQUIRED FOR SJSU:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course(s) from other college(s)</td>
</tr>
</tbody>
</table>

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This is not an official document. Please see a counselor for more information.
### MISSION COLLEGE

#### Intersegmental General Education Transfer Curriculum

**Certification Requirements**

**2010–2011**

The Intersegmental General Education Transfer Curriculum (IGETC) is a general education program which allows California Community College students to fulfill lower-division general education (GE) requirements for either the CSU or UC system without the need, after transfer, to take additional lower-division GE requirements. **Sixty (60) transferable units** of major and GE courses are required for transfer. As a transfer student, you should: (1) meet with a counselor to create a **Educational Plan** that will assist you in identifying appropriate major and GE requirements; (2) request an **IGETC Certification** when you request final transcripts to be sent to your transfer institution (PARTIAL CERTIFICATION of the IGETC is allowed although a full completion prior to transfer is highly recommended [science and engineering majors please see a counselor regarding GE requirements] and all courses must be completed with a "C" or better to receive IGETC certification); and (3) with a counselor's assistance, determine whether you are eligible for an Associates Degree. All courses are 3 units unless otherwise noted.

#### AREA 1 - ENGLISH COMMUNICATION - 2/3 courses, 6-9 semester units/12-15 quarter units

**UC**—Complete one course from both Group A and B. **CSU**—Complete one course from Group A, B and C.

<table>
<thead>
<tr>
<th>GROUP A: ENGLISH COMPOSITION</th>
<th>GROUP B: CRITICAL THINKING</th>
<th>GROUP C: ORAL COMMUNICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 001A English Composition I</td>
<td>ENGL 001B English Composition II (SP07)</td>
<td>COMM 001 Public Speaking</td>
</tr>
<tr>
<td></td>
<td>ENGL 001C Clear Thinking in Writing</td>
<td>COMM 020 Argumentation and Debate</td>
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<tr>
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<td>PHIL 003 Introduction to Problems in Ethics</td>
<td>PHIL 017 Logic and Critical Thinking</td>
</tr>
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</table>

#### AREA 2 - MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING - 1 course

<table>
<thead>
<tr>
<th>Courses</th>
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</thead>
<tbody>
<tr>
<td>MATH 000G Math for Liberal Arts Students (4)</td>
</tr>
<tr>
<td>MATH 002 Pre-Calculus Algebra and Trigonometry (5) (only 4 units transfer to UC)</td>
</tr>
<tr>
<td>MATH 003A,B Analytic Geometry and Calculus (5.5)</td>
</tr>
<tr>
<td>MATH 004A Intermediate Calculus (4)</td>
</tr>
</tbody>
</table>

#### AREA 3 - ARTS AND HUMANITIES - 3 courses, 9 semester units/12-15 quarter units

One course must be selected from the Arts; another from the Humanities; and a third from either area.

<table>
<thead>
<tr>
<th>GROUP A: ARTS</th>
<th>GROUP B: HUMANITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 001A,B Survey of Western Art</td>
<td>COMM 012 Intercultural Communication</td>
</tr>
<tr>
<td>ART 001D Art of the 20th Century</td>
<td>ENGL 006B World Literature</td>
</tr>
<tr>
<td>ART 004 Art Appreciation</td>
<td>ENGL 015 Introduction to Film Analysis (Also HUMAN 15)</td>
</tr>
<tr>
<td>ART 007 Survey of Asian Art</td>
<td>ENGL 018 Asian American Literature</td>
</tr>
<tr>
<td>ART 011 The History of Modern Design (Also GDES 11)</td>
<td>ENGL 043 Classical Mythology</td>
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<tr>
<td>GDES 011 The History of Modern Design (Also ART 11)</td>
<td>ENGL 044 The Bible as Literature</td>
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<tr>
<td>MUSIC 001 Music History and Literature</td>
<td>ENGL 045 Popular Fiction in America</td>
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<td>ENGL 048 Introduction to Shakespeare</td>
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<tr>
<td></td>
<td>ENGL 049 Modern Fiction</td>
</tr>
<tr>
<td></td>
<td>FRNCH 002 Second Semester French – Elementary (5)</td>
</tr>
<tr>
<td></td>
<td>FRNCH 003.4 Third/Fourth Semester French – Intermediate (5.5)</td>
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<tr>
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<td>FRNCH 005.6 Fifth/Sixth Semester French – Advanced (5.5)</td>
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<td>GDES 013 Creativity and Visual Communication (Also HUMAN 13)</td>
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<tr>
<td></td>
<td>HIST 004A,B History of Western Civilization</td>
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<td>HUMAN 001A,B Human Values in and from the Arts</td>
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<tr>
<td></td>
<td>HUMAN 007 International Film (Also POLIT 7)</td>
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<tr>
<td></td>
<td>HUMAN 013 Creativity and Visual Communication (Also GDES 13)</td>
</tr>
</tbody>
</table>

|                             | HUMAN 015 Introduction to Film Analysis (Also ENGL 15) |
|                             | HUMAN 018A Hispanic Roots and Culture |
|                             | HUMAN 018 African American Culture and Humanities |
|                             | HUMAN 020 Asian Roots and Culture |
|                             | HUMAN 022 Introduction to Islam |
|                             | ITAL 002 Second Semester Italian (5) |
|                             | JPNS 002 Second Semester Japanese – Elementary (5) |
|                             | JPNS 003A/3B Intermediate Japanese |
|                             | PHIL 001 Introduction to Philosophy |
|                             | POLIT 007 International Films (Also HUMAN 7) |
|                             | PORTG 049A/B Portuguese for the Portuguese Speaking |
|                             | SPAN 002 Second Semester Spanish – Elementary (5) |
|                             | SPAN 003A/3B Third/Fourth Semester Spanish – Intermediate (5.5) |
|                             | SPAN 005/6 Fifth/Sixth Semester Spanish – Advanced (5.5) |
|                             | VIET 002 Second Semester Vietnamese – Elementary (5) |
|                             | VIET 049A,B Vietnamese Language & Culture for Fluent Speakers |

continued on next page
AREA 4 - SOCIAL AND BEHAVIORAL SCIENCES - 3 courses, 9 semester units/12-15 quarter units

Complete at least three courses from at least two disciplines.

ANTHR 002 Introduction to Archaeology
ANTHR 003 Cultural Anthropology
ANTHR 045 Human Sexuality (Also SOC 045)
ANTHR 051 Culture and Food
ANTHR 055 Magic, Witchcraft And Religion
ANTHR 057 Native Peoples of North America
COMM 025 Mass Communication and Society
ECON 001A Principles of Macroeconomics
ECON 001B Principles of Microeconomics
GEOG 002 Introduction to Cultural Geography
GLOBL 001 Global Perspectives (Also SOCSC 1)
GLOBL 002 Global Issues (Also SOCSC 2)
GLOBL 003 Introduction to Peace Studies (Also SOCSC 3)
GLOBL 004 The Developing World (Also SOCSC 4)
GLOBL 006 The Global Economy (Also SOCSC 6)
HIST 004A/B History of Western Civilization
HIST 017A/B United States History
HIST 020 History and Geography of California
HIST 031 History of East Asia
HIST 033 Women's Issues Past and Present
HUMAN 016A Hispanic Roots and Culture
POLIT 001 American Government
POLIT 002 Comparative Government
POLIT 004 International Relations
POLIT 008 Politics of Race, Class and Gender

POLIT 010 Introduction to Law and the Legal System
PSYCH 001 General Psychology
PSYCH 002A Experimental Psychology
PSYCH 007 Physiological Psychology
PSYCH 010 Social Psychology
PSYCH 012 Human Growth and Development
PSYCH 015 Introduction to Research Methods
PSYCH 020 Theories of Personality
PSYCH 025 Introduction to Abnormal Psychology
PSYCH 045 Introduction to Child and Adolescent Psychology
SOC 001 Introduction to Sociology
SOC 002 Social Problems
SOC 021 Sociology of Minorities in the U.S.
SOC 024 Social Aspects of Aging
SOC 036 American Culture Through Film
SOC 040 Marriage and Family
SOC 043 Sociology of Religion
SOC 045 Human Sexuality (Also ANTH 045)
SOC 046 Human Sexuality: Current Issues and Global Perspectives
SOC 047 Sociology of Criminology
SOCSC 001 Global Perspectives (Also GLOBL 1)
SOCSC 002 Global Issues (Also GLOBL 2)
SOCSC 003 Introduction to Peace Studies (Also GLOBL 3)
SOCSC 004 The Developing World (Also GLOBL 4)
SOCSC 006 The Global Economy (Also GLOBL 6)

AREA 5 - PHYSICAL AND BIOLOGICAL SCIENCES - 2 courses, 7-9 semester units/9-12 quarter units

Complete one course from the Biological Sciences and one from the Physical Sciences. One of the two courses must have a lab and lab courses are underlined.

GROUP A: PHYSICAL SCIENCES
ASTRO 001 Astronomy
ASTRO 002 Astronomy Lab (1)
ASTRO 003 Astronomy with Lab (4)
*CHEM 001A/B General Chemistry (5ea)
*CHEM 002 Introductory Chemistry (4)
CHEM 015A/B Organic Chemistry (5ea)
*CHEM 003A/B Fundamentals of Chemistry (5ea)

GROUP B: BIOLOGICAL SCIENCES
ANTHR 001 Physical Anthropology
ANTHR 001L Physical Anthropology Laboratory (1)
BICSc 001A General Biology – Cells (5)
BICSc 001B General Biology – Organisms (5)
BICSc 004 Microbiology (5)
*CHEM 006 Exploring Biology (3)
*BICSc 010 Introduction to Biology (4)
BICSc 011 Human Biology (4)

ENGR 003 How Everyday Technology Works (4)
GEOG 001 Introduction to Physical Geography
*PHYS 002A/B General Physics (5ea)
*PHYS 004A Engineering Physics – Mechanics (5)
*PHYS 004B Engineering Physics – Electricity and Magnetism (5)
*PHYS 004C Engineering Physics – Light and Heat (5)
*PHYS 010 Introduction to Physics (4)

AREA 6 – LANGUAGE OTHER THAN ENGLISH – UC IGETC REQUIREMENT ONLY

Proficiency equivalent to two years of high school study in the same language with a grade of "C" or better OR completion of one of the following (Student must present documentation to show proficiency for 2, 3, and 4):

1. FRNCH 001, ITAL 001, JPN 001, LATIN 001, SPAN 001, VIET 001 or higher
2. A score of 3 or higher on the Foreign Language Advanced Placement Exam
3. Minimum score of 550 on the appropriate CEEB Foreign Language Achievement Test
4. Satisfactory completion, with "C" grades or better, of two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English.

U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS – CSU GRADUATION REQUIREMENT ONLY (NOT PART OF IGETC)

Complete Option 1 or Option 2. Depending on the CSU campus, courses used to meet this requirement may be used to satisfy requirements for IGETC.

OPTION 1: HIST 017A & POLIT 001
OPTION 2: HIST 017B & POLIT 001

*Transfer credit may be limited by either the UC or CSU or both. Visit www.assess.org for specific limitations.
Courses may be taken to satisfy only one Area

continued on next page
FREQUENTLY ASKED QUESTIONS ABOUT IGETC

IS IGETC RIGHT FOR ME?
Maybe. The IGETC is advisable for students who have not yet decided on a major or a particular campus and who want to keep their options open before making a final decision about transferring to either a UC or CSU campus. IGETC is not advisable for students who choose majors with substantial lower division prerequisites, such as engineering or science. See chart below.

DO I HAVE TO COMPLETE IGETC TO TRANSFER TO A CSU OR UC?
No. The IGETC is not a requirement for transfer to CSU or most UCs (check with www.uctransfer.org for exceptions), nor is it the only way to fulfill the lower-division, general education requirements. Depending on the student's major, the student may find it better to take courses fulfilling the CSU’s General Education requirements or those of the UC campus or college to which the student plans to transfer.

I HAVE COMPLETED COURSES AT OTHER COLLEGES. WILL THEY COUNT TOWARD IGETC?
Yes. Courses that are completed at any accredited college can be used in the IGETC certification. Students should be aware, however, that coursework from other California community colleges will be applied in the IGETC category determined by the original college. Courses taken at a foreign institution not accredited by a US accrediting association are NOT permitted for certification on the IGETC.

WILL THE COURSES I TAKE AS TRANSFER REQUIREMENTS FOR MY MAJOR BE COUNTED TOWARD IGETC?
Yes. UC will allow requirements completed as preparation for the major to be used in the IGETC whenever they appear.

I HAVE PASSED AN ADVANCED PLACEMENT TEST. CAN MY AP SCORE BE USED TO SATISFY AN IGETC REQUIREMENT?
Yes. AP scores of 3 or higher can be used to satisfy any IGETC subject area except Critical Thinking and Oral Communication. Even though credit for more than one course can be awarded by Mission College for AP scores of 3 or higher, only one course in the subject for which the AP test was taken can be used on the IGETC. Please see the Mission College catalog for specific credit information.

DO COURSES COMPLETED NEED A MINIMUM GRADE FOR CERTIFICATION?
Yes. Only grades of “C” or better will be accepted (no “C-”) and Pass/No Pass courses are acceptable only if the college catalog defines credit as equivalent to a letter grade of “C” or better (as it does at Mission).

HOW DO I COMPLETE THE IGETC?
The IGETC can be certified for California community college transfers who have also completed transfer units at a CSU, UC or independent college provided that the student has completed most of the transfer units at one or more California community colleges. Students who initially enroll at a UC campus, then leave and attend a community college, and subsequently return to the same campus are considered “readmits” by the University and cannot use the IGETC. However, students who enroll at a UC campus, then leave and attend a community college, and subsequently return to a different UC campus may be able to use the IGETC, but students need to check with the college they wish to attend.

WHEN DO I CERTIFY THE IGETC?
IGETC certification must be requested in the Records Office prior to transfer. THIS IS NOT AN AUTOMATIC PROCESS! All necessary documentation (secondary or other college transcripts) must be submitted to the Records Office prior to this request. Valid IGETC courses must appear on Mission’s IGETC plan the year in which they are taken. Students who leave the college, breaking continuous enrollment, will be placed under the IGETC plan in effect for the year that they return. Partial certification is available for students who have a maximum of 2 remaining classes and would like to transfer without them. Students will be responsible for fulfilling these remaining requirements at the institution they transfer to.

The IGETC is NOT recommended for the following programs at the UC campuses listed below:

| BERKELEY | ⇒ The College of Engineering; Most science majors
|          | ⇒ College of Environmental Design (Architecture, Landscape Architecture, and City & Regional Planning)
|          | ⇒ The Haas School of Business has extensive and very prescribed major and general education requirements
|          | ⇒ College of Natural Resources
| DAVIS    | ⇒ College of Engineering; Most science majors
|          | ⇒ Environmental Policy Analysis and Planning
| IRVINE   | ⇒ School of Engineering; Most science majors
| LOS ANGELES | ⇒ School of Engineering and Applied Sciences; Most science majors
| MERCED  | ⇒ Schools of Engineering and Natural Sciences
| RIVERSIDE | ⇒ College of Engineering and the College of Natural & Agricultural Sciences will NOT accept IGETC; Most science majors
| SAN DIEGO | ⇒ Division of Engineering; Most science majors
|          | ⇒ Eleanor Roosevelt and Revelle will require additional GE
| SANTA BARBARA | ⇒ College of Engineering; Most science majors
| SANTA CRUZ | ⇒ College of Engineering; Most science majors

Requirements are subject to change.
Visit the ASSIST website at www.ASSIST.ORG for a complete listing of CSU and UC transferable courses as well as updated IGETC and major requirements.
## IGETC Transfer Planning Guide

### INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM
### Advising Sheet

<table>
<thead>
<tr>
<th>AREA 1</th>
<th>ENGLISH COMMUNICATION</th>
<th>2 courses, one from Group A and Group B, 6 semester units; 1 course from Group C for CSU only</th>
</tr>
</thead>
<tbody>
<tr>
<td>GROUP A: ENGLISH COMPOSITION</td>
<td>ENGL 1A</td>
<td>Course(s) from other college(s)</td>
</tr>
<tr>
<td>GROUP B: CRITICAL THINKING</td>
<td>ENGL 1B, 1C; PHIL 3, 17</td>
<td>Course(s) from other college(s)</td>
</tr>
<tr>
<td>GROUP C: ORAL COMMUNICATION (CSU Requirement Only)</td>
<td>COMM 1, 20</td>
<td>Course(s) from other college(s)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA 2</th>
<th>MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING</th>
<th>1 course, 3 semester units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 1, 2, 3, 3A, 3B, 4A, 4B, 4C, 8, 10, 19</td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA 3</th>
<th>ARTS AND HUMANITIES</th>
<th>3 courses, with at least one course from the Arts and one from the Humanities. 9 semester units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GROUP A: ARTS</td>
<td>ART 1A, 1B, 1D, 4, 7, 11; GDES 11; MUSIC 1, 2, 5A, 10, 16, 17; WHP 40</td>
<td>Course(s) from other college(s)</td>
</tr>
<tr>
<td>GROUP B: HUMANITIES</td>
<td>COMM 12; ENGL 6B, 15, 18, 43, 44, 45, 48, 49; FRNCH 2, 3, 4, 5, 6; GDES 13; HIST 4A, 4B; HUMAN 1A, 1B, 7, 13, 15, 16A, 18, 20, 22; ITAL 2; JPN 2, 3A, 3B, 4A; PHIL 1; POLIT 7; PORTG 49A, 49B; SPAN 2, 3, 4, 5, 6; VIET 2, 49A, 49B</td>
<td>Course(s) from other college(s)</td>
</tr>
<tr>
<td>CHOOSE ADDITIONAL COURSE FROM GROUP A OR GROUP B</td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA 4</th>
<th>SOCIAL &amp; BEHAVIORAL SCIENCES</th>
<th>3 courses from at least 2 disciplines. 9 semester units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHR 2, 3, 45, 51, 55, 57; COMM 25; ECON 1A, 1B; GEOG 2; GLOBL 1, 2, 3, 4, 6; HIST 4A, 4B, 17A, 17B, 20, 31, 33; HUMAN 16A; POLIT 1, 2, 4, 6, 10; PSYCH 1A</td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
<tr>
<td>SOC 1, 2, 3, 4, 6</td>
<td>Course(s) from other college(s)</td>
<td>AP</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA 5</th>
<th>PHYSICAL AND BIOLOGICAL SCIENCES</th>
<th>7-9 units, at least one physical science and one biological science, one must include a lab</th>
</tr>
</thead>
<tbody>
<tr>
<td>GROUP A: PHYSICAL SCIENCES</td>
<td>ASTRO 1, 2; CHEM 1A, 1B; ENGR 1; ENGR 2; PHYS 2A, 2B, 4A, 4B, 4C, 10</td>
<td>Course(s) from other college(s)</td>
</tr>
<tr>
<td>GROUP B: BIOLOGICAL SCIENCES</td>
<td>ANTH 1L, BIOSC 1A, 1B, 4, 6, 10, 11, 15, 16, 25, 41, 42, 43, 47, 48</td>
<td>Course(s) from other college(s)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA 6</th>
<th>LANGUAGE OTHER THAN ENGLISH</th>
<th>UC REQUIREMENT ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>To demonstrate proficiency, one of the following must be complete:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>❑ Two years of high school study in the same language with &quot;C&quot; or better</td>
<td></td>
<td></td>
</tr>
<tr>
<td>❑ FREN 1, JPN 1, ITAL 1, LATIN 1; SPAN 1, VIET 1 or higher at Mission College</td>
<td></td>
<td></td>
</tr>
<tr>
<td>❑ Equivalent language courses from other college</td>
<td></td>
<td></td>
</tr>
<tr>
<td>❑ A score of 3, 4, or 5 on Advanced Placement Exam</td>
<td></td>
<td></td>
</tr>
<tr>
<td>❑ 550 on CEEB Foreign Language Achievement Test</td>
<td></td>
<td></td>
</tr>
<tr>
<td>❑ Two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English (&quot;C&quot; grades or better)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS</th>
<th>6 units, choose Option 1 or 2</th>
<th>CSU GRADUATION REQUIREMENT ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPTION 1: HIST 17A &amp; POLIT 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OPTION 2: HIST 17B &amp; POLIT 1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Course(s) from other college

**NOTE:** Although not required for IGETC certification, it is recommended that CSU students complete this requirement prior to transfer. At the discretion of the CSU Campus granting the degree, these courses may also be counted toward certification in general education (CSU GE Breadth or IGETC).

Courses may be taken to satisfy only one Area Requirement.

*Transfer credit may be limited.* Visit www.assist.org or the Counseling Office for more information.

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**THIS IS NOT AN OFFICIAL DOCUMENT. PLEASE SEE A COUNSELOR FOR MORE INFORMATION.**
### Administrative Offices

#### Administrative Services
- **Room E1-604, Main Building**
  - **Phone**: 408.855.5230

#### Community Education
- **Room S1-202, Main Building**
  - **Phone**: 408.855.5105

#### Evening Administrator
- **Office**: Lobby Office, Main Building
  - **Cell**: 408.590.2657

#### Instructional Technology and Distance Learning
- **Room W2-401A, Main Building**
  - **Phone**: 408.855.5360

#### Library Services
- **Room 226, Library**
  - **Phone**: 408.855.5150

#### Marketing, Public Relations, and Graphic Design Services
- **Room E3-201, Main Building**
  - **Phone**: 408.855.5125

#### Office of Instruction
- **Room S1-301, Main Building**
  - **Phone**: 408.855.5180

#### Office of Student Services
- **Room 222, Campus Center**
  - **Phone**: 408.855.5197

#### President’s Office
- **Room SE3-105, Main Building**
  - **Phone**: 408.855.5123

#### Workforce and Continuing Education
- **Room S1-202, Main Building**
  - **Phone**: 408.855.5218

#### Admissions and Records
- **Room E1-501, Main Building**
  - **Phone**: 408.855.5000
  - **Hours**: See posting on office door and online.

#### Anatomy and Physiology Lab
- **Room SCI-220, Science Building**

#### Art Gallery
- **Room W1-601, Main Building**

#### Assessment/Testing Center
- **Room E1-101, Main Building**
  - **Phone**: 408.855.5099
  - **Hours**: See posting on office door and online.

#### Associate (Part Time) Faculty Center
- **Room SE2-101, Main Building**

#### Associated Student Body (ASB)
- **Room 202, Campus Center**
  - **Phone**: 408.855.5407 or 408.855.5406
  - **Hours**: See posting on office door and online.

#### Associated Student Body Clubs
- **Room 202, Campus Center**
  - **Phone**: 408.855.5406

#### Astronomy Lab
- **Room SCI-160, Science Building**

#### Audio and Video Equipment (Faculty/Staff)
- **Room 152, Telecommunications Building**
  - **Phone**: 408.855.5135 or 408.855.5132

#### Biology Lab
- **Room SCI-230, Science Building**

#### Bookstore
- **Campus Center**
  - **Phone**: 408.855.5080
  - **Web**: [http://mc.bncollege.com](http://mc.bncollege.com)
  - **Hours**: See posting on office door and online.

#### Cafeteria
- **Campus Center**
  - **Phone**: 408.855.5117
  - **Hours**: See posting on cafeteria door.

#### CalWORKS, Career Pathways, VTEA and WIA Programs
- **Room C1-114, Main Building**
  - **Phone**: 408.855.5228
  - **Hours**: See posting on office door and online.

#### Cooperative Agencies Resources for Education (CARE)
- **Room E1-403, Main Building**
  - **Phone**: 408.855.5060
  - **Hours**: See posting on office door and online.

#### Career/Transfer Center
- **Room E1-201, Main Building**
  - **Phone**: 408.855.5115
  - **Hours**: See posting on office door and online.

#### Cashier’s Office
- **Room E1-501, Main Building**
  - **Phone**: 408.855.5029
  - **Hours**: See posting on office door and online.

#### Chemistry Labs
- **Rooms SCI-260, 280 and 270, Science Building**

#### Child Development Center
- **Between Campus Center and Parking Lot B**
  - **Phone**: 408.855.5173

#### Community Education Office
- **Room S1-202, Main Building**
  - **Phone**: 408.855.5105
  - **Hours**: See posting on office door and online.

#### Computer Applications Lab
- **Room E2-302/303, Main Building**

#### Computer Network Electronics Technology
- **Rooms MT-19 through MT-24**
  - **Phone**: 408.855.5337

#### Corporate Education and Training Office
- **Room S3-203, Main Building**
  - **Phone**: 408.855.5200

#### Copy Machines for Students
- **Outside Career/Transfer Office, Room E1-201, Main Building and inside Library.**

#### Counseling Center
- **Room E1-301, Main Building**
  - **Phone**: 408.855.5030
  - **Hours**: See posting on office door and online.

#### Dance Studio
- **Rooms W1-501/502, Main Building**

### Department Listing

#### Accounting (ACCTG)
- **Betty Christopher (Dept. Chair)**
  - **Phone**: 408.855.5343

#### Allied Health (AH)
- **Marsha Oliver (Dept. Chair)**
  - **Phone**: 408.855.5427

#### Anthropology (ANTHR)
- **Jeff Cormier (Dept. Chair)**
  - **Phone**: 408.855.5483

#### Art (ART)
- **Anna Szabados (Dept. Chair)**
  - **Phone**: 408.855.5289

#### Astronomy (ASTRO)
- **Clint Poe (Dept. Chair)**
  - **Phone**: 408.855.5262

#### Biological Sciences (BIOSC)
- **Thais Winsome (Dept. Chair)**
  - **Phone**: 408.855.5217

#### Business (BUS)
- **Melanie Meyer (Dept. Chair)**
  - **Phone**: 408.855.5019

#### Chemistry (CHEM)
- **Thais Winsome (Dept. Chair)**
  - **Phone**: 408.855.5217

#### Child Development (CHD)
- **Camilla Weiberg (Dept. Chair)**
  - **Phone**: 408.855.5256

#### Computer Information Technology (CIT)
- **Chris Martin (Dept. Chair)**
  - **Phone**: 408.855.5356

#### Computer Networking Electronics Technology (CNET)
- **Chris Martin (Dept. Chair)**
  - **Phone**: 408.855.5356

#### Computer Network Technology (CNT)
- **Chris Martin (Dept. Chair)**
  - **Phone**: 408.855.5356

#### Counseling (COUNS)
- **Bob Miller (Dept. Chair)**
  - **Phone**: 408.855.5094

#### Design Drafting Technology (DRAFT)
- **Chris Martin (Dept. Chair)**
  - **Phone**: 408.855.5356

#### Economics (ECON)
- **Alan Chandler (Dept. Chair)**
  - **Phone**: 408.855.5258

#### Engineering (ENGR)
- **Clint Poe (Dept. Chair)**
  - **Phone**: 408.855.5262

#### English (ENGL)
- **Chrisy Brown (Dept. Chair)**
  - **Phone**: 408.855.5315

#### English as a Second Language (ESL)
- **Kathy Henderson (Dept. Chair)**
  - **Phone**: 408.855.5113

#### Fire Protection Technology (FPT)
- **Rod Pavao (Dept. Chair)**
  - **Phone**: 408.855.5391

#### Food and Restaurant Management (FDRST)
- **Haze Dennis (Dept. Chair)**
  - **Phone**: 408.855.5252

#### Foreign Language
- **Karyn Armstrong (Dept. Chair)**
  - **Phone**: 408.855.5389

#### Geography (GEOG)
- **Alan Chandler (Dept. Chair)**
  - **Phone**: 408.855.5258

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**Directory**

**MISSION COLLEGE**
Global Studies (GLOBL)
Karyn Armstrong (Dept. Chair)
Phone: 408.855.5368

Graphic Arts (GRART)
Ann Szabados (Dept. Chair)
Phone: 408.855.5289

Graphic Design and Multimedia (GDES)
Ann Szabados (Dept. Chair)
Phone: 408.855.5289

Health Education (H.ED)
Marsha Oliver (Dept. Chair)
Phone: 408.855.5427

Health Occupations
Marsha Oliver (Dept. Chair)
Phone: 408.855.5427

History (HIST)
Alan Chandler (Dept. Chair)
Phone: 408.855.5258

Hospitality Management (HM)
Haze Dennis (Dept. Chair)
Phone: 408.855.5246

Humanities (HUMAN)
Joseph Ordaz (Dept. Chair)
Phone: 408.855.5276

Institutional Foods (INFDS)
Haze Dennis (Dept. Chair)
Phone: 408.855.5252

Learning Center
Amelia Akers-Martin
Phone: 408.855.5092

Learning Services (LS)
Helen Ostreander (DISC Director)
Phone: 408.855.5274

Library (LIB)
Elaine Wong (Dept. Chair)
Phone: 408.855.5162

Management and Supervision (MGMT)
Melanie Meyer (Dept. Chair)
Phone: 408.855.5019

Manufacturing Technology (MFG)
Chris Martin (Dept. Chair)
Phone: 408.855.5356

Marketing (MKT)
Melanie Meyer (Dept. Chair)
Phone: 408.855.5019

Mathematics (MATH)
Zoya Kravets (Dept. Chair)
Phone: 408.855.5090

Music (MUSIC)
Joseph Ordaz (Dept. Chair)
Phone: 408.855.5276

Nutritional Sciences (NS)
Thais Winsome (Dept. Chair)
Phone: 408.855.5217

Philosophy (PHIL)
Joseph Ordaz (Dept. Chair)
Phone: 408.855.5276

Physics (PHYS)
Clint Poe (Dept. Chair)
Phone: 408.855.5262

Political Science (POLIT)
Alan Chandler (Dept. Chair)
Phone: 408.855.5258

Psychiatric Technician (PT)
Marsha Oliver (Dept. Chair)
Phone: 408.855.5427

Psychology (PSYCH)
Jeff Cormier (Dept. Chair)
Phone: 408.855.5483

Reading (READ)
Rob Dewis (Dept. Chair)
Phone: 408.855.5327

Real Estate (REEST)
Melanie Meyer (Dept. Chair)
Phone: 408.855.5019

Registered Nursing (LRN–RN)
Cindy Harrison (Director)
Phone: 408.855.5340

Retail Floristry (RF)
Haze Dennis (Dept. Chair)
Phone: 408.855.5252

Social Science (SOCSC)
Jeff Cormier (Dept. Chair)
Phone: 408.855.5483

Sociology (SOC)
Jeff Cormier (Dept. Chair)
Phone: 408.855.5483

Technology Studies (TECH)
Chris Martin (Dept. Chair)
Phone: 408.855.5356

Tutorial
Chia Chen
Phone: 408.855.5348

Vocational Nursing (VNI)
Marsha Oliver (Dept. Chair)
Phone: 408.855.5427

Wellness and Human Performance (WHP)
Janice Morgan (Dept. Chair)
Phone: 408.855.5397

Work Experience (WRKEX)
Scott Brunson
Phone: 408.855.5251

Design Drafting
Room N1-301, Main Building

Disability Instructional Support Center (DISC)
Rooms S2-201 and S2-101, Main Building
Phone: 408.855.5085
TTY: 408.727.9243
Hours: See posting on office door and online.

Distance Learning
(Online & Television Classes)
Phone: 408.855.5336

Elevators located in Main Building
Located outside North-701, East-701, South-701, and West-701. Refer to Campus Locator at the back of the schedule.

Engineering Labs
Rooms SCI-170 and SCI 180, Science Building

Environmental Training Center
Room E3-701, Main Building
Phone: 408.855.5894

Escort Service (Police)
Phone: 408.855.5435

Extended Opportunity Program and Services (EOPS)
Room E1-403, Main Building
Phone: 408.855.5055
Hours: See posting on office door and online.

Financial Aid Office
Room E1-401, Main Building
Phone: 408.855.5066
Hours: See posting on office door and online.

Fire Protection Technology
Room W2-402, Main Building

First Aid (Student Health Services)
Room W1-303, Main Building
Phone: 408.855.5140

Graph Art Services
Room S1-502, Main Building

Graphic Design Lab
Room S1-501, Main Building

Graphic Design Services
Phone: 408.855.5127

Grades
Visit www.missioncollege.org and click on MyWebServices

Health Services
Room W1-303, Main Building
Phone: 408.855.5140
Hours: See posting on office door and online.

Hospitality Management
Building northeast of Main Building
Phone: 408.855.5245

Human Resources
Room S3-201, Main Building
Phone: 408.855.5130

Information Desk/Welcome Center
Welcome Center, Main Building
Phone: 408.855.5083

International Students Center
Room S1-202, Main Building
Phone: 408.855.5110
Hours: See posting on office door and online.

Internships Office
Room C1-110, Main Building
Phone: 408.855.5101
Hours: See posting on office door.

Job Placement Center
Room C1-110, Main Building
Phone: 408.855.5101
Hours: See posting on office door.

Keyboarding Lab (CA Lab)
Room E2-302, Main Building
Phone: 408.855.5336

Language Lab
Room S2-501, Main Building

Learning Assistance Center
Room S2-201, Main Building
Phone: 408.855.5085
Hours: See posting on office door and online.

Library
Room SE2-104, Main Building

Lecture Hall (Sorenson Hall)
Room SE2-104, Main Building

Internships Office
See posting on office door and online.

Job Placement Center
See posting on office door.

Library
Building between Main Building and Parking Lot A
Phone: 408.855.5151
Hours: See posting on office door and online.

Lockers
Behind Gymnasium

Library
Building between Main Building and Parking Lot A
Phone: 408.855.5151
Hours: See posting on office door and online.

Library
Building between Main Building

LVN to RN Program
Room N2-101, Main Building
Phone: 408.855.5016

Manufacturing Lab
Room S2-401, Main Building
Phone: 408.855.5320

Math Learning Center
Room N1-405, Main Building

Language Lab
Room S2-501, Main Building

Learning Assistance Center
Room S2-201, Main Building
Phone: 408.855.5085
Hours: See posting on office door and online.

Lecture Hall (Sorenson Hall)
Room SE2-104, Main Building

Library
Room SE2-104, Main Building

LVN to RN Program
Room N2-101, Main Building
Phone: 408.855.5016

Math Learning Center
Room S2-401, Main Building
Phone: 408.855.5320
Math Engineering Science
Achievement (MESA)
Phone: 408.855.5041
Hours: See posting on office door.

Computer Lab
Room SCI-132, Science Building

Study Center
Room C1-118, Main Building

Tutorial Center
Room C1-120, Main Building

Microbiology Lab
Room SCI-216, Science Building

Middle College
Room S3-601, Main Building
Phone: 408.855.5532

Music Lab
Rooms W1-101, W1-201, W1-205, Main Building

Nursing Lab (Allied Health)
Room W2-502, Main Building

Outreach & Recruitment
Lobby Office, Main Building
Phone: 408.855.5585

Owl Cove Cafe
Hospitality Management Building
For reservations call 408.855.5246
Fax: 408.855.5452
Hours: See posting on office door and online.

Parking and Traffic (Police)
Police Business Office, Campus Center
Phone: 408.855.5435

Part Time (Associate) Faculty Center
Room SE2-101, Main Building

Physics Labs
Rooms SCI-160, SCI-180, and SCI-170 Science Building

Police - Emergency Response
To report an emergency or possible criminal activity on or near the campus: Any pay phone or cell phone, dial 9-1-1; Any campus phone, dial 9-1-1. To request assistance for a non-emergency activity requiring a police officer response on or near the campus: Any pay phone or cell phone, call 408.299.2311; Any campus phone, call 9.299.2311.

Police - Business Office
Police Office, Campus Center
Phone: 408.855.5435 (non-emergency)
Hours: See posting on office door.

Press Room/Printing Lab
Rooms S1-503 and S1-701, Main Building

Public Relations
Phone: 408.855.5125

Rape Crisis Center
of Santa Clara County
Phone: 408.287.3000

Regional Health Occupations
Resource Center (RHORC)
Room S3-202, Main Building
Phone: 408.855.5216

Restrooms
Main Building:
First and Second floors, all corners
Third floor, southeast corner only

Science Building
The Science Building is located between the Main Building and Parking Lot D.

Sorenson Hall (Lecture Hall)
Room SE2-104, Main Building

Staff Development Office
Room E2-601, Main Building
Hours: See posting on office door.

Student Health Services
(See Health Services)

Switchboard
(Mission College Main Number)
Phone: 408.988.2200

T
Tech Prep
Room S3-202A, Main Building
Phone: 408.855.5209

Technology Center
Room 240, Campus Center
Phone: 408.855.5359
Hours: See posting on office door and online.

Telecommunications Office
Telecommunications Building

Television Classes
Phone: 408.855.5132

Television Studio (MCTV)
Telecommunications Building

Testing Center
(See Assessment/Testing Center)

Transfer Center
(See Career/Transfer Center)

Tutoring Center
Room TC-2, Campus Center
Phone: 408.855.5371
Hours: See posting on office door and online.

Veterans Affairs
(See Admissions & Records)

Work Experience
Room HM-15, Hospitality Management Building
Phone: 408.855.5251
Hours: See posting on office door.

World Wide Web Address
www.missioncollege.org
Health Occupations Program Clinical Sites

7th Avenue Center
1171 7th Avenue
Santa Cruz, CA 95062

A Woman’s Center
476 E. Campbell Avenue
Campbell, CA 95008

AchieveKids
1212 McGinness Ave.
San Jose, CA 95127

Alzheimer’s Day
2380 Engborg Lane
San Jose, CA 95128

Cedar Crest Skilled Nursing & Rehab
797 East Fremont Avenue
Sunnyvale, CA 94087

Children’s Recovery Center of Northern CA
3777 South Bascom Ave.
Campbell, CA 95008

Crestwood Manor (CM)
1425 Fruitdale Avenue
San Jose, CA 95128

Della Maggiore Center (CD)
2308 Clove Drive
San Jose, CA 95128

El Camino Hospital
2500 Grant Road
Mountain View, CA 94040

Good Samaritan Hospital (GS)
2425 Samaritan Drive
San Jose, CA 95124

Grant-Cuesta Rehabilitation Center
1949 Grant Road
Mountain View, CA 94040

Hope Rehabilitation Center (CD)
2300 Clove Drive
San Jose, CA 95128

Hospice of the Valley
1150 South Bascom Avenue, Suite 7A
San Jose, CA 95128-3509

Inn Vision
546 West Julian Street
San Jose, CA 95110

John George Pavilion
2060 Fairmont Drive
San Leandro, CA 94578

Kaiser Medical Center (KSC)
900 Kiely Boulevard
Santa Clara, CA 95051

Kaiser Redwood City (KRC)
1150 Veterans Boulevard
Redwood City, CA 94063

Kaiser Santa Teresa Community Hospital
250 Hospital Parkway
San Jose, CA 95119

Lincoln Glen Manor & Nursing Facility
2671 Plummer Ave.
San Jose, CA 95125

Manor Care Nursing Center
1150 Tilton Drive
Sunnyvale, CA 94087

McKinnon School (CD)
2300 Moorpark Avenue
San Jose, CA 95128

Mission Skilled Nursing & Subacute Center
410 North Winchester Boulevard
Saratoga, CA 95050

Momentum for Mental Health
2001 The Alameda
San Jose, CA 95126

O’Connor Hospital
2105 Forest Avenue
San Jose, CA 95128

Odyssey Home Health Care
1500 Hamilton Avenue, Suite 212
Campbell, CA 95008-0809

Our Lady of Fatima
20400 Saratoga-Los Gatos Road
Saratoga, CA 95070

Palo Alto Medical Foundation
Palo Alto Center
795 El Camino Real
Palo Alto, CA 94301

Pathways
585 North Mary Avenue
Sunnyvale, CA 94085

Psynergy Programs, Inc.
18225 Hale Avenue
Morgan Hill, CA 95037

St. Elizabeth Day Home
1544 McKinley Avenue
San Jose, CA 95126

Salinas Valley Psychiatric Program
CA Dept. of Mental Health
31625 Highway 101
Soledad, CA 93960

San Jose Care and Guidance
401 Ridge Vista Avenue
San Jose, CA 95127

Skyline Convalescent Hospital
2065 Forest Avenue
San Jose, CA 95128

Sub Acute Saratoga
13425 Sousa Lane
Saratoga, CA 95070

Valley Medical Center
751 South Bascom Avenue
San Jose, CA 95128

VA Palo Alto Health Care System
3801 Miranda Avenue
Palo Alto, CA 94304

VA Palo Alto Health Care System
Menlo Park Division
795 Willow Road
Menlo Park, CA 94025

White Blossom Care Center
1900 Fruitdale Avenue
San Jose, CA 95128

Off-Campus Sites

Fire Protection Tech. Sites

Milpitas Fire Department
777 Main Street
Milpitas, CA

Santa Clara County Fire Department
485 West Sunnyoaks Drive
Campbell, CA

Santa Clara Fire Department
1900 Walsh Avenue
Santa Clara, CA

Sunnyvale Department of Public Safety
795 East Arques Avenue
Sunnyvale, CA

South Santa Clara County Fire District
15670 Monterey Highway
Morgan Hill, CA

Other Off-Campus Sites

Elmwood Correctional Facility
701 South Abel Street
Milpitas, CA 95035

Moonlight Bowl
2780 El Camino Real
Santa Clara, CA 95051

San Jose State University
One Washington Square
San Jose, CA 95112

Santa Clara Adult Education
1840 Benton St.
Santa Clara, CA 95050

Santa Clara University
500 El Camino Real
Santa Clara, CA 95053-1500

Triton Museum
1505 Warburton Ave.
Santa Clara, CA 95050

Summer Sessions
Campus Locator: Science Building

Science Building, 1st Floor

SCI-160 Physics Lab
SCI-161
SCI-171
SCI-180 Physics Lab
SCI-170 Physics Lab

Science Building, 2nd Floor

SCI-210 Biology Service Area
SCI-216 Microbiology
SCI-230 Biology
SCI-220 Anatomy & Physiology

SCI-260 Organic Lab
SCI-261 Chemistry Prep
SCI-263 Balance Room
SCI-271

SCI-280 Inorganic Lab
SCI-270 Inorganic Lab
Work has begun on renovations to the Hospitality Management Building. Some rooms and entrances are inaccessible during construction. Please note the grey areas in the map to the right indicate closed areas.
Mission College is served by County Bus Lines 57 and 60.